

Capital Regional District > 2020 Provisional Budget Presentation to Committee of the Whole Wednesday October 30, 2019

- 1. Planning Framework
- 2. Budget Process
- 3. Regional Context

- 4. Capital & Operating Budgets
- 5. Impacts on Requisition
- 6. Community Needs







Budget Process



Service Planning Process

Define appropirate levels of service delivery, adjust impacts, realign resources, evaluate infrastructure

Trends and Assumptions

Adjustments made for external factors including population growth, demographics, economic, etc.

Budget Guidelines

Finance Committee and Board approved Financial Management Strategies and Guidelines

Review Process

- GFC and Board approved Financial Planning Guidelines (Spring)
- Committees & Commissions (Fall)
- Electoral Area Committee (Fall)

Provisional Budget

- Committee of the Whole review (October 30 2019)
- Requests authority to expend January 1 through March 31 2020

Final Budget

- Authority for expenditures in Operating & Capital Budgets
- Approved by March 31 2020



Capital Budget



Capital Regional District \$360.2M

Total

\$411M



Capital Regional Hospital District \$29.5M



Capital Region Housing Corporation \$21.0M

Operating Budget



Capital Regional District \$276.9M



Capital Regional Hospital District \$35.9M



Capital Region Housing Corporation

Total \$333M



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Capital Budget





Affordable Housing \$70.6M Water \$42.2M Wastewater \$15.6M **STUDIES** Parks & Natural Resource Protection \$10.6M \$2M (1%) REPLACEMENT \$27M (16%) Landfill & Recycling \$7.6M NEW \$101M (62%) Protective Services & Transportation \$6.8M **CAPITAL EXPENDITURES** Recreation, Arts & Culture, Health \$5.0M \$164M RENEWAL Accountability \$3.6M \$34M (21%) Climate Action & Adaptation \$2.5M

Community Needs (excl. Core Area Wastewater Treatment \$196M)



Operating Budget



CDD

Operating Budget Drivers



Community Needs (excluding Core Area Wastewater Treatment Project)

Parks & Natural Resource Protection Accountability Water Affordable Housing

Recreation, Arts & Culture, Health

Climate Action & Adaptation

Protective Services & Transportation

First Nation Relation

Landfill & Recycling



Operating Budget Funding Sources



Sale of Services	133.5
Requisitions	71.8
Internal Allocations	37.2
Grants, Reserves & Other	19.6
Municipal Debt	14.8
Total	\$276.9M

COMMITTEE DIRECTED INITIATIVES

Requisition by Participant

Municipality, EAs, & First Nations	2020 Provisional %	Participants in CAWTP	Requisition	Ιηνοίςε
Colwood	10.4%	X	X	
Esquimalt	7.1%	x	X	
Langford	10.6%	X	X	
Oak Bay	3.8%	x		X
Saanich	6.0%	x		X
Victoria	6.2%	x		X
View Royal	9.8%	x	X	
Central Saanich	4.8% 40			_
Highlands	6.0%			
Metchosin	5.8%		_	
North Saanich	4.8% 20			
Sidney	5.3%			
Sooke	3.9%	-		
Juan de Fuca (incl. local define	⁰ 3.3%	2012 2013 2014	2015 2016 2017	2018 2019 2020 202
Salt Spring Island (incl. local define		с́ли соста is see	and in successful to a	مراجع منظم المراجع
Southern Gulf Islands (incl. local define	1 areas) 7.9%			normalize with inflat pecomes operational
First Nations	2.0%			
Total	6.4%	223		



Corporate Plan Impacts by Community Need > Presentation to Committee of the Whole Wednesday October 30, 2019



Affordable Housing

We envision that residents have access to affordable housing that enhances community well-being.

CRD I	nitiatives		\$000′s	
1a-2	Invest in/build Provincial Income Assistance rate, market rate & affordable		\$415	
1a-3	housing units through the Regional Housing First Program (RHFP) & operate housing projects through the CRHC.	Req \$65	Fees -	A/0 \$350
	Invest in/build affordable housing through the Capital Region Housing Corporation (CRHC)			
	Support municipalities in their affordable housing objectives. Regional	\$160		
1a-8	Housing needs assessment collaboration; funded through grants.	Req -	Fees -	A/0 \$16(
-	Hospitals and Housing Committee – Wednesday, October 2, 2019		\$150	
•	• That the Capital Regional District Board consider providing funding to the Aboriginal Coalition to End Homelessness in the amount of \$150,000 per	Req	Fees	A/0
	year for 3 years at the Oct. 30, 2019 Provisional Budget Review.	\$150	-	-

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First Nations Relations

We envision strong relation ships with First Nations based on trust and mutual respect, partnerships and working together on shared goals.

CRD In	itiatives		\$000′s	
	Look to First Nations for leadership in understanding how to create new	\$40		
3a-1	regional planning & decision-making systems together on their Traditional Territories	Req -	Fees -	A/0 \$40
L				
	Work with First Nations on creating a cultural curriculum for use in Regional		\$25	
3a-3	Parks interpretive programming	Req	Fees	A/0
		\$25	-	-
			\$25	
3a-5	Develop, monitor and report out on a First Nations Relations Strategic Plan	Req	Fees	A/0
		\$25	-	-
			2	
			-12	

Climate Action & Adaptation

We envision reduced GHG emissions, triple bottom-line solutions and progress on adaptation.

CRD I	nitiatives		\$000's	
[\$100]
5b-1	In alignment with the corporate climate action strategy, continued funding to support incremental cost of projects in consideration of a climate lens	Req	Fees	A/0
L		\$100	-	
			\$90	
5b-4	5b-4Offset GHG emissions through the use of alternative fuel at various CRD facilities	Req	Fees	A/0
		-	-	\$90
[\$30	
5b-6	Update the Corporate Climate Action Strategy with objective of pursuing carbon neutrality	Req	Fees	A/0
L		-	-	\$30
_/				
		-6	2	5

Parks & Natural Resource Protection

We envision additional land acquisitions and increased access to parks and recreational trails.

CRD In	nitiatives		\$000′s	
	Capital reserve transfer to fund the refurbishment and replacement of	\$925		
6a-8	existing assets. Funded from renewed land acquisition within existing requisition.	Req \$925	Fees -	A/0 -
_	Parks and Environment Committee – Wednesday, October 23, 2019		\$965	
•	 That an additional \$925,000 be requisitioned each year for capital reserves to fund the refurbishment and replacement of existing assets That \$40,000 be placed in the 2020 Financial Plan to support the creation of an advisory committee whose goal is to develop a Mountain Biking Policy for CRD Parks 	Req \$965	Fees -	A/0 -
			\$308	
6b-4	Enhance park operations	Req \$308	Fees -	A/0 -
				3
10	Committee recommended initiative	(5	
-	Included in core service budget (no incremental funding required)			

Protective Services

We envision increased regional co-operation in protecting public safety and preparing for, responding to and recovering from emergencies.

CRD In	itiatives		\$000′s		
	Decised excellenting of excellence we convine the constants				
7a-1	7a-1 Regional coordination of emergency services. Support for corporate emergency planning and CRD operations	Req	Fees	A/0	
		\$9	\$83	-	
	Emergency exercise to test collaboration of all relevant parties in		\$25		
7a-13	responding to a major emergency. Identified as an action in response to	Req	Fees	A/0	
	the Auditor General for Local Government audit	\$25	-	-	



Wastewater

We envision efficient and effective management of the region's wastewater.

CRD In	tiatives		\$000's	
	Wastewater laboratory services at new McLoughlin Wastewater Treatment	\$203		
8a-3	Plant.	Req \$203	Fees	A/0
		3203	-	-



Landfill & Recycling

We envision minimizing waste disposal and maximizing waste diversion.

CRD Ini	tiatives		\$000's	
			\$80	
9b-4	Electronics stewardship attendant	Req	Fees	A/0
		-	\$80	-

Water

We envision a sustainable and resilient water supply.

CRD In	itiatives	\$000′s
10a-2	Review infrastructure redundancy & improvements, renew/replace infrastructure to avoid infrastructure deficits & ensure reliable, safe service delivery & resilience	\$585 Req Fees A/0 - \$585 -
10a-5	In response to continued growth in water utility billing accounts, an incremental resource to meet current customer service standards	\$76 Req Fees A/0 - \$76 -
10d-3	Gather field sampling and establish baseline water quality and hydrology data in the Leech River	\$150 Req Fees A/0 - \$150 -
)		
100	18 4 1 1	

Arts & Culture

We envision strategic investment to maximize the artistic, social and economic contribution that arts organizations make to quality of life.

CRD In	nitiatives		\$000′s	
	Estimated impacted to support the creation of an advisory committee and	nd \$40		
12a-1	facilitate a region-wide public engagement discussion of the region's art	Req	Fees	A/0
	facility needs	\$40	-	-



Recreation

We envision residents having access to appropriate and affordable recreation opportunities.

CRD Ini	tiatives		\$000′s		
	Panorama: Enhanced service level for after school care, conversion of				
13a-1.1	13a-1.1 auxiliary to permanent FTEs for facilities maintenance, arena booking and main reception.	Req \$35	Fees \$86	A/0 -	
			\$81		
13a-1.3a	SEAPARC: Enhanced service level for facilities maintenance in new fitness facility, conversion of auxiliary to permanent part time FTE for golf course	Req	Fees	A/0	
	greenskeeper.	\$8	\$73	-	



Health Facilities

We envision effectively contributing to improved community health and well-being.

. Work with I	Work with Island Health to develop & enforce public health bylaws. Update		\$35	
	exterior signage for clean air bylaw to include vaping and cannabis	Req \$35	Fees	A/0 -



Accountability

We envision being leaders in organizational performance, transparency and service delivery.

CRD In	itiatives		\$000′s	
15b-2	Phased implementation of an enterprise asset management system (EAMS) that maintains asset inventory, condition assessment, and integrates a risk register to guide long term capital planning and decision making	Req \$288	\$288 Fees	A/0 -
15f-1.3	Modernization of our corporate records management program framework in preparation for an electronic documents and records management system (EDRMS)	Req \$140	\$140 Fees -	A/0 -
15f-1.6	The CRD has many types of signage at various life stages; however, a comprehensive approach to these important tools has not been developed. A strategy and guidelines will assist with consistency, safety, awareness and recognition of CRD assets	Req -	\$14 Fees	A/0 \$14
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Accountability *(Cont'd)*

We envision being leaders in organizational performance, transparency and service delivery.

CRD Ini	tiatives		\$000′s		
	Ongoing investment in staff training and application deployment for current and new systems to meet organizational growth and to improve organization wide knowledge, reduce administration while advancing data		\$267		
15f-1.9			Fees	A/0	
	quality and productivity	-	-	\$267	
	Implement an improved security framework that align with best practices and apply an appropriate amount of security to mitigate risk to an		\$260		
15f-1.11			Fees	A/0	
	acceptable level	\$260	-	-	





Questions >

Presentation to Committee of the Whole Wednesday October 30, 2019



Service Budget Highlights >

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Budget Overview Threshold







2) EXECUTIVE SERVICES	\$000	\$000′s		000's %		%
2.3) Human Resources (Appendix G, Part A, PDF pg 11, Print pg 7)	\$216		16 10.8%			
Now Cafety Manager, base salary and step increase changes	Req	Fees	Other	Alloc		
 New Safety Manager, base salary and step increase changes 	-	-	-	100%		

3) CORPORATE SERVICES	\$000′s		%)		
3.1) Corporate Services (Appendix G, Part A, PDF pg 1, Print pg 26)	\$105		\$105 6		6.6%	
• New Records Manager, offset by reduction in one-time costs from 2019	Req	Fees	Other	Alloc		
	95%			5%		
3.4) First Nations Relations (Appendix G, Part A, PDF pg 45, Print pg 20)	\$107		22.2	<u>2</u> %		
 Ongoing funding for first nations studies, full year budget for position added mid-2019 	Req 100%	Fees -	Other -	Alloc -		



4) FINANCE AND TECHNOLOGY	\$0	00′s	%)		
4.1.1) Finance (Appendix G, Part A, PDF pg 51, Print pg 1)	\$9	\$951		\$951		2%
 Financial support for initiatives in Wastewater Management, Social Housing, Systems and Policies, and Asset Management 	Req 38%	Fees -	Other 28%	Alloc 34%		
4.2.1) Information Technology (Appendix G, Part A, PDF pg 102, Print pg 52)	\$1,	175	21.8	8%		
• IT related costs for initiatives in Wastewater Management, Systems and Policies, and Asset Management.	Req 45%	Fees -	Other 31%	Alloc 24%		



5) PARKS AND RECREATION	\$0	\$000′s		\$000′s		\$000′s		D
5.1) Regional Parks (Appendix G, Part A, PDF pg 121, Print pg 1)	\$7	\$755		\$755		\$755		%
 Impact due to implementation of the Parks Operations roles (5 FTEs) and increased transfers to capital reserves 	Req 99%	Fees 1%	Other -	Alloc -				
5.2) Panorama Rec. Center (Appendix G, Part A, PDF pg 158, Print pg 38)	\$5	\$503		\$503 5		503 5.5%		; %
 Impact due to additional staffing (3.5 FTEs) required for enhanced service provision and inflationary impacts related to the cost of utilities 	Req 29%	Fees 71%	Other -	Alloc -				
5.3) SEAPARC (Appendix G, Part A, PDF pg 188, Print pg 68)	\$310		7.8	\$%				
 Impact due to additional staffing (1.5 FTEs) required for enhanced service provision and inflationary impacts 	Req 66%	Fees 23%	Other 11%	Alloc -				



6) ENVIRONMENTAL SERVICES	\$000′s		%
6.2.1) Environmental Resource Management (Appendix G, Part A, PDF pg 224, Print pg 11)	\$903	3.	8%
 Increase in kitchen scraps processing contract, and labour costs related controlled waste and safety requirements 	Req Fe - 100		Alloc _
6.3.3) Septage Disposal Agreement (Appendix G, Part A, PDF pg 269, Print pg 56)	-\$266	-65	5.6%
 Impact due to one-time capital project in 2019 that is not expected in 2020 	Req Fe - 61		Alloc
6.3.5) On Site System Mgmt Program LWMP (Appendix G, Part A, PDF pg 279, Print pg 66)	-\$119	-38	8.6%
 Impact due to one-time operating project in 2019 that is not expected in 2020 	Req Fe 100% -	es Other	Alloc -
6.4.2) Facility Management (Appendix G, Part A, PDF pg 327, Print pg 114)	\$50	3.	7%
Related to base salary and inflationary increases.	Req Fe	es Other 46%	Alloc 38%



6) ENVIRONMENTAL SERVICES (CONTINUED)	\$00	00′s	0,	′ o
6.4.1) Environmental Engineering Services (Appendix G, Part A, PDF pg 317, Print pg 104)	\$87		\$87 3.9	
Impact due to base salary increases and inflation	Req -	Fees -	Other	Alloc 100%
6.3.1) Env. Protection & Water Quality (Appendix G, Part A, PDF pg 248, Print pg 35)	\$3	841	4.6	5%
• Impact due to additional water quality staffing (2 FTEs) for CAWTP operations	Req -	Fees -	Other -	Alloc 100%
6.3.2) Regional Source Control (Appendix G, Part A, PDF pg 264, Print pg 51)	-\$1	13	-6.	8%
• Impact due to one-time operating project in 2019 that is not expected in 2020	Req 88%	Fees	Other 12%	Alloc
6.3.7) L.W.M.P – Core (Appendix G, Part A, PDF pg 288, Print pg 75)	-\$94		-20	5%
• Service level adjusted to align with ongoing LWMP amendment proposals	Req 100%	Fees -	Other -	Alloc -



7) PLANNING & PROTECTIVE SERVICES	\$00	\$000′s		\$000′s		0′s)
7.3.1) Land Banking & Housing (Appendix G, Part B, PDF pg 20, Print pg 16)	\$40	50	20.2	2%				
• Impact includes additional 3 term FTEs to support development & marketing new RHFP buildings	Req -	Fees -	Other 26%	Alloc 74%				
7.3.2) Regional Housing Trust Fund (Appendix G, Part B, PDF pg 32, Print pg 28)	\$39	93	12.4	1 %				
 Due to standard two year capital development cycle, RHTF capital grants are committed but paid in future years when project requirements are met 	Req -	Fees -	Other 100%	Alloc -				
7.2.1) Health & Capital Planning Strategies (Appendix G, Part B, PDF pg 11, Print pg 7)	-\$1	14	-17.	7%				
• Decrease is attributed to completion of the Summit Project and related salary savings	Req -	Fees -	Other -	Alloc 100%				
7.4.2) Regional Growth Strategy (Appendix G, Part B, PDF pg 44, Print pg 40)	-\$1	71	-34.	0%				
 Position moved to Regional Planning service to support corporate and service planning work 	Req 53%	Fees -	Other 38%	Alloc 9%				



7) PLANNING & PROTECTIVE SERVICES (CONTINUED)	\$000)′s	%					
7.5.1) Corporate Emergency (Appendix G, Part B, PDF pg 49, Print pg 45)	\$11	\$119		\$119		\$119		3%
 New Emergency Planning Support role, and a one-time cost for full scale functional exercise 	Req 22%	Fees -	Other -	Alloc 78%				
7.5.4) 911 Call Answer (Appendix G, Part B, PDF pg 67, Print pg 63)	\$399		17.5%					
• Increased costs related to debt servicing, recovered through lease revenue	Req -	Fees -	Other 100%	Alloc -				
7.5.6) 913 Fire Dispatch (Appendix G, Part B, PDF pg 77, Print pg 73)	\$59		9.1	%				
Annual increase payment to Langford	Req -	Fees -	Other 100%	Alloc -				



8) INTEGRATED WATER SERVICES	\$000′s	%
8.1.1) Regional Water Supply (Appendix G, Part C, PDF pg 5, Print pg 1)	\$1,944	6.1%
 Increased transfers to capital fund, additional labour costs, higher costs in agriculture rate subsidy, offset by reduction in debt servicing costs 	Req Fees - 100%	Other Alloc
8.1.2) JDF Water Distribution (Appendix G, Part C, PDF pg 54, Print pg 50)	\$1,537	8.3%
 Increased volume of bulk water purchases, increased transfers to capital fund, increased operating costs due to system growth 	Req Fees - 100%	Other Alloc
8.2) IW – Environmental Operation (Appendix G, Part C, PDF pg 84, Print pg 80)	\$521	6.9%
 Impact due to additional staffing, base salary changes and new hire adjustments 	Req Fees	Other Alloc 18% 82%
8.3.1) North West Trunk Sewer (Appendix G, Part C, PDF pg 99, Print pg 95)	-\$279	-8.2%
 Reduction of trunk operating expenses resulting from transition to new conveyance and treatment system operations 	Req Fees 100% -	Other Alloc



8) INTEGRATED WATER SERVICES (CONTINUED)	\$000′s		%	
8.3.2) North East Trunk Sewer (Appendix G, Part C, PDF pg 111, Print 107)	-\$329		-14.4%	
 Reduction of trunk operating expenses resulting from transition to new conveyance and treatment system operations 	Req 100%	Fees -	Other -	Alloc -
8.4.1) Saanich Peninsula Water Supply (Appendix G, Part C, PDF pg 138, Print pg 135)	\$572		9.0%	
Increases related to bulk water purchases and transfer to reserves fund	Req	Fees 100%	Other -	Alloc -
8.4.3) Saanich Peninsula Wastewater (Appendix G, Part C, PDF pg 159, Print pg 155)	\$106		2.8%	
 Impact due to increase capital reserve transfer for a sewer relining and rehabilitation project 	Req 100%	Fees -	Other -	Alloc -
8.5) Core Area Wastewater Treatment Plant (Appendix G, Part C, PDF pg 171, Print pg 167)	\$3,695		11.3%	
• Increase related to CAWTP pre-operating expenses, partially offset by transfer to capital.	Req 100%	Fees -	Other -	Alloc -

