

# **CAPITAL REGIONAL DISTRICT**

## **2021 BUDGET**

### **SAANCH PENINSULA WASTEWATER**

### **COMMISSION REVIEW**

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# **CAPITAL REGIONAL DISTRICT**

## **2021 BUDGET**

### **Saanich Peninsula Wastewater**

#### **COMMISSION REVIEW**

October 2020

**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 2020</u>
Airport	1.88%
Sidney	39.67%
Pauquachin	0.87%
Central Saanich	41.71%
North Saanich	15.34%
Tseycum	0.36%
IOS	0.17%
Total	100.00%

**FUNDING:**

Requisition

**RESERVE FUND:**

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

**Change in Budget 2020 to 2021**

Service: 3.178 SanPen Wastewater Treatment

**Total Expenditure****Comments****2020 Budget****3,849,705****Other Changes:**

Biosolids disposal and contract for services

405,000

RTF tipping fees and renegotiated trucking contract

Capital reserve contributions

34,000

10% increase in reserve contributions to fund planned projects

Allocations

42,000

Standard overhead, IWS ops, Enviro programs &amp; Water quality

Supplies - Chemicals

26,000

Bioxide purchases

Other costs

48,241

General increase 1.7% and other minor cost changes

Total Other Changes

555,241

**2021 Budget****4,404,946**

% expense increase from 2020:

**14.4%**

% Requisition increase from 2020 (if applicable):

**14.2%**

Requisition funding is 97% of service revenue

**Overall 2020 Budget Performance**

(expected variance to budget and surplus treatment)

**Estimated Actuals 2020:**

There is a one time favourable variance of \$78,266 in operations due to savings in lab costs, heat recovery operations and biosolids management. This is partially offset by increased costs related to waste sludge disposal during ongoing capital projects and electricity cost overages totaling \$10,998 and leaving a net favorable operating variance of \$67,268. This variance is offset by a reduction in anticipated revenue due to the close of Panorama Recreation Center and corresponding decrease in internal revenues from the heat recovery system of \$101,426. The net impact of these differences is \$34,158 and will be removed from the transfer to Capital Reserve, which has an expected year end balance transfer of \$274,605.

# APPENDIX A

## 3.718 - SAANICH PENINSULA WASTEWATER

	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	BUDGET REQUEST				2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
			2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL				
<u>OPERATING COSTS:</u>										
Operating	2,366,992	2,377,990	2,477,627	-	-	2,477,627	2,501,432	2,550,984	2,601,533	2,653,082
Lab	170,136	158,530	185,557	-	-	185,557	187,055	190,973	194,963	199,048
Heat Recovery	145,971	129,572	143,899	-	-	143,899	146,768	149,689	152,673	155,718
Biosolids Mgmt.	649,001	598,740	1,035,913	-	-	1,035,913	1,056,631	1,077,764	1,099,319	1,121,305
Corporate Overhead	51,205	51,205	59,680	-	-	59,680	69,019	70,400	71,808	73,244
<b>TOTAL OPERATING COSTS</b>	<b>3,383,305</b>	<b>3,316,037</b>	<b>3,902,676</b>	<b>-</b>	<b>-</b>	<b>3,902,676</b>	<b>3,960,905</b>	<b>4,039,810</b>	<b>4,120,296</b>	<b>4,202,397</b>
*Percentage Increase over prior year	0.00%	-1.99%	15.35%	0.00%	0.00%	15.35%	1.49%	1.99%	1.99%	1.99%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	47,439	47,439	49,650	-	-	49,650	51,983	54,429	56,996	59,687
Transfer to Equipment Replacement Fund	110,198	110,198	115,708	-	-	115,708	121,493	127,568	133,947	140,644
Transfer to Reserve Fund	308,763	274,605	336,912	-	-	336,912	367,931	401,998	439,416	480,522
<b>TOTAL CAPITAL / RESERVES</b>	<b>466,400</b>	<b>432,242</b>	<b>502,270</b>	<b>-</b>	<b>-</b>	<b>502,270</b>	<b>541,407</b>	<b>583,995</b>	<b>630,359</b>	<b>680,853</b>
<b>TOTAL COSTS</b>	<b>3,849,705</b>	<b>3,748,279</b>	<b>4,404,946</b>	<b>-</b>	<b>-</b>	<b>4,404,946</b>	<b>4,502,312</b>	<b>4,623,805</b>	<b>4,750,655</b>	<b>4,883,250</b>
*Percentage Increase over prior year	0.00%	-2.63%	14.42%	0.00%	0.00%	14.42%	2.21%	2.70%	2.74%	2.79%
Internal Recovery - Other	(218,850)	(117,879)	(153,311)	-	-	(153,311)	(156,377)	(159,504)	(162,693)	(165,949)
Recovery - Other	(455)	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>3,630,400</b>	<b>3,630,400</b>	<b>4,251,635</b>	<b>-</b>	<b>-</b>	<b>4,251,635</b>	<b>4,345,935</b>	<b>4,464,301</b>	<b>4,587,962</b>	<b>4,717,301</b>
*Percentage Increase over prior year	0.00%	0.00%	17.11%	0.00%	0.00%	17.11%	2.22%	2.72%	2.77%	2.82%
<b>SOURCES OF FUNDING (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(6,098)	(6,098)	(6,202)	-	-	(6,202)	(6,326)	(6,452)	(6,581)	(6,714)
Transfer From Own Funds	(20,000)	(20,000)	(130,000)	-	-	(130,000)	(55,000)	(130,000)	(110,000)	(20,000)
<b>TOTAL REVENUE</b>	<b>(26,098)</b>	<b>(26,098)</b>	<b>(136,202)</b>	<b>-</b>	<b>-</b>	<b>(136,202)</b>	<b>(61,326)</b>	<b>(136,452)</b>	<b>(116,581)</b>	<b>(26,714)</b>
<b>REQUISITION</b>	<b>(3,604,302)</b>	<b>(3,604,302)</b>	<b>(4,115,433)</b>	<b>-</b>	<b>-</b>	<b>(4,115,433)</b>	<b>(4,284,609)</b>	<b>(4,327,849)</b>	<b>(4,471,381)</b>	<b>(4,690,587)</b>
*Percentage Increase over prior year	0.00%	0.00%	14.18%	0.00%	0.00%	14.18%	4.11%	1.01%	3.32%	4.90%

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2021 to 2025**

<b>Service No.</b>	<b>3.718</b>	<b>Carry</b>						
<b>Saanich Peninsula Wastewater</b>		<b>Forward from</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
		<b>2020</b>						

**EXPENDITURE**

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$175,000	\$192,500	\$17,500	\$0	\$0	\$0	\$210,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$2,815,000	\$3,765,000	\$950,000	\$400,000	\$1,635,000	\$1,060,000	\$7,810,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$2,990,000</b>	<b>\$3,957,500</b>	<b>\$967,500</b>	<b>\$400,000</b>	<b>\$1,635,000</b>	<b>\$1,060,000</b>	<b>\$8,020,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	Cap	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$175,000	\$342,500	\$167,500	\$150,000	\$150,000	\$150,000	\$960,000
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$2,715,000	\$3,515,000	\$800,000	\$250,000	\$1,485,000	\$910,000	\$6,960,000
		<b>\$2,990,000</b>	<b>\$3,957,500</b>	<b>\$967,500</b>	<b>\$400,000</b>	<b>\$1,635,000</b>	<b>\$1,060,000</b>	<b>\$8,020,000</b>

## CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM  
2021 & Forecast 2022 to 2025

Service #: 3.718

Service Name: Saanich Peninsula Wastewater

**Proj. No.**

The first two digits represent first year the project was in the capital plan.

**Capital Exp. Type**

**Study** - Expenditure for feasibility and business case report.

**New** - Expenditure for new asset only

**Renewal** - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service

**Replacement** - Expenditure replaces an existing asset

**Funding Source Codes**

Debt = Debenture Debt (new debt only)

ERF = Equipment Replacement Fund

Grant = Grants (Federal, Provincial)

Cap = Capital Funds on Hand

Other = Donations / Third Party Funding

**Funding Source Codes (cont)**

Res = Reserve Fund

STLoan = Short Term Loans

WU = Water Utility

**Asset Class**

L - Land

S - Engineering Structure

B - Buildings

V - Vehicles

E - Equipment

**Capital Project Title**

Input Title of Project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

**Capital Project Description**

Briefly describe project scope and service benefits.

For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

**Total Project Budget**

This column represents the total project budget not only within the 5-year window.

## FIVE YEAR FINANCIAL PLAN

Proj. No.	Capital Exp.Type	Capital Project Title	Capital Project Description	Total Proj Budget	Asset Class	Funding Source	C/F from 2020	2021	2022	2023	2024	2025	5 - Year Total
<b>WASTEWATER TREATMENT PLANT</b>													
16-06	New	Biosolids Treatment & Disposal Options Study	Study to determine viable options for treatment and disposal of biosolids from the SPWWTP.	\$100,000	S	Cap	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
19-01	Replacement	SPWWTP Replacement of Rotary Presses	Assess dewatering options of sludge and implement prior to possible failure of the rotary presses.	\$1,190,000	S	Res	\$800,000	\$900,000	\$0	\$0	\$0	\$0	\$900,000
20-01	Renewal	Isolation Valve Installation for Oxidation Ditches	To maintain operator safety isolation valves are required prior to the oxidation ditches at the SPWWTP.	\$130,000	S	Res	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$40,000
20-02	Renewal	Replace Aerators in Oxidation Ditches	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.	\$200,000	E	ERF	\$175,000	\$175,000	\$0	\$0	\$0	\$0	\$175,000
20-06	Renewal	SPWWTP Road Upgrades & Repairs	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.	\$300,000	S	Res	\$0	\$0	\$0	\$0	\$285,000	\$0	\$285,000
21-01	Renewal	SPWWTP Concrete Tank Repairs	Stantec completed an assessment and provided recommendations to repair significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.	\$850,000	S	Res	\$0	\$850,000	\$0	\$0	\$0	\$0	\$850,000
21-03	Renewal	SPWWTP Screenings Bin	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.	\$300,000	S	Res	\$0	\$0	\$0	\$50,000	\$250,000	\$0	\$300,000
21-05	Renewal	SPWWTP HVAC Fan Replacements	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.	\$200,000	S	Res	\$0	\$50,000	\$150,000	\$0	\$0	\$0	\$200,000



# APPENDIX A

FIVE YEAR FINANCIAL PLAN														
Proj. No.	Capital Exp.Type	Capital Project Title	Capital Project Description	Total Proj Budget	Asset Class	Funding Source	C/F from 2020	2021	2022	2023	2024	2025	5 - Year Total	
23-03	Renewal	SPWWTP Solids Handling Equipment Removal	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.	\$400,000	S	Res	\$0	\$0	\$0	\$0	\$100,000	\$300,000	\$400,000	
23-02	Study	Bazan Bay Outfall Inspection	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.	\$200,000	S	Res	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000	
PUMP STATIONS														
21-02	Renewal	Sidney Pump Station Wet Well Upgrades	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.	\$300,000	S	Res	\$0	\$50,000	\$250,000	\$0	\$0	\$0	\$300,000	
GENERAL														
19-03	Renewal	Corrosion Prevention Program	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion	\$120,000	S	Res	\$20,000	\$20,000	\$0	\$0	\$0	\$60,000	\$80,000	
19-06	Renewal	Odour Control Upgrades	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.	\$575,000	S	Res	\$150,000	\$150,000	\$400,000	\$0	\$0	\$0	\$550,000	
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JdF, and Core Area services.	\$35,000	E	ERF	\$0	\$17,500	\$17,500	\$0	\$0	\$0	\$35,000	
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	\$750,000	S	ERF	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000	
GRAVITY SEWERS & MANHOLES														
20-03	Renewal	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.	\$2,200,000	S	Res	\$1,100,000	\$1,100,000	\$0	\$0	\$550,000	\$550,000	\$2,200,000	
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney 2020. Other repairs/relining will be scheduled in the next 5 years.	\$500,000	S	Res	\$475,000	\$225,000	\$0	\$0	\$250,000	\$0	\$475,000	
PRESSURE PIPES & APPERTUNANCES														
DEVELOPMENT COST CHARGE (DCC) PROJECTS														
19-04	Renewal	Asset Management Plan Update	Update the asset management plan to inform future works - DCC Share.	\$100,000	S	Res	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000	
19-04	Renewal	Asset Management Plan Update	Update the asset management plan to inform future works - Cap Reserve Share	\$30,000	S	Res	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000	
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$50,000	S	Res	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000	
GRAND TOTAL				\$8,530,000				\$2,990,000	\$3,957,500	\$967,500	\$400,000	\$1,635,000	\$1,060,000	\$8,020,000

<b>Service:</b> 3.718		<b>Saanich Peninsula Wastewater</b>	
<b>Proj. No.</b> 16-06	<b>Capital Project Title</b> Biosolids Treatment & Disposal Options Study	<b>Capital Project Description</b> Study to determine viable options for treatment and disposal of biosolids from the SPWWTP.	
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental Stewardship	<b>Corporate Priority Area</b> Wastewater	
<b>Project Rationale</b> A study to determine viable options for treatment and disposal of biosolids from the SPWWTP will be undertaken.			
<b>Proj. No.</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>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b> Wastewater	
<b>Project Rationale</b> Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.			
<b>Proj. No.</b> 19-01	<b>Capital Project Title</b> SPWWTP Replacement of Rotary Presses	<b>Capital Project Description</b> Assess dewatering options of sludge and implement prior to possible failure of the rotary presses.	
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b> Wastewater	
<b>Project Rationale</b> The 2013 Stantec condition assessment of the SPWWTP highlighted that the rotary presses will reach their end of life approximately 2020. It is proposed to replace the rotary presses before they fail so that the SPWWTP can maintain operation. Funding is required to assess replacement thickening options (2019) and complete the design and installation of new replacement units (2020).			

Service: 3.718		Saanich Peninsula Wastewater			
Proj. No.	19-03	Capital Project Title	Corrosion Prevention Program	Capital Project Description	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion
Asset Class	S	Board Priority Area	Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale	The Saanich Peninsula Wastewater system is comprised of numerous steel infrastructure among other materials. The Regional Water and Juan du Fuca water systems will be utartinga corrosion protection program in 2018 that the SPWW system can be assessed and monitored as well. Funds are required to retain a corrosion prevention specialist to produce a program for assessing and monitoring corrosion prevention within the Saanich Peninsula Wastewater system.				

Proj. No.	19-04	Capital Project Title	Asset Management Plan Update	Capital Project Description	Update the asset management plan to inform future works - DCC Share.
Asset Class	S	Board Priority Area	Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale	An update to the strategic plan to inform future works will be undertaken.				

Proj. No.	19-06	Capital Project Title	Odour Control Upgrades	Capital Project Description	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.
Asset Class	S	Board Priority Area	Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale	In 2017 KWL was retained to conduct an audit of the odour control systems in the Core Area and Saanich Peninsula Wastewater systems. KWL made recommendations on remediation, works include: SPWWTP odour control management study and Sidney and Keating PS ventilation study (2019); SPWWTP Odour Control Improvements Design (2020); SPWWTP Odour Control Improvements Construction (2021).				

Proj. No.	20-01	Capital Project Title	Isolation Valve Installation for Oxidation Ditches	Capital Project Description	To maintain operator safety isolation valves are required prior to the oxidation ditches at the SPWWTP.
Asset Class	S	Board Priority Area	Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale	The oxidation ditches at SPWWTP currently have outlet piping with no isolation valves to allow for repairs. Funding is required to procure two 600mm diameter valves and install outside the oxidation ditches.				

<b>Service:</b> 3.718		<b>Saanich Peninsula Wastewater</b>		
<b>Proj. No.</b> 20-02		<b>Capital Project Title</b> Replace Aerators in Oxidation Ditches	<b>Capital Project Description</b>	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.
<b>Asset Class</b> E		<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> The current aerators are at the end of life and are undersized necessitating replacement to maintain the treatment capacity of the existing WWTP. Funds are required to procure and install new aerators.				
<b>Proj. No.</b> 20-03		<b>Capital Project Title</b> Trunk Sewer Relining	<b>Capital Project Description</b>	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.
<b>Asset Class</b> S		<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> 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.				
<b>Proj. No.</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 2020. Other repairs/relining will be scheduled in the next 5 years.
<b>Asset Class</b> S		<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<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>Service:</b> 3.718		<b>Saanich Peninsula Wastewater</b>	
<b>Proj. No.</b> 20-06	<b>Capital Project Title</b> SPWWTP Road Upgrades & Repairs	<b>Capital Project Description</b>	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>The SPWWTP site's access road and existing bin loading area is having pavement failure, additionally, the gravel route around the facility is being used more often to alleviate traffic along the bin hauling route and it is creating dust. Funds are required to fix failed pavement and pave the route around the treatment plant.</i>			
<b>Proj. No.</b> 21-01	<b>Capital Project Title</b> SPWWTP Concrete Tank Repairs	<b>Capital Project Description</b>	Stantec completed an assessment and provided recommendations to repair significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>required repairs for significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.</i>			
<b>Proj. No.</b> 21-02	<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>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>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.</i>			
<b>Proj. No.</b> 21-03	<b>Capital Project Title</b> SPWWTP Screenings Bin	<b>Capital Project Description</b>	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.</i>			

<b>Service:</b> 3.718		<b>Saanich Peninsula Wastewater</b>	
<b>Proj. No.</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>Asset Class</b> E	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.			
<b>Proj. No.</b> 21-05	<b>Capital Project Title</b> SPWWTP HVAC Fan Replacements	<b>Capital Project Description</b>	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.			
<b>Proj. No.</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>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> This item is for a planned review and update of the DCC Program.			
<b>Proj. No.</b> 23-02	<b>Capital Project Title</b> Bazan Bay Outfall Inspection	<b>Capital Project Description</b>	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.			

<b>Service:</b> 3.718		<b>Saanich Peninsula Wastewater</b>	
<b>Proj. No.</b> 23-03	<b>Capital Project Title</b> SPWWTP Solids Handling Equipment Removal	<b>Capital Project Description</b>	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.
<b>Asset Class</b> S	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.</i>			
<b>Proj. No.</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>Asset Class</b> E	<b>Board Priority Area</b> Climate Action & Environmental	<b>Corporate Priority Area</b>	Wastewater
<b>Project Rationale</b> <i>End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.</i>			

### 3.718 Saanich Peninsula Wastewater Asset and Reserve Summary

#### Summary Schedule

2021 - 2025 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 to the Hartland landfill for disposal as controlled waste. Treated effluent is discharged through the Bazan Bay Outfall to the marine environment. 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, PRV station, thermal recovery and other buildings, 14 kilometres of collections and conveyance (gravity & pressure) mains, and two marine outfalls.

#### Summary

##### SPWWTP Reserve/Fund Summary

##### Projected year end balance

	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Maintenance Reserve Fund	500,984	420,634	417,616	342,046	289,042	328,730
Sewer Capital Reserve Funds	1,556,722	1,263,635	1,001,566	1,323,563	397,980	138,502
Equipment Replacement Fund	675,661	623,869	577,862	555,430	539,377	530,020
<b>Total projected year end balance</b>	<b>2,733,367</b>	<b>2,308,137</b>	<b>1,997,044</b>	<b>2,221,040</b>	<b>1,226,399</b>	<b>997,252</b>

See attached reserve schedules for projected annual cash flows.



**3.718 Saanich Peninsula Wastewater  
Operating Reserve Summary  
2021 - 2025 Financial Plan**

**Profile**

**Saanich Peninsula Wastewater**

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

**Operating Reserve Schedule**

Operating Reserve Schedule Fund: 1500 Fund Center: 105204	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	460,448	500,984	420,634	417,616	342,046	289,042
Planned Purchase	(20,000)	(130,000)	(55,000)	(130,000)	(110,000)	(20,000)
Transfer from Ops Budget	47,439	49,650	51,983	54,430	56,996	59,688
Interest Income*	13,097	-	-	-	-	-
<b>Total projected year end balance</b>	<b>500,984</b>	<b>420,634</b>	<b>417,616</b>	<b>342,046</b>	<b>289,042</b>	<b>328,730</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.

**3.718 Saanich Peninsula Wastewater  
Equipment Replacement Reserve Fund Schedule  
2021 - 2025 Financial Plan**

**ERF Reserve Fund Schedule SPWWTP**

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

<b>Equipment Replacement Fund- SPWWTP Fund: 1022 Fund Center: 101700</b>	<b>Estimate</b>	<b>Budget</b>				
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Beginning Balance</b>	929,158	675,661	623,869	577,862	555,430	539,377
<b>Planned Purchase (Based on Capital Plan)</b>	(375,000)	(167,500)	(167,500)	(150,000)	(150,000)	(150,000)
<b>Transfer IN (from Ops Budget)</b>	110,198	115,708	121,493	127,568	133,946	140,644
<b>Interest Income*</b>	11,305	-	-	-	-	-
<b>Ending Balance \$</b>	<b>675,661</b>	<b>623,869</b>	<b>577,862</b>	<b>555,430</b>	<b>539,377</b>	<b>530,020</b>

**Assumptions/Background:**

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

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

**3.718 Saanich Peninsula Wastewater  
Capital Reserve Fund Schedule  
2021 - 2025 Financial Plan**

**Capital Reserve Fund Schedule - SPWWTP**

**Capital Reserve Fund SPWWTP - DCC Portion and Capital Reserve Portion**

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

DCC Portion Fund: 1012 Fund Center: 101356	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	1,534,961	35,004	205,004	375,004	545,004	65,004
Planned Capital Expenditure (Based on Capital Plan)	-	-	-	-	(50,000)	-
Transfer OUT - To Capital Reserve	(1,700,000)	-	-	-	(600,000)	(200,000)
Transfer IN - DCC Funding	170,000	170,000	170,000	170,000	170,000	170,000
Interest Income	30,043	-	-	-	-	-
<b>Ending Balance \$</b>	<b>35,004</b>	<b>205,004</b>	<b>375,004</b>	<b>545,004</b>	<b>65,004</b>	<b>35,004</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.

**3.718 Saanich Peninsula Wastewater  
Capital Reserve Fund Schedule  
2021 - 2025 Financial Plan**

**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.

<b>Capital Reserve Portion Fund: 1012 Fund Center: 102022</b>	<b>Estimate</b>	<b>Budget</b>				
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Beginning Balance</b>	2,141,215	1,521,718	1,058,630	626,561	778,559	332,976
<b>Planned Capital Expenditure</b>	(2,610,000)	(800,000)	(800,000)	(250,000)	(1,485,000)	(910,000)
<b>Transfer from Ops Budget</b>	274,605	336,913	367,931	401,998	439,417	480,522
<b>Planned transfer from DCC Funds</b>	1,700,000	-	-	-	600,000	200,000
<b>Interest Income*</b>	15,898	-	-	-	-	-
<b>Ending Balance \$</b>	<b>1,521,718</b>	<b>1,058,630</b>	<b>626,561</b>	<b>778,559</b>	<b>332,976</b>	<b>103,498</b>

# **CAPITAL REGIONAL DISTRICT**

## **2021 BUDGET**

### **L.W.M.P. (Peninsula)**

#### **COMMISSION REVIEW**

October 2020

**Service:** 3.720 L.W.M.P. (Peninsula)

**Commission:** Saanich Peninsula Waste Water

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

To manage the Saanich Peninsula Liquid Waste Management Plan (SPLWMP) and implement the commitments approved under the plan as required:

- planning, reporting, amendment preparation, implementation of commitments, biosolids management program, resource recovery development and inflow/infiltration enhancement program

**PARTICIPATION:**

**MAXIMUM LEVY:**

Greater of \$5,663,000 or \$1.56 / \$1,000 of actual assessments (2020 - \$24,155,979).

**MAXIMUM CAPITAL DEBT:**

Nil

**COMMITTEE:**

Parks & Environment

**FUNDING:**

Requisition

**RESERVE FUND:**

Bylaw No. 4144 Operating Reserve Fund

Service: 3.720 L.W.M.P. (Peninsula)

Commission: Saanich Peninsula Waste Water

	<u>Operating</u>
Central Saanich	43.12%
North Saanich (*see note below)	15.87%
Sidney	41.01%
<b>Total</b>	<b><u>100.00%</u></b>

Note:

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

# APPENDIX A

3.720 - LWMP (PENINSULA)	BUDGET REQUEST									
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	21,875	21,877	41,738	41,000	-	82,738	107,341	24,080	24,557	25,047
Contract For Services	25,000	20,000	-	-	-	-	11,799	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>46,875</b>	<b>41,877</b>	<b>41,738</b>	<b>41,000</b>	<b>-</b>	<b>82,738</b>	<b>119,140</b>	<b>24,080</b>	<b>24,557</b>	<b>25,047</b>
*Percentage Increase over prior year	0.00%	-10.66%	-10.96%	87.47%	0.00%	76.51%	44.00%	-79.79%	1.98%	2.00%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	4,998	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>4,998</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>46,875</b>	<b>46,875</b>	<b>41,738</b>	<b>41,000</b>	<b>-</b>	<b>82,738</b>	<b>119,140</b>	<b>24,080</b>	<b>24,557</b>	<b>25,047</b>
*Percentage Increase over prior year	0.00%	0.00%	-10.96%	87.47%	0.00%	76.51%	44.00%	-79.79%	1.98%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>46,875</b>	<b>46,875</b>	<b>41,738</b>	<b>41,000</b>	<b>-</b>	<b>82,738</b>	<b>119,140</b>	<b>24,080</b>	<b>24,557</b>	<b>25,047</b>
*Percentage Increase over prior year	0.00%	0.00%	-10.96%	87.47%	0.00%	76.51%	44.00%	-79.79%	1.98%	2.00%
<b>FUNDING SOURCES (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(200)	(200)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
Transfer From Operating Reserve	(35,000)	(35,000)	(29,658)	-	-	(29,658)	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(35,200)</b>	<b>(35,200)</b>	<b>(29,868)</b>	<b>-</b>	<b>-</b>	<b>(29,868)</b>	<b>(210)</b>	<b>(210)</b>	<b>(210)</b>	<b>(210)</b>
<b>REQUISITION</b>	<b>(11,675)</b>	<b>(11,675)</b>	<b>(11,870)</b>	<b>(41,000)</b>	<b>-</b>	<b>(52,870)</b>	<b>(118,930)</b>	<b>(23,870)</b>	<b>(24,347)</b>	<b>(24,837)</b>
*Percentage Increase over prior year	0.00%	0.00%	1.67%	351.18%	0.00%	352.85%	124.95%	-79.93%	2.00%	2.01%
<b>PARTICIPANTS: Central Saanich, North Saanich, Sidney</b>										
<b>AUTHORIZED POSITIONS:</b>										
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



**3.720 L.W.M.P. Peninsula**  
**Operating Reserve Summary**  
**2021 - 2025 Financial Plan**

**Profile**

**L.W.M.P. Peninsula**

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

**Operating Reserve Schedule**

Operating Reserve Schedule Fund: 1500 Fund Center: 105527	Est. Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	59,471	30,371	713	713	713	713
Planned Purchase	(35,000)	(29,658)	-	-	-	-
Transfer from Ops Budget	4,998	-	-	-	-	-
Interest Income*	902	-	-	-	-	-
<b>Total projected year end balance</b>	<b>30,371</b>	<b>713</b>	<b>713</b>	<b>713</b>	<b>713</b>	<b>713</b>

**Assumptions/Background:**

Retain reserve balance for future LWMP planning projects.

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

# **CAPITAL REGIONAL DISTRICT**

## **2021 BUDGET**

### **Saanich Peninsula - Stormwater Quality Management**

#### **COMMISSION REVIEW**

October 2020

<b>Service:</b> 1.537    Saanich Peninsula - Stormwater Quality Management	<b>Commission:</b> Saanich Peninsula Waste Water
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**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

Greater of \$106,017 or \$0.0103/\$1,000 of actual assessments. The actual assessment for 2020 was \$109,946.

**MAXIMUM CAPITAL DEBT:**

Nil

**COMMITTEE:**

Saanich Peninsula Wastewater Commission

**FUNDING:**

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

**USER CHARGE:**

N/A

**Service: 1.537 Saanich Peninsula - Stormwater Quality Management**

**Commission: Saanich Peninsula Waste Water**

	<u><b>Stormwater</b></u>
Central Saanich	27.58%
North Saanich	35.68%
Sidney	24.33%
Tsawout Band	4.49%
Tsartlip Band	5.57%
Pauquachin Band	0.98%
Tseycum Band	1.37%
<b>Total</b>	<u><u><b>100.00%</b></u></u>

Note:

\* Service established effective 2010; previously provided by agreement

1.537 SOURCE CONTROL STORMWATER - SAANICH PENINSULA			BUDGET REQUEST							
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	72,938	83,005	75,443	-	-	75,443	77,371	78,919	80,488	82,091
Contract For Services	29,857	17,500	22,500	-	-	22,500	22,529	22,980	23,452	23,919
Consultant Expenses	11,000	2,000	15,000	-	-	15,000	15,300	15,610	15,920	16,240
<b>TOTAL OPERATING COSTS</b>	<b>113,795</b>	<b>102,505</b>	<b>112,943</b>	<b>-</b>	<b>-</b>	<b>112,943</b>	<b>115,200</b>	<b>117,509</b>	<b>119,860</b>	<b>122,250</b>
*Percentage Increase over prior year	0.00%	-9.92%	-0.75%	0.00%	0.00%	-0.75%	2.00%	2.00%	2.00%	1.99%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	11,290	2,787	-	-	2,787	2,840	2,891	2,950	3,010
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>11,290</b>	<b>2,787</b>	<b>-</b>	<b>-</b>	<b>2,787</b>	<b>2,840</b>	<b>2,891</b>	<b>2,950</b>	<b>3,010</b>
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>113,795</b>	<b>113,795</b>	<b>115,730</b>	<b>-</b>	<b>-</b>	<b>115,730</b>	<b>118,040</b>	<b>120,400</b>	<b>122,810</b>	<b>125,260</b>
*Percentage Increase over prior year	0.00%	0.00%	1.70%	0.00%	0.00%	1.70%	2.00%	2.00%	2.00%	1.99%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>113,795</b>	<b>113,795</b>	<b>115,730</b>	<b>-</b>	<b>-</b>	<b>115,730</b>	<b>118,040</b>	<b>120,400</b>	<b>122,810</b>	<b>125,260</b>
*Percentage Increase over prior year	0.00%	0.00%	1.70%	0.00%	0.00%	1.70%	2.00%	2.00%	2.00%	1.99%
<b>FUNDING SOURCES (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,849)	(3,849)	(3,910)	-	-	(3,910)	(3,980)	(4,060)	(4,140)	(4,220)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(3,849)</b>	<b>(3,849)</b>	<b>(3,910)</b>	<b>-</b>	<b>-</b>	<b>(3,910)</b>	<b>(3,980)</b>	<b>(4,060)</b>	<b>(4,140)</b>	<b>(4,220)</b>
<b>REQUISITION</b>	<b>(109,946)</b>	<b>(109,946)</b>	<b>(111,820)</b>	<b>-</b>	<b>-</b>	<b>(111,820)</b>	<b>(114,060)</b>	<b>(116,340)</b>	<b>(118,670)</b>	<b>(121,040)</b>
*Percentage Increase over prior year	0.00%	0.00%	1.70%	0.00%	0.00%	1.70%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**1.537 Saanich Peninsula - Source Control Stormwater****Operating Reserve Summary****2021 - 2025 Financial Plan****Profile****Saanich Peninsula - Source Control Stormwater**

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

**Operating Reserve Schedule**

Operating Reserve Schedule Fund: 1500 Fund Center: 105520	Est. Actual	Budget				
	2020	2021	2022	2023	2024	2025
Projected year end balance						
Beginning Balance	27,114	38,816	41,603	44,443	47,334	50,284
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	11,290	2,787	2,840	2,891	2,950	3,010
Interest Income*	411	-	-	-	-	-
<b>Total projected year end balance</b>	<b>38,816</b>	<b>41,603</b>	<b>44,443</b>	<b>47,334</b>	<b>50,284</b>	<b>53,294</b>

\* 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**

## **2020 BUDGET**

### **Saanich Peninsula - Source Control Stormwater**

#### **COMMISSION REVIEW**

October 2020

<b>Service:</b> 1.538 Saanich Peninsula - Source Control Stormwater	<b>Commission:</b> Saanich Peninsula Waste Water
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**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

Maximum Levy: Greater of \$51,715 or \$0.005/\$1,000 of actual assessments. The actual assessment for 2020 was \$77,423.

**MAXIMUM CAPITAL DEBT:**

Nil

**COMMITTEE:**

Saanich Peninsula Wastewater

**FUNDING:**

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

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

**USER CHARGE:**

N/A



**Service: 1.538 Saanich Peninsula - Source Control Stormwater**

**Commission: Saanich Peninsula Waste Water**

	<u><b>2020</b></u>
Central Saanich	42.86%
North Saanich	28.14%
Sidney	28.99%
<b>Total</b>	<u><u><b>100.00%</b></u></u>

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

# APPENDIX A

1.538 STORMWATER QUALITY MANAGEMENT - SAANICH PENINSULA			BUDGET REQUEST							
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	48,033	45,149	55,480	-	-	55,480	46,463	47,390	48,329	49,290
Contract For Services	13,400	2,500	7,000	-	-	7,000	7,140	7,280	7,430	7,580
Contingency	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>61,433</b>	<b>47,649</b>	<b>62,480</b>	<b>-</b>	<b>-</b>	<b>62,480</b>	<b>53,603</b>	<b>54,670</b>	<b>55,759</b>	<b>56,870</b>
*Percentage Increase over prior year	0.00%	-22.44%	1.70%	0.00%	0.00%	1.70%	-14.21%	1.99%	1.99%	1.99%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	9,684	-	-	-	-	2,217	2,260	2,311	2,360
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>9,684</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,217</b>	<b>2,260</b>	<b>2,311</b>	<b>2,360</b>
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>61,433</b>	<b>57,333</b>	<b>62,480</b>	<b>-</b>	<b>-</b>	<b>62,480</b>	<b>55,820</b>	<b>56,930</b>	<b>58,070</b>	<b>59,230</b>
*Percentage Increase over prior year	0.00%	-6.67%	1.70%	0.00%	0.00%	1.70%	-10.66%	1.99%	2.00%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>61,433</b>	<b>57,333</b>	<b>62,480</b>	<b>-</b>	<b>-</b>	<b>62,480</b>	<b>55,820</b>	<b>56,930</b>	<b>58,070</b>	<b>59,230</b>
*Percentage Increase over prior year	0.00%	-6.67%	1.70%	0.00%	0.00%	1.70%	-10.66%	1.99%	2.00%	2.00%
<b>FUNDING SOURCES (REVENUE)</b>										
<b>Surplus / (Deficit)</b>										
Balance C/F from Prior to Current year	(3,519)	(3,519)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,550)	(1,550)	(1,580)	-	-	(1,580)	(1,610)	(1,640)	(1,670)	(1,700)
Transfer From Operating Reserve	(4,100)	-	(7,750)	-	-	(7,750)	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(9,169)</b>	<b>(5,069)</b>	<b>(9,330)</b>	<b>-</b>	<b>-</b>	<b>(9,330)</b>	<b>(1,610)</b>	<b>(1,640)</b>	<b>(1,670)</b>	<b>(1,700)</b>
<b>REQUISITION</b>	<b>(52,264)</b>	<b>(52,264)</b>	<b>(53,150)</b>	<b>-</b>	<b>-</b>	<b>(53,150)</b>	<b>(54,210)</b>	<b>(55,290)</b>	<b>(56,400)</b>	<b>(57,530)</b>
*Percentage Increase over prior year	0.00%	0.00%	1.70%	0.00%	0.00%	1.70%	1.99%	1.99%	2.01%	2.00%
<b>PARTICIPANTS: Sooke</b>										
<b>AUTHORIZED POSITIONS:</b>										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**1.538 Saanich Peninsula -Stormwater Quality Management**  
**Operating Reserve Summary**  
**2021 - 2025 Financial Plan**

**Profile**

**Saanich Peninsula -Stormwater Quality Management**

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	Est. Actual	Budget				
	2020	2021	2022	2023	2024	2025
Projected year end balance						
Beginning Balance	48,986	59,413	51,663	53,880	56,140	58,451
Planned Purchase	-	(7,750)	-	-	-	-
Transfer from Ops Budget	9,684	-	2,217	2,260	2,311	2,360
Interest Income*	743	-	-	-	-	-
<b>Total projected year end balance</b>	<b>59,413</b>	<b>51,663</b>	<b>53,880</b>	<b>56,140</b>	<b>58,451</b>	<b>60,811</b>

\* 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.