

**CAPITAL REGIONAL DISTRICT BOARD**  
**March 13, 2024**  
**Board Room, 625 Fisgard Street, Victoria**

**BUDGET REVIEW**  
**Part C**

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**6. Planning and Protective Services**

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**CAPITAL REGIONAL DISTRICT BOARD**  
**March 13, 2024**  
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**BUDGET REVIEW**  
**Part C**

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# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **PLANNING & PROTECTIVE SERVICES**

#### **FINAL BUDGET**

MARCH 2024

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# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **GM - Planning & Protective Services**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.024 GM - Planning & Protective Services**

**Committee: Planning & Protective Services**

**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 and the Songhees and Tsawout Bands.

**MAXIMUM LEVY:**

N/A

**COMMITTEE:**

Planning, Transportation and Protective Services

**FUNDING:**

Requisition and internal allocation

**1.024 - GM - Planning & Protective Services**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<b>OPERATING COSTS</b>										
Salaries & Wages	464,094	443,736	470,434	-	-	470,434	481,703	493,233	505,030	517,100
Contract for Services	7,310	-	2,500	-	-	2,500	3,050	4,610	6,200	7,320
Internal Allocations	92,268	92,268	101,438	-	-	101,438	106,117	110,936	114,486	117,456
Operating Other	20,930	11,377	21,370	-	-	21,370	21,800	22,250	22,710	23,170
<b>TOTAL OPERATING COSTS</b>	<b>584,602</b>	<b>547,381</b>	<b>595,742</b>	<b>-</b>	<b>-</b>	<b>595,742</b>	<b>612,670</b>	<b>631,029</b>	<b>648,426</b>	<b>665,045</b>
*Percentage Increase over prior year						1.9%	2.8%	3.0%	2.8%	2.6%
<b>CAPITAL / RESERVE</b>										
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
<b>TOTAL CAPITAL / RESERVES</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL COSTS</b>	<b>585,602</b>	<b>548,381</b>	<b>596,742</b>	<b>-</b>	<b>-</b>	<b>596,742</b>	<b>613,670</b>	<b>632,029</b>	<b>649,426</b>	<b>666,045</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Internal Recoveries	(276,233)	(276,233)	(285,898)	-	-	(285,898)	(291,590)	(297,417)	(303,364)	(309,422)
<b>TOTAL REVENUES</b>	<b>(276,233)</b>	<b>(276,233)</b>	<b>(285,898)</b>	<b>-</b>	<b>-</b>	<b>(285,898)</b>	<b>(291,590)</b>	<b>(297,417)</b>	<b>(303,364)</b>	<b>(309,422)</b>
<b>NET COSTS</b>	<b>309,369</b>	<b>272,148</b>	<b>310,844</b>	<b>-</b>	<b>-</b>	<b>310,844</b>	<b>322,080</b>	<b>334,612</b>	<b>346,062</b>	<b>356,624</b>
*Percentage increase over prior year Net Costs						0.5%	3.6%	3.9%	3.4%	3.1%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	2.5	2.5	2.5	-	-	2.5	2.5	2.5	2.5	2.5



**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

Service No.	1.024 GM - Planning & Protective Services	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011
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
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,049</b>	<b>\$2,318</b>	<b>\$1,644</b>	<b>\$6,011</b>	<b>\$6,011</b>

**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	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011
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
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,049</b>	<b>\$2,318</b>	<b>\$1,644</b>	<b>\$6,011</b>	<b>\$6,011</b>



**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

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance</b>	7,894	4,981	5,981	6,981	5,932	4,614
<b>Actual Purchases</b>	-					
<b>Planned Purchase (Based on Capital Plan)</b>	(3,971)	-	-	(2,049)	(2,318)	(1,644)
<b>Transfer from Operating Budget</b>	1,000	1000	1000	1000	1000	1000
<b>Interest Income</b>	59	-	-	-	-	-
<b>Ending Balance \$</b>	<b>4,981</b>	<b>5,981</b>	<b>6,981</b>	<b>5,932</b>	<b>4,614</b>	<b>3,970</b>

**Assumptions/Background:**

2026 - replacement of 1 ultra-portable laptop  
 2027 - replacement of 2 standard desktops  
 2028 - replacement of 1 standard desktop

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Health & Capital Planning Strategies**

#### **FINAL BUDGET**

MARCH 2024

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES	BUDGET REQUEST						2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL				
<b>OPERATING COSTS:</b>										
Salaries and Wages	430,511	287,182	436,723	-	-	436,723	323,035	330,778	338,701	346,809
Legal/Auditing Costs	26,160	26,160	27,200	-	-	27,200	28,220	29,240	29,820	30,420
Consultants	3,510	3,510	3,630	-	-	3,630	3,700	3,770	3,850	3,930
Allocations - Standard Overhead	129,961	129,961	140,671	-	-	140,671	143,484	146,354	149,281	152,266
Allocations - Human Resources	11,476	11,476	15,287	-	-	15,287	16,554	17,081	17,098	17,517
Allocations - Others	77,015	77,015	81,399	-	-	81,399	84,352	88,081	91,224	93,538
Operating - Other Costs	24,720	17,110	20,720	-	-	20,720	21,130	21,550	21,980	22,410
<b>TOTAL OPERATING COSTS</b>	<b>703,353</b>	<b>552,414</b>	<b>725,630</b>	<b>-</b>	<b>-</b>	<b>725,630</b>	<b>620,475</b>	<b>636,854</b>	<b>651,954</b>	<b>666,890</b>
*Percentage Increase over prior year	0.0%	-21.5%	3.2%			3.2%	-14.5%	2.6%	2.4%	2.3%
<b>CAPITAL / RESERVE</b>										
Transfer to Equipment Replacement Reserve	2,100	2,100	2,170	-	-	2,170	2,210	2,250	2,300	2,350
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>2,100</b>	<b>2,100</b>	<b>2,170</b>	<b>-</b>	<b>-</b>	<b>2,170</b>	<b>2,210</b>	<b>2,250</b>	<b>2,300</b>	<b>2,350</b>
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>705,453</b>	<b>554,514</b>	<b>727,800</b>	<b>-</b>	<b>-</b>	<b>727,800</b>	<b>622,685</b>	<b>639,104</b>	<b>654,254</b>	<b>669,240</b>
*Percentage Increase over prior year	0.0%	-21.4%	3.2%			3.2%	-14.4%	2.6%	2.4%	2.3%
Recovery - Capital Regional Hospital District	(705,453)	(705,453)	(727,800)	-	-	(727,800)	(622,685)	(639,104)	(654,254)	(669,240)
Recovery - Capital Project	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>-</b>	<b>(150,939)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year	0.0%	0.0%	0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
<b>Surplus / (Deficit)</b>		150,939								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Balance transferred to HD Section 20 Reserve		(150,939)								
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REQUISITION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year	0.0%	0.0%	0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
<b>PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations</b>										
<b>AUTHORIZED POSITIONS:</b>										
Salaried	2.0	2.0	2.0	0.0	0.0	2.0	2.0	2.0	2.0	2.0
Term Position - Sr. Project Coordinator 2-year term (2023 IBC 14a-1)	1.0	1.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.018</b>							
	<b>Health &amp; Capital Planning Strategies</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500
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
	<b>\$0</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$7,500</b>

**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	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$7,500</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 1.018

Service Name: Health & Capital Planning Strategies

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
26-01	Replacement	Computer	Replace Computers	\$ 3,000	E	ERF	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
27-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
28-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500
													\$ -
													\$ -
													\$ -
			<b>Grand Total</b>	<b>\$ 7,500</b>				<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>

**Reserve Schedule**

**Reserve Fund:** 1.018 Health & Capital Planning Strategies

Assets held by the Health and Capital Planning Strategies are office equipment and office furniture.  
The equipment replacement funds set aside are for replacement of office equipment/furniture only.

**Reserve Cash Flow**

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

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance</b>	5,172.76	5,336	6,006	8,216	7,466	8,266
<b>Actual Purchase</b>	(1,986)					
<b>Planned Purchase (Based on Capital Plan)</b>		(1,500)	-	(3,000)	(1,500)	(1,500)
<b>Transfer from Operating Budget</b>	2,100	2,170	2,210	2,250	2,300	2,350
<b>Interest Revenue</b>	49					
<b>Ending Balance \$</b>	<b>5,336</b>	<b>6,006</b>	<b>8,216</b>	<b>7,466</b>	<b>8,266</b>	<b>9,116</b>

**Assumptions/Background:**

2024 - 1 standard laptop  
2026 - 2 standard laptops  
2027 - 1 standard laptop  
2028 - 1 standard laptop



# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Community Health**

#### **FINAL BUDGET**

MARCH 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

1.224 - COMMUNITY HEALTH

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries - Planner (Term)	105,277	105,277	113,880	-	-	113,880	116,612	119,407	30,567	-
Contract for Services - AEHCR	325,000	329,500	325,000	-	120,000	445,000	325,000	325,000	325,000	325,000
Contract for Services - Island Health	176,750	176,750	176,750	-	-	176,750	176,750	176,750	176,750	176,750
Contract for Services - ACEH (2023)	150,000	150,000	155,250	-	-	155,250	158,400	161,600	-	-
Consultants - Violence Prevention and Wellness Promotion	-	-	-	-	50,000	50,000	-	-	-	-
Allocation - Standard Overhead	40,810	40,810	40,743	-	-	40,743	41,558	42,389	43,237	44,102
Allocation - Building Occupancy	2,728	2,728	3,101	-	-	3,101	3,411	3,860	4,195	4,369
Allocation - Human Resources	3,157	3,157	3,738	-	-	3,738	4,048	4,177	4,181	4,284
Meetings and Workshops	7,313	6,952	7,569	-	2,500	10,069	7,720	7,875	8,032	8,193
Operating - Other Costs	3,825	2,960	3,937	-	-	3,937	4,015	4,094	4,175	4,258
<b>TOTAL OPERATING COSTS</b>	<b>814,860</b>	<b>818,134</b>	<b>829,968</b>	<b>-</b>	<b>172,500</b>	<b>1,002,468</b>	<b>837,514</b>	<b>845,152</b>	<b>596,137</b>	<b>566,956</b>
*Percentage Increase over prior year		0.4%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	66,476	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>66,476</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>814,860</b>	<b>884,610</b>	<b>829,968</b>	<b>-</b>	<b>172,500</b>	<b>1,002,468</b>	<b>837,514</b>	<b>845,152</b>	<b>596,137</b>	<b>566,956</b>
*Percentage Increase over prior year		8.6%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>814,860</b>	<b>884,610</b>	<b>829,968</b>	<b>-</b>	<b>172,500</b>	<b>1,002,468</b>	<b>837,514</b>	<b>845,152</b>	<b>596,137</b>	<b>566,956</b>
*Percentage Increase over prior year		8.6%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
Balance C/F from Prior to Current year	-	2,500	-	-	(2,500)	(2,500)	-	-	-	-
Payments In Lieu of Taxes	(29,604)	(29,604)	(30,478)	-	-	(30,478)	(29,604)	(29,604)	(29,604)	(29,604)
Grants - City of Victoria Contribution AEHCR Agreement	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Grants - Island Health (Funding not guaranteed beyond March 2024)	(60,000)	(117,500)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(15,000)	-
Grants - Other	-	(14,750)	-	-	-	-	-	-	-	-
Revenue - Other	(880)	(880)	(911)	-	-	(911)	(929)	(948)	(967)	(986)
<b>TOTAL REVENUE</b>	<b>(190,484)</b>	<b>(260,234)</b>	<b>(191,389)</b>	<b>-</b>	<b>(2,500)</b>	<b>(193,889)</b>	<b>(190,533)</b>	<b>(190,552)</b>	<b>(145,571)</b>	<b>(130,590)</b>
<b>REQUISITION</b>	<b>624,376</b>	<b>624,376</b>	<b>638,579</b>	<b>-</b>	<b>170,000</b>	<b>808,579</b>	<b>646,981</b>	<b>654,600</b>	<b>450,567</b>	<b>436,366</b>
*Percentage Increase over prior year			2.3%	0.0%	27.2%	29.5%	-20.0%	1.2%	-31.2%	-3.2%
PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations										
<u>AUTHORIZED POSITIONS:</u>										
Salaried Position (Term)	Term 1.00	Term 1.00	Term 1.00	0.00	0.00	Term 1.00	Term 1.00	Term 1.00	Term 1.00	Term 0.00
Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**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	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	78,605	146,289	146,289	146,289	146,289	146,289
<b>Actual Purchases</b>	-	-	-	-	-	-
<b>Planned Purchases</b>	-	-	-	-	-	-
<b>Transfer from Operating Budget</b>	63,895	-	-	-	-	-
<b>Interest Income</b>	3,789	-	-	-	-	-
<b>Ending Balance \$</b>	<b>146,289</b>	<b>146,289</b>	<b>146,289</b>	<b>146,289</b>	<b>146,289</b>	<b>146,289</b>

**Assumptions/Background:**

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Land Banking and Housing (Regional Housing)**

#### **FINAL BUDGET**

MARCH 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 1,800 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

**1.310 LAND BANKING AND HOUSING**

			<b>BUDGET REQUEST</b>							
	<b>2023 BOARD BUDGET</b>	<b>2023 ESTIMATED ACTUAL</b>	<b>2024 CORE BUDGET</b>	<b>2024 ONGOING</b>	<b>2024 ONE-TIME</b>	<b>2024 TOTAL</b>	<b>2025 TOTAL</b>	<b>2026 TOTAL</b>	<b>2027 TOTAL</b>	<b>2028 TOTAL</b>
<b>OPERATING COSTS:</b>										
Salaries and Wages	1,449,434	1,383,211	1,244,734	401,479	17,884	1,664,097	1,782,344	1,585,126	1,508,202	1,544,306
Allocation - Standard OH	98,049	98,050	106,963	-	-	106,963	109,102	111,284	113,510	115,780
Allocation - Building Occupancy	66,325	66,324	72,484	-	-	72,484	79,558	89,831	97,476	101,463
Allocation - Real Estate	60,000	60,000	40,000	-	-	40,000	40,000	40,000	40,000	40,000
Allocation - Human Resources	41,244	41,244	51,467	-	-	51,467	55,733	57,508	57,566	58,976
Allocation - GM Planning and Protective Services	40,252	40,252	41,661	-	-	41,661	42,490	43,340	44,210	45,090
Allocation - Secondment from SGI Admin	-	-	-	-	86,867	86,867	-	-	-	-
Consultants	215,000	190,704	57,880	-	246,550	304,430	160,438	61,046	61,667	62,301
Other Operating Expenses	62,790	64,251	65,025	-	24,000	89,025	66,381	67,754	69,171	70,610
<b>TOTAL OPERATING COSTS</b>	<b>2,033,094</b>	<b>1,944,036</b>	<b>1,680,214</b>	<b>401,479</b>	<b>375,301</b>	<b>2,456,994</b>	<b>2,336,046</b>	<b>2,055,890</b>	<b>1,991,802</b>	<b>2,038,525</b>
*Percentage Increase over prior year		-4.4%	-17.4%	19.7%	18.5%	20.9%	-4.9%	-12.0%	-3.1%	2.3%
<b>CAPITAL / RESERVE</b>										
Transfer to Equipment Replacement Reserve	4,000	4,000	4,070	-	-	4,070	4,110	4,150	4,190	4,230
Transfer to Operating Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>4,000</b>	<b>4,000</b>	<b>4,070</b>	<b>-</b>	<b>-</b>	<b>4,070</b>	<b>4,110</b>	<b>4,150</b>	<b>4,190</b>	<b>4,230</b>
Debt Expenditures	1,009,463	1,009,463	1,009,463	-	-	1,009,463	2,117,926	2,376,439	2,376,439	2,376,439
MFA Debt Reserve	1,830	-	2,440	-	94,000	96,440	161,000	-	-	-
<b>TOTAL COSTS</b>	<b>3,048,387</b>	<b>2,957,499</b>	<b>2,696,187</b>	<b>401,479</b>	<b>469,301</b>	<b>3,566,967</b>	<b>4,619,082</b>	<b>4,436,479</b>	<b>4,372,431</b>	<b>4,419,194</b>
*Percentage Increase over prior year		0.0%	-11.6%	13.2%	15.4%	17.0%	29.5%	-4.0%	-1.4%	1.1%
Transfer from Operating Reserve	(130,000)	(130,000)	-	-	(106,336)	(106,336)	(100,000)	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>2,918,387</b>	<b>2,827,499</b>	<b>2,696,187</b>	<b>401,479</b>	<b>362,965</b>	<b>3,460,631</b>	<b>4,519,082</b>	<b>4,436,479</b>	<b>4,372,431</b>	<b>4,419,194</b>
<b>Surplus / (Deficit)</b>		314,144								
Balance C/F from Prior to Current year	(66,157)	(66,157)	-	(110,000)	(150,634)	(260,634)	-	-	-	-
Recovery - CRHC	(259,181)	(259,183)	(218,534)	-	-	(218,534)	(224,833)	(231,363)	(237,355)	(243,087)
Recovery - CRHD	(118,287)	(118,287)	-	-	-	-	-	-	-	-
Recovery - Capital Projects	(338,059)	(347,559)	(254,907)	-	-	(254,907)	(247,255)	(112,206)	-	-
Admin Fees - RHTF & housing agreements	(45,630)	(43,479)	(45,630)	-	-	(45,630)	(12,500)	(12,500)	(12,500)	(12,500)
Lease Revenue - CRHC	(63,000)	(63,000)	(63,000)	-	-	(63,000)	(63,000)	(63,000)	(63,000)	(63,000)
Grant Revenue - Federal	(438,391)	(647,576)	(263,781)	(291,478)	(112,000)	(667,259)	(658,590)	(561,999)	(565,488)	(569,059)
Payments In Lieu of Taxes	(70,301)	(83,850)	(72,366)	-	-	(72,366)	(72,366)	(72,366)	(72,366)	(72,366)
Other Revenue	(16,293)	(9,463)	(16,903)	-	-	(16,903)	(14,463)	(5,000)	(5,000)	(5,000)
<b>TOTAL REVENUE</b>	<b>(1,415,299)</b>	<b>(1,324,411)</b>	<b>(935,121)</b>	<b>(401,478)</b>	<b>(262,634)</b>	<b>(1,599,233)</b>	<b>(1,293,007)</b>	<b>(1,058,433)</b>	<b>(955,709)</b>	<b>(965,012)</b>
<b>REQUISITION</b>	<b>(1,503,088)</b>	<b>(1,503,088)</b>	<b>(1,761,067)</b>	<b>(0)</b>	<b>(100,331)</b>	<b>(1,861,398)</b>	<b>(3,226,075)</b>	<b>(3,378,046)</b>	<b>(3,416,722)</b>	<b>(3,454,182)</b>
*Percentage Increase over prior year			17.2%	0.0%	6.7%	23.8%	73.3%	4.7%	1.1%	1.1%
<b>PARTICIPANTS: All Municipalities and Electoral Areas, Tsawout and Songhees First Nations</b>										
<b>AUTHORIZED POSITIONS:</b>										
Salaried	6.00	6.00	6.00	1.00	0.00	7.00	7.00	7.00	7.00	7.00
Term	6.00	6.00	2.00	4.00	1.00	7.00	7.00	5.00	4.00	4.00

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.310</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Land Banking and Housing</b>							

**EXPENDITURE**

Buildings	\$0	\$9,400,000	\$16,100,000	\$0	\$0	\$0	\$25,500,000
Equipment	\$0	\$10,000	\$5,000	\$10,000	\$0	\$0	\$25,000
Land	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$10,110,000</b>	<b>\$16,105,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,225,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$9,400,000	\$16,100,000	\$0	\$0	\$0	\$25,500,000
Equipment Replacement Fund	\$0	\$10,000	\$5,000	\$10,000	\$0	\$0	\$25,000
Grants (Federal, Provincial)	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$10,110,000</b>	<b>\$16,105,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,225,000</b>





Service: **1.310** **Land Banking and Housing**

Project Number	Capital Project Title	Capital Project Description
18-03	RHFP Contribution	Village on the Green Redevelopment
<b>Project Rationale</b> 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	Capital Project Title	Capital Project Description
24-01	Office Equipment Replacement	Office equipment scheduled replacement
<b>Project Rationale</b> 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.		

**1.310 Land Bank & Housing  
Operating Reserve Summary  
2024 - 2028 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				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	405,178	291,543	185,207	85,207	85,207	85,207
<b>Transfer to Operating Budget</b>	(133,165)	(106,336)	(100,000)	-	-	-
<b>Transfer to Capital Fund</b>	-					
<b>Transfer from Operating Budget</b>	-					
<b>Interest Income</b>	19,530					
<b>Total projected year end balance</b>	<b>291,543</b>	<b>185,207</b>	<b>85,207</b>	<b>85,207</b>	<b>85,207</b>	<b>85,207</b>

**Assumptions/Background:**

2023: Funding for one-time post-RHFP housing programs contract and SGI housing strategy work.  
 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.

**1.310 Land Bank & Housing  
Asset and Reserve Summary  
2024-2028 Financial Plan**

**Asset Profile**

**Land Banking & Housing**

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, four 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				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	25,699	25,469	19,539	18,649	12,799	16,989
<b>Planned Purchase (Based on Capital Plan)</b>	-	(10,000)	(5,000)	(10,000)	-	-
<b>Actual Purchase</b>	(4,470)					
<b>Transfer from Operating Budget</b>	4,000	4,070	4,110	4,150	4,190	4,230
<b>Interest Income</b>	240					
<b>Total projected year end balance</b>	<b>25,469</b>	<b>19,539</b>	<b>18,649</b>	<b>12,799</b>	<b>16,989</b>	<b>21,219</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Regional Housing Trust Fund**

#### **FINAL BUDGET**

MARCH 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

1.311 - REGIONAL HOUSING TRUST FUND			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<b>Note: Service Phased out 2024 &amp; Suspended 2025</b>										
<u>OPERATING COSTS:</u>										
Prior Year Unallocated Capital Grants	2,520,057	-	3,226,193	-	-	3,226,193	-	-	-	-
Current Year Capital Grants	1,116,746	615,000	913,015	-	-	913,015	-	-	-	-
Housing Programs Administration Service Fee	33,130	33,130	33,130	-	-	33,130	-	-	-	-
Allocation - Standard OH	-	-	-	-	-	-	-	-	-	-
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
Legal Costs	4,070	-	4,070	-	-	4,070	-	-	-	-
Other Costs	2,391	2,000	2,391	-	-	2,391	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>3,676,394</b>	<b>650,130</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>3,676,394</b>	<b>650,130</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>3,676,394</b>	<b>650,130</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>4,178,799</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
<b>Surplus / (Deficit)</b>		3,117,012								
Balance C/F from Prior to Current year	(2,520,057)	(2,520,057)	(3,226,193)	-	-	(3,226,193)	-	-	-	-
Revenue - Other Interest Income	(100,802)	(110,000)	(176,000)	-	-	(176,000)	-	-	-	-
Payments In Lieu of Taxes	(55,535)	(55,535)	(57,931)	-	-	(57,931)	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Donations	-	(81,550)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(2,676,394)</b>	<b>(2,767,142)</b>	<b>(3,460,124)</b>	<b>-</b>	<b>-</b>	<b>(3,460,124)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REQUISITION</b>	<b>(1,000,000)</b>	<b>(1,000,000)</b>	<b>(718,675)</b>	<b>-</b>	<b>-</b>	<b>(718,675)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year		0.0%	-28.1%	0.0%	0.0%	-28.1%	-100.0%	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**

## **2024 Budget**

### **Traffic Safety Commission**

#### **FINAL BUDGET**

MARCH 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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Allocations	5,921	5,921	6,856	-	-	6,856	6,993	7,133	7,276	7,421
Insurance Costs	280	280	330	-	-	330	350	370	390	410
Advertising, Promotion and Meetings	96,727	88,292	70,000	-	-	70,000	60,000	61,200	62,430	63,680
Scholarships	18,000	2,000	18,000	-	-	18,000	2,000	2,000	2,000	2,000
Other Expenses	16,190	14,243	10,068	-	-	10,068	9,190	9,370	9,550	9,740
<b>TOTAL COSTS</b>	<b>137,118</b>	<b>110,736</b>	<b>105,254</b>	<b>-</b>	<b>-</b>	<b>105,254</b>	<b>78,533</b>	<b>80,073</b>	<b>81,646</b>	<b>83,251</b>
*Percentage Increase over prior year			-23.2%			-23.2%	-25.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	29,182	(29,182)	-	-	(29,182)	-	-	-	-
Balance c/fwd from 2022 to 2023	(61,160)	(61,160)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,246)	(3,246)	(3,360)	-	-	(3,360)	(3,430)	(3,500)	(3,570)	(3,640)
Other Revenue	(200)	(3,000)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
<b>TOTAL REVENUE</b>	<b>(64,606)</b>	<b>(38,224)</b>	<b>(32,742)</b>	<b>-</b>	<b>-</b>	<b>(32,742)</b>	<b>(3,630)</b>	<b>(3,700)</b>	<b>(3,770)</b>	<b>(3,840)</b>
<b>REQUISITION</b>	<b>(72,512)</b>	<b>(72,512)</b>	<b>(72,512)</b>	<b>-</b>	<b>-</b>	<b>(72,512)</b>	<b>(74,903)</b>	<b>(76,373)</b>	<b>(77,876)</b>	<b>(79,411)</b>
*Percentage increase over prior year Requisition			0.0%			0.0%	3.3%	2.0%	2.0%	2.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Regional Planning Services**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.324 Regional Planning Services

**Committee:** Planning & Protective Services

**DEFINITION:**

Regional Planning includes two service functions:

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

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

None stated

**FUNDING:**

Requisition

1.324 - Regional Planning Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	1,053,189	981,765	1,098,077	-	-	1,098,077	1,120,958	1,150,384	1,177,833	1,205,920
Contract for Services	72,100	51,300	74,620	-	-	74,620	76,110	77,630	79,180	80,760
Allocations	238,269	230,269	261,019	-	-	261,019	275,014	290,917	302,623	311,188
Program Development Costs	94,110	94,110	95,990	-	590,000	685,990	97,910	99,870	630,000	-
Other Operating Expenses	93,950	63,955	95,230	-	10,000	105,230	97,200	99,210	101,280	103,390
<b>TOTAL OPERATING COSTS</b>	<b>1,551,618</b>	<b>1,421,399</b>	<b>1,624,936</b>	<b>-</b>	<b>600,000</b>	<b>2,224,936</b>	<b>1,667,192</b>	<b>1,718,011</b>	<b>2,290,916</b>	<b>1,701,258</b>
*Percentage Increase over prior year			4.7%		38.7%	43.4%	-25.1%	3.0%	33.3%	-25.7%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	732,154	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	2,500	13,000	2,500	-	-	2,500	2,500	2,500	2,500	2,500
<b>TOTAL CAPITAL / RESERVES</b>	<b>2,500</b>	<b>745,154</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>TOTAL COSTS</b>	<b>1,554,118</b>	<b>2,166,553</b>	<b>1,627,436</b>	<b>-</b>	<b>600,000</b>	<b>2,227,436</b>	<b>1,669,692</b>	<b>1,720,511</b>	<b>2,293,416</b>	<b>1,703,758</b>
<b>Internal Recoveries</b>	(86,650)	(86,650)	(93,180)	-	-	(93,180)	(95,410)	(97,700)	(100,040)	(102,440)
<b>TOTAL COSTS NET OF RECOVERIES</b>	<b>1,467,468</b>	<b>2,079,903</b>	<b>1,534,256</b>	<b>-</b>	<b>600,000</b>	<b>2,134,256</b>	<b>1,574,282</b>	<b>1,622,811</b>	<b>2,193,376</b>	<b>1,601,318</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(177,951)	(177,951)	(199,617)	-	(600,000)	(799,617)	(199,918)	(207,859)	(736,628)	(101,560)
Grants in Lieu of Taxes	(58,113)	(658,113)	(59,838)	-	-	(59,838)	(61,350)	(62,580)	(63,840)	(65,110)
Revenue - Other	(2,990)	(15,995)	(3,090)	-	-	(3,090)	(3,160)	(3,230)	(3,300)	(3,370)
Recovery - Other	(570)	-	(590)	-	-	(590)	(600)	(610)	(620)	(630)
<b>TOTAL REVENUE</b>	<b>(239,624)</b>	<b>(852,059)</b>	<b>(263,135)</b>	<b>-</b>	<b>(600,000)</b>	<b>(863,135)</b>	<b>(265,028)</b>	<b>(274,279)</b>	<b>(804,388)</b>	<b>(170,670)</b>
<b>REQUISITION</b>	<b>(1,227,844)</b>	<b>(1,227,844)</b>	<b>(1,271,121)</b>	<b>-</b>	<b>-</b>	<b>(1,271,121)</b>	<b>(1,309,254)</b>	<b>(1,348,532)</b>	<b>(1,388,988)</b>	<b>(1,430,648)</b>
*Percentage increase over prior year Requisition						3.5%	3.0%	3.0%	3.0%	3.0%
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 - 2024 to 2028**

<b>Service No.</b>	<b>1.324 Regional Planning Services</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	
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	
	<b>\$40,000</b>	<b>\$44,000</b>	<b>\$4,000</b>	<b>\$8,000</b>	<b>\$3,000</b>	<b>\$10,000</b>	<b>\$69,000</b>	

**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	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	
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	
	<b>\$40,000</b>	<b>\$44,000</b>	<b>\$4,000</b>	<b>\$8,000</b>	<b>\$3,000</b>	<b>\$10,000</b>	<b>\$69,000</b>	



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

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

<b>Project Number</b>	22-01	<b>Capital Project Title</b>	Photocopier Renewal	<b>Capital Project Description</b>	Photocopier Renewal
<b>Project Rationale</b>	Planned photocopy renewal for RSP office, per IT replacement schedule.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Eco-Counter Replacement	<b>Capital Project Description</b>	Replacement of bike and pedestrian counters owned by CRD across the region
<b>Project Rationale</b>	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  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Equipment Replacement Fund	254,967	213,467	211,967	206,467	205,967	198,467
Operating Reserve Fund	2,367,467	1,567,850	1,367,932	1,160,073	423,445	321,885
<b>Total</b>	<b>2,622,434</b>	<b>1,781,317</b>	<b>1,579,899</b>	<b>1,366,540</b>	<b>629,412</b>	<b>520,352</b>

**Reserve Schedule**

**Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund**

ERF Group: RGPLAN.ERF

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101427	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		250,456	254,967	213,467	211,967	206,467	205,967
<b>Transfer from Ops Budget</b>		13,000	2,500	2,500	2,500	2,500	2,500
<b>Planned Purchase</b>		(10,699)	(44,000)	(4,000)	(8,000)	(3,000)	(10,000)
<b>Interest Income</b>		2,209					
<b>Ending Balance \$</b>		<b>254,967</b>	<b>213,467</b>	<b>211,967</b>	<b>206,467</b>	<b>205,967</b>	<b>198,467</b>

**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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		1,697,335	2,367,467	1,567,850	1,367,932	1,160,073	423,445
<b>Transfer from Ops Budget</b>		164,135	-	-	-	-	-
<b>Island Rail Corridor Grant</b>		600,000	-	-	-	-	-
<b>Transfer to Ops Budget - Program Development</b>							
Ready Step Roll Program		(40,000)	(40,000)	(40,000)	(40,000)	-	-
Implementation of Data Review		(25,000)	(25,000)	(25,000)	(25,000)	-	-
Origin and Destination Survey		-	-	-	-	(420,000)	-
Regional Transportation Model Calibration		-	-	-	-	(210,000)	-
IBC 4b-2.1 - Island Corridor Consultation		-	(600,000)	-	-	-	-
Bike Map Refresh		-	(28,000)	-	(28,000)	-	(28,000)
<b>Transfer to Ops Budget - Core Budget</b>		(95,871)	(101,959)	(133,918)	(114,859)	(106,628)	(73,560)
<b>Transfer to Ops Budget - Manager of Strategic Planning</b>		(17,080)	(4,658)	(1,000)	-	-	-
<b>Interest Income*</b>		83,947					
<b>Ending Balance \$</b>		<b>2,367,467</b>	<b>1,567,850</b>	<b>1,367,932</b>	<b>1,160,073</b>	<b>423,445</b>	<b>321,885</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Regional Growth Strategy**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.330 Regional Growth Strategy

**Committee:** Planning & Protective Services

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

None stated

**FUNDING:**

Requisition

1.330 - Regional Growth Strategy	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	160,310	116,279	158,204	-	-	158,204	161,364	165,646	169,498	173,435
Contract for Services	23,990	-	24,830	-	-	24,830	25,330	25,840	26,360	26,890
Special Projects	100,000	100,000	-	-	-	-	300,000	-	-	-
Allocations	115,976	115,976	123,766	-	-	123,766	126,971	129,968	132,833	135,913
Other Operating Expenses	14,570	2,766	15,080	-	-	15,080	15,380	15,680	15,990	16,310
<b>TOTAL OPERATING COSTS</b>	<b>414,846</b>	<b>335,021</b>	<b>321,880</b>	<b>-</b>	<b>-</b>	<b>321,880</b>	<b>629,045</b>	<b>337,134</b>	<b>344,681</b>	<b>352,548</b>
*Percentage Increase over prior year			-22.4%			-22.4%	95.4%	-46.4%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	10,000	89,825	10,000	-	-	10,000	10,000	10,000	10,000	10,000
<b>TOTAL CAPITAL / RESERVE</b>	<b>10,000</b>	<b>89,825</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>TOTAL COSTS</b>	<b>424,846</b>	<b>424,846</b>	<b>331,880</b>	<b>-</b>	<b>-</b>	<b>331,880</b>	<b>639,045</b>	<b>347,134</b>	<b>354,681</b>	<b>362,548</b>
*Percentage Increase over prior year			-21.9%			-21.9%	92.6%	-45.7%	2.2%	2.2%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(104,146)	(104,146)	-	-	-	-	(300,000)	-	-	-
Grants in Lieu of Taxes	(15,204)	(15,204)	(15,655)	-	-	(15,655)	(16,040)	(16,360)	(16,690)	(17,020)
Revenue - Other	(1,020)	(1,020)	(1,020)	-	-	(1,020)	(1,020)	(1,020)	(1,020)	(1,020)
<b>TOTAL REVENUE</b>	<b>(120,370)</b>	<b>(120,370)</b>	<b>(16,675)</b>	<b>-</b>	<b>-</b>	<b>(16,675)</b>	<b>(317,060)</b>	<b>(17,380)</b>	<b>(17,710)</b>	<b>(18,040)</b>
<b>REQUISITION</b>	<b>(304,476)</b>	<b>(304,476)</b>	<b>(315,205)</b>	<b>-</b>	<b>-</b>	<b>(315,205)</b>	<b>(321,985)</b>	<b>(329,754)</b>	<b>(336,971)</b>	<b>(344,508)</b>
*Percentage increase over prior year Requisition						3.5%	2.2%	2.4%	2.2%	2.2%
<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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		1,731,257	1,797,033	1,807,033	1,517,033	1,527,033	1,537,033
<b>Transfer from Ops Budget</b>		88,512	10,000	10,000	10,000	10,000	10,000
<b>Transfer to Ops Budget</b>		(104,146)	-	(300,000)	-	-	-
<b>Interest Income*</b>		81,409					
<b>Ending Balance \$</b>		<b>1,797,033</b>	<b>1,807,033</b>	<b>1,517,033</b>	<b>1,527,033</b>	<b>1,537,033</b>	<b>1,547,033</b>

**Assumptions/Background:**

2022 - \$15k - Foodlands Trust Business Case

2023 - \$100k - IBC 11b-1: Foodlands Access Service

2025 - \$300k - Regional Growth Strategy Review and Update

\* Interest is 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**

## **2024 BUDGET**

### **Corporate Emergency**

#### **FINAL BUDGET**

MARCH 2024



**Service:** 1.025 Corporate Emergency

**Committee:** Planning & Protective Services

**DEFINITION:**

Planning and coordination for disasters or emergencies.

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

N/A

**COMMITTEE:**

Planning & Protective Services

**FUNDING:**

Requisition

1.025 - Corporate Emergency	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries and Wages	105,326	80,263	107,013	-	-	107,013	205,852	210,790	215,840	221,010
Allocations	178,363	178,363	180,567	-	-	180,567	186,038	192,647	198,441	203,079
Supplies	2,800	1,950	2,900	-	-	2,900	12,960	3,020	3,080	3,140
Licences and Fees	22,544	23,494	8,230	-	17,294	25,524	8,390	8,560	8,730	8,900
Other Operating Expenses	97,249	32,344	44,240	-	66,026	110,266	75,140	76,050	76,990	77,950
<b>TOTAL OPERATING COSTS</b>	<b>406,282</b>	<b>316,414</b>	<b>342,950</b>	<b>-</b>	<b>83,320</b>	<b>426,270</b>	<b>488,380</b>	<b>491,067</b>	<b>503,081</b>	<b>514,079</b>
*Percentage Increase over prior year			-15.6%		20.5%	4.9%	14.6%	0.6%	2.4%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	61,634	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>406,282</b>	<b>378,048</b>	<b>342,950</b>	<b>-</b>	<b>83,320</b>	<b>426,270</b>	<b>488,380</b>	<b>491,067</b>	<b>503,081</b>	<b>514,079</b>
Internal Recoveries	(105,326)	(105,326)	(107,013)	-	-	(107,013)	(109,580)	(112,210)	(114,900)	(117,650)
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>300,956</b>	<b>272,722</b>	<b>235,937</b>	<b>-</b>	<b>83,320</b>	<b>319,257</b>	<b>378,800</b>	<b>378,857</b>	<b>388,181</b>	<b>396,429</b>
Balance c/fwd from 2023 to 2024	-	35,320	-	-	(35,320)	(35,320)	-	-	-	-
Balance c/fwd from 2022 to 2023	(71,842)	(71,842)	-	-	-	-	-	-	-	-
Grant Revenue	-	(7,086)	-	-	(48,000)	(48,000)	-	-	-	-
<b>NET COSTS</b>	<b>229,114</b>	<b>229,114</b>	<b>235,937</b>	<b>-</b>	<b>-</b>	<b>235,937</b>	<b>378,800</b>	<b>378,857</b>	<b>388,181</b>	<b>396,429</b>
*Percentage increase over prior year (Core Budget)			3.0%			3.0%	60.6%	0.0%	2.5%	2.1%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	2	2	2	2

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.025 Corporate Emergency</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	
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	
	<b>\$0</b>	<b>\$8,000</b>	<b>\$6,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$26,000</b>	

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment Replacement Fund	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	
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	
	<b>\$0</b>	<b>\$8,000</b>	<b>\$6,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$26,000</b>	

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

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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	2024	2025	2026	2027	2028	5 - Year Total auto-populates
17-01	Replacement	EOC Laptop	EOC Equipment	\$ 22,000	E	ERF	\$ -	\$ 6,000	\$ 6,000	\$ 5,000	\$ -	\$ 5,000	\$ 22,000
24-01	Replacement	Surface Pro	EOC Equipment	\$ 2,000	E	ERF	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 4,000
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 24,000				\$ 8,000	\$ 6,000	\$ 7,000	\$ -	\$ 5,000	\$ 26,000

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	Actual	Budget				
Fund Centre:	101978	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		65,309	52,322	44,322	38,322	31,322	31,322
<b>Transfer from Op Budget</b>		-	-	-	-	-	-
<b>Expenditures</b>		(13,515)	(8,000)	(6,000)	(7,000)	-	(5,000)
<b>Interest Income</b>		528					
<b>Ending Balance \$</b>		<b>52,322</b>	<b>44,322</b>	<b>38,322</b>	<b>31,322</b>	<b>31,322</b>	<b>26,322</b>

#### Assumptions/Background:

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Regional Emergency Program Support**

#### **FINAL BUDGET**

MARCH 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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries	119,410	59,743	113,935	-	-	113,935	116,667	119,464	122,325	125,253
REMP Contribution	95,196	95,046	9,580	-	-	9,580	9,770	9,970	10,170	10,370
Allocations	23,621	23,621	24,501	-	-	24,501	25,251	25,810	26,240	26,786
<b>TOTAL OPERATING COSTS</b>	<b>238,227</b>	<b>178,410</b>	<b>148,016</b>	<b>-</b>	<b>-</b>	<b>148,016</b>	<b>151,688</b>	<b>155,244</b>	<b>158,735</b>	<b>162,409</b>
*Percentage Increase over prior year			-37.9%			-37.9%	2.5%	2.3%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	61,607	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVE</b>	<b>-</b>	<b>61,607</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COSTS</b>	<b>238,227</b>	<b>240,017</b>	<b>148,016</b>	<b>-</b>	<b>-</b>	<b>148,016</b>	<b>151,688</b>	<b>155,244</b>	<b>158,735</b>	<b>162,409</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	(35,916)	(35,916)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(7,055)	(7,055)	-	-	-	-	-	-	-	-
Emergency Preparedness Grant	(50,000)	(50,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,865)	(6,865)	(7,070)	-	-	(7,070)	(7,300)	(7,440)	(7,580)	(7,720)
Revenue - Other	(210)	(2,000)	(220)	-	-	(220)	(230)	(230)	(230)	(230)
<b>TOTAL REVENUE</b>	<b>(100,046)</b>	<b>(101,836)</b>	<b>(7,290)</b>	<b>-</b>	<b>-</b>	<b>(7,290)</b>	<b>(7,530)</b>	<b>(7,670)</b>	<b>(7,810)</b>	<b>(7,950)</b>
<b>REQUISITION</b>	<b>(138,181)</b>	<b>(138,181)</b>	<b>(140,726)</b>	<b>-</b>	<b>-</b>	<b>(140,726)</b>	<b>(144,158)</b>	<b>(147,574)</b>	<b>(150,925)</b>	<b>(154,459)</b>
*Percentage increase over prior year Requisition			1.8%			1.8%	2.4%	2.4%	2.3%	2.3%
<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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		36,896	102,984	102,984	102,984	102,984	102,984
<b>Transfer from Ops Budget</b>		71,448	-	-	-	-	-
<b>Transfer to Ops Budget</b>		(7,055)	-	-	-	-	-
<b>Interest Income*</b>		1,695					
<b>Ending Balance \$</b>		<b>102,984</b>	<b>102,984</b>	<b>102,984</b>	<b>102,984</b>	<b>102,984</b>	<b>102,984</b>

#### **Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Hazardous Material Incident Response**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.375 Hazardous Material Incident Response**

**Committee: Planning & Protective Services**

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

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

**FUNDING:**

Requisition

**1.375 - Hazardous Material Incident Response**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
District of C Saanich Contract	70,640	88,701	77,000	-	25,000	102,000	78,540	80,110	81,710	83,340
Staff Training & Development	121,830	82,436	126,090	-	-	126,090	128,610	131,180	133,800	136,480
Purchased Maintenance - Equipment	13,440	1,080	13,910	-	-	13,910	14,190	14,470	14,760	15,060
Allocations	121,645	121,645	127,931	-	-	127,931	130,528	133,159	135,803	138,524
Other Operating Expenses	109,356	103,821	26,120	-	-	26,120	26,640	27,160	27,690	28,230
<b>TOTAL OPERATING COSTS</b>	<b>436,911</b>	<b>397,683</b>	<b>371,051</b>	<b>-</b>	<b>25,000</b>	<b>396,051</b>	<b>378,508</b>	<b>386,079</b>	<b>393,763</b>	<b>401,634</b>
*Percentage Increase over prior year			-15.1%		5.7%	-9.4%	-4.4%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	9,560	9,560	9,560	-	-	9,560	9,560	9,560	9,560	9,560
Transfer to Operating Reserve Fund	-	38,888	-	-	-	-	-	2,580	6,625	10,836
<b>TOTAL CAPITAL / RESERVES</b>	<b>9,560</b>	<b>48,448</b>	<b>9,560</b>	<b>-</b>	<b>-</b>	<b>9,560</b>	<b>9,560</b>	<b>12,140</b>	<b>16,185</b>	<b>20,396</b>
<b>TOTAL COSTS</b>	<b>446,471</b>	<b>446,131</b>	<b>380,611</b>	<b>-</b>	<b>25,000</b>	<b>405,611</b>	<b>388,068</b>	<b>398,219</b>	<b>409,948</b>	<b>422,030</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(94,585)	(94,585)	(6,600)	-	(25,000)	(31,600)	(1,250)	-	-	-
Interest Income	(340)	-	(350)	-	-	(350)	(350)	(350)	(350)	(350)
Grants in Lieu of Taxes	(16,850)	(16,850)	(17,412)	-	-	(17,412)	(18,600)	(18,970)	(19,340)	(19,720)
<b>TOTAL REVENUE</b>	<b>(111,775)</b>	<b>(111,435)</b>	<b>(24,362)</b>	<b>-</b>	<b>(25,000)</b>	<b>(49,362)</b>	<b>(20,200)</b>	<b>(19,320)</b>	<b>(19,690)</b>	<b>(20,070)</b>
<b>REQUISITION</b>	<b>(334,696)</b>	<b>(334,696)</b>	<b>(356,249)</b>	<b>-</b>	<b>-</b>	<b>(356,249)</b>	<b>(367,868)</b>	<b>(378,899)</b>	<b>(390,258)</b>	<b>(401,960)</b>
*Percentage increase over prior year Requisition						6.4%	3.3%	3.0%	3.0%	3.0%

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.375</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Hazardous Material Incident Respon</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
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	\$300,000	\$0	\$300,000
	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$375,000</b>

**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	\$75,000	\$0	\$0	\$0	\$300,000	\$0	\$375,000
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
	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$375,000</b>



Service:

1.375

Hazardous Material Incident Response

<b>Project Number</b> 24-01	<b>Capital Project Title</b> Hazmat Suits	<b>Capital Project Description</b> Replacement of Hazmat Suits
<b>Project Rationale</b>		

<b>Project Number</b> 24-02	<b>Capital Project Title</b> Hazmat Decontamination Tent	<b>Capital Project Description</b> Replacement of Decontamination Tent
<b>Project Rationale</b>		

<b>Project Number</b> 27-01	<b>Capital Project Title</b> Command Vehicle	<b>Capital Project Description</b> Replace command vehicle
<b>Project Rationale</b>		



**Hazardous Material Incident Response  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Equipment Replacement Fund	366,535	301,095	310,655	320,215	29,775	39,335
Operating Reserve Fund	59,900	28,300	27,050	29,630	36,255	47,091
<b>Total</b>	<b>426,435</b>	<b>329,395</b>	<b>337,705</b>	<b>349,845</b>	<b>66,030</b>	<b>86,426</b>

**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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		426,828	366,535	301,095	310,655	320,215	29,775
<b>Transfer from Ops Budget</b>		9,560	9,560	9,560	9,560	9,560	9,560
<b>Planned Purchase</b>		(73,254)	(75,000)	-	-	(300,000)	-
<b>Interest Income</b>		3,400					
<b>Ending Balance \$</b>		<b>366,535</b>	<b>301,095</b>	<b>310,655</b>	<b>320,215</b>	<b>29,775</b>	<b>39,335</b>

**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 opearting expenditures and stabilize revenue as required.

## Reserve Cash Flow

Fund: Fund Centre:	1500 105506	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		118,838	59,900	28,300	27,050	29,630	36,255
Transfer from Ops Budget		31,031	-	-	2,580	6,625	10,836
Transfer to Ops Budget		(94,585)	(31,600)	(1,250)	-	-	-
Interest Income*		4,616					
<b>Ending Balance \$</b>		<b>59,900</b>	<b>28,300</b>	<b>27,050</b>	<b>29,630</b>	<b>36,255</b>	<b>47,091</b>

#### Assumptions/Background:

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **911 Call Answer**

#### **FINAL BUDGET**

MARCH 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, all Electoral Areas, and the Tsawout and Songhees First Nations (CRD Bylaw No. 2468 "Emergency Response Extended Service Establishment Bylaw No. 1, 1997").

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

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

**FUNDING:**

Requisition, 911 call levy, and lease revenue

1.911 - 911 Call Answer	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Service Fees	129,111	130,940	129,791	-	-	129,791	127,195	124,651	122,158	119,715
Transfer to Municipalities	696,074	676,044	681,953	-	-	681,953	668,314	654,948	641,849	629,012
CRD Dispatch Centre Levy	366,070	401,200	480,606	-	-	480,606	504,640	529,870	556,360	584,180
Allocations	271,794	273,294	281,350	-	-	281,350	286,989	292,720	298,562	304,535
Other Operating Expenses	16,811	23,351	16,800	-	-	16,800	17,540	18,310	19,130	19,980
<b>TOTAL OPERATING COSTS</b>	<b>1,479,860</b>	<b>1,504,829</b>	<b>1,590,500</b>	<b>-</b>	<b>-</b>	<b>1,590,500</b>	<b>1,604,678</b>	<b>1,620,499</b>	<b>1,638,059</b>	<b>1,657,422</b>
*Percentage Increase over prior year			7.5%			7.5%	0.9%	1.0%	1.1%	1.2%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	5,450	6,030	7,060	8,555
Transfer to Equipment Replacement Fund	-	-	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	1,000
Debt Servicing Costs	1,014,219	1,016,251	1,014,219	-	-	1,014,219	1,014,219	1,014,219	1,014,219	1,014,219
<b>TOTAL DEBT / RESERVES</b>	<b>1,015,219</b>	<b>1,017,251</b>	<b>1,016,219</b>	<b>-</b>	<b>-</b>	<b>1,016,219</b>	<b>1,021,669</b>	<b>1,022,249</b>	<b>1,023,279</b>	<b>1,024,774</b>
<b>TOTAL COSTS</b>	<b>2,495,079</b>	<b>2,522,080</b>	<b>2,606,719</b>	<b>-</b>	<b>-</b>	<b>2,606,719</b>	<b>2,626,347</b>	<b>2,642,748</b>	<b>2,661,338</b>	<b>2,682,196</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve	(23,637)	(76,098)	(28,000)	-	-	(28,000)	-	-	-	-
Service Fees	(129,111)	(130,740)	(129,791)	-	-	(129,791)	(127,195)	(124,651)	(122,158)	(119,715)
CAL Revenue	(1,122,700)	(1,090,394)	(1,099,924)	-	-	(1,099,924)	(1,077,926)	(1,056,367)	(1,035,240)	(1,014,535)
Lease Revenue	(1,009,800)	(1,009,800)	(1,011,949)	-	-	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)
Grants in Lieu of Taxes	(9,811)	(9,811)	(10,150)	-	-	(10,150)	(10,360)	(10,570)	(10,780)	(11,000)
Other Revenue	(18,510)	(23,727)	(18,070)	-	-	(18,070)	(18,810)	(19,580)	(20,400)	(21,250)
<b>TOTAL REVENUE</b>	<b>(2,313,569)</b>	<b>(2,340,570)</b>	<b>(2,297,884)</b>	<b>-</b>	<b>-</b>	<b>(2,297,884)</b>	<b>(2,246,240)</b>	<b>(2,223,117)</b>	<b>(2,200,527)</b>	<b>(2,178,449)</b>
<b>REQUISITION</b>	<b>(181,510)</b>	<b>(181,510)</b>	<b>(308,835)</b>	<b>-</b>	<b>-</b>	<b>(308,835)</b>	<b>(380,107)</b>	<b>(419,631)</b>	<b>(460,811)</b>	<b>(503,747)</b>
*Percentage increase over prior year Requisition			70.1%			70.1%	23.1%	10.4%	9.8%	9.3%

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.911 911 Call Answer</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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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
	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>

**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
	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>





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 Placeholder for the next-Gen 911 call answer technology. Amount and timing are unknown.

911 Call Answer  
 Reserves Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	35,312	7,312	12,762	18,792	25,852	34,407
Equipment Replacement Fund	1,077,308	1,078,308	79,308	80,308	81,308	82,308
Capital Reserve Fund	-	124,102	125,102	126,102	127,102	128,102
<b>Total</b>	<b>1,112,620</b>	<b>1,209,722</b>	<b>217,172</b>	<b>225,202</b>	<b>234,262</b>	<b>244,817</b>

**Reserve Schedule**

**Reserve Fund: 911 Call Answer - Operating Reserve Fund**

To mitigate fluctuating Call Answer Levies

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105508	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		106,774	35,312	7,312	12,762	18,792	25,852
Transfer from Ops Budget		-	-	5,450	6,030	7,060	8,555
Transfer to Ops Budget		(23,637)	(28,000)	-	-	-	-
Deficit Recovery		(52,461)					
Interest Income*		4,637					
<b>Ending Balance \$</b>		<b>35,312</b>	<b>7,312</b>	<b>12,762</b>	<b>18,792</b>	<b>25,852</b>	<b>34,407</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**Reserve Fund: 911 Call Answer - Equipment Replacement Fund**

ERF Group: EMGTSV.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101460						
Beginning Balance		1,067,702	1,077,308	1,078,308	79,308	80,308	81,308
Transfer from Ops Budget		-	1,000	1,000	1,000	1,000	1,000
Transfer to Ops Budget		-					
Expenditures		-	-	(1,000,000)	-	-	-
Interest Income		9,606					
<b>Ending Balance \$</b>		<b>1,077,308</b>	<b>1,078,308</b>	<b>79,308</b>	<b>80,308</b>	<b>81,308</b>	<b>82,308</b>

Assumptions/Background:

**Reserve Schedule**

**Reserve Fund: 911 Call Answer - Capital Reserve Fund**

To be created in 2024

**Reserve Cash Flow**

Fund: Fund Centre:	TBD TBD	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	-	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		-					
<b>Ending Balance \$</b>		-	<b>124,102</b>	<b>125,102</b>	<b>126,102</b>	<b>127,102</b>	<b>128,102</b>

**Assumptions/Background:**

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **912B Call Answer - Municipalities**

**FINAL BUDGET**

MARCH 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).

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>EXPENDITURES</u>										
Return Grants in Lieu of Taxes	41,448	41,448	43,435	-	-	43,435	43,540	44,410	45,300	46,200
*Percentage Increase over prior year			4.8%			4.8%	0.2%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Call Answer Levy Revenue	(696,074)	(676,044)	(681,953)	-	-	(681,953)	(668,314)	(654,948)	(641,849)	(629,012)
<b>TOTAL REVENUE</b>	<b>(696,074)</b>	<b>(676,044)</b>	<b>(681,953)</b>	<b>-</b>	<b>-</b>	<b>(681,953)</b>	<b>(668,314)</b>	<b>(654,948)</b>	<b>(641,849)</b>	<b>(629,012)</b>
<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	<b>(654,626)</b>	<b>(634,596)</b>	<b>(638,518)</b>	<b>-</b>	<b>-</b>	<b>(638,518)</b>	<b>(624,774)</b>	<b>(610,538)</b>	<b>(596,549)</b>	<b>(582,812)</b>
Balance c/fwd from 2023 to 2024	-	(20,030)	20,030	-	-	20,030	-	-	-	-
Balance c/fwd from 2022 to 2023	25,947	25,947	-	-	-	-	-	-	-	-
<b>NEGATIVE REQUISITION</b>	<b>628,679</b>	<b>628,679</b>	<b>618,488</b>	<b>-</b>	<b>-</b>	<b>618,488</b>	<b>624,774</b>	<b>610,538</b>	<b>596,549</b>	<b>582,812</b>
*Percentage increase over prior year Requisition			-1.6%			-1.6%	1.0%	-2.3%	-2.3%	-2.3%



# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Fire Dispatch**

#### **FINAL BUDGET**

MARCH 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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2024			2025	2026	2027	2028	
			CORE BUDGET	ONGOING	ONE-TIME					TOTAL
<u>OPERATING COSTS</u>										
Contract for Services	224,025	228,825	255,860	-	-	255,860	279,360	287,440	312,570	321,650
Allocations	39,921	39,921	44,279	-	-	44,279	45,171	46,070	46,995	47,928
Other Operating Expenses	103,040	88,140	72,420	-	-	72,420	75,890	79,540	83,370	87,390
<b>TOTAL OPERATING COSTS</b>	<b>366,986</b>	<b>356,886</b>	<b>372,559</b>	<b>-</b>	<b>-</b>	<b>372,559</b>	<b>400,421</b>	<b>413,050</b>	<b>442,935</b>	<b>456,968</b>
*Percentage Increase over prior year			1.5%			1.5%	7.5%	3.2%	7.2%	3.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	9,323	-	-	-	-	-	-	8,095	29,512
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>366,986</b>	<b>366,209</b>	<b>372,559</b>	<b>-</b>	<b>-</b>	<b>372,559</b>	<b>400,421</b>	<b>413,050</b>	<b>451,030</b>	<b>486,480</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(59,240)	(59,240)	(33,771)	-	-	(33,771)	(26,251)	(2,280)	-	-
Grants in Lieu of Taxes	(8,653)	(8,653)	(9,848)	-	-	(9,848)	(9,130)	(9,310)	(9,500)	(9,690)
Revenue - Other	(800)	(23)	(800)	-	-	(800)	(800)	(800)	(800)	(800)
<b>TOTAL REVENUE</b>	<b>(68,693)</b>	<b>(67,916)</b>	<b>(44,419)</b>	<b>-</b>	<b>-</b>	<b>(44,419)</b>	<b>(36,181)</b>	<b>(12,390)</b>	<b>(10,300)</b>	<b>(10,490)</b>
<b>REQUISITION</b>	<b>(298,293)</b>	<b>(298,293)</b>	<b>(328,140)</b>	<b>-</b>	<b>-</b>	<b>(328,140)</b>	<b>(364,240)</b>	<b>(400,660)</b>	<b>(440,730)</b>	<b>(475,990)</b>
*Percentage increase over prior year Requisition			10.0%			10.0%	11.0%	10.0%	10.0%	8.0%

**Fire Dispatch**  
**Reserve Summary Schedule**  
**2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Equipment Replacement Fund	-	-	-	-	-	-
Operating Reserve Fund	67,741	33,970	7,719	5,439	13,534	43,046
<b>Total</b>	<b>67,741</b>	<b>33,970</b>	<b>7,719</b>	<b>5,439</b>	<b>13,534</b>	<b>43,046</b>

**Reserve Schedule**

**Reserve Fund: 1.913 Fire Dispatch - Equipment Replacement Fund**

ERF Group: LANGFIRE.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	102125						
Beginning Balance		117,116	-	-	-	-	-
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Transfer to ORF		(118,170)					
Interest Income		1,054					
<b>Ending Balance \$</b>		-	-	-	-	-	-

**Assumptions/Background:**

**Reserve Schedule**

**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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	67,741	33,970	7,719	5,439	13,534
Transfer from Ops Budget		9,273	-	-	-	8,095	29,512
Transfer from ERF		118,170					
Transfer to Ops Budget		(59,240)	(33,771)	(26,251)	(2,280)	-	-
Deficit Recovery		-					
Interest Income*		(462)					
<b>Ending Balance \$</b>		<b>67,741</b>	<b>33,970</b>	<b>7,719</b>	<b>5,439</b>	<b>13,534</b>	<b>43,046</b>

**Assumptions/Background:**

Newly created in 2023.

\* Interest is 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**

## **2024 Budget**

### **Regional CREST Contribution**

#### **FINAL BUDGET**

MARCH 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



1.921 - Regional CREST Contribution	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Payments to CREST	1,784,531	1,807,453	1,905,008	-	-	1,905,008	1,998,353	2,096,272	2,157,064	2,200,210
Internal Interest	6,000	13,802	6,000	-	-	6,000	6,000	6,000	6,000	6,000
<b>TOTAL COSTS</b>	<b>1,790,531</b>	<b>1,821,255</b>	<b>1,911,008</b>	<b>-</b>	<b>-</b>	<b>1,911,008</b>	<b>2,004,353</b>	<b>2,102,272</b>	<b>2,163,064</b>	<b>2,206,210</b>
*Percentage Increase over prior year						6.7%	4.9%	4.9%	2.9%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	(21,985)	21,985	-	-	21,985	-	-	-	-
Balance c/fwd from 2022 to 2023	(2,976)	(2,976)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(93,401)	(93,401)	(96,942)	-	-	(96,942)	(98,600)	(100,580)	(102,600)	(104,650)
Revenue-Other	(2,500)	(11,239)	(2,500)	-	-	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
<b>TOTAL REVENUE</b>	<b>(98,877)</b>	<b>(129,601)</b>	<b>(77,457)</b>	<b>-</b>	<b>-</b>	<b>(77,457)</b>	<b>(101,100)</b>	<b>(103,080)</b>	<b>(105,100)</b>	<b>(107,150)</b>
<b>REQUISITION</b>	<b>(1,691,654)</b>	<b>(1,691,654)</b>	<b>(1,833,551)</b>	<b>-</b>	<b>-</b>	<b>(1,833,551)</b>	<b>(1,903,253)</b>	<b>(1,999,192)</b>	<b>(2,057,964)</b>	<b>(2,099,060)</b>
*Percentage increase over prior year Requisition						8.4%	3.8%	5.0%	2.9%	2.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Animal Care Services**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.313 Animal Care Services

**Committee:** Planning & Protective Services

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

All Electoral Areas on basis of school assessments (excluding property that is taxable for school purposes only by Special Act).

**MAXIMUM LEVY:**

None stated.

**FUNDING:**

Sale of services, licences and dog tags, plus requisition

1.313 - Animal Care Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	1,075,131	1,134,682	1,147,100	-	-	1,147,100	1,173,870	1,201,241	1,229,242	1,257,883
Vehicle Operating Expenses	47,130	47,130	48,780	-	-	48,780	49,760	50,760	51,780	52,820
Telecommunications	45,910	40,000	47,520	-	-	47,520	48,470	49,440	50,430	51,440
Supplies	56,050	41,000	41,200	-	-	41,200	42,020	42,850	43,700	44,580
Allocations	234,947	233,630	265,707	-	-	265,707	273,057	279,088	285,783	291,331
Other Operating Expenses	154,350	172,410	146,905	-	-	146,905	148,770	151,740	154,810	157,910
<b>TOTAL OPERATING COSTS</b>	<b>1,613,518</b>	<b>1,668,852</b>	<b>1,697,212</b>	<b>-</b>	<b>-</b>	<b>1,697,212</b>	<b>1,735,947</b>	<b>1,775,119</b>	<b>1,815,745</b>	<b>1,855,964</b>
*Percentage Increase over prior year			5.2%			5.2%	2.3%	2.3%	2.3%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	24,903	24,903	32,000	-	-	32,000	32,000	37,000	40,000	43,000
Transfer to Operating Reserve Fund	24,903	19,813	8,093	-	-	8,093	7,783	4,051	2,000	1,126
<b>TOTAL CAPITAL / RESERVE</b>	<b>49,806</b>	<b>44,716</b>	<b>40,093</b>	<b>-</b>	<b>-</b>	<b>40,093</b>	<b>39,783</b>	<b>41,051</b>	<b>42,000</b>	<b>44,126</b>
<b>TOTAL COSTS</b>	<b>1,663,324</b>	<b>1,713,568</b>	<b>1,737,305</b>	<b>-</b>	<b>-</b>	<b>1,737,305</b>	<b>1,775,730</b>	<b>1,816,170</b>	<b>1,857,745</b>	<b>1,900,090</b>
*Percentage Increase over prior year			4.4%			4.4%	2.2%	2.3%	2.3%	2.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(18,922)	(18,922)	-	-	-	-	-	-	-	-
Fees Charged	(19,060)	(27,782)	(28,330)	-	-	(28,330)	(28,900)	(29,480)	(30,070)	(30,660)
Sale of Goods and Services	(1,147,580)	(1,187,322)	(1,213,390)	-	-	(1,213,390)	(1,237,650)	(1,262,410)	(1,287,660)	(1,313,410)
Grants in Lieu of Taxes	(11,370)	(11,370)	(12,825)	-	-	(12,825)	(12,000)	(12,240)	(12,480)	(12,730)
Revenue - Other	(5,970)	(7,750)	(6,220)	-	-	(6,220)	(6,340)	(6,470)	(6,600)	(6,730)
<b>TOTAL REVENUE</b>	<b>(1,202,902)</b>	<b>(1,253,146)</b>	<b>(1,260,765)</b>	<b>-</b>	<b>-</b>	<b>(1,260,765)</b>	<b>(1,284,890)</b>	<b>(1,310,600)</b>	<b>(1,336,810)</b>	<b>(1,363,530)</b>
<b>REQUISITION</b>	<b>(460,422)</b>	<b>(460,422)</b>	<b>(476,540)</b>	<b>-</b>	<b>-</b>	<b>(476,540)</b>	<b>(490,840)</b>	<b>(505,570)</b>	<b>(520,935)</b>	<b>(536,560)</b>
*Percentage increase over prior year Requisition			3.5%			3.5%	3.0%	3.0%	3.0%	3.0%
AUTHORIZED POSITIONS										
Salaried FTE	10.6	10.6	10.6			10.6	10.6	10.6	10.6	10.6

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.313 Animal Care Services</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$185,000	\$185,000	\$0	\$0	\$0	\$0	\$185,000
Equipment	\$35,000	\$40,000	\$5,000	\$5,000	\$5,000	\$5,000	\$60,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$65,000
Vehicles	\$17,000	\$42,000	\$25,000	\$25,000	\$25,000	\$25,000	\$142,000
	<b>\$302,000</b>	<b>\$332,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$452,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$302,000	\$302,000	\$0	\$0	\$0	\$0	\$302,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
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
	<b>\$302,000</b>	<b>\$332,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$452,000</b>



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

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Computer Replacements	<b>Capital Project Description</b>	Replacement of computer equipment
<b>Project Rationale</b>	Replace computers as required and requested by IT.				

<b>Project Number</b>	23-02	<b>Capital Project Title</b>	Vehicle Replacements	<b>Capital Project Description</b>	Replacement of vehicles (shared with Bylaw)
<b>Project Rationale</b>	To replace vehicles used for Animal Control and Bylaw Enforcement. Current vehicles have more than 170,000km and do not meet the expectations to perform the duties required. These vehicles are required for daily use to perform the duties the CRD is contracted for. Replacement of vehicles with newer models will also eliminate the need to replace every two years and will be better suited to transport the volume of animals required.				

<b>Project Number</b>	23-03	<b>Capital Project Title</b>	Animal Shelter Improvement	<b>Capital Project Description</b>	Updating CRD Animal Shelter Facility
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-04	<b>Capital Project Title</b>	On-Line Payment Portal for Dog Licences	<b>Capital Project Description</b>	Purchase of Tempest on-line payment portal for CRD Dog Licence
<b>Project Rationale</b>	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 23-07

Capital Project Title

Vehicle Replacements/Upgrades

Capital Project Description

Replacement and upgrades of vehicles

**Project Rationale** To replace vehicles used for Animal Care at the CRD Animal Shelter as well as upgrading through replacement of current Animal Control vehicles. Current vehicles have more than 170,000km and do not meet the expectations to perform the duties required. Vehicles needs to be replaced sooner than the ERF allows to ensure all vehicles meet the expectations of the duties required. These vehicles are required for daily use to perform the duties the CRD is contracted for. Replacement of vehicles with newer models will also eliminate the need to replace every two years and will be better suited to transport the volume of animals required.



**Animal Care Services  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	49,531	57,624	65,407	69,458	71,458	72,584
Operating Reserve Fund - Bequest	-	-	-	-	-	-
Equipment Replacement Fund	29,021	31,021	33,021	40,021	50,021	63,021
<b>Total</b>	<b>78,553</b>	<b>88,646</b>	<b>98,429</b>	<b>109,480</b>	<b>121,480</b>	<b>135,606</b>

**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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		75,272	49,531	57,624	65,407	69,458	71,458
Transfer from Ops Budget		-	8,093	7,783	4,051	2,000	1,126
Transfer to Ops Budget - Core Budget		(18,922)	-	-	-	-	-
Deficit Recovery		(10,639)	-	-	-	-	-
Interest Income*		3,821					
<b>Ending Balance \$</b>		<b>49,531</b>	<b>57,624</b>	<b>65,407</b>	<b>69,458</b>	<b>71,458</b>	<b>72,584</b>

**Assumptions/Background:**

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

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

**Reserve Schedule**

**Reserve Fund: 1.313 Animal Control - Operating Reserve Fund - Bequest**

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

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105103	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		415,189	-	-	-	-	-
Planned Purchase		(426,241)	-	-	-	-	-
Transfer from Ops Bud		-					
Donations		-					
Interest Income*		11,052					
<b>Ending Balance \$</b>		-	-	-	-	-	-

**Assumptions/Background:**  
 \* Interest is included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

**Reserve Schedule**

**Reserve Fund: 1.313 Animal Control - Equipment Replacement Fund**

For replacement of vehicles, computers and furnishings.

ERF Group: ANICON.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101424						
Beginning Balance		105,442	29,021	31,021	33,021	40,021	50,021
Transfer from Op Budget		-	32,000	32,000	37,000	40,000	43,000
Planned Purchases		(77,076)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Interest Income		656					
<b>Ending Balance \$</b>		<b>29,021</b>	<b>31,021</b>	<b>33,021</b>	<b>40,021</b>	<b>50,021</b>	<b>63,021</b>

**Assumptions/Background:**

Maintain level sufficient to fund required vehicle and computer replacements

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Bylaw Enforcement**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.323 Bylaw Services**

**Committee: Planning & 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:**

Functions within the CRD that use Bylaw enforcement.

**1.323 - Bylaw Enforcement**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	371,735	458,879	387,988	(10,000)	50,000	427,988	387,045	396,305	405,781	415,478
Vehicle Operating Expenses	25,000	30,000	25,880	-	-	25,880	26,400	26,930	27,470	28,020
Telecommunications	8,000	5,000	6,000	-	-	6,000	6,120	6,240	6,360	6,490
Supplies	3,500	2,000	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Allocations	79,681	79,681	84,295	-	-	84,295	86,452	88,423	90,856	92,350
Other Operating Expenses	39,550	34,550	41,210	-	-	41,210	42,030	42,860	43,720	44,580
<b>TOTAL OPERATING COSTS</b>	<b>527,466</b>	<b>610,110</b>	<b>548,873</b>	<b>(10,000)</b>	<b>50,000</b>	<b>588,873</b>	<b>551,617</b>	<b>564,398</b>	<b>577,897</b>	<b>590,698</b>
*Percentage Increase over prior year			4.1%	-1.9%	9.5%	11.6%	-6.3%	2.3%	2.4%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	44,000	26,602	50,858	-	-	50,858	51,343	51,415	50,626	51,163
<b>TOTAL CAPITAL / RESERVE</b>	<b>44,000</b>	<b>26,602</b>	<b>50,858</b>	<b>-</b>	<b>-</b>	<b>50,858</b>	<b>51,343</b>	<b>51,415</b>	<b>50,626</b>	<b>51,163</b>
<b>TOTAL COSTS</b>	<b>571,466</b>	<b>636,712</b>	<b>599,731</b>	<b>(10,000)</b>	<b>50,000</b>	<b>639,731</b>	<b>602,960</b>	<b>615,813</b>	<b>628,523</b>	<b>641,861</b>
<u>Internal Recoveries</u>	(542,726)	(589,242)	(563,101)	10,000	(50,000)	(603,101)	(565,660)	(577,773)	(589,733)	(602,301)
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>28,740</b>	<b>47,470</b>	<b>36,630</b>	<b>-</b>	<b>-</b>	<b>36,630</b>	<b>37,300</b>	<b>38,040</b>	<b>38,790</b>	<b>39,560</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Sale of Goods and Services	(25,110)	(38,370)	(32,980)	-	-	(32,980)	(33,640)	(34,310)	(34,990)	(35,690)
Revenue - Other	(3,630)	(9,100)	(3,650)	-	-	(3,650)	(3,660)	(3,730)	(3,800)	(3,870)
<b>TOTAL REVENUE</b>	<b>(28,740)</b>	<b>(47,470)</b>	<b>(36,630)</b>	<b>-</b>	<b>-</b>	<b>(36,630)</b>	<b>(37,300)</b>	<b>(38,040)</b>	<b>(38,790)</b>	<b>(39,560)</b>
<b>REQUISITION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
AUTHORIZED POSITIONS:										
Salaried FTE	2.9	2.9	2.9			2.9	2.9	2.9	2.9	2.9

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.323 ByLaw Services</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$50,000	\$100,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$200,000
	<b>\$50,000</b>	<b>\$102,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$212,500</b>

**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	\$50,000	\$102,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$212,500
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$50,000</b>	<b>\$102,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$27,500</b>	<b>\$212,500</b>



**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

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	2024	2025	2026	2027	2028	5 - Year Total auto-populates
19-01	Replacement	Computers	Replacement of computer equipment	\$ 4,950	E	ERF	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
19-02	Replacement	Vehicle	Replacement of Bylaw vehicle	\$ 150,000	V	ERF	\$ 50,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000
													\$ -
													\$ -
													\$ -
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			<b>GRAND TOTAL</b>	<b>\$ 154,950</b>			<b>\$ 50,000</b>	<b>\$ 102,500</b>	<b>\$ 27,500</b>	<b>\$ 27,500</b>	<b>\$ 27,500</b>	<b>\$ 27,500</b>	<b>\$ 212,500</b>

Service: **1.323** **ByLaw Services**

<b>Project Number</b>	19-01	<b>Capital Project Title</b>	Computers	<b>Capital Project Description</b>	Replacement of computer equipment
<b>Project Rationale</b>					

<b>Project Number</b>	19-02	<b>Capital Project Title</b>	Vehicle	<b>Capital Project Description</b>	Replacement of Bylaw vehicle
<b>Project Rationale</b>					

**Reserve Schedule**

**Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund**

ERF Group: BYLAW.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101426						
<b>Beginning Balance</b>		146,667	97,657	46,015	69,858	93,773	116,899
<b>Transfer from Ops Budget</b>		88,581	50,858	51,343	51,415	50,626	51,163
<b>Proceed from Disposition</b>		18,323					
<b>Planned Purchase</b>		(157,003)	(102,500)	(27,500)	(27,500)	(27,500)	(27,500)
<b>Interest Income</b>		1,089					
<b>Ending Balance \$</b>		<b>97,657</b>	<b>46,015</b>	<b>69,858</b>	<b>93,773</b>	<b>116,899</b>	<b>140,562</b>

**Assumptions/Background:**

Maintain level sufficient to fund required vehicle and computer replacements

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **INTEGRATED WATER SERVICES**

#### **FINAL BUDGET**

MARCH 2024

# FINAL BUDGET

## March 13, 2024

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7.2.2	3.798C	Debt - Core Area Wastewater Capital	79	-	100
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7.2.4	3.709	I & I Enhancement Program	112	-	114

#### **7.3 Saanich Peninsula Liquid Waste & Water Operations**

7.3.1	2.610	Saanich Peninsula Water Supply	115	-	127
7.3.2	3.718	Saanich Peninsula Wastewater	128	-	142

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Regional Water Supply**

#### **FINAL BUDGET**

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

**FUNDING:**

Costs are recovered through the sale of bulk water.

**CAPITAL REGIONAL DISTRICT**

Program Group: CRD-Regional Water Supply

**SUMMARY**

	2024 BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET 2	2023 ESTIMATED ACTUAL 3	2024 CORE BUDGET 4	2024 ONGOING 5	2024 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2025 8	2026 9	2027 10	2028 11
<b>GENERAL PROGRAM EXPENDITURES:</b>										
WATERSHED PROTECTION	5,942,432	6,334,369	6,787,022	-	-	6,787,022	6,922,762	7,061,218	7,202,442	7,346,490
WATER OPERATIONS	6,683,286	6,902,405	7,212,805	172,500	-	7,385,305	7,590,398	7,742,209	7,897,051	8,054,965
WATER QUALITY	1,925,729	1,934,678	2,045,342	-	-	2,045,342	2,084,709	2,126,416	2,168,946	2,212,320
CROSS CONNECTION	770,923	760,773	800,530	-	-	800,530	816,651	833,088	849,858	866,949
DEMAND MANAGEMENT	726,084	734,722	761,302	-	-	761,302	776,648	792,297	786,596	802,431
INFRASTRUCTURE ENGINEERING	527,884	527,884	553,230	24,300	-	577,530	574,450	585,930	597,650	592,540
FLEET OPERATION & MAINTENANCE	(393,653)	(393,653)	(479,755)	-	-	(479,755)	(489,350)	(499,137)	(509,120)	(519,303)
CUSTOMER TECHNICAL SERVICES & GM SUPPORT *	604,677	567,820	299,891	233,800	69,200	602,891	609,342	623,005	636,956	651,221
<b>TOTAL OPERATING EXPENDITURES</b>	<b>16,787,362</b>	<b>17,368,998</b>	<b>17,980,367</b>	<b>430,600</b>	<b>69,200</b>	<b>18,480,167</b>	<b>18,885,610</b>	<b>19,265,026</b>	<b>19,630,379</b>	<b>20,007,613</b>
<i>Percentage increase over prior year's board budget</i>			7.11%			10.08%	2.19%	2.01%	1.90%	1.92%
<b>CONVEYANCE FEE FOR SERVICE TO FIRST NATIONS</b>	870,000	870,000	900,000	-	-	900,000	918,000	936,360	955,090	974,190
<b>AGRICULTURAL WATER RATE FUNDING</b>	1,750,000	1,900,000	1,800,000	-	-	1,800,000	1,850,000	1,900,000	1,950,000	2,000,000
			2.86%			2.86%	2.78%	2.70%	2.63%	2.56%
<b>CAPITAL EXPENDITURES &amp; TRANSFERS</b>										
TRANSFER TO WATER CAPITAL FUND	12,302,104	13,735,852	17,450,000	-	-	17,450,000	19,500,000	21,000,000	23,000,000	27,000,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	393,653	393,653	479,755	-	-	479,755	489,350	499,137	509,120	519,302
TRANSFER TO DEBT RESERVE FUND	121,700	40,000	108,040	-	-	108,040	202,040	319,040	202,540	84,040
<b>TOTAL CAPITAL EXPENDITURES &amp; TRANSFERS</b>	<b>12,817,457</b>	<b>14,169,505</b>	<b>18,037,795</b>	<b>-</b>	<b>-</b>	<b>18,037,795</b>	<b>20,191,390</b>	<b>21,818,177</b>	<b>23,711,660</b>	<b>27,603,342</b>
<b>DEBT SERVICING</b>										
DEBT - INTEREST & PRINCIPAL	7,690,985	7,522,761	2,896,242	-	-	2,896,242	3,363,371	4,790,195	6,940,171	7,809,608
<b>TOTAL DEBT EXPENDITURES</b>	<b>7,690,985</b>	<b>7,522,761</b>	<b>2,896,242</b>	<b>-</b>	<b>-</b>	<b>2,896,242</b>	<b>3,363,371</b>	<b>4,790,195</b>	<b>6,940,171</b>	<b>7,809,608</b>
<b>DEFICIT TRANSFERRED TO FOLLOWING YR</b>										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
<b>TOTAL EXPENDITURES</b>	<b>39,915,804</b>	<b>41,831,264</b>	<b>41,614,404</b>	<b>430,600</b>	<b>69,200</b>	<b>42,114,204</b>	<b>45,208,371</b>	<b>48,709,758</b>	<b>53,187,300</b>	<b>58,394,753</b>
<b>SOURCES OF FUNDING</b>										
REVENUE - SALES	(38,107,540)	(40,029,600)	(40,924,304)	(430,600)	76,752	(41,278,152)	(44,424,271)	(47,808,658)	(52,402,700)	(57,728,653)
REVENUE - OTHER	(1,808,264)	(1,801,664)	(690,100)	-	(145,952)	(836,052)	(784,100)	(901,100)	(784,600)	(666,100)
<b>TOTAL SOURCE OF FUNDING FROM OPERATIONS</b>	<b>(39,915,804)</b>	<b>(41,831,264)</b>	<b>(41,614,404)</b>	<b>(430,600)</b>	<b>(69,200)</b>	<b>(42,114,204)</b>	<b>(45,208,371)</b>	<b>(48,709,758)</b>	<b>(53,187,300)</b>	<b>(58,394,753)</b>
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
<b>TOTAL SOURCES OF FUNDING</b>	<b>(39,915,804)</b>	<b>(41,831,264)</b>	<b>(41,614,404)</b>	<b>(430,600)</b>	<b>(69,200)</b>	<b>(42,114,204)</b>	<b>(45,208,371)</b>	<b>(48,709,758)</b>	<b>(53,187,300)</b>	<b>(58,394,753)</b>
<i>Percentage increase over prior year's board budget</i>			4.26%			5.51%	7.35%	7.74%	9.19%	9.79%
Water Rate \$ per cu. m.	\$ 0.7698					\$ 0.8094	\$ 0.8711	\$ 0.9374	\$ 1.0275	\$ 1.1319
<i>Percentage increase over prior year</i>	4.99%					5.14%	7.62%	7.61%	9.61%	10.16%



**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>2.670</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Regional Water Supply</b>							

**EXPENDITURE**

Buildings	\$4,020,000	\$8,660,000	\$3,350,000	\$0	\$0	\$0	\$12,010,000
Equipment	\$12,474,000	\$18,199,000	\$2,080,000	\$2,250,000	\$1,430,000	\$900,000	\$24,859,000
Land	\$2,969,000	\$4,510,000	\$807,000	\$292,000	\$220,000	\$180,000	\$6,009,000
Engineered Structures	\$17,290,000	\$27,570,000	\$32,040,000	\$47,375,000	\$39,680,000	\$32,625,000	\$179,290,000
Vehicles	\$490,000	\$1,991,000	\$685,250	\$773,000	\$855,000	\$495,000	\$4,799,250
	<b>\$37,243,000</b>	<b>\$60,930,000</b>	<b>\$38,962,250</b>	<b>\$50,690,000</b>	<b>\$42,185,000</b>	<b>\$34,200,000</b>	<b>\$226,967,250</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$34,073,000	\$41,819,000	\$19,077,000	\$19,517,000	\$20,980,000	\$22,805,000	\$124,198,000
Debenture Debt (New Debt Only)	\$0	\$7,300,000	\$16,700,000	\$28,400,000	\$16,750,000	\$4,900,000	\$74,050,000
Equipment Replacement Fund	\$170,000	\$1,361,000	\$685,250	\$773,000	\$855,000	\$495,000	\$4,169,250
Grants (Federal, Provincial)	\$0	\$6,000,000	\$1,500,000	\$2,000,000	\$3,600,000	\$6,000,000	\$19,100,000
Donations / Third Party Funding	\$3,000,000	\$4,450,000	\$1,000,000	\$0	\$0	\$0	\$5,450,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$37,243,000</b>	<b>\$60,930,000</b>	<b>\$38,962,250</b>	<b>\$50,690,000</b>	<b>\$42,185,000</b>	<b>\$34,200,000</b>	<b>\$226,967,250</b>

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>2.670/2.680 Regional Water Supply &amp; JDF Water Distribution Combo</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$20,000	\$160,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000
Equipment	\$367,500	\$997,500	\$465,000	\$350,000	\$365,000	\$266,000	\$266,000	\$2,443,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$387,500</b>	<b>\$1,177,500</b>	<b>\$565,000</b>	<b>\$450,000</b>	<b>\$465,000</b>	<b>\$366,000</b>	<b>\$366,000</b>	<b>\$3,023,500</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$387,500</b>	<b>\$1,177,500</b>	<b>\$565,000</b>	<b>\$450,000</b>	<b>\$465,000</b>	<b>\$366,000</b>	<b>\$366,000</b>	<b>\$3,023,500</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

2.670

Service Nar

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
WATERSHED PROTECTION													
Planning													
17-01	Renewal	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public	\$ 120,000	B	WU	\$ 20,000	\$ 20,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 70,000
17-01	Renewal			\$ 376,000	B	Grant	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
18-10	Study	Species-at-Risk Wildlife Habitat	Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.	\$ 185,000	L	WU	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
19-30	Study	Leech WSA Lakes/Tributaries Assessment	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA	\$ 75,000	L	WU	\$ 41,000	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
20-05	Renewal	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.	\$ 180,000	L	WU	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000
20-06	Study	Addressing mining in Leech WSA (impacts, agreements)	Funding to support work to reduce the impact of mining claims in the Leech WSA	\$ 70,000	L	WU	\$ -	\$ 16,000	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ 40,000
20-27	Study	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.	\$ 1,495,000	L	WU	\$ 145,000	\$ 645,000	\$ -	\$ -	\$ -	\$ -	\$ 645,000
20-27	Study				L	Other	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
20-28	Study	GVWSA Forest Resilience - Assessments of forest health and resilience	Field assessments to better understand current forest health and resilience.	\$ 230,000	L	WU	\$ 115,000	\$ 115,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 175,000
21-20	Study	West Leech Road	Plan followed by construction of a road to access the western portion of the Leech WSA.	\$ 320,000	L	WU	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 200,000
23-02	Renewal	GVWSA LIDAR Mapping	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)	\$ 300,000	L	WU	\$ 195,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ 295,000
22-04	Renewal	GVWSA Orthophotography	Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.	\$ 95,000	L	WU	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 40,000	\$ 75,000
22-09	Study	GVWSA Powerlines Wildfire Risk Mitigation Plan	A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.	\$ 110,000	L	WU	\$ 23,000	\$ 43,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 83,000
22-10	New	GVWSA/RWS Educational Videos	Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation, climate change, water supply master plan update.	\$ 60,000	L	WU	\$ 27,000	\$ 27,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 57,000
23-05	Study	Spill Management Plan and Implementation	Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.	\$ 70,000	L	WU	\$ 50,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
24-03	Study	Biosecurity Risk Assessment & Procedures	Assess GVWSA biosecurity risks and develop mitigating protocols/procedures	\$ 50,000	L	WU	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Capital													
09-01	Renewal	Leech River Watershed Restoration	A 17 year project to restore the Leech WSA lands for water supply.	\$ 5,756,000	L	WU	\$ 370,000	\$ 570,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 770,000
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.	\$ 12,000,000	B	WU	\$ 1,000,000	\$ 4,440,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 6,440,000
16-06	Renewal				B	Other	\$ 3,000,000	\$ 4,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
17-02	New	Leech River Hydromet System	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.	\$ 585,000	E	WU	\$ 71,000	\$ 116,000	\$ -	\$ -	\$ -	\$ -	\$ 116,000
18-05	New	GVWSA Forest Fuel Management/FireSmart Activities	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.	\$ 1,200,000	L	WU	\$ 140,000	\$ 240,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 640,000
19-02	New	Whiskey Creek Bridge Replacement (Sooke WSA)	Replacement of the existing undersized bridge with a longer and higher concrete structure.	\$ 330,000	S	WU	\$ 10,000	\$ 10,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 310,000
19-19	New	Hydromet Upgrades Sooke and Goldstream	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.	\$ 400,000	E	WU	\$ 13,000	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
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.	\$ 1,050,000	S	WU	\$ 418,000	\$ 868,000	\$ 160,000	\$ -	\$ -	\$ -	\$ 1,028,000
20-29	Renewal	GVWSA Gravel Crushing	Production of gravel at existing quarries in Sooke and Goldstream WSAs.	\$ 650,000	S	WU	\$ -	\$ 100,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 300,000
21-26	New	Road Deactivation/Rehabilitation in the GVWSA	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.	\$ 360,000	L	WU	\$ 108,000	\$ 108,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 308,000
21-27	New	Autogate Installations on Primary Access Routes	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security.	\$ 600,000	S	WU	\$ -	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 350,000
22-02	New	Muckable Bridge Supply and Install (Deception)	Replacement of undersized culverts with bridge which will allow for fish and western toad migration.	\$ 340,000	S	WU	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ -	\$ 325,000
23-04	Renewal	17S/Sooke Main Bridge Replacement	Undersized bridge replacement	\$ 315,000	S	WU	\$ -	\$ -	\$ 15,000	\$ -	\$ 300,000	\$ -	\$ 315,000
22-11	New	Additional Boom Anchors for Sooke Lake Reservoir debris boom	The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.	\$ 60,000	E	WU	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
23-10	New	Work platform for Sooke Lake Reservoir	A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.	\$ 30,000	E	WU	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
23-11	New	Purchase and Deployment of Second Wildfire Camera for Leech WSA, and Analytic software	A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.	\$ 100,000	E	WU	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
23-23	Replacement	Brushcutting head for Excavator	The existing brushcutting head from the excavator used in roadside maintenance has reached end of life and requires replacement.	\$ 30,000	V	WU	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-05	New	Dock for Sooke Lake Reservoir	Sooke Lake Reservoir requires a dock for safe deployment of boats, gear and crew.	\$ 100,000	S	WU	\$ -	\$ 10,000	\$ 90,000	\$ -	\$ -	\$ -	\$ 100,000
25-05	New	Helicopter Fire Tank	A large water tank for helicopter bucketing to be deployed in Goldstream WSA.	\$ 20,000	E	WU	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
22-13	New	Replace Storage Sheds with Containers	Covered sand storage between sea containers that have been procured.	\$ 50,000	S	WU	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-06	Study	Post Wildfire Assessment Program	Acquiring access to existing software programs to model sediment and debris flows from burned areas.	\$ 55,000	L	WU	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000
24-07	Replacement	Field Operations Centre - IT Infrastructure Upgrades	The firewall, switches and telephony system are end of life and require replacement. The equipment will be transferred to the new building.	\$ 40,000	E	WU	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Watershed Protection Sub-Total				\$ 27,807,000			\$ 6,101,000	\$ 12,947,000	\$ 4,962,000	\$ 737,000	\$ 440,000	\$ 100,000	\$ 19,186,000

Service #:

2.670

Service Name

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
<b>INFRASTRUCTURE ENGINEERING AND OPERATIONS</b>													\$ -
<b>Planning</b>													\$ -
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	\$ 2,250,000	S	WU	\$ 20,000	\$ 220,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,020,000
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	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
19-15	New	Hydraulic Capacity Assessment and Transient Pressure Analysis	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis	\$ 250,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
20-08	Study	Regional Water DCC Program	Design of a Regional DCC Program	\$ 450,000	S	WU	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
21-05	Study	Level of Service Agreement	From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.	\$ 150,000	S	WU	\$ 140,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
23-14	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
23-12	Study	Project Delivery Strategy	Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.	\$ 200,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-13	Study	Filtration Plant Planning & Design	Conduct a siting, conceptual design and detailed design for a filtration plant	\$ 16,300,000	S	WU	\$ 253,125	\$ -	\$ 400,000	\$ 500,000	\$ 5,400,000	\$ 10,000,000	\$ 16,300,000
23-14	Study	Council Creek Crossing Hydrology Review	Conduct a hydrology review of the Council Creek crossing of water mains to ensure pipe resilience during high rainfall events.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
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 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 in the 2022 Master Plan)	\$ 12,200,000	S	WU	\$ 506,250	\$ -	\$ 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 in the 2022 Master Plan)	\$ 3,400,000	S	WU	\$ 168,750	\$ -	\$ 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 in the 2022 Master Plan)	\$ 1,400,000	S	WU	\$ 84,375	\$ -	\$ 300,000	\$ 400,000	\$ 700,000	\$ -	\$ 1,400,000
23-28	New	Goldstream Reservoir Connector	Planning and Design of the Goldstream Reservoir Connector transmission main	\$ 4,600,000	S	WU	\$ 84,375	\$ -	\$ 400,000	\$ 2,000,000	\$ 2,200,000	\$ -	\$ 4,600,000
24-08	Study	Seismic and Flood Vulnerability Assessment of Supply Main 10 and 11 Spillway Crossing	Engineering Seismic Assessment of the spanned crossing of Supply Main No 10 and 11 over the Sooke Lake Spillway channel	\$ 150,000	S	WU	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
24-09	Study	Agricultural Water Rate Review	Phase 2	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<b>Capital</b>													\$ -
18-07	New	Replacement of UV System	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant	\$ 11,500,000	E	WU	\$ 7,600,000	\$ 10,370,000	\$ -	\$ -	\$ -	\$ -	\$ 10,370,000
18-08	Replacement	Bulk Supply Meter Replacement Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	\$ 2,050,000	E	WU	\$ 650,000	\$ 650,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ -	\$ 1,200,000
18-15	Renewal	Corrosion Protection Program	Study deficiencies in the current material protection and implement recommendations.	\$ 1,150,000	S	WU	\$ 275,000	\$ 275,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 575,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	\$ 15,600,000	S	WU	\$ 750,000	\$ 1,260,000	\$ 10,590,000	\$ 3,600,000	\$ -	\$ -	\$ 15,450,000
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	\$ 105,000	\$ 205,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 305,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	\$ 1,200,000	S	WU	\$ 250,000	\$ 250,000	\$ 950,000	\$ -	\$ -	\$ -	\$ 1,200,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	\$ 1,500,000	S	WU	\$ 990,000	\$ 1,490,000	\$ -	\$ -	\$ -	\$ -	\$ 1,490,000
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	\$ 253,125	\$ 450,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,450,000
21-06	Replacement	Sooke Lake Dam Spillway Hoist and Stop Log Replacement	Replacement of the sluice gate spillway hoist and stop-logs at Sooke Lake Dam.	\$ 775,000	E	WU	\$ 470,000	\$ 470,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 720,000
21-09	New	Goldstream Water Chlorination Gas System Removal	Plan and construct provisions for removal of chlorination system	\$ 200,000	S	WU	\$ 170,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
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	\$ 750,000	\$ 300,000	\$ 725,000	\$ 600,000	\$ 300,000	\$ -	\$ 1,925,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade	Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.	\$ 33,900,000	S	WU	\$ 3,500,000	\$ 2,215,000	\$ 1,885,000	\$ 20,000,000	\$ 10,000,000	\$ -	\$ 34,100,000
21-11	Replacement		DMAF Grant portion, grant submitted November 2021 and resubmitted in July 2023.	\$ 14,800,000	S	Grant	\$ -	\$ -	\$ 1,200,000	\$ 2,000,000	\$ 3,600,000	\$ 6,000,000	\$ 12,800,000
22-15	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.	\$ 1,100,000	S	WU	\$ 270,000	\$ 470,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 870,000
22-16	Renewal	Goldstream WTP Drainage Improvements	Construct drainage improvements for the Goldstream Water Treatment Plant and assess	\$ 200,000	S	WU	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
22-17	New	Goldstream WTP Safety Improvements	Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.	\$ 200,000	E	WU	\$ 105,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ 105,000
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	\$ 195,000	\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ 195,000
23-17	Replacement	Main No. 4 - Mt Newton to Highway 17	Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works.	\$ 3,800,000	S	WU	\$ 2,600,000	\$ 2,600,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 3,600,000

Service #:

2.670

Service Nar

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
23-17	Replacement			\$ 6,000,000	S	Grant	\$ -	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000
25-03	Renewal	Transmission Main Upgrade Program	Identify, conceptually design, detail design and construct transmission main upgrades.	\$ 40,000,000	S	WU	\$ -	\$ -	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 40,000,000
23-29	Renewal	Mt. Tolmie Control Valve Replacement	Supply and installation of the Mt. Tolmie Reservoir Control Valve	\$ 800,000	E	WU	\$ 300,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
24-10	Replacement	Sooke River Road WTP UPS Replacement	UPS at Sooke River Road WTP is 21 years old and in need of replacement.	\$ 50,000	E	WU	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-11	Replacement	IT Core Infrastructure Replacement	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.	\$ 420,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ -	\$ 130,000	\$ 250,000	\$ 420,000
24-12	Renewal	Head Tank Valve Replacement	Supply and installation of Head Tank valves and actuators.	\$ 450,000	E	WU	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
24-19	Renewal	Mount Tolmie Tank Structural and Infiltration Improvements	Initial budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.	\$ 850,000	E	WU	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ 850,000
<b>Infrastructure Engineering and Operations Sub-Total</b>				\$ 183,645,000			\$ 21,370,000	\$ 31,240,000	\$ 29,365,000	\$ 45,450,000	\$ 38,080,000	\$ 31,650,000	\$ 175,785,000
<b>DAM SAFETY PROGRAM</b>													\$ -
<b>Database)</b>													\$ -
16-16	Renewal	Implications from Goldstream Dam Safety Review	Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).	\$ 825,000	S	WU	\$ 450,000	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ 525,000
17-25	Renewal	Implications from 2016 Sooke Lake Dam Safety Review	Conduct dam improvements at the Sooke Lake Dam that resulted from the 2016 Dam Safety Review and routine inspections (refer to the Dam Safety Database)	\$ 1,210,000	S	WU	\$ 637,000	\$ 637,000	\$ -	\$ -	\$ -	\$ -	\$ 637,000
18-19	New	Sooke Lake Dam - Instrumentation System Improvements	Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.	\$ 2,200,000	S	WU	\$ 650,000	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
18-20	New	Sooke Lake Dam - Breach Risk Reduction Measures	Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).	\$ 600,000	S	WU	\$ 550,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
19-07	New	Integrate Dam Performance and Hydromet to SCADA	Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.	\$ 1,300,000	E	WU	\$ 1,200,000	\$ 1,200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 1,800,000
19-09	New	Cabin Pond Dams Decommissioning (PES)	The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.	\$ 600,000	S	WU	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
19-12	New	Goldstream Dams Instrumentation Improvements	Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).	\$ 700,000	S	WU	\$ 665,000	\$ 665,000	\$ -	\$ -	\$ -	\$ -	\$ 665,000
19-13	New	Dam Safety Instrumentation	The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).	\$ 300,000	E	WU	\$ 200,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
20-19	Replacement	Goldstream System High Level Outlet Valve Replacements	The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.	\$ 300,000	S	WU	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
21-03	New	Deception Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Deception Dam. Improvements to include recommendations from the DSR as well as Low Level Overflow Vent Pipe and Hydraulic Gate Improvements.	\$ 2,000,000	S	WU	\$ 350,000	\$ 600,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ -	\$ 2,000,000
21-04	New	Saddle Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Saddle Dam.	\$ 800,000	S	WU	\$ 165,000	\$ 450,000	\$ 200,000	\$ 75,000	\$ 75,000	\$ -	\$ 800,000
21-21	Replacement	Goldstream Dams - 4 Low Level Gate Improvements	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.	\$ 150,000	S	WU	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
22-08	New	Deception Dam Surveillance Improvements	Replace and supplement the Dam Safety Instrumentation at Deception Dam.	\$ 450,000	S	WU	\$ 150,000	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000
23-07	Study	Sooke Lake Dam Spillway and Gates Retrofit	Detailed design for seismic retrofits for the existing structures initially focusing on the spillway and gates structures. Construction to be budgetted subsequently.	\$ 450,000	S	WU	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
23-08	Study	Regional Watershed Dams - Flood Forecasting System	Update the existing flood forecasting system (WB4Cast) to a modern version including Standard Operating Procedures and training for staff.	\$ 300,000	S	WU	\$ 130,000	\$ 230,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 280,000
23-09	Study	Sooke Lake Dam - Dam Safety Review 2023	Conduct a Dam Safety Review to meet regulatory requirement.	\$ 200,000	S	WU	\$ 200,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
23-18	Renewal	Sooke Lake Dam Spillway Channel Improvements	Construct bank protection for the Sooke Spillway Channel and clear the seepage weir blockage.	\$ 700,000	S	WU	\$ 200,000	\$ 400,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 700,000
23-19	Renewal	Charters Dam - Implications from Dam Safety Review	Carry out recommendations from the 2022 Dam Safety Review for Charters Dam	\$ 200,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-01	Study	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	Conduct a Dam Safety Review to meet regulatory requirement.	\$ 200,000	S	WU	\$ -	\$ -	\$ 200,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 425,000
25-02	Study	Probable Maximum Flood and Inflow Design Flood Updates	Update the previous edition from 2015 (recommended 10 year review cycle).	\$ 150,000	S	WU	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
25-06	Replacement	Goldstream Dam Spillway Replacement	Replacement of Goldstream Dam Spillway due to deteriorated condition.	\$ 500,000	S	WU	\$ -	\$ -	\$ 100,000	\$ 400,000	\$ -	\$ -	\$ 500,000
24-13	Replacement	Reservoir Log Boom Upgrade Program	Review, analysis and upgrades to log booms, prioritizing Sooke Lake Reservoir.	\$ 500,000	S	WU	\$ -	\$ 200,000	\$ 300,000				\$ 500,000
<b>Dam Safety Program Sub-Total</b>				\$ 14,635,000			\$ 6,697,000	\$ 9,357,000	\$ 2,050,000	\$ 1,250,000	\$ 850,000	\$ 75,000	\$ 13,582,000

Service #:

2.670

Service Name

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
<b>WATER QUALITY</b>													\$ -
20-04	New	Sooke Lake HyDry Model Development	Critical data collection, model building/calibration, model utilization for 3 different scenarios	\$ 520,000	E	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
22-06	Study	Sooke Lake Food Web Study	Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health	\$ 100,000	S	WU	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23-06	Study	GVDWS Nitrification Study	Investigate nitrification occurrence and potential impacts on drinking water quality	\$ 50,000	S	WU	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-02	Replacement	Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats)	50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance	\$ 60,000	E	WU	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-04	Study	Sooke Lake Drawdown Study	Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-04	Replacement	4 x multi-parameter field analyzers (SL1000)	Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers	\$ 20,000	E	WU	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
26-01	New	2 x Floating Water Quality Sensor Platforms	To support and confirm water quality data in SOL for Deep Norther intake, install 2 floating sensor platforms	\$ 200,000	E	WU	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
27-01	Study	Drinking Water Safety Plan Update	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.	\$ 80,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000
24-14	Replacement	Laboratory Equipment Replacements	Replacement of critical laboratory equipment.	\$ 75,000	E	WU	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-15	Replacement	Laboratory Renovations	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.	\$ 200,000	B	WU	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
24-16	Replacement	WQ Field Office IT Upgrades	The firewall, switches and telephony system are end of life and require replacement.	\$ 10,000	E	WU	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
<b>Water Quality Sub-Total</b>				\$ 1,415,000			\$ 230,000	\$ 505,000	\$ 20,000	\$ 200,000	\$ 80,000	\$ -	\$ 805,000
<b>ANNUAL PROVISIONAL</b>													\$ -
17-27	Replacement	Watershed Bridge and Culvert Replacement	Replacement of small culverts and bridges throughout the GVWSA.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-28	Replacement	Watershed Security Infrastructure Upgrade and Replacement	New, upgrade and replacement of security infrastructure in the GVWSA.	\$ 600,000	E	WU	\$ -	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
17-29	Replacement	Water Supply Area Equipment Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	\$ 640,000	E	WU	\$ -	\$ 140,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 640,000
17-30	Replacement	Transmission Main Repairs	Emergency repairs to the transmission mains.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-31	Replacement	Transmission System Components Replacement	Replacement and repair of transmission components.	\$ 400,000	S	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
17-33	Replacement	Disinfection Equipment Parts Replacement	Replacement of incidental equipment and parts associated with the disinfection system.	\$ 1,000,000	E	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-34	Renewal	Supply System Computer Model Update	Annual update of the regional hydraulic model.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
19-16	Replacement	Dam Improvements	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address item in the dam safety database/risk registry	\$ 1,675,000	S	WU	\$ -	\$ 475,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,675,000
19-22	Replacement	SCADA Repairs & Equipment Replacement	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.	\$ 750,000	E	WU	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
21-15	Replacement	Corrosion Protection	Replace corrosion protection assets, such as coatings, for the transmission system when identified.	\$ 250,000	S	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
21-16	Replacement	Valve Chamber Upgrades	Replace failing valves and appurtenances along the RWS supply system.	\$ 1,500,000	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.	\$ 400,000	L	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
<b>Annual Provisional Sub-Total</b>				\$ 9,690,000			\$ -	\$ 2,170,000	\$ 1,880,000	\$ 1,880,000	\$ 1,880,000	\$ 1,880,000	\$ 9,690,000
<b>CUSTOMER AND TECHNICAL SERVICES</b>													\$ -
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	\$ 170,000	\$ 1,361,000	\$ 685,250	\$ 773,000	\$ 855,000	\$ 495,000	\$ 4,169,250
20-22	New	Vehicle for the Dam Safety Program	New Transit Van	\$ 120,000	V	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
20-23	New	Vehicle for the CSE Support Program	New Transit Van	\$ 120,000	V	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
21-30	New	Vehicle for Warehouse Operations	New pick up	\$ 90,000	V	WU	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
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	\$ 650,000	\$ 855,000	\$ -	\$ 400,000	\$ -	\$ -	\$ 1,255,000
23-22	New	Fuel Truck	Fuel tender truck	\$ 325,000	E	WU	\$ 200,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000
23-30	New	Fleet Shop Hoist	Heavy Capacity Hoist for fleet maintenance	\$ 70,000	E	WU	\$ 35,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
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	\$ 1,500,000	L	WU	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
24-17	New	Pool Vehicles	2 new EV Pickups	\$ 180,000	V	WU	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
24-18	New	Vehicle for Watershed Hydrology Program	New pickup truck for watershed hydrology program	\$ 100,000	V	WU	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
<b>Customer and Technical Services Sub-Total</b>				\$ 7,929,250			\$ 2,845,000	\$ 4,711,000	\$ 685,250	\$ 1,173,000	\$ 855,000	\$ 495,000	\$ 7,919,250
<b>GRAND TOTAL</b>				\$ 245,121,250			\$ 37,243,000	\$ 60,930,000	\$ 38,962,250	\$ 50,690,000	\$ 42,185,000	\$ 34,200,000	\$ 226,967,250

Service:

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<b>Project Number</b> 17-01	<b>Capital Project Title</b>	Historic Goldstream Powerhouse Building	<b>Capital Project Description</b>	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public
<b>Project Rationale</b> 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: <a href="http://en.wikipedia.org/wiki/Lubbe_Powerhouse">http://en.wikipedia.org/wiki/Lubbe_Powerhouse</a> 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. The approved 2023 funds are to implement basic public interpretation signage and in 2025 to plan and seek grant funding or sponsors for security gates and fencing working toward a goal to make the site available to the public from the nearby Sooke Hills Wilderness Trail.				
<b>Project Number</b> 18-10	<b>Capital Project Title</b>	Species-at-Risk Wildlife Habitat	<b>Capital Project Description</b>	Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.
<b>Project Rationale</b> An assessment (office and field) and conservation planning for management of wildlife habitat, in particular species-at-risk habitat, in the GVWSA. Funds in 2018 (\$35,000) will be used for compilation of existing knowledge of species, distribution, habitat, research. Funds in 2019 and 2020 (\$50,000 each) will be used to field verify species, critical habitat and movement corridors. Funds added in 2021 (\$25,000) are to develop GVWSA specific conservation plans based on office and field investigations. Funds added in 2023 are in anticipation of future habitat mapping and planning required to address BC Species-at-Risk requirements.				
<b>Project Number</b> 19-30	<b>Capital Project Title</b>	Leech WSA Lakes/Tributaries Assessment	<b>Capital Project Description</b>	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA
<b>Project Rationale</b> To assess restoration of the Leech Water Supply Area and prepare for use of Leech River water to supplement Sooke Lake Reservoir, baseline monitoring of the hydrological, physical, chemical and biological parameters of the main Leech WSA source waterbodies will be conducted. The work will be undertaken in conjunction with the Water Quality division. (Action from the 2017 Strategic Plan for Regional Water Supply).				
<b>Project Number</b> 20-05	<b>Capital Project Title</b>	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	<b>Capital Project Description</b>	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.
<b>Project Rationale</b> The existing Leech WSA terrestrial ecosystem mapping received from the previous landowner is not consistent with that of Sooke and Goldstream WSAs. The project is to renew the ecosystem mapping to a standard that matches Sooke and Goldstream for consistent data and analysis. The project will also conduct detailed wetland mapping in the Leech WSA to a standard that matches Sooke and Goldstream for consistent data and analysis. The projects have been combined (ecosystem mapping (20-05) and wetland mapping (20-06) and moved forward from 2020 to 2021. The project has been further moved forward from 2021 to 2022. The project has been further moved forward from 2022 to 2023. It is advantageous to wait for advances in technology and partners (BC) which may improve the product and/or reduce costs.				

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<b>Project Number</b>	20-06	<b>Capital Project Title</b>	Addressing mining in Leech WSA (impacts, agreements)	<b>Capital Project Description</b>	Funding to support work to reduce the impact of mining claims in the Leech WSA
<b>Project Rationale</b>	Assessment and/or studies and/or funds to buy and cancel mining claims to mitigate impacts from mining activities and with the goal of reducing mining claims in the Leech Water Supply Area. <b>2024: A minor increase in funding is required to continue buying and cancelling mining claims.</b>				

<b>Project Number</b>	20-27	<b>Capital Project Title</b>	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	<b>Capital Project Description</b>	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.
<b>Project Rationale</b>	Projects to: a). model impact of climate change on forests, forest fuel types, and associated wildfire behavior and probability and potential effects of management options; and b). trial forest and fuel management treatments that reduce wildfire risk and reduce inter tree moisture stress, such as prescribed fire and thinning. <b>Increased funding is required in 2024 to conduct trial thinning treatments. Other income to the project is anticipated from disposal (sale) of thinned logs that are merchantable.</b>				

<b>Project Number</b>	20-28	<b>Capital Project Title</b>	GVWSA Forest Resilience - Assessments of forest health and resilience	<b>Capital Project Description</b>	Field assessments to better understand current forest health and resilience.
<b>Project Rationale</b>	Field assessments to better understand current forest health and resilience including: increasing pine mortality, increase in bark beetle killed trees, existing advance regeneration in the understory, sedimentation sources from roads. The project funding for 2021 and 2022 is moved forward by one year to 2022 and 2023. Planned additional funding is being moved forward in the plan. <b>2025: Additional funds are required for forest health treatments.</b>				

<b>Project Number</b>	21-20	<b>Capital Project Title</b>	West Leech Road	<b>Capital Project Description</b>	Plan followed by construction of a road to access the western portion of the Leech WSA.
<b>Project Rationale</b>	A large portion of the western Leech WSA currently has overgrown unassessed roads. Brushing, upgrade, re-surfacing and some new road construction is required to provide access to this area for wildfire response, security patrols and forest management. Funds to implement plans have been added for 2022-2024. <b>2024: The funds previously requested for 2024 have been moved forward to 2025. No change in overall budget.</b>				



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<b>Project Number</b>	23-02	<b>Capital Project Title</b>	GVWSA LiDAR Mapping	<b>Capital Project Description</b>	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)
<b>Project Rationale</b>	<p>LiDAR (which stands for Light Detection and Ranging) uses light in the form of a pulsed laser to measure ranges (distances). LiDAR will be acquired when orthophotography or other data is collected from the air. LiDAR provides 3D information about the forest stand structure which can be used by GIS (Geographic Information Systems). LiDAR data will be used to quantify forest structure, canopy biomass, and the size and configuration of forest openings to improve understanding of forest fuel loadings and watershed disturbance processes. Initial scoping has refined a required budget of \$250,000 rather than the previously planned \$120,000. The results will be used to plan forest fuel treatments across the GVWSA. <b>2024: An additional \$50,000 is required to complete fieldwork required to validate the LiDAR analyses.</b></p>				

<b>Project Number</b>	22-04	<b>Capital Project Title</b>	GVWSA Orthophotography	<b>Capital Project Description</b>	Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.
<b>Project Rationale</b>	<p>Every two years CRD coordinates with municipalities and other levels of government to update aerial photography of the combined areas of interest in the region and develop an overall digital mosaic image. The images of the Greater Victoria Water Supply Area are used to monitor forest disturbances and adjacent land use activities and update spatial databases. To date these funds have come from Operating budgets, making it difficult to undertake other projects in the years when the photography is being flown. The funding plan has been adjusted to provide funds every second year when it is needed rather than annually.</p>				

<b>Project Number</b>	22-09	<b>Capital Project Title</b>	GVWSA Powerlines Wildfire Risk Mitigation Plan	<b>Capital Project Description</b>	A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.
<b>Project Rationale</b>	<p>A powerline that supplies Sooke Dam, the Head Tank, and associated infrastructure runs along the forested slopes on the east side of Sooke Lake Reservoir. Power interruption from tree fall is an ongoing concern. Tree fall on the powerline during the summer months could start a wildfire. While the forest along the line is actively managed to reduce tree fall hazard, concerns about fire starts has prompted a call to investigate the option of clearing a much wider area along the line. Funds will be used to carry out an assessment of the feasibility and impacts of this option. <b>2024: Funds to take treatment action in 2024 (\$20,000) and 2025 (\$40,00) are requested.</b></p>				

<b>Project Number</b>	22-10	<b>Capital Project Title</b>	GVWSA/RWS Educational Videos	<b>Capital Project Description</b>	Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation; climate change; water supply master plan update.
<b>Project Rationale</b>	<p>The Watershed Protection division provides educational tours of the GVWSA and Regional Water Supply infrastructure. During the COVID pandemic, operating funds dedicated to tours were instead used to develop educational videos to replace or supplement tours. Going forward, there is a desire to provide further educational material on specific topics of current public interest such as: climate change and regional water supply; GVWSA wildfire management; and the Master Plan update for regional water supply. The funding request is for development of one video per year for 2022 and 2023. Given development of a corporate wide media strategy in 2022, approved funding has been moved forward to ensure additional videos are designed to fit with the strategy and new video branding templates. <b>2024: Funds for 2024 (\$30,000) are moved forward to 2025.</b></p>				

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<b>Project Number</b>	23-05	<b>Capital Project Title</b>	Spill Management Plan and Implementation	<b>Capital Project Description</b>	Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.
<b>Project Rationale</b>	The existing spill preparedness plan to protect water quality and other resources in the GVWSA is more than 15 years old. An external review, assessment and re-development of a more comprehensive spill management plan for the GVWSA that considers improved materials, technology and strategies is required. Funding may allow for procurement of recommended spill supplies, or a separate funding request may follow in a subsequent year. <b>2024: A request for proposal solicitation in late 2022 did not garner any bids. A revised RFP is planned with additional funding request (\$20,000).</b>				

<b>Project Number</b>	24-03	<b>Capital Project Title</b>	Biosecurity Risk Assessment & Procedures	<b>Capital Project Description</b>	Assess GVWSA biosecurity risks and develop mitigating protocols/procedures
<b>Project Rationale</b>	There has already been work done to identify and assess possible sources of biosecurity risk to the GVWSA in the forms of entry of pathogens, invasive plant and animal species, contaminated soils and materials. The project is intended to document the biosecurity assessment and prepare and work with staff to implement practical procedures to mitigate the highest risks. <b>2024: The project has been moved forward to 2025. No change in budget.</b>				

<b>Project Number</b>	09-01	<b>Capital Project Title</b>	Leech River Watershed Restoration	<b>Capital Project Description</b>	A 17 year project to restore the Leech WSA lands for water supply.
<b>Project Rationale</b>	A 17 year project to 2025 to restore the Leech WSA lands for water supply. An update of projects completed and planned was provided in June 2019 (RWSC Report #19-13). Funding allocated by end of 2025 will be \$5,517,000; however total capital expenditure in the Leech WSA is higher when separate projects to install major bridges and inventory and assess forests is considered.				

<b>Project Number</b>	16-06	<b>Capital Project Title</b>	Goldstream IWS Field Office	<b>Capital Project Description</b>	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.
<b>Project Rationale</b>	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. <b>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.</b> In addition, there are insufficient facilities for training, equipment storage, emergency management and public education. The separation of staff between various Goldstream facilities and the View Royal location causes inefficiencies and organizational difficulties. The IWS office is also above capacity and moving Watershed Protection staff out will extend the existing office space. <b>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.</b>				

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<b>Project Number</b>	17-02	<b>Capital Project Title</b>	Leech River HydroMet System	<b>Capital Project Description</b>	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.
<b>Project Rationale</b>	A 17 year \$ 5.756 M capital plan is being carried out to restore the Leech Water Supply Area (Project #09-01) to prepare for future water needs. Historically only one hydrological measuring station was capturing flow and turbidity measurements 3.8 km downstream of the future water intake on the Leech River. In order to understand and predict the effect of precipitation, storm events and various restoration management measures on Leech River water quality and quantity, a network of hydrological measuring stations is needed further upstream in the Leech River watershed. This capital project first funded a design study of the most effective and efficient monitoring system that could be implemented (\$10,000) prior to funding implementation beginning in 2018. <b>2024: Additional funding of \$45,000 is requested to upgrade and enhance the system.</b>				

<b>Project Number</b>	18-05	<b>Capital Project Title</b>	GVWSA Forest Fuel Management/FireSmart Activities	<b>Capital Project Description</b>	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.
<b>Project Rationale</b>	Wildfire is the greatest threat to water quality in the GVWSA. In 2014 - 2018 CRD staff completed two new fuel reduction corridor projects. Funding to tender contract projects is required in order to complete priority fuel management projects over and above existing staff effort which will be focused on maintenance of existing fuel managed sites. A requested increase from \$75,000 to \$100,000 annually reflects costs experienced in the first year of tendering fuel management work. The need for fuel management to address priority areas will be ongoing and funding is required annually for the 5 year period.				

<b>Project Number</b>	19-02	<b>Capital Project Title</b>	Whiskey Creek Bridge Replacement (Sooke WSA)	<b>Capital Project Description</b>	Replacement of the existing undersized bridge with a longer and higher concrete structure.
<b>Project Rationale</b>	Whiskey Creek bridge is located on the Leechtown Main Road, one of the main access routes to Sooke Lake Dam and other critical IWS infrastructure. Whiskey Creek requires a larger bridge as it has been overtopped by storm events in the past and this poses water quality, environmental and safety risks. <b>2024: Project construction is moved forward from 2024 to 2025. No change in funding request.</b>				

<b>Project Number</b>	19-19	<b>Capital Project Title</b>	Hydromet Upgrades Sooke and Goldstream	<b>Capital Project Description</b>	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.
<b>Project Rationale</b>	Only the main tributary inflows into Sooke Lake Reservoir are monitored. To better understand the hydrology of the Sooke watershed, additional hydrology monitoring sites are required. The existing meteorological stations in Sooke and Goldstream watersheds have only basic instrumentation and would benefit from additional sensors and upgrades to improve the quality of the meteorological data. <b>2024: \$170,000 additional funding is requested to continue to upgrade and enhance the system.</b>				

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<b>Project Number</b>	20-01	<b>Capital Project Title</b>	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	<b>Capital Project Description</b>	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.
<b>Project Rationale</b>	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 oversteepend, unstable banks. The culvert will be removed and a bridge installed to improve water carrying capacity at peak flows, fish passage and bank stability. The asphalt section uphill of the bridge will also be repaired or replaced as a component of the project. <b>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.</b>				

<b>Project Number</b>	20-29	<b>Capital Project Title</b>	GVWSA Gravel Crushing	<b>Capital Project Description</b>	Production of gravel at existing quarries in Sooke and Goldstream WSAs.
<b>Project Rationale</b>	Production of 19 mm road surfacing gravel from GVWSA quarries are required every few years to maintain roads. Gravel production needs are anticipated in 2023 and 2026. The need for additional gravel crushing in 2023 has been pushed forward by one year to 2024.				

<b>Project Number</b>	21-26	<b>Capital Project Title</b>	Road Deactivation/Rehabilitation in the GVWSA	<b>Capital Project Description</b>	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.
<b>Project Rationale</b>	A review was undertaken to identify roads in the Sooke and Goldstream WSAs that could be rehabilitated and removed from the road network without undue impact to operations, wildfire response and security. Funding is required over the 5 year period to make progress on the roads identified to be deactivated/rehabilitated. <b>2024: The budget for 2024 has been decreased to reflect the carryforward from 2023. The total project budget has been reduced by \$160,000.</b>				

<b>Project Number</b>	21-27	<b>Capital Project Title</b>	Autogate Installations on Primary Access Routes	<b>Capital Project Description</b>	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security
<b>Project Rationale</b>	Continued residential growth and corresponding increasing recreational pressure bring the public close to critical works (Goldstream Treatment Plant, and Ammonia Injection building). Recreational use of the Sooke Hills Wilderness Trail and Park also generate trespass into the GVWSA, and Drinking Water Protection Zone. Autogates improve security by 24 hour recorded keycard access operation and are located to increase security. Two autogates have been installed (2022 and 2023). <b>2024: The third and fourth autogate are being deferred by an additional year to 2025 to allow for additional design and provincial, Fortis Gas and Island Corridor Foundation approvals before the work can be tendered. \$50,000 is maintained in 2024 to add cameras to the newly installed autogates. No budget change.</b>				

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Project Number 22-02

Capital Project Title

Muckpile Bridge Supply and Install (Deception)

Capital Project Description

Replacement of undersized culverts with bridge which will allow for fish and western toad migration.

**Project Rationale** Replacement of undersized culverts with a concrete deck L100 bridge which will also improve fish passage and western toad migration. Addition of funding for design work ahead of construction. **2024: Construction has been moved ahead by one year to 2025, no change in budget.**

Project Number 23-04

Capital Project Title

17S/Sooke Main Bridge Replacement

Capital Project Description

Undersized bridge replacement

**Project Rationale** The current structure (3 concrete culverts side-by-side with a concrete deck) does not allow adequate room to pass potential storm debris. The most recent engineering inspection stated this recycled structure is in fair shape, with spalling of the concrete. The structure is planned to be replaced with a free span concrete bridge. **2024: The project is moved forward by one year, no change in budget.**

Project Number 22-11

Capital Project Title

Additional Boom Anchors for Sooke Lake Reservoir debris boom

Capital Project Description

The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.

**Project Rationale** The debris boom on Sooke Lake Reservoir with the existing anchors has the capacity to strike the Intake Tower if the boom breaks. It is recommended to add two additional anchors to ensure that if the boom breaks it will not damage the Intake Tower. An increased project budget (additional \$20,000) is required to design and install the anchors.

Project Number 23-10

Capital Project Title

Work platform for Sooke Lake Reservoir

Capital Project Description

A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.

**Project Rationale** This request is for a non-powered towable dock or barge that can be moved to various project sites as required. It allows workers to easily access work on the water from a stable platform, and can allow small equipment (pumps or generators) to be operated on appropriate spill containment, and to be left in place for extended periods of time.

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<b>Project Number</b>	23-11	<b>Capital Project Title</b>	Purchase and Deployment of Second Wildfire Camera for Leech WSA, and Analytic software	<b>Capital Project Description</b>	A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.
<b>Project Rationale</b>	Rapid detection is key to taking action when fires are still small and controllable. An infrared camera network, supported by software to identify potential ignitions, can be monitored by staff and an after hours service to rapidly provide an alert to new fire starts. This allows response staff to arrive before the fire has a chance to dig in and start to spread quickly. There is an existing camera at Mount Healy that "sees" large portions of the Sooke WSA. The Leech WSA is the most remote and least visible area (to the public and staff) and there is a strong benefit to early detection. The camera may need to be supported with a tower and communications upgrades. Funding in 2023 is earmarked for analytic software for both wildfire cameras and funding in 2024 is earmarked for purchase and deployment of the additional Leech camera.				

<b>Project Number</b>	23-23	<b>Capital Project Title</b>	Brushcutting head for Excavator	<b>Capital Project Description</b>	The existing brushcutting head from the excavator used in roadside maintenance has reached end of life and requires replacement.
<b>Project Rationale</b>	The existing brush cutting head for the excavator is past end of life and requires replacement. The old head will be disposed of and offset the cost of the new head.				

<b>Project Number</b>	24-05	<b>Capital Project Title</b>	Dock for Sooke Lake Reservoir	<b>Capital Project Description</b>	Sooke Lake Reservoir requires a dock for safe deployment of boats, gear and crew.
<b>Project Rationale</b>	Water Quality and Watershed Protection staff are required to go out on Sooke Lake Reservoir routinely, as well as in emergency situations. Sooke Lake Reservoir does not have a dock, beyond lockblocks that extend into the lake. It is unsafe and difficult to load and unload onto boats using the existing lockblocks. Funding of \$10,000 in 2024 to design and plan a dock; with up to \$90,000 to construct the dock in 2025 is requested.				

<b>Project Number</b>	25-05	<b>Capital Project Title</b>	Heli Fire Tank	<b>Capital Project Description</b>	A large water tank for helicopter bucketing to be deployed in Goldstream WSA.
<b>Project Rationale</b>	In order to avoid potential contamination of GVWSA reserservoirs from helicopter bucketing operations during wildfire suppression, a "Heli Fire" water tank is planned to be purchased and installed seasonally in the GVWSA. These tanks are of a size and volume that allow helicopters to fill their buckets out of them.				

<b>Project Number</b>	22-13	<b>Capital Project Title</b>	Replace Storage Sheds with Containers	<b>Capital Project Description</b>	Covered sand storage between sea containers that have been procured.
<b>Project Rationale</b>	The existing storage facility (sheds) in the Pipeyard used for Infrastructure Operations and Watershed Protection equipment and supplies is enclosed but not sealed from the elements or rodents, and is at end of life. Due to health and safety concerns, the sheds are to be replaced with basic seacan storage containers that can be sealed and readily moved as needs change. <b>2024: additional funds (\$20,000) are requested for a cover between sea cans to store sand, for sanding the road and area around the Goldstream Water Treatment Plant and the Field Operations Centre.</b>				

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<b>Project Number</b>	24-06	<b>Capital Project Title</b>	Post Wildfire Assessment Program	<b>Capital Project Description</b>	Acquiring access to existing software programs to model sediment and debris flows from burned areas.
<b>Project Rationale</b>	The amount and location of sediment and debris that would be generated from a large wildfire in the Sooke WSA has been modelled. New software is available that makes the existing modelling and results for the GVWSA more accessible, and compares results with post-wildfire events in the Pacific Northwest to help calibrate the results and make them more relevant to the GVWSA.				

<b>Project Number</b>	24-07	<b>Capital Project Title</b>	Field Operations Centre - IT Infrastructure Upgrades	<b>Capital Project Description</b>	The firewall, switches and telephony system are end of life and require replacement. The equipment will be transferred to the new building.
<b>Project Rationale</b>	The firewall, switches and telephony system at the Field Operations Centre are at end of life and require replacement. The replaced equipment can be transferred to a new building when ready.				

<b>Project Number</b>	16-10	<b>Capital Project Title</b>	Post Disaster Emergency Water Supply	<b>Capital Project Description</b>	Identify and procure emergency systems for post disaster preparedness.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	17-13	<b>Capital Project Title</b>	Asset Management Plan	<b>Capital Project Description</b>	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.
<b>Project Rationale</b>	This plan will bring various components together from items 14-01, 16-07, 16-08, 16-09, 16-10 and 16-11 and form a strategic plan that will identify future study and construction requirements with capital replacement budgets and schedules.				

<b>Project Number</b>	19-15	<b>Capital Project Title</b>	Hydraulic Capacity Assessment and Transient Pressure Analysis	<b>Capital Project Description</b>	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis
<b>Project Rationale</b>	The RWSC transmission is complex with all the connection points to it. Funding is required to determine the available pressures and flows throughout the transmission system and whether it is susceptible to transient pressure waves.				

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**Project Number** 20-08 **Capital Project Title** Regional Water DCC Program **Capital Project Description** Design of a Regional DCC Program  
**Project Rationale** The municipalities are developing and growing and may result in upgrades to maintain the level of service due to development. Funds are required to design a Regional Water Development Cost Charge program.

**Project Number** 20-10 **Capital Project Title** Condition & Vulnerability Assessment **Capital Project Description** Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.  
**Project Rationale** The RWSC is a large system with infrastructure of various ages and condition. Funding is required to conduct a condition assessment of critical infrastructure, such as Humpback PRV, and assess their risk of failure and provide a high level timeline for replacement/renewal.

**Project Number** 21-05 **Capital Project Title** Level of Service Agreement **Capital Project Description** From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.  
**Project Rationale** The RWSC supplies water directly and indirectly to 12 municipalities. Based upon Capital Projects #19-15 and #20-11, level-of-service agreements for participating municipalities will be developed to address hydraulic capacity of infrastructure.

**Project Number** 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** The feasibility to construct an intake from Sooke River to replace the Main No. 15 salmon fishery contribution.

**Project Number** 23-12 **Capital Project Title** Project Delivery Strategy **Capital Project Description** Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.  
**Project Rationale** Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan. With over \$2 billion in planned spending over the next 30 years, including individual projects up to \$1 billion, a strategy is required on how to deliver the projects including project delivery models, assessment of consulting resources, contracting resources and internal staff resources.



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<b>Project Number</b>	23-13	<b>Capital Project Title</b>	Filtration Plant Planning & Design	<b>Capital Project Description</b>	Conduct a siting, conceptual design and detailed design for a filtration plant
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-14	<b>Capital Project Title</b>	Council Creek Crossing Hydrology Review	<b>Capital Project Description</b>	Conduct a hydrology review of the Council Creek crossing of water mains to ensure pipe resilience during high rainfall events
<b>Project Rationale</b>	Council Creek runs through currently undersized culverts that need hydraulic assessment as well as hydrological confirmation of what flows they are expected to carry. If these culverts failed in an extreme storm event then supply mains may be affected negatively.				

<b>Project Number</b>	23-24	<b>Capital Project Title</b>	East-West Connector (Filtration Plant to District of Sooke)	<b>Capital Project Description</b>	Planning and Conceptual Design of the East-West Supply Main from the proposed filtration plant to the District of Sooke (identified in the 2022 Master Plan)
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-25	<b>Capital Project Title</b>	Deep Northern Intake and Sooke Lake Pump Station	<b>Capital Project Description</b>	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (identified in the 2022 Master Plan)
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-26	<b>Capital Project Title</b>	Transmission Main - Sooke Lake Pump Station to Head Tank	<b>Capital Project Description</b>	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (identified in the 2022 Master Plan)
<b>Project Rationale</b>	Identified in the 2022 Master Plan, planning and design of a pumped transmission main from the future Sooke Lake Pump Station to the existing Head Tank.				

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<b>Project Number</b>	23-27	<b>Capital Project Title</b>	Gravity Main - Sooke Lake to Head Tank	<b>Capital Project Description</b>	Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (identified in the 2022 Master Plan)
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-28	<b>Capital Project Title</b>	Goldstream Reservoir Connector	<b>Capital Project Description</b>	Planning and Design of the Goldstream Reservoir Connector transmission main
<b>Project Rationale</b>	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.				

<b>Project Number</b>	24-08	<b>Capital Project Title</b>	Seismic and Flood Vulnerability Assessment of Supply Main 10 and 11 Spillway Crossing	<b>Capital Project Description</b>	Engineering Seismic Assessment of the spanned crossing of of Supply Main No 10 and 11 over the Sooke Lake Spillway channel
<b>Project Rationale</b>					

<b>Project Number</b>	24-09	<b>Capital Project Title</b>	Aggricultural Water Rate Review	<b>Capital Project Description</b>	Phase 2
<b>Project Rationale</b>	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.				

<b>Project Number</b>	18-07	<b>Capital Project Title</b>	Replacement of UV System	<b>Capital Project Description</b>	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant
<b>Project Rationale</b>	The UV trains and critical electrical equipment at Goldstream Water Treatment Plant require upgrade and replacement.				

<b>Project Number</b>	18-08	<b>Capital Project Title</b>	Bulk Supply Meter Replacement Program	<b>Capital Project Description</b>	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.
<b>Project Rationale</b>	This item is to replace, upgrade and install new bulk water meters and related equipment that measure flow and volumes of water delivered to the wholesale customers. Many of the meter stations are in need of upgrading. Funding is required to replace the flow meter and appurtenances.Funding is required for Blue Ridge, Alderly, Holland and Maplewood replacements. Somerset Valve Chamber replacement will also be completed under this project which is also tied to backflow prevention.				

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**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 to retain a specialist to conduct a high level assessment of existing infrastructure with recommendations for additional investigation or areas that require immediate attention.

**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 of 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.

**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** During the 2016 Kapoor Tunnel inspection numerous deficiencies were noted. Some of the repairs were made and inspected in 2017. Funds are required to complete remaining identified repairs as well as conduct other works, such as head tank valve maintenance, dive inspection of the Intake Tower, hydraulic actuator line replacement, that can only be conducted when the Kapoor Tunnel is offline.

**Project Number** 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** The St Giles and Cecelia meters are aging and in hard to maintain locations. Funding is required to construct new meter sites and decommission and demolition the old sites.

**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.

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**Project Number** 21-06 **Capital Project Title** Sooke Lake Dam Spillway Hoist and Stop Log Replacement **Capital Project Description** Replacement of the sluice gate spillway hoist and stop logs at Sooke Lake Dam.  
**Project Rationale** The Sooke Lake Dam Spillway Hoist is

**Project Number** 21-09 **Capital Project Title** Goldstream Water Chlorination Gas System Removal **Capital Project Description** Plan and construct provisions for removal of chlorination system  
**Project Rationale** The Goldstream Water Treatment Plant has undergone numerous upgrades and updates, both large and small since its initial construction. There are numerous vestigial mechanical and electrical assets that require planned removal. Funds are required to plan and remove unused assets that affect maintenance of the system.

**Project Number** 21-10 **Capital Project Title** SCADA Masterplan and System Upgrades **Capital Project Description** Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.  
**Project Rationale** The SCADA and radio system utilized by the RWS comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Juan de Fuca Water Distribution and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system

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

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<b>Project Number</b>	22-15	<b>Capital Project Title</b>	Microwave Radio Upgrades	<b>Capital Project Description</b>	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	22-16	<b>Capital Project Title</b>	Goldstream WTP Drainage Improvements	<b>Capital Project Description</b>	Construct drainage improvements for the Goldstream Water Treatment Plant and assess
<b>Project Rationale</b>	The Goldstream Water Treatment Plant is located near the Goldstream waterway, drainage improvements are required so that the Goldstream waterway is not impacted if there were to be a chlorine or ammonia spill.				

<b>Project Number</b>	22-17	<b>Capital Project Title</b>	Goldstream WTP Safety Improvements	<b>Capital Project Description</b>	Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.
<b>Project Rationale</b>	The Goldstream Water Treatment Plant is located near a public trail, safety improvements such as a notification system are required. Funds will be for design and construction.				

<b>Project Number</b>	23-16	<b>Capital Project Title</b>	Humpback Channel Assessment and Upgrades	<b>Capital Project Description</b>	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.
<b>Project Rationale</b>	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.				

<b>Project Number</b>	23-17	<b>Capital Project Title</b>	Main No. 4 - Mt Newton to Highway 17	<b>Capital Project Description</b>	Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works.
<b>Project Rationale</b>	Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works. Replacement of this pipe is required to improve the seismic resilience of the supply main.				

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**Project Number** 25-03 **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. This will be the start of an ongoing replacement program as transmission mains near end of life.

**Project Number** 23-29 **Capital Project Title** Mt. Tolmie Control Valve Replacement **Capital Project Description** Supply and installation of the Mt. Tolmie Reservoir Control Valve  
**Project Rationale** The Mt. Tolmie Reservoir Control Valve chamber improvements

**Project Number** 24-10 **Capital Project Title** Sooke River Road WTP UPS Replacement **Capital Project Description** UPS at Sooke River Road WTP is 21 years old and in need of replacement.  
**Project Rationale** Sooke River Road WTP UPS has been identified in need of prioritized replacement prior to failure.

**Project Number** 24-11 **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. 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 Replacement **Capital Project Description** Supply and installation of Head Tank valves and actuators.  
**Project Rationale** Supply and installation of Head Tank valves and actuators.

**Project Number** 24-19 **Capital Project Title** Mount Tolmie Tank Structural and Infiltration Improvements **Capital Project Description** Initial Budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.  
**Project Rationale** Tank inspection in Q4 2023 (CRD forces and WSP Engineering have highlighted some areas of infiltration into the Mount Tolmie Tank, along with other structural concerns. Work to mitigate the infiltration is necessary.

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**Project Number** 16-16 **Capital Project Title** Implications from Goldstream Dam Safety Review **Capital Project Description** Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).

**Project Rationale** The Goldstream Dams Dam Safety Review was initiated in 2015 and delivered in 2016 and the review provided recommendations for dam safety improvements for the 11 dams in the Goldstream Watershed. The dam deficiencies and related projects are identified in the Dam Safety Database.

**Project Number** 16-17 **Capital Project Title** #N/A **Capital Project Description** #N/A

**Project Rationale** Butchart Dam #5 was observed to have a sinkhole on the downstream slope. The earthfill dam was founded on limestone in the about 1905 and seepage issues have occurred since that time. A geotechnical investigation was conducted in 2016, and remediation has been recommended by geotechnical consultant. It is proposed to complete detailed design of remediation in 2018 and construction of repairs in 2019. Phase 1 of the revised program is complete and the dam is now in the monitoring stage.

**Project Number** 17-25 **Capital Project Title** Implications from 2016 Sooke Lake Dam Safety Review **Capital Project Description** Conduct dam improvements at the Sooke Lake Dam that resulted from the 2016 Dam Safety Review and routine inspections (refer to the Dam Safety Database)

**Project Rationale** The 2016 Dam Safety Review Audit was completed and provided a list of recommended improvements. Upcoming capital work to be completed is identified in the dam safety database.

**Project Number** 18-19 **Capital Project Title** Sooke Lake Dam - Instrumentation System Improvements **Capital Project Description** Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.

**Project Rationale** The 2016 Dam Safety Review identified and recommended various dam safety surveillance instrumentation improvements including piezometers, weirs, seismometers, etc. An Instrumentation system plan was completed and includes a prioritized list of improvement projects.

**Project Number** 18-20 **Capital Project Title** Sooke Lake Dam - Breach Risk Reduction Measures **Capital Project Description** Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).

**Project Rationale** A Dam Breach Assessment and Inundation Zone Mapping project was completed in 2017 by an engineering consultant and risk mitigation measures included structural and non-structural measures to lower risk should a dam breach occur. The measures are captured in the Dam Safety Database.

**Project Number** 19-07 **Capital Project Title** Integrate Dam Performance and Hydromet to SCADA **Capital Project Description** Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.

**Project Rationale** Based on capital project 18-19, dam performance piezometers and weirs and Hydromet/Dam Safety Instrumentation stations will be integrated through the SCADA system.

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**Project Number** 19-09 **Capital Project Title** Cabin Pond Dams Decommissioning (PES) **Capital Project Description** The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.

**Project Rationale** The two Cabin Pond Dams have been retired from drinking water service with no other interested owners. Funds are required to plan and implement decommissioning of the dams.

**Project Number** 19-12 **Capital Project Title** Goldstream Dams Instrumentation Improvements **Capital Project Description** Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).

**Project Rationale** Thurber completed a study on the Goldstream Dam instrumentation and found numerous deficiencies with respect to dam safety. Funds are required to design and implement improvements to the Goldstream Dam instrumentation.

**Project Number** 19-13 **Capital Project Title** Dam Safety Instrumentation **Capital Project Description** The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).

**Project Rationale** Aging Hydromet/Dam Safety Instrumentation stations maintained by Infrastructure Engineering require replacement so that ongoing monitoring within the watersheds can be maintained. Funds are required for upgrades and replacement of existing Hydromet Stations.

**Project Number** 20-19 **Capital Project Title** Goldstream System High Level Outlet Valve Replacements **Capital Project Description** The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.

**Project Rationale** Through dam safety inspections and routine operations, the Goldstream and Butchart high level outlet valves have been identified as requiring replacement. Funds are required to design and replace the valves.

**Project Number** 21-03 **Capital Project Title** Deception Dam - Dam Safety Review 2021 & Improvements **Capital Project Description** Conduct a Dam Safety Review and improvements for the Deception Dam. Improvements to include recommendations from the DSR as well as Low Level Overflow Vent Pipe and Hydraulic Gate Improvements.

**Project Rationale** Deception Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.



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<b>Project Number</b>	21-04	<b>Capital Project Title</b>	Saddle Dam - Dam Safety Review 2021 & Improvements	<b>Capital Project Description</b>	Conduct a Dam Safety Review and improvements for the Saddle Dam.
<b>Project Rationale</b>	Saddle Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.				

<b>Project Number</b>	21-21	<b>Capital Project Title</b>	Goldstream Dams - 4 Low Level Gate Improvements	<b>Capital Project Description</b>	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.
<b>Project Rationale</b>	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.				

<b>Project Number</b>	22-08	<b>Capital Project Title</b>	Deception Dam Surveillance Improvements	<b>Capital Project Description</b>	Replace and supplement the Dam Safety Instrumentation at Deception Dam.
<b>Project Rationale</b>	The latest engineering data review identified deficiencies with the existing piezometers and seepage weir. It is proposed to prepare a system improvement plan and thereafter complete repairs, improvement and install supplementary dam performance instrumentation.				

<b>Project Number</b>	23-07	<b>Capital Project Title</b>	Sooke Lake Dam Spillway and Gates Retrofit	<b>Capital Project Description</b>	Detailed design for seismic retrofits for the existing structures initially focusing on the spillway and gates structures. Construction to be budgetted subsequently.
<b>Project Rationale</b>	The seismic assessment completed in 2017 included recommendations for seismic retrofits for Sooke Lake Dam including seismic anchoring of the spillway, gate structure and the intake tower bridge.				

<b>Project Number</b>	23-08	<b>Capital Project Title</b>	Regional Watershed Dams – Flood Forecasting System	<b>Capital Project Description</b>	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.
<b>Project Rationale</b>	The 2016 Dam Safety Review included a recommendation to improve the flood forecasting system, which is becoming more important with Climate Change. This item will update the existing flood forecasting system from WD4Cast to a modern version including Standard Operating Procedures and training for staff.				

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<b>Project Number</b>	23-09	<b>Capital Project Title</b>	Sooke Lake Dam - Dam Safety Review 2023	<b>Capital Project Description</b>	Conduct a Dam Safety Review to meet regulatory requirement.
<b>Project Rationale</b>	Sooke Lake Dam has a consequence classification of "extreme" and a dam safety review is required to be completed every seven years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2016. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.				

<b>Project Number</b>	23-18	<b>Capital Project Title</b>	Sooke Lake Dam Spillway Channel Improvements	<b>Capital Project Description</b>	Construct bank protection for the Sooke Spillway Channel and clear the seepage weir blockage.
<b>Project Rationale</b>	The Sooke Lake Dam spillway channel requires upgrading to prevent erosion when the sluice gates are fully open. Concurrently, the seepage weir blockage will be removed.				

<b>Project Number</b>	23-19	<b>Capital Project Title</b>	Charters Dam - Implications from Dam Safety Review	<b>Capital Project Description</b>	Carry out recommendations from the 2022 Dam Safety Review for Charters Dam
<b>Project Rationale</b>	The Dam Safety Review for Charters Dam was completed in 2022. Funding is required to carry out recommendations from the review.				

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	<b>Capital Project Description</b>	Conduct a Dam Safety Review to meet regulatory requirement.
<b>Project Rationale</b>	The Goldstream Watershed Dams have a consequence classification of "low" to "high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2015. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.				

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Probable Maximum Flood and Inflow Design Flood Updates	<b>Capital Project Description</b>	Update the previous edition from 2015 (recommended 10 year review cycle).
<b>Project Rationale</b>	The various Dam Safety Reviews and Canadian Dam Safety Guideline recommend updating the reservoir inflow design flood and freeboard analysis every ten years.				

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**Project Number** 25-06 **Capital Project Title** Goldstream Dam Spillway Replacement **Capital Project Description** Replacement of Goldstream Dam Spillway due to deteriorated condition.  
**Project Rationale** Goldstream Dam Spillway replacement.

**Project Number** 24-13 **Capital Project Title** Reservoir Log Boom Upgrade Program **Capital Project Description** Review, analysis and upgrades to log booms, prioritizing Sooke Lake Reservoir.  
**Project Rationale** Sooke Lake Reservoir currently contains two log booms. The upstream saddle dam log boom is flaking plastics and has been identified for replacement. Hydrotechnical assessment of the log boom requirements on this reservoir and upgrades to follow this assessment.

**Project Number** 20-04 **Capital Project Title** Sooke Lake HyDy Model Development **Capital Project Description** Critical data collection, model building+calibration, model utilization for 3 different scenarios  
**Project Rationale** This project consists of the following different phases: 2020/2021 Procurement/Rental of monitoring equipment to fill critical data gaps; 2022 Consulting contract to build the hydrodynamic lake model and calibrate it against existing data; 2022 Consulting contract to run the model for a North Basin intake scenario; 2023 Consulting Contract to run the model for investigating impacts of a diversion of Leech River water into Sooke Lake; 2024 Consulting Contract for investigating impacts of wind induced seiches in Sooke Lake.

**Project Number** 22-06 **Capital Project Title** Sooke Lake Food Web Study **Capital Project Description** Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health  
**Project Rationale** CRD has been using predominantly algal data as an indicator for stream health and condition assessment in the source waters. To gain a better understanding of the source water conditions and how they may change over time it is necessary to expand this indicator system for other trophic levels in the food web. Sooke Lake Reservoir is of particular interest as the primary and critical water source for the GVDWS and therefore a aquatic food web study will be commissioned on this lake.

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**Project Number** 23-06 **Capital Project Title** GVDWS Nitrification Study **Capital Project Description** Investigate nitrification occurrence and potential impacts on drinking water quality  
**Project Rationale** With the operation of the upgraded Goldstream disinfection process (liquid NH3 and hypo) the volatility of the residual products and potential for nitrification in the distribution systems needs to be studied to assess any potential impacts to the drinking water quality.

**Project Number** 24-02 **Capital Project Title** Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats) **Capital Project Description** 50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance  
**Project Rationale** When the existing boat motors are due for replacement they shall be replaced with electric outboard motors to reduce emissions and to provide clean propulsion of CRD boats on the drinking water source lakes. This will reduce the risk of fuels spills and eliminate combustion exhausts entering the water.

**Project Number** 24-04 **Capital Project Title** Sooke Lake Drawdown Study **Capital Project Description** Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.  
**Project Rationale** Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.

**Project Number** 25-04 **Capital Project Title** 4 x multi-parameter field analyzers (SL1000) **Capital Project Description** Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers  
**Project Rationale** Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers

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<b>Project Number</b>	26-01	<b>Capital Project Title</b>	2 x Floating Water Quality Sensor Platforms	<b>Capital Project Description</b>	To support and confirm water quality data in SOL for Deep Norther Intake, install 2 floating sensor platforms
<b>Project Rationale</b>	To support and confirm water quality data in SOL for Deep Norther Intake, install 2 floating sensor platforms				

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Drinking Water Safety Plan Update	<b>Capital Project Description</b>	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.
<b>Project Rationale</b>	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.				

<b>Project Number</b>	24-14	<b>Capital Project Title</b>	Laboratory Equipment Replacements	<b>Capital Project Description</b>	Replacement of critical laboratory equipment.
<b>Project Rationale</b>	Replacement of critical laboratory equipment.				

<b>Project Number</b>	24-15	<b>Capital Project Title</b>	Laboratory Renovations	<b>Capital Project Description</b>	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.
<b>Project Rationale</b>	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.				

<b>Project Number</b>	24-16	<b>Capital Project Title</b>	WQ Field Office IT Upgrades	<b>Capital Project Description</b>	The firewall, switches and telephony system are end of life and require replacement.
<b>Project Rationale</b>	The firewall, switches and telephony system are end of life and require replacement.				

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

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

**Project Number** 17-28 **Capital Project Title** Watershed Security Infrastructure Upgrade and Replacement **Capital Project Description** New, upgrade and replacement of security infrastructure in the GVWSA.

**Project Rationale** The outer boundary of the Leech, Sooke and Goldstream Water Supply Areas is approximately 119 kilometers in length. Main access roads are gated and there are 11 kilometers of existing security fencing. A constant effort is needed to maintain a Closed Watershed Policy. Through monitoring, high incident areas are identified, security plans are developed, and security infrastructure (fencing, gates and signage) is installed or upgraded where required. The uplift in provisional funding requested in 2017 has been reduced given full integration of the Weeks Lake area within the GVWSA, completion of fencing and gates related to the Sooke Hills Wilderness Trail and with separate capital projects for autogates.

**Project Number** 17-29 **Capital Project Title** Water Supply Area Equipment Replacement **Capital Project Description** Hydrometeorological, fireweather and wildfire suppression equipment replacement.

**Project Rationale** This provides annual funding for the replacement or upgrading of equipment for wildfire suppression and spill response, fire weather stations, hydro-meteorological monitoring and water quality sampling and monitoring equipment. Given an expansion of the hydrology and meteorology network of stations and sensors, an additional \$50,000 per year is added in 2020 and going forward. In 2021 and going forward, funding is reduced by \$20,000 as water quality equipment will be funded under a separate line item (21-17). 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.

**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 Parts Replacement **Capital Project Description** Replacement of incidental equipment and parts associated with the disinfection system.

**Project Rationale** The annual work includes the replacement of the plastic gas feed piping that has become very brittle, installing air valves on the ammonia solution lines, installing and replacing shut off valves on the booster pumps supply piping, installing indicator stems on UV cooling water valves, relocating the UV cooling water feed pipes, improving the landscaping around the UV building to reduce dust and other minor upgrades.

**Project Number** 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.

**Service:** 2.670 Regional Water Supply

<b>Project Number</b>	19-16	<b>Capital Project Title</b>	Dam Improvements	<b>Capital Project Description</b>	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
<b>Project Rationale</b>	Dam Safety Inspections are carried out throughout the year and result in minor improvements at each dam annually. These improvements are minor in nature and are typically not covered in the Dam Safety Review. Funds are required to carry out the dam safety improvements resulting from Dam Safety Inspections.				

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

<b>Project Number</b>	21-15	<b>Capital Project Title</b>	Corrosion Protection	<b>Capital Project Description</b>	Replace corrosion protection assets, such as coatings, for the transmission system when identified.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	21-16	<b>Capital Project Title</b>	Valve Chamber Upgrades	<b>Capital Project Description</b>	Replace failing valves and appurtenances along the RWS supply system.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	21-17	<b>Capital Project Title</b>	Water Quality Equipment Replacement	<b>Capital Project Description</b>	Replacement of water quality equipment for the
<b>Project Rationale</b>	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)				

<b>Project Number</b>	21-18	<b>Capital Project Title</b>	LIMS support	<b>Capital Project Description</b>	Support for LIMS database
<b>Project Rationale</b>	Provides for support for the laboratory information management system				

**Service:** 2.670 Regional Water Supply

<b>Project Number</b> 23-20	<b>Capital Project Title</b> Land Exchange/Acquisition	<b>Capital Project Description</b> 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.
<b>Project Rationale</b> 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.		

<b>Project Number</b> 17-35	<b>Capital Project Title</b> Vehicle & Equipment Replacement (Funding from Replacement Fund)	<b>Capital Project Description</b> 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.
<b>Project Rationale</b> 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.		

<b>Project Number</b> 20-22	<b>Capital Project Title</b> Vehicle for the Dam Safety Program	<b>Capital Project Description</b> New Transit Van
<b>Project Rationale</b> An additional pick up is required for the dam safety program. The request has been adjusted to align with the pricing for an electric Transit Van.		

<b>Project Number</b> 20-23	<b>Capital Project Title</b> Vehicle for the CSE Support Program	<b>Capital Project Description</b> New Transit Van
<b>Project Rationale</b> A new Transit van is required to support the Confined Space Entry Support program. The request has been adjusted to align with the pricing for an electric Transit Van.		

<b>Project Number</b> 21-30	<b>Capital Project Title</b> Vehicle for Warehouse Operations	<b>Capital Project Description</b> New pick up
<b>Project Rationale</b> For use of the warehouse worker to source supplies and materials in support of the remote sites. This warehouse worker will maintain wastewater stores and will travel and transport as required items between stores locations. A pickup truck will be required. The request has been aligned with the pricing for an electric Pick Up.		

<b>Project Number</b> 23-21	<b>Capital Project Title</b> EV Charging Stations Electrical Infrastructure	<b>Capital Project Description</b> Electrical System upgrades at 479 Island Hwy to power up 44 charging stations
<b>Project Rationale</b> 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.		



**Service:** 2.670 Regional Water Supply

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

**Project Rationale** At present the fueling of stationary emergency generators and equipment is done using a tidy tank. This requires several trips to the gas station. During the period when fuel was difficult to source it became apparent that Corporate Fleet needs to find a solution to the possibility that during an emergency fuel is available. The fuel truck will also be used during a watershed emergency to fuel equipment and vehicles.

**Project Number** 23-30      **Capital Project Title** Fleet Shop Hoist      **Capital Project Description** Heavy Capacity Hoist for fleet maintenance

**Project Rationale** The new larger and heavier vehicles are proving to be a challenge for the two hoists presently used in the Fleet worksho at 479 Island Hwy. Currently our hoists are rated for 18,000 lbs. It is proposed to replace one of the hoists with a 24,000 lbs hoist in the centre bay.

**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** Purchasing of land near 479 for future office space

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

**Project Rationale** 2 new EV Pickups

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

**Project Rationale** New pickup truck required for watershed hydrology program.

**Project Number** 24-19      **Capital Project Title** Mount Tolmie Tank Structural and Infiltration Improvements      **Capital Project Description** Initial Budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.

**Project Rationale** Project initialized based on 2023 inspections. Initial budget is to proceed with preliminary remedial measures and further engineering assessments to address infiltration and structural improvements to Mt Tolmie Reservoir. Tank to undergo some initial remedial measures in 2024 and engineering planning and design to be advanced. Budget and scope expected to be further refined and expanded in subsequent years.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
<b>SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION</b>														
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$ 320,000	B	WU	\$ 20,000	\$ 160,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 480,000
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	\$ 350,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
20-01	New	Portable Pump Station	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$ 750,000	E	WU	\$ 17,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500
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	\$ -	\$ 80,000	\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 6,000	\$ 246,000
<b>Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution</b>				<b>\$ 3,195,000</b>			<b>\$ 387,500</b>	<b>\$ 807,500</b>	<b>\$ 205,000</b>	<b>\$ 90,000</b>	<b>\$ 105,000</b>	<b>\$ 86,000</b>	<b>\$ 1,293,500</b>	
<b>ANNUAL PROVISIONAL CAPITAL ITEMS</b>														
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 225,000	E	WU	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 850,000	E	WU	\$ -	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 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.	\$ 400,000	E	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 85,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
<b>Sub-Total for Annual Provisional Capital Items</b>				<b>\$ 1,650,000</b>			<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 280,000</b>	<b>\$ 1,730,000</b>
<b>GRAND TOTAL</b>				<b>\$ 4,845,000</b>			<b>\$ 387,500</b>	<b>\$ 1,177,500</b>	<b>\$ 565,000</b>	<b>\$ 450,000</b>	<b>\$ 465,000</b>	<b>\$ 366,000</b>	<b>\$ 3,023,500</b>	

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

Project Number 16-01 Capital Project Title Upgrades to Buildings at 479 Island Highway Capital Project Description Maintenance and changes to buildings and office layouts.

Project Rationale The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:

- Improvements, Repairs, upgrades and changes to the buildings (provisional \$45,000)
- Painting of the buildings. (provisional \$20,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$40,000 annually)
- Climate Action initiatives and feasibility studies (\$55,000)

Project Number 17-01 Capital Project Title Voice Radio Upgrade Capital Project Description Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.

Project Rationale Service Life and projected replacement:

- The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005.
- The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015.
- Support for repairs and maintenance of the present radio will continue for the next 3 years at least.
- There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.

Project Number 20-01 Capital Project Title Portable Pump Station Capital Project Description Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.

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

Project Number 17-03 Capital Project Title Office Equipment, Upgrades and Replacements Capital Project Description Upgrade and replacement of office equipment as required.

Project Rationale Funds will be used for the replacement and upgrading of office equipment and furniture, as required.

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

Project Number 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** This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

**Capital Budget**

Network Switch Maintenance \$10,000  
Additional Wireless Access Points and Maintenance \$15,000  
Photocopier Replacement \$20,000  
Additional Data Storage \$15,000  
Replacement Computers \$75,000  
Equipment Maintenance (contingency) \$23,000  
Replace Access Control System - Gates/ Video Cameras \$12,000  
Total Capital \$170,000

Project Number 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.

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.

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

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  
 2024 - 2028 Financial Plan**

**Asset Profile**

**Regional Water Supply**

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

**Equipment Replacement Reserve Schedule**

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

**Fund: 1022 Fund Center: 101454**

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	3,084,965	2,647,394	1,970,299	1,877,187	1,719,274	1,501,644
<b>Equipment purchases (Based on Capital Plan)</b>	(825,107)	(1,361,000)	(685,250)	(773,000)	(855,000)	(495,000)
Transfer of assets intracompany	(50,000)					
<b>Transfer from Operating Budget</b>	393,653	479,755	489,350	499,137	509,120	519,302
<b>Proceeds on disposals</b>	18,377	204,150	102,788	115,950	128,250	74,250
<b>Interest Income*</b>	25,506					
<b>Ending Balance \$</b>	<b>2,647,394</b>	<b>1,970,299</b>	<b>1,877,187</b>	<b>1,719,274</b>	<b>1,501,644</b>	<b>1,600,196</b>

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**

## **2024 BUDGET**

### **JDF Water Distribution**

#### **FINAL BUDGET**

MARCH 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:		\$6,000,000
Remaining: Active		<u>\$8,800,000</u>

**FUNDING:**

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



**CAPITAL REGIONAL DISTRICT**

Program Group: CRD-JDF Water Distribution <b>SUMMARY</b>	2024						FUTURE PROJECTIONS			
	2023 BOARD BUDGET 1 2	2023 ESTIMATED ACTUAL 3	2024 CORE BUDGET 4	2024 ONGOING 5	2024 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2025 8	2026 9	2027 10	2028 11
<b>OPERATING EXPENDITURES</b>										
ALLOCATION - OPERATIONS	5,140,686	5,114,556	5,335,968	-	-	5,335,968	5,499,687	5,610,013	5,721,833	5,836,360
OPERATING - OTHER COSTS	809,318	806,278	789,205	-	-	789,205	791,637	796,842	802,326	806,816
SALARIES AND WAGES	565,643	547,956	590,220	-	-	590,220	604,267	618,635	633,347	648,387
CONTRACT FOR SERVICES	353,087	367,537	398,390	-	-	398,390	418,490	425,560	433,866	442,340
ALLOCATION - STANDARD OVERHEAD	721,571	721,571	768,670	-	-	768,670	784,043	799,724	815,718	832,033
<b>TOTAL OPERATING EXPENDITURES</b>	<b>7,590,305</b>	<b>7,557,898</b>	<b>7,882,453</b>	<b>-</b>	<b>-</b>	<b>7,882,453</b>	<b>8,098,124</b>	<b>8,250,774</b>	<b>8,407,090</b>	<b>8,565,936</b>
Percentage increase over prior year's board budget			3.85%			3.85%	2.74%	1.89%	1.89%	1.89%
BULK WATER PURCHASE	7,089,860	7,313,100	7,689,300	-	-	7,689,300	8,362,560	9,092,780	10,069,500	11,205,810
<b>BULK WATER EXPENDITURES</b>	<b>7,089,860</b>	<b>7,313,100</b>	<b>7,689,300</b>	<b>-</b>	<b>-</b>	<b>7,689,300</b>	<b>8,362,560</b>	<b>9,092,780</b>	<b>10,069,500</b>	<b>11,205,810</b>
			8.45%			8.45%				
<b>CAPITAL EXPENDITURES &amp; TRANSFERS</b>										
TRANSFER TO WATER CAPITAL FUND	6,741,200	7,272,561	7,346,169	-	-	7,346,169	8,220,318	9,522,047	9,933,712	9,933,712
TRANSFER TO DEBT RESERVE FUND	96,280	60,000	49,280	-	-	49,280	41,770	15,770	4,770	4,770
TRANSFER TO EQUIPMENT REPLACEMENT FUND	589,457	589,457	647,507	-	-	647,507	655,457	613,566	621,837	630,274
<b>TOTAL CAPITAL EXPENDITURES &amp; TRANSFERS</b>	<b>7,426,937</b>	<b>7,922,018</b>	<b>8,042,956</b>	<b>-</b>	<b>-</b>	<b>8,042,956</b>	<b>8,917,545</b>	<b>10,151,383</b>	<b>10,560,319</b>	<b>10,568,756</b>
<b>DEBT SERVICING</b>										
DEBT - INTEREST & PRINCIPAL	1,863,294	1,859,614	2,411,815	-	-	2,411,815	2,903,661	3,176,048	3,205,713	2,948,889
<b>TOTAL DEBT EXPENDITURES</b>	<b>1,863,294</b>	<b>1,859,614</b>	<b>2,411,815</b>	<b>-</b>	<b>-</b>	<b>2,411,815</b>	<b>2,903,661</b>	<b>3,176,048</b>	<b>3,205,713</b>	<b>2,948,889</b>
<b>TOTAL EXPENDITURES</b>	<b>23,970,396</b>	<b>24,652,630</b>	<b>26,026,524</b>	<b>-</b>	<b>-</b>	<b>26,026,524</b>	<b>28,281,890</b>	<b>30,670,985</b>	<b>32,242,622</b>	<b>33,289,391</b>
<b>SOURCES OF FUNDING</b>										
REVENUE - SALES	(23,454,020)	(24,192,530)	(25,580,244)	-	-	(25,580,244)	(27,838,670)	(30,249,225)	(31,827,232)	(32,869,281)
REVENUE - OTHER	(301,376)	(460,100)	(446,280)	-	-	(446,280)	(443,220)	(421,760)	(415,390)	(420,110)
<b>TOTAL SOURCE OF FUNDING FROM OPERATIONS</b>	<b>(23,970,396)</b>	<b>(24,652,630)</b>	<b>(26,026,524)</b>	<b>-</b>	<b>-</b>	<b>(26,026,524)</b>	<b>(28,281,890)</b>	<b>(30,670,985)</b>	<b>(32,242,622)</b>	<b>(33,289,391)</b>
<b>SOURCES OF OTHER FUNDING</b>										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
<b>TOTAL SOURCES OF ALL FUNDING</b>	<b>(23,970,396)</b>	<b>(24,652,630)</b>	<b>(26,026,524)</b>	<b>-</b>	<b>-</b>	<b>(26,026,524)</b>	<b>(28,281,890)</b>	<b>(30,670,985)</b>	<b>(32,242,622)</b>	<b>(33,289,391)</b>
Percentage increase over prior year's board budget			8.58%			8.58%	8.67%	8.45%	5.12%	3.25%
Water Rate \$ per cu. m.	\$ 2.5466					\$ 2.6927				
Percentage increase	6.00%					5.74%				

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>2.680</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>JDF Water Distribution</b>							

**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	\$9,780,000	\$20,790,000	\$12,510,000	\$9,110,000	\$6,765,000	\$6,910,000	\$56,085,000	
Vehicles	\$600,000	\$1,365,000	\$905,000	\$774,000	\$710,000	\$750,000	\$4,504,000	
	<b>\$10,380,000</b>	<b>\$22,155,000</b>	<b>\$13,415,000.000</b>	<b>\$9,884,000</b>	<b>\$7,475,000</b>	<b>\$7,660,000</b>	<b>\$60,589,000</b>	

**SOURCE OF FUNDS**

Capital Funds on Hand	\$8,980,000	\$15,470,000	\$7,890,000	\$7,990,000	\$6,745,000	\$6,745,000	\$44,840,000	
Debenture Debt (New Debt Only)	\$0	\$4,500,000	\$3,700,000	\$1,100,000	\$0	\$0	\$9,300,000	
Equipment Replacement Fund	\$400,000	\$1,165,000	\$905,000	\$774,000	\$710,000	\$750,000	\$4,304,000	
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	\$1,020,000	\$920,000	\$20,000	\$20,000	\$165,000	\$2,145,000	
	<b>\$10,380,000</b>	<b>\$22,155,000</b>	<b>\$13,415,000</b>	<b>\$9,884,000</b>	<b>\$7,475,000</b>	<b>\$7,660,000</b>	<b>\$60,589,000</b>	

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>2.670/2.680 Regional Water Supply &amp; JDF Water Distribution Combo</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$20,000	\$160,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000
Equipment	\$367,500	\$997,500	\$465,000	\$350,000	\$365,000	\$266,000	\$266,000	\$2,443,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$387,500</b>	<b>\$1,177,500</b>	<b>\$565,000</b>	<b>\$450,000</b>	<b>\$465,000</b>	<b>\$366,000</b>	<b>\$366,000</b>	<b>\$3,023,500</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$387,500</b>	<b>\$1,177,500</b>	<b>\$565,000</b>	<b>\$450,000</b>	<b>\$465,000</b>	<b>\$366,000</b>	<b>\$366,000</b>	<b>\$3,023,500</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.680  
 Service Name: JDF Water Distribution

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
<b>INFRASTRUCTURE ENGINEERING AND OPERATIONS</b>														\$ -
<b>Planning</b>														\$ -
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	\$ 400,000	\$	WU	\$ 145,000	\$ 395,000		\$ -	\$ -	\$ -	\$ 395,000	
21-14	Renewal	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.	\$ 120,000	\$	WU	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000	
<b>Capital</b>														\$ -
16-05	Renewal	Comprehensive Pump Station Upgrades (10 year Program)	Continue pump station condition assessments, plan and carry out upgrades.	\$ 5,000,000	\$	WU	\$ 1,700,000	\$ 2,100,000	\$ 1,000,000	\$ 450,000	\$ -	\$ -	\$ 3,550,000	
18-03	Renewal	JDF Site Decommissioning Program	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional	\$ 1,050,000	\$	WU	\$ 540,000	\$ 540,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 990,000	
18-06	New	Disaster Response Plan for Water Supply and Distribution	Determine and supply response equipment for disaster response.	\$ 450,000	\$	WU	\$ 60,000	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 310,000	
19-09	New	Distribution System Seismic Resiliency Improvements	Determine and commence improvements to the distribution system to provide seismic resiliency.	\$ 1,750,000	\$	WU	\$ 250,000	\$ 750,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,750,000	
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	\$	WU	\$ 4,060,000	\$ 7,360,000	\$ 3,500,000	\$ 3,500,000	\$ 3,600,000	\$ 3,600,000	\$ 21,560,000	
20-04	Replacement	William Head & VGH Meter Replacement	Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.	\$ 700,000	\$	WU	\$ 185,000	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ 585,000	
21-02	Replacement	Sooke Rd - 2,200m of 600mm Pipe - VMP to Jacklin	Replacement of aged, large diameter water main from Jacklin Rd to VMP	\$ 4,000,000	\$	WU	\$ 200,000	\$ 200,000	\$ 2,700,000	\$ 1,100,000	\$ -	\$ -	\$ 4,000,000	
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	\$ 1,900,000	\$	WU	\$ 900,000	\$ 900,000	\$ 600,000	\$ 300,000	\$ -	\$ -	\$ 1,800,000	
22-01	New	East Sooke Interconnect Water Main	Construction approximately 430 m of watermain for system improvements.	\$ 850,000	\$	WU	\$ 470,000	\$ 820,000	\$ -	\$ -	\$ -	\$ -	\$ 820,000	
22-02	New	Microwave Radio Upgrades	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure	\$ 550,000	\$	WU	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 450,000	
24-01	New	Charters Road Watermain Replacement	Replacement of watermain on Charters Road as part of larger transportation project being undertaken by District of Sooke.	\$ 650,000	\$	WU	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000	
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	\$	WU	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	
<b>Sub-Total System Infrastructure Engineering and Operations</b>				\$ 159,420,000			\$ 8,780,000	\$ 16,780,000	\$ 8,600,000	\$ 6,100,000	\$ 3,750,000	\$ 3,750,000	\$ 38,980,000	
<b>CUSTOMER AND TECHNICAL SERVICES</b>														\$ -
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	\$ 2,094,000	V	ERF	\$ 400,000	\$ 1,165,000	\$ 905,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 4,304,000	
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	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
<b>Sub-Total Customer and Technical Services</b>				\$ 2,294,000			\$ 600,000	\$ 1,365,000	\$ 905,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 4,504,000	
<b>ANNUAL PROVISIONAL ITEMS</b>														\$ -
17-07	New	Site Decommissioning - General	Planning for decommissioning of unused sites.	\$ 50,000	\$	WU	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	
17-09	Replacement	Emergency Main Replacement	Major main replacement under emergencies.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
17-12	Replacement	Large Meters/Meter Vaults Components Replacement	Replacement or repairs to components in large meters/vaults as required.	\$ 1,250,000	\$	WU	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000	
17-13	New	Site Security Upgrades	Upgrading and replacement of security systems for sites as required.	\$ 200,000	\$	WU	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000	
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements or decommissioning.	\$ 2,250,000	\$	WU	\$ -	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,250,000	
17-16	New	Hydraulic Model Yearly Update	Annual hydraulic model update.	\$ 300,000	\$	WU	\$ -	\$ 65,000	\$ 65,000	\$ 65,000	\$ 70,000	\$ 70,000	\$ 335,000	
21-03	Replacement	Hydrant & Flush Replacement, Upgrades and Additions	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.	\$ 1,125,000	\$	WU	\$ -	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,125,000	
21-04	Replacement	Residential Service & Meter Replacement	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.	\$ 6,500,000	\$	WU	\$ -	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 6,500,000	
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement	\$ 750,000	\$	WU	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000	
21-06	Replacement	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
21-07	Renewal	Reservoir Equipment Replacement	Replacement or repairs to components at reservoir sites.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
21-09	Replacement	Valve Replacement	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.	\$ 1,200,000	\$	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	
<b>Sub-Total for Annual Provisional Items</b>				\$ 15,125,000			\$ -	\$ 2,990,000	\$ 2,990,000	\$ 2,990,000	\$ 2,995,000	\$ 2,995,000	\$ 14,960,000	
<b>DEVELOPMENT COST CHARGE (DCC)</b>														\$ -
16-07	New	Update DCC Bylaw (Comprehensive Update in 2022)	Planned update of the DCC Bylaw.	\$ 295,000	\$	Res	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 165,000	\$ 245,000	
21-01	New	Sooke Henlyn Supply & Distribution Mains	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.	\$ 1,000,000	\$	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	
25-02	New	Thrup Road Watermain Installation	Future budget to install new watermain along Thrup Road when District of Sooke completes connector road.	\$ 900,000	\$	Res	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000	
<b>Sub-Total for Development Cost Charges (DCC)</b>				\$ 2,195,000			\$ 1,000,000	\$ 1,020,000	\$ 920,000	\$ 20,000	\$ 20,000	\$ 165,000	\$ 2,145,000	
<b>GRAND TOTAL</b>				\$ 179,034,000			\$ 10,380,000	\$ 22,155,000	\$ 13,415,000	\$ 9,884,000	\$ 7,475,000	\$ 7,660,000	\$ 60,589,000	

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 Several studies have been completed and are in progress to assess the JDF assets and programs and the proposed Strategic Asset Management Plan will consolidate the findings of the previous studies in a comprehensive approach to identify and prioritizes future capital expenditures and programs.

Project Number 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 In order to meet Fire Underwriters Survey recommendations for fire protection, it is necessary to provide certain volumes of water storage. It is proposed to assess fire storage volume requirements for different parts of the system and determine any required upgrades. Funding is required to retain a consultant to complete the analysis.

Project Number 16-05 Capital Project Title Comprehensive Pump Station Upgrades (10 year Program) 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. This study concluded that on average approximately \$1.0M per year for the next ten years is needed to upgrade existing pump stations. Design and construction of the Ludlow Pump Station replacement was undertaken in 2020 and 2021. Ludlow has been delayed due to supply chain issues until late in 2022. Funds in 2023 are for design of and to start construction of the Coppermine PS and Bear Mountain PS #1.

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 complete decommission of the sites and then demolish them. In 2021 the Treanor pump station demolition was carried out. The Townsview PS and Tank started planning in 2021 and will continue through 2023.

**Service:** 2.680 JDF Water Distribution

**Project Number** 18-06 **Capital Project Title** Disaster Response Plan for Water Supply and 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** 19-09 **Capital Project Title** Distribution System Seismic Resiliency Improvements **Capital Project Description** Determine and commence improvements to the distribution system to provide seismic resiliency.

**Project Rationale** Determine and commence improvements to the distribution system to provide resiliency. In 2023, sites will be prioritized with design commencing in 2024 and construction starting in 2024.

**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** 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.

**Project Number** 20-04 **Capital Project Title** William Head & VGH Meter Replacement **Capital Project Description** Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.

**Project Rationale** Identified through Statement of Works, the William Head and Victoria General Hospital meters require replacement and redundancy to maintain service to the two facilities. In 2021 funds were utilized to complete design of the two new meters that will allow for construction of the meters while maintaining service. VGH Meter Replacement was completed in 2023 by CRD forces and VGH will be completed in 2024.

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

<b>Project Number</b>	21-02	<b>Capital Project Title</b>	Sooke Rd - 2,200m of 600mm Pipe - VMP to Jacklin	<b>Capital Project Description</b>	Replacement of aged, large diameter water main from Jacklin Rd to VMP
<b>Project Rationale</b>	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. Due to increased material and construction costs, it is proposed to update the condition assessment to determine whether this project is still required or could be deferred.				

<b>Project Number</b>	21-13	<b>Capital Project Title</b>	SCADA Master Plan Update & Upgrades	<b>Capital Project Description</b>	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.
<b>Project Rationale</b>	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				

<b>Project Number</b>	22-01	<b>Capital Project Title</b>	East Sooke Interconnect Water Main	<b>Capital Project Description</b>	Construction approximately 430 m of watermain for system improvements.
<b>Project Rationale</b>	Funds are required to design and construct approximately 430 m of a new watermain interconnection in East Sooke. Interconnection will provide redundancy and improve flows in the area.				

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

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Charters Road Watermain Replacement	<b>Capital Project Description</b>	Replacement of watermain on Charters Road as part of larger transportation project being undertaken by District of Sooke.
<b>Project Rationale</b>	Roads project being completed by District of Sooke with Sooke's contractor replacing CRD AC watermain, as agreed to between CRD and Sooke by Memorandum of Understanding.				

**Service:** 2.680 JDF Water Distribution

**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** Relocation of watermain in vicinity Hwy 14 and Idlemore Road. MOTI to manage transportation project with CRD to fund the portion of watermain relocation.

**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** A Transit Van equipped with tools and equipment is required for the on site work to be done during the multi year meter replacement program. It will be more effective to setup a vehicle with the required tools and fittings related to replacing meters rather than having to setup a different vehicle based on the operational needs of the day/week/month.

**Project Number** 17-07 **Capital Project Title** Site Decommissioning - General **Capital Project Description** Planning for decommissioning of unused sites.

**Project Rationale** This is a provisional item to allow engineering and planning reviews of old facilities with a view to possible future site uses.

**Project Number** 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.

**Project Number** 17-12 **Capital Project Title** Large Meters/Meter Vaults Components Replacement **Capital Project Description** Replacement or repairs to components in large meters/vaults as required.

**Project Rationale** This is an annual provision for the replacement of obsolete and worn out large (greater than 2" diameter) meters, adding new meters and upgrading meter vaults.



**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.

**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.

**Service:** 2.680 JDF Water Distribution

**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.

**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 2022) **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 was completed in 2017, with the next update scheduled to start in 2022.

**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** Proposed work includes the continued installation of the supply and distribution water mains connected to the Helgesen pump station which was previously constructed in 2011 as part of the DCC program. The supply and distribution water mains will continue west as development proceeds towards the proposed Henlyn Tank.

**Project Number** 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.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
<b>SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION</b>														
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$ 320,000	B	WU	\$ 20,000	\$ 160,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 480,000
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	\$ 350,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
20-01	New	Portable Pump Station	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$ 750,000	E	WU	\$ 17,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500
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	\$ -	\$ 80,000	\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 6,000	\$ 246,000
<b>Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution</b>				<b>\$ 3,195,000</b>			<b>\$ 387,500</b>	<b>\$ 807,500</b>	<b>\$ 205,000</b>	<b>\$ 90,000</b>	<b>\$ 105,000</b>	<b>\$ 86,000</b>	<b>\$ 1,293,500</b>	
<b>ANNUAL PROVISIONAL CAPITAL ITEMS</b>														
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 225,000	E	WU	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 850,000	E	WU	\$ -	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 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.	\$ 400,000	E	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 85,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
<b>Sub-Total for Annual Provisional Capital Items</b>				<b>\$ 1,650,000</b>			<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 280,000</b>	<b>\$ 1,730,000</b>
<b>GRAND TOTAL</b>				<b>\$ 4,845,000</b>			<b>\$ 387,500</b>	<b>\$ 1,177,500</b>	<b>\$ 565,000</b>	<b>\$ 450,000</b>	<b>\$ 465,000</b>	<b>\$ 366,000</b>	<b>\$ 3,023,500</b>	

Service: 2.670/2.680

Regional Water Supply & JDF Water Distribution Combo

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings and office layouts.
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**Project Rationale** The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:

- Improvements, Repairs, upgrades and changes to the buildings (provisional \$45,000)
- Painting of the buildings. (provisional \$20,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$40,000 annually)
- Climate Action initiatives and feasibility studies (\$55,000)

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.
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**Project Rationale** Service Life and projected replacement:

- The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005.
- The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015.
- Support for repairs and maintenance of the present radio will continue for the next 3 years at least.
- There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.

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

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

Service: 2.670/2.680

Regional Water Supply & JDF Water Distribution Combo

Project Number 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** This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

Capital Budget

Network Switch Maintenance \$10,000

Additional Wireless Access Points and Maintenance \$15,000

Photocopier Replacement \$20,000

Additional Data Storage \$15,000

Replacement Computers \$75,000

Equipment Maintenance (contingency) \$23,000

Replace Access Control System - Gates/ Video Cameras \$12,000

Total Capital \$170,000

Project Number 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.

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.

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

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  
 2024 - 2028 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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
DCC Reserve Account	13,141,235	15,121,235	17,201,235	20,181,235	23,161,235	25,996,235
Equipment Replacement Fund	596,250	253,507	139,714	95,380	113,717	106,491
<b>Total</b>	<b>13,815,090</b>	<b>15,452,349</b>	<b>17,418,558</b>	<b>20,354,226</b>	<b>23,352,565</b>	<b>26,180,341</b>

**2.680 Juan de Fuca Water Distribution  
Development Cost Charges  
2024 - 2028 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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance</b>	12,217,005	13,141,235	15,121,235	17,201,235	20,181,235	23,161,235
<b>Transfer to Cap Fund to fund DCC projects</b>	(4,000,000)	(1,020,000)	(920,000)	(20,000)	(20,000)	(165,000)
<b>Payment of P&amp;I on LA 3164</b>	-	-		-	-	-
<b>Payment of DCC liability</b>	(2,557)					
<b>DCC's received From Member Municipalities</b>	4,459,852	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
<b>Interest Income*</b>	466,935					
<b>Ending Balance \$</b>	<b>13,141,235</b>	<b>15,121,235</b>	<b>17,201,235</b>	<b>20,181,235</b>	<b>23,161,235</b>	<b>25,996,235</b>

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  
2024 - 2028 Financial Plan**

**Equipment Replacement Reserve Schedule**

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

**Fund: 1022 Fund Center: 101630**

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	872,739	596,250	253,507	139,714	95,380	113,717
<b>Equipment purchases (Based on Capital Plan)</b>	(883,542)	(1,165,000)	(905,000)	(774,000)	(710,000)	(750,000)
<b>Transfer from Operating Budget</b>	589,457	647,507	655,457	613,566	621,837	630,274
<b>Proceeds on disposals</b>	10,923	174,750	135,750	116,100	106,500	112,500
<b>Interest Income*</b>	6,673					
<b>Ending Balance \$</b>	<b>596,250</b>	<b>253,507</b>	<b>139,714</b>	<b>95,380</b>	<b>113,717</b>	<b>106,491</b>

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**

## **2024 BUDGET**

### **Florence Lake Water System**

#### **FINAL BUDGET**

MARCH 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			
	2023		2024				2025	2026	2027	2028
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<b>DEBT SERVICING</b>										
Debt Reserve Fund	2,040	2,040	-	-	-	-	-	-	-	-
Accrued Debt Charges	1,785	1,785	-	-	-	-	-	-	-	-
MFA Principal Payment	-	-	10,572	-	-	10,572	10,572	10,572	10,572	10,572
MFA Interest Payment	7,446	7,765	8,466	-	-	8,466	8,466	8,466	8,466	8,466
Deficit (Surplus) carryforward	4,278	3,959	(7,288)	-	-	(7,288)	-	-	-	-
Grant in Lieu	(37)	(37)	(37)	-	-	(37)	(37)	(37)	(37)	(37)
<b>TOTAL DEBT</b>	<b>15,512</b>	<b>15,512</b>	<b>11,713</b>	<b>-</b>	<b>-</b>	<b>11,713</b>	<b>19,001</b>	<b>19,001</b>	<b>19,001</b>	<b>19,001</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(15,512)</b>	<b>(15,512)</b>	<b>(11,713)</b>	<b>-</b>	<b>-</b>	<b>(11,713)</b>	<b>(19,001)</b>	<b>(19,001)</b>	<b>(19,001)</b>	<b>(19,001)</b>
Percentage increase over prior year Requisition			-24.5%			-24.5%	62.2%	0.0%	0.0%	0.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Seagirt Water System**

#### **FINAL BUDGET**

MARCH 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*

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>DEBT</u>										
Advertising		51								
Debt Reserve Fund	-	-	20,000	-	-	20,000	-	-	-	-
MFA Principal Payment	-	-	-	-	-	-	58,552	58,552	58,552	58,552
MFA Interest Payment	97,650	-	94,767	-	-	94,767	88,000	88,000	88,000	88,000
Transfer to Capital Fund		97,599	-			-	-	-		
<b>TOTAL DEBT</b>	<b>97,650</b>	<b>97,650</b>	<b>114,767</b>	<b>-</b>	<b>-</b>	<b>114,767</b>	<b>146,552</b>	<b>146,552</b>	<b>146,552</b>	<b>146,552</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(97,650)</b>	<b>(97,650)</b>	<b>(114,767)</b>	<b>-</b>	<b>-</b>	<b>(114,767)</b>	<b>(146,552)</b>	<b>(146,552)</b>	<b>(146,552)</b>	<b>(146,552)</b>
Percentage increase over prior year Requisition						17.5%	27.7%	0.0%	0.0%	0.0%

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>2.682</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Seagirt Water System</b>							

**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	\$2,250,000	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$2,250,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$2,250,000</b>	<b>\$2,250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,250,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Debenture Debt (New Debt Only)	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$2,250,000</b>	<b>\$2,250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,250,000</b>





Service:

2.682

Seagirt Water System

Project Number

23-03

Capital Project Title

Seagirt Watermain Extension

Capital Project Description

Upgrade of Seagirt water distribution system

**Project Rationale** Upgrades to the Seagirt Improvement District water distribution system including engineering, construction and administration costs for full replacement of the existing SID water distribution system. Upgrade infrastructure to include 150mm diameter water distribution mains, new hydrants, new service connections with meter and meter boxes, air valves and isolation valves as required.

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Core Area Wastewater Operations**

#### **FINAL BUDGET**

MARCH 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

**AUTHORIZATION:**

N/A

**FUNDING:**

Requisition

**RESERVE FUND:**

N/A

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

**COST SHARING ALLOCATION - ANNUAL FLOWS**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
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%	
	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>

**3.717 - Core Area Wastewater Operations**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<b>OPERATING COSTS:</b>										
Allocation - IWS Operations	6,678,256	6,675,628	7,348,647	-	-	7,348,647	7,495,658	7,645,612	7,793,049	7,948,958
Allocation - Standard Overhead	2,243,336	2,243,336	2,441,121	-	-	2,441,121	2,489,944	2,539,743	2,590,537	2,642,348
Allocation - Other	4,512,541	4,526,709	4,290,037	421,464	-	4,711,501	4,806,004	4,902,405	5,000,729	5,101,044
RTF Operations and Biotreatment and Disposal	8,779,800	8,779,800	7,646,376	-	-	7,646,376	7,799,304	7,955,290	8,114,395	8,276,683
Operating - Other	2,074,560	2,060,056	2,284,275	-	-	2,284,275	2,346,420	2,410,601	2,476,941	2,545,552
Repairs & Maintenance	1,230,040	1,210,840	1,264,873	-	-	1,264,873	1,665,168	1,395,962	1,572,277	1,394,107
Electricity & Utilities	3,634,243	3,268,281	3,436,258	-	-	3,436,258	3,504,983	3,575,086	3,646,584	3,719,522
Supplies - Chemical & Other	3,512,240	3,715,700	4,359,080	-	-	4,359,080	4,446,262	4,535,165	4,625,890	4,718,386
<b>TOTAL OPERATING COSTS</b>	<b>32,665,016</b>	<b>32,480,351</b>	<b>33,070,667</b>	<b>421,464</b>	<b>-</b>	<b>33,492,131</b>	<b>34,553,743</b>	<b>34,959,864</b>	<b>35,820,403</b>	<b>36,346,600</b>
*Percentage Increase over prior year		-0.57%	1.24%	1.29%	0.00%	2.53%	3.17%	1.18%	2.46%	1.47%
<b>RESERVE:</b>										
Transfer to Operating Reserve	600,000	784,665	700,000	-	-	700,000	700,000	800,000	900,000	900,000
Transfer to Equipment Replacement Fund	500,000	500,000	-	-	-	-	-	400,000	500,000	600,000
<b>TOTAL RESERVES</b>	<b>1,100,000</b>	<b>1,284,665</b>	<b>700,000</b>	<b>-</b>	<b>-</b>	<b>700,000</b>	<b>700,000</b>	<b>1,200,000</b>	<b>1,400,000</b>	<b>1,500,000</b>
<b>TOTAL COSTS</b>	<b>33,765,016</b>	<b>33,765,016</b>	<b>33,770,667</b>	<b>421,464</b>	<b>-</b>	<b>34,192,131</b>	<b>35,253,743</b>	<b>36,159,864</b>	<b>37,220,403</b>	<b>37,846,600</b>
*Percentage Increase over prior year		0.00%	0.02%	1.25%	0.00%	1.26%	3.10%	2.57%	2.93%	1.68%
Internal Recoveries	(208,080)	(208,080)	(212,240)	-	-	(212,240)	(216,480)	(220,810)	(225,226)	(229,731)
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>33,556,936</b>	<b>33,556,936</b>	<b>33,558,427</b>	<b>421,464</b>	<b>-</b>	<b>33,979,891</b>	<b>35,037,263</b>	<b>35,939,054</b>	<b>36,995,177</b>	<b>37,616,869</b>
*Percentage Increase over prior year		0.00%	0.00%	1.26%	0.00%	1.26%	3.11%	2.57%	2.94%	1.68%
<b>REVENUE:</b>										
Balance C/F from 2022 to 2023	-	-	-	-	-	-	-	-	-	-
Estimated Balance C/F from 2023 to 2024	-	0	-	-	-	-	(0)	(0)	(0)	(0)
Grants in Lieu of Taxes	(700,895)	(700,895)	(750,046)	-	-	(750,046)	(700,895)	(700,895)	(700,895)	(700,895)
Transfer from Operating Reserve	(4,091,204)	(4,091,204)	(420,849)	-	-	(420,849)	(446,400)	(152,830)	(304,290)	(100,780)
<b>TOTAL REVENUE</b>	<b>(4,792,099)</b>	<b>(4,792,099)</b>	<b>(1,170,895)</b>	<b>-</b>	<b>-</b>	<b>(1,170,895)</b>	<b>(1,147,295)</b>	<b>(853,725)</b>	<b>(1,005,185)</b>	<b>(801,675)</b>
<b>REQUISITION</b>	<b>(28,764,837)</b>	<b>(28,764,837)</b>	<b>(32,387,532)</b>	<b>(421,464)</b>	<b>-</b>	<b>(32,808,996)</b>	<b>(33,889,968)</b>	<b>(35,085,328)</b>	<b>(35,989,991)</b>	<b>(36,815,193)</b>
*Percentage increase over prior year		0.00%	12.59%	1.47%	0.00%	14.06%	3.29%	3.53%	2.58%	2.29%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

**3.717 Core Area Wastewater Operations Asset and Reserve Summary**  
**Summary Schedule**  
**2024 - 2028 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**

<b>CAWW Reserve/Fund Summary</b>	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Projected year end balance</b>						
Core Area Operating Reserve Fund	3,667,473	3,969,155	4,245,286	4,914,987	5,533,228	6,354,979
RTF & EPRO Operating Reserve Fund	5,633,571	5,671,040	5,708,509	5,745,978	5,783,448	5,820,917
Host Community Impact Fee till 2045 -Closing CAWTP project	1,533,175	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175
Equipment Replacement Fund	6,674,311	5,819,311	5,119,311	5,119,311	4,869,311	5,069,311
<b>Total</b>	<b>17,508,531</b>	<b>16,922,682</b>	<b>16,466,282</b>	<b>17,103,452</b>	<b>17,439,162</b>	<b>18,428,382</b>

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	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Core Area Beginning Balance</b>	5,328,380	3,667,473	3,969,155	4,245,286	4,914,987	5,533,228
Planned Purchase	(2,738,525)	(420,849)	(446,400)	(152,830)	(304,290)	(100,780)
Transfer from Ops Budget	600,000	700,000	700,000	800,000	900,000	900,000
Transfer from CAWTP project- impairment asset	279,890					
Interest Income	197,729	22,531	22,531	22,531	22,531	22,531
<b>Year End Balance</b>	<b>3,667,473</b>	<b>3,969,155</b>	<b>4,245,286</b>	<b>4,914,987</b>	<b>5,533,228</b>	<b>6,354,979</b>
<b>Host Community Impact Fee till 2045 -transfer YE 2023</b>	<b>1,533,175</b>	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175
<b>RTF &amp; EPRO Beginning Balance</b>	5,304,747	5,633,571	5,671,040	5,708,509	5,745,978	5,783,448
Planned Purchase	-	-	-	-	-	-
Interest Income	328,824	37,469	37,469	37,469	37,469	37,469
<b>Year End Balance</b>	<b>5,633,571</b>	<b>5,671,040</b>	<b>5,708,509</b>	<b>5,745,978</b>	<b>5,783,448</b>	<b>5,820,917</b>
<b>Total projected year end balance</b>	<b>10,834,219</b>	<b>11,103,370</b>	<b>11,346,970</b>	<b>11,984,140</b>	<b>12,569,850</b>	<b>13,359,070</b>

**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	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	6,394,785	6,674,311	5,819,311	5,119,311	5,119,311	4,869,311
<b>Planned Purchase (Based on Capital Plan)</b>	(280,146)	(855,000)	(700,000)	(400,000)	(750,000)	(400,000)
<b>Transfer IN (from Ops Budget)</b>	500,000	-	-	400,000	500,000	600,000
<b>Interest Income*</b>	59,672					
<b>Ending Balance \$</b>	<b>6,674,311</b>	<b>5,819,311</b>	<b>5,119,311</b>	<b>5,119,311</b>	<b>4,869,311</b>	<b>5,069,311</b>

**Assumptions/Background:**

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

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Debt - Core Area Wastewater Capital**

#### **FINAL BUDGET**

MARCH 2024

<b>Service: 3.798C Debt - Core Area Wastewater Capital</b>	<b>Committee: Core Area Liquid Waste Management</b>
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**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>
<b>Authorized:</b>	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
<b>Remaining:</b>		<b><u>\$ 822,000,000</u></b>	<b><u>\$ 111,570,000</u></b>	<b><u>\$ 710,430,000</u></b>

**CORE AREA WASTEWATER TREATMENT PLANT**

<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%
<b>Total</b>	<b><u>100.00%</u></b>

**FUNDING:**

Requisition

3.798C - Debt - Core Area Wastewater Capital	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<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	3,121,119	3,121,119	1,617,078	-	-	1,617,078	3,121,119	3,121,119	3,121,119	4,121,119
Transfer to WTP Debt Retirement Reserve	5,037,525	5,037,525	5,346,360	-	-	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560
<b>TOTAL CAPITAL / RESERVES</b>	<b>13,688,389</b>	<b>13,688,389</b>	<b>12,493,183</b>	<b>-</b>	<b>-</b>	<b>12,493,183</b>	<b>14,069,024</b>	<b>14,140,824</b>	<b>14,212,624</b>	<b>15,284,424</b>
CAWTP Debt	7,109,313	7,303,243	6,698,640	-	-	6,698,640	6,621,840	6,550,040	6,478,240	6,406,440
CAWW Debt	213,930	20,000	1,711,709	-	-	1,711,709	3,077,984	5,095,286	6,204,569	7,006,752
<u>Total Debt Expenditures</u>	7,323,243	7,323,243	8,410,349	-	-	8,410,349	9,699,824	11,645,326	12,682,809	13,413,192
MFA Debt Reserve	192,660	192,660	171,663	-	-	171,663	151,465	241,915	137,935	98,110
Debt Repayment	4,341,430	4,341,430								10,283,553
<b>TOTAL OPERATING COSTS</b>	<b>25,545,722</b>	<b>25,545,722</b>	<b>21,075,195</b>	<b>-</b>	<b>-</b>	<b>21,075,195</b>	<b>23,920,313</b>	<b>26,028,065</b>	<b>27,033,368</b>	<b>39,079,279</b>
*Percentage Increase over prior year			-17.50%			-17.50%	13.50%	8.81%	3.86%	44.56%
<b>FUNDING SOURCES (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Surplus Balance carry forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	-	-
Transfer from Reserve	(4,341,430)	(4,341,430)	-	-	-	-	-	-	-	(10,283,553)
Grants in Lieu of Taxes	(573,949)	(573,949)	(617,059)	-	-	(617,059)	(574,265)	(574,265)	(574,265)	(574,265)
Revenue - Interest and Debt Reserve	(165,158)	(165,158)	(20,870)	-	-	(20,870)	(20,870)	(20,870)	(20,870)	(20,870)
<b>TOTAL REVENUE</b>	<b>(5,080,537)</b>	<b>(5,080,537)</b>	<b>(637,929)</b>	<b>-</b>	<b>-</b>	<b>(637,929)</b>	<b>(595,135)</b>	<b>(595,135)</b>	<b>(595,135)</b>	<b>(10,878,688)</b>
<b>REQUISITION</b>	<b>(20,465,185)</b>	<b>(20,465,185)</b>	<b>(20,437,266)</b>	<b>-</b>	<b>-</b>	<b>(20,437,266)</b>	<b>(23,325,178)</b>	<b>(25,432,930)</b>	<b>(26,438,233)</b>	<b>(28,200,591)</b>
*Percentage increase over prior year			-0.14%			-0.14%	14.13%	9.04%	3.95%	6.67%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>3.798C</b>							
	<b>Debt - Core Area Wastewater Treatment Program</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$300,000	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$8,988,000	\$32,219,000	\$19,790,000	\$7,475,000	\$12,025,000	\$12,150,000	\$12,150,000	\$83,659,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$9,288,000</b>	<b>\$32,769,000</b>	<b>\$19,790,000</b>	<b>\$7,475,000</b>	<b>\$12,025,000</b>	<b>\$12,150,000</b>	<b>\$12,150,000</b>	<b>\$84,209,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$375,000	\$375,000	\$0	\$0	\$0	\$0	\$0	\$375,000
Debenture Debt (New Debt Only)	\$7,513,000	\$27,271,000	\$18,090,000	\$6,075,000	\$10,275,000	\$10,750,000	\$10,750,000	\$72,461,000
Equipment Replacement Fund	\$450,000	\$855,000	\$700,000	\$400,000	\$750,000	\$400,000	\$400,000	\$3,105,000
Grants (Federal, Provincial)	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$500,000	\$3,818,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$7,818,000
	<b>\$9,288,000</b>	<b>\$32,769,000</b>	<b>\$19,790,000</b>	<b>\$7,475,000</b>	<b>\$12,025,000</b>	<b>\$12,150,000</b>	<b>\$12,150,000</b>	<b>\$84,209,000</b>

Service #: 3.798C  
 Service Name: Debt - Core Area Wastewater Treatment Program

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates	
<b>MCLOUGHLIN WASTEWATER TREATMENT PLANT</b>														
16-01a	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	\$ 462,000,000	\$	Grant	\$ 450,000	\$ 450,000					\$ 450,000	
<b>PUMP STATIONS</b>														
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	\$	Res	\$ 250,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000	
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	\$	Debt	\$ 1,950,000	\$ 5,550,000	\$ -	\$ -	\$ -	\$ -	\$ 5,550,000	
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	\$	Debt	\$ 110,000	\$ 2,010,000	\$ -	\$ -	\$ -	\$ -	\$ 2,010,000	
21-05	Replacement	Harling PS - Complete Replacement	Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.	\$ 2,500,000	\$	Debt	\$ 290,000	\$ 400,000	\$ 2,090,000	\$ -	\$ -	\$ -	\$ 2,490,000	
22-01	Renewal	Odour Control HVAC Testing and Balancing	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.	\$ 200,000	\$	Debt	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	
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	\$	ERF	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	
24-01	Renewal	Trent PLC Upgrade	The Programmable Logic Controller needs to be upgraded to meet new software standards.	\$ 250,000	\$	ERF	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
24-02	Renewal	Hood Mechanical and Electrical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.	\$ 870,000	\$	Debt	\$ -	\$ 50,000	\$ 420,000	\$ 400,000	\$ -	\$ -	\$ 870,000	
24-03	Renewal	Currie Minor Mechanical and Electrical Renewal	Upgrades are based upon Delcan's condition assessment and recent inspections. The work includes pump and valve replacement.	\$ 580,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 580,000	
24-04	Renewal	Humber Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	\$ 640,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 640,000	
24-05	Renewal	Rutland Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	\$ 640,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 640,000	
24-06	Renewal	Penrhyn Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.	\$ 1,470,000	\$	Debt	\$ -	\$ 100,000	\$ 670,000	\$ 700,000	\$ -	\$ -	\$ 1,470,000	
<b>GRAVITY SEWERS AND MANHOLES</b>														
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	\$	Debt	\$ 340,000	\$ 440,000	\$ 2,900,000	\$ -	\$ -	\$ -	\$ 3,340,000	
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 Alderlea to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.	\$ 25,000,000	\$	Debt	\$ 370,000	\$ 370,000	\$ -	\$ -	\$ -	\$ -	\$ 370,000	
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	\$	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	\$	Debt	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 600,000	
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.	\$ 2,000,000	\$	Debt	\$ 750,000	\$ 450,000	\$ 2,600,000	\$ -	\$ 1,000,000	\$ -	\$ 4,050,000	
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	\$	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	
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 Doncaster Dr, Shelbourne St. and Kings Rd.	\$ 8,000,000	\$	Debt	\$ -	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000,000	
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.	\$ 1,500,000	\$	Debt	\$ -	\$ 250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,500,000	
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	\$	Debt	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000	
<b>PRESSURE PIPES AND APPURTENANCES</b>														
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.	\$ 1,250,000	\$	Res	\$ 465,000	\$ 1,218,000	\$ -	\$ -	\$ -	\$ -	\$ 1,218,000	
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	\$	Debt	\$ 185,000	\$ 553,000	\$ -	\$ -	\$ 6,500,000	\$ 6,500,000	\$ 13,553,000	
23-02	Renewal	Penrhyn Siphon Assessment	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
24-07	Renewal	Parsons Siphon Assessment	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
25-01	Renewal	Admirals Siphon Assessment	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
24-12	Renewal	Harriet Siphon Cleaning and Assessment	Specialized flushing and cleaning to remove solids from both 400m siphons.	\$ 500,000	\$	Res	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
24-13	Renewal	Craigflower Inlet Reconfiguration	Increasing flow and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.	\$ 1,700,000	\$	Debt	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ 1,700,000	
26-14	Renewal	Parsons Siphon/Bridge Connection Repairs	The siphon pipe support connections to the Parsons Bridge require repairs.	\$ 500,000	\$	Res	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
25-03	Renewal	Harriet Siphon Inlet Chamber Upgrade	Assess concrete corrosion and replace seized control gates.	\$ 1,500,000	\$	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	
27-01	Study	Forcemain 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.	\$ 250,000	\$	Debt	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000	
<b>FLOW METERS</b>														
21-15	Replacement	Parsons Meter Replacement	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kloak and conduit).	\$ 500,000	\$	Debt	\$ 182,000	\$ 432,000	\$ -	\$ -	\$ -	\$ -	\$ 432,000	
21-16	New	Gorge & Chagman Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new Rodar meter to measure the unmetred Gorge and Chagman catchments. Includes installation of new metering manhole.	\$ 400,000	\$	Debt	\$ 109,000	\$ 379,000	\$ -	\$ -	\$ -	\$ -	\$ 379,000	
21-17	New	Esquimah Nelson Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kloak and conduit to measure the unmetred Esquimah/Nelson catchment.	\$ 300,000	\$	Debt	\$ 172,000	\$ 272,000	\$ -	\$ -	\$ -	\$ -	\$ 272,000	
21-19	New	Selkirk Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetred Selkirk catchment (install weir, kloak and conduit).	\$ 500,000	\$	Debt	\$ 183,000	\$ 493,000	\$ -	\$ -	\$ -	\$ -	\$ 493,000	

Service #: 3.798C  
 Service Name: Debt - Core Area Wastewater Treatment Program

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates	
<b>GENERAL</b>														
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	Debt	\$ -	\$ 250,000	\$ 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	Debt	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	
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	Debt	\$ -	\$ 160,000	\$ 360,000	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 860,000	
21-25	Renewal	SCADA and Radio Assessment	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.	\$ 3,900,000	Debt	\$ -	\$ 1,430,000	\$ 2,180,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ -	\$ 4,430,000	
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	Debt	\$ -	\$ 132,000	\$ 132,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,132,000	
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	Debt	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	
22-04	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.	\$ 600,000	ERF	\$ -	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000	
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	Debt	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 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	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	\$ 505,000	ERF	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 350,000	\$ 100,000	\$ 505,000	
<b>ANNUAL PROVISIONAL</b>														
21-26	Replacement	Annual Provisional Emergency Repairs	Unforeseen and unplanned emergency repairs can occur which require immediate attention.	\$ 5,000,000	Res	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000	
23-06	Replacement	Annual Provisional Equipment Replacement	Replacement of end of service life, including valves, variable frequency drives, capacitors.	\$ 1,500,000	ERF	\$ -	\$ 300,000	\$ 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	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	Debt	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,400,000	
<b>OUTFALLS / OVERFLOWS</b>														
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	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
25-02	Renewal	Macaulay Point Outfall Retrofit	A section of casing 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 casing, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.	\$ 750,000	Debt	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000	
27-02	Renewal	Broom Overflow Pipe Rehabilitation	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.	\$ 575,000	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 500,000	\$ 575,000	
<b>RESIDUAL SOLIDS</b>														
24-09	New	Centrate Return Line Automated Monitoring	Installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.	\$ 175,000	Debt	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000	
24-16	New	Biosolids Particle Size Optimization	Installation of equipment to ensure biosolids particle size meets reuse option specifications.	\$ 250,000	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
<b>DCC PROJECTS</b>														
<b>GRAND TOTAL</b>				\$ 578,660,000			\$ 9,503,000	\$ 32,769,000	\$ 19,790,000	\$ 7,475,000	\$ 12,025,000	\$ 12,150,000	\$ 84,209,000	

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

**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.

**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. Design work is expected to be completed in 2024 with Construction likely to extend into 2025.



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<b>Project Number</b>	22-01	<b>Capital Project Title</b>	Odour Control HVAC Testing and Balancing	<b>Capital Project Description</b>	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required
<b>Project Rationale</b>	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.				

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

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Trent PLC Upgrade	<b>Capital Project Description</b>	The Programmable Logic Controller needs to be upgraded to meet new software standards.
<b>Project Rationale</b>	The PLC needs to be upgraded to meet new software standards and maintain reliability.				

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Hood Mechanical and Electrical Renewal	<b>Capital Project Description</b>	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.
<b>Project Rationale</b>	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.				

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<b>Project Number</b>	24-03	<b>Capital Project Title</b>	Currie Minor Mechanical and Electrical Renewal	<b>Capital Project Description</b>	Upgrades are based upon Delcan's condition assessment and recent inspections. The work includes pump and valve replacement.
<b>Project Rationale</b>	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.				

<b>Project Number</b>	24-04	<b>Capital Project Title</b>	Humber Electrical and Mechanical Renewal	<b>Capital Project Description</b>	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
<b>Project Rationale</b>	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

<b>Project Number</b>	24-05	<b>Capital Project Title</b>	Rutland Electrical and Mechanical Renewal	<b>Capital Project Description</b>	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
<b>Project Rationale</b>	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

<b>Project Number</b>	24-06	<b>Capital Project Title</b>	Penrhyn Electrical and Mechanical Renewal	<b>Capital Project Description</b>	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.
<b>Project Rationale</b>	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades. This project will also need to look at the Dosing Valve/Actuator as it has had recent signs of pending failure.				

<b>Project Number</b>	21-06	<b>Capital Project Title</b>	Shoreline Trunk Sewer Upgrade	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

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<b>Project Number</b>	21-07	<b>Capital Project Title</b>	Western Trunk Sewer Twinning	<b>Capital Project Description</b>	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.
<b>Project Rationale</b> 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.					

<b>Project Number</b>	24-17	<b>Capital Project Title</b>	Sewer Cleaning and Inspection	<b>Capital Project Description</b>	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.
<b>Project Rationale</b> Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.					

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

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Cecelia Ravine Pipe Protection	<b>Capital Project Description</b>	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.
<b>Project Rationale</b> 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.					

<b>Project Number</b>	24-10	<b>Capital Project Title</b>	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	<b>Capital Project Description</b>	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.
<b>Project Rationale</b> 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. This work is scheduled to be tendered in 2024.					

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

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	NWT Sewer Replacement at Alpha-Terrace	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	Pipe segment replacement required prior to failure.				

<b>Project Number</b>	21-12	<b>Capital Project Title</b>	Gorge Siphon Inlet Chamber Upgrade	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.				

<b>Project Number</b>	21-13	<b>Capital Project Title</b>	Craigflower Forcemain Twinning	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

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<b>Project Number</b>	23-02	<b>Capital Project Title</b>	Penrhyn Siphon Assessment	<b>Capital Project Description</b>	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
<b>Project Rationale</b>	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

<b>Project Number</b>	24-07	<b>Capital Project Title</b>	Parsons Siphon Assessment	<b>Capital Project Description</b>	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.
<b>Project Rationale</b>	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.				

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Admirals Siphon Assessment	<b>Capital Project Description</b>	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
<b>Project Rationale</b>	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

<b>Project Number</b>	24-12	<b>Capital Project Title</b>	Harriet Siphon Cleaning and Assessment	<b>Capital Project Description</b>	Specialized flushing and cleaning to remove solids from both 400m siphons.
<b>Project Rationale</b>	The Harriet Siphons were unable to be inspected in 2023 as they are 50% full of solids. The siphons need to be flushed or they will continue to accumulate solids and be completely plugged. Special flushing and cleaning equipment is required to clean both of these 400m long siphons.				

<b>Project Number</b>	24-13	<b>Capital Project Title</b>	Craigflower Inlet Reconfiguration	<b>Capital Project Description</b>	Increasing flows and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.
<b>Project Rationale</b>	Increasing flows and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.				

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

<b>Project Number</b>	25-03	<b>Capital Project Title</b>	Harriet Siphon Inlet Chamber Upgrade	<b>Capital Project Description</b>	Assess concrete corrosion and replace seized control gates.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Forcemain Pipe Assessment Study	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	21-15	<b>Capital Project Title</b>	Parsons Meter Replacement	<b>Capital Project Description</b>	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).
<b>Project Rationale</b>	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).				

<b>Project Number</b>	21-16	<b>Capital Project Title</b>	Gorge & Chapman Meter	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

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**Project Number** 21-17 **Capital Project Title** Esquimalt Nation Meter **Capital Project Description** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kiosk and conduit to measure the unmetered Esquimalt Nation catchment.

**Project Rationale** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kiosk and conduit to measure the unmetered Esquimalt Nation catchment.

**Project Number** 21-18 **Capital Project Title** #N/A **Capital Project Description** #N/A

**Project Rationale** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Shoreline catchment. Includes installation of FloDar meter, kiosk and conduit.

**Project Number** 21-19 **Capital Project Title** Selkirk Meter **Capital Project Description** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).

**Project Rationale** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).

**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**

<b>Project Number</b>	21-24	<b>Capital Project Title</b>	Record Drawing and Wastewater Agreement Updates	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	21-25	<b>Capital Project Title</b>	SCADA and Radio Assessment	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	22-03	<b>Capital Project Title</b>	Acquisition of Outstanding Right-of-Ways	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

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

<b>Project Number</b>	22-04	<b>Capital Project Title</b>	Microwave Radio Upgrades	<b>Capital Project Description</b>	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-07	<b>Capital Project Title</b>	Enterprise Data Historian Management System	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

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

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

<b>Project Number</b>	21-26	<b>Capital Project Title</b>	Annual Provisional Emergency Repairs	<b>Capital Project Description</b>	Unforeseen and unplanned emergency repairs can occur which require immediate attention.
<b>Project Rationale</b>	Funds are required for unforeseen and unplanned emergency repairs can occur which require immediate attention.				

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

<b>Project Number</b>	23-06	<b>Capital Project Title</b>	Annual Provisional Equipment Replacement	<b>Capital Project Description</b>	Replacement of at end of service life, including valves, variable frequency drives, capacitors.
<b>Project Rationale</b>	Replacement of equipment at end of service life, including valves, variable frequency drives, capacitors.				

<b>Project Number</b>	23-08	<b>Capital Project Title</b>	Process & Mechanical Upgrades	<b>Capital Project Description</b>	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations
<b>Project Rationale</b>	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.				

<b>Project Number</b>	23-09	<b>Capital Project Title</b>	Safety & Security Upgrades	<b>Capital Project Description</b>	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety
<b>Project Rationale</b>	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.				

<b>Project Number</b>	24-08	<b>Capital Project Title</b>	Clover Point Outfall Retrofit	<b>Capital Project Description</b>	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.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Macaulay Point Outfall Retrofit	<b>Capital Project Description</b>	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 prepare a plan to maintain the deep outfall based on limited use.
<b>Project Rationale</b>	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.				

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

<b>Project Number</b>	27-02	<b>Capital Project Title</b>	Broom Overflow Pipe Rehabilitation	<b>Capital Project Description</b>	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	24-09	<b>Capital Project Title</b>	Centrate Return Line Automated Monitoring	<b>Capital Project Description</b>	Installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.
<b>Project Rationale</b>	This project is held for potential future works if deemed operationally necessary between CRD and HRMG. Upgrades, may include installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.				

<b>Project Number</b>	24-16	<b>Capital Project Title</b>	Biosolids Particle Size Optimization	<b>Capital Project Description</b>	Installation of equipment to ensure biosolids particle size meets reuse option specifications.
<b>Project Rationale</b>	Biosolids beneficial reuse options are evolving. There is potential that a new end use may come into play in 2024, requiring the need to install new equipment to ensure required particle size.				

**3.798C Debt - Core Area Wastewater Capital Asset and Reserve Summary  
Summary Schedule  
2024 - 2028 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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Capital Reserve Fund	17,884,574	16,183,652	18,304,771	20,425,890	22,547,009	25,668,128
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	12,738,360	18,569,970	24,661,141	31,020,178	37,655,653	34,292,859
<b>Total</b>	<b>32,622,934</b>	<b>36,753,622</b>	<b>44,965,912</b>	<b>53,446,068</b>	<b>62,202,662</b>	<b>61,960,987</b>

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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance</b>	5,743,431	17,884,574	16,183,652	18,304,771	20,425,890	22,547,009
<b>Planned Purchase (Based on Capital Plan)</b>	(318,234)	(3,318,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
<b>Surplus from CAWTP Proj</b>	9,186,912					
<b>Transfer IN (from Ops Budget)</b>	3,121,119	1,617,078	3,121,119	3,121,119	3,121,119	4,121,119
<b>Transfer IN (North East Trunk CRF)</b>						
<b>Surplus/Deficit</b>	(198,421)					
<b>Interest Income*</b>	349,767					
<b>Ending Balance \$</b>	<b>17,884,574</b>	<b>16,183,652</b>	<b>18,304,771</b>	<b>20,425,890</b>	<b>22,547,009</b>	<b>25,668,128</b>

**Assumptions/Background:**

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

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

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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Balance</b>	-	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
<b>Surplus from CAWTP Project</b>	2,000,000					
<b>Interest Income*</b>						
<b>Ending Balance \$</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>

**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	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	11,488,501	12,738,360	18,569,970	24,661,141	31,020,178	37,655,653
Debt Payment	(4,341,430)	-	-	-	-	(10,283,553)
Transfer from Ops Budget	5,037,525	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560
Interest Income*	553,764	485,250	673,011	869,077	1,073,715	1,287,199
<b>Ending Balance \$</b>	<b>12,738,360</b>	<b>18,569,970</b>	<b>24,661,141</b>	<b>31,020,178</b>	<b>37,655,653</b>	<b>34,292,859</b>

**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**

## **2024 BUDGET**

### **Environmental Services - Operations**

#### **FINAL BUDGET**

MARCH 2024



**Service:** 1.577 Environmental Services - Operations

**Committee:** Environmental Services

**DEFINITION:**

To provide operations services to all water and wastewater functions of the Capital Regional District. Cost of this service is totally allocated to functions using Operations Division.

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

N/A

**MAXIMUM CAPITAL DEBT:**

N/A

**COMMISSION:**

N/A

**COST RECOVERY:**

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

1.577 - Environmental Services - Operations	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024			2025	2026	2027	2028
				ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Salaries & Wages	10,728,626	9,841,118	10,871,160	-	-	10,871,160	11,127,633	11,390,008	11,658,430	11,933,036
Allocation - Standard Overhead	597,416	597,415	658,478	-	-	658,478	671,648	685,080	698,782	712,758
Allocation - Human Resources	274,947	274,946	380,958	-	-	380,958	412,525	425,667	426,101	436,539
Allocation - Operations	522,290	641,054	553,564	-	-	553,564	566,100	579,122	592,431	604,599
Operating - Other	1,471,280	1,252,047	1,100,780	-	475,000	1,575,780	1,212,810	1,145,240	1,168,160	1,191,520
<b>TOTAL OPERATING COSTS</b>	<b>13,594,559</b>	<b>12,606,581</b>	<b>13,564,940</b>	<b>-</b>	<b>475,000</b>	<b>14,039,940</b>	<b>13,990,716</b>	<b>14,225,117</b>	<b>14,543,904</b>	<b>14,878,452</b>
*Percentage Increase over prior year		-7.27%	-0.22%			3.28%	-0.35%	1.68%	2.24%	2.30%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	280,661	280,661	492,797	-	-	492,797	527,560	541,100	554,710	568,380
Transfer to Operating Reserve Fund	-	-	16,780	-	-	16,780	45,044	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>280,661</b>	<b>280,661</b>	<b>509,577</b>	<b>-</b>	<b>-</b>	<b>509,577</b>	<b>572,604</b>	<b>541,100</b>	<b>554,710</b>	<b>568,380</b>
<b>TOTAL COSTS</b>	<b>13,875,220</b>	<b>12,887,242</b>	<b>14,074,517</b>	<b>-</b>	<b>475,000</b>	<b>14,549,517</b>	<b>14,563,320</b>	<b>14,766,217</b>	<b>15,098,614</b>	<b>15,446,832</b>
*Percentage Increase over prior year		-7.12%	1.44%			4.86%	0.09%	1.39%	2.25%	2.31%
Internal Recoveries	(13,306,880)	(12,776,160)	(14,074,517)	-	-	(14,074,517)	(14,380,920)	(14,673,817)	(15,006,214)	(15,354,432)
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>568,340</b>	<b>111,082</b>	<b>0</b>	<b>-</b>	<b>475,000</b>	<b>475,000</b>	<b>182,400</b>	<b>92,400</b>	<b>92,400</b>	<b>92,400</b>
*Percentage Increase over prior year		-3.99%	5.77%			5.77%	2.18%	2.04%	2.27%	2.32%
<u>SOURCES OF FUNDING (REVENUE)</u>										
<b>Surplus / (Deficit)</b>										
Funds Carried Forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own Funds	(475,940)	(110,940)	-	-	(475,000)	(475,000)	(90,000)	-	-	-
Recovery other	(92,400)	(142)	-	-	-	-	(92,400)	(92,400)	(92,400)	(92,400)
<b>TOTAL REVENUE</b>	<b>(568,340)</b>	<b>(111,082)</b>	<b>-</b>	<b>-</b>	<b>(475,000)</b>	<b>(475,000)</b>	<b>(182,400)</b>	<b>(92,400)</b>	<b>(92,400)</b>	<b>(92,400)</b>
<b>REQUISITION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage increase over prior year			5.77%			5.77%	2.18%	2.04%	2.27%	2.32%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS: IWS Operations	75.00	75.00	75.00	-	-	75.00	75.00	75.00	75.00	75.00

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.577</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>IW - Environmental Operations</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$10,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$500,000	\$1,000,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$902,500	\$1,614,000	\$683,500	\$630,000	\$615,000	\$615,000	\$340,000	\$3,882,500
	<b>\$912,500</b>	<b>\$1,739,000</b>	<b>\$808,500</b>	<b>\$755,000</b>	<b>\$740,000</b>	<b>\$740,000</b>	<b>\$840,000</b>	<b>\$4,882,500</b>

**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	\$912,500	\$1,739,000	\$808,500	\$755,000	\$740,000	\$740,000	\$840,000	\$4,882,500
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$912,500</b>	<b>\$1,739,000</b>	<b>\$808,500</b>	<b>\$755,000</b>	<b>\$740,000</b>	<b>\$740,000</b>	<b>\$840,000</b>	<b>\$4,882,500</b>



Service: 1.577 IW - Environmental Operations

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

Project Number	18-03	Capital Project Title	Replace ERF Equipment	Capital Project Description	End of life replacement equipment; Gas techs, 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	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F00932 - Vehicle replacement - end of life				

Service: 1.577 IW - Environmental 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 IW - Environmental 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

**1.577 Environmental Services - Operations Asset and Reserve Summary**  
**Summary Schedule**  
**2024 - 2028 Financial Plan**

**Reserve Schedule Summary**

**IW Environmental Operations**

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

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Equipment Replacement Fund	2,662,138	1,415,935	1,134,995	921,095	735,805	464,185
Operating Reserve Fund	1,036,927	578,707	533,751	533,751	533,751	533,751
<b>Total</b>	<b>3,699,065</b>	<b>1,994,642</b>	<b>1,668,746</b>	<b>1,454,846</b>	<b>1,269,556</b>	<b>997,936</b>

See attached reserve schedules for projected annual cash flows.



**ERF Reserve Fund Schedule IWS Operations**

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

**Equipment Reserve Schedule**

Equipment Replacement Fund Fund: 1022 Fund Center: 101451	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	3,158,474	2,662,138	1,415,935	1,134,995	921,095	735,805
<b>Planned Purchase (Based on Capital Plan)</b>	(817,030)	(1,739,000)	(808,500)	(755,000)	(740,000)	(840,000)
<b>Transfer IN (from Ops Budget)</b>	280,661	492,797	527,560	541,100	554,710	568,380
<b>Proceeds of Disposal</b>	13,439					
<b>Interest Income*</b>	26,594					
<b>Ending Balance \$</b>	<b>2,662,138</b>	<b>1,415,935</b>	<b>1,134,995</b>	<b>921,095</b>	<b>735,805</b>	<b>464,185</b>

**Assumptions/Background:**

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

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

**ORF Reserve Fund Schedule IWS Operations**

**IW ES Operations**

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

**Operating Reserve Schedule**

Operating Reserve Schedule Fund: 1500 Fund Center: 105516	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,007,205	1,036,927	578,707	533,751	533,751	533,751
Planned Purchase	(20,000)	(475,000)	(90,000)	-	-	-
Transfer from Ops Budget	-	16,780	45,044	-	-	-
Interest Income*	48,549					
Surplus	1,173					
<b>Ending Balance \$</b>	<b>1,036,927</b>	<b>578,707</b>	<b>533,751</b>	<b>533,751</b>	<b>533,751</b>	<b>533,751</b>

**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**

## **2024 BUDGET**

### **I & I Enhancement Program**

#### **FINAL BUDGET**

MARCH 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

	2023		BUDGET REQUEST				2025			
	BOARD BUDGET	ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
<b>OPERATING COSTS:</b>										
Allocations - RW Eng	260,346	302,558	267,150	-	-	267,150	272,498	277,954	283,519	289,182
Allocations - Epro	5,655	5,655	5,853	-	-	5,853	5,970	6,089	6,211	6,335
Program Development	140,000	89,288	142,800	-	-	142,800	145,660	148,570	151,540	154,580
Contract For Services	-	8,500	-	-	-	-	-	-	-	-
Operating - Other Costs	2,000	2,000	2,040	-	-	2,040	2,076	2,117	2,160	2,203
<b>TOTAL OPERATING COSTS</b>	<b>408,001</b>	<b>408,001</b>	<b>417,843</b>	<b>-</b>	<b>-</b>	<b>417,843</b>	<b>426,204</b>	<b>434,730</b>	<b>443,430</b>	<b>452,300</b>
*Percentage Increase over prior year		0.0%	2.4%	0.0%	0.0%	2.4%	2.0%	2.0%	2.0%	2.0%
<b>TOTAL COSTS</b>	<b>408,001</b>	<b>408,001</b>	<b>417,843</b>	<b>-</b>	<b>-</b>	<b>417,843</b>	<b>426,204</b>	<b>434,730</b>	<b>443,430</b>	<b>452,300</b>
*Percentage Increase over prior year		0.0%	2.4%	0.0%	0.0%	2.4%	2.0%	2.0%	2.0%	2.0%
Internal Recoveries	(408,001)	(408,001)	(417,843)	-	-	(417,843)	(426,204)	(434,730)	(443,430)	(452,300)
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>FUNDING SOURCES (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
<b>REQUISITION</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*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 Indian Affairs/Songhees, DND, Langford, Colwood										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Saanich Peninsula Water Supply**

#### **FINAL BUDGET**

MARCH 2024

Service: 2.610

Saanich Peninsula Water Supply

Committee: Saanich Peninsula Water

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

Central Saanich / North Saanich / Sidney

**MAXIMUM LEVY:**

**MAXIMUM CAPITAL DEBT:**

As established by Inspector of Municipalities.

**COMMISSION:**

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

**FUNDING:**

Costs are recovered through the sale of bulk water.

**CAPITAL DEBT:**

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

CAPITAL REGIONAL DISTRICT

**Program Group: CRD-Saanich Peninsula Water Supply**

SUMMARY	2024 BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET 2	2023 ESTIMATED ACTUAL 3	2024 CORE BUDGET 4	2024 ONGOING 5	2024 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2025 8	2026 9	2027 10	2028 11
1										
<b><u>OPERATING EXPENDITURES:</u></b>										
ALLOCATION - OPERATIONS	1,110,880	1,084,410	1,171,082	-	-	1,171,082	1,194,502	1,218,388	1,242,755	1,267,612
UTILITIES	225,129	225,000	231,205	-	-	231,205	237,443	242,191	247,035	251,976
OPERATING - OTHER COSTS	183,910	208,790	189,748	-	-	189,748	194,541	200,100	205,531	211,153
ALLOCATION - STANDARD OVERHEAD	160,795	160,795	168,071	-	-	168,071	171,433	174,861	178,359	181,926
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,680,714</b>	<b>1,678,995</b>	<b>1,760,106</b>	<b>-</b>	<b>-</b>	<b>1,760,106</b>	<b>1,797,919</b>	<b>1,835,540</b>	<b>1,873,680</b>	<b>1,912,667</b>
*Percentage increase over prior year board budget			4.72%			4.72%	2.15%	2.09%	2.08%	2.08%
<b>TOTAL BULK WATER EXPENDITURES</b>	<b>4,876,683</b>	<b>5,080,680</b>	<b>5,180,160</b>	<b>-</b>	<b>-</b>	<b>5,180,160</b>	<b>5,618,595</b>	<b>6,093,100</b>	<b>6,730,125</b>	<b>7,470,540</b>
<b><u>CAPITAL EXPENDITURES &amp; TRANSFERS</u></b>										
TRANSFER TO CAPITAL RESERVE FUND	800,000	900,565	800,000	-	-	800,000	400,000	400,000	400,000	400,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	50,000	-	-	50,000	100,000	150,000	150,000	200,000
<b>TOTAL CAPITAL EXPENDITURES &amp; TRANSFERS</b>	<b>850,000</b>	<b>950,565</b>	<b>850,000</b>	<b>-</b>	<b>-</b>	<b>850,000</b>	<b>500,000</b>	<b>550,000</b>	<b>550,000</b>	<b>600,000</b>
<b><u>DEBT SERVICING</u></b>										
DEBT-INTEREST & PRINCIPAL	-	-	102,000	-	-	102,000	674,950	953,426	1,142,301	1,186,796
<b>TOTAL DEBT EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>102,000</b>	<b>-</b>	<b>-</b>	<b>102,000</b>	<b>674,950</b>	<b>953,426</b>	<b>1,142,301</b>	<b>1,186,796</b>
<b>TOTAL EXPENDITURES</b>	<b>7,407,397</b>	<b>7,710,240</b>	<b>7,892,266</b>	<b>-</b>	<b>-</b>	<b>7,892,266</b>	<b>8,591,464</b>	<b>9,432,066</b>	<b>10,296,106</b>	<b>11,170,003</b>
<b><u>SOURCES OF FUNDING-OPERATIONS</u></b>										
REVENUE -WATER SALES	(7,246,597)	(7,549,740)	(7,665,966)	-	-	(7,665,966)	(8,386,794)	(9,223,666)	(10,108,094)	(10,981,330)
REVENUE -OTHER	(160,800)	(160,500)	(226,300)	-	-	(226,300)	(204,670)	(208,400)	(188,012)	(188,673)
<b>TOTAL SOURCES OF FUNDING FROM OPERATIONS</b>	<b>(7,407,397)</b>	<b>(7,710,240)</b>	<b>(7,892,266)</b>	<b>-</b>	<b>-</b>	<b>(7,892,266)</b>	<b>(8,591,464)</b>	<b>(9,432,066)</b>	<b>(10,296,106)</b>	<b>(11,170,003)</b>
<b><u>SOURCES OF FUNDING-REQUISITION</u></b>										
PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REQUISITION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL SOURCES OF ALL FUNDING</b>	<b>(7,407,397)</b>	<b>(7,710,240)</b>	<b>(7,892,266)</b>	<b>-</b>	<b>-</b>	<b>(7,892,266)</b>	<b>(8,591,464)</b>	<b>(9,432,066)</b>	<b>(10,296,106)</b>	<b>(11,170,003)</b>
Percentage increase over prior year's board budget			6.55%			6.55%	8.86%	9.78%	9.16%	8.49%
Water Rate \$ per cu. m.	\$ 1.1439					\$ 1.1978	\$ 1.3003	\$ 1.4190	\$ 1.5432	\$ 1.6638
Percentage increase	5.08%					4.71%	8.55%	9.13%	8.75%	7.82%



**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

Service No.	2.610 Saanich Peninsula Water Supply	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$500,000	\$850,000	\$300,000	\$300,000	\$100,000	\$0	\$1,550,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$4,213,028	\$11,013,028	\$4,404,000	\$3,400,000	\$1,000,000	\$850,000	\$20,667,028	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>\$4,713,028</b>	<b>\$11,863,028</b>	<b>\$4,704,000</b>	<b>\$3,700,000</b>	<b>\$1,100,000</b>	<b>\$850,000</b>	<b>\$22,217,028</b>	

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$6,000,000	\$3,000,000	\$3,000,000	\$600,000	\$300,000	\$12,900,000
Equipment Replacement Fund	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$4,713,028	\$5,663,028	\$1,504,000	\$500,000	\$300,000	\$350,000	\$8,317,028
	<b>\$4,713,028</b>	<b>\$11,863,028</b>	<b>\$4,704,000</b>	<b>\$3,700,000</b>	<b>\$1,100,000</b>	<b>\$850,000</b>	<b>\$22,217,028</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
<b>SYSTEM UPGRADES AND REPLACEMENTS</b>													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$ 1,200,000	S	Res	\$ 140,000	\$ 290,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 890,000
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	\$ 1,050,000	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
21-01	New	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.	\$ 75,000	S	Res	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ 700,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 1,100,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are cement pipe material which are susceptible to failure during a seismic event. This is part of a project in partner with the RWS system.	\$ 14,700,000	S	Res	\$ 1,760,000	\$ 1,760,000	\$ -	\$ -	\$ -	\$ -	\$ 1,760,000
21-05	Renewal				S	Debt	\$ -	\$ 6,000,000	\$ 3,000,000	\$ 3,000,000	\$ 600,000	\$ 300,000	\$ 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	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000
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.	\$ 450,000	E	Res	\$ -	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 450,000
22-03	New	Keating Cross Road Water Main	MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet	\$ 1,000,000	S	Res	\$ 990,000	\$ 990,000	\$ -	\$ -	\$ -	\$ -	\$ 990,000
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 at 1557 Dean Park Road.	\$ 250,000	S	Res	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 150,000	\$ 250,000
24-02	New	Reservoir Seismic Isolation Valves	Addition of seismic isolation valves at various Saanich Peninsula tanks.	\$ 800,000	S	Res	\$ -	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ 800,000
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
<b>Sub-Total System Upgrades and Replacements</b>				<b>\$ 21,138,512</b>			<b>\$ 4,630,500</b>	<b>\$ 11,580,500</b>	<b>\$ 3,906,040</b>	<b>\$ 3,500,000</b>	<b>\$ 900,000</b>	<b>\$ 650,000</b>	<b>\$ 20,536,540</b>
<b>ANNUAL PROVISIONAL ITEMS</b>													
24-03	Renewal	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Planned and unplanned infrastructure and equipment renewal.	\$ 1,000,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
<b>Sub-Total Annual Provisional Items</b>				<b>\$ 1,000,000</b>			<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>
<b>DEVELOPMENT COST CHARGE (DCC) PROGRAM</b>													
22-01	New	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 33,028	S	Res	\$ 33,028	\$ 33,028	\$ -	\$ -	\$ -	\$ -	\$ 33,028
23-01	New	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
<b>Sub-Total Development Cost Charge (DCC) Program</b>				<b>\$ 680,488</b>			<b>\$ 82,528</b>	<b>\$ 82,528</b>	<b>\$ 597,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 680,488</b>
<b>GRAND TOTAL</b>				<b>\$ 22,819,000</b>			<b>\$ 4,713,028</b>	<b>\$ 11,863,028</b>	<b>\$ 4,704,000</b>	<b>\$ 3,700,000</b>	<b>\$ 1,100,000</b>	<b>\$ 850,000</b>	<b>\$ 22,217,028</b>

Service: **2.610** **Saanich Peninsula Water Supply**

<b>Project Number</b>	18-04	<b>Capital Project Title</b>	Post Disaster Emergency Water Supply	<b>Capital Project Description</b>	Identify and procure emergency systems for post disaster preparedness
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**Project Rationale** In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2017 and 2018 with the anticipated purchase of one or more emergency distribution systems in 2018 and beyond. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to start implementing these additional works.

<b>Project Number</b>	20-02	<b>Capital Project Title</b>	Hamsterly Pump Station Backup Power Generator	<b>Capital Project Description</b>	Addition of a backup power generator at the Hamsterly Pump Station
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**Project Rationale** From the 2018 DCC Update, KWL identified that the addition of backup power at the Hamsterly Pump Station is required. Funds are required to design and construct backup power for the Hamsterly Pump Station.

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Level of Service Agreement	<b>Capital Project Description</b>	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.
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**Project Rationale** The SPW Service has numerous transfer points with the participating municipalities. Funding is required to determine the pressure and flow at transfer points with the participating municipalities for water supply.

**Service:** 2.610 Saanich Peninsula 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.

**Project Number** 21-05 **Capital Project Title** SPW System Upgrade and Expansion **Capital Project Description** Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are cement

**Project Rationale** This project is for design and replacement of cement pipe sections that are susceptible to failure during a seismic event. Funds are required for detailed design and construction of the Bear Hill section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road including a new PRV, detailed design of the transmission main from McTavish Tank to Mills Road. The budget breakdown of the works: Bear Hill Section design and construction of new transmission main and PRV station \$14,200,000; conceptual and detailed design of the transmission main from Mctavish Reservoir to Mills Road \$500,000. Budget also includes preliminary design for replacement of permastrand and AC pipe between Dean Park Feeder Main between Dean Park Lower and Dean Park Middle Tanks.

**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.

Service: **2.610** **Saanich Peninsula Water Supply**

**Project Number** 22-03

**Capital Project Title** Keating Cross Road Water Main

**Capital Project Description** MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet

**Project Rationale** MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI

**Project Number** 23-01

**Capital Project Title** DCC Program Update

**Capital Project Description** 5-year update of the DCC program.

**Project Rationale** Review of the DCC program and identify any projects that may require a full DCC update.

**Project Number** 23-04

**Capital Project Title** RTU & PLC Upgrade and Replacement

**Capital Project Description** Upgrade RTU programming within the SPWS service, upgrade the PLC at the Deep Cove pump station, and upgrade the telecommunications from the Hamsterly PS.

**Project Rationale** Equipment and programming upgrades are required system wide but specifically at the Deep Cove and Hamsterly pump stations to deal with equipment and technology nearing end of life.

**Project Number** 25-01

**Capital Project Title** Hamsterly Pump Station Capacity Upgrade

**Capital Project Description** Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.

**Project Rationale** In the 2018 KWL DCC Update report, the Hamsterly Pump Station was identified to require addition of a third pump to meet increased water demand. This is for the Saanich Peninsula Water service's contribution to the DCC project. Funds are required for the design and construction of the additional pump.

Service: **2.610** **Saanich Peninsula Water Supply**

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Dean Park Road Well Decommissioning	<b>Capital Project Description</b>	Decommissioning of a groundwater well at 1557 Dean Park Road.
<b>Project Rationale</b>	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.				

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Reservoir Seismic Isolation Valves	<b>Capital Project Description</b>	Addition of seismic isolation valves at various Saanich Peninsula tanks.
<b>Project Rationale</b>	Seismic valve upgrades at Cloake Hill, Bear Hill, Dawson and Lower Dean Tanks.				

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Decommissioning of Various Sites/Components	<b>Capital Project Description</b>	Various existing facilities within SPWS have redundant valves and piping that require removal.
<b>Project Rationale</b>	Various decommissioning. Also see See SPW020SOW and Drinking Water Safety Plan DWSP-SP-003.				

<b>Project Number</b>	24-03	<b>Capital Project Title</b>	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	<b>Capital Project Description</b>	Planned and unplanned infrastructure and equipment renewal.
<b>Project Rationale</b>	Annual Provisional Account to address planned and unplanned infrastructure and equipment renewals.				

**2.610 Saanich Peninsula Water  
Summary Schedule  
2024 - 2028 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**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
DCC Reserve Account	2,100,815	2,100,815	1,502,855	1,502,855	1,502,855	1,502,855
Equipment Replacement Fund	1,807,050	1,657,050	1,557,050	1,507,050	1,457,050	1,457,050
Capital Reserve	3,724,382	3,574,382	2,670,382	2,570,382	2,670,382	2,720,382
<b>Total</b>	<b>7,632,247</b>	<b>7,332,247</b>	<b>5,730,287</b>	<b>5,580,287</b>	<b>5,630,287</b>	<b>5,680,287</b>

**2.610 Saanich Peninsula Water  
Development Cost Charges  
2024 - 2028 Financial Plan**

**Development Cost Charges Reserve Schedule**

**Reserve Fund: Saanich Peninsula Water Development Cost Charges (Bylaw # 3208)**

Fund: 1009 Fund Center: 101353- DCC Water System only	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,087,316	2,100,815	2,100,815	1,502,855	1,502,855	1,502,855
Transfers to Reserve	-					
Transfers from Reserve based on DCC-capital plan	(49,500)	-	(597,960)	-		-
DCC's received from Member Municipalities						
Interest Income*	62,999					
<b>Ending Balance \$</b>	<b>2,100,815</b>	<b>2,100,815</b>	<b>1,502,855</b>	<b>1,502,855</b>	<b>1,502,855</b>	<b>1,502,855</b>

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  
2024 - 2028 Financial Plan**

**Equipment Replacement Reserve Schedule**

**Reserve Fund:** Saanich Peninsula Water-Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101452	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	1,857,620	1,807,050	1,657,050	1,557,050	1,507,050	1,457,050
<b>Equipment purchases (Based on Capital Plan)</b>	(117,564)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
<b>Transfer from Operating Budget</b>	50,000	50,000	100,000	150,000	150,000	200,000
<b>Interest Income*</b>	16,995					
<b>Ending Balance \$</b>	<b>1,807,050</b>	<b>1,657,050</b>	<b>1,557,050</b>	<b>1,507,050</b>	<b>1,457,050</b>	<b>1,457,050</b>

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  
2024 - 2028 Financial Plan**

**Capital Reserve Fund Schedule**

**Reserve Fund: Saanich Peninsula Water Capital Reserve Fund ( Bylaw #1397)**

Fund: 1009 Fund Center: 102159	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	3,330,527	3,724,382	3,574,382	2,670,382	2,570,382	2,670,382
<b>Transfers from Reserve based on capital plan</b>	(898,617)	(950,000)	(1,504,000)	(500,000)	(300,000)	(350,000)
<b>Transfer from Capital Reserve (Unspent)</b>	-	-	-	-	-	-
<b>Transfer from Other (MFA etc.)</b>	-	-	-	-	-	-
Transfer unspent capital funds from LA funds						
<b>Transfer from Operating Budget</b>	1,212,807	800,000	600,000	400,000	400,000	400,000
<b>Interest Income*</b>	79,665					
<b>Ending Balance \$</b>	<b>3,724,382</b>	<b>3,574,382</b>	<b>2,670,382</b>	<b>2,570,382</b>	<b>2,670,382</b>	<b>2,720,382</b>

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**

## **2024 BUDGET**

### **Saanich Peninsula Wastewater**

#### **FINAL BUDGET**

MARCH 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:**

See Debt Budget 3.775 - debt fully retired in 2016

**SPWWS SEWER SYSTEM:**

<u>Location</u>	<u>Allocation for 2024</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	<hr/> 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).

3.718 - Saanich Peninsula Wastewater	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2024				2025	2026	2027	2028
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<b>OPERATING COSTS</b>										
Operating	2,812,580	2,763,810	2,816,880	-	180,000	2,996,880	2,955,459	3,130,286	3,086,336	3,248,726
Laboratory	178,305	178,305	179,180	-	-	179,180	182,761	186,409	190,128	193,917
Heat Recovery	117,080	111,720	125,753	-	-	125,753	128,262	130,840	133,449	136,116
Biosolids Mgmt.	1,020,070	587,000	1,021,700	-	(400,000)	621,700	1,024,140	1,026,622	1,029,146	1,031,732
Allocation - Standard Overhead	82,890	82,890	84,219	-	-	84,219	85,903	87,621	89,373	91,161
<b>TOTAL OPERATING COSTS</b>	<b>4,210,925</b>	<b>3,723,725</b>	<b>4,227,733</b>	<b>-</b>	<b>(220,000)</b>	<b>4,007,733</b>	<b>4,376,525</b>	<b>4,561,778</b>	<b>4,528,432</b>	<b>4,701,652</b>
*Percentage Increase over prior year		-11.57%	0.40%	0.00%	-5.22%	-4.83%	9.20%	4.23%	-0.73%	3.83%
<b>CAPITAL / RESERVE</b>										
Transfer to Operating Reserve Fund	50,640	310,640	75,690	-	-	75,690	75,170	85,480	95,790	106,100
Transfer to Equipment Replacement Fund	118,020	378,020	130,274	-	400,000	530,274	190,880	201,500	212,130	222,770
Transfer to Capital Reserve Fund	367,930	367,930	380,273	-	-	380,273	385,980	396,700	407,430	418,180
Debt Reserve Fund	-	-	-	-	-	-	36,000	11,200	4,000	26,000
MFA Principal Payment	-	-	-	-	-	-	-	125,997	165,196	179,196
MFA Interest Payment	-	-	-	-	-	-	38,700	166,840	207,260	248,110
<b>TOTAL CAPITAL / RESERVES</b>	<b>536,590</b>	<b>1,056,590</b>	<b>586,237</b>	<b>-</b>	<b>400,000</b>	<b>986,237</b>	<b>726,730</b>	<b>987,717</b>	<b>1,091,806</b>	<b>1,200,356</b>
<b>TOTAL COSTS</b>	<b>4,747,515</b>	<b>4,780,315</b>	<b>4,813,969</b>	<b>-</b>	<b>180,000</b>	<b>4,993,969</b>	<b>5,103,255</b>	<b>5,549,495</b>	<b>5,620,238</b>	<b>5,902,008</b>
*Percentage Increase over prior year		0.69%	1.40%	0.00%	3.79%	5.19%	2.19%	8.74%	1.27%	5.01%
Internal Recovery - Other	(134,320)	(167,120)	(154,483)	-	-	(154,483)	(157,580)	(160,730)	(163,950)	(167,220)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>4,613,195</b>	<b>4,613,195</b>	<b>4,659,486</b>	<b>-</b>	<b>180,000</b>	<b>4,839,486</b>	<b>4,945,675</b>	<b>5,388,765</b>	<b>5,456,288</b>	<b>5,734,788</b>
*Percentage Increase over prior year		0.00%	1.00%	0.00%	3.90%	4.91%	2.19%	8.96%	1.25%	5.10%
<b>SOURCES OF FUNDING (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(7,772)	(7,772)	(8,582)	-	-	(8,582)	(5,295)	(5,295)	(5,295)	(5,295)
Transfer from Own Funds	(192,523)	(192,523)	-	-	(180,000)	(180,000)	(20,000)	(135,000)	(30,000)	(130,000)
<b>TOTAL REVENUE</b>	<b>(200,295)</b>	<b>(200,295)</b>	<b>(8,582)</b>	<b>-</b>	<b>(180,000)</b>	<b>(188,582)</b>	<b>(25,295)</b>	<b>(140,295)</b>	<b>(35,295)</b>	<b>(135,295)</b>
<b>REQUISITION</b>	<b>(4,412,900)</b>	<b>(4,412,900)</b>	<b>(4,650,904)</b>	<b>-</b>	<b>-</b>	<b>(4,650,904)</b>	<b>(4,920,380)</b>	<b>(5,248,470)</b>	<b>(5,420,993)</b>	<b>(5,599,493)</b>
*Percentage increase over prior year		0.00%	5.39%	0.00%	0.00%	5.39%	5.79%	6.67%	3.29%	3.29%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport, Pauquachin, Tseycum										

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>3.718</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Saanich Peninsula Wastewater</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$200,000	\$570,000	\$1,050,000	\$1,270,000	\$250,000	\$430,000	\$3,570,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$1,620,000	\$2,245,000	\$2,850,000	\$350,000	\$800,000	\$2,800,000	\$9,045,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>\$1,820,000</b>	<b>\$2,815,000</b>	<b>\$3,900,000</b>	<b>\$1,620,000</b>	<b>\$1,050,000</b>	<b>\$3,230,000</b>	<b>\$12,615,000</b>	

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$3,600,000	\$1,120,000	\$400,000	\$2,600,000	\$7,720,000	
Equipment Replacement Fund	\$215,000	\$905,000	\$200,000	\$400,000	\$200,000	\$380,000	\$2,085,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$1,605,000	\$1,910,000	\$100,000	\$100,000	\$450,000	\$250,000	\$2,810,000	
	<b>\$1,820,000</b>	<b>\$2,815,000</b>	<b>\$3,900,000</b>	<b>\$1,620,000</b>	<b>\$1,050,000</b>	<b>\$3,230,000</b>	<b>\$12,615,000</b>	

Service #: 3.718

Service Name: Saanich Peninsula Wastewater

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	Cost Estimate Class
<b>WASTEWATER TREATMENT PLANT</b>														
20-02	Study	Oxidation Ditch Optimization	The WWTP was getting low dissolved oxygen during low flow, high load periods. Equipment is being optimized and reviewed for potential automation improvements.	\$ 200,000	E	Res	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000	Class D (±50%)
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.	\$ 1,500,000	S	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	Class D (±50%)
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	Class D (±50%)
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	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	Class D (±50%)
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	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	Class D (±50%)
27-01	Renewal	SPWWTP Road Upgrades	Construct drainage and pavement replacement on the SPWWTP access road.	\$ 300,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000	Class D (±50%)
28-01	Study	Bazan Bay Outfall Inspection	Follow-up inspection of Bazan Bay Outfall	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	Class D (±50%)
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	\$ -	\$ 30,000		\$ -	\$ -	\$ -	\$ 30,000	Class D (±50%)
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			\$ 200,000	\$ 720,000			\$ 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	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000	Class D (±50%)
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	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	Class D (±50%)
<b>PUMP STATIONS</b>														
21-02	Renewal	Sidney Pump Station Wet Well Upgrades	The existing inlet gate to the wet well and the foremain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.	\$ 250,000	S	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000	Class D (±50%)
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	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	Class D (±50%)
<b>GENERAL</b>														
19-06	Renewal	Odour Control Upgrades	Continuing on from the 2018 KWL Odour Control Program study, HDR has been retained to complete the detailed design of the odour control upgrades at SPWWTP.	\$ 575,000	S	Res	\$ 340,000	\$ 340,000	\$ -	\$ -	\$ -	\$ -	\$ 340,000	Class D (±50%)
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	Class D (±50%)
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	\$ 1,000,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	Class D (±50%)
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.	\$ 350,000	E	Res	\$ -	\$ 150,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 350,000	Class D (±50%)
23-02	Renewal	Electrical & Control Upgrades	Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement is planned for 2024.	\$ 275,000	E	ERF	\$ 55,000	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000	Class C (±25-40%)
24-06	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 195,000	E	ERF	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 180,000	\$ 195,000	Class D (±50%)
<b>GRAVITY SEWERS &amp; MANHOLES</b>														
20-03	Renewal	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2022. Another 1600m may need to be relined within the next 5 years.	\$ 1,100,000	S	Res	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Class D (±50%)
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	
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	\$ -	\$ -	\$ 400,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 850,000	Class D (±50%)
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.	\$ 2,200,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ 2,200,000	Class D (±50%)
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	Class D (±50%)
<b>PRESSURE PIPES &amp; APPURTENANCES</b>														
<b>DEVELOPMENT COST CHARGE (DCC) PROJECTS</b>														
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$ 75,000	S	Res	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	Class D (±50%)
<b>GRAND TOTAL</b>				<b>\$ 14,105,000</b>			<b>\$ 1,820,000</b>	<b>\$ 2,815,000</b>	<b>\$ 3,900,000</b>	<b>\$ 1,620,000</b>	<b>\$ 1,050,000</b>	<b>\$ 3,230,000</b>	<b>\$ 12,615,000</b>	

Service: 3.718 Saanich Peninsula Wastewater

**Project Number** 20-02  
**Capital Project Title** Oxidation Ditch Optimization  
**Capital Project Description** The WWTP was getting low dissolved oxygen during low flow, high load periods. Equipment is being optimized and reviewed for potential automation improvements.

**Project Rationale** The current aerators were underperforming and needed to be assessed to improve performance. Preliminary studies have led to optimization with the existing equipment which may negate the need for full replacement in the near future. A consultant is finalizing a design report and recommendations.

**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 removable 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 End of life and need to be replaced prior to failure and to meet current CRD specifications and standards



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<b>Project Number</b> 24-01	<b>Capital Project Title</b> Sludge Tanks and Process Sump Cleaning and Repairs	<b>Capital Project Description</b> 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.
<b>Project Rationale</b> 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.		

<b>Project Number</b> 27-01	<b>Capital Project Title</b> SPWWTP Road Upgrades	<b>Capital Project Description</b> Construct drainage and pavement replacement on the SPWWTP access road.
<b>Project Rationale</b> 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.		

<b>Project Number</b> 28-01	<b>Capital Project Title</b> Bazan Bay Outfall Inspection	<b>Capital Project Description</b> Follow-up inspection of Bazan Bay Outfall
<b>Project Rationale</b> 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.		

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<b>Project Number</b>		<b>Capital Project Title</b>	Standby Power Assessment and Replacement	<b>Capital Project Description</b>	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.
<b>Project Rationale</b> 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.					

<b>Project Number</b>		<b>Capital Project Title</b>	SCADA Equipment Replacement	<b>Capital Project Description</b>	Project to review and address the maturation of SCADA hardware throughout the service areas.
<b>Project Rationale</b> Project to review and address the maturation of SCADA hardware throughout the service areas.					

<b>Project Number</b>	24-04	<b>Capital Project Title</b>	SPWWTP PLC Replacement	<b>Capital Project Description</b>	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.
<b>Project Rationale</b> 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.					

<b>Project Number</b>		<b>Capital Project Title</b>	Sidney Pump Station Wet Well Upgrades	<b>Capital Project Description</b>	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.
<b>Project Rationale</b> The existing inlet gate to the wet well and the forcemain knife gate valves are seized. Engineering and Operations are working together to determine whether maintenance improvements can extend the longevity or whether complete replacements will be required. Inlet isolation gates are required to function in order to conduct maintenance at the pump station wet well.					

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<b>Project Number</b>	24-05	<b>Capital Project Title</b>	Keating Pump Station - Pump Replacement	<b>Capital Project Description</b>	The existing pumps are nearing end of life and are becoming more difficult to maintain.
<b>Project Rationale</b> Replacement of Keating PS pumps that are at end of life and beginning to result in maintenance issues.					

<b>Project Number</b>	19-06	<b>Capital Project Title</b>	Odour Control Upgrades	<b>Capital Project Description</b>	Continuing on from the 2018 KWL Odour Control Program study, HDR has been retained to complete the detailed design of the odour control upgrades at SPWWTP.
<b>Project Rationale</b> In 2017 KWL was retained to conduct an audit of the odour control systems in the Core Area and Saanich Peninsula Wastewater systems. KWL made recommendations on remediation works include: SPWWTP odour control management study and Sidney and Keating PS ventilation study (2019); SPWWTP Odour Control Improvements Design; SPWWTP Odour Control Improvements Construction.					

<b>Project Number</b>	21-04	<b>Capital Project Title</b>	Voice Radio Replacement	<b>Capital Project Description</b>	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.
<b>Project Rationale</b> End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.					

<b>Project Number</b>	18-10	<b>Capital Project Title</b>	Equipment Replacement - Annual Provisional	<b>Capital Project Description</b>	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.
<b>Project Rationale</b> Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.					

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**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** 23-02

**Capital Project Title** Electrical & Control Upgrades

**Capital Project Description** Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement is planned for 2024.

**Project Rationale** The Sidney PS PLC and RTU have been discontinued by the manufacturer, leaving no support if they fail. Additionally, the Sidney PS, Keating PS and SPWWTP have control systems on outdated control software no longer supported by current hardware and operating systems. Funds are required to replace the Sidney PS PLC and RTU and update the programming of the control software to a supported hardware and operating system.

**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** 20-03

**Capital Project Title** Trunk Sewer Relining

**Capital Project Description** Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2022. Another 1600m may need to be relined within the next 5 years.

**Project Rationale** The trunk sewer mains were inspected in 2018-2019 resulting in approximately 1,300 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining starting at the most northern section of the Sidney Trunk main. This project will be substantially complete in 2023 with only minor close out works expected to continue into 2024.

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<b>Project Number</b> 20-04	<b>Capital Project Title</b> Manhole Repairs and Replacement	<b>Capital Project Description</b> 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.
<b>Project Rationale</b> 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.		
<b>Project Number</b> 27-02	<b>Capital Project Title</b> Trunk Sewer Relining - Ph2	<b>Capital Project Description</b> Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.
<b>Project Rationale</b> 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.		
<b>Project Number</b> 27-03	<b>Capital Project Title</b> Flushing and CCTV Inspection	<b>Capital Project Description</b> SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.
<b>Project Rationale</b> Flushing and CCTV inspection program for pipe condition of SPWW sewers.		
<b>Project Number</b> 23-01	<b>Capital Project Title</b> DCC Program - 5-year Update	<b>Capital Project Description</b> 5-year update of the DCC program.
<b>Project Rationale</b> This item is for a planned review and update of the DCC Program.		

Summary Schedule  
2024 - 2028 Financial Plan

**Asset Profile**

**Saanich Peninsula Wastewater Assets**

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

**Reserve/Fund Summary**

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Capital Reserve Funds	910,943	1,156,216	1,612,196	2,078,896	2,206,326	2,544,506
Equipment Replacement Fund	1,486,717	1,326,991	1,317,871	1,119,371	1,131,501	974,271
Operating Reserve Fund	1,091,252	986,942	1,042,112	992,592	1,058,382	1,034,482
<b>Total</b>	<b>3,488,912</b>	<b>3,470,149</b>	<b>3,972,179</b>	<b>4,190,859</b>	<b>4,396,209</b>	<b>4,553,259</b>

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

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	193,170	162,156	107,156	127,156	147,156	167,156
Planned Capital Expenditure (Based on Capital Plan)	-	(75,000)	-	-	-	-
Transfer OUT - To Capital Reserve	(300,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Fund Return						
Transfer IN - DCC Funding	312,042	170,000	170,000	170,000	170,000	170,000
Interest Income	43,056	-	-	-	-	-
<b>Ending Balance \$</b>	<b>162,156</b>	<b>107,156</b>	<b>127,156</b>	<b>147,156</b>	<b>167,156</b>	<b>187,156</b>

**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

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	948,685	748,787	1,049,060	1,485,040	1,931,740	2,039,170
Planned Capital Expenditure	(787,061)	(305,000)	(100,000)	(100,000)	(450,000)	(250,000)
Correction	(102,000)					
Transfer from Ops Budget	367,930	380,273	385,980	396,700	407,430	418,180
Planned transfer from DCC Funds	300,000	225,000	150,000	150,000	150,000	150,000
Funding return						
Interest Income*	21,233	-	-	-	-	-
<b>Ending Balance \$</b>	<b>748,787</b>	<b>1,049,060</b>	<b>1,485,040</b>	<b>1,931,740</b>	<b>2,039,170</b>	<b>2,357,350</b>

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

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

**ERF Reserve Fund Schedule SPWWTP**

**ERF: SPWWTP ERF or PERS Fund for Equipment**

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

**Equipment Replacement Fund- SPWWTP**

Fund: 1022

Fund Center: 101700

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,167,388	1,486,717	1,326,991	1,317,871	1,119,371	1,131,501
Planned Purchase (Based on Capital Plan)	(153,608)	(690,000)	(200,000)	(400,000)	(200,000)	(380,000)
Estimated Surplus	345,887					
Transfer IN (from Ops Budget)	118,020	530,274	190,880	201,500	212,130	222,770
Interest Income*	9,030					
<b>Ending Balance \$</b>	<b>1,486,717</b>	<b>1,326,991</b>	<b>1,317,871</b>	<b>1,119,371</b>	<b>1,131,501</b>	<b>974,271</b>

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

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



**Profile**

**Saanich Peninsula Wastewater**

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

**Operating Reserve Schedule**

Operating Reserve Schedule  
Fund: 1500 Fund Center: 105204

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	658,259	1,091,252	986,942	1,042,112	992,592	1,058,382
Transfer In	10,000					
Planned Purchase		(180,000)	(20,000)	(135,000)	(30,000)	(130,000)
Estimated Surplus	345,887					
Transfer from Ops Budget	50,640	75,690	75,170	85,480	95,790	106,100
Interest Income*	26,466	-	-	-	-	-
<b>Ending Balance \$</b>	<b>1,091,252</b>	<b>986,942</b>	<b>1,042,112</b>	<b>992,592</b>	<b>1,058,382</b>	<b>1,034,482</b>

**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.