APPENDIX B

CAPITAL REGIONAL DISTRICT

2026 Budget

Port Renfrew Refuse Disposal

Commission Review

OCTOBER 2025

Service: 1.523	Port Renfrew Refuse Disposal	Committee: Electoral Area

DEFINITION:

To provide, maintain, operate and regulate disposal facilities. Local Service Bylaw No. 1745 (November 8, 1989), latest amendment 3357 (February 19, 2007).

SERVICE DESCRIPTION:

Provision of recycling and solid waste transfer station operations in Port Renfrew.

PARTICIPATION:

Local Service Area #3 of the Electoral Area of Sooke B(762)

MAXIMUM LEVY:

$15.18 / $1,000 on actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Bylaw No. 3280, continues Port Renfrew Local Services Committee (September 14, 2005).
Bylaw No. 3707, discontinues Local Services Committee (June 9, 2010).
Bylaw No. 3745, continues under Port Renfrew Utility Committee (December 8, 2010).

RESERVE FUND:

Bylaw No. 2665 - Port Renfrew Solid Waste Removal and Disposal Capital Reserve Fund.

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1.523 - Port Renfrew Refuse Disposal	2025 BOARD BUDGET	2025 ESTIMATED ACTUAL	BUDGET REQUEST 2026 CORE BUDGET	2026 ONGOING	2026 ONE-TIME	2026 TOTAL	FUTURE PROJECTIONS 2027	2028	2029	2030
OPERATING COSTS										
Salaries and Wages	45,000	50,000	50,000	-	-	50,000	62,485	64,158	65,636	67,140
Contract - Operation	-	-	-	-	-	-	-	-	-	-
Contract for Services	93,000	93,000	94,680	-	-	94,680	96,570	98,500	100,470	102,480
Allocations	4,634	4,634	7,339	-	-	7,339	7,471	7,620	7,773	7,928
Electricity	1,250	1,250	1,290	-	-	1,290	1,320	1,350	1,380	1,410
Other Operating Expenses	2,891	2,640	2,980	-	-	2,980	3,038	3,096	3,154	3,213
TOTAL OPERATING COSTS	**146,775**	**151,524**	**156,289**	**-**	**-**	**156,289**	**170,884**	**174,724**	**178,413**	**182,171**
*Percentage Increase over prior year			6.5%			6.5%	9.3%	2.2%	2.1%	2.1%
CAPITAL / RESERVES										
Transfer to Equipment Replacement Fund	2,000	5,000	4,040	-	-	4,040	4,120	4,200	4,280	4,370
Transfer to Capital Reserve Fund	16,000	24,234	22,880	-	-	22,880	18,360	18,705	19,360	20,030
TOTAL CAPITAL / RESERVES	**18,000**	**29,234**	**26,920**	**-**	**-**	**26,920**	**22,480**	**22,905**	**23,640**	**24,400**
TOTAL COSTS	**164,775**	**180,758**	**183,209**	**-**	**-**	**183,209**	**193,364**	**197,629**	**202,053**	**206,571**
Internal Recovery	(27,233)	(44,516)	(44,516)	-	-	(44,516)	(45,851)	(47,227)	(48,644)	(50,103)
NET COSTS	**137,542**	**136,242**	**138,693**	**-**	**-**	**138,693**	**147,513**	**150,402**	**153,409**	**156,468**
FUNDING SOURCES (REVENUE)										
Sale - Recyclables	(10,000)	(8,000)	(8,140)	-	-	(8,140)	(8,300)	(8,470)	(8,640)	(8,810)
Recovery Cost	(62,346)	(62,346)	(63,470)	-	-	(63,470)	(67,795)	(69,150)	(70,530)	(71,940)
Grants in Lieu of Taxes	(400)	(400)	(410)	-	-	(410)	(420)	(430)	(440)	(450)
Licencing Fees	(2,400)	(3,150)	(3,150)	-	-	(3,150)	(3,150)	(3,150)	(3,210)	(3,270)
Other Revenue	(50)	-	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	**(75,196)**	**(73,896)**	**(75,220)**	**-**	**-**	**(75,220)**	**(79,715)**	**(81,250)**	**(82,870)**	**(84,520)**
REQUISITION	**(62,346)**	**(62,346)**	**(63,473)**	**-**	**-**	**(63,473)**	**(67,798)**	**(69,152)**	**(70,539)**	**(71,948)**
*Percentage increase over prior year Requisition			1.8%			1.8%	6.8%	2.0%	2.0%	2.0%

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Port Renfrew Refuse Disposal
Reserve Summary Schedule
2026 - 2030 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2025	2026	2027	2028	2029	2030
Capital Reserve Fund	50,022	33,402	51,762	70,467	89,827	109,857
Equipment Replacement Fund	43,848	47,888	52,008	56,208	60,488	64,858
Total	**93,870**	**81,290**	**103,770**	**126,675**	**150,315**	**174,715**

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Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Capital Reserve Fund - Bylaw 2665

The capital Reserve Fund established to provide for capital expenditures for or in respect of capital projects and land, machinery or equipment necessary for them, and extension or renewal of existing capital works.
Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund:	1021	Estimated	Budget				
Fund Centre:	101365	2025	2026	2027	2028	2029	2030
Beginning Balance		61,466	50,022	33,402	51,762	70,467	89,827
Transfer from Ops Budget		16,000	22,880	18,360	18,705	19,360	20,030
Transfer from Cap Fund		-					
Transfer to Cap Fund		(30,000)	(39,500)	-	-	-	-
Interest Income*		2,556					
Ending Balance $		**50,022**	**33,402**	**51,762**	**70,467**	**89,827**	**109,857**

Assumptions/Background:
*Interest in planning years nets against inflation which is not included.

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Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Equipment Replacement Fund

The Equipment Replacement Fund established for the purpose of vehicle and equipment replacement.
Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.
ERF Group: PTRENREF.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
Fund Centre:	101448	2025	2026	2027	2028	2029	2030
Beginning Balance		41,848	43,848	47,888	52,008	56,208	60,488
Transfer from Ops Budget		2,000	4,040	4,120	4,200	4,280	4,370
Transfer from Cap Fund		-					
Planned Purchase		-					
Interest Income		-					
Ending Balance $		**43,848**	**47,888**	**52,008**	**56,208**	**60,488**	**64,858**

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CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2026 to 2030

Service No.	1.523 Port Renfrew Refuse Disposal	Carry Forward from 2025	2026	2027	2028	2029	2030	TOTAL
	EXPENDITURE							
	Buildings	$0	$0	$0	$0	$0	$0	$0
	Equipment	$0	$0	$0	$0	$0	$0	$0
	Land	$0	$0	$0	$0	$0	$0	$0
	Engineered Structures	$162,000	$189,500	$0	$0	$0	$0	$189,500
	Vehicles	$0	$0	$0	$0	$0	$0	$0
		$162,000	**$189,500**	**$0**	**$0**	**$0**	**$0**	**$189,500**
	SOURCE OF FUNDS							
	Capital Funds on Hand	$150,000	$150,000	$0	$0	$0	$0	$150,000
	Debenture Debt (New Debt Only)	$0	$0	$0	$0	$0	$0	$0
	Equipment Replacement Fund	$0	$0	$0	$0	$0	$0	$0
	Grants (Federal, Provincial)	$0	$0	$0	$0	$0	$0	$0
	Donations / Third Party Funding	$0	$0	$0	$0	$0	$0	$0
	Reserve Fund	$12,000	$39,500	$0	$0	$0	$0	$39,500
		$162,000	**$189,500**	**$0**	**$0**	**$0**	**$0**	**$189,500**

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Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. **L** - Land **S** - Engineering Structure **B** - Buildings **V** - Vehicles **E** - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. **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
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	**Debt** - Debenture Debt (new debt only) **ERF** - Equipment Replacement Fund **Grant** - Grants (Federal, Provincial) **Cap** - Capital Funds on Hand **Other** - Donations / Third Party Funding **Res** - Reserve Fund **WU** - Water Utility If there is more than one funding source, additional rows are shown for the project.

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CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2026 - 2030

Service #: 1.523

Service Name: Port Renfrew Refuse Disposal

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2026	2027	2028	2029	2030	5 - Year Total auto-populates
23-01	New	Covered recyclables storage	Required storage is needed in order to protect recyclables from the elements. It is also a contractual requirement under our agreement with Recycle BC.	$ 12,000	S	Res	$ 12,000	$ 12,000	$ -	$ -	$ -	$ -	$ 12,000
24-01	New	Site efficiency upgrades	Costs for site upgrades funded through the growing communities fund including: two refuse compactors and compactor continers, electrical upgrades, construction of operator shed and entrance culvert. These upgrades will increase the volume of material receivable at site and reduce transportation costs of materials by up to 75%. ($262,500 - GCF; $30,000 - CWF)	$ 350,000	S	Cap	$ 150,000	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000
24-01	New	Site efficiency upgrades			S	Res	$ -	$ 27,500	$ -	$ -	$ -	$ -	$ 27,500
													$ -
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			Grand Total	**$ 362,000**				**$ 189,500**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 189,500**

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Service: **1.523** **Port Renfrew Refuse Disposal**

Project Number	23-01	**Capital Project Title**	Covered recyclables storage	**Capital Project Description**	Required storage is needed in order to protect recyclables from the elements. It is also a contractual requirement under our agreement with Recycle BC.
Project Rationale					

Project Number	24-01	**Capital Project Title**	Site efficiency upgrades	**Capital Project Description**	Costs for site upgrades funded through the growing communities fund including: two refuse compactors and compactor continers, electrical upgrades, construction of operator shed and entrance culvert. These upgrades will increase the volume of material receivable at site and reduce transportation costs of materials by up to 75%. ($262,500 - GCF; $30,000 - CWF)
Project Rationale					

1.523 - Port Renfrew Refuse Disposal

Capital Projects Fund
Updated @ Sep 23, 2025

Year	Project#	Capital Plan#	Status	Capital Project Description	Total Project Budget	Spending		Total Funding in Place
						Expenditure Actuals	Remaining Spending	
2024	CE.872.4001	24-01	Open	Port Renfrew Transfer Station Upgrades	322,500	32,284	290,216	322,500
				Total	**322,500**	**32,284**	**290,216**	**322,500**