

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

October 28, 2020

Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW

Part C

7. Planning and Protective Services

- 7.1 GM - Planning & Protective Services
- 7.2 **Hospital District, Health & Capital Planning Strategies**
 - 7.2.1 Health & Capital Planning Strategies
 - 7.2.2 Community Health
- 7.3 **Regional Housing**
 - 7.3.1 Land Banking and Housing (Regional Housing)
 - 7.3.2 Regional Housing Trust Fund
- 7.4 **Regional and Strategic Planning**
 - 7.4.1 Traffic Safety
 - 7.4.2 Regional Planning Services
 - 7.4.3 Regional Growth Strategy
- 7.5 **Emergency Services**
 - 7.5.1 Corporate Emergency
 - 7.5.2 Emergency Planning Coordination
 - 7.5.3 Regional Emergency Program Support
 - 7.5.4 Hazardous Material Incident Response
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 - 7.5.9 Animal Care Services
 - 7.5.10 Noise Control
 - 7.5.11 Nuisance & Unsightly Premises
 - 7.5.12 ByLaw Services
- 7.6 **Building Inspection**
 - 7.6.1 Building Inspection

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

October 28, 2020

Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW

Part C

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8.2 Core Area Wastewater

- Cost Sharing Allocation
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CAPITAL REGIONAL DISTRICT

2021 BUDGET

PLANNING & PROTECTIVE SERVICES

COMMITTEE OF THE WHOLE

OCTOBER 2020

COMMITTEE OF THE WHOLE

October 28, 2020

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COMMITTEE OF THE WHOLE

October 28, 2020

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CAPITAL REGIONAL DISTRICT

2021 BUDGET

GM - Planning & Protective Services

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.024 GM - Planning & Protective Services

Committee: Planning, Transportation & Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

The General Manager of Planning and Protective Services 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
- Housing Secretariat
- Bylaw Services and Animal Control
- Building Inspection and Numbering
- Juan de Fuca Electoral Area Community Planning

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 Recoveries

1.024 - GM - Planning & Protective Services	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries & Wages	419,761	400,000	425,935	-	-	425,935	426,978	436,175	445,577	455,179
Contract for Services	13,020	13,000	13,240	-	-	13,240	13,500	13,770	14,050	14,330
Internal Allocations	81,305	81,305	84,604	-	-	84,604	85,651	87,338	89,058	90,813
Operating Other	17,702	15,840	20,010	-	-	20,010	20,400	20,790	21,190	21,590
TOTAL OPERATING COSTS	531,788	510,145	543,789	-	-	543,789	546,529	558,073	569,875	581,912
*Percentage Increase over prior year						2.3%	0.5%	2.1%	2.1%	2.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Internal Recoveries	(249,029)	(249,029)	(256,271)	-	-	(256,271)	(261,393)	(266,597)	(271,921)	(277,336)
TOTAL REVENUES	(249,029)	(249,029)	(256,271)	-	-	(256,271)	(261,393)	(266,597)	(271,921)	(277,336)
NET COSTS	282,759	261,116	287,518	-	-	287,518	285,136	291,476	297,954	304,576
*Percentage increase over prior year Net Costs						1.7%	-0.8%	2.2%	2.2%	2.2%
AUTHORIZED POSITIONS: 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 - 2021 to 2025

Service No.	1.024	Carry						
	GM - Planning & Protective	Forward from	2021	2022	2023	2024	2025	TOTAL
	Service	2020						

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$1,475	\$1,934	\$0	\$0	\$3,409
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$1,475	\$1,934	\$0	\$0	\$3,409

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$1,475	\$1,934	\$0	\$0	\$3,409
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$1,475	\$1,934	\$0	\$0	\$3,409

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.024
Service Name: GM - Planning & Protective Services

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 (con't)
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
21-01	Replacement	Computer	Computer Replacement	\$0	E	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
22-01	Replacement	Computer	Computer Replacement	\$1,475	E	ERF	\$0	\$0	\$1,475	\$0	\$0	\$0	\$1,475
23-01	Replacement	Computer	Computer Replacement	\$1,934	E	ERF	\$0	\$0	\$0	\$1,934	\$0	\$0	\$1,934
24-01	Replacement	Computer	Computer Replacement	\$0	E	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
25-01	Replacement	Computer	Computer Replacement	\$0	E	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL				\$3,409			\$0	\$0	\$1,475	\$1,934	\$0	\$0	\$3,409

1.024 Planning and Protection Administration
Asset and Reserve Summary
2020 - 2024 Financial Plan

Asset Profile

Planning and Protective Services

Planning and Protection holds office equipment assets with a historical value as of Dec 31, 2015 of \$32K.

Reserve Cash Flow

ERF Fund: 1.024 GM - Planning & Protective Services

- 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.

Fund: 1022 Fund Center: 101955

ERF Group: PLANPROT.ERF

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	12,307	12,307	12,307	10,832	8,898	8,898
Actual purchase	-					
Planned Purchase (Based on Capital Plan)	-	-	(1,475)	(1,934)	-	-
Interest Income*	-					
Transfer from Ops Budget	-	-	-	-	-	-
Ending Balance \$	12,307	12,307	10,832	8,898	8,898	8,898

Assumptions/Background:

2 Desktop computers replaced every 3 years.

* 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

Health & Capital Planning Strategies

COMMITTEE OF THE WHOLE

OCTOBER 2020

Change in Budget 2020 to 2021**Service: 1.018 Health & Capital Planning Strategies****Total Expenditure****Comments****2020 Budget****532,916****Change in Salaries:**

Base salary change	6,673	Inclusive of estimated collective agreement changes
Step increase/paygrade change	-	
1.0 FTE Senior Project Coordinator IBC 14a-1	114,085	Two-year term position to be funded by the CRHD Administration and Feasibility Studies Reserve
Summit Project Manager	(18,555)	Term position ended February 2020
Total Change in Salaries	102,203	

Other Changes:

Standard Overhead Allocation	(19,573)	Decrease in 2020 operating costs
Building Occupancy Allocation	3,518	Project Mgr. office (previously allocated to Summit)
Other Costs	3,836	
Total Other Changes	(12,219)	

2021 Budget**622,900**

% expense increase from 2020:

16.9%**Overall 2020 Budget Performance**

(expected variance to budget and surplus treatment)

Estimated one-time variance of \$14,464 (2.6%) due to savings in administrative costs. This surplus will be transferred to the CRHD Administration and Feasibility Studies Reserve.

This reserve is sufficiently funded to cover the 2021 increase in salary costs related to the requested Senior Project Coordinator, 2-year term position (IBC 14a-1), therefore no CRD or CRHD requisition increase for 2021 is required.

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES

OPERATING COSTS:

	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	BUDGET REQUEST				2022	2023	2024	2025
			2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
Salaries and Wages	270,900	270,900	277,567	114,085	-	391,652	392,545	284,197	290,322	296,578
Wages & Benefits - Summit Project Manager	18,555	16,622	-	-	-	-	-	-	-	-
Legal/Auditing Costs	21,534	21,000	22,470	-	-	22,470	22,922	23,380	23,844	24,322
Consultants	3,291	-	3,347	-	-	3,347	3,414	3,482	3,552	3,623
Allocations - Standard Overhead	124,039	124,039	104,466	-	-	104,466	108,315	110,481	112,691	114,944
Allocations - Human Resources	6,165	6,165	6,985	-	-	6,985	7,125	7,268	7,413	7,561
Allocations - Others	63,039	65,371	68,145	-	-	68,145	69,604	70,976	72,382	73,812
Operating - Other Costs	23,431	12,791	23,840	-	-	23,840	24,323	24,807	25,306	25,810
TOTAL OPERATING COSTS	530,954	516,888	506,820	114,085	-	620,905	628,248	524,591	535,510	546,650
*Percentage Increase over prior year	0.00%	-2.65%	-4.55%	21.49%	0.00%	16.94%	1.18%	-16.50%	2.08%	2.08%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	1,962	1,962	1,995	-	-	1,995	2,035	2,076	2,117	2,160
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	1,962	1,962	1,995	-	-	1,995	2,035	2,076	2,117	2,160
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	532,916	518,850	508,815	114,085	-	622,900	630,283	526,667	537,627	548,810
*Percentage Increase over prior year	0.00%	-2.64%	-4.52%	21.41%	0.00%	16.89%	1.19%	-16.44%	2.08%	2.08%
Recovery - Capital Regional Hospital District	(514,361)	(514,361)	(508,815)	(114,085)	-	(622,900)	(630,283)	(526,667)	(537,627)	(548,810)
Recovery - Summit Capital for Project Manager (Apr/15-Feb/20)	(18,555)	(18,953)	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	-	(14,464)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Surplus / (Deficit)		14,464								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Balance transferred to HD Section 20 Reserve		(14,464)								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:										
Salaried	2.00	2.00	2.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
Term Position - Summit Project Manager	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term Position - Senior Project Coordinator 2-year term (IBC 14a-1)	0.00	0.00	0.00	1.00	0.00	1.00	1.00	0.00	0.00	0.00

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

Service No.	1.018 Health & Capital Planning Strategies	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487
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SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

1.018

Service Name:

Health & Capital Planning Strategies

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
21-01	Replacement	Computer	Replace Computers	\$9,487	E	ERF	\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487
			GRAND TOTAL	\$9,487			\$0	\$3,000	\$0	\$1,973	\$1,505	\$3,009	\$9,487

1.018 Health and Capital Planning Strategies
Asset and Reserve Summary
2021-2025 Financial Plan

Asset Profile

Health and Capital Planning Strategies

Assets held by the Health and Capital Planning Strategies are office equipment and office furniture.
The total historical acquisition value of current assets is \$40,923. Net book value as at December 31, 2019 is \$7,844.
The equipment replacement funds set aside are for replacement of office equipment/furniture only.

Reserve Cash Flow

Fund Centre - 101851	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	17,793	16,076	15,071	17,106	14,429	16,509
Planned Purchase (Based on Capital Plan)	(3,979)	(3,000)	-	(1,973)	(1,505)	(3,009)
Interest Revenue	300					
Transfer from Operating Budget	1,962	1,995	2,035	2,076	2,117	2,160
Ending Balance \$	16,076	15,071	17,106	17,209	16,509	15,660

Assumptions/Background:

2020 - 1 standard laptop and 1 printer
2021 - 2 standard laptops
2023 - 2 standard desktops
2024 - 1 standard laptops
2025 - 2 standard laptops

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Community Health

COMMITTEE OF THE WHOLE

OCTOBER 2020

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

OPERATING COSTS:

Salaries - Planner (Term)	104,654	104,654
Contract for Services - GVCEH	475,000	475,000
Contract for Services - Island Health	176,750	176,750
Contract for Services - ACEH	-	-
Consultant Costs	-	-
Legal Costs	4,000	-
Allocation - Corporate	20,969	20,969
Allocation - Building Occupancy	1,984	1,984
Allocation - Human Resources	2,146	2,146
Contribution to Projects - Public Health Bylaw Signage	34,505	34,505
Operating - Other Costs	7,411	8,312

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Reserve	-	-
Transfer to Reserve Fund	-	-

TOTAL CAPITAL / RESERVES

Debt Expenditures	-	-
MFA Debt Reserve	-	-

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries	-	-
Recovery - Other	-	-

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

Surplus / (Deficit)

Balance C/F from Prior to Current year

Payments In Lieu of Taxes	(24,568)	(24,568)
Grants - City of Victoria Contribution GVCEH Agreement	(100,000)	(100,000)
Grants - Island Health	(60,000)	(60,000)
Grants - ROM/CSPC Partnership (2019-2020)	(2,400)	(2,400)
Grants - BC Healthy Communities (2020-2021)	-	(12,000)
Revenue - Other	(880)	(880)

TOTAL REVENUE

REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations

AUTHORIZED POSITIONS:

Salaried Position (Term)	1.00	1.00
Hourly	0.00	0.00

		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
	104,654	104,654	-	107,149	-	107,149	107,392	109,706	28,017	-
	475,000	475,000	325,000	-	-	325,000	325,000	325,000	325,000	325,000
	176,750	176,750	176,750	-	-	176,750	176,750	176,750	176,750	176,750
	-	-	150,000	-	-	150,000	150,000	-	-	-
	-	-	-	-	-	-	-	-	-	-
	4,000	-	4,068	-	-	4,068	4,137	4,207	4,279	4,352
	20,969	20,969	33,042	-	-	33,042	42,198	43,042	43,903	44,781
	1,984	1,984	1,954	-	-	1,954	2,017	2,060	2,104	2,149
	2,146	2,146	2,698	-	-	2,698	2,752	2,807	2,863	2,920
	34,505	34,505	-	-	-	-	-	-	-	-
	7,411	8,312	5,455	-	11,000	16,455	5,542	5,627	5,715	5,805
	827,419	824,320	698,967	107,149	11,000	817,116	815,788	669,199	588,631	561,757
		-0.37%	-15.52%	12.95%	1.33%	-1.25%	-0.16%	-17.97%	-12.04%	-4.57%
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	827,419	824,320	698,967	107,149	11,000	817,116	815,788	669,199	588,631	561,757
	0.00%	-0.37%	-15.52%	12.95%	1.33%	-1.25%	-0.16%	-17.97%	-12.04%	-4.57%
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	827,419	824,320	698,967	107,149	11,000	817,116	815,788	669,199	588,631	561,757
		-0.37%	-15.52%	12.95%	1.33%	-1.25%	-0.16%	-17.97%	-12.04%	-4.57%
	(25,144)	15,097 (25,142)	(15,097)	-	-	(15,097)	-	-	-	-
	(24,568)	(24,568)	(24,568)	-	-	(24,568)	(24,568)	(24,568)	(24,568)	(24,568)
	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
	(60,000)	(60,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	-	-
	(2,400)	(2,400)	-	-	-	-	-	-	-	-
	-	(12,000)	-	-	(3,000)	(3,000)	-	-	-	-
	(880)	(880)	(880)	-	-	(880)	(880)	(880)	(880)	(880)
	(212,992)	(209,893)	(200,545)	-	(3,000)	(203,545)	(185,448)	(185,448)	(125,448)	(125,448)
	(614,427)	(614,427)	(498,422)	(107,149)	(8,000)	(613,571)	(630,340)	(483,751)	(463,183)	(436,309)
		0.00%	-18.88%	17.44%	1.30%	-0.14%	2.73%	-23.26%	-4.25%	-5.80%
	Term	Term	Term			Term	Term	Term	Term	Term
	1.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Land Banking and Housing (Regional Housing)

COMMITTEE OF THE WHOLE

OCTOBER 2020

DEFINITION:

Service was established by Bylaw No. 3712 cited as "Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010". 'Regional Housing' provides strategic planning and administrative oversight of the two service functions 'Housing Planning, Policy and Programs' and 'Capital Region Housing Corporation' (CRHC) for the Capital Regional District Board.

SERVICE DESCRIPTION:

The Service, originally established in 1966, 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.

In 1982, the Letters Patent were amended to allow the CRD to create one or more corporations and the Capital Region Housing Corporation (CRHC) was incorporated in 1982. The CRHC owns and operates more than 1,600 affordable housing units and will continue to consider adding additional units to the portfolio to maintain and deliver affordable housing for the region.

In 2007, the Regional Housing Affordability Strategy was adopted and the 'Housing Secretariat' was formed to facilitate the development of housing through collaboration with other levels of government, agencies and funders. The Housing Secretariat administered the Regional Housing Trust Fund which has 11 (2015) municipalities, and 2 (2015) electoral areas participating in raising funds to provide assistance to the development of new affordable housing units.

In 2010, the Supplementary Letters Patent were converted to Establishment Bylaw No. 3712. The original service functions have been maintained with the addition of the ability to borrow \$25 million for future land acquisition and housing development.

In 2015, 'Regional Housing' was assigned responsibility for strategic planning and administrative oversight of the two service functions 'Housing Planning, Policy and Programs' (formerly Housing Secretariat) and 'Capital Region Housing Corporation'. There will be no change to the CRD Service Participants as CRHC is funded independently through rental incomes and Federal/Provincial subsidies.

In 2016, the CRD Board approved the development of the Regional Housing First Program (RHFP). The RHFP is a six year capital housing program (2016-2021) that will be delivered in partnership with CMHC, BCHMC and Island Health in order to decrease the level of chronic homelessness in the capital region.

In 2020, the CRD Board approved an additional Loan Authorization Bylaw No. 4327 in the amount of \$10 million to match the commitments from the other RHFP partners and expand the RHFP program to 2022.

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	
Authorized:	LA Bylaw No. 4327 (Mar. 11, 2020)	10,000,000	
Borrowed:	SI Bylaw No. 4009 (Feb. 11, 2015) 10yr term	-9,413,000	CRHC land purchase
Remaining:	Active via Temp. Borrowing Bylaw No. 3985 (nil expiry)	25,587,000	

COMMITTEE: Hospitals and Housing

FUNDING: Requisition and internal recoveries

1.310 LAND BANKING AND HOUSING
OPERATING COSTS:

Salaries (Regular Full & Auxiliary)	1,101,223	1,003,123
Allocation - Standard OH	65,128	65,128
Allocation - Building Occupancy	18,520	18,520
Allocation - Real Estate	82,382	82,382
Allocation - Human Resources	18,787	18,787
Allocation - GM Planning and Protective Services	36,280	36,280
Consultants	205,000	217,817
Legal	23,571	23,571
Conferences and Staff Training	13,018	6,300
New Workstations and Equipment	40,505	40,500
Operating - Other Costs	28,038	29,125

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Reserve	4,000	4,000
Transfer to Operating Reserve	-	42,000

TOTAL CAPITAL / RESERVES

Debt Expenditures	1,033,963	1,009,463
MFA Debt Reserve	2,190	2,190

TOTAL COSTS

*Percentage Increase over prior year

Transfer from Operating Reserve

OPERATING COSTS LESS INTERNAL RECOVERIES
Surplus / (Deficit)

Balance C/F from Prior to Current year	(263,170)	(263,170)
Recovery - CRHC	(241,250)	(238,935)
Recovery - CRHD	(141,154)	(141,154)
Recovery - Capital Projects	(256,320)	(206,410)
FCM (Covid Response Fund)	-	(41,000)
Admin Fees - RHTF	(35,130)	(35,130)
Lease Revenue - CRHC	(63,000)	(63,000)
Grant Revenue	(293,729)	(293,729)
Interest Income	(12,190)	(7,190)
Payments In Lieu of Taxes	(74,735)	(74,735)
Deferred Revenue (Balance Sheet Account adj)	(9,463)	(9,463)

TOTAL REVENUE
REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: All Municipalities and Electoral Areas,
Tsawout and Songhees First Nations

AUTHORIZED POSITIONS:

Salaried	6.00	6.00
Term	3.00	3.00

BUDGET REQUEST

2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	2021 TOTAL
------------------------	-----------------	------------------	---------------

1,139,015	85,312	66,244	1,290,571
75,810	5,110	-	80,920
29,102	-	-	29,102
42,015	-	-	42,015
28,395	-	-	28,395
37,337	-	-	37,337
45,000	-	45,000	90,000
23,970	-	-	23,970
9,180	-	-	9,180
-	-	-	-
28,240	8,424	8,510	45,174

TOTAL OPERATING COSTS

-10.68% 6.06% 7.34% 2.71%

4,000	-	-	4,000
-	-	-	-

TOTAL CAPITAL / RESERVES

1,009,463	-	-	1,009,463
2,390	-	-	2,390

TOTAL COSTS

-7.43% 3.70% 4.48% 0.75%

(56,000) - - (56,000)

OPERATING COSTS LESS INTERNAL RECOVERIES

2,417,917	98,846	119,754	2,636,517
(16,195)	-	(41,000)	(57,195)
(244,354)	-	0	(244,354)
(143,978)	-	0	(143,978)
(346,849)	-	(66,244)	(413,093)
-	-	-	-
(35,130)	-	-	(35,130)
(63,000)	-	-	(63,000)
(184,261)	(66,356)	-	(250,617)
(7,390)	-	-	(7,390)
(74,735)	-	-	(74,735)
(9,463)	-	-	(9,463)

TOTAL REVENUE
REQUISITION

0.79% 2.53% 0.98% 4.30%

(1,292,562) (32,489.60) (12,510) (1,337,562)

6.00	0.00	0.00	6.00
3.00	0.80	0.00	3.80

2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
---------------	---------------	---------------	---------------

1,097,443	970,506	867,847	886,549
85,515	87,225	88,970	90,749
31,180	31,807	32,446	33,098
-	-	-	-
28,963	29,542	30,133	30,736
38,080	38,840	39,620	40,410
45,000	45,000	45,000	45,000
24,450	24,940	25,440	25,950
9,370	9,560	9,750	9,940
-	-	-	-
37,400	38,140	38,900	39,680

TOTAL OPERATING COSTS

-16.66% -8.72% -7.64% 2.04%

4,000	4,000	4,000	4,000
-	-	-	-

TOTAL CAPITAL / RESERVES

1,746,988	2,200,258	2,968,513	2,864,970
98,390	61,390	102,390	2,390

TOTAL COSTS

20.59% 9.07% 20.10% -4.22%

- - - -

OPERATING COSTS LESS INTERNAL RECOVERIES

3,246,779	3,541,208	4,253,009	4,073,472
-	-	-	-
(235,122)	(244,507)	(196,467)	(200,626)
(118,287)	(120,653)	-	-
(198,356)	(36,926)	-	-
-	-	-	-
(35,130)	(2,000)	(2,000)	(2,000)
(63,000)	(63,000)	(63,000)	(63,000)
(308,550)	(301,092)	(198,009)	(163,648.20)
(7,390)	(7,390)	(7,390)	(7,390)
(137,233)	(137,233)	(137,233)	(137,233)
(9,463)	(9,463)	(9,463)	(9,163)

TOTAL REVENUE
REQUISITION

59.56% 22.71% 38.97% -4.09%

(2,134,249) (2,618,944) (3,639,447) (3,490,411)

6.00	6.00	6.00	6.00
2.80	1.80	0.00	0.00

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

Service No.	1.310	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
	Land Banking and Housing							

EXPENDITURE

Buildings	B	\$0	\$32,683,518	\$156,500,000	\$0	\$0	\$0	\$189,183,518
Equipment	E	\$0	\$2,000	\$1,500	\$4,000	\$5,000	\$0	\$12,500
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$32,685,518	\$156,501,500	\$4,000	\$5,000	\$0	\$189,196,018

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$21,300,000	\$0	\$0	\$0	\$21,300,000
Equipment Replacement Fund	ERF	\$0	\$2,000	\$1,500	\$4,000	\$5,000	\$0	\$12,500
Grants (Federal, Provincial)	Grant	\$0	\$7,200,000	\$0	\$0	\$0	\$0	\$7,200,000
Donations / Third Party Funding	Other	\$0	\$25,483,518	\$135,200,000	\$0	\$0	\$0	\$160,683,518
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$32,685,518	\$156,501,500	\$4,000	\$5,000	\$0	\$189,196,018

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.310

Service Name:

Land Banking and Housing

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

$$\text{Debt} = \text{Debenture Debt (new debt only)}$$

ERF = Equipment Replacement Fund

Grant = Grants (Federal, Provincial)

Cap = Capital Funds on Hand

Other = Donations / Third Party Funding

Funding Source Codes (con't)

Res = Reserve Fund

STLoan = Short Term Loans

WU - Water Utility

Asset Class

L - Land

S - Engineering Structure

B - Buildings

V - Vehicles

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
18-02b	New	RHFP - Hockley (Langford) (CRD/CMHC/CRHC)	CRD purchase 120 affordable housing units. 60 yr prepaid lease with CRHC as operator. Funding from CMHC \$7.2M grant (24 units) and CRHC \$25.5M prepaid lease (96 units)	\$32,683,518	B	Grant	\$0	\$7,200,000	\$0	\$0	\$0	\$0	\$7,200,000
18-02b	New	RHFP - Hockley (Langford) (CRD/CMHC/CRHC)	CRHC prepaid 60 yr lease		B	Other	\$0	\$25,483,518	\$0	\$0	\$0	\$0	\$25,483,518
18-03	New	RHFP - acquire 520 Housing Units (CRD/CRHD/CRHC)	CRD purchase 520 affordable housintg units. 60yr prepaid lease with CRHC as operator. Funding from CRD \$11.3M + 10M debt (71 units) and CRHD \$10M (33 units) and CRHC \$125.2M mortgage (416 units) Partnering Agreement - CRD, CRHD, BC Housing, CMHC & Island Health. Timing difference between capital expense and Partnering Agreement commitment.	\$156,500,000	B	Debt	\$0	\$0	\$21,300,000	\$0	\$0	\$0	\$21,300,000
18-03	New	RHFP - acquire 520 Housing Units (CRD/CRHD/CRHC)	CRHD debt \$10M (33 units)		B	Other	\$0	\$0	\$10,000,000	\$0	\$0	\$0	\$10,000,000
18-03	New	RHFP - acquire 520 Housing Units (CRD/CRHD/CRHC)	CRHC prepaid 60yr lease \$129.7M (300 units)		B	Other	\$0	\$0	\$125,200,000	\$0	\$0	\$0	\$125,200,000
20-01	Replacement	Office Equipment Replacement	Office equipment scheduled replacement	\$17,500	E	ERF	\$0	\$2,000	\$1,500	\$4,000	\$5,000	\$0	\$12,500
							\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL				\$189,201,018			\$0	\$32,685,518	\$156,501,500	\$4,000	\$5,000	\$0	\$189,196,018

Service: 1.310

Land Banking and Housing

Proj. No. 18-02b

Capital Project Title RHFP - Hockley (Langford)
(CRD/CMHC/CRHC)

Capital Project Description

CRD purchase 120 affordable housing units. 60 yr prepaid lease with CRHC as operator. Funding from CMHC \$7.2M grant (24 units) and CRHC \$25.5M prepaid lease (96 units)

Asset Class B

Board Priority Area 0

Corporate Priority Area

0

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

Proj. No. 18-03

Capital Project Title RHFP - acquire 520 Housing Units
(CRD/CRHD/CRHC)

Capital Project Description

CRD purchase 520 affordable housing units. 60yr prepaid lease with CRHC as operator. Funding from CRD \$11.3M + 10M debt (71 units) and CRHD \$10M (33 units) and CRHC \$125.2M mortgage (416 units)

Partnering Agreement - CRD, CRHD, BC Housing, CMHC & Island Health. Timing difference between capital expense and Partnering Agreement commitment.

Asset Class B

Board Priority Area 0

Corporate Priority Area

0

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

Service: 1.310	Land Banking and Housing
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Proj. No. 20-01	Capital Project Title Office Equipment Replacement	Capital Project Description Office equipment scheduled replacement
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Computers and printers will be replaced based on equipment lifecycleassessment managed by IT department. Other office equipment at discretion of management and staffing needs. HPP/RH Snr Manager/RHFP Computer/Printer Inventory: 4 laptops, 3 computers, 11 monitors, 2 printers, 1 copier. Workstations: 3 offices and 3 cubicles</i>		

**1.310 Land Bank & Housing
Operating Reserve Summary
2021 - 2025 Financial Plan**

Profile

Land Bank & 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	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	56,371	99,064	43,064	43,064	43,064	43,064
Transfer to Operating Budget		(56,000)				
Transfer to Capital Fund						
Transfer from Operating Budget	42,000					
Interest Income *	693					
Total projected year end balance	99,064	43,064	43,064	43,064	43,064	43,064

Assumptions/Background:

2016-2019: funds transferred to Reserve to fund future affordable housing consulting contracts.

* 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.

**1.310 Land Bank & Housing
Asset and Reserve Summary
2021 - 2025 Financial Plan**

Asset Profile

Land Bank & Housing

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, built in 2012, 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	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	19,247	17,934	19,934	22,434	22,434	21,434
Planned Purchase (Based on Capital Plan)		(2,000)	(1,500)	(4,000)	(5,000)	-
Actual Purchase	(5,513)					
Transfer from Operating Budget	4,000	4,000	4,000	4,000	4,000	4,000
Interest Income *	200					
Total projected year end balance	17,934	19,934	22,434	22,434	21,434	25,434

Assumptions/Background:

2020 three computers 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

2021 BUDGET

Regional Housing Trust Fund

COMMITTEE OF THE WHOLE

OCTOBER 2020

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 2021 and 2022 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:

2011: \$882,594
2012: \$901,570 (includes 2.15% increase for inflation)
2013: \$910,585 (includes 1.0% increase for inflation)
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)
2021-2022: Due to standard two year capital development cycle, RHTF staggered program suspension will start in 2021 and the max \$1M requisition capacity transferred to CRD Regional Housing First Program (RHFP) in 2022.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Regional Housing Trust Fund

FUNDING:

Requisition

1.311 - REGIONAL HOUSING TRUST FUND

Note: Service Phased out 2021 & Suspended 2022

OPERATING COSTS:

Prior Year Unallocated Capital Grants

Current Year Capital Grants
Housing Programs Administration Service Fee
Allocation - Standard OH
Consultant Expenses
Legal Costs
Other Costs

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Reserve
Transfer to Reserve Fund

TOTAL CAPITAL / RESERVES

Debt Expenditures
MFA Debt Reserve

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries
Recovery - Other

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

Surplus / (Deficit)

Balance C/F from Prior to Current year
Revenue - Other Interest Income
Payments In Lieu of Taxes
Grants - Other

TOTAL REVENUE
REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: Victoria, C.Saanich, Esquimalt, Saanich, Oak Bay, N. Saanich, Metchosin, View Royal, Sooke, Sidney, Highlands, SSI, SGI

AUTHORIZED POSITIONS:

Salaried
Hourly

BUDGET REQUEST

2021 **2021** **2021** **2021**
CORE **ONGOING** **ONE-TIME** **TOTAL**
BUDGET

2022 **2023** **2024** **2025**
TOTAL **TOTAL** **TOTAL** **TOTAL**

3,058,800 - - 3,058,800
1,043,191 - - 1,043,191
33,130 - - 33,130
0 - - 0
- - - -
4,070 - - 4,070
2,070 - - 2,070

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CAPITAL REGIONAL DISTRICT

2021 BUDGET

Traffic Safety

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.230 Traffic Safety

Committee: 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. This service primarily provides funding for advertising which is generally leveraged, resulting in about \$3 worth of advertising for every \$1 actually spent.

PARTICIPATION:

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

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

FUNDING:

1.230 - Traffic Safety Commission	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Allocation - Finance & Corp. Svc	3,222	3,222	5,135	-	-	5,135	5,744	5,859	5,976	6,096
Insurance Costs	300	300	350	-	-	350	350	350	350	350
Advertising, Promotion and Meetings	71,594	55,000	67,691	-	-	67,691	51,556	52,631	53,734	54,864
Other Expenses	37,514	37,514	18,190	-	-	18,190	18,510	18,840	19,170	19,510
TOTAL COSTS	112,630	96,036	91,366	-	-	91,366	76,160	77,680	79,230	80,820
*Percentage Increase over prior year						-18.9%	-16.6%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	16,694	(16,694)	-	-	(16,694)	-	-	-	-
Balance c/fwd from 2019 to 2020	(38,013)	(38,013)	-	-	-	-	-	-	-	-
Grants in Lieu	(3,305)	(3,305)	(3,360)	-	-	(3,360)	(3,430)	(3,500)	(3,570)	(3,650)
Other Revenue	(200)	(300)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(41,518)	(24,924)	(20,254)	-	-	(20,254)	(3,630)	(3,700)	(3,770)	(3,850)
REQUISITION	(71,112)	(71,112)	(71,112)	-	-	(71,112)	(72,530)	(73,980)	(75,460)	(76,970)
*Percentage increase over prior year Requisition						0.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Regional Planning Services

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.324 Regional Planning Services

Committee: Planning, Transportation & 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	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
<u>Regional Information Systems (RIS):</u>										
Salaries & Wages	515,610	476,633	528,809	-	-	528,809	492,072	522,670	533,894	545,360
Contract for Services	10,956	-	10,995	-	-	10,995	11,210	11,430	11,660	11,890
Consulting	27,390	20,000	27,390	-	-	27,390	27,940	28,500	29,070	29,650
Allocations	154,078	154,078	180,298	-	-	180,298	185,429	189,150	192,950	196,823
Implementation of Data Review	50,000	35,000	-	-	50,000	50,000	50,000	50,000	50,000	50,000
Other Operating Expenses	49,574	26,921	26,450	-	-	26,450	26,990	27,540	28,090	28,640
TOTAL OPERATING COSTS - RIS	807,607	712,632	773,942	-	50,000	823,942	793,641	829,290	845,664	862,363
*Percentage Increase over prior year						2.0%	-3.7%	4.5%	2.0%	2.0%
<u>Regional Transportation (RT):</u>										
Salaries & Wages	451,269	413,401	454,665	-	-	454,665	401,837	410,461	419,271	428,270
Contract for Services	62,495	62,495	63,560	-	-	63,560	64,830	66,130	67,450	68,800
Ready, Step, Roll	50,000	25,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
Transportation Model Recalibration	-	-	-	-	-	-	225,000	-	-	-
Origin/Destination Study	-	-	-	-	-	-	475,000	-	-	-
Allocations	44,828	50,828	59,226	-	-	59,226	61,150	62,379	63,633	64,909
Other Operating Expenses	21,618	9,840	11,501	-	-	11,501	11,720	11,940	12,190	12,430
TOTAL OPERATING COSTS - RT	630,211	561,564	638,952	-	-	638,952	1,289,537	600,910	612,544	624,409
*Percentage Increase over prior year						1.4%	101.8%	-53.4%	1.9%	1.9%
TOTAL OPERATING COSTS	1,437,817	1,274,196	1,412,894	-	50,000	1,462,894	2,083,178	1,430,200	1,458,208	1,486,772
						1.7%				
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	46,200	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	10,000	10,000	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL CAPITAL / RESERVES	56,200	10,000	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL COSTS	1,494,017	1,284,196	1,415,394	-	50,000	1,465,394	2,085,678	1,432,700	1,460,708	1,489,272
						-1.9%				
<u>FUNDING SOURCES (REVENUE)</u>										
Carry forward from 2020 to 2021	-	125,493	(125,493)	-	-	(125,493)	-	-	-	-
Carry forward from 2019 to 2020	(173,970)	(173,970)	-	-	-	-	-	-	-	-
Revenue - Other	(2,760)	(2,500)	(2,830)	-	-	(2,830)	(2,900)	(2,970)	(3,040)	(3,100)
Recovery - Other	(530)	-	(540)	-	-	(540)	(550)	(560)	(570)	(580)
Grants in Lieu of Taxes	(60,526)	(60,526)	(61,950)	-	-	(61,950)	(63,310)	(64,700)	(66,130)	(67,450)
Transfer from Internal Reserve Account	(88,000)	-	(36,491)	-	(50,000)	(86,491)	(771,428)	(67,080)	(54,658)	(55,102)
TOTAL REVENUE	(325,786)	(111,503)	(227,304)	-	(50,000)	(277,304)	(838,188)	(135,310)	(124,398)	(126,232)
REQUISITION	(1,168,231)	(1,168,231)	(1,188,090)	-	-	(1,188,090)	(1,247,490)	(1,297,390)	(1,336,310)	(1,363,040)
*Percentage increase over prior year						1.7%				
Requisition						1.7%	5.0%	4.0%	3.0%	2.0%
Salaried	6.5	6.5	6.5			6.5	6.5	6.5	6.5	6.5

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

Service No.	1.324 Regional Planning Services	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$17,300	\$5,100	\$12,000	\$0	\$0	\$0	\$34,400
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$17,300	\$5,100	\$12,000	\$0	\$0	\$34,400
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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	\$17,300	\$5,100	\$12,000	\$0	\$0	\$0	\$34,400
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$17,300	\$5,100	\$12,000	\$0	\$0	\$34,400
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.324

Service Name:

Regional Planning Services

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 (con't)

Res = Reserve Fund

STLoan = Short Term Loans

WU - Water Utility

Asset Class

L - Land

S - Engineering Structure

B - Buildings

V - Vehicles

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
18-01	Replacement	Computer Replacement	Computer Replacement	\$36,700	E	ERF	\$0	\$17,300	\$5,100	\$2,000	\$0	\$0	\$24,400
22-01	Renewal	Photocopier Renewal	Photocopier Renewal	\$10,000	E	ERF	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
			GRAND TOTAL	\$46,700			\$0	\$17,300	\$5,100	\$12,000	\$0	\$0	\$34,400

Regional Planning Services
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Equipment Replacement Fund	81,896	67,096	64,496	54,996	57,496	59,996
Operating Reserve Fund	1,933,604	1,847,113	1,075,685	1,008,605	953,947	898,845
Total	2,015,500	1,914,209	1,140,181	1,063,601	1,011,443	958,841

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund

ERF Group: RGPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101427	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		82,596	81,896	67,096	64,496	54,996	57,496
Transfer from Ops Budget		10,000	2,500	2,500	2,500	2,500	2,500
Planned Purchase		(10,700)	(17,300)	(5,100)	(12,000)	-	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		81,896	67,096	64,496	54,996	57,496	59,996

Assumptions/Background:

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

* 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: 1.324 Regional Planning Services - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105501	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		1,945,734	1,933,604	1,847,113	1,075,685	1,008,605	953,947
Transfer from Ops Budget		46,200	-	-	-	-	-
Transfer to Ops Budget		(38,000)	(36,491)	(21,428)	(17,080)	(4,658)	(5,102)
Transfer to Ops Budget		(50,000)	(50,000)	(750,000)	(50,000)	(50,000)	(50,000)
Interest Income		29,670	-	-	-	-	-
Ending Balance \$		1,933,604	1,847,113	1,075,685	1,008,605	953,947	898,845

Assumptions/Background:

2021-2025 - \$50k - Implementation of Data Review
 2022 - \$225k - Regional Transportation Model Update
 2022 - \$475k - Origin and Destination Study

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Regional Growth Strategy

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.330 Regional Growth Strategy

Committee: Planning, Transportation & 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

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries & Wages	163,001	119,212	166,595	-	-	166,595	167,772	171,316	174,937	178,635
Consulting	21,411	21,411	21,770	-	-	21,770	22,210	22,650	23,100	23,560
Special Projects	15,000	-	15,000	-	45,000	60,000	15,000	300,000	-	-
Allocations	101,870	101,870	105,280	-	-	105,280	111,107	113,338	115,612	117,927
Other Operating Expenses	30,407	12,000	25,560	-	-	25,560	26,070	26,600	27,130	27,670
TOTAL OPERATING COSTS	331,689	254,493	334,205	-	45,000	379,205	342,159	633,904	340,779	347,792
*Percentage Increase over prior year						14.3%	-9.8%	85.3%	-46.2%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	17,196	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	17,196	-	-	-	-	-	-	-	-
TOTAL COSTS	331,689	271,689	334,205	-	45,000	379,205	342,159	633,904	340,779	347,792
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance Carry Forward	-	45,000	-	-	(45,000)	(45,000)	-	-	-	-
Transfer from Operating Reserve Fund	(15,000)	-	(15,000)	-	-	(15,000)	(15,000)	(300,000)	-	-
Grants in Lieu of Taxes	(20,915)	(20,915)	(22,060)	-	-	(22,060)	(22,540)	(23,030)	(23,540)	(24,010)
Revenue - Other	(1,000)	(1,000)	(1,020)	-	-	(1,020)	(1,040)	(1,060)	(1,080)	(1,100)
TOTAL REVENUE	(36,915)	23,085	(38,080)	-	(45,000)	(83,080)	(38,580)	(324,090)	(24,620)	(25,110)
REQUISITION	(294,774)	(294,774)	(296,125)	-	-	(296,125)	(303,579)	(309,814)	(316,159)	(322,682)
*Percentage increase over prior year Requisition						0.5%	2.5%	2.1%	2.0%	2.1%
AUTHORIZED POSITIONS										
Salaried	1.0	1.0	1.0			1.0	2.0	2.0	2.0	2.0

Reserve Schedule

Reserve Fund: 1.330 Regional Growth Strategy - Operating Reserve Fund
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Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105502	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		1,343,697	1,366,273	1,351,273	1,336,273	1,036,273	1,036,273
Transfer from Ops Budget		17,196	-	-	-	-	-
Transfer to Ops Budget		(15,000)	(15,000)	(15,000)	(300,000)	-	-
Interest Income		20,380	-	-	-	-	-
Ending Balance \$		1,366,273	1,351,273	1,336,273	1,036,273	1,036,273	1,036,273

<u>Assumptions/Background:</u> 2021/2022 - \$15k - Food Lands Trust Business Case 2023 - \$300k - Regional Growth Strategy Review and Update

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Corporate Emergency

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.025 Corporate Emergency

Committee: Planning, Transportation & Protective Services

DEFINITION:

Planning and coordination for disasters or emergencies.

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation & Protective Services

FUNDING:

Requisition

1.025 - Corporate Emergency	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET*	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries and Wages	802,000	342,000	100,611	-	-	100,611	100,839	103,012	105,231	107,498
Allocations	125,835	125,835	151,652	-	-	151,652	153,915	157,103	160,360	163,548
Supplies	127,270	233,118	2,660	-	-	2,660	2,720	2,780	2,840	2,900
Other Operating Expenses	107,948	94,317	44,650	-	-	44,650	45,550	46,450	47,370	48,320
TOTAL OPERATING COSTS	1,163,053	795,270	299,573	-	-	299,573	303,024	309,345	315,801	322,266
*Percentage Increase over prior year						-74.2%	1.2%	2.1%	2.1%	2.0%
Transfer from Operating Reserve Fund	(710,000)	(295,000)	-	-	-	-	-	-	-	-
NET OPERATING COSTS	453,053	500,270	299,573	-	-	299,573	303,024	309,345	315,801	322,266
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	2,044	3,965	2,080	-	-	2,080	2,120	2,160	2,200	2,240
TOTAL COSTS	455,097	504,235	301,653	-	-	301,653	305,144	311,505	318,001	324,506
Internal Recoveries	(92,000)	(92,000)	(100,611)	-	-	(100,611)	(100,839)	(103,012)	(105,231)	(107,498)
OPERATING COSTS LESS INTERNAL RECOVERIES	363,097	412,235	201,042	-	-	201,042	204,305	208,493	212,770	217,008
Grant Revenue	(168,880)	(218,018)	-	-	-	-	-	-	-	-
NET COSTS	194,217	194,217	201,042	-	-	201,042	204,305	208,493	212,770	217,008
*Percentage increase over prior year						3.5%	1.6%	2.0%	2.1%	2.0%

* Amended Budget Bylaw #4354 (approved April 8, 2020) - Board Budget includes the budget amendment approved by the board to reflect the additional budget of \$878,880 to support COVID EOC.

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

Service No.	1.025 Corporate Emergency	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$6,000	\$6,000	\$8,000	\$0	\$20,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$0	\$6,000	\$6,000	\$8,000	\$0	\$20,000
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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	\$0	\$6,000	\$6,000	\$8,000	\$0	\$20,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$0	\$6,000	\$6,000	\$8,000	\$0	\$20,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.025

Service Name: Corporate Emergency

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

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
17-01	Replacement	EOC Laptop	EOC Equipment	\$18,000	E	ERF	\$0	\$0	\$6,000	\$6,000	\$6,000	\$0	\$18,000
24-01	Replacement	Surface Pro	EOC Equipment	\$2,000	E	ERF	\$0	\$0	\$0	\$0	\$2,000	\$0	\$2,000
			GRAND TOTAL	\$20,000			\$0	\$0	\$6,000	\$6,000	\$8,000	\$0	\$20,000

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: Fund Centre:	1022 101978	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		77,220	70,333	72,413	68,533	64,693	58,893
Transfer from Op Budget		2,044	2,080	2,120	2,160	2,200	2,240
Expenditures		(8,931)	-	(6,000)	(6,000)	(8,000)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		70,333	72,413	68,533	64,693	58,893	61,133

Assumptions/Background:

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

* 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

Emergency Planning Coordination

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.372 Emergency Planning Coordination

Committee: Planning, Transportation & Protective Services

DEFINITION:

No establishment bylaw. Service is provided by CRD staff for coordination of emergency operations for the CRD.

SERVICE DESCRIPTION:

This service provides support to a range of Protective Services responsibilities and to carry out the responsibilities legislated under the *Emergency Program Act*. Costs for staff are placed in this budget and allocated based on percentages to the other services, such as 911, hazmat, and emergency management.

FUNDING:

Allocations from protection services and requisition.

1.372 - Electora Area Emergency Planning Coordination	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET*	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries	509,587	482,000	532,583	-	-	532,583	534,073	545,559	557,295	569,275
Contract for Services	63,000	63,000	-	-	-	-	-	-	-	-
Travel Expenses	1,790	1,790	1,820	-	-	1,820	1,860	1,900	1,940	1,980
Telecommunications	6,700	6,700	6,810	-	-	6,810	6,950	7,090	7,230	7,370
Staff Training & Development	2,130	2,130	1,620	-	-	1,620	1,650	1,680	1,710	1,740
Supplies	14,300	1,560	2,010	-	-	2,010	2,050	2,090	2,130	2,170
Allocations	56,596	56,596	59,170	-	-	59,170	59,064	60,243	61,450	62,675
Other Operating Expenses	10,720	8,896	8,630	-	-	8,630	8,790	8,970	9,150	9,330
TOTAL OPERATING COSTS	664,823	622,672	612,643	-	-	612,643	614,437	627,532	640,905	654,540
*Percentage Increase over prior year						-7.8%	0.3%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	15,425	7,324	-	-	7,324	7,470	7,620	7,770	7,930
TOTAL COSTS	664,823	638,097	619,967	-	-	619,967	621,907	635,152	648,675	662,470
Internal Recoveries	(413,859)	(413,859)	(459,671)	-	-	(459,671)	(468,864)	(479,179)	(489,721)	(499,520)
OPERATING COSTS LESS INTERNAL RECOVERIES	250,964	224,238	160,296	-	-	160,296	153,043	155,973	158,954	162,950
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	14,486	(14,486)	-	-	(14,486)	-	-	-	-
Balance c/fwd from 2019 to 2020	(29,307)	(29,307)	-	-	-	-	-	-	-	-
Grants Revenue	(78,120)	(65,880)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(491)	(491)	(500)	-	-	(500)	(510)	(520)	(530)	(540)
Revenue - Other	(300)	(300)	(310)	-	-	(310)	(320)	(330)	(340)	(350)
TOTAL REVENUE	(108,218)	(81,492)	(15,296)	-	-	(15,296)	(830)	(850)	(870)	(890)
REQUISITION	(142,746)	(142,746)	(145,000)	-	-	(145,000)	(152,213)	(155,123)	(158,084)	(162,060)
*Percentage increase over prior year Requisition						1.6%	5.0%	1.9%	1.9%	2.5%

* Amended Budget Bylaw #4354 (approved April 8, 2020) - Board Budget includes the budget amendment approved by the board to reflect the additional budget of \$78,120 to support COVID EOC.

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

Service No.	1.372 Emergency Planning Coordination	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,500	\$0	\$0	\$0	\$2,500	\$0	\$5,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000
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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	\$2,500	\$0	\$0	\$0	\$2,500	\$0	\$5,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.372

Service Name:

Emergency Planning Coordination

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 (con't)

Res = Reserve Fund

STLoan = Short Term Loans

WU - Water Utility

Asset Class

L - Land

S - Engineering Structure

B - Buildings

V - Vehicles

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
20-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$0	E	ERF	\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000
GRAND TOTAL				\$0			\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000

Reserve Schedule

Reserve Fund: 1.327 Emergency Planning Coordination - Equipment Replacement Fund

ERF Group: EMERGCOORD.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101985	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		2,646	646	5,470	12,940	20,560	25,830
Transfer from Op Budget		-	7,324	7,470	7,620	7,770	7,930
Planned Purchase		(2,000)	(2,500)	-	-	(2,500)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		646	5,470	12,940	20,560	25,830	33,760

Assumptions/Background:

ERF to fund future replacement of vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Regional Emergency Program Support

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.374 Regional Emergency Program Support

Committee: Planning, Transportation & 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 (LGE PAC – 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

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries	109,230	109,230	114,085	-	-	114,085	114,345	116,808	119,324	121,895
REMP Contribution	39,020	8,640	9,000	-	25,000	34,000	9,190	9,380	9,570	9,770
Allocations	18,016	18,016	21,358	-	-	21,358	21,333	21,778	22,235	22,681
TOTAL OPERATING COSTS	166,266	135,886	144,443	-	25,000	169,443	144,868	147,966	151,129	154,346
*Percentage Increase over prior year						1.9%	-14.5%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	380	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	380	-	-	-	-	-	-	-	-
TOTAL COSTS	166,266	136,266	144,443	-	25,000	169,443	144,868	147,966	151,129	154,346
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(30,000)	-	(7,760)	-	(25,000)	(32,760)	-	-	-	-
Grants in Lieu of Taxes	(6,803)	(6,803)	(7,220)	-	-	(7,220)	(7,360)	(7,500)	(7,650)	(7,810)
Revenue - Other	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(37,003)	(7,003)	(15,180)	-	(25,000)	(40,180)	(7,560)	(7,700)	(7,850)	(8,010)
REQUISITION	(129,263)	(129,263)	(129,263)	-	-	(129,263)	(137,308)	(140,266)	(143,279)	(146,336)
*Percentage increase over prior year Requisition						0.0%	6.2%	2.2%	2.1%	2.1%

Reserve Schedule

Reserve Fund: 1.374 Regional Emergency Program - Operating Reserve Fund

Bylaw 4244

Reserve Cash Flow

Fund: Fund Centre:	1500 105538	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		86,610	87,920	55,160	55,160	55,160	55,160
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	(32,760)	-	-	-	-
Interest Income		1,310	-	-	-	-	-
Ending Balance \$		87,920	55,160	55,160	55,160	55,160	55,160

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

2021 BUDGET

Hazardous Material Incident Response

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.375 Hazardous Material Incident Response

Committee: Planning, Transportation & 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

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
District of C Saanich Contract	65,600	65,600	67,240	-	-	67,240	68,920	70,640	72,050	73,490
Staff Training & Development	120,100	100,000	120,100	-	-	120,100	122,500	124,950	127,450	130,000
Purchased Maintenance - Equipment	111,204	108,374	123,690	-	-	123,690	129,099	131,860	134,673	137,371
Allocations	23,540	34,471	24,050	-	-	24,050	24,520	25,000	25,500	26,000
TOTAL OPERATING COSTS	320,444	308,445	335,080	-	-	335,080	345,039	352,450	359,673	366,861
*Percentage Increase over prior year						4.6%	3.0%	2.1%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	9,560	21,559	9,560	-	-	9,560	9,560	9,560	9,560	9,560
TOTAL CAPITAL / RESERVES	9,560	21,559	9,560	-	-	9,560	9,560	9,560	9,560	9,560
TOTAL COSTS	330,004	330,004	344,640	-	-	344,640	354,599	362,010	369,233	376,421
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(310)	(310)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
Transfer - Reserve Fund	-	-	(10,000)	-	-	(10,000)	-	-	-	-
Grants in Lieu of Taxes	(16,996)	(16,996)	(17,290)	-	-	(17,290)	(17,640)	(17,990)	(18,350)	(18,710)
TOTAL REVENUE	(17,306)	(17,306)	(27,610)	-	-	(27,610)	(17,970)	(18,330)	(18,700)	(19,070)
REQUISITION	(312,698)	(312,698)	(317,030)	-	-	(317,030)	(336,629)	(343,680)	(350,533)	(357,351)
*Percentage increase over prior year Requisition						1.4%	3.1%	3.0%	2.9%	2.9%

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

Service No.	1.375	Carry						
	Hazardous Material Incident Respo	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$90,000	\$10,000	\$10,000	\$10,000	\$130,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$10,000	\$90,000	\$10,000	\$10,000	\$10,000	\$130,000
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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	\$10,000	\$90,000	\$10,000	\$10,000	\$10,000	\$130,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$10,000	\$90,000	\$10,000	\$10,000	\$10,000	\$130,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

1.375

Service Name:

Hazardous Material Incident Response

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

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
21-01	Replacement	Hazmat Equipment	Hazmat Equipment Replacement	\$50,000	E	ERF	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
22-01	Replacement	SCBA	SCBA Replacement	\$80,000	E	ERF	\$0	\$0	\$80,000	\$0	\$0	\$0	\$80,000
			GRAND TOTAL	\$130,000			\$0	\$10,000	\$90,000	\$10,000	\$10,000	\$10,000	\$130,000

Hazardous Material Incident Response
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Equipment Replacement Fund	323,561	323,121	242,681	242,241	241,801	241,361
Operating Reserve Fund	34,451	24,451	24,451	24,451	24,451	24,451
Total	358,012	347,572	267,132	266,692	266,252	265,812

Reserve Schedule

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

ERF Group: HAZMAT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101957	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		341,199	323,561	323,121	242,681	242,241	241,801
Transfer from Ops Budget		9,560	9,560	9,560	9,560	9,560	9,560
Planned Purchase		(27,198)	(10,000)	(90,000)	(10,000)	(10,000)	(10,000)
Interest Income		-	-	-	-	-	-
Ending Balance \$		323,561	323,121	242,681	242,241	241,801	241,361

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105506	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		33,941	34,451	24,451	24,451	24,451	24,451
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	(10,000)	-	-	-	-
Interest Income		510	-	-	-	-	-
Ending Balance \$		34,451	24,451	24,451	24,451	24,451	24,451

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

2021 BUDGET

911 Call Answer

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.911 911 Call Answer

Committee: Planning, Transportation & 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.

FUNDING:

Requisition, 911 call levy, and lease revenue

1.911 - 911 Call Answer	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Service Fees	195,750	141,320	141,320	-	-	141,320	141,320	141,320	141,320	141,320
Transfer to Municipalities	809,100	799,630	799,630	-	-	799,630	799,630	799,630	799,630	799,630
CRD Dispatch Centre Levy	271,060	298,440	300,750	-	-	300,750	310,900	321,420	332,330	338,980
Allocations	285,567	286,832	277,841	-	-	277,841	268,629	274,354	280,206	285,811
Other Operating Expenses	2,770	23,068	13,950	-	-	13,950	14,210	14,480	14,750	15,030
TOTAL OPERATING COSTS	1,564,247	1,549,290	1,533,491	-	-	1,533,491	1,534,689	1,551,204	1,568,236	1,580,771
*Percentage Increase over prior year						-2.0%	0.1%	1.1%	1.1%	0.8%
<u>DEBT / RESERVES</u>										
Transfer to Equipment Replacement Fund	94,518	94,518	96,120	-	-	96,120	98,040	100,000	102,000	104,040
Debt Servicing Costs	1,013,349	1,013,349	1,013,389	-	-	1,013,389	1,013,389	1,013,389	1,013,389	1,013,389
TOTAL DEBT / RESERVES	1,107,867	1,107,867	1,109,509	-	-	1,109,509	1,111,429	1,113,389	1,115,389	1,117,429
TOTAL COSTS	2,672,114	2,657,157	2,643,000	-	-	2,643,000	2,646,118	2,664,593	2,683,625	2,698,200
<u>FUNDING SOURCES (REVENUE)</u>										
Service Fees	(195,750)	(141,320)	(141,320)	-	-	(141,320)	(141,320)	(141,320)	(141,320)	(141,320)
CAL Received	(1,305,000)	(1,289,725)	(1,289,725)	-	-	(1,289,725)	(1,289,725)	(1,289,725)	(1,289,725)	(1,289,725)
Lease Revenue	(1,009,800)	(1,009,800)	(1,009,800)	-	-	(1,009,800)	(1,009,800)	(1,009,800)	(1,030,000)	(1,050,600)
Grants in Lieu of Taxes	(9,164)	(9,164)	(9,320)	-	-	(9,320)	(9,510)	(9,700)	(9,890)	(10,090)
Transfer from Operating Reserve	-	(35,160)	(37,500)	-	-	(37,500)	(36,000)	(48,748)	(40,850)	(27,825)
Other Revenue	(1,400)	(20,988)	(1,990)	-	-	(1,990)	(2,000)	(2,010)	(2,020)	(2,030)
TOTAL REVENUE	(2,521,114)	(2,506,157)	(2,489,655)	-	-	(2,489,655)	(2,488,355)	(2,501,303)	(2,513,805)	(2,521,590)
REQUISITION	(151,000)	(151,000)	(153,345)	-	-	(153,345)	(157,763)	(163,290)	(169,820)	(176,610)
*Percentage increase over prior year Requisition						1.6%	2.9%	3.5%	4.0%	4.0%

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

Service No.	1.911	Carry						
	911 Call Answer	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

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	\$1,000,000	\$0	\$0	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.911

Service Name: 911 Call Answer

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

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
17-01	New	New Equipment	Next-Gen 911 Call Answer Technology-Placeholder	\$1,000,000	E	ERF	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
			GRAND TOTAL	\$1,000,000			\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Service: 1.911	911 Call Answer
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Proj. No. 17-01	Capital Project Title New Equipment	Capital Project Description Next-Gen 911 Call Answer Technology-Placeholder
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Placeholder for the next-Gen 911 call answer technology. Amount and timing are unknown.		

911 Call Answer
Reserves Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Equipment Replacement Fund	929,758	25,878	123,918	223,918	325,918	429,958
Operating Reserve Fund	230,546	193,046	157,046	108,298	67,448	39,623
Total	1,160,305	218,925	280,965	332,217	393,367	469,582

Reserve Schedule

Reserve Fund: 911 Call Answer - Equipment Replacement Fund

ERF Group: EMGTSV.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101460	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		835,240	929,758	25,878	123,918	223,918	325,918
Transfer from Ops Budget		94,518	96,120	98,040	100,000	102,000	104,040
Expenditures		-	(1,000,000)	-	-	-	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		929,758	25,878	123,918	223,918	325,918	429,958

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 - Operating Reserve Fund

To mitigate fluctuating Call Answer Levies

Reserve Cash Flow

Fund: Fund Centre:	1500 105508	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		263,006	230,546	193,046	157,046	108,298	67,448
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		(35,160)	(37,500)	(36,000)	(48,748)	(40,850)	(27,825)
Interest Income		2,700	-	-	-	-	-
Ending Balance \$		230,546	193,046	157,046	108,298	67,448	39,623

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2021 BUDGET

911 Call Answer - Municipalities

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.912B - 911 Call Answer - Municipalities

Committee: Planning, Transportation & 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 - 911 Call Answer - Municipalities	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>EXPENDITURES</u>										
Return Grants in Lieu of Taxes	54,678	54,678	54,678	-	-	54,678	54,678	54,678	54,678	54,678
*Percentage Increase over prior year						0.0%	0.0%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Call Answer Levy Revenue	(809,100)	(799,630)	(799,630)	-	-	(799,630)	(799,630)	(799,630)	(799,630)	(799,630)
TOTAL REVENUE	(809,100)	(799,630)	(799,630)	-	-	(799,630)	(799,630)	(799,630)	(799,630)	(799,630)
EXCESS OF REVENUE OVER EXPENDITURES	(754,422)	(744,952)	(744,952)	-	-	(744,952)	(744,952)	(744,952)	(744,952)	(744,952)
Estimated Balance c/fwd from 2020 to 2021	-	(9,470)	9,470	-	-	9,470	-	-	-	-
Balance c/fwd from 2019 to 2020	(48,995)	(48,995)	-	-	-	-	-	-	-	-
NEGATIVE REQUISITION	803,417	803,417	735,482	-	-	735,482	744,952	744,952	744,952	744,952
*Percentage increase over prior year Requisition						-8.5%	1.3%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2021 BUDGET

913 Fire Dispatch

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.913 913 Fire Dispatch

Committee: Planning, Transportation & 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 Telephone Extended Service Establishment Bylaw No. 1,1997"). The District of Langford has a contract to handle this dispatch through the fire hall.

SERVICE DESCRIPTION:

This service provides for call relay from the 911 PSAP to fire for the area of the CRD served by the Sooke, Westshore, and Gulf Islands RCMP detachments.

The service funds a contract with Langford Fire to receive fire calls from the 911 Call Answer Centre at the Westshore RCMP.

The review of services for 911 will allow the CRD to reinvest and replace outdated equipment, with technology able to utilize current trends in Next Generation and Phase II Wireless 911.

PARTICIPATION:

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

FUNDING:

Requisition

1.913 - Langford Fire Dispatch	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Contract for Services	640,060	640,060	656,062	-	-	656,062	672,460	689,270	706,500	720,630
Allocations	41,751	41,751	52,997	-	-	52,997	61,192	62,467	63,768	65,044
Other Operating Expenses	18,580	13,190	13,160	-	-	13,160	13,420	13,680	13,960	14,240
TOTAL OPERATING COSTS	700,391	695,001	722,219	-	-	722,219	747,072	765,417	784,228	799,914
*Percentage Increase over prior year						3.1%	3.4%	2.5%	2.5%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	6,300	11,690	3,000	-	-	3,000	6,300	6,430	6,560	6,690
TOTAL CAPITAL / RESERVE	6,300	11,690	3,000	-	-	3,000	6,300	6,430	6,560	6,690
TOTAL COSTS	706,691	706,691	725,219	-	-	725,219	753,372	771,847	790,788	806,604
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(12,113)	(12,113)	(12,320)	-	-	(12,320)	(12,560)	(12,810)	(13,060)	(13,320)
Revenue - Other	(200)	(200)	(800)	-	-	(800)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(12,313)	(12,313)	(13,120)	-	-	(13,120)	(12,760)	(13,010)	(13,260)	(13,520)
REQUISITION	(694,378)	(694,378)	(712,099)	-	-	(712,099)	(740,612)	(758,837)	(777,528)	(793,084)
*Percentage increase over prior year Requisition						2.6%	4.0%	2.5%	2.5%	2.0%

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

Service No.	1.913	Carry						
	913 Fire Dispatch	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
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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	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.913

Service Name: 913 Fire Dispatch

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

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
21-01	Replacement	Communication Equipment	Communication Equipment	\$25,000	E	ERF	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
			GRAND TOTAL	\$25,000			\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000

Reserve Schedule

Reserve Fund: 1.913 Langford Fire Dispatch - Equipment Replacement Fund

ERF Group: LANGFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102125	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		44,346	45,646	43,646	44,946	46,376	47,936
Transfer from Ops Budget		6,300	3,000	6,300	6,430	6,560	6,690
Expenditures		(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Interest Income		-	-	-	-	-	-
Ending Balance \$		45,646	43,646	44,946	46,376	47,936	49,626

Assumptions/Background:

Maintain balance which will allow for routine annual equipment replacements as well as unexpected expenditures.

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Regional CREST Contribution

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.921 Regional CREST Contribution

Committee: Planning, Transportation & 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	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Payments to CREST	1,681,602	1,681,602	1,710,190	-	-	1,710,190	1,744,390	1,779,280	1,814,870	1,851,170
Internal Interest	8,000	8,000	8,000	-	-	8,000	8,000	8,000	8,000	8,000
TOTAL COSTS	1,689,602	1,689,602	1,718,190	-	-	1,718,190	1,752,390	1,787,280	1,822,870	1,859,170
*Percentage Increase over prior year						1.7%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2019 to 2020	882	882	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(98,300)	(98,300)	(99,970)	-	-	(99,970)	(101,970)	(104,010)	(106,090)	(108,210)
Interest Income	(3,000)	(3,000)	(3,000)	-	-	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
TOTAL REVENUE	(100,418)	(100,418)	(102,970)	-	-	(102,970)	(104,970)	(107,010)	(109,090)	(111,210)
REQUISITION	(1,589,184)	(1,589,184)	(1,615,220)	-	-	(1,615,220)	(1,647,420)	(1,680,270)	(1,713,780)	(1,747,960)
*Percentage increase over prior year Requisition						1.6%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Animal Care Services

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.313 Animal Care Services

Committee: Electoral Area

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	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries & Wages	714,132	738,576	732,246	-	-	732,246	735,596	751,301	767,332	783,704
Vehicle Operating Expenses	25,860	25,860	26,300	-	-	26,300	26,830	27,370	27,920	28,480
Telecommunications	42,970	42,970	43,700	-	-	43,700	44,570	45,460	46,370	47,300
Supplies	40,738	40,693	36,000	-	-	36,000	36,720	37,450	38,200	38,960
Allocations	185,769	185,769	193,011	-	-	193,011	203,412	206,682	210,263	213,852
Other Operating Expenses	122,550	104,480	121,765	-	-	121,765	124,180	126,630	129,150	131,720
TOTAL OPERATING COSTS	1,132,019	1,138,348	1,153,022	-	-	1,153,022	1,171,308	1,194,893	1,219,235	1,244,016
*Percentage Increase over prior year						1.9%	1.6%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	10,000	3,671	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL CAPITAL / RESERVE	10,000	3,671	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL COSTS	1,142,019	1,142,019	1,163,022	-	-	1,163,022	1,181,308	1,204,893	1,229,235	1,254,016
Internal Charges (Bylaw)	12,032	12,032	12,428	-	-	12,428	12,499	12,736	12,983	13,234
OPERATING COSTS LESS INTERNAL RECOVERIES	1,154,051	1,154,051	1,175,450	-	-	1,175,450	1,193,807	1,217,629	1,242,218	1,267,250
<u>FUNDING SOURCES (REVENUE)</u>										
Fees Charged	(29,000)	(29,131)	(29,440)	-	-	(29,440)	(29,960)	(30,500)	(31,060)	(31,620)
Sale of Goods and Services	(678,450)	(683,449)	(696,860)	-	-	(696,860)	(713,000)	(719,960)	(734,360)	(749,040)
Grants in Lieu of Taxes	(11,426)	(11,426)	(11,740)	-	-	(11,740)	(11,940)	(12,160)	(12,370)	(12,620)
Revenue - Other	(9,250)	(4,120)	(5,690)	-	-	(5,690)	(6,350)	(9,710)	(9,890)	(10,090)
TOTAL REVENUE	(728,126)	(728,126)	(743,730)	-	-	(743,730)	(761,250)	(772,330)	(787,680)	(803,370)
REQUISITION	(425,925)	(425,925)	(431,720)	-	-	(431,720)	(432,557)	(445,299)	(454,538)	(463,880)
*Percentage increase over prior year Requisition						1.4%	0.2%	2.9%	2.1%	2.1%
AUTHORIZED POSITIONS										
Salaried	7.3		7.3			7.3	7.3	7.3	7.3	7.3

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

Service No.	1.313	Carry						
	Animal Care Services	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$3,029	\$4,040	\$4,120	\$4,205	\$0	\$15,394
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$18,000	\$18,000	\$18,000	\$18,000	\$0	\$72,000

\$0	\$21,029	\$22,040	\$22,120	\$22,205	\$0	\$87,394
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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	\$21,029	\$22,040	\$22,120	\$22,205	\$0	\$87,394
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$21,029	\$22,040	\$22,120	\$22,205	\$0	\$87,394
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.313

Service Name: Animal Care Services

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

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
19-01	Replacement	Computer Replacements	Replacement of computer equipment	\$18,364	E	ERF	\$0	\$3,029	\$4,040	\$4,120	\$4,205	\$0	\$15,394
19-02	Replacement	Vehicle Replacements	Replacement of vehicles (shared with Bylaw)	\$90,000	V	ERF	\$0	\$18,000	\$18,000	\$18,000	\$18,000	\$0	\$72,000
			GRAND TOTAL	\$108,364			\$0	\$21,029	\$22,040	\$22,120	\$22,205	\$0	\$87,394

Animal Care Services
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Operating Reserve Fund	3,273	3,273	3,273	3,273	3,273	3,273
Equipment Replacement Fund	74,163	63,134	51,094	38,974	26,769	36,769
Total	77,436	66,406	54,366	42,246	30,041	40,041

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 & 105103	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		3,223	3,273	3,273	3,273	3,273	3,273
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchases		-	-	-	-	-	-
Interest Income		50	-	-	-	-	-
Ending Balance \$		3,273	3,273	3,273	3,273	3,273	3,273

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Equipment Replacement Fund

For replacement of vehicles, computers and furnishings.

ERF Group: ANICON.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101424	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		85,133	74,163	63,134	51,094	38,974	26,769
Transfer from Op Budget		10,000	10,000	10,000	10,000	10,000	10,000
Planned Purchases		(20,970)	(21,029)	(22,040)	(22,120)	(22,205)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		74,163	63,134	51,094	38,974	26,769	36,769

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Noise Control

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.320 Noise Control

Committee: Electoral Area

DEFINITION:

To provide noise control to member electoral areas of the Capital Regional District (Letter Patent - September 3, 1981; amended January 18, 1984; Supplementary Letters Patent - January 22, 1987). This function is performed by Bylaw officers from the CRD's Langford and Salt Spring Island offices.

SERVICE DESCRIPTION:

Administration and enforcement of the Noise Bylaws for the three Electoral Areas.

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

Total such functions of 1.320 (Noise Control) and 1.322 (Nuisance & Unsightly Premises) not to exceed \$1.00 / \$1,000 overall.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Requisition

1.320 - Noise Control

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Legal	7,340	7,340	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Allocations	1,953	1,953	2,304	-	-	2,304	2,607	2,656	2,706	2,757
Internal Time Charges	29,208	29,208	29,876	-	-	29,876	30,047	30,614	31,208	31,814
Other Operating Expenses	60	60	60	-	-	60	60	60	60	60
TOTAL OPERATING COSTS	38,561	38,561	39,140	-	-	39,140	39,754	40,510	41,294	42,101
*Percentage Increase over prior year						1.5%	1.6%	1.9%	1.9%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Other	(231)	(231)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(231)	(231)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
REQUISITION	(38,330)	(38,330)	(38,940)	-	-	(38,940)	(39,554)	(40,310)	(41,094)	(41,901)
*Percentage increase over prior year Requisition						1.6%	1.6%	1.9%	1.9%	2.0%

Reserve Schedule

Reserve Fund: 1.320 Noise Control - Operating Reserve Fund - Bylaw 4146

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 105406	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		2,494	2,532	2,532	2,532	2,532	2,532
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income*		38	-	-	-	-	-
Ending Balance \$		2,532	2,532	2,532	2,532	2,532	2,532

Assumptions/Background:

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

* 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

Nuisance & Unsightly Premises

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.322 Nuisance & Unsightly Premises

Committee: Electoral Area

DEFINITION:

To provide regulation of nuisances and unsightly premises to the participating electoral areas (Letters Patent - May 19, 1977). This function is performed by Bylaw Officers from the CRD's Langford and Salt Spring Island offices.

SERVICE DESCRIPTION:

Enforce the Nuisance and Unsightly Premises Bylaw for the three Electoral Areas as in accordance with procedures and provisions of the Local Government Act.

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

Total such functions of 1.320 (Noise Control) and 1.322 (Nuisance & Unsightly Premises) not to exceed \$1.00 / \$1,000 overall.

FUNDING:

Requisition

1.322 - Nuisance & Unsightly Premises	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Legal	2,152	2,152	2,085	-	-	2,085	2,130	2,170	2,210	2,250
Allocations	2,384	2,384	2,825	-	-	2,825	3,247	3,309	3,373	3,437
Internal Time Charges	46,257	46,257	46,750	-	-	46,750	47,017	47,905	48,835	49,782
Other Operating Expenses	330	330	330	-	-	330	340	350	360	370
TOTAL OPERATING COSTS	51,123	51,123	51,990	-	-	51,990	52,734	53,734	54,778	55,839
*Percentage Increase over prior year						1.7%	1.4%	1.9%	1.9%	1.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(178)	(178)	(170)	-	-	(170)	(170)	(170)	(170)	(170)
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(278)	(278)	(270)	-	-	(270)	(270)	(270)	(270)	(270)
REQUISITION	(50,845)	(50,845)	(51,720)	-	-	(51,720)	(52,464)	(53,464)	(54,508)	(55,569)
*Percentage increase over prior year Requisition						1.7%	1.4%	1.9%	2.0%	1.9%

Reserve Schedule

Reserve Fund: 1.322 Nuisances & Unsightly Premises - Operating Reserve Fund
--

For unforeseen legal expenses

Reserve Cash Flow

Fund: Fund Centre:	1500 105403	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		15,264	15,494	15,494	15,494	15,494	15,494
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Interest Income		230	-	-	-	-	-
Ending Balance \$		15,494	15,494	15,494	15,494	15,494	15,494

<u>Assumptions/Background:</u>

CAPITAL REGIONAL DISTRICT

2021 BUDGET

ByLaw Services

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.323 Bylaw Services

Committee: Electoral Area

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

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Salaries & Wages	335,117	424,079	345,927	-	-	345,927	347,343	354,771	362,362	370,111
Vehicle Operating Expenses	16,983	18,983	17,270	-	-	17,270	17,620	17,970	18,330	18,700
Telecommunications	5,070	5,070	5,160	-	-	5,160	5,260	5,370	5,480	5,590
Supplies	1,000	100	1,000	-	-	1,000	1,020	1,040	1,060	1,080
Allocations	68,664	68,664	72,179	-	-	72,179	73,045	74,219	75,661	77,118
Other Operating Expenses	28,712	16,422	28,800	-	-	28,800	29,360	29,950	30,540	31,140
TOTAL OPERATING COSTS	455,546	533,318	470,336	-	-	470,336	473,648	483,320	493,433	503,739
*Percentage Increase over prior year						3.2%	0.7%	2.0%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	36,960	36,960	36,960	-	-	36,960	36,960	36,960	36,960	36,960
TOTAL CAPITAL / RESERVE	36,960	36,960	36,960	-	-	36,960	36,960	36,960	36,960	36,960
TOTAL COSTS	492,506	570,278	507,296	-	-	507,296	510,608	520,280	530,393	540,699
<u>Internal Recoveries</u>	(464,907)	(542,631)	(478,016)	-	-	(478,016)	(480,748)	(489,830)	(499,333)	(509,019)
OPERATING COSTS LESS INTERNAL RECOVERIES	27,599	27,647	29,280	-	-	29,280	29,860	30,450	31,060	31,680
<u>FUNDING SOURCES (REVENUE)</u>										
Sale of Goods and Services	(24,099)	(23,577)	(25,730)	-	-	(25,730)	(26,240)	(26,760)	(27,300)	(27,850)
Revenue - Other	(3,500)	(4,070)	(3,550)	-	-	(3,550)	(3,620)	(3,690)	(3,760)	(3,830)
TOTAL REVENUE	(27,599)	(27,647)	(29,280)	-	-	(29,280)	(29,860)	(30,450)	(31,060)	(31,680)
REQUISITION	-	-	-	-	-	-	-	-	-	-
AUTHORIZED POSITIONS:										
Salaried	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 - 2021 to 2025

Service No.	1.323	Carry						
	ByLaw Services	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$970	\$990	\$1,010	\$1,030	\$0	\$4,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$0	\$60,000	

\$0	\$15,970	\$15,990	\$16,010	\$16,030	\$0	\$64,000
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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	\$15,970	\$15,990	\$16,010	\$16,030	\$0	\$64,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$15,970	\$15,990	\$16,010	\$16,030	\$0	\$64,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.323

Service Name: ByLaw Services

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

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
19-01	Replacement	Computers	Replacement of computer equipment	\$4,950	E	ERF	\$0	\$970	\$990	\$1,010	\$1,030	\$0	\$4,000
19-02	Replacement	Vehicle	Replacement of Bylaw vehicle	\$75,000	V	ERF	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$0	\$60,000
			GRAND TOTAL	\$79,950			\$0	\$15,970	\$15,990	\$16,010	\$16,030	\$0	\$64,000

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund

ERF Group: BYLAW.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101426	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		25,831	46,841	67,831	88,801	109,751	130,681
Transfer from Ops Budget		36,960	36,960	36,960	36,960	36,960	36,960
Proceed from Disposition		-	-	-	-	-	-
Planned Purchase		(15,950)	(15,970)	(15,990)	(16,010)	(16,030)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		46,841	67,831	88,801	109,751	130,681	167,641

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

* 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

Building Inspection

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.318 Building Inspection	Committee: Electoral Area
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DEFINITION:

To carry out the Building Regulations function as specified by Section 818 of the Local Government Act (Letters Patent - January 1, 1970).

SERVICE DESCRIPTION:

The building inspection department provides building inspection services to homeowners, builders and contractors in compliance with both the BC Building Code and CRD Building Bylaw 3741 (2010) and 3780 Amendment (2011). The Building inspection service includes receiving, reviewing and advising on building permit applications, processing of the applications including code analysis and referrals to other agencies, issuing building permits and verifying conditional requirements, arranging and carrying out site and construction inspections and granting final approval for occupancy. Staff also provides inspection services to other CRD departments on a cost recovery basis.

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

None stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

Change in Budget 2020 to 2021
Service: 1.318 Building Inspection

Total Expenditure

Comments

2020 Budget

1,561,459

Change in Salaries:

Base salary change	20,370	Inclusive of estimated collective agreement changes
Step increase/paygrade change	(3,384)	New hires at lower pay step
Other (explain as necessary)	7,993	Vacant 0.1 FTE (Admin Clerk) salary added in 2021 budget (not in 2020)
Total Change in Salaries	<u>24,979</u>	

Other Changes:

Allocations	21,360	Standard OH Allocation increase is the combination of 2020 operating cost increase and 3rd year new model implementation. Increases also are in HR and Building Occupancy allocations.
Vehicles / Travel Costs	16,203	Cost associated with travel to Eas and vehicle operating and maintenance costs
Real Estate Labour Charge	14,720	In alignment with historical actual costs
Other	14,569	Staff training, membership fees, courier
Total Other Changes	<u>66,852</u>	

2021 Budget

1,653,290

% expense increase from 2020:	5.9%
% Requisition increase from 2020 (if applicable):	11.0%

Requisition funding is 28% of service revenue.
Operating Reserve funding is 10% of the service revenue.

Overall 2020 Budget Performance

(expected variance to budget and surplus treatment)

Fee revenues are projected at 117K (11.7%) lower than budget as we experience low permit fee revenue since May. The total expenditures are projected at 115K(7.4%) lower than budget manily due to the vacancies and lower pay step for new hire. The estimated overall deficit of 2K will be covered by operating reserve fund.

1.318 - Building Inspection
OPERATING COSTS

	2020 BOARD BUDGET	ESTIMATED ACTUAL	BUDGET REQUEST 2021				FUTURE PROJECTIONS			
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
Salaries & Wages	1,124,275	989,600	1,151,316	-	-	1,151,316	1,156,103	1,180,806	1,206,044	1,231,829
Telecommunications	35,290	34,455	35,890	-	-	35,890	36,610	37,340	38,090	38,850
Legal Expenses	10,220	4,327	10,390	-	-	10,390	10,600	10,810	11,030	11,250
Building Rent	33,706	33,706	34,450	-	-	34,450	35,210	35,980	36,770	37,510
Supplies	16,108	13,832	16,380	-	-	16,380	16,700	17,040	17,380	17,720
Allocations	188,554	209,518	225,494	-	-	225,494	240,721	245,480	250,332	255,284
Other Operating Expenses	120,006	127,138	146,070	-	-	146,070	149,210	152,160	155,160	158,229

TOTAL OPERATING COSTS	1,528,159	1,412,576	1,619,990	-	-	1,619,990	1,645,154	1,679,616	1,714,806	1,750,672
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*Percentage Increase over prior year

CAPITAL / RESERVES

Transfer to Equipment Replacement Fund	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-

TOTAL CAPITAL / RESERVES	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
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Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
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TOTAL COSTS	1,561,459	1,445,876	1,653,290	-	-	1,653,290	1,678,454	1,712,916	1,748,106	1,783,972
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Internal Recoveries	(29,362)	(29,362)	(29,486)	-	-	(29,486)	(30,076)	(30,677)	(31,291)	(31,920)
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TOTAL COSTS LESS INTERNAL RECOVERIES	1,532,097	1,416,514	1,623,804	-	-	1,623,804	1,648,378	1,682,239	1,716,815	1,752,052
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FUNDING SOURCES (REVENUE)

							6.0%	1.5%	2.1%	2.1%	2.1%
Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-	-
Fees Charged	(970,610)	(857,905)	(1,019,141)	-	-	(1,019,141)	(1,067,671)	(1,089,030)	(1,110,810)	(1,133,030)	(1,133,030)
Contract Revenue	(35,000)	(30,000)	(36,781)	-	-	(36,781)	(37,510)	(38,250)	(39,020)	(39,800)	(39,800)
Transfer from Operating Reserve	(114,247)	(116,369)	(126,400)	-	-	(126,400)	(37,409)	(4,000)	-	-	-
Grants in Lieu of Taxes	(1,443)	(1,443)	(1,510)	-	-	(1,510)	(1,540)	(1,570)	(1,600)	(1,630)	(1,630)
Revenue - Other	(2,000)	(2,000)	(2,562)	-	-	(2,562)	(2,672)	(2,796)	(2,921)	(2,880)	(2,880)

TOTAL REVENUE	(1,123,300)	(1,007,717)	(1,186,394)	-	-	(1,186,394)	(1,146,802)	(1,135,646)	(1,154,351)	(1,177,340)	(1,177,340)
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REQUISITION	(408,797)	(408,797)	(437,411)	-	-	(437,411)	(501,576)	(546,593)	(562,464)	(574,712)	(574,712)
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*Percentage increase over prior year
Requisition

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

Service No.	1.318 Building Inspection	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$0	\$5,000	\$0	\$0	\$0	\$15,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$45,000	\$0	\$0	\$45,000	\$0	\$0	\$90,000

\$0	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000
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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	\$55,000	\$0	\$5,000	\$45,000	\$0	\$0	\$105,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.318

Service Name: Building Inspection

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

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
18-01	Replacement	Vehicle Replacement	Vehicle Replacement	\$90,000	V	ERF	\$0	\$45,000	\$0	\$0	\$45,000	\$0	\$90,000
19-01	Replacement	Computer Replacement	Replacement of Computer equipment	\$5,000	E	ERF	\$0	\$0	\$0	\$5,000	\$0	\$0	\$5,000
21-01	Replacement	Furniture Replacement	Salt Spring Island furniture replacement	\$10,000	E	ERF	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
GRAND TOTAL				\$105,000			\$0	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000

Building Inspection
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Operating Reserve Fund	168,538	42,138	4,729	729	729	729
Equipment Replacement Fund	73,457	28,457	38,457	43,457	8,457	18,457
Total	241,995	70,595	43,186	44,186	9,186	19,186

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

For requisition rate stabilization during periods of fluctuating permit fee revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 to be created	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		281,907	168,538	42,138	4,729	729	729
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		(116,369)	(126,400)	(37,409)	(4,000)	-	-
Interest Income		3,000	-	-	-	-	-
Ending Balance \$		168,538	42,138	4,729	729	729	729

<u>Assumptions/Background:</u>

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101425	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		148,457	73,457	28,457	38,457	43,457	8,457
Transfer from Ops Budget		10,000	10,000	10,000	10,000	10,000	10,000
Planned Purchase		(85,000)	(55,000)	-	(5,000)	(45,000)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		73,457	28,457	38,457	43,457	8,457	18,457

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.
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CAPITAL REGIONAL DISTRICT

2021 BUDGET

INTEGRATED WATER SERVICES

COMMITTEE OF THE WHOLE

OCTOBER 2020

COMMITTEE OF THE WHOLE

October 28, 2020

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Click on the service area name below to access selected budgets

Integrated Water Services

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		Cost Sharing Allocation	81	-	83
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8.2.2	3.712	North East Trunk Sewer	91	-	97
8.2.3	3.713	East Coast Interceptor	98	-	104
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COMMITTEE OF THE WHOLE

October 28, 2020

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Click on the service area name below to access selected budgets

Integrated Water Services

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CAPITAL REGIONAL DISTRICT

2021 BUDGET

Regional Water Supply

COMMITTEE OF THE WHOLE

OCTOBER 2020

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
District of Oak Bay
District of Saanich
Township of Esquimalt
District of Central Saanich

Town of Sidney
District of North Saanich
Town of View Royal
City of Colwood
City of Langford

District of Metchosin
District of Sooke
Juan de Fuca Electoral Area
District of Highlands

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Authorized:	\$137,700,000	Pre - (Consolidated MFA Loan Authorizations - Regional Water Supply Water Works Facilities)
Borrowed:	\$91,400,000	Pre - (Consolidated amounts borrowed - Regional Water Supply Water Works Facilities)
Expired:	\$46,300,000	

Authorized:	\$60,000,000	(MFA Bylaw No. 3451 - Regional Water Supply Land Acquisition)
Borrowed:	\$60,000,000	(MFA Bylaw No. 3451 - Regional Water Supply Land Acquisition)

Authorized:	\$12,500,000	2014 - (MFA Bylaw No. 3902 - Regional Water Supply Water Works Facilities)
Borrowed:	\$9,500,000	
Expired:	\$3,000,000	

FUNDING:

Costs are recovered through the sale of bulk water.

Change in Budget 2020 to 2021
Service: 2.670 Regional Water Supply

Total Expenditure

Comments

2020 Budget

34,055,398

Change in Salaries:

Change in Labour	188,241	Labour charges (Salaries and overhead, including corporate allocations)
0.4 FTE Water Sampling Technician	55,000	IBC 10d-2 Leech River Water Quality Operations
1.0 FTE Water Utility Operator	190,000	IBC 10a-2.1 Water Infrastructure Resilience
1.0 FTE Watershed Operator	125,000	IBC 10a-0.1 Watershed Security Position
Auxiliary staff	(81,000)	Reduction in auxiliary budget to offset 1.0 FTE Watershed Operator IBC 10a-0.1
Total Change in Salaries	477,241	

Other Changes:

Contract for Services	(25,000)	2020 NSERC funding
Contract for Services	25,000	2021 NSERC funding
Contract for Services	(150,000)	IBC 10d-3 2020 Watershed Hydrology Monitoring
Contract for Services	150,000	IBC 10d-3 2021 Watershed Hydrology Monitoring
Contract for Services	100,000	Agricultural Water Rate Review and Options Study
Chemical Supplies	145,257	
Transfer to Capital Fund	209,342	
Principal & Interest Payments	(129,537)	
Agriculture Water Rate Funding	100,000	
Other Costs	(36,418)	
Total Other Changes	388,644	

2021 Budget

34,921,283

% expense increase from 2020: 2.5%

% Requisition increase from 2020 (if applicable):

n/a

Requisition funding is (x)% of service revenue

SAP

Overall 2020 Budget Performance

(expected variance to budget and surplus treatment)

There is a one time favourable operating variance of \$720,000 (4.9%) due to reduced staffing costs from vacant positions, reduced overtime, and reduced Demand Management allocation. Revenue has decreased by \$590,000 (1.7%) from budget due to lower than budgeted water sales. The net surplus of \$130,000 will be transferred to the services' Water Capital Fund.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Regional Water Supply

SUMMARY

1	2021 BUDGET REQUEST						FUTURE PROJECTIONS			
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	2021 ONGOING	2021 ONE-TIME	TOTAL (COL 4, 5 & 6)	2022	2023	2024	2025
	2	3	4	5	6	7	8	9	10	11
<u>GENERAL PROGRAM EXPENDITURES:</u>										
WATERSHED PROTECTION	5,458,878	5,179,839	5,349,054	44,000	175,000	5,568,054	5,500,915	5,610,933	5,723,152	5,837,615
WATER MANAGEMENT	5,223,517	5,075,428	5,420,530	190,000	-	5,610,530	5,711,860	5,827,345	5,944,992	6,054,070
WATER QUALITY	1,611,591	1,634,545	1,775,256	55,000	-	1,830,256	1,843,700	1,882,386	1,921,900	1,962,233
CROSS CONNECTION	744,787	740,854	737,690	-	-	737,690	752,465	767,519	782,865	798,503
DEMAND MANAGEMENT	813,710	673,034	686,034	-	-	686,034	694,708	708,581	722,745	737,187
INFRASTRUCTURE ENGINEERING	494,110	491,110	486,900	-	-	486,900	496,640	506,570	516,710	527,040
FLEET OPERATION & MAINTENANCE	(299,295)	(287,024)	(297,540)	-	-	(297,540)	(303,491)	(309,561)	(315,751)	(322,067)
CUSTOMER TECHNICAL SERVICES & GM SUPPORT *	607,905	427,503	619,362	-	100,000	719,362	624,871	637,936	651,275	656,063
TOTAL OPERATING EXPENDITURES	14,655,203	13,935,289	14,777,286	289,000	275,000	15,341,286	15,321,669	15,631,708	15,947,888	16,250,644
<i>Percentage increase over prior year's board budget</i>			0.83%			4.68%	-0.13%	2.02%	2.02%	1.90%
AGRICULTURAL WATER RATE FUNDING	1,500,000	1,500,000	1,600,000	-	-	1,600,000	1,650,000	1,700,000	1,750,000	1,800,000
			6.67%			6.67%	3.13%	3.03%	2.94%	2.86%
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO WATER CAPITAL FUND	9,107,214	9,237,453	9,297,180	-	-	9,297,180	9,500,000	10,200,000	14,652,000	15,873,204
TRANSFER TO EQUIPMENT REPLACEMENT FUND	299,294	299,294	297,540	-	-	297,540	303,491	309,561	315,751	322,066
TRANSFER TO DEBT RESERVE FUND	30,480	30,480	51,610	-	-	51,610	192,610	205,610	264,610	33,610
TOTAL CAPITAL EXPENDITURES & TRANSFERS	9,436,988	9,567,227	9,646,330	-	-	9,646,330	9,996,101	10,715,171	15,232,361	16,228,880
<u>DEBT</u>										
DEBT - INTEREST AND PRINCIPAL	8,463,204	8,463,204	8,333,667	-	-	8,333,667	8,658,848	8,944,560	5,152,302	5,196,255
TOTAL DEBT EXPENDITURES	8,463,204	8,463,204	8,333,667	-	-	8,333,667	8,658,848	8,944,560	5,152,302	5,196,255
<u>DEFICIT TRANSFERRED TO FOLLOWING YR</u>										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
TOTAL EXPENDITURES	34,055,395	33,465,720	34,357,283	289,000	275,000	34,921,283	35,626,618	36,991,439	38,082,551	39,475,779
<u>SOURCES OF FUNDING</u>										
REVENUE - SALES	(33,442,855)	(32,819,280)	(33,741,613)	(289,000)	(275,000)	(34,305,613)	(35,010,948)	(36,375,769)	(37,466,881)	(38,860,109)
REVENUE - OTHER	(612,540)	(646,440)	(615,670)	-	-	(615,670)	(615,670)	(615,670)	(615,670)	(615,670)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(34,055,395)	(33,465,720)	(34,357,283)	(289,000)	(275,000)	(34,921,283)	(35,626,618)	(36,991,439)	(38,082,551)	(39,475,779)
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
TOTAL SOURCES OF FUNDING	(34,055,395)	(33,465,720)	(34,357,283)	(289,000)	(275,000)	(34,921,283)	(35,626,618)	(36,991,439)	(38,082,551)	(39,475,779)
<i>Percentage increase over prior year's board budget</i>			0.89%			2.54%	2.02%	3.83%	2.95%	3.66%

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

Service No.	2.670 Regional Water Supply	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$410,000	\$400,000	\$2,155,000	\$2,130,000	\$0	\$0	\$4,685,000
Equipment	\$2,360,000	\$3,965,000	\$5,295,000	\$2,635,000	\$895,000	\$705,000	\$13,495,000
Land	\$275,350	\$1,615,350	\$845,000	\$730,000	\$500,000	\$400,000	\$4,090,350
Engineered Structures	\$8,648,000	\$16,248,000	\$21,775,000	\$29,025,000	\$30,500,000	\$3,450,000	\$100,998,000
Vehicles	\$168,000	\$520,000	\$215,000	\$265,000	\$280,000	\$280,000	\$1,560,000
	\$11,861,350	\$22,748,350	\$30,285,000	\$34,785,000	\$32,175,000	\$4,835,000	\$124,828,350

SOURCE OF FUNDS

Capital Funds on Hand	\$11,773,350	\$19,438,350	\$8,970,000	\$9,720,000	\$11,795,000	\$3,955,000	\$53,878,350
Debenture Debt (New Debt Only)	\$0	\$1,800,000	\$15,900,000	\$17,200,000	\$11,100,000	\$0	\$46,000,000
Equipment Replacement Fund	\$88,000	\$310,000	\$215,000	\$265,000	\$280,000	\$280,000	\$1,350,000
Grants (Federal, Provincial)	\$0	\$1,200,000	\$5,200,000	\$7,600,000	\$9,000,000	\$600,000	\$23,600,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$11,861,350	\$22,748,350	\$30,285,000	\$34,785,000	\$32,175,000	\$4,835,000	\$124,828,350

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

Service No.	2.670/2.680							
	Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL

EXPENDITURE

Buildings	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
Equipment	\$500,000	\$1,490,000	\$980,000	\$330,000	\$330,000	\$330,000	\$3,460,000
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

\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.670

Service Name:

Regional Water Supply

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.

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
WATERSHED PROTECTION													
Planning													
17-01	Renewal	Repair of Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building	\$90,000	B	WU	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
17-04	New	Water Supply Area - Fish Stream Assessments	Inventory and assessment of fish, fish habitat, and stream channel stability in priority streams in the GVWSA.	\$325,000	L	WU	\$93,350	\$93,350	\$0	\$0	\$0	\$0	\$93,350
18-01	New	Post-Wildfire Debris Flow Modelling	Site specific modelling of the potential impact to Sooke Lake Reservoir and infrastructure of a significant wildfire in the Sooke WSA.	\$150,000	L	WU	\$55,000	\$55,000	\$0	\$0	\$0	\$0	\$55,000
18-10	Study	Species-at-Risk Wildlife Habitat	An assessment (office and field) and plan for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.	\$135,000	L	WU	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
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	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
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	\$0	\$0	\$180,000	\$0	\$0	\$0	\$180,000
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	\$30,000	L	WU	\$15,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000
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.	\$260,000	L	WU	\$0	\$85,000	\$70,000	\$50,000	\$0	\$0	\$205,000
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	\$75,000	\$75,000	\$95,000	\$60,000	\$0	\$0	\$230,000
21-19	Study	Lakes Assessment Sooke and Goldstream WSAs	An assessment of the physical, chemical and biological parameters of the natural lakes in Sooke and Goldstream WSAs	\$75,000	L	WU	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
21-20	Study	West Leech Road	Plan for future construction of a road to access the western portion of the Leech WSA.	\$20,000	L	WU	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
22-03	Study	GVWSA Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area or buffer water supply areas.	\$300,000	L	WU	\$0	\$0	\$100,000	\$100,000	\$100,000	\$0	\$300,000

23-02	Renewal	GVWSA LIDAR Mapping	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)	\$120,000	L	WU	\$0	\$0	\$0	\$120,000	\$0	\$0	\$120,000
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	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
16-01	Renewal	Replace Gatehouse at Goldstream Entrance	The GVWSA entry gatehouse at Goldstream is past end of life and is to be replaced with a purpose built structure with improved vehicle flow and security oversight.	\$600,000	B	WU	\$190,000	\$395,000	\$200,000	\$0	\$0	\$0	\$595,000
16-06	Renewal	Goldstream IWS Field Office	Renewal of Water Quality field office, lab and equipment and supplies storage and Watershed Protection office, training, emergency response, storage and interpretation space at Goldstream entrance, replacing temporary trailers.	\$4,050,000	B	WU	\$215,000	\$0	\$1,915,000	\$2,000,000	\$0	\$0	\$3,915,000
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.	\$480,000	E	WU	\$100,000	\$125,000	\$0	\$0	\$0	\$0	\$125,000
17-06	New	Weeks Lake Area Environmental Assessment and Remediation	Assessment and remediation of the Weeks Lake gravel pit (lead from firearms) and Weeks Lake (metals and hydrocarbons from dumping).	\$365,000	L	WU	\$17,000	\$67,000	\$0	\$0	\$0	\$0	\$67,000
17-09	Renewal	Goldstream Gate Upgrade	The main entrance autogate in Goldstream is past end of life and requires replacement with lifting in/out gates along with project 16-01.	\$75,000	S	WU	\$68,000	\$68,000	\$0	\$0	\$0	\$0	\$68,000
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.	\$750,000	L	WU	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
18-11	New	Large Equipment Storage (Field Operations Centre)	Two additional bays are to be added to the existing fire/spill equipment warehouse at the FOC to shelter large water supply infrastructure equipment.	\$100,000	B	WU	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$5,000
19-02	New	Whiskey Creek Bridge Replacement (Sooke WSA)	Replacement of the existing undersized bridge with a longer and higher concrete structure.	\$300,000	S	WU	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000
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.	\$170,000	E	WU	\$140,000	\$140,000	\$0	\$0	\$0	\$0	\$140,000
20-01	Replacement	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Replacement of the existing undersized culvert with a large bridge as well as nearby asphalt repair or replacement.	\$450,000	S	WU	\$0	\$0	\$450,000	\$0	\$0	\$0	\$450,000
20-29	Renewal	Gravel crushing 14G and 10S quarry (Sooke and Goldstream WSA)	Production of gravel at existing quarries in Sooke and Goldstream WSAs.	\$350,000	S	WU	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
21-01	New	31N Bridge to Replace Undersized Culvert (Goldstream WSA)	Replacement of the existing undersized and failing culvert with a bridge structure.	\$325,000	S	WU	\$0	\$325,000	\$0	\$0	\$0	\$0	\$325,000
21-26	New	Road Deactivation/Rehabilitation in the GVWSA	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.	\$420,000	L	WU	\$0	\$20,000	\$100,000	\$100,000	\$100,000	\$100,000	\$420,000
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	\$250,000	S	WU	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
21-28	New	GVWSA Land Acquisition Priorities	Acquisition of priority GVWSA catchment and buffer lands.	\$750,000	L	WU	\$0	\$750,000	\$0	\$0	\$0	\$0	\$750,000
22-02	New	Muckpile Bridge Supply and Install (Deception)	Replacement of undersized culverts with bridge which will allow for fish and western toad migration.	\$325,000	S	WU	\$0	\$0	\$0	\$0	\$325,000	\$0	\$325,000
23-03	New	Air curtain burner for fuel management	A transportable burner that provides more effective and rapid burning of woody debris with reduced smoke emissions.	\$40,000	E	WU	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
23-04	Renewal	17S/Sooke Main Bridge Replacement	Undersized bridge replacement	\$300,000	S	WU	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
24-01	Renewal	6M/Judge Creek Culvert Replacement (Sooke WSA)	Undersized culvert replacement	\$200,000	S	WU	\$0	\$0	\$0	\$0	\$200,000	\$0	\$200,000
WaterShed Protection Sub-Total				\$18,046,000			\$993,350	\$3,113,350	\$3,410,000	\$3,080,000	\$1,025,000	\$700,000	\$11,328,350

INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	\$1,300,000	S	WU	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
17-13	New	Asset Management Plan	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.	\$300,000	S	WU	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
19-04	New	Seismic Assessment of Critical Facilities	Identified as a priority from Strategic Plan, a seismic assessment of critical facilities and a supply system resilience feasibility study will be undertaken.	\$255,000	S	WU	\$55,000	\$255,000	\$0	\$0	\$0	\$0	\$255,000
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.	\$300,000	S	WU	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
19-28	Study	Goldstream System Hydraulic Analysis	Analysis and documentation of hydraulics of the Goldstream system.	\$50,000	S	WU	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000
20-02	New	Supply System Resilience Feasibility Study	Identified as a priority from the Strategic Plan, a study of water supply system's resilience and high level measures to make important assets resilient will be undertaken.	\$200,000	S	WU	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
20-07	Study	Deep Northern Intake & Transmission Pipeline Study	A technical and business case analysis will be carried out with possible expansion and filtration study upstream of the head tank - this is to replace 2016-09	\$250,000	S	WU	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
20-08	Study	Regional Water DCC Program	Design of a Regional DCC Program	\$200,000	S	WU	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$150,000
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	\$0	\$0	\$0	\$0	\$200,000
20-11	Study	Develop Master Plan	Develop a long term strategic plan to anticipate water demand, water treatment, and future siting of facilities.	\$500,000	S	WU	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
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	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Capital													
15-03	Renewal	Sooke Intake Screens Condition Assessment & Replacement	Renewal of the aging Sooke Intake Tower and equipment to maintain water supply.	\$2,205,000	S	WU	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
18-07	New	Replacement of UV System	Replacement of the UV system at the Goldstream Water Treatment Plant	\$5,400,000	E	WU	\$0	\$400,000	\$3,000,000	\$1,800,000	\$0	\$0	\$5,200,000
18-08	Replacement	Bulk Supply Meter Replacement Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	\$2,200,000	E	WU	\$450,000	\$450,000	\$200,000	\$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.	\$750,000	S	WU	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	\$15,090,000	S	WU	\$100,000	\$350,000	\$4,900,000	\$4,900,000	\$4,900,000	\$0	\$15,050,000
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.	\$500,000	S	WU	\$100,000	\$100,000	\$0	\$0	\$100,000	\$0	\$200,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	\$400,000	S	WU	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$300,000
20-13	New	Electrical Isolation Audit	Inspection audit of facilities to ensure that there is sufficient electrical separation and isolation for safety.	\$50,000	S	WU	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	\$1,000,000	S	WU	\$0	\$100,000	\$450,000	\$450,000	\$0	\$0	\$1,000,000
20-17	Replacement	Decommission Smith Hill Site	Plan and decommission the abandoned Smith Hill reservoir site.	\$650,000	S	WU	\$0	\$0	\$150,000	\$0	\$500,000	\$0	\$650,000
20-18	Replacement	Goldstream Main #4 Replacement	Plan and replacement of the concrete pipe portion of Main #4.	\$200,000	S	WU	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$150,000
20-32	New	pH Adjustment Facility	Design and construct a pH adjustment facility based upon the results of the pH and corrosion study.	\$2,500,000	S	WU	\$0	\$0	\$500,000	\$2,000,000	\$0	\$0	\$2,500,000
20-33	Replacement	Sooke Intake Screens Replacement	Emergency replacement of the Sooke Intake screens.	\$1,800,000	E	WU	\$800,000	\$800,000	\$0	\$0	\$0	\$0	\$800,000
21-06	Replacement	Sooke Lake Dam Spillway Hoist Replacement	Replacement of the sluice gate spillway hoist at Sooke Lake Dam.	\$275,000	E	WU	\$0	\$75,000	\$200,000	\$0	\$0	\$0	\$275,000

21-07	Replacement	Goldstream Water Treatment Plant Communications Upgrade	Increase reliability and resilience of data and voice communications between the UV Plant, Sodium Hypochlorite Building, Ammonia Building.	\$250,000	S	WU	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
21-08	New	Goldstream Water Treatment Plant Emergency Automation	Installation of automatic valves and controls to safeguard chemicals in the event of dosing line breaks	\$145,000	E	WU	\$0	\$145,000	\$0	\$0	\$0	\$0	\$145,000
21-09	New	Goldstream Water Treatment Plant Demolition	Plan and construct provisions demolition.	\$200,000	S	WU	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-10	Replacement	SCADA 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.	\$650,000	E	WU	\$0	\$200,000	\$450,000	\$0	\$0	\$0	\$650,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade	Upgrade vulnerable sections of the RWS Supply Main No. 4 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 partially grant funded project partnered with the Saanich Peninsula Water system.	\$35,400,000	S	WU	\$0	\$1,800,000	\$7,800,000	\$11,400,000	\$13,500,000	\$900,000	\$35,400,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade	Upgrade vulnerable sections of the RWS Supply Main No. 4 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 partially grant funded project partnered with the Saanich Peninsula Water system.	\$23,600,000	S	Grant	\$0	\$1,200,000	\$5,200,000	\$7,600,000	\$9,000,000	\$600,000	\$23,600,000
21-12	New	SR RDF Upgrade	Increased water flows in the Sooke region have resulted in an additional sodium hypochlorite dosing pump and automation for summer flows.	\$75,000	E	WU	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Sub-Total Infrastructure Engineering and Operations				\$97,045,000			\$2,975,000	\$9,020,000	\$23,200,000	\$28,700,000	\$28,550,000	\$2,000,000	\$91,470,000
DAM SAFETY PROGRAM													
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).	\$705,000	S	WU	\$300,000	\$300,000	\$75,000	\$75,000	\$75,000	\$0	\$525,000
16-17	Renewal	Butchart Dam No. 5 Remediation	Phase 1 Rehabilitation (grouting) of Butchart Dam No. 5 and planning for Phase 2.	\$3,550,000	S	WU	\$2,900,000	\$2,900,000	\$0	\$0	\$0	\$0	\$2,900,000
17-25	Renewal	Implications from Sooke Lake Dam Safety Review	Conduct dam improvements at the Sooke Lake Dam that resulted from the Dam Safety Review and routine inspections (refer to the Dam Safety Database)	\$1,350,000	S	WU	\$900,000	\$900,000	\$0	\$0	\$0	\$0	\$900,000
18-19	New	Sooke Lake Dam - Instrumentation System Improvements	Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.	\$1,300,000	S	WU	\$700,000	\$900,000	\$100,000	\$100,000	\$100,000	\$0	\$1,200,000
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	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$500,000
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.	\$1,100,000	E	WU	\$500,000	\$500,000	\$500,000	\$0	\$0	\$0	\$1,000,000
19-08	New	Charters Dam Decommissioning	Charters Dam has been retired from drinking water service, no other interested owners, plan to decommission.	\$450,000	S	WU	\$100,000	\$100,000	\$200,000	\$0	\$0	\$0	\$300,000
19-09	New	Cabin Pond Dams Decommissioning	The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.	\$600,000	S	WU	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$600,000
19-12	New	Goldstream Dams Instrumentation Improvements	Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).	\$600,000	S	WU	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$500,000

19-13	New	Dam Safety Instrumentation - Hydromet	The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).	\$250,000	E	WU	\$50,000	\$100,000	\$50,000	\$50,000	\$50,000	\$0	\$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.	\$200,000	S	WU	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
20-20	Replacement	Saddle Dam Piezometer Installation	Dam safety instrumentation/surveillance installations (i.e. piezometers) are required to monitor the Saddle Dam to monitor the performance of Saddle Dam and for future stability assessments.	\$250,000	S	WU	\$0	\$125,000	\$0	\$0	\$0	\$0	\$125,000
21-03	New	Deception Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and some improvements for the Deception Dam.	\$300,000	S	WU	\$100,000	\$200,000	\$100,000	\$0	\$0	\$0	\$300,000
21-04	New	Saddle Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and some improvements for the Saddle Dam.	\$200,000	S	WU	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-21	Replacement	Goldstream Dams - Gate Improvements	logistics planning in 2021, installation in 2022	\$150,000	S	WU	\$0	\$50,000	\$100,000	\$0	\$0	\$0	\$150,000
21-22	Study	Charters Dam - Dam Safety Review 2021	Legislated obligation to conduct Dam Safety Review, contingent on outcome of the Decommissioning plan and DSO expectations (relates to Item 19-08)	\$250,000	S	WU	\$0	\$150,000	\$100,000	\$0	\$0	\$0	\$250,000
22-08	New	Deception Dam Surveillance Improvements	Replace and supplement the Dam Safety Instrumentation at Deception Dam.	\$450,000	S	WU	\$0	\$0	\$150,000	\$300,000	\$0	\$0	\$450,000
23-01	New	Sooke Lake Dam Update Seismic Assessment	Conduct a seismic assessment of the Sooke Lake Dam as per the previous Dam Safety Reviews.	\$150,000	E	WU	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
23-07	New	Sooke Lake Dam Seismic Retrofits	Detail and construct seismic retrofits for the existing structures initially focusing on the spillway and gates structures.	\$450,000	S	WU	\$0	\$0	\$0	\$150,000	\$300,000	\$0	\$450,000
23-08	Study	Regional Watershed Dams – Flood Forecasting System	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.	\$300,000	S	WU	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$300,000
23-09	Study	Sooke Lake Dam - Dam Safety Review 2023	Conduct a Dam Safety Review	\$200,000	S	WU	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
25-01	Study	Goldstream Dams - Dam Safety Review 2025	Conduct a Dam Safety Review	\$150,000	S	WU	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000
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	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000
Sub-Total Dam Safety Program				\$13,705,000			\$7,350,000	\$8,125,000	\$1,525,000	\$1,025,000	\$675,000	\$300,000	\$11,650,000
WATER QUALITY													
19-29	Study	Leech River Water Quality Monitoring	Monitor water quality from the Leech River for 2 years	\$100,000	S	WU	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$15,000
20-03	Study	Leech River Watershed - Implications for Supply Management	Review data of Leech Monitoring Project and report on implications of adding Leech to water supply	\$40,000	S	WU	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$40,000
20-04	New	Sooke Lake HyDy Model Development	Critical data collection, model building+calibration, model utilization for 3 different scenarios	\$340,000	E	WU	\$320,000	\$80,000	\$180,000	\$30,000	\$30,000	\$0	\$320,000
21-13	New	Flowcam Imaging System	Utilize semi-automated algal analysis to meet increased demands without increasing FTEs	\$150,000	E	WU	\$0	\$140,000	\$10,000	\$0	\$0	\$0	\$150,000
21-14	Renewal	Sooke Lake Sampling Boat Repair	Refurbishment of structural boat parts (floor)	\$10,000	E	WU	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
21-29	Renewal	Microbiological plate pourer	Automation of manual process to increase capacity/worker safety	\$30,000	E	WU	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
22-05	New	WQ Lab Capital Improvements	Building improvements in the lab	\$40,000	B	WU	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
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	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
22-07	Study	Bulk-Water Connection Backflow Protection Study	Investigate all bulk-water connections to CRD or municipal systems and identify the need for backflow protection	\$50,000	S	WU	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
23-05	Renewal	Renovation of Samplers Hut (2955 Sooke Lk Road)	Building exterior paint, roof, gutters, flooring, bathroom	\$80,000	B	WU	\$0	\$0	\$0	\$80,000	\$0	\$0	\$80,000

23-06	Study	GVDWS Nitrification Study	Investigate nitrification occurrence and potential impacts on drinking water quality	\$50,000	S	WU	\$0	\$0	\$0	\$50,000	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000
Water Quality Sub-Total				\$1,050,000			\$375,000	\$315,000	\$380,000	\$160,000	\$90,000	\$0	\$945,000
ANNUAL PROVISIONAL													
17-27	Replacement	Watershed Bridge and Culvert Replacement	Replacement of small culverts and bridges throughout the GVWSA.	\$1,000,000	S	WU	\$0	\$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.	\$425,000	E	WU	\$0	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$425,000
17-29	Replacement	Water Supply Area Equipment Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	\$650,000	E	WU	\$0	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$650,000
17-30	Replacement	Transmission Main Repairs	Emergency repairs to the transmission mains.	\$1,000,000	S	WU	\$0	\$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	\$0	\$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.	\$600,000	E	WU	\$0	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$600,000
17-34	Renewal	Supply System Computer Model Update	Annual update of the regional hydraulic model.	\$100,000	S	WU	\$0	\$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	\$1,300,000	S	WU	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
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	\$0	\$250,000	\$150,000	\$150,000	\$150,000	\$150,000	\$850,000
21-15	Replacement	Corrosion Protection	Replace corrosion protection assets, such as coatings, for the transmission system when identified.	\$250,000	S	WU	\$0	\$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.	\$1,000,000	S	WU	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
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	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
21-18	Renewal	LIMS support	Support for LIMS database	\$100,000	E	WU	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Annual Provisional Sub-Total				\$7,825,000			\$0	\$1,655,000	\$1,555,000	\$1,555,000	\$1,555,000	\$1,555,000	\$7,875,000
CUSTOMER AND TECHNICAL SERVICES													
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.	\$2,495,000	V	ERF	\$88,000	\$310,000	\$215,000	\$265,000	\$280,000	\$280,000	\$1,350,000
20-22	New	Vehicle for the Dam Safety Program	New pick up	\$35,000	V	WU	\$35,000	\$35,000	\$0	\$0	\$0	\$0	\$35,000
20-23	New	Vehicle for the CSE Support Program	New Transit Van	\$45,000	V	WU	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$45,000
21-30	New	Vehicle for Warehouse Operations	New pick up	\$35,000	V	WU		\$35,000	\$0	\$0	\$0	\$0	\$35,000
21-24	Replacement	ATV with Tracks (replace Gator)	Vehicle to access weather stations during snow conditions	\$20,000	V	WU	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
21-25	Replacement	UV Plant Safety Audit and Equipment Replacement	Carry out an audit of the occupied office area of the UV Plant and carry out upgrades	\$75,000	V	WU	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Customer and Technical Services Sub-Total				\$2,705,000			\$168,000	\$520,000	\$215,000	\$265,000	\$280,000	\$280,000	\$1,560,000
GRAND TOTAL				\$140,376,000			\$11,861,350	\$22,748,350	\$30,285,000	\$34,785,000	\$32,175,000	\$4,835,000	\$124,828,350

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.670/2.680

Service Name:

Regional Water Supply & JDF Water Distribution Combo

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

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
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													\$0
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$400,000	B	WU	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$1,560,000	E	WU	\$0	\$640,000	\$650,000	\$0	\$0	\$0	\$1,290,000
20-01	New	Portable Pump Station	Portable pump station to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$500,000	E	WU	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$500,000
21-01	New	Storage Container for vehicle and equipment Tires	Tires removed from vehicles are stored on site outside of the Fleet office. They need to be stored in a more safe and secured area.	\$20,000	E	WU	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$2,480,000			\$500,000	\$1,240,000	\$730,000	\$80,000	\$80,000	\$80,000	\$2,210,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$225,000	E	WU	\$0	\$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	\$0	\$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.	\$100,000	E	WU	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$400,000	E	WU	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$75,000	E	WU	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
Sub-Total for Annual Provisional Capital Items				\$ 1,650,000			\$ -	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$1,650,000
GRAND TOTAL				\$4,130,000			\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000

Service: 2.670

Regional Water Supply

Proj. No. 17-01

Capital Project Title

Repair of Historic Goldstream
Powerhouse Building

Capital Project Description

Repairs of historic Goldstream
Powerhouse building

Asset Class B

Board Priority Area No Alignment

Corporate Priority Area No Alignment

Project Rationale Located near the Japan Gulch Treatment Plant and the Great Trail (Trans Canada Trail), is an 1897 brick hydroelectric powerplant that served Victoria (notably the streetcars) for approx. 60 years. The Powerhouse has its own Wikipedia entry: http://en.wikipedia.org/wiki/Lubbe_Powerhouse and has captured public interest as a unique structure in BC history. An engineering condition assessment including engineered drawings, site plan and approximate cost of repairs was conducted in 2017. A major repair in the masonry on the north side of the building was completed in 2018. Funds are required in 2019 (\$10,000) to repair a smaller hole in the masonry on the south side. Funds to repair the roof envelope (\$50,000) are planned for 2023. Grant funding opportunities to conserve the building and its history will continue to be sought.

Proj. No. 17-04

Capital Project Title

Water Supply Area - Fish Stream
Assessments

Capital Project Description

Inventory and assessment of fish, fish
habitat, and stream channel stability in
priority streams in the GVWSA.

Asset Class L

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale Presence or absence of fish as well as fish habitat information has only been collected in the Water Supply Areas on an as-needed basis related to specific road projects. In order to adequately plan and manage for fish habitat and water quality a systematic inventory and assessment of fish habitat, stream channel stability, and the hydrological condition of stream corridors will be conducted over three field seasons. The funding for 2019 is insufficient to conduct fish stream assessments in the entire Leech Water Supply Area. An additional \$100,000 in 2020 will allow for fish stream surveys to be carried out in the western and northern portions of the Leech which cannot be completed in 2019.

Proj. No. 18-01

Capital Project Title

Post-Wildfire Debris Flow Modelling

Capital Project Description

Site specific modelling of the potential
impact to Sooke Lake Reservoir and
infrastructure of a significant wildfire in
the Sooke WSA.

Asset Class L

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale Erosion and debris flows from areas burned by wildfire in the Greater Victoria Water Supply Area could pose a major threat to the quality of water in source reservoirs. A pilot project was completed in 2014-15 to model post-wildfire erosion and debris flow for two drainages close to the intake of Sooke Lake Reservoir. The results were then used to develop an emergency rehabilitation plan for these two drainages. A larger modelling project for all areas draining directly into Sooke Lake Reservoir is proposed for 2019 in order to develop further site specific emergency rehabilitation plans.

Service: 2.670		Regional Water Supply	
Proj. No. 18-10	Capital Project Title Species-at-Risk Wildlife Habitat	Capital Project Description	An assessment (office and field) and plan for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>An assessment (office and field) and conservation plan for managing 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 a GVWSA specific conservation plan based on the office and field investigations.</i>			
Proj. No. 19-30	Capital Project Title Leech WSA Lakes/Tributaries Assessment	Capital Project Description	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA.
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>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). The funding for this project has been moved forward to balance staff resources.</i>			
Proj. No. 20-05	Capital Project Title Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Capital Project Description	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>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. There has been no detailed mapping of Leech WSA wetlands. The project is to 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.</i>			

Service: 2.670		Regional Water Supply			
Proj. No.	20-06	Capital Project Title	Addressing mining in Leech WSA (impacts, agreements)	Capital Project Description	Funding to support work to reduce the impact of mining claims in the Leech WSA
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		Assessment and/or studies to determine and mitigate impacts from mining activities in the Leech Water Supply Area.			
Proj. No.	20-27	Capital Project Title	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Capital Project Description	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		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, such as prescribed fire and stand diversification, in the Leech WSA prior to considering those treatment options in Sooke or Goldstream WSAs.			
Proj. No.	20-28	Capital Project Title	GVWSA Forest Resilience - Assessments of forest health and resilience	Capital Project Description	Field assessments to better understand current forest health and resilience.
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		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.			
Proj. No.	21-19	Capital Project Title	Lakes Assessment Sooke and Goldstream WSAs	Capital Project Description	An assessment of the physical, chemical and biological parameters of the natural lakes in Sooke and Goldstream WSAs
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		Small lakes in the Sooke and Goldstream WSAs influence both watershed hydrology and water quality in downstream creeks and supply reservoirs. While basic water quality sampling has been undertaken in some of these water bodies, there is a need to map the bathymetry, calculate water volumes, and conduct more comprehensive sampling of the chemical and biological parameters and aquatic vegetation of these lakes. This will facilitate comparisons of these parameters with lakes in the Leech WSA and water quality in existing and future water supply lands.			

Service: 2.670		Regional Water Supply			
Proj. No.	21-20	Capital Project Title	West Leech Road	Capital Project Description	Plan for future construction of a road to access the western portion of the Leech WSA.
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		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.			
Proj. No.	22-03	Capital Project Title	GVWSA Land Exchange/Acquisition	Capital Project Description	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area or buffer water supply areas.
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		There are opportunities to increase the catchment area of Sooke, Goldstream and the Leech WSA by purchase or land exchange with surrounding land owners. Funds would be used to undertake appraisals, legal surveys, and legal fees for work to develop agreements to purchase or exchange lands.			
Proj. No.	23-02	Capital Project Title	GVWSA LiDAR Mapping	Capital Project Description	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale		LiDAR (which stands for Light Detection and Ranging) uses light in the form of a pulsed laser to measure ranges (distances). LiDAR can be acquired when orthophotography or other data is collected from the air. LiDAR provides three-dimensional information about the forest stand structure which can be used by GIS (Geographic Information Systems).			

Service: 2.670		Regional Water Supply			
Proj. No.	09-01	Capital Project Title	Leech River Watershed Restoration	Capital Project Description	A 17 year project to restore the Leech WSA lands for water supply.
Asset Class	L	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale 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). Annual funding has been increased during this 5 year plan from \$150,000 to \$200,000 per year in order to match the overall project budget of \$5,756,000 in the last 7 years of the project. The proposed final year of funding in 2025 has been added to the plan.					
Proj. No.	16-01	Capital Project Title	Replace Gatehouse at Goldstream Entrance	Capital Project Description	The GVWSA entry gatehouse at Goldstream is past end of life and is to be replaced with a purpose built structure with improved vehicle flow and security
Asset Class	B	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale Enhanced security is required at the Goldstream entrance to the Water Supply Area. The existing gatehouse/first aid trailer has reached end of life and is unsuitable and located inside the secured area. A site design and purpose built facility with in/out roads, fencing and upgraded autogates (17-09) is planned requiring funding consistent with the project. The scope and scale of this project has increased since the current location is no longer considered feasible/advantageous for the upgrade.					
Proj. No.	16-06	Capital Project Title	Goldstream IWS Field Office	Capital Project Description	Renewal of Water Quality field office, lab and equipment and supplies storage and Watershed Protection office, training, emergency response, storage and interpretation space at Goldstream entrance, replacing temporary trailers.
Asset Class	B	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale Watershed Protection staff (26 FTE and 6 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 ATCO trailers were considered temporary office space since their implementation over 10 years ago. The trailers are old, prone to leaks and a concern for mold. Water Quality field staff are located in another converted facility in the Goldstream area. The separation of staff between various Goldstream facilities and the View Royal location causes inefficiencies and organizational difficulties. In addition, there are insufficient facilities for training, equipment storage, emergency management and public education. An initial investment in 2016 was used to develop a needs assessment for the building and surrounding Goldstream entrance area. Funds in 2020 will be used to develop a design with building and site construction planned for 2021 and 2022. Funding has been moved forward by one year.					

Service: 2.670		Regional Water Supply	
Proj. No. 17-02	Capital Project Title Leech River HydroMet System	Capital Project Description	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale 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. Currently only one hydrological measuring station is 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 (\$80,000). Additional funding requests of \$30,000 in 2020 (new total \$100,000) and \$10,000 in 2021 (new total \$25,000) to provide assistance in accessing and addressing safety issues at new weather and hydrology monitoring sites and installing the equipment. Funding requests reflect difficult terrain and access to reach monitoring locations.			
Proj. No. 17-06	Capital Project Title Weeks Lake Area Environmental Assessment and Remediation	Capital Project Description	Assessment and remediation of the Weeks Lake gravel pit (lead from firearms) and Weeks Lake (metals and hydrocarbons from dumping).
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale Weeks Lake and the surrounding area are suspected to be contaminated by historic use of the area for unregulated public activities. An assessment for lead contamination in the Weeks Lake gravel pit from firearms use began in 2017 with remediation works planned for 2019. The assessment completed in 2018 found surficial soil contamination in the top 15 cm throughout most of the northern half of the gravel pit. A remediation plan (2019) estimated a cost of \$250,000 to remove and dispose of the contaminated soil (classed as hazardous waste). Additional funding of \$145,000 has been added to the original 2020 request to adequately fund the gravel pit remediation work. Funds in 2021 are estimated for further sampling and possible remediation of Weeks Lake which was found to have minor contamination in the lake sediment.			
Proj. No. 17-09	Capital Project Title Goldstream Gate Upgrade	Capital Project Description	The main entrance autogate in Goldstream is past end of life and requires replacement with lifting in/out gates along with project 16-01.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale The security autogates are past end of life and are to be replaced with more effective security infrastructure. This project has been delayed in order to coordinate with construction of a replacement Gatehouse at the Goldstream entrance (16-01).			

Service: 2.670		Regional Water Supply	
Proj. No. 18-05	Capital Project Title GVWSA Forest Fuel Management/FireSmart Activities	Capital Project Description	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale 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. An additional year of funding is added in 2025.			
Proj. No. 18-11	Capital Project Title Large Equipment Storage (Field Operations Centre)	Capital Project Description	Two additional bays are to be added to the existing fire/spill equipment warehouse at the FOC to shelter large water supply infrastructure equipment.
Asset Class B	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale Increased protected storage is required for IWS equipment at the Field Operations Centre in Goldstream. The existing Fire and Spill Equipment Warehouse and adjacent covered storage is sound and fully utilised. Funds are for additional covered storage bays to accommodate additional large IWS equipment. The upgrade was recommended in the Building Needs Assessment for the Watershed Protection Operations Centre (16-06).			
Proj. No. 19-02	Capital Project Title Whiskey Creek Bridge Replacement (Sooke WSA)	Capital Project Description	Replacement of the existing undersized bridge with a longer and higher concrete structure.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale 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. The project has been moved forward from 2022 to 2023 to allow higher priorities to be addressed first.			

Service: 2.670		Regional Water Supply	
Proj. No. 19-19	Capital Project Title Hydromet Upgrades Sooke and Goldstream	Capital Project Description	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>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. The proposed funds for 2020 have been increased by \$20,000 to cover the costs associated with site preparation, addressing site safety issues and assistance with station installation.</i>			
Proj. No. 20-01	Capital Project Title Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Capital Project Description	Replacement of the existing undersized culvert with a large bridge as well as nearby asphalt repair or replacement.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>The existing culvert at Mile 1 on Kapoor Main is undersized, has evidence of buried organics in the fill material and has oversteepened, unstable banks. The culvert will be removed and a bridge installed to improve water carrying capacity at peak flows, fish passage and bank stability. The asphalt section uphill of the bridge will also be repaired or replaced as a component of the project. The project has been moved forward from 2021 to 2022 to allow higher priorities to be addressed first.</i>			
Proj. No. 20-29	Capital Project Title Gravel crushing 14G and 10S quarry (Sooke and Goldstream WSA)	Capital Project Description	Production of gravel at existing quarries in Sooke and Goldstream WSAs.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>The current supply of 19 mm road surfacing gravel needs to be replenished. A tender was let in 2020 to further develop both quarries. Based on the bids received, funds were only sufficient to proceed with one quarry and the 10S quarry was prioritized for gravel production. The additional funds requested in 2021 will allow gravel to be produced at 14G.</i>			
Proj. No. 21-01	Capital Project Title 31N Bridge to Replace Undersized Culvert (Goldstream WSA)	Capital Project Description	Replacement of the existing undersized and failing culvert with a bridge structure.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale <i>The undersized and failing culvert on the 31N Road in the Goldstream Water Supply Area requires replacement with a bridge structure in 2021. Funding has been increased to reflect an estimated cost for bridge supply and install of \$325,000.</i>			

Service: 2.670		Regional Water Supply	
Proj. No. 21-26	Capital Project Title Road Deactivation/Rehabilitation in the GVWSA	Capital Project Description Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.	
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>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.</i>			
Proj. No. 21-27	Capital Project Title Autogate Installations on Primary Access Routes	Capital Project Description Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve	
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>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. The proposed autogates improve security by 24 hour recorded keycard access operation and improved location to increase security where the Sooke Hills Wilderness Trail crosses the primary GVWSA access road.</i>			
Proj. No. 21-28	Capital Project Title GVWSA Land Acquisition Priorities	Capital Project Description Acquisition of priority GVWSA catchment and buffer lands.	
Asset Class L	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>Funding to support acquisition of priority GVWSA catchment and buffer lands to meet Regional Water Supply Strategic Plan goals.</i>			

Service: 2.670		Regional Water Supply	
Proj. No. 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.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
Project Rationale Replacement of undersized culverts with a concrete deck L100 bridge which will also improve fish passage and western toad migration.			
Proj. No. 23-03	Capital Project Title Air curtain burner for fuel management	Capital Project Description	A transportable burner that provides more effective and rapid burning of woody debris with reduced smoke emissions.
Asset Class E	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Climate Action & Adaptation
Project Rationale In order to prevent forest fuels from accumulating from clearing and forest fuel management projects, the woody debris is chipped and dispersed as possible, and the remainder is piled and burned. Opening burning of woody debris is restricted by the Open Burning Smoke Control Regulation, which restricts the days and conditions under which woody debris can be burned in order to reduce the amount and dispersion of smoke generated, especially near urban areas. This limits the timing of burning in the GVWSA to few opportunities and may not allow all required burning to be completed in a given year. An air curtain burner can be transported to a site, fed with woody debris, and very little if any smoke is generated as the fuel is burned quickly by feeding it with air and an "air curtain" contains the smoke within the burner. The project budget has been moved ahead to 2021 and reduced due to shared funding with CRD Regional Parks and Environmental Protection programs.			
Proj. No. 23-04	Capital Project Title 17S/Sooke Main Bridge Replacement	Capital Project Description	Undersized bridge replacement
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area	Water
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. The project has been moved forward from 2023 to 2025 to allow higher priorities to be addressed first.			

Service: 2.670		Regional Water Supply	
Proj. No. 24-01	Capital Project Title 6M/Judge Creek Culvert Replacement (Sooke WSA)	Capital Project Description Undersized culvert replacement	
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>This culvert is very undersized on a slow moving section of creek, which seasonally can be overtopped and unpassable for vehicles. This culvert with be replaced with a larger, fish-friendly structure.</i>			
Proj. No. 16-10	Capital Project Title Post Disaster Emergency Water Supply	Capital Project Description Identify and procure emergency systems for post disaster preparedness.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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 start implementing these additional works.</i>			
Proj. No. 17-13	Capital Project Title Asset Management Plan	Capital Project Description Development of a plan to inform future areas of study and highlight critical infrastructure improvements.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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. Additional funds are required to complete additional investigations highlighted in the 2017 study.</i>			
Proj. No. 19-04	Capital Project Title Seismic Assessment of Critical Facilities	Capital Project Description Identified as a priority from Strategic Plan, a seismic assessment of critical facilities and a supply system resilience feasibility study will be undertaken.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>A Water Supply System Strategic Plan update occurred in 2017. Seismically assessing critical facilities and ensuring water supply is resilient has been highlighted as a priority to ensure a functioning water supply system after a seismic event. With the exception of dams, all critical facilities including the Japan Gulch and Sooke River Road Disinfection facility will be seismically assessed in a desktop study and confirmed through field inspections to determine if they meet current post-disaster requirements. Additionally, a feasibility study of critical infrastructure will identify and assess whether plans, procedures and necessary infrastructure are in place in the event key infrastructure fails. The results of the assessment will inform future investigation and capital improvements if required. Funds are required to retain a consultant to seismically asses critical facilities within the water supply system.</i>			

Service: 2.670		Regional Water Supply	
Proj. No. 19-15	Capital Project Title Hydraulic Capacity Assessment and Transient Pressure Analysis	Capital Project Description Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale 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.			
Proj. No. 19-28	Capital Project Title Goldstream System Hydraulic Analysis	Capital Project Description Analysis and documentation of hydraulics of the Goldstream system.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale A study to quantify the volume and available flow rate from the Goldstream system is required to qualify the operational conditions in the event it is used as an emergency backup for the Sooke Lake system.			
Proj. No. 20-02	Capital Project Title Supply System Resilience Feasibility Study	Capital Project Description Identified as a priority from the Strategic Plan, a study of water supply system's resilience and high level measures to	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale The RWSC currently has one primary water supply and one backup water supply with single feeds from each system. Funding is required to assess the water supply system's resilience and outline high level measures to make important assets resilient.			
Proj. No. 20-07	Capital Project Title Deep Northern Intake & Transmission Pipeline Study	Capital Project Description A technical and business case analysis will be carried out with possible expansion and filtration study upstream of the head tank - this is to replace 2016-09	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale A technical and business case analysis will be carried out on an additional intake from the deeper, northern area of the Sooke Lake Reservoir. Additionally, a filtration siting study will be undertaken due to the interconnectedness of the two works.			

Service: 2.670		Regional Water Supply	
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Proj. No. 20-08	Capital Project Title Regional Water DCC Program	Capital Project Description Design of a Regional DCC Program
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 20-11	Capital Project Title Develop Master Plan	Capital Project Description Develop a long term strategic plan to anticipate water demand, water treatment, and future siting of facilities.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The RWSC is providing water to an increasing population in the CRD. Due to the size and complexity of the supply system, improvements to increase capacity has to be identified and planned out well in advance of the need for the additional water. Funding is required to assess water demand vs available</i>		

Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Service: 2.670		Regional Water Supply			
Proj. No. 15-03		Capital Project Title		Capital Project Description	
		Sooke Intake Screens Condition Assessment & Replacement		Renewal of the aging Sooke Intake Tower and equipment to maintain water supply.	
Asset Class S		Board Priority Area 0		Corporate Priority Area 0	
Project Rationale		The Intake Tower is an integral part of the Regional Water System and is the primary raw water feed to Japan Gulch and Sooke River Road Water Treatment Plants. Currently there is no redundancy within the structure in the event of mechanical failure. In 2016 Stantec Consulting Ltd. completed an assessment of the overall structure including major components consisting of: Travelling Screen, Sluice Gates/Actuators, and Electrical System. The assessment identified required remedial works to the major components that will be carried out over 2017 and 2018. In 2016 a Seismic Structural Analysis will be completed to assess the vulnerability of this structure and identify options of upgrades or replacement of the structure to meet current seismic codes. In 2017 Stantec had provided renewal and replacement options for the Intake Tower, additional funds are required to renew the Intake Tower to ensure proper functioning screens, sluice gates/actuators and electrical system.			

Proj. No. 18-07		Capital Project Title		Capital Project Description	
		Replacement of UV System		Replacement of the UV system at the Goldstream Water Treatment Plant	
Asset Class E		Board Priority Area 0		Corporate Priority Area 0	
Project Rationale		Two 24" UV disinfection units that were decommissioned from the old Charters Creek plant are required to be installed at the JG plant along with electrical and control connections. Inlet and outlet valves are in place, but require 24" stainless steel piping to insert units into place. Funding is required to relocate existing UV disinfection units to the JG plant and provide electrical & control and piping connections. Construction has been spread over two years to correspond with construction over the winter period.			

Proj. No. 18-08		Capital Project Title		Capital Project Description	
		Bulk Supply Meter Replacement Program		Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	
Asset Class E		Board Priority Area 0		Corporate Priority Area 0	
Project Rationale		This item is to replace, upgrade and install new bulk water meters and related equipment that measure flow and volumes of water delivered to the wholesale customers. Many of the meter stations are in need of upgrading. Funding is required to replace the flow meter and appurtenances. Funding is required for Blue Ridge, Alderly, Holland and Maplewood replacements.			

Service: 2.670		Regional Water Supply	
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Proj. No. 18-15	Capital Project Title Corrosion Protection Program	Capital Project Description Study deficiencies in the current material protection and implement recommendations.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 18-18	Capital Project Title Main No.3 Segment Replacement	Capital Project Description Replacement of segments of Main No. 3 based upon previous studies.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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 be undertaken in 2018 with detailed design and construction commencing in 2019 to 2022. Funding is required to retain a consultant to undertake design and to construct a replacement to Main No. 3.</i>		

Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 19-23	Capital Project Title Critical Spare Equipment Storage & Pipe Yard	Capital Project Description Plan, design and construct a critical equipment storage building.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Additional and accessible storage is required at the pipe yard for critical spare equipment such as repair bands and clamps. Funds are required to plan, design and construct an equipment storage building accessible by loading vehicles.</i>		

Service: 2.670		Regional Water Supply			
Proj. No.	20-13	Capital Project Title	Electrical Isolation Audit	Capital Project Description	Inspection audit of facilities to ensure that there is sufficient electrical separation and isolation for safety.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale The RWSC has numerous facilities with electrical and mechanical equipment within the same room. Funds are required to conduct and inspection of the facilities and ensure there is sufficient separation to reduce the risk of failure and for safety.					
Proj. No.	20-16	Capital Project Title	Cecelia Meter Replacement	Capital Project Description	Replacement of the Cecelia billing meter as well as its enclosure.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
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.					
Proj. No.	20-17	Capital Project Title	Decommission Smith Hill Site	Capital Project Description	Plan and decommission the abandoned Smith Hill reservoir site.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale The Smith Hill reservoir has not been in operation for many years. Funds are required to plan for decommission the site in 2020 and then carry out decommissioning in 2023.					
Proj. No.	20-18	Capital Project Title	Goldstream Main #4 Replacement	Capital Project Description	Plan and replacement of the concrete pipe portion of Main #4.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale The Main #4 transmission main going through Goldstream Ave in Langford is concrete pipe and should be replaced. Funds are required to plan a new alignment and logistics of replacement in 2020 with actual replacement part of Project 21-11.					
Proj. No.	20-32	Capital Project Title	pH Adjustment Facility	Capital Project Description	Design and construct a pH adjustment facility based upon the results of the pH and corrosion study.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale From the 2019 Capital Project, pH and Corrosion Study, a new facility to adjust pH in the transmission system will be designed and constructed.					

Service: 2.670		Regional Water Supply	
Proj. No. 20-33	Capital Project Title Sooke Intake Screens Replacement	Capital Project Description Emergency replacement of the Sooke Intake screens.	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale In January 2020 the Intake Screens failed, funds are required for the emergency replacement of the screens over the winter of 2020-2021.			
Proj. No. 21-06	Capital Project Title Sooke Lake Dam Spillway Hoist Replacement	Capital Project Description Replacement of the sluice gate spillway hoist at Sooke Lake Dam.	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale The Sooke Lake Dam Spillway Hoist is at it's end of life and poses a risk of failure when required for use of lowering the high level gate barriers. Funds are required to replace the hoist.			
Proj. No. 21-07	Capital Project Title Goldstream Water Treatment Plant Communications Upgrade	Capital Project Description Increase reliability and resilience of data and voice communications between the UV Plant. Sodium Hypochlorite Building.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale The communications systems between the UV Plant, Sodium Hypochlorite Building and Ammonia Building operate on separate systems, requiring additional time and processes to access one from the other. Funds are required to optimize the communications system to increase reliability and resilience of data and voice communications between the facilities.			
Proj. No. 21-08	Capital Project Title Goldstream Water Treatment Plant Emergency Automation	Capital Project Description Installation of automatic valves and controls to safeguard chemicals in the event of dosing line breaks	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale Funds are required to automate chemical dosing line isolation to ensure employee safety in the event of a chemical line break.			
Proj. No. 21-09	Capital Project Title Goldstream Water Treatment Plant Demolition	Capital Project Description Plan and construct provisions demolition.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
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.			

Service: 2.670		Regional Water Supply	
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Proj. No. 21-10	Capital Project Title SCADA Upgrades	Capital Project Description Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution. Saanich Peninsula Water
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 21-11	Capital Project Title RWS Supply Main No. 4 Upgrade	Capital Project Description Upgrade vulnerable sections of the RWS Supply Main No. 4 to a resilient system to better able to withstand a seismic event.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Sections of RWS Supply Main No. 4 have been identified as being vulnerable due to age and material type during a seismic event. This project is part of a partially grant funded project partnered with the Saanich Peninsula Water System.</i>		

Proj. No. 21-12	Capital Project Title SRRDF Upgrade	Capital Project Description Increased water flows in the Sooke region have resulted in an additional sodium hypochlorite dosing pump and
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Due to increased water flows in the Sooke region, an additional sodium hypochlorite dosing pump and automation is required. Funds are required to carry out the upgrades.</i>		

Service: 2.670	Regional Water Supply
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Proj. No. 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)
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 16-17	Capital Project Title Butchart Dam No. 5 Remediation	Capital Project Description Phase 1 Rehabilitation (grouting) of Butchart Dam No. 5 and planning for Phase 2.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Service: 2.670		Regional Water Supply	
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Proj. No. 17-25	Capital Project Title Implications from Sooke Lake Dam Safety Review	Capital Project Description Conduct dam improvements at the Sooke Lake Dam that resulted from the Dam Safety Review and routine inspections (refer to the Dam Safety Database).	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale <i>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.</i>			

Proj. No. 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.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
<i>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.</i>			

Proj. No. 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	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
<i>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.</i>			

Service: 2.670		Regional Water Supply	
Proj. No. 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	
Asset Class E	Board Priority Area 0	Corporate Priority Area	0
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.			
Proj. No. 19-08	Capital Project Title Charters Dam Decommissioning	Capital Project Description Charters Dam has been retired from drinking water service, no other interested owners, plan to decommission.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale The Charters Dam has been retired from drinking water service with no other interested owners. Funds are required to plan and implement decommissioning of the dam prior to the next legislated Dam Safety Review.			
Proj. No. 19-09	Capital Project Title Cabin Pond Dams Decommissioning	Capital Project Description The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale The two Cabin Pond Dams has been retired from drinking water service with no other interested owners. Funds are required to plan and implement decommissioning of the dams.			
Proj. No. 19-12	Capital Project Title Goldstream Dams Instrumentation Improvements	Capital Project Description Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
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.			

Service: 2.670		Regional Water Supply	
Proj. No. 19-13	Capital Project Title Dam Safety Instrumentation - Hydromet	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).	
Asset Class E	Board Priority Area 0	Corporate Priority Area	0
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.			
Proj. No. 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.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
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.			
Proj. No. 20-20	Capital Project Title Saddle Dam Piezometer Installation	Capital Project Description Dam safety instrumentation/surveillance installations (i.e. piezometers) are required to monitor the Saddle Dam to monitor the performance of Saddle Dam and for future stability assessments.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale From the 2019 Capital Project, #19-10, recommendations were made for piezometer installation at Saddle Dam to meet regulatory requirements. Funds are required to design and implement piezometer installation.			
Proj. No. 21-03	Capital Project Title Deception Dam - Dam Safety Review 2021 & Improvements	Capital Project Description Conduct a Dam Safety Review and some improvements for the Deception Dam.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
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.			

Service: 2.670	Regional Water Supply
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Proj. No. 21-04	Capital Project Title Saddle Dam - Dam Safety Review 2021 & Improvements	Capital Project Description Conduct a Dam Safety Review and some improvements for the Saddle Dam.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale 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 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 year to complete recommended dam safety improvements.		

Proj. No. 21-21	Capital Project Title Goldstream Dams - Gate Improvements	Capital Project Description logistics planning in 2021, installation in 2022
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.		

Proj. No. 21-22	Capital Project Title Charters Dam - Dam Safety Review 2021	Capital Project Description Legislated obligation to conduct Dam Safety Review, contingent on outcome of the Decommissioning plan and DSO expectations (relates to Item 10.08)
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Charters Dam has a consequence classification of "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 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. A dam decommissioning study is in progress and the DSR will only proceed if needed, as determined by the Dam Safety officer.		

Service: 2.670		Regional Water Supply	
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Proj. No. 22-08	Capital Project Title Deception Dam Surveillance Improvements	Capital Project Description Replace and supplement the Dam Safety Instrumentation at Deception Dam.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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, improvmetn and install supplementary dam performance instrumentation.</i>		

Proj. No. 23-01	Capital Project Title Sooke Lake Dam Update Seismic Assessment	Capital Project Description Conduct a seismic assessment of the Sooke Lake Dam as per the previous Dam Safety Reiviews.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The Sooke Lake Dam requires periodic seismic assessment updates. Funds are required to retain a consultant to conduct an update to the Sooke Lake Dam Seismic Assessment.</i>		

Proj. No. 23-07	Capital Project Title Sooke Lake Dam Seismic Retrofits	Capital Project Description Detail and construct seismic retrofits for the existing structures initially focusing on the spillway and gates structures.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The siesmic assessment completed in 2017 included recommendations for siesmic retrofits for Sooke Lake Dam including siesmic anchoring of the spillway, gate structure and the intake tower bridge..</i>		

Service: 2.670		Regional Water Supply	
Proj. No. 23-08	Capital Project Title Regional Watershed Dams – Flood Forecasting System	Capital Project Description Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale 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.			
Proj. No. 23-09	Capital Project Title Sooke Lake Dam - Dam Safety Review 2023	Capital Project Description Conduct a Dam Safety Review	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale 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.			
Proj. No. 25-01	Capital Project Title Goldstream Dams - Dam Safety Review 2025	Capital Project Description Conduct a Dam Safety Review	
Asset Class S	Board Priority Area 0	Corporate Priority Area	0
Project Rationale 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.			

Service: 2.670		Regional Water Supply	
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Proj. No. 25-02	Capital Project Title Probable Maximum Flood and Inflow Design Flood Updates	Capital Project Description Update the previous edition from 2015 (recommended 10 year review cycle).
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The various Dam Safety Reviews and Canadian Dam Safety Guideline recommend updating the reservoir inflow design flood and freeboard analysis every ten years.		

Proj. No. 19-29	Capital Project Title Leech River Water Quality Monitoring	Capital Project Description Monitor water quality from the Leech River for 2 years
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Prior to utilizing the Leech River as an additional drinking water source, water quality monitoring is required to determine if it is a suitable water source with the current treatment technology utilized. Funds are required to monitor and analyze the water quality from the Leech River.		

Proj. No. 20-03	Capital Project Title Leech River Watershed - Implications for Supply Management	Capital Project Description Review data of Leech Monitoring Project and report on implications of adding Leech to water supply
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale This item is to develop and implement a research program to evaluate the implications of adding Leech Watershed water supply to existing Sooke Reservoir when future demand exceeds current supply		

Proj. No. 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
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
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.		

Service: 2.670		Regional Water Supply	
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Proj. No. 21-13	Capital Project Title Flowcam Imaging System	Capital Project Description Utilize semi-automated algal analysis to meet increased demands without increasing FTEs
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Demand for algal monitoring of the watershed areas has increased due to the monitoring of the Leech Watershed Area and overall increased monitoring due to the potential effects of climate change on the water supply for Greater Victoria. The Flowcam imaging system is a semiautomated flow cytometer imaging system that can increase sample analysis capacity substantially to meet the demand without increasing FTEs in an expert role. Water Quality also analyzes algal samples for CRD-operated local service area drinking water sources and recovers costs through internal charges back to RWS.		

Proj. No. 21-14	Capital Project Title Sooke Lake Sampling Boat Repair	Capital Project Description Refurbishment of structural boat parts (floor)
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The 1994 Sooke Lake Sampling Boat needs replacement of the wood-core floor and a few other smaller repairs to extend its structural life.		

Proj. No. 21-29	Capital Project Title Microbiological plate pourer	Capital Project Description Automation of manual process to increase capacity/worker safety
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Currently microbiological media is heated to melting on a hotplate and manually poured into Petri dishes, and sample workload has increased such that staff spend a significant amount of time on this potentially hazardous activity. This piece of equipment automates the process to eliminate the risk of burn injuries from handling hot, sterilized media in glassware.		

Service: 2.670		Regional Water Supply	
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Proj. No. 22-05	Capital Project Title WQ Lab Capital Improvements	Capital Project Description Building improvements in the lab
Asset Class B	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Replacement of floor covering and wooden cabinetry original to the building due to deterioration/ wear and tear.		

Proj. No. 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
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
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.		

Proj. No. 22-07	Capital Project Title Bulk-Water Connection Backflow Protection Study	Capital Project Description Investigate all bulk-water connections to CRD or municipal systems and identify the need for backflow protection
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale While the CRD has a new policy requiring backflow considerations for the design of new connections to CRD supply mains, there are a number of existing connections that are unprotected or that are unknown if protected. Also, there are numerous bulk-water connections to municipal mains (Stratas, First Nation lands, federal lands) that may be unprotected. This study is to create an inventory of all bulk-water connections to public water systems in the GVDWS and to assess the risk of backflow.		

Service: 2.670		Regional Water Supply	
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Proj. No. 23-05	Capital Project Title Renovation of Samplers Hut (2955 Sooke Lk Road)	Capital Project Description Building exterior paint, roof, gutters, flooring, bathroom
Asset Class B	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The CRD Samplers Hut at 2955 Sooke Lake Road will require extensive building renovations in 2023 to be able to continue to serve as a safe and adequate working place for CRD staff.</i>		

Proj. No. 23-06	Capital Project Title GVDWS Nitrification Study	Capital Project Description Investigate nitrification occurrence and potential impacts on drinking water quality
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 24-02	Capital Project Title Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats)	Capital Project Description Pump and trip motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Service: 2.670		Regional Water Supply	
Proj. No. 17-27	Capital Project Title Watershed Bridge and Culvert Replacement	Capital Project Description Replacement of small culverts and bridges throughout the GVWSA.	
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>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.</i>			
Proj. No. 17-28	Capital Project Title Watershed Security Infrastructure Upgrade and Replacement	Capital Project Description New, upgrade and replacement of security infrastructure in the GVWSA.	
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>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.</i>			
Proj. No. 17-29	Capital Project Title Water Supply Area Equipment Replacement	Capital Project Description Hydrometeorological, fireweather and wildfire suppression equipment replacement.	
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area Water	
Project Rationale <i>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).</i>			
Proj. No. 17-30	Capital Project Title Transmission Main Repairs	Capital Project Description Emergency repairs to the transmission mains.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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.</i>			

Service: 2.670		Regional Water Supply	
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Proj. No. 17-31	Capital Project Title Transmission System Components Replacement	Capital Project Description Replacement and repair of transmission components.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 17-33	Capital Project Title Disinfection Equipment Parts Replacement	Capital Project Description Replacement of incidental equipment and parts associated with the disinfection system.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 17-34	Capital Project Title Supply System Computer Model Update	Capital Project Description Annual update of the regional hydraulic model.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This item is to allow for staff and consultant time each year to keep the hydraulic computer model current.</i>		

Proj. No. 19-16	Capital Project Title Dam Improvements	Capital Project Description Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Dam Satey 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.</i>		

Service: 2.670		Regional Water Supply	
Proj. No. 19-22	Capital Project Title SCADA Repairs & Equipment Replacement	Capital Project Description Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>This item is to allow for unplanned SCADA repairs and equipment replacement not covered by the capital projects SCADA Replacement.</i>			

Proj. No. 21-15	Capital Project Title Corrosion Protection	Capital Project Description Replace corrosion protection assets, such as coatings, for the transmission system when identified.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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.</i>			

Proj. No. 21-16	Capital Project Title Valve Chamber Upgrades	Capital Project Description Replace failing valves and appurtenances along the RWS supply system.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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.</i>			

Proj. No. 21-17	Capital Project Title Water Quality Equipment Replacement	Capital Project Description Replacement of water quality equipment for the water quality lab and water quality operations	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale <i>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)</i>			

Service: 2.670		Regional Water Supply	
Proj. No. 21-18	Capital Project Title LIMS support	Capital Project Description Support for LIMS database	
Asset Class E	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale Provides for support for the laboratory information management system			
Proj. No. 17-35	Capital Project Title Vehicle & Equipment Replacement (Funding from Replacement Fund)	Capital Project Description This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.	
Asset Class V	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system. The Equipment Replacement Fund is used to fund the expenditure.			
Proj. No. 20-22	Capital Project Title Vehicle for the Dam Safety Program	Capital Project Description New pick up	
Asset Class V	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale An additional pick up is required for the dam safety program.			
Proj. No. 20-23	Capital Project Title Vehicle for the CSE Support Program	Capital Project Description New Transit Van	
Asset Class V	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale A new Transit van is required to support the Confined Space Entry Support program.			

Service: 2.670		Regional Water Supply	
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Proj. No. 21-30	Capital Project Title Vehicle for Warehouse Operations	Capital Project Description New pick up
Asset Class V	Board Priority Area 0	Corporate Priority Area 0
Project Rationale 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.		

Proj. No. 21-24	Capital Project Title ATV with Tracks (replace Gator)	Capital Project Description Vehicle to access weather stations during snow conditions
Asset Class V	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The replacement of the gator with an ATV with tracks will be used to access weather stations in the winter.		

Proj. No. 21-25	Capital Project Title UV Plant Safety Audit and Equipment Replacement	Capital Project Description Carry out an audit of the occupied office area of the UV Plant and carry out upgrades
Asset Class V	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The UV Plant serves as the main occupational space for the UV and Chloramination plant operators. Since construction in 2004 an audit and update of the occupied space has not been carried out to ensure the space meets the current needs. Funds are required to carry out the audit and carry out upgrades.		

Service: 2.670/2.680

Regional Water Supply & JdF Water Distribution Combo

Proj. No. 16-01

Capital Project Title

Upgrades to Buildings at 479 Island Highway

Capital Project Description

Maintenance and changes to buildings and office layouts.

Asset Class B

Board Priority Area 0

Corporate Priority Area 0

Project Rationale

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

- Repairs, upgrades and changes to the buildings (provisional \$50,000)
- Painting of the buildings. (provisional \$10,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$10,000 annually)
- Repair, refurbishment and replacement of equipment and property. (provisional \$10,000 annually)

Proj. No. 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.

Asset Class E

Board Priority Area 0

Corporate Priority Area

0

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.

Proj. No. 20-01

Capital Project Title

Portable Pump Station

Capital Project Description

Portable pump station to provide backup when a pump station is offline, in construction or to bypass a section of

Asset Class E

Board Priority Area 0

Corporate Priority Area

0

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 is required to maintain the level of service. Funds will be used in 2020 to design and in 2021 to procure a portable pump station.

Service: 2.670/2.680		Regional Water Supply & JDF Water Distribution Combo	
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Proj. No. 21-01	Capital Project Title Storage Container for vehicle and equipment Tires	Capital Project Description Tires removed from vehicles are stored on site outside of the Fleet office. They need to be stored in a more safe and
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The tires that are purchased for replacing and winter rotating are stored outside the fleet office on the mezzanine. These tires which include large truck and equipment tires are bulky and heavy. Lifting these tires onto the mezzanine has been identified as a safety hazzard and requires more than one person. A solution to this is to purchase a storage container that can be placed and locked in the yard at 479 for the storage of the tires. The container will be at ground level which means that the onsite forklift can be used to move the tires around.</i>		

Proj. No. 17-03	Capital Project Title Office Equipment, Upgrades and Replacements	Capital Project Description Upgrade and replacement of office equipment as required.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Funds will be used for the replacement and upgrading of office equipment and furniture, as required.</i>		

Proj. No. 17-04	Capital Project Title Computer Upgrades	Capital Project Description Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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 \$175,000 annually to reflect actual costs.</i> <i>Capital Budget</i> <i>Network Switch Maintenance \$10,000</i> <i>Additional Wireless Access Points and Maintenance \$15,000</i> <i>Photocopier Replacement \$20,000</i> <i>Additional Data Storage \$15,000</i> <i>Replacement Computers \$75,000</i> <i>Equipment Maintenance (contingency) \$23,000</i> <i>Replace Access Control System - Gates/ Video Cameras \$12,000</i> <i>Total Canital \$170 000</i>		

Service: 2.670/2.680		Regional Water Supply & JDF Water Distribution Combo			
Proj. No.	17-05	Capital Project Title	Development of the Maintenance Management Systems	Capital Project Description	Develop maintenance management system.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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 IT related projects:- <ul style="list-style-type: none">• Develop a dashboard to display information.• Investigate standardization of SAP mobile platform.			

Proj. No.	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.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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.			

Proj. No.	17-07	Capital Project Title	Small Equipment & Tool Replacement (Corporate Fleet)	Capital Project Description	Replacement of tools and small equipment for Fleet as required.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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.			

2.670 Regional Water Supply
Asset/ Reserve Schedule
2021 - 2025 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	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	2,510,919	2,031,817	2,049,161	2,158,001	2,278,742	2,363,053	2,440,804
Equipment purchases (Based on Capital Plan)	(914,681)	(367,000)	(222,000)	(215,000)	(265,000)	(280,000)	(280,000)
Transfer from Operating Budget	274,300	299,294	297,540	303,491	309,561	315,751	322,066
Proceeds on disposals	133,812	55,050	33,300	32,250	39,750	42,000	42,000
Interest Income*	27,467	30,000					
Ending Balance \$	2,031,817	2,049,161	2,158,001	2,278,742	2,363,053	2,440,804	2,524,870

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

2021 BUDGET

JDF Water Distribution

COMMITTEE OF THE WHOLE

OCTOBER 2020

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:	\$19,000,000 Pre - (Consolidated MFA Loan Authorizations - Juan de Fuca Water Distribution Facilities)
Borrowed:	\$17,500,000 Pre - (Consolidated amounts borrowed - Juan de Fuca Water Distribution Facilities)
Expired:	\$1,500,000
Authorized:	\$14,800,000 2015 - (MFA Bylaw No. 3981 Juan de Fuca Water Distribution Facilities)
Borrowed:	\$10,100,000
Expired:	\$4,700,000
Authorized:	\$10,000,000 DCC - (MFA Bylaw No. 3164 Juan de Fuca Water Distribution Facilities Development-DCC)
Borrowed:	\$3,500,000 DCC - (MFA Bylaw No. 3164 Juan de Fuca Water Distribution Facilities Development-DCC)
Expired:	\$6,500,000

FUNDING:

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

Change in Budget 2020 to 2021**Service: 2.680 Juan de Fuca Water Distribution****Total Expenditure****Comments****2020 Budget****20,129,341****Change in Salaries:**

Change in Labour

98,600

Labour charges (Salaries and overhead, including corporate allocations)

Total Change in Salaries

98,600

Other Changes:

Contract for Services

40,000

Water Rate Methodology and Options Study

Bulk Water Purchases

160,200

Transfers to Capital Funds

137,794

Principal & Interest Payments

138,468

Standard Overhead Allocation

111,201

Other Costs

(22,232)

Total Other Changes

565,431

2021 Budget**20,793,372**

% expense increase from 2020:

3.3%

% Requisition increase from 2020 (if applicable):

n/a

Requisition funding is (x)% of service revenue

Overall 2020 Budget Performance

(expected variance to budget and surplus treatment)

Operating costs are \$67,500 (1.0%) over budget due to one time unplanned system maintenance work, partially offset by lower staffing costs due to vacant positions and lower contract for services. The overage is offset by increased revenue of \$85,000 (0.4%). The net surplus of \$17,500 will be transferred to the services' Water Capital Fund.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-JDF Water Distribution SUMMARY OF PROGRAMS 1	2020 BOARD BUDGET 2	2020 ESTIMATED ACTUAL 3	2021 BUDGET REQUEST				FUTURE PROJECTIONS			
			2021 CORE BUDGET 4	2021 ONGOING 5	2021 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2022 8	2023 9	2024 10	2025 11
<u>OPERATING COSTS</u>										
ALLOCATION - OPERATIONS	4,298,560	4,586,339	4,539,881	-	-	4,539,881	4,617,043	4,713,263	4,802,799	4,895,671
OPERATING - OTHER COSTS	977,816	942,564	937,033	-	-	937,033	919,632	964,220	974,602	983,666
SALARIES AND WAGES	526,557	417,240	547,368	-	-	547,368	549,065	560,853	572,896	585,192
CONTRACT FOR SERVICES	540,916	465,208	395,935	-	40,000	435,935	423,452	430,411	437,611	444,219
ALLOCATION - STANDARD OVERHEAD	363,249	363,249	474,450	-	-	474,450	552,362	563,410	574,678	586,171
TOTAL OPERATING EXPENDITURES	6,707,098	6,774,600	6,894,667	-	40,000	6,934,667	7,061,554	7,232,157	7,362,586	7,494,919
Percentage increase over prior year's board budget			2.80%			3.39%	1.83%	2.42%	1.80%	1.80%
BULK WATER PURCHASE	6,201,520	6,201,520	6,361,720	-	-	6,361,720	6,564,600	6,895,980	7,181,520	7,529,280
BULK WATER EXPENDITURES	6,201,520	6,201,520	6,361,720	-	-	6,361,720	6,564,600	6,895,980	7,181,520	7,529,280
			2.58%			2.58%				
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO WATER CAPITAL FUND	5,200,860	5,218,737	5,278,916	-	-	5,278,916	5,500,000	6,000,000	6,500,000	7,000,000
TRANSFER TO DEBT RESERVE FUND	56,050	56,050	71,730	-	-	71,730	65,730	27,730	9,730	6,730
TRANSFER TO EQUIPMENT REPLACEMENT FUND	213,945	213,945	258,003	-	-	258,003	263,163	268,426	273,795	279,270
TOTAL CAPITAL EXPENDITURES & TRANSFERS	5,470,855	5,488,732	5,608,649	-	-	5,608,649	5,828,893	6,296,156	6,783,525	7,286,000
<u>DEBT SERVICING</u>										
DEBT - INTEREST & PRINCIPAL	1,749,868	1,749,868	1,888,336	-	-	1,888,336	2,370,709	2,721,305	2,851,316	2,869,346
TOTAL DEBT EXPENDITURES	1,749,868	1,749,868	1,888,336	-	-	1,888,336	2,370,709	2,721,305	2,851,316	2,869,346
TOTAL EXPENDITURES	20,129,341	20,214,720	20,753,372	-	40,000	20,793,372	21,825,756	23,145,598	24,178,947	25,179,545
<u>SOURCES OF FUNDING</u>										
REVENUE - SALES	(19,721,631)	(19,721,510)	(20,502,201)	-	(40,000)	(20,542,201)	(21,613,930)	(22,964,368)	(23,997,717)	(24,998,315)
REVENUE - OTHER	(179,550)	(265,050)	(181,230)	-	-	(181,230)	(181,230)	(181,230)	(181,230)	(181,230)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(19,901,181)	(19,986,560)	(20,683,431)	-	(40,000)	(20,723,431)	(21,795,160)	(23,145,598)	(24,178,947)	(25,179,545)
<u>SOURCES OF OTHER FUNDING</u>										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	(228,160)	(228,160)	(69,941)	-	-	(69,941)	(30,596)	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR										
TOTAL SOURCES OF ALL FUNDING	(20,129,341)	(20,214,720)	(20,753,372)	-	(40,000)	(20,793,372)	(21,825,756)	(23,145,598)	(24,178,947)	(25,179,545)
Percentage increase over prior year's board budget			3.10%			3.30%	5.17%	6.05%	4.46%	4.14%

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

Service No.	2.680	Carry						
	JDF Water Distribution	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

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	\$4,400,000	\$24,565,000	\$15,565,000	\$7,910,000	\$6,660,000	\$6,555,000	\$61,255,000	
Vehicles	\$450,000	\$650,000	\$350,000	\$190,000	\$580,000	\$165,000	\$1,935,000	
	\$4,850,000	\$25,215,000	\$15,915,000	\$8,100,000	\$7,240,000	\$6,720,000	\$63,190,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$2,100,000	\$11,275,000	\$4,990,000	\$5,790,000	\$6,340,000	\$6,535,000	\$34,930,000	
Debenture Debt (New Debt Only)	\$0	\$6,500,000	\$5,900,000	\$2,100,000	\$300,000	\$0	\$14,800,000	
Equipment Replacement Fund	\$250,000	\$450,000	\$350,000	\$190,000	\$580,000	\$165,000	\$1,735,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$2,360,000	\$0	\$0	\$0	\$0	\$2,360,000	
Reserve Fund	\$2,500,000	\$4,630,000	\$4,675,000	\$20,000	\$20,000	\$20,000	\$9,365,000	
	\$4,850,000	\$25,215,000	\$15,915,000	\$8,100,000	\$7,240,000	\$6,720,000	\$63,190,000	

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

Service No.	2.670/2.680							
	Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL

EXPENDITURE

Buildings	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
Equipment	\$500,000	\$1,490,000	\$980,000	\$330,000	\$330,000	\$330,000	\$3,460,000
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
	\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000

SOURCE OF FUNDS

Capital Funds on Hand	\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.680

Service Name:

JDF Water Distribution

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
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	\$150,000	S	WU	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000
21-14	Renewal	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.	\$120,000	S	WU	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Capital													
16-05	Renewal	Comprehensive Pump Station Upgrades (10 year Program)	Continue pump station condition assessments, plan and carry out upgrades.	\$5,000,000	S	WU	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$0	\$0	\$3,000,000
18-02	Renewal	JDF Reservoir Upgrades	Reservoir improvements are required at Walfred, Peacock, and Helgesen Reservoirs. In 2018 a review of all three reservoirs was conducted including implementing improvements to Walfred.	\$1,250,000	S	WU	\$480,000	\$480,000	\$450,000	\$0	\$0	\$0	\$930,000
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	S	WU	\$450,000	\$450,000	\$100,000	\$350,000	\$100,000	\$0	\$1,000,000
18-05	Replacement	Rocky Point Upgrades	Replacement of Rocky Point P.S., additional storage at Rocky Point Reservoir & water main upgrades. Partnered with DND.	\$3,550,000	S	WU	\$0	\$3,300,000	\$0	\$0	\$0	\$0	\$3,300,000
18-05	Replacement	Rocky Point Upgrades	Replacement of Rocky Point P.S., additional storage at Rocky Point Reservoir & water main upgrades. Partnered with DND.	\$2,060,000	S	Other	\$0	\$2,060,000	\$0	\$0	\$0	\$0	\$2,060,000
18-06	New	Disaster Response Plan for Water Supply and Distribution	Determine and supply response equipment for disaster response.	\$350,000	S	WU	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
19-06	Renewal	Corrosion Protection Program	Undertake a program to assess and prevent corrosion to existing steel pipe within the Juan du Fuca water system.	\$50,000	S	WU	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$0	\$20,000
19-09	New	Distribution System Seismic Resiliency Improvements	Determine and commence improvements to the distribution system to provide seismic resiliency.	\$1,750,000	S	WU	\$50,000	\$50,000	\$150,000	\$500,000	\$500,000	\$500,000	\$1,700,000

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
20-03	Replacement	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe as highlighted in the 2019 update report	\$24,000,000	S	WU	\$0	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$15,000,000
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	S	WU	\$50,000	\$450,000	\$250,000	\$0	\$0	\$0	\$700,000
20-05	New	Electrical Isolation Audit	Inspection audit of facilities to ensure that there is sufficient electrical separation and isolation for safety.	\$50,000	S	WU	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
20-06	Replacement	Sun River Reservoir Replacement	Replace the existing concrete tank with a steel tank for increase capacity and resilience.	\$900,000	S	WU	\$800,000	\$800,000	\$0	\$0	\$0	\$0	\$800,000
20-07	Replacement	Goldstream AC Replacement	Replacement of aging asbestos cement pipe within Goldstream Rd, fromVMP to Spencer.	\$5,000,000	S	WU	\$0	\$4,800,000	\$0	\$0	\$0	\$0	\$4,800,000
21-02	Replacement	Sooke Rd - 2,200m of 600m Pipe - VMP to Jacklin	Replacement of aged, large diameter water main from Jacklin Rd to VMP	\$2,400,000	S	WU	\$0	\$0	\$2,400,000	\$0	\$0	\$0	\$2,400,000
21-11	Replacement	Marilyn Rd - 110m of 200mm Pipe	Replacement of 110m of watermain to ensure proper fire flows in the area.	\$150,000	S	WU	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
21-12	New	Ironmine Recirculation Line	Installation of a recirculation line to improve water quality at the Silverspray Reservoir	\$165,000	S	WU	\$0	\$165,000	\$0	\$0	\$0	\$0	\$165,000
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	\$700,000	S	WU	\$0	\$200,000	\$500,000	\$0	\$0	\$0	\$700,000
21-15	New	Florence Lake Inclusion Upgrades	Upgrades are required to the Florence Lake water system prior to including it into the JDF Water System.	\$300,000	S	Other	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Sub-Total System Infrastructure Engineering and Operations				\$49,695,000			\$1,900,000	\$17,450,000	\$7,905,000	\$4,905,000	\$3,655,000	\$3,550,000	\$37,465,000
CUSTOMER AND TECHNICAL SERVICES													
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	\$1,395,000	V	ERF	\$250,000	\$450,000	\$350,000	\$190,000	\$580,000	\$165,000	\$1,735,000
20-09	New	Vehicle for the Meter Replacement Program	A new Service Van to be used for the meter replacement program	\$200,000	V	WU	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Sub-Total Customer and Technical Services				\$1,595,000			\$450,000	\$650,000	\$350,000	\$190,000	\$580,000	\$165,000	\$1,935,000
ANNUAL PROVISIONAL ITEMS													
17-07	New	Site Decommissioning - General	Planning for decommissioning of unused sites.	\$50,000	S	WU	\$0	\$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	S	WU	\$0	\$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	S	WU	\$0	\$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	S	WU	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements.	\$2,250,000	S	WU	\$0	\$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	S	WU	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
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	S	WU	\$0	\$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.	\$6,000,000	S	WU	\$0	\$800,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$6,000,000
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement	\$750,000	S	WU	\$0	\$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	S	WU	\$0	\$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	S	WU	\$0	\$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, and air valves.	\$1,000,000	S	WU	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Sub-Total for Annual Provisional Items				\$14,425,000			\$0	\$2,485,000	\$2,985,000	\$2,985,000	\$2,985,000	\$2,985,000	\$14,425,000

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
DEVELOPMENT COST CHARGE (DCC)													
16-07	New	Update DCC Bylaw (Comprehensive Update in 2022)	Planned update of the DCC Bylaw.	\$255,000	S	Res	\$0	\$20,000	\$175,000	\$20,000	\$20,000	\$20,000	\$255,000
20-02	New	Bear Mountain Parkway Extension Supply Mains	Supply mains installed by the City of Langford.	\$2,000,000	S	Res	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
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	S	Res	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
23-01	New	Tank 4 and McCallum Pump Station (2020-2021) and Pump Station 7 and remaining Supply Main to Skirt Mtn Reservoir (2022)	Upgrades to complete the South Skirt Water System	\$7,110,000	S	Res	\$2,500,000	\$4,610,000	\$2,000,000	\$0	\$0	\$0	\$6,610,000
Sub-Total for Development Cost Charges (DCC)				\$10,365,000			\$2,500,000	\$4,630,000	\$4,675,000	\$20,000	\$20,000	\$20,000	\$9,365,000
GRAND TOTAL				\$76,080,000			\$4,850,000	\$25,215,000	\$15,915,000	\$8,100,000	\$7,240,000	\$6,720,000	\$63,190,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

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

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

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
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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.
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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
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$400,000	B	WU	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$1,560,000	E	WU	\$0	\$640,000	\$650,000	\$0	\$0	\$0	\$1,290,000
20-01	New	Portable Pump Station	Portable pump station to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$500,000	E	WU	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$500,000
21-01	New	Storage Container for vehicle and equipment Tires	Tires removed from vehicles are stored on site outside of the Fleet office. They need to be stored in a more safe and secured area.	\$20,000	E	WU	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 2,480,000			\$ 500,000	\$ 1,240,000	\$ 730,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 2,210,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$225,000	E	WU	\$0	\$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	\$0	\$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.	\$100,000	E	WU	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$400,000	E	WU	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$75,000	E	WU	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
Sub-Total for Annual Provisional Capital Items				\$ 1,650,000			\$ -	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 1,650,000
GRAND TOTAL				\$4,130,000			\$500,000	\$1,570,000	\$1,060,000	\$410,000	\$410,000	\$410,000	\$3,860,000

Service: 2.680

JDF Water Distribution

Proj. No. 16-03

Capital Project Title Asset Management Plan

Capital Project Description Combine past studies to plan out future capital expenditures.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

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 prioritize future capital expenditures and programs.

Proj. No. 21-14

Capital Project Title Fire Storage Analysis

Capital Project Description Assess and update the fire flow upgrade program to inform future capital works.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

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.

Proj. No. 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.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

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. A review of system hydraulics, electrical/mechanical issues and backup power is due to be completed in 2020. Funds in 2021 are for completion of design of and to start construction of the Coppermine PS.

Service: 2.680		JDF Water Distribution		
Proj. No. 18-02		Capital Project Title JDF Reservoir Upgrades	Capital Project Description Reservoir improvements are required at Walfred, Peacock, and Helgesen Reservoirs. In 2018 a review of all three reservoirs was conducted including implementing improvements to Walfred.	
Asset Class S		Board Priority Area 0	Corporate Priority Area	0
Project Rationale Numerous deficiencies at the Walfred, Peacock and Helgesen reservoirs have been identified while operating the infrastructure. In 2020 planning and design of improvements at the Helgesen reservoir was undertaken. Improvements like valve reconfiguration, site drainage and controls will be undertaken in 2021 at the Peacock and Skirt reservoirs.				
Proj. No. 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	
Asset Class S		Board Priority Area 0	Corporate Priority Area	0
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 Townsview tank and pump station will be carried out.				
Proj. No. 18-05		Capital Project Title Rocky Point Upgrades	Capital Project Description Replacement of Rocky Point P.S., additional storage at Rocky Point Reservoir & water main upgrades. Partnered with DND.	
Asset Class S		Board Priority Area 0	Corporate Priority Area	0
Project Rationale Proposed work includes the design and construction of upgrades to the existing Rocky Point Pump Station, storage tank and associated water main upgrades. This work will improve the level of service to both the existing Metchosin water users and the expected increase in flow associated with the Spirit Bay Development in Beecher Bay. Cost sharing with DND for design and construction is underway with construction completing in 2021.				

Service: 2.680

JDF Water Distribution

Proj. No. 18-06

Capital Project Title Disaster Response Plan for Water Supply and Distribution

Capital Project Description Determine and supply response equipment for disaster response.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

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.*

Proj. No. 19-06

Capital Project Title Corrosion Protection Program

Capital Project Description Undertake a program to assess and prevent corrosion to existing steel pipe within the Juan du Fuca water system.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale *There are numerous steel pipes within the Juan du Fuca water distribution system. Some are located in corrosive conditions or connected to dissimilar metals. Funds are required to undertake a program to assess and prevent corrosion to existing pipes.*

Proj. No. 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.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale *Determine and commence improvements to the distribution system to provide resiliency. In 2021, sites will be prioritized with design commencing in 2022 and construction starting in 2023.*

Proj. No. 20-03

Capital Project Title AC Pipe Replacement Program

Capital Project Description Replacement of aging asbestos cement pipe as highlighted in the 2019 update report

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale *This item is the 2021 to 2025 program for replacement of the water mains identified in the Water Main Upgrading and Replacement Program Update in 2021. All mains were assessed for such criteria as age, pipe material, record of leaks and hydraulic adequacy, and a long-term replacement program was developed. Planned works for 2021 include 1.3km on Luxton Rd, funds for Walfred Rd Phase 2 were used in 2020.*

Service: 2.680	JDF Water Distribution
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Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
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 will be utilized to complete design of the two new meters that will allow for construction of the meters while maintaining service. Construction is to start in winter of 2021 and be completed in 2022.		

Proj. No. 20-05	Capital Project Title Electrical Isolation Audit	Capital Project Description Inspection audit of facilities to ensure that there is sufficient electrical separation and isolation for safety.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Identified through Statement of Works, numerous aging facilities with electrical services may pose safety hazards due to inadequate electrical separation from mechanical equipment.		

Proj. No. 20-06	Capital Project Title Sun River Reservoir Replacement	Capital Project Description Replace the existing concrete tank with a steel tank for increase capacity and resilience.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The Sun River reservoir is experiencing leakage through concrete form tie holes as a result of the original construction process. Funding is required to replace the existing concrete tank with a bolted steel tank.		

Proj. No. 20-07	Capital Project Title Goldstream AC Replacement	Capital Project Description Replacement of aging asbestos cement pipe within Goldstream Rd, from VMP to Spencer.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The existing water main within Goldstream Rd, from VMP to Spencer Rd, is aging asbestos cement and identified as a risk for failure. Due to the numerous large connections to the RWS transmission main and complexity replacement of this water main cannot be carried out within the AC Replacement Program. Funds are required to completed design and construct replacement of the water main in 2021.		

Service: 2.680		JDF Water Distribution	
Proj. No. 21-02	Capital Project Title Sooke Rd - 2,200m of 600m Pipe - VMP to Jacklin	Capital Project Description Replacement of aged, large diameter water main from Jacklin Rd to VMP	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale According to a corrosion assessment, a 2.2 kilometre section of an existing steel pipe along Sooke Road and Allendale Road (between Wishart to Jacklin) was unprotected and in need of replacement. In 2014, the design of both phases of the water main was completed by a consultant and construction of the main from Wishart to VMP was completed by CRD resources. The balance of the construction, from VMP to Jacklin Rd along Sooke Rd, is to occur in 2022.			
Proj. No. 21-11	Capital Project Title Marilyn Rd - 110m of 200mm Pipe	Capital Project Description Replacement of 110m of watermain to ensure proper fire flows in the area.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale Marilyn Road has an undersized pipe for fire flows and a hydrant, funds are required to replace 110 m of watermain to ensure proper fire flows in the area.			
Proj. No. 21-12	Capital Project Title Ironmine Recirculation Line	Capital Project Description Installation of a recirculation line to improve water quality at the Silverspray Reservoir	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale The Silverspray Reservoir experiences seasonal low disinfection residuals, funds are required to design and construct a recirculation line to ensure adequate disinfection residuals during low demand periods.			
Proj. No. 21-13	Capital Project Title SCADA Master Plan Update & Upgrades	Capital Project Description Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	
Asset Class S	Board Priority Area 0	Corporate Priority Area 0	
Project Rationale The 2015 SCADA Master Plan requires an update, additionally data radio and SCADA upgrades are required. Funds are required to update the joint SCADA Master Plan and conduct upgrades to pump stations, reservoirs and other communication sites.			

Service: 2.680		JDF Water Distribution	
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Proj. No. 21-15	Capital Project Title Florence Lake Inclusion Upgrades	Capital Project Description Upgrades are required to the Florence Lake water system prior to including it into the JDF Water System.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Upgrades to the Florence Lake water system are required be before the system can be connected and included in the JDF Water System. Funding provided by the Florence Lake water system will be utilized to complete these upgrades.		

Proj. No. 16-06	Capital Project Title Vehicle & equipment replacement (funding from replacement fund)	Capital Project Description Vehicle and equipment replacement.
Asset Class V	Board Priority Area 0	Corporate Priority Area 0
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.		

Proj. No. 20-09	Capital Project Title Vehicle for the Meter Replacement Program	Capital Project Description A new Service Van to be used for the meter replacement program
Asset Class V	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Funds are required for procurement of a new service van for the meter and service replacement.		

Proj. No. 17-07	Capital Project Title Site Decommissioning - General	Capital Project Description Planning for decommissioning of unused sites.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale This is a provisional item to allow engineering and planning reviews of old facilities with a view to possible future site uses.		

Service: 2.680		JDF Water Distribution	
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Proj. No. 17-09	Capital Project Title Emergency Main Replacement	Capital Project Description Major main replacement under emergencies.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This item is to fund the costs of responding to emergency major main breaks and conducting replacements.</i>		

Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 17-13	Capital Project Title Site Security Upgrades	Capital Project Description Upgrading and replacement of security systems for sites as required.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 17-15	Capital Project Title Distribution System Improvements	Capital Project Description Unplanned distribution system improvements.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 17-16	Capital Project Title Hydraulic Model Yearly Update	Capital Project Description Annual hydraulic model update.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Service: 2.680		JDF Water Distribution	
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Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 21-05	Capital Project Title Pump Station Equipment Replacements	Capital Project Description Unplanned pump station repairs and equipment replacement
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This is an annual provision for unplanned pump station repairs and equipment replacement.</i>		

Proj. No. 21-06	Capital Project Title SCADA Equipment Replacement	Capital Project Description Unplanned replacement of SCADA and electrical equipment.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This is an annual provision for unplanned SCADA and electrical equipment replacement.</i>		

Service: 2.680		JDF Water Distribution	
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Proj. No. 21-07	Capital Project Title Reservoir Equipment Replacement	Capital Project Description Replacement or repairs to components at reservoir sites.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This is an annual provisional for unplanned replacement of equipment, such as safety devices and mechanical fittings, at reservoir sites.</i>		

Proj. No. 21-09	Capital Project Title Valve Replacement	Capital Project Description Unplanned replacement and repair of isolation and line valves, and air valves.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>This is an annual provisional for unplanned replacement of valves, including air valves and check valves.</i>		

Proj. No. 16-07	Capital Project Title Update DCC Bylaw (Comprehensive Update in 2022)	Capital Project Description Planned update of the DCC Bylaw.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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 for 2022 for \$175,000.</i>		

Proj. No. 20-02	Capital Project Title Bear Mountain Parkway Extension Supply Mains	Capital Project Description Supply mains installed by the City of Langford.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>The City of Langford has installed DCC eligible supply water mains as part of their 2017 Bear Mountain Parkway extension road project to avoid future pavement restoration and traffic disruption. It is proposed to pay back the eligible costs in 2022.</i>		

Service: 2.680		JDF Water Distribution	
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Proj. No. 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.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

Proj. No. 23-01	Capital Project Title Tank 4 and McCallum Pump Station (2020-2021) and Pump Station 7 and remaining Supply Main to Skirt Mtn Reservoir (2022)	Capital Project Description Upgrades to complete the South Skirt Water System
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>Design and construct Tank 4, Pump Station 7, McCallum Pump Station and remaining supply main to the Skirt Mountain Reservoir based upon development and demand.</i>		

Service: 2.670/2.680

Regional Water Supply & JdF Water Distribution Combo

Proj. No. 16-01

Capital Project Title

Upgrades to Buildings at 479 Island Highway

Capital Project Description

Maintenance and changes to buildings and office layouts.

Asset Class B

Board Priority Area 0

Corporate Priority Area 0

Project Rationale

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

- Repairs, upgrades and changes to the buildings (provisional \$50,000)
- Painting of the buildings. (provisional \$10,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$10,000 annually)
- Repair, refurbishment and replacement of equipment and property. (provisional \$10,000 annually)

Proj. No. 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.

Asset Class E

Board Priority Area 0

Corporate Priority Area

0

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.

Proj. No. 20-01

Capital Project Title

Portable Pump Station

Capital Project Description

Portable pump station to provide backup when a pump station is offline, in construction or to bypass a section of pipe.

Asset Class E

Board Priority Area 0

Corporate Priority Area

0

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 is required to maintain the level of service. Funds will be used in 2020 to design and in 2021 to procure a portable pump station.

Service: 2.670/2.680		Regional Water Supply & JDF Water Distribution Combo	
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Proj. No. 21-01	Capital Project Title Storage Container for vehicle and equipment Tires	Capital Project Description Tires removed from vehicles are stored on site outside of the Fleet office. They need to be stored in a more safe and secured area.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale The tires that are purchased for replacing and winter rotating are stored outside the fleet office on the mezzanine. These tires which include large truck and equipment tires are bulky and heavy. Lifting these tires onto the mezzanine has been identified as a safety hazzard and requires more than one person. A solution to this is to purchase a storage container that can be placed and locked in the yard at 479 for the storage of the tires. The container will be at ground level which means that the onsite forklift can be used to move the tires around.		

Proj. No. 17-03	Capital Project Title Office Equipment, Upgrades and Replacements	Capital Project Description Upgrade and replacement of office equipment as required.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
Project Rationale Funds will be used for the replacement and upgrading of office equipment and furniture, as required.		

Proj. No. 17-04	Capital Project Title Computer Upgrades	Capital Project Description Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.
Asset Class E	Board Priority Area 0	Corporate Priority Area 0
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 \$175,000 annually to reflect actual costs.		
<i>Capital Budget</i> 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		

Service: 2.670/2.680		Regional Water Supply & JDF Water Distribution Combo			
Proj. No.	17-05	Capital Project Title	Development of the Maintenance Management Systems	Capital Project Description	Develop maintenance management system.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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 IT related projects:- <ul style="list-style-type: none">• Develop a dashboard to display information.• Investigate standardization of SAP mobile platform.			

Proj. No.	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.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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.			

Proj. No.	17-07	Capital Project Title	Small Equipment & Tool Replacement (Corporate Fleet)	Capital Project Description	Replacement of tools and small equipment for Fleet as required.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
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.			

2.680 Juan de Fuca Water Distribution
Summary Schedule
2021 - 2025 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

	Actual	Estimate	Budget				
	2019	2020	2021	2022	2023	2024	2025
DCC Reserve Account	7,436,981	6,458,821	6,458,880	3,953,284	6,133,284	8,313,284	10,493,284
Equipment Replacement Fund	343,314	196,009	284,012	249,675	356,601	137,396	276,416
Total	7,857,899	6,732,436	6,820,500	4,280,569	6,567,497	8,528,294	10,847,316

2.680 Juan de Fuca Water Distribution
Development Cost Charges
2021 - 2025 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	Actual	Estimate	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	7,376,711	7,436,981	6,458,821	6,458,880	3,953,284	6,133,284	8,313,284
Transfer to Cap Fund to fund DCC projects	(814,305)	(3,020,000)	(2,130,000)	(4,675,000)	(20,000)	(20,000)	(20,000)
Payment of P&I on LA 3164	(239,785)	(228,160)	(69,941)	(30,596)	-	-	-
Payment of DCC liability	(3,148,875)						
DCC's received From Member Municipalities	4,192,290	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Interest Income*	70,945	70,000					
Ending Balance \$	7,436,981	6,458,821	6,458,880	3,953,284	6,133,284	8,313,284	10,493,284

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
2021 - 2025 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	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	530,455	343,314	196,009	284,012	249,675	356,601	137,396
Equipment purchases (Based on Capital Plan)	(525,407)	(425,000)	(200,000)	(350,000)	(190,000)	(580,000)	(165,000)
Transfer from Operating Budget	251,115	213,945	258,003	263,163	268,426	273,795	279,270
Proceeds on disposals	80,949	63,750	30,000	52,500	28,500	87,000	24,750
Interest Income*	6,203						
Ending Balance \$	343,314	196,009	284,012	249,675	356,601	137,396	276,416

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

2021 BUDGET

Core Area Wastewater - Combined View

COMMITTEE OF THE WHOLE

OCTOBER 2020

2021 Core Area Wastewater Cost Sharing Summary
Committee of the Whole
October 28, 2020

2021				(DND)									
Operating Budget		Basis of Apportionment	COLWOOD	ESQUIMALT	LANGFORD	OAK BAY	SAANICH	VICTORIA	VIEW ROYAL	FIRST NATIONS	OTHERS	Totals	
3.717	Core Area Wastewater Operations Requisition	Average Annual Flow (AAF)	4%	6%	8%	9%	29%	40%	3%	1%	0%		
	PILT		1,006,976	1,807,082 (742,946)	2,265,169	2,558,850 (188)	8,314,845	11,236,814	748,932 (2,080)	224,112	127,659	28,290,438 (745,214)	
3.717	Subtotal		1,006,976	1,064,136	2,265,169	2,558,662	8,314,845	11,236,814	746,852	224,112	127,659	27,545,224	
Capital Budget													
3.798C	Debt - Core Area Wastewater Treatment Program Requisition	Treatment Capacity	4%	7%	13%	6%	31%	36%	3%	0%	0%		
	PILT		874,804 (53,355)	1,365,598 (479,479)	2,599,770 (6,368)	1,324,528	6,271,484	7,444,050	655,076 (1,249)	-	-	20,535,311 (540,451)	
3.798C	Subtotal		821,449	886,119	2,593,402	1,324,528	6,271,484	7,444,050	653,827	-	-	19,994,860	
Total 2021 Operating and Capital Budget Cost Share			1,828,425	1,950,255	4,858,571	3,883,190	14,586,329	18,680,864	1,400,679	224,112	127,659	47,540,084	
2020		Basis of Apportionment	COLWOOD	ESQUIMALT	LANGFORD	OAK BAY	SAANICH	VICTORIA	VIEW ROYAL	FIRST NATIONS	OTHERS	Totals	
Operating Budget													
3.710	Northwest Trunk (Macaulay) Requisition	AAF	8%	13%	16%	0%	41%	15%	5%	2%	1%		
	PILT		233,940	393,218 (341,609)	495,255 (1,856)		1,266,448	481,879	163,322 (483)	48,841	27,998	3,110,901 (343,948)	
	Subtotal		233,940	51,609	493,399	-	1,266,448	481,879	162,839	48,841	27,998	2,766,953	
3.712	Northeast Trunk (Clover Point) Requisition	AAF	0%	0%	0%	18%	20%	63%	0%	0%	0%		
						347,026	382,177	1,223,670				1,952,873	
	Subtotal		-	-	-	347,026	382,177	1,223,670	-	-	-	1,952,873	
3.713	East Coast Interceptor Requisition	AAF	0%	0%	0%	30%	33%	37%	0%	0%	0%		
						287,765	316,906	353,907				958,579	
	Subtotal		-	-	-	287,765	316,906	353,907	-	-	-	958,579	
3.715	Northeast Trunk #2 Requisition	AAF	0%	0%	0%	26%	4%	70%	0%	0%	0%		
						130,154	20,756	350,452				501,362	
	Subtotal		-	-	-	130,154	20,756	350,452	-	-	-	501,362	
Capital Budget													
3.798C	Debt - Core Area Wastewater Treatment Program Requisition	Treatment Capacity	4%	7%	13%	6%	31%	36%	3%	0%	0%	100.00%	
	PILT		1,534,440 (121,550)	2,395,311 (880,817)	4,560,096 (14,507)	2,323,272	11,000,422	13,057,148	1,149,029 (2,845)			36,019,719 (1,019,719)	
3.798C	Subtotal		1,412,890	1,514,494	4,545,589	2,323,272	11,000,422	13,057,148	1,146,184	-	-	35,000,000	
Total 2020 Operating and Capital Budget Cost Share			1,646,830	1,566,103	5,038,989	3,088,216	12,986,710	15,467,056	1,309,023	48,841	27,998	41,179,767	
Difference													
3.710	Northwest Trunk (Macaulay)		(233,940)	(51,609)	(493,399)	-	(1,266,448)	(481,879)	(162,839)	(48,841)	(27,998)	(2,766,953)	
3.712	Northeast Trunk (Clover Point)					(347,026)	(382,177)	(1,223,670)				(1,952,873)	
3.713	East Coast Interceptor					(287,765)	(316,906)	(353,907)				(958,579)	
3.715	Northeast Trunk #2					(130,154)	(20,756)	(350,452)				(501,362)	
3.717	Core Area Wastewater Operations		1,006,976	1,064,136	2,265,169	2,558,662	8,314,845	11,236,814	746,852	224,112	127,659	27,545,224	
3.71X	Subtotal		773,036	1,012,527	1,771,770	1,793,718	6,328,557	8,826,905	584,012	175,271	99,661	21,365,457	
3.798C	Debt - Core Area Wastewater Treatment Program		(591,441)	(628,375)	(1,952,187)	(998,744)	(4,728,938)	(5,613,098)	(492,357)	-	-	(15,005,140)	
3.798C	Subtotal		(591,441)	(628,375)	(1,952,187)	(998,744)	(4,728,938)	(5,613,098)	(492,357)	-	-	(15,005,140)	
Total Change (\$)			181,595	384,152	(180,418)	794,973	1,599,619	3,213,807	91,656	175,271	99,661	6,360,317	

CORE AREA WASTEWATER - COMBINED VIEW

Operating Costs											
Trunk Operating Costs	6,949,924	6,350,583	6,769,334	-	-	-	-	-	-	-	-
3.717 Operating Costs	-	-	-	28,011,554	-	224,527	28,236,081	29,008,461	29,251,583	30,299,789	31,827,711
3.798C Pre-Operating Costs	1,206,390	6,497,647	5,069,166	-	-	-	-	-	-	-	-
Viewfield Property Operations	474,677	150,350	112,827	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	8,630,991	12,998,580 50.6%	11,951,327	28,011,554	-	224,527	28,236,081 117.2%	29,008,461 2.7%	29,251,583 0.8%	30,299,789 3.6%	31,827,711 5.0%
Capital / Reserve											
Trunk Reserves	184,913	234,718	212,531	-	-	-	-	-	-	-	-
3.717 Reserve Transfers (ORF & ERF)	-	-	-	1,302,547	-	-	1,302,547	1,328,598	1,355,170	1,382,273	1,409,919
3.798C Reserve Transfers (CAWTP)	27,093,347	24,125,243	30,940,930	-	-	-	-	-	-	-	-
3.798C Transfer to RTF Capital	-	-	-	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
3.798C Transfer to CAWTP Debt Retirement Reserve	-	-	-	6,318,949	-	-	6,318,949	4,590,106	4,590,106	630,000	4,971,429
3.798C Transfer to Capital Replacement Reserve	-	-	-	2,721,119	-	-	2,721,119	2,721,119	2,721,119	2,721,119	2,721,119
TOTAL CAPITAL / RESERVES	27,278,260	24,359,961	31,153,461	15,872,360	-	-	15,872,360	14,169,568	14,196,140	10,263,137	14,632,212
Debt Expenditures											
Viewfield	737,426	310,250	89,420	-	-	-	-	-	-	-	-
CAWTP	3,295,132	6,266,449	4,855,086	6,593,320	-	-	6,593,320	8,022,163	8,022,162	11,982,269	7,640,840
CAWW	-	-	-	-	-	117,000	117,000	985,158	1,716,048	2,312,921	3,001,668
DEBT EXPENDITURES	4,032,558	6,576,699	4,944,506	6,593,320	-	117,000	6,710,320	9,007,321	9,738,210	14,295,190	10,642,508
TOTAL COSTS	39,941,809	43,935,240	48,049,294	50,477,234	-	341,527	50,818,761	52,185,350	53,185,933	54,858,116	57,102,431
*Percentage Increase over prior year		10.0%					15.7%	2.7%	1.9%	3.1%	4.1%
FUNDING SOURCES (REVENUE)											
Internal Recoveries	(673,027)	(840,000)	(840,000)	(1,100,000)	-	-	(1,100,000)	(1,122,000)	(1,144,440)	(1,167,329)	(1,190,675)
Trunk Revenues	(483,682)	(405,534)	(802,098)	-	-	-	-	-	-	-	-
3.717 Revenue	-	-	-	(823,404)	-	(70,000)	(893,404)	(1,298,999)	(936,517)	(1,366,999)	(2,256,517)
3.798C Revenue	(921,842)	(1,049,339)	(1,038,849)	(560,671)	-	-	(560,671)	(560,671)	(560,671)	(560,671)	(560,671)
3.798C 2020 Operating Surplus	-	-	724,602	(724,602)	-	-	(724,602)	-	-	-	-
Viewfield Revenue (gain on sale EA's)	(1,212,103)	(460,600)	(4,913,182)	-	-	-	-	-	-	-	-
REVENUE	(3,290,654)	(2,755,473)	(6,869,527)	(3,208,677)	-	(70,000)	(3,278,677)	(2,981,670)	(2,641,628)	(3,094,999)	(4,007,863)
Requisition											
Trunk Requisition	(6,651,155)	(6,179,767)	(6,179,767)	-	-	-	-	-	-	-	-
3.717 Requisition	-	-	-	(27,390,697)	-	(154,527)	(27,545,224)	(27,916,060)	(28,525,796)	(29,147,734)	(29,790,438)
3.798C Requisition	(30,000,000)	(35,000,000)	(35,000,000)	(19,877,860)	-	(117,000)	(19,994,860)	(21,287,620)	(22,018,509)	(22,615,383)	(23,304,130)
REQUISITION	(36,651,155)	(41,179,767)	(41,179,767)	(47,268,557)	-	(271,527)	(47,540,084)	(49,203,680)	(50,544,305)	(51,763,117)	(53,094,568)
*Percentage Increase over prior year requisition		12.4%					15.4%	3.5%	2.7%	2.4%	2.6%

Proof to 40M Requisition target

Total requisition less:

2019 Trunk total costs (projected to 2021)
CAWW new capital program debt costs

REQUISITION PROOF:

2021	2021	2022	2023	2024	2025
(7,423,084)	(7,423,084)	(7,571,546)	(7,722,977)	(7,877,437)	(8,034,985)
-	(117,000)	(985,158)	(1,716,048)	(2,312,921)	(3,001,668)
(39,845,473)	(154,527)	(40,000,000)	(40,646,976)	(41,105,280)	(42,057,915)
		1.6%	1.1%	1.1%	1.2%

CAPITAL REGIONAL DISTRICT

2021 BUDGET

North West Trunk Sewer

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.710 North West Trunk Sewer

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage disposal facilities through fine-screening process and disposal through ocean outfall for all member municipalities tributary to the North West Trunk System.

SERVICE DESCRIPTION:

This program is for the provision of Regional sewer service in the Core Area and West Shore, including sewer collection, conveyance, screening and disposal through the ocean outfall at Macaulay Point. 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 member percentage of total sewage input.

Hartland offset to Saanich (2.30%) for Leachate flows to Saanich portion of trunk. Solid waste (Leachate Division) to reimburse Saanich for the Hartland Leachate flow.

MAXIMUM LEVY:

MAXIMUM CAPITAL DEBT:

COMMISSION:

FUNDING:

Requisition

RESERVE FUND:

North West Trunk Sewer Capital Reserve Fund, Bylaw No. 2354 (1995) terminated.
Trunk Sewers & Sewage Disposal Facilities Capital Reserve Fund, Bylaw No. 2525 (1997).

Service: 3.710 North West Trunk Sewer

Committee: Core Area Liquid Waste Management

SEWER COST SHARING SUMMARY - OCTOBER TO SEPTEMBER (PRIOR YEAR NUMBERS)

	2016	2017	2018	2019	2020
Saanich	43.89%	42.60%	42.29%	41.60%	40.71%
Victoria	15.08%	15.04%	14.65%	15.27%	15.49%
Esquimalt	14.89%	14.24%	13.84%	13.16%	12.64%
View Royal	3.86%	5.06%	5.29%	5.10%	5.25%
Colwood	6.30%	6.48%	6.98%	7.29%	7.52%
Langford	13.62%	14.08%	14.44%	15.17%	15.92%
Songhees	1.36%	1.37%	1.44%	1.27%	1.41%
Dept of National Defence (D.N.D.)	0.93%	1.04%	0.96%	1.01%	0.90%
Esquimalt Band	0.07%	0.09%	0.11%	0.13%	0.16%
	100.00%	100.00%	100.00%	100.00%	100.00%

3.710 - N.W.T. OPERATIONS			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>										
Allocation - Operations	2,047,645	2,014,174	-	-	-	-	-	-	-	-
Operating - Other Costs	688,675	843,944	-	-	-	-	-	-	-	-
Prgms - LWD - I&I	209,707	209,707	-	-	-	-	-	-	-	-
Consultant Expenses	10,404	0	-	-	-	-	-	-	-	-
Contract For Services	22,797	70,797	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	2,979,228	3,138,622	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	5.35%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	75,951	77,631	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve	55,910	55,910	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	131,861	133,541	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	3,111,089	3,272,163	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	5.18%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	3,111,089	3,272,163	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	5.18%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(188)	(667)	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(343,948)	(343,948)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	-	(160,595)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(344,136)	(505,210)	-	-	-	-	-	-	-	-
REQUISITION	(2,766,953)	(2,766,953)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	0.00%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PARTICIPANTS: Victoria, Esquimalt, Saanich, View Royal, DND, Songhees										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

3.710 North West Trunk Sewer Asset and Reserve Summary
Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

North West Trunk Sewer

On average, 100 million litres of wastewater is collected and discharged daily through the core area liquid waste management systems. Macaulay Point Outfall services the Northwest Trunk, which conveys wastewater from Colwood, Langford, View Royal, Esquimalt, Saanich & Victoria. Assets held by the Northwest Trunk include land, pump and odour control stations, sewage storage tank, regional trunk system and the Macaulay Point Outfall.

Summary

Reserve/Fund Summary	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Projected year end balance						
Maintenance Reserves	1,028,351	-	-	-	-	-
Equipment Replacement Fund	1,944,275	-	-	-	-	-
Total projected year end balance	2,972,626	-	-	-	-	-

See attached reserve schedules for projected annual cash flows.

3.710 North West Trunk Sewer
ERF Reserve Fund Schedule NWT
2021 - 2025 Financial Plan

ERF Reserve Fund Schedule NWT

ERF: NWT ERF or PERS Fund for Equipment

Equipment Replacement Fund- NWT Fund: 1022 Fund Center 101455	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	2,042,408	1,944,275	-	-	-	-
Planned Purchase (Based on Capital Plan)	(200,000)	-	-	-	-	-
Transfer to ERF Reserve Fund 3.717	-	(1,944,275)	-	-	-	-
Transfer from Operating Budget	75,951	-	-	-	-	-
Proceeds of Disposal	-	-	-	-	-	-
Interest Income*	25,916	-	-	-	-	-
Ending Balance \$	1,944,275	-	-	-	-	-

Assumptions/Background:

Balance transferred to amalgamated core area wastewater service equipment reserve fund.

* 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.

**3.710 North West Trunk Sewer
Operating Reserve Summary
2021 - 2025 Financial Plan**

Profile

North West Trunk Sewer

Starting 2003, maintenance accounts started for operating costs (Carbon Replacement, outfall inspection and unexpected maintenance items that were not incurred annually, but incurred on a irregular basis.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105200	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	1,116,272	1,028,351	-	-	-	-
Planned Purchase	(160,595)	-	-	-	-	-
Transfer to 3.717 Operating Reserve Fund	-	(1,028,351)	-	-	-	-
Transfer from Ops Budget	55,910	-	-	-	-	-
Interest Income*	16,764	-	-	-	-	-
Total projected year end balance	1,028,351	-	-	-	-	-

Assumptions/Background:

Balance transferred to amalgamated core area wastewater service operating reserve fund.

* 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

North East Trunk Sewer

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.712 North East Trunk Sewer

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage disposal facilities through fine-screening process and disposal through ocean outfall for all member municipalities tributary to the North East Trunk system.

SERVICE DESCRIPTION:

This program is for the provision of Regional sewer service in the Core Area, including sewer collection and conveyance, screening and disposal through the ocean outfall. 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 calculated flows.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

AUTHORIZATION:

N/A

FUNDING:

Requisition

RESERVE FUND:

North East Trunk Sewer Capital Reserve Fund, Bylaw No. 2352 (1995).
Trunk Sewers & Sewage Disposal Facilities Capital Reserve Fund, Bylaw No. 2525 (1997).

Service: 3.712 North East Trunk Sewer

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION

	2016	2017	2018	2019	2020
Victoria	62.09%	61.89%	62.02%	61.70%	62.66%
Saanich	20.38%	20.33%	19.54%	19.63%	19.57%
Oak Bay	17.53%	17.78%	18.44%	18.67%	17.77%
	100.00%	100.00%	100.00%	100.00%	100.00%

3.712 - NORTH EAST TRUNK OPERATIONS

	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>										
Allocation - Environmental Services	1,378,108	1,371,558	-	-	-	-	-	-	-	-
Operating Expenditures	246,114	513,046	-	-	-	-	-	-	-	-
Prgms - LWD - I&I	216,007	216,007	-	-	-	-	-	-	-	-
Consultant Expenses	4,162	-	-	-	-	-	-	-	-	-
Contract For Services	5,314	45,314	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	1,849,705	2,145,925	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	16.01%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	33,960	33,960	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	35,000	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	68,960	33,960	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	1,918,665	2,179,885	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	13.61%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	1,918,665	2,179,885	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	13.61%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(700)	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(92)	(92)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	-	(226,920)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(792)	(227,012)	-	-	-	-	-	-	-	-
REQUISITION	(1,917,873)	(1,952,873)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.00%	1.82%	-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PARTICIPANTS: Victoria, Saanich, Oak Bay										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

3.712 North East Trunk Sewer (Clover) Asset and Reserve Summary
Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

North East Trunk Sewer

On average, 100 million litres of wastewater is collected and discharged daily through the core area liquid waste management systems. Clover Point Outfall services the Northeast Trunk and East Coast Interceptor, which conveys wastewater from Oak Bay, Saanich and Victoria. Assets held by the Northeast Trunk include the land, Clover Point Pump Station (built in 1975) and the Harling Point Pump Station (built in 1981), regional trunk system and Clover Point Outfall.

Summary

Reserve/Fund Summary	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Projected year end balance						
Maintenance Reserves	946,499	-	-	-	-	-
Equipment Replacement Fund	873,319	-	-	-	-	-
Total projected year end balance	1,819,818	-	-	-	-	-

See attached reserve schedules for projected annual cash flows.

**3.712 North East Trunk Sewer
Operating Reserve Summary
2021 - 2025 Financial Plan**

Profile

North East Trunk Sewer

Starting 2003, maintenance accounts started for operating costs (Carbon Replacement, outfall inspection and unexpected maintenance items that were not incurred annually, but incurred on a irregular basis.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105201	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	1,156,260	946,499	-	-	-	-
Planned Purchase	(226,920)	-	-	-		
Transfer to 3.717 Operating Reserve Fund		(946,499)				
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	17,159	-	-	-	-	-
Total projected year end balance	946,499	-	-	-	-	-

* 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.

3.712 North East Trunk Sewer (Clover)
ERF Reserve Fund Schedule NET
2021 - 2025 Financial Plan

ERF Reserve Fund Schedule NET

ERF: NET ERF or PERS Fund for Equipment

Equipment Replacement Fund- NET Fund: 1022 Fund Center 101456	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	927,650	873,319	-	-	-	-
Planned Purchase (Based on Capital Plan)	(100,000)	-	-	-	-	-
Transfer to 3.717 Equipment Replacement Reserve	-	(873,319)	-	-	-	-
Transfer from Operating Budget	33,960	-	-	-	-	-
Interest Income*	11,709	-	-	-	-	-
Ending Balance \$	873,319	-	-	-	-	-

Assumptions/Background:

Balance transferred to amalgamated core area wastewater service equipment reserve fund.

* 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

East Coast Interceptor

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.713 East Coast Interceptor

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage disposal facilities for all member municipalities tributary to the East Coast Interceptor system.

SERVICE DESCRIPTION:

This program is for the provision of Regional sewer service in the Core Area, including sewer collection and conveyance. 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 calculated flows.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

AUTHORIZATION:

N/A

FUNDING:

Requisition

RESERVE FUND:

East Coast Interceptor Trunk Sewer Capital Reserve Fund, Bylaw No. 2353 (1995).
Trunk Sewers and Sewage Disposal Facilities Capital Reserve Fund, Bylaw No. 2525. Amended Bylaw No. 2353 (1997).

Service: 3.713 East Coast Interceptor

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION

	2016	2017	2018	2019	2020
Victoria	34.69%	37.38%	36.71%	35.77%	36.92%
Saanich	35.12%	33.40%	32.55%	32.91%	33.06%
Oak Bay	30.19%	29.22%	30.74%	31.32%	30.02%
	100.00%	100.00%	100.00%	100.00%	100.00%

3.713 - EAST COAST INTERCEPTOR			BUDGET REQUEST							
	2019 BOARD BUDGET	2019 ESTIMATED ACTUAL	2020 CORE BUDGET	2020 ONGOING	2020 ONE-TIME	2020 TOTAL	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	618,682	605,412	-	-	-	-	-	-	-	-
Operating - Other Costs	334,795	362,537	-	-	-	-	-	-	-	-
Consultant Expenses	9,070	9,070	-	-	-	-	-	-	-	-
Contract For Services	5,202	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	967,749	977,019	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	8,670	8,670	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	17,736	17,736	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	26,406	26,406	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	994,155	1,003,425	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	994,155	1,003,425	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(510)	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(66)	(66)	-	-	-	-	-	-	-	-
Transfer from Own Funds	(35,000)	(44,780)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(35,576)	(44,846)	-	-	-	-	-	-	-	-
REQUISITION	(958,579)	(958,579)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			-100.00%	0.00%	0.00%	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PARTICIPANTS: Victoria, Saanich, Oak Bay										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

3.713 East Coast Interceptor Sewer Asset and Reserve Summary
Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

East Coast Interceptor Sewer Assets

On average, 100 million litres of wastewater is collected and discharged daily through the core area liquid waste management systems. Clover Point Outfall services the East Coast Interceptor and Northeast Trunk, which conveys wastewater from Oak Bay, Saanich and Victoria. Assets held by the East Coast Interceptor include land, seven pump stations, and regional trunk system.

Summary

Reserve/Fund Summary	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Projected year end balance						
Maintenance Reserves	236,286	-	-	-	-	-
Equipment Replacement Fund	408,117	-	-	-	-	-
Total projected year end balance	644,402	-	-	-	-	-

See attached reserve schedules for projected annual cash flows.

**3.713 East Coast Interceptor
Operating Reserve Summary
2021 - 2025 Financial Plan**

Profile

East Coast Interceptor

Maintenance accounts started for operating costs (Carbon Replacement, outfall inspection and unexpected maintenance items that were not incurred annually, but incurred on a irregular basis.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105203	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	268,296	236,286	-	-	-	-
Planned Purchase	(44,780)	-	-	-	-	-
Transfer to 3.717 Operating Reserve Fund		(236,286)				
Transfer from Ops Budget	8,670	-	-	-	-	-
Interest Income*	4,100	-	-	-	-	-
Total projected year end balance	236,286	-	-	-	-	-

* 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.

**3.713 East Coast Interceptor Sewer
ERF Reserve Fund Schedule
2021 - 2025 Financial Plan**

ERF Reserve Fund Schedule ECI

ERF: ECI ERF or PERS Fund for Equipment

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the ECI System. Also called PERS (Priority Equipment Replacement). Example motors, pumps etc.

Equipment Replacement Fund- ECI Fund: 1022 Fund Center: 101457	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	484,420	408,117	-	-	-	-
Planned Purchase (Based on Capital Plan)	(100,000)	-	-	-	-	-
Transfer to 3.717 Equipment Replacement Reserve	-	(408,117)	-	-	-	-
Transfer IN (from Ops Budget)	17,736	-	-	-	-	-
Interest Income*	5,961	-	-	-	-	-
Ending Balance \$	408,117	-	-	-	-	-

Balance transferred to amalgamated core area wastewater service equipment reserve fund.

CAPITAL REGIONAL DISTRICT

2021 BUDGET

North East Trunk 2 (Bowker)

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.715 North East Trunk 2 (Bowker)

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage disposal facilities for all member municipalities tributary to the North East Trunk Bowker.

SERVICE DESCRIPTION:

This program is for the provision of Regional sewer service in the Core Area, including sewer collection and conveyance. 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 calculated flows.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

AUTHORIZATION:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

Service: 3.715 North East Trunk 2 (Bowker)

COMMITTEE: ENVIRONMENT

COST SHARING ALLOCATION

	2016	2017	2018	2019	2020
Victoria	68.57%	65.97%	68.31%	68.31%	69.90%
Saanich	4.46%	4.77%	4.62%	4.62%	4.14%
Oak Bay	26.97%	29.26%	27.07%	27.07%	25.96%
	100%	100%	100%	100%	100%

3.715 - NORTH EAST TRUNK (BOWKER)
OPERATING COSTS:

Allocations	343,222	327,818
Operating - Other Costs	144,442	129,315
Consultant Expenses	2,081	-
Contract For Services	29,156	50,635

TOTAL OPERATING COSTS

*Percentage Increase over prior year	0.00%	-2.15%
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CAPITAL / RESERVE

Transfer to Equipment Replacement Fund	-	-
Transfer to Reserve Fund	7,491	18,624

TOTAL CAPITAL / RESERVES

Debt Expenditures	-	-
MFA Debt Reserve	-	-

TOTAL COSTS

*Percentage Increase over prior year	0.00%	0.00%
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Internal Recoveries	-	-
Recovery - Other	-	-

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year	0.00%	0.00%
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SOURCES OF FUNDING (REVENUE)
Surplus / (Deficit)

Balance C/F from Prior to Current year	-	-
Grants In Lieu of Taxes	(30)	(30)
Transfer from Operating Reserve	(25,000)	(25,000)

TOTAL REVENUE
REQUISITION

*Percentage Increase over prior year	0.00%	0.00%
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PARTICIPANTS: Victoria, Saanich, Oak Bay
AUTHORIZED POSITIONS:

Salaried	-	-
Hourly	-	-

BUDGET REQUEST

2020 CORE BUDGET	2020 ONGOING	2020 ONE-TIME	2020 TOTAL
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2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL
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3.715 North East Trunk 2
Operating Reserve Summary
2021 - 2025 Financial Plan

Profile

North East Trunk 2

Maintenance accounts started for operating costs (unexpected maintenance items) that were not incurred annually, but incurred on a irregular basis.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105202	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	334,095	332,813	-	-	-	-
Planned Purchase	(25,000)	-	-	-	-	-
Transfer to 3.717 Operating Reserve Fund	-	(332,813)	-	-	-	-
Transfer from Ops Budget	18,624	-	-	-	-	-
Interest Income*	5,094	-	-	-	-	-
Total projected year end balance	332,813	-	-	-	-	-

* 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

Core Area Wastewater Treatment Operations

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.717 Core Area Wastewater Treatment 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

3.717 - CORE AREA WASTEWATER OPERATIONS

3.717 - CORE AREA WASTEWATER OPERATIONS			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	
	OPERATING COSTS:										
	Allocation - IWS Operations	-	-	7,113,781	-	-	7,113,781	7,250,916	7,395,051	7,542,082	7,692,058
	Allocation - Standard Overhead	-	-	1,007,283	-	-	1,007,283	1,056,190	1,079,794	1,102,947	1,125,006
	Allocation - Enviro Monitoring & Marine Protection Programs	-	-	2,020,558	-	-	2,020,558	2,064,152	2,105,447	2,147,547	2,190,511
	Contracts for Services - RTF Payments & Biosolids	-	-	5,832,978	-	124,527	5,957,505	6,112,313	6,245,157	6,380,855	6,528,152
	Operating - Other	-	-	1,652,632	-	100,000	1,752,632	1,658,282	1,691,562	1,725,514	1,760,143
	Repairs & Maintenance	-	-	1,822,892	-	-	1,822,892	2,215,232	1,888,306	2,355,053	3,281,562
Electricity & Utilities	-	-	4,349,026	-	-	4,349,026	4,344,764	4,440,417	4,538,460	4,638,968	
Supplies - Chemical & Other	-	-	4,212,404	-	-	4,212,404	4,306,612	4,405,849	4,507,331	4,611,311	
TOTAL OPERATING COSTS	-	-	28,011,554	-	224,527	28,236,081	29,008,461	29,251,583	30,299,789	31,827,711	
*Percentage Increase over prior year							2.74%	0.84%	3.58%	5.04%	
RESERVE:											
Transfer to Operating Reserve	-	-	1,026,086	-	-	1,026,086	1,046,608	1,067,540	1,088,891	1,110,669	
Transfer to Equipment Replacement Fund	-	-	276,461	-	-	276,461	281,990	287,630	293,382	299,250	
TOTAL RESERVES	-	-	1,302,547	-	-	1,302,547	1,328,598	1,355,170	1,382,273	1,409,919	
TOTAL COSTS	-	-	29,314,101	-	224,527	29,538,628	30,337,059	30,606,753	31,682,062	33,237,630	
*Percentage Increase over prior year							2.70%	0.89%	3.51%	4.91%	
Internal Recoveries	-	-	(1,100,000)	-	-	(1,100,000)	(1,122,000)	(1,144,440)	(1,167,329)	(1,190,675)	
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	28,214,101	-	224,527	28,438,628	29,215,059	29,462,313	30,514,733	32,046,955	
*Percentage Increase over prior year							2.73%	0.85%	3.57%	5.02%	
REVENUE:											
Grants In Lieu of Taxes	-	-	(823,404)	-	-	(823,404)	(861,517)	(861,517)	(861,517)	(861,517)	
Transfer from Operating Reserve	-	-	-	-	(70,000)	(70,000)	(437,482)	(75,000)	(505,482)	(1,395,000)	
TOTAL REVENUE	-	-	(823,404)	-	(70,000)	(893,404)	(1,298,999)	(936,517)	(1,366,999)	(2,256,517)	
REQUISITION	-	-	(27,390,697)	-	(154,527)	(27,545,224)	(27,916,060)	(28,525,796)	(29,147,734)	(29,790,438)	
*Percentage Increase over prior year							1.35%	2.18%	2.18%	2.20%	
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford, Esquimalt FN, Songhees FN											

3.717 Core Area Wastewater Asset and Reserve Summary
Summary Schedule
2021 - 2025 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 2020. The treatment plants, pump stations and conveyance systems provide tertiary wastewater treatment to the Core Area and Westshore Communities.

Summary

CAWW Reserve/Fund Summary
Projected year end balance

	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Maintenance Reserves	-	3,500,035	4,109,161	5,101,701	5,685,110	5,400,779
Equipment Replacement Fund	-	3,502,172	3,581,825	3,869,455	3,960,500	3,659,750
Total projected year end balance	-	7,002,207	7,690,986	8,971,156	9,645,610	9,060,529

See attached reserve schedules for projected annual cash flows.

3.717 Core Area Wastewater Operations
Operating Reserve Summary
2021 - 2025 Financial Plan

Profile

Core Area Wastewater Operations

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105543	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	-	-	3,500,035	4,109,161	5,101,701	5,685,110
Planned Purchase	-	(70,000)	(437,482)	(75,000)	(505,482)	(1,395,000)
Transfer from Ops Budget	-	1,026,086	1,046,608	1,067,540	1,088,891	1,110,669
Transfer from Ops reserve 3.710	-	1,028,351	-	-	-	-
Transfer from Ops reserve 3.712	-	946,499	-	-	-	-
Transfer from Ops reserve 3.713	-	236,286	-	-	-	-
Transfer from Ops reserve 3.715	-	332,813	-	-	-	-
Interest Income*	-	-	-	-	-	-
Total projected year end balance	-	3,500,035	4,109,161	5,101,701	5,685,110	5,400,779

* 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.

**3.717 Core Area Wastewater
Equipment Replacement Reserve Fund Schedule
2021 - 2025 Financial Plan**

ERF Reserve Fund Schedule CAWW

ERF: CAWW Fund for Equipment Replacement

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

Equipment Replacement Fund- CAWW Fund: 1022 Fund Center: 102229	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	-	-	3,502,172	3,581,825	3,869,455	3,960,500
Planned Purchase (Based on Capital Plan)	-	-	(202,337)	-	(202,337)	(600,000)
Transfer IN (from Ops Budget)	-	276,461	281,990	287,630	293,382	299,250
Transfer from ERF reserve 3.710	-	1,944,275	-	-	-	-
Transfer from ERF reserve 3.712	-	873,319	-	-	-	-
Transfer from ERF reserve 3.713	-	408,117	-	-	-	-
Interest Income*	-	-	-	-	-	-
Ending Balance \$	-	3,502,172	3,581,825	3,869,455	3,960,500	3,659,750

Assumptions/Background:

Transfer remaining balance from trunk budgets to fund amalgamated Core Area Wastewater service equipment reserve fund.

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

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Debt - Core Area Wastewater Treatment Program

COMMITTEE OF THE WHOLE

OCTOBER 2020

3.798C - CORE AREA WASTEWATER CAPITAL			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	ongoing	one time	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS:</u>										
Viewfield Property Operations	150,350	112,827	-	-	-	-	-	-	-	-
Salaries & wages	1,774,170	1,396,589	-	-	-	-	-	-	-	-
Allocations	1,013,297	692,889	-	-	-	-	-	-	-	-
Contract for services	1,171,500	1,171,500	-	-	-	-	-	-	-	-
Operating expenses	2,079,091	1,326,411	-	-	-	-	-	-	-	-
Supplies	459,589	481,777	-	-	-	-	-	-	-	-
WTP Pre-Operation and Operating Costs	6,497,647	5,069,166	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	6,647,997	5,181,993	-	-	-	-	-	-	-	-
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve	6,647,970	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Reserve	727,918	-	-	-	-	-	-	-	-	-
Transfer to CAWTP Capital	16,749,355	30,940,930	-	-	-	-	-	-	-	-
Transfer to RTF Capital	-	-	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
Transfer to Capital Replacement Reserve	-	-	2,721,119	-	-	2,721,119	2,721,119	2,721,119	2,721,119	2,721,119
Transfer to WTP Debt Retirement Reserve	-	-	6,318,949	-	-	6,318,949	4,590,106	4,590,106	630,000	4,971,429
TOTAL CAPITAL / RESERVES	24,125,243	30,940,930	14,569,813	-	-	14,569,813	12,840,970	12,840,970	8,880,864	13,222,293
CAWTP Debt	6,362,080	4,929,887	6,277,610	-	-	6,277,610	8,006,453	8,006,452	11,966,559	7,625,130
CAWW Debt	-	-	-	-	-	-	887,158	1,640,048	2,223,921	2,907,668
<u>Total Debt Expenditures</u>	6,362,080	4,929,887	6,277,610	-	-	6,277,610	8,893,611	9,646,500	14,190,480	10,532,798
MFA Debt Reserve	214,619	14,619	315,710	-	117,000	432,710	113,710	91,710	104,710	109,710
TOTAL OPERATING COSTS	37,349,939	41,067,429	21,163,133	-	117,000	21,280,133	21,848,291	22,579,180	23,176,054	23,864,801
*Percentage Increase over prior year						-43.0%	2.7%	3.3%	2.6%	3.0%
FUNDING SOURCES (REVENUE)										
Operating Surplus	-	724,602	-	-	-	-	-	-	-	-
Surplus Balance carry forward	-	-	(724,602)	-	-	(724,602)	-	-	-	-
Transfer from Own funds	(840,000)	(840,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,019,719)	(1,019,719)	(540,451)	-	-	(540,451)	(540,451)	(540,451)	(540,451)	(540,451)
Revenue - Other	(490,220)	(221,377)	(20,220)	-	-	(20,220)	(20,220)	(20,220)	(20,220)	(20,220)
Gain on sale of property	-	(4,710,935)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(2,349,939)	(6,067,429)	(1,285,273)	-	-	(1,285,273)	(560,671)	(560,671)	(560,671)	(560,671)
REQUISITION	(35,000,000)	(35,000,000)	(19,877,860)	-	(117,000)	(19,994,860)	(21,287,620)	(22,018,509)	(22,615,383)	(23,304,130)
*Percentage Increase over prior year requisition						-42.9%	6.5%	3.4%	2.7%	3.0%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

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

Service No.	3.798C Core Area Wastewater	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$7,128,745	\$35,200,000	\$19,125,264	\$14,891,918	\$16,743,472	\$18,445,066	\$104,405,720	
Vehicles	\$425,000	\$425,000	\$0	\$0	\$0	\$0	\$0	\$425,000
	\$7,553,745	\$35,625,000	\$19,125,264	\$14,891,918	\$16,743,472	\$18,445,066	\$104,830,720	

SOURCE OF FUNDS

Capital Funds on Hand	\$7,553,745	\$7,553,745	\$7,385,264	\$5,591,918	\$5,593,472	\$5,595,066	\$31,719,465	
Debenture Debt (New Debt Only)	\$0	\$28,071,255	\$11,740,000	\$9,300,000	\$11,150,000	\$12,850,000	\$73,111,255	
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$7,553,745	\$35,625,000	\$19,125,264	\$14,891,918	\$16,743,472	\$18,445,066	\$104,830,720	

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

3.798C

Service Name:

Core Area Wastewater Capital

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

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
MCLOUGHLIN WASTEWATER TREATMENT PLANT													
The new McLoughlin WWTP is being commissioned and should be fully operational by December 31, 2020. This is a new facility and should not require any significant projects in the first several years, but some upgrades maybe required to improve operational performance and/or health and safety issues that may become known after the plant is in full operation.													
16-01	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	\$211,900,000	S	Cap	\$7,128,745	\$7,128,745	\$7,385,264	\$5,591,918	\$5,593,472	\$5,595,066	\$31,294,465
16-01	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	\$101,100,000	S	Debt	\$0	\$16,371,255	\$0	\$0	\$0	\$0	\$16,371,255
20-02	New	New Fleet Purchases	9 new vehicles (3 EIC, 3 mechanical trades, 3 operations); 1 spider crane; 1 scissor lift; 1 portable hoty	\$850,000	V	Cap	\$425,000	\$425,000	\$0	\$0	\$0	\$0	\$425,000
PUMP STATIONS													
21-01	Renewal	Lang Cove Electrical and Building Upgrades	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADApack, communications), and building upgrades.	\$350,000	S	Debt	\$0	\$100,000	\$250,000	\$0	\$0	\$0	\$350,000
21-02	Renewal	Marigold Electrical and Building Upgrades	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.	\$2,250,000	S	Debt	\$0	\$400,000	\$1,850,000	\$0	\$0	\$0	\$2,250,000
21-03	Renewal	Currie Major Electrical and Siesmic Upgrades	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApack, communications), siesmic upgrades and driveway repairs. Assessment and VFD replacement in 2021 and other upgrades in 2022.	\$2,300,000	S	Debt	\$0	\$400,000	\$0	\$0	\$1,900,000	\$0	\$2,300,000
21-04	Renewal	Craigflower Odour Control Upgrade	Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Improvements are required to mitigate odours and address health and safety concerns.	\$400,000	S	Debt	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
21-05	Replacement	Harling PS - Complete Replacement	Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. Detailed Design will be completed in 2021 and construction in 2022.	\$1,900,000	S	Debt	\$0	\$200,000	\$1,700,000	\$0	\$0	\$0	\$1,900,000
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	S	Debt	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
24-01	Renewal	Trent PLC Upgrade	The PLC needs to be upgraded to meet new software standards.	\$250,000	S	Debt	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000
24-02	Renewal	Hood Mechanical and Electrical Renewal	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.	\$420,000	S	Debt	\$0	\$0	\$0	\$0	\$420,000	\$0	\$420,000
24-03	Renewal	Currie Minor Mechanical and Electrical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.	\$230,000	S	Debt	\$0	\$0	\$0	\$0	\$230,000	\$0	\$230,000
24-04	Renewal	Humber Electrical and Mechanical Renewal	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.	\$290,000	S	Debt	\$0	\$0	\$0	\$0	\$290,000	\$0	\$290,000
24-05	Renewal	Rutland Electrical and Mechanical Renewal	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.	\$290,000	S	Debt	\$0	\$0	\$0	\$0	\$290,000	\$0	\$290,000
24-06	Renewal	Penrhyn Electrical and Mechanical Renewal	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.	\$670,000	S	Debt	\$0	\$0	\$0	\$0	\$120,000	\$550,000	\$670,000
GRAVITY SEWERS AND MANHOLES													
21-06	Renewal	Shoreline Trunk Sewer Upgrade	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet.	\$2,400,000	S	Debt	\$0	\$100,000	\$100,000	\$2,000,000	\$0	\$0	\$2,200,000

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
21-07	New	Western Trunk Sewer Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon. Complete an options study in 2021/22 and detailed design/construction between 2026-2030.	\$15,000,000	S	Debt	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$400,000
21-08	Replacement	Boundary Odour Control Replacement	The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.	\$400,000	S	Debt	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
21-09	Renewal	Bowker Sewer Rehabilitation	Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.	\$8,600,000	S	Debt	\$0	\$4,300,000	\$4,300,000	\$0	\$0	\$0	\$8,600,000
21-10	Renewal	Sewer Cleaning and Inspection	Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2021. The 5-year cycle will recommence in 2024.	\$450,000	S	Debt	\$0	\$150,000	\$0	\$0	\$150,000	\$150,000	\$450,000
21-11	Renewal	Manhole Repairs and Replacement	Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's will start in 2021.	\$1,500,000	S	Debt	\$0	\$500,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000
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.	\$300,000	S	Debt	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000
PRESSURE PIPES AND APPURTENANCES													
21-12	Renewal	Gorge Siphon Inlet Chamber Upgrade	The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.	\$500,000	S	Debt	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
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.	\$9,600,000	S	Debt	\$0	\$300,000	\$300,000	\$4,500,000	\$4,500,000	\$0	\$9,600,000
21-14	Renewal	Marigold Siphon Assessment	The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.	\$8,300,000	S	Debt	\$0	\$400,000	\$0	\$0	\$0	\$7,900,000	\$8,300,000
22-02	Renewal	Gorge and Harriet Siphon Assessment	The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.	\$250,000	S	Debt	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
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.	\$400,000	S	Debt	\$0	\$0	\$0	\$400,000	\$0	\$0	\$400,000
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.	\$400,000	S	Debt	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000
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.	\$400,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$400,000	\$400,000
FLOW METERS													
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, kiosk and conduit).	\$250,000	S	Debt	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
21-16	New	Gorge & Chapman Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.	\$130,000	S	Debt	\$0	\$130,000	\$0	\$0	\$0	\$0	\$130,000
21-17	New	Esquimalt Nation Meter	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.	\$200,000	S	Debt	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-18	New	Shoreline Trunk Meter	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.	\$240,000	S	Debt	\$0	\$50,000	\$190,000	\$0	\$0	\$0	\$240,000
21-19	New	Selkirk Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).	\$190,000	S	Debt	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000
21-20	Replacement	Haultain, Hereward, Langford Replacement	Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.	\$40,000	S	Debt	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
21-21	Replacement	Penrhyn Meter	Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.	\$90,000	S	Debt	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000
GENERAL													
21-22	Study	Asset Management Plan Update	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.	\$250,000	S	Debt	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
21-23	Study	DCC Program Development	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.	\$400,000	S	Debt	\$0	\$300,000	\$100,000	\$0	\$0	\$0	\$400,000
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.	\$500,000	S	Debt	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
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. Replacement will happen over many years commencing in 2022.	\$3,150,000	S	Debt	\$0	\$150,000	\$750,000	\$750,000	\$750,000	\$750,000	\$3,150,000

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 16-01

Capital Project Title CAWTP

Capital Project Description Wastewater Treatment Project (including WWTP, RTF, Conveyance)

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Wastewater Treatment Project (WTP) will provide 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 being built to meet the provincial and federal regulations for treatment by December 31, 2020. The Project consists of three main elements.

- 1) McLoughlin Point Wastewater Treatment Plant, located at McLoughlin Point in Esquimalt, the treatment plant will provide tertiary treatment to the core area's wastewater.
- 2) Residuals Treatment Facility, residual solids from the wastewater treatment plant will be piped to a Residual Treatment Facility at Hartland Landfill, where they will be turned into what are known as "Class A" Biosolids such that it is safe for further use.
- 3) Conveyance System, includes the 'pumps and pipes' of the Wastewater Treatment Project. This system will carry wastewater from across the core area to the treatment plant, and residual solids to the Residuals Treatment Facility at Hartland Landfill.

The project will cost \$775 million and the federal and provincial governments are assisting the Capital Regional District in funding this project.

Proj. No. 20-02

Capital Project Title New Fleet Purchases

Capital Project Description 9 new vehicles (3 EIC, 3 mechanical trades, 3 operations); 1 spider crane; 1 scissor lift; 1 portable hotsy

Asset Class V

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Capital purchases required for integration with CRD operations and wastewater treatment system start-up. Purchases include vehicles and equipment.

Proj. No. 21-01

Capital Project Title Lang Cove Electrical and Building Upgrades

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

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Proj. No. 21-02

Capital Project Title Marigold Electrical and Building Upgrades

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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.

Service: 3.798C		Core Area Wastewater Capital		
Proj. No. 21-03		Capital Project Title Currie Major Electrical and Siesmic Upgrades	Capital Project Description Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApac, communications), siesmic upgrades and driveway repairs. Assessment and VFD replacement in 2021 and other upgrades in 2022.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApac, communications), siesmic upgrades and driveway repairs. Assessment and VFD replacement in 2021 and other upgrades in 2022.				
Proj. No. 21-04		Capital Project Title Craigflower Odour Control Upgrade	Capital Project Description Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Improvements are required to mitigate odours and address health and safety concerns.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Improvements are required to mitigate odours and address health and safety concerns.				
Proj. No. 21-05		Capital Project Title Harling PS - Complete Replacement	Capital Project Description Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. Detailed Design will be completed in 2021 and construction in 2022.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. Detailed Design will be completed in 2021 and construction in 2022.				
Proj. No. 22-01		Capital Project Title Odour Control HVAC Testing and Balancing	Capital Project Description 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.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale 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.				
Proj. No. 24-01		Capital Project Title Trent PLC Upgrade	Capital Project Description The PLC needs to be upgraded to meet new software standards.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale The PLC needs to be upgraded to meet new software standards and maintain reliability.				

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 24-02

Capital Project Title Hood Mechanical and Electrical Renewal

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale 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.

Proj. No. 24-03

Capital Project Title Currie Minor Mechanical and Electrical Renewal

Capital Project Description Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.

Proj. No. 24-04

Capital Project Title Humber Electrical and Mechanical Renewal

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale 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.

Proj. No. 24-05

Capital Project Title Rutland Electrical and Mechanical Renewal

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale 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.

Proj. No. 24-06

Capital Project Title Penrhyn Electrical and Mechanical Renewal

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale 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.

Service: 3.798C

Core Area Wastewater Capital

Proj. No.

21-06

Capital Project Title

Shoreline Trunk Sewer Upgrade

Capital Project Description

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

Asset Class

S

Board Priority Area

Climate Action & Environmental Stewardship

Corporate Priority Area

Wastewater

Project Rationale

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

Proj. No.

21-07

Capital Project Title

Western Trunk Sewer Twinning

Capital Project Description

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon. Complete an options study in 2021/22 and detailed design/construction between 2026-2030.

Asset Class

S

Board Priority Area

Climate Action & Environmental Stewardship

Corporate Priority Area

Wastewater

Project Rationale

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon. Complete an options study in 2021/22 and detailed design/construction between 2026-2030.

Proj. No.

21-08

Capital Project Title

Boundary Odour Control Replacement

Capital Project Description

The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.

Asset Class

S

Board Priority Area

Climate Action & Environmental Stewardship

Corporate Priority Area

Wastewater

Project Rationale

The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.

Proj. No.

21-09

Capital Project Title

Bowker Sewer Rehabilitation

Capital Project Description

Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.

Asset Class

S

Board Priority Area

Climate Action & Environmental Stewardship

Corporate Priority Area

Wastewater

Project Rationale

Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 21-10

Capital Project Title Sewer Cleaning and Inspection

Capital Project Description Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2021. The 5-year cycle will recommence in 2024.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2021. The 5-year cycle will recommence in 2024.

Proj. No. 21-11

Capital Project Title Manhole Repairs and Replacement

Capital Project Description Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's will start in 2021.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's will start in 2021.

Proj. No. 23-01

Capital Project Title Cecelia Ravine Pipe Protection

Capital Project Description Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.

Proj. No. 21-12

Capital Project Title Gorge Siphon Inlet Chamber Upgrade

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

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Proj. No. 21-13

Capital Project Title Craigflower Forcemain Twinning

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

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 21-14

Capital Project Title Marigold Siphon Assessment

Capital Project Description The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.

Proj. No. 22-02

Capital Project Title Gorge and Harriet Siphon Assessment

Capital Project Description The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.

Proj. No. 23-02

Capital Project Title Penrhyn Siphon Assessment

Capital Project Description The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.

Proj. No. 24-07

Capital Project Title Parsons Siphon Assessment

Capital Project Description The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.

Proj. No. 25-01

Capital Project Title Admirals Siphon Assessment

Capital Project Description The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.

Service: 3.798C		Core Area Wastewater Capital		
Proj. No. 21-15		Capital Project Title Parsons Meter Replacement	Capital Project Description 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).	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale 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).				
Proj. No. 21-16		Capital Project Title Gorge & Chapman Meter	Capital Project Description Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.				
Proj. No. 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.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
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.				
Proj. No. 21-18		Capital Project Title Shoreline Trunk Meter	Capital Project Description 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.	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
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.				
Proj. No. 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).	
Asset Class S		Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
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).				

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 21-20

Capital Project Title Haultain, Hereward, Langford Replacement

Capital Project Description Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.

Proj. No. 21-21

Capital Project Title Penrhyn Meter

Capital Project Description Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.

Proj. No. 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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.

Proj. No. 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Core Area Wastewater Capital

Proj. No. 21-24

Capital Project Title Record Drawing and Wastewater Agreement Updates

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

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.

Proj. No. 21-25

Capital Project Title SCADA and Radio Assessment

Capital Project Description Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements. Replacement will happen over many years commencing in 2022.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.

Proj. No. 22-03

Capital Project Title Acquisition of Outstanding Right-of-Ways

Capital Project Description Some of the infrastructure is located on privately owned land that do not have 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Some of the infrastructure is located on privately owned land that do not have right-of-ways. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.

Proj. No. 21-26

Capital Project Title Annual Provisional Emergency Repairs

Capital Project Description Unforeseen and unplanned emergency repairs can occur which require immediate attention.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Service: 3.798C

Core Area Wastewater Capital

Proj. No. 24-08

Capital Project Title Clover Point Outfall Retrofit

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

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

Proj. No. 25-02

Capital Project Title Macaulay Point Outfall Retrofit

Capital Project Description 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.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale A section of coating the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.

Proj. No. 21-27

Capital Project Title Biosolids Beneficial Use Building

Capital Project Description Modular storage facility for mixing biosolids for application at Hartland.

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Required for storage of Biosolids when Lafarge kiln maintenance is underway, estimated 2 months per year.

Proj. No. 21-28

Capital Project Title Lafarge Biosolids Receiving

Capital Project Description Lafarge Biosolids Receiving Silo Interconnect or Purchase of two used Pneumatic Bulk Trailers

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Required for offloading of Biosolids at Lafarge facility

Proj. No. 21-29

Capital Project Title Quonset removal

Capital Project Description Demo old storage facility

Asset Class S

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Hartland expansion planned in storage facility location

3.798C Core Area Wastewater Capital Asset and Reserve Summary
Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

Core Area Wastewater Capital

Construction of the Core Area Wastewater Treatment Plant, Residuals Treatment Plant, pump stations and conveyance systems will be completed in 2020. The treatment plants, pump stations and conveyance systems provide tertiary wastewater treatment to the Core Area and Westshore Communities.

Summary

CAWW Capital Reserve/Fund Summary

Projected year end balance

	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	-	2,721,119	5,442,239	8,163,358	10,884,478	13,605,597
Debt Repayment reserve	-	7,182,587	12,676,835	18,171,083	19,705,224	25,580,795
Total projected year end balance	-	9,903,706	18,119,074	26,334,441	30,589,702	39,186,392

See attached reserve schedules for projected annual cash flows.

**3.798C Core Area Wastewater Capital
Capital Reserve Fund Schedule
2021 - 2025 Financial Plan**

Capital Reserve Fund Schedule - CAWW Capital

Capital Reserve Fund CAWW

Reserve fund for Core Area Wastewater system capital renewal.

Reserve Fund: 3.798C CAWW Capital Reserve Fund

	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	-	-	2,721,119	5,442,239	8,163,358	10,884,478
Planned Capital Expenditure (Based on Capital Plan)	-	-	-	-	-	-
Transfer from Capital Budget	-	2,721,119	2,721,119	2,721,119	2,721,119	2,721,119
Interest Income*	-	-	-	-	-	-
Ending Balance \$	-	2,721,119	5,442,239	8,163,358	10,884,478	13,605,597

Assumptions/Background:

Basis, total planned capital renewal (15 - 25 years) per Stantec \$52.2M.

**3.798C Core Area Wastewater Capital
Debt Reserve Fund Schedule
2021 - 2025 Financial Plan**

Debt Repayment Reserve Fund Schedule - CAWW Capital

Debt Repayment Reserve Fund

Reserve fund for payment of debt servicing costs and repayment of debts issued to fund the Core Area Wastewater Treatment Project.

Reserve Fund: 3.798C CAWW Capital Debt Repayment Reserve Fund

	Actual	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	-	-	7,182,587	12,676,835	18,171,083	19,705,224
Planned Accelerated Debt Repayment	-	-	-	-	(4,341,430)	-
Transfer from Capital Budget	-	7,182,587	5,494,248	5,494,248	5,875,571	5,875,571
Interest Income*	-	-	-	-	-	-
Ending Balance \$	-	7,182,587	12,676,835	18,171,083	19,705,224	25,580,795

Assumptions/Background:

All CAWTP debts to be repaid on first renewal - year 10.

CAPITAL REGIONAL DISTRICT

2021 BUDGET

IW - Environmental Operations

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.577 IW - Environmental Operations

Committee: Core Area Liquid Waste Management

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.

Change in Budget 2020 to2021 Service: 1.577		Total Expenditure	Comments
2020 Budget		8,070,926	
Change in Salaries:			
CAWW positions budgeted in 2020	1,775,000	Staffing costs budgeted in CAWTP Pre-ops	
CAWW Annualization of 2020 IBC	396,000	Annualization of 2020 Staffing costs in CAWTP -	
Base salary change	196,000	Partial year hires in 2020	
Step increase/paygrade change	104,000	Inclusive of collective agreement changes	
FTE New positions	347,000	Positions hired in 2020 in CAWW	
		IBC 8a-1.1 Wastewater Management	
Total Change in Salaries	2,818,000		
Other Changes:			
Allocations	189,000	Standard and HR allocation increases	
Vehicle costs	92,000	Ops costs for additional vehicles purchased	
Supplies, office and general	384,241	Incremental costs associated with staffing count	
		Increased to support equipment and vehicles	
Transfer to own funds and ERF	72,250	replacement cycles	
Total Other Changes	737,491		
2021 Budget		11,626,417	
% expense increase from 2020:		44.1%	
% Requisition increase from 2020 (if applicable):		0.0%	Requisition funding is (0)% of service revenue
Overall 2020 Budget Performance			
(expected variance to budget and surplus treatment)			
2020 Budget to Estimated Actuals:			
There is a one time favorable variance of \$309k due mainly to recoveries on salaries and related costs, partially offset by increases in wages and benefits.			
This variance will be moved to Operating Reserve Fund, which has an expected year end balance of \$640k before this transfer.			

1.577 - ENVIRONMENTAL SERVICES - OPERATIONS			BUDGET REQUEST							
	2020 BOARD BUDGET	2020 ESTIMATED ACTUAL	2021 CORE BUDGET	ONGOING	ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS:</u>										
IWS OPERATIONS - OPERATIONS	7,845,803	8,206,720	11,328,794	-	-	11,328,794	11,510,985	11,755,783	12,004,683	12,258,854
TOTAL OPERATING COSTS	7,845,803	8,206,720	11,328,794	-	-	11,328,794	11,510,985	11,755,783	12,004,683	12,258,854
*Percentage Increase over prior year	0.00%	4.60%	44.39%	0.00%	0.00%	44.39%	1.61%	2.13%	2.12%	2.12%
<u>CAPITAL / RESERVE</u>										
Transfer to Own Funds	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	225,123	225,123	297,623	-	-	297,623	297,623	297,623	297,623	297,623
Transfer to Operating Reserve Fund	-	308,676	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	225,123	533,799	297,623	-	-	297,623	297,623	297,623	297,623	297,623
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	8,070,926	8,740,519	11,626,417	-	-	11,626,417	11,808,608	12,053,406	12,302,306	12,556,477
*Percentage Increase over prior year						44.05%	1.57%	2.07%	2.06%	2.07%
Internal Recoveries	(7,978,526)	(8,736,451)	(11,534,017)	-	-	(11,534,017)	(11,716,208)	(11,961,006)	(12,209,906)	(12,464,077)
OPERATING COSTS LESS INTERNAL RECOVERIES	92,400	4,068	92,400	-	-	92,400	92,400	92,400	92,400	92,400
<u>FUNDING SOURCES (REVENUE)</u>										
<u>Surplus / (Deficit)</u>										
Funds Carried Forward										
Recovery other	(92,400)	(4,068)	(92,400)	-	-	(92,400)	(92,400)	(92,400)	(92,400)	(92,400)
TOTAL REVENUE	(92,400)	(4,068)	(92,400)	-	-	(92,400)	(92,400)	(92,400)	(92,400)	(92,400)
REQUISITION	-	-	-	-	-	-	-	-	-	-
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
IWS Operations	44.89	44.89	48.89			67.89	67.89	67.89	67.89	67.89
CAWTP (2020 FTE moved to 1.577 in 2021)	-	-	19.00							

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

Service No.	1.577	Carry						
IW - Environmental Operations		Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$779,200	\$604,600	\$418,100	\$311,400	\$379,300	\$2,492,600
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$779,200	\$604,600	\$418,100	\$311,400	\$379,300	\$2,492,600

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$779,200	\$604,600	\$418,100	\$311,400	\$379,300	\$2,492,600
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$779,200	\$604,600	\$418,100	\$311,400	\$379,300	\$2,492,600

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.577

Service Name: IW - Environmental Operations

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

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
18-02	Replacement	Replace Computer Equipment	Computer replacements per IT cycle.	\$100,000	E	ERF	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$80,000
18-03	Replacement	Replace ERF Equipment	End of life replacement equipment; gas techs, mechanical, electrical, SCADA/Controls.	\$150,000	E	ERF	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$0	\$120,000
18-04	Replacement	SCADA Server Infrastructure Upgrade	Upgrade SCADA server to be under IT care/control	\$200,000	E	ERF	\$0	\$80,000	\$80,000	\$0	\$0	\$0	\$160,000
19-01	Replacement	Replace IWOps Vehicle FQS014	Vehicle replacement - end of life	\$40,000	E	ERF	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
19-02	Replacement	Replace IWOps Vehicle F00932	Vehicle replacement - end of life	\$150,000	E	ERF	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
19-03	Replacement	Replace IWOps Vehicle F00994	Vehicle replacement - end of life	\$40,400	E	ERF	\$0	\$0	\$0	\$40,400	\$0	\$0	\$40,400
19-05	Replacement	Replace IWOps Vehicle F01081	Vehicle replacement - end of life	\$27,000	E	ERF	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000
19-07	Replacement	Furniture and Office Equipment Replacement	End of life replacement of furniture and office equipment	\$75,000	E	ERF	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
20-02	Replacement	Replace IWOps Vehicle F11030	Vehicle replacement - end of life	\$63,000	E	ERF	\$0	\$0	\$63,000	\$0	\$0	\$0	\$63,000
20-03	Replacement	Replace IWOps Vehicle F12006	Vehicle replacement - end of life	\$33,000	E	ERF	\$0	\$33,000	\$0	\$0	\$0	\$0	\$33,000
20-04	Replacement	Replace IWOps Vehicle F12009	Vehicle replacement - end of life	\$40,000	E	ERF	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
20-05	Replacement	Replace IWOps Vehicle F12024	Vehicle replacement - end of life	\$32,200	E	ERF	\$0	\$32,200	\$0	\$0	\$0	\$0	\$32,200
20-06	Replacement	Replace IWOps Vehicle F12002	Vehicle replacement - end of life	\$35,000	E	ERF	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000
20-11	Replacement	Replace IWOps Vehicle F01080	Vehicle replacement - end of life	\$35,000	E	ERF	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000
21-02	Replacement	Replace IWOps Vehicle F11033	Vehicle replacement - end of life	\$40,000	E	ERF	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
21-03	Replacement	Replace IWOps Vehicle F12029	Vehicle replacement - end of life	\$33,000	E	ERF	\$0	\$33,000	\$0	\$0	\$0	\$0	\$33,000
21-04	Replacement	Replace IWOps Vehicle F13002	Vehicle replacement - end of life	\$33,000	E	ERF	\$0	\$33,000	\$0	\$0	\$0	\$0	\$33,000
21-05	Replacement	Replace IWOps Vehicle F13009	Vehicle replacement - end of life	\$33,000	E	ERF	\$0	\$33,000	\$0	\$0	\$0	\$0	\$33,000
21-06	Replacement	Replace IWOps Vehicle F13010	Vehicle replacement - end of life	\$33,000	E	ERF	\$0	\$33,000	\$0	\$0	\$0	\$0	\$33,000
21-07	Replacement	Replace IWOps Vehicle (mini excavator) F01103	Vehicle replacement - end of life	\$40,000	E	ERF	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
21-08	Replacement	Replace mechanical equipment	Replace gas powered snow blower	\$5,000	E	ERF	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
21-09	Replacement	Replace mechanical equipment	Replace welding Table	\$5,000	E	ERF	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
21-10	Replacement	Replace mechanical equipment	Replace Mag Drill	\$2,000	E	ERF	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
21-11	Replacement	Replace mechanical equipment	Oil transfer skid	\$30,000	E	ERF	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
21-12	Study	Operational Technology (SCADA) Security Review	Operational Technology (SCADA) Security Review	\$100,000	E	ERF	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
22-01	Replacement	SPWWTP - Skid Steer F18036	Vehicle replacement - end of life	\$60,000	E	ERF	\$0	\$0	\$60,000	\$0	\$0	\$0	\$60,000
22-02	Replacement	Burgoyne - Skid Steer F19005	Vehicle replacement - end of life	\$60,000	E	ERF	\$0	\$0	\$60,000	\$0	\$0	\$0	\$60,000
22-03	Replacement	Replace IWOps Vehicle - Scissor Lift - F15018	Vehicle replacement - end of life	\$25,000	E	ERF	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
22-06	Replacement	Replace IWOps Vehicle F11027 2010 Mercedes Sprinter 2500 Van	Vehicle replacement - end of life	\$58,400	E	ERF	\$0	\$0	\$58,400	\$0	\$0	\$0	\$58,400
22-04	Replacement	Replace IWOps Vehicle FWP076 2011 Ford F250	Vehicle replacement - end of life	\$41,200	E	ERF	\$0	\$0	\$41,200	\$0	\$0	\$0	\$41,200
22-05	Replacement	Replace IWOps Vehicle F01028 2007 Kubota Tractor	Vehicle replacement - end of life	\$40,000	E	ERF	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
23-01	Replacement	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer	Vehicle replacement - end of life	\$29,300	E	ERF	\$0	\$0	\$0	\$29,300	\$0	\$0	\$29,300
23-02	Replacement	Replace IWOps Trailer F00753 1997 Generator Trailer	Vehicle replacement - end of life	\$30,000	E	ERF	\$0	\$0	\$0	\$30,000	\$0	\$0	\$30,000
23-03	Replacement	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer	Vehicle replacement - end of life	\$19,400	E	ERF	\$0	\$0	\$0	\$19,400	\$0	\$0	\$19,400
23-04	Replacement	Replace IWOps Trailer F00845 1999 Ublit Generator Trailer	Vehicle replacement - end of life	\$61,600	E	ERF	\$0	\$0	\$0	\$61,600	\$0	\$0	\$61,600
23-05	Replacement	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer	Vehicle replacement - end of life	\$5,800	E	ERF	\$0	\$0	\$0	\$5,800	\$0	\$0	\$5,800
23-06	Replacement	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer	Vehicle replacement - end of life	\$6,000	E	ERF	\$0	\$0	\$0	\$6,000	\$0	\$0	\$6,000
23-07	Replacement	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer	Vehicle replacement - end of life	\$4,600	E	ERF	\$0	\$0	\$0	\$4,600	\$0	\$0	\$4,600
23-08	Replacement	Replace IWOps Trailer F01052 2008 Pace American Trailer	Vehicle replacement - end of life	\$10,000	E	ERF	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000

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
23-09	Replacement	Replace IWOps Trailer F01065 2009 Load Bank Trailer	Vehicle replacement - end of life	\$146,000	E	ERF	\$0	\$0	\$0	\$146,000	\$0	\$0	\$146,000
24-01	Replacement	Replace IWOps Vehicle F13012	Vehicle replacement - end of life	\$63,000	E	ERF	\$0	\$0	\$0	\$0	\$63,000	\$0	\$63,000
24-02	Replacement	Replace IWOps Trailer F00774 1998 G & M Generator Trailer	Vehicle replacement - end of life	\$183,400	E	ERF	\$0	\$0	\$0	\$0	\$183,400	\$0	\$183,400
25-01	Replacement	Replace IWOps Vehicle F16012 2017 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	\$44,900	E	ERF	\$0	\$0	\$0	\$0	\$0	\$44,900	\$44,900
25-02	Replacement	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van	Vehicle replacement - end of life	\$64,400	E	ERF	\$0	\$0	\$0	\$0	\$0	\$64,400	\$64,400
25-03	Replacement	Replace IWOps Vehicle F17008 2017 Ford F150	Vehicle replacement - end of life	\$37,800	E	ERF	\$0	\$0	\$0	\$0	\$0	\$37,800	\$37,800
25-04	Replacement	Replace IWOps Vehicle F17009 2017 Ford F150	Vehicle replacement - end of life	\$37,800	E	ERF	\$0	\$0	\$0	\$0	\$0	\$37,800	\$37,800
25-05	Replacement	Replace IWOps Vehicle F17010 2017 Ford F150	Vehicle replacement - end of life	\$37,800	E	ERF	\$0	\$0	\$0	\$0	\$0	\$37,800	\$37,800
25-06	Replacement	Replace IWOps Vehicle F17015 2017 Ford F150	Vehicle replacement - end of life	\$43,100	E	ERF	\$0	\$0	\$0	\$0	\$0	\$43,100	\$43,100
25-07	Replacement	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane	Vehicle replacement - end of life	\$63,600	E	ERF	\$0	\$0	\$0	\$0	\$0	\$63,600	\$63,600
25-08	Replacement	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD	Vehicle replacement - end of life	\$34,900	E	ERF	\$0	\$0	\$0	\$0	\$0	\$34,900	\$34,900
GRAND TOTAL				\$2,582,600			\$0	\$779,200	\$604,600	\$418,100	\$311,400	\$379,300	\$2,492,600

Service: 1.577

IW - Environmental Operations

Proj. No. 18-02

Capital Project Title Replace Computer Equipment

Capital Project Description Computer replacements per IT cycle.

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace Computer Equipment - Computer replacements per IT cycle.

Proj. No. 18-03

Capital Project Title Replace ERF Equipment

Capital Project Description End of life replacement equipment; gas techs, mechanical, electrical, SCADA/Controls.

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace ERF Equipment - Gas Tech Replacements Core and Saan Pen

Proj. No. 18-04

Capital Project Title SCADA Server Infrastructure Upgrade

Capital Project Description Upgrade SCADA server to be under IT care/control

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale SCADA Server Infrastructure Upgrade - Upgrade SCADA server to be under IT care/control

Proj. No. 19-01

Capital Project Title Replace IWOps Vehicle FQS014

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace IWOps Vehicle FQS014 - Vehicle replacement - end of life

Proj. No. 19-02

Capital Project Title Replace IWOps Vehicle F00932

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace IWOps Vehicle F00932 - Vehicle replacement - end of life

Service: 1.577 IW - Environmental Operations			
Proj. No. 19-03	Capital Project Title Replace IWOps Vehicle F00994	Capital Project Description Vehicle replacement - end of life	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replace IWOps Vehicle F00994 - Vehicle replacement - end of life			
Proj. No. 19-05	Capital Project Title Replace IWOps Vehicle F01081	Capital Project Description Vehicle replacement - end of life	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replace IWOps Vehicle F01081 - Vehicle replacement - end of life			
Proj. No. 19-07	Capital Project Title Furniture and Office Equipment Replacement	Capital Project Description End of life replacement of furniture and office equipment	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale End of life replacement of furniture and office equipment			
Proj. No. 20-02	Capital Project Title Replace IWOps Vehicle F11030	Capital Project Description Vehicle replacement - end of life	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replace IWOps Vehicle F11030 - Vehicle replacement - end of life			
Proj. No. 20-03	Capital Project Title Replace IWOps Vehicle F12006	Capital Project Description Vehicle replacement - end of life	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replace IWOps Vehicle F12006 - Vehicle replacement - end of life			
Proj. No. 20-04	Capital Project Title Replace IWOps Vehicle F12009	Capital Project Description Vehicle replacement - end of life	
Asset Class E	Board Priority Area Climate Action & Environmental Stewardship	Corporate Priority Area Wastewater	
Project Rationale Replace IWOps Vehicle F12009 - Vehicle replacement - end of life			

Service: 1.577

IW - Environmental Operations

Proj. No. 20-05

Capital Project Title Replace IWOps Vehicle F12024

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace IWOps Vehicle F12024 - Vehicle replacement - end of life

Proj. No. 20-06

Capital Project Title Replace IWOps Vehicle F12002

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 20-11

Capital Project Title Replace IWOps Vehicle F01080

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-02

Capital Project Title Replace IWOps Vehicle F11033

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-03

Capital Project Title Replace IWOps Vehicle F12029

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 21-04

Capital Project Title Replace IWOps Vehicle F13002

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-05

Capital Project Title Replace IWOps Vehicle F13009

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-06

Capital Project Title Replace IWOps Vehicle F13010

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-07

Capital Project Title Replace IWOps Vehicle (mini excavator) F01103

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-08

Capital Project Title Replace mechanical equipment

Capital Project Description Replace gas powered snow blower

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 21-09

Capital Project Title Replace mechanical equipment

Capital Project Description Replace welding Table

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-10

Capital Project Title Replace mechanical equipment

Capital Project Description Replace Mag Drill

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-11

Capital Project Title Replace mechanical equipment

Capital Project Description Oil transfer skid

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 21-12

Capital Project Title Operational Technology (SCADA) Security Review

Capital Project Description Operational Technology (SCADA) Security Review

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 22-01

Capital Project Title SPWWTP - Skid Steer F18036

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale

Service: 1.577

IW - Environmental Operations

Proj. No. 22-02

Capital Project Title Burgoyne - Skid Steer F19005

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 22-03

Capital Project Title Replace IWOps Vehicle - Scissor Lift - F15018

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 22-04

Capital Project Title Replace IWOps Vehicle FWP076 2011 Ford F250

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 22-05

Capital Project Title Replace IWOps Vehicle F01028 2007 Kubota Tractor

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 22-06

Capital Project Title Replace IWOps Vehicle F11027 2010 Mercedes Sprinter 2500 Van

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 23-01

Capital Project Title Replace IWOps Vehicle F00444 1991
DDD46 Generator Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale Replace IWOps Vehicle F13012 - Vehicle replacement - end of life

Proj. No. 22-02

Capital Project Title Burgoyne - Skid Steer F19005

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-03

Capital Project Title Replace IWOps Trailer F00793 1998
Trailerman Box Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-04

Capital Project Title Replace IWOps Trailer F00845 1999
Ublit Generator Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-05

Capital Project Title Replace IWOps Trailer F00953 2004
Trailtech Tandem Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 23-06

Capital Project Title Replace IWOps Trailer F00976 2006
EZ Loader Boat Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-07

Capital Project Title Replace IWOps Trailer F00981 2006
Trailtech Flat Deck trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-08

Capital Project Title Replace IWOps Trailer F01052 2008
Pace American Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 23-09

Capital Project Title Replace IWOps Trailer F01065 2009
Load Bank Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 24-01

Capital Project Title Replace IWOps Vehicle F13012

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental
Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 24-02

Capital Project Title Replace IWOps Trailer F00774 1998 G & M Generator Trailer

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-01

Capital Project Title Replace IWOps Vehicle F16012 2017 Ford Transit 250 Cargo Van

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-02

Capital Project Title Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-03

Capital Project Title Replace IWOps Vehicle F17008 2017 Ford F150

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-04

Capital Project Title Replace IWOps Vehicle F17009 2017 Ford F150

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Service: 1.577

IW - Environmental Operations

Proj. No. 25-05

Capital Project Title Replace IWOps Vehicle F17010 2017 Ford F150

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-06

Capital Project Title Replace IWOps Vehicle F17015 2017 Ford F150

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-07

Capital Project Title Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

Proj. No. 25-08

Capital Project Title Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD

Capital Project Description Vehicle replacement - end of life

Asset Class E

Board Priority Area Climate Action & Environmental Stewardship

Corporate Priority Area Wastewater

Project Rationale End of life replacement

1.577 IW Environmental Operations Asset and Reserve Summary
Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

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.

Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Maintenance Reserves	948,623	967,262	985,901	1,004,540	1,023,179	1,041,818
Equipment Replacement Fund	2,215,709	2,146,105	2,049,601	1,959,597	1,976,293	1,908,393
Total projected year end balance	3,164,332	3,113,367	3,035,502	2,964,137	2,999,472	2,950,211

See attached reserve schedules for projected annual cash flows.

1.577 IW ES Operations
Operating Reserve Summary
2021 - 2025 Financial Plan

Profile

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	Estimate	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	621,308	948,623	967,262	985,901	1,004,540	1,023,179
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	308,676	-	-	-	-	-
Interest Income*	18,639	18,639	18,639	18,639	18,639	18,639
Total projected year end balance	948,623	967,262	985,901	1,004,540	1,023,179	1,041,818

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.

**1.577 IW ES Operations
Equipment Replacement Reserve Summary
2021 - 2025 Financial Plan**

Asset Profile

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.

ERF Reserve Cash Flow

ERF: IW Wtr Mgmt Operations Senior Budget - Equipment Replacement for Equipment and Vehicles

Equipment Replacement Fund Fund: 1022 Fund Center 101451	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	2,382,525	2,215,709	2,246,105	2,049,601	1,959,597	1,959,597
Planned Purchase (Based on Capital Plan)	(423,515)	(397,700)	(524,600)	(418,100)	(311,400)	(379,300)
Transfer from Operating Budget	225,123	297,623	297,623	297,623	297,623	297,623
Proceeds of Disposal	1,103					
Interest Income*	30,473	30,473	30,473	30,473	30,473	30,473
Total projected year end balance	2,215,709	2,146,105	2,049,601	1,959,597	1,976,293	1,908,393

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.

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Saanich Peninsula Water Supply

COMMITTEE OF THE WHOLE

OCTOBER 2020

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:

Water rates and debt cost allocation to be established by bylaw, charged to the individual municipalities.

Bulk Water Rate

To cover 100% of operating costs, billed monthly to each municipality.

Requisition

To cover 100% of debt costs by formula: levy of \$0.115 / \$1,000 of total hospital assessments for all members plus 1/3 of balance on each of members: number of connections, specified area school assessments and population.

CAPITAL DEBT:

All Bylaws have expired.

Change in Budget 2020 to 2021**Service: 2.610 Saanich Peninsula Water Supply****Total Expenditure****Comments****2020 Budget****6,957,371****Change in Salaries:**

Change in Labour

17,000

Labour charges (Salaries and overhead, including corpo

Total Change in Salaries

17,000

Other Changes:

Bulk Water Purchase

122,400

Transfers to Capital Reserve

50,000

Standard Overhead Allocation

15,980

Other Costs

7,248

Total Other Changes

195,628

2021 Budget**7,169,999**

% expense increase from 2020:

3.1%

% Requisition increase from 2020 (if applicable):

n/a

Requisition funding is (x)% of service revenue

Overall 2020 Budget Performance

(expected variance to budget and surplus treatment)

Water sales and revenue are in line with budget for the year. Operating costs are \$46,000 (3.0%) over budget due to one time unplanned corrective system maintenance. The transfer to the Capital Reserve Fund will be reduced by the net deficit of \$52,000.

Program Group: CRD-Saanich Peninsula Water Supply

SUMMARY

1

OPERATING EXPENDITURES:

ALLOCATION - OPERATIONS	1,041,844	1,091,858	1,059,266	-	-	1,059,266	1,080,104	1,101,360	1,123,041	1,145,157
UTILITIES	214,440	232,040	218,086	-	-	218,086	222,447	226,896	231,434	236,063
OPERATING - OTHER COSTS	169,615	148,315	172,795	-	-	172,795	176,251	179,773	183,359	187,020
ALLOCATION - STANDARD OVERHEAD	93,232	93,232	109,212	-	-	109,212	123,961	126,440	128,969	131,548

TOTAL OPERATING EXPENDITURES	1,519,131	1,565,445	1,559,359	-	-	1,559,359	1,602,763	1,634,469	1,666,803	1,699,788
*Percentage increase over prior year board budget			2.65%			2.65%	2.78%	1.98%	1.98%	1.98%

TOTAL BULK WATER EXPENDITURES	4,738,240	4,738,240	4,860,640	-	-	4,860,640	4,959,920	5,153,040	5,308,080	5,505,280
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CAPITAL EXPENDITURES & TRANSFERS

TRANSFER TO CAPITAL RESERVE FUND	650,000	597,885	700,000	-	-	700,000	750,000	550,000	300,000	250,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000

TOTAL CAPITAL EXPENDITURES & TRANSFERS	700,000	647,885	750,000	-	-	750,000	800,000	600,000	350,000	300,000
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DEBT SERVICING

DEBT-INTEREST & PRINCIPAL	-	-	-	-	-	-	57,800	311,356	691,413	923,664
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TOTAL DEBT SERVICING EXPENDITURES	-	-	-	-	-	-	57,800	311,356	691,413	923,664
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TOTAL EXPENDITURES	6,957,371	6,951,570	7,169,999	-	-	7,169,999	7,420,483	7,698,865	8,016,296	8,428,732
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SOURCES OF FUNDING-OPERATIONS

REVENUE -WATER SALES	(6,951,571)	(6,951,570)	(7,164,199)	-	-	(7,164,199)	(7,414,683)	(7,693,065)	(8,010,496)	(8,422,932)
REVENUE -OTHER	(5,800)	-	(5,800)	-	-	(5,800)	(5,800)	(5,800)	(5,800)	(5,800)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(6,957,371)	(6,951,570)	(7,169,999)	-	-	(7,169,999)	(7,420,483)	(7,698,865)	(8,016,296)	(8,428,732)

SOURCES OF FUNDING-REQUISITION

PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUISITION	-	-	-	-	-	-	-	-	-	-

TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR										

TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
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TOTAL SOURCES OF ALL FUNDING	(6,957,371)	(6,951,570)	(7,169,999)	-	-	(7,169,999)	(7,420,483)	(7,698,865)	(8,016,296)	(8,428,732)
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Percentage increase over prior year's board budget			3.06%			3.06%	3.49%	3.75%	4.12%	5.14%
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CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2021 to 2025

Service No.	2.610	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
	Saanich Peninsula Water Supply							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$805,000	\$4,683,000	\$6,754,000	\$11,270,000	\$7,720,000	\$1,324,500	\$31,751,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$805,000	\$4,758,000	\$6,754,000	\$11,270,000	\$7,720,000	\$1,324,500	\$31,826,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$2,550,000	\$5,550,000	\$4,500,000	\$300,000	\$12,900,000
Equipment Replacement Fund	ERF	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
Grants (Federal, Provincial)	Grant	\$0	\$1,200,000	\$3,450,000	\$5,450,000	\$3,000,000	\$200,000	\$13,300,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$805,000	\$3,498,000	\$694,000	\$210,000	\$160,000	\$764,500	\$5,326,500
		\$805,000	\$4,758,000	\$6,754,000	\$11,270,000	\$7,720,000	\$1,324,500	\$31,826,500

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.610

Service Name:

Saanich Peninsula Water Supply

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
SYSTEM UPGRADES AND REPLACEMENTS													
Planning													
19-02	New	Asset Management Plan Update	Update the asset management plan with recent study information (post disaster emergency water supply, Elk Lake Main Removals, ...)	\$100,000	S	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Capital													
17-01	New	Reservoir Seismic Isolation Valves	Assessment, design and installation of seismic isolation valves at 7 of the reservoirs, and installation of restrained hydrants at reservoirs where possible.	\$500,000	S	Res	\$290,000	\$290,000	\$0	\$0	\$0	\$0	\$290,000
18-02	New	Site Security Assessment & Improvements	Assess the security of facilities and make improvements for the public and operators	\$215,000	S	Res	\$185,000	\$185,000	\$0	\$0	\$0	\$0	\$185,000
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$1,050,000	S	Res	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
19-01	Renewal	Corrosion Protection Program	Carry out an investigation and monitoring program in conjunction with other services to prevent infrastructure failure due to corrosion	\$110,000	S	Res	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$335,000	S	Res	\$285,000	\$285,000	\$0	\$0	\$0	\$0	\$285,000
21-01	New	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.	\$75,000	E	Res	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
21-02	Renewal	Stewart's Well Decommissioning	Decommission the well, and demolish the structures.	\$175,000	S	Res	\$0	\$75,000	\$100,000	\$0	\$0	\$0	\$175,000
21-03	Renewal	Upper Dean Reservoir Roof Replacement	Replace the roof membrane due to leaks.	\$400,000	S	Res	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
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.	\$350,000	S	Res	\$0	\$100,000	\$250,000	\$0	\$0	\$0	\$350,000

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
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 grant funded project in partner with the RWS system.	\$14,700,000	S	Res	\$0	\$1,800,000	\$0	\$0	\$0	\$0	\$1,800,000
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 grant funded project in partner with the RWS system.		S	Debt	\$0	\$0	\$2,550,000	\$5,550,000	\$4,500,000	\$300,000	\$12,900,000
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 grant funded project in partner with the RWS system.	\$13,300,000	S	Grant	\$0	\$1,200,000	\$3,450,000	\$5,450,000	\$3,000,000	\$200,000	\$13,300,000
21-06	Renewal	Voice Radio Replacement	Replacement of the aging voice radio system with the Core Area, RWS, JDF and Saanich Peninsula Wastewater systems.	\$67,000	S	Res	\$0	\$33,000	\$34,000	\$0	\$0	\$0	\$67,000
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	\$6,500	S	Res	\$0	\$0	\$0	\$0	\$0	\$6,500	\$6,500
Sub-Total System Upgrades and Replacements				\$31,383,500			\$760,000	\$4,653,000	\$6,544,000	\$11,160,000	\$7,660,000	\$666,500	\$30,683,500
ANNUAL PROVISIONAL ITEMS													
17-02	Renewal	Provisional Equipment Replacements	Funds to conduct emergency and unplanned repairs outside of normal Operations.	\$300,000	S	ERF	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
DEVELOPMENT COST CHARGE (DCC) PROGRAM													
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$95,000	S	Res	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$45,000
22-01	New	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$150,000	S	Res	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
23-01	New	DCC Program Update	5-year update of the DCC program.	\$50,000	S	Res	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand.	\$598,000	S	Res	\$0	\$0	\$0	\$0	\$0	\$598,000	\$598,000
Sub-Total Development Cost Charge (DCC) Program				\$893,000			\$45,000	\$45,000	\$150,000	\$50,000	\$0	\$598,000	\$843,000
GRAND TOTAL				\$32,576,500			\$805,000	\$4,758,000	\$6,754,000	\$11,270,000	\$7,720,000	\$1,324,500	\$31,826,500

Service: 2.610

Saanich Peninsula Water Supply

Proj. No. 19-02

Capital Project Title Asset Management Plan Update

Capital Project Description

Update the asset management plan with recent study information (post disaster emergency water supply, Elk Lake Main Removals, ...)

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Update the strategic asset management plan based upon recent studies such as the DCC Program Update, Post Disaster Response Plan, and Site Security Assessment. The update will inform future capital works.

Proj. No. 17-01

Capital Project Title Reservoir Seismic Isolation Valves

Capital Project Description

Assessment, design and installation of seismic isolation valves at 7 of the reservoirs, and installation of restrained hydrants at reservoirs where possible.

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale The Commission has indicated a desire to include seismic valves on each of the 8 Saanich Peninsula Water System reservoirs. At present, the Dean Park Middle Reservoir is the only reservoir equipped with a seismic valve. In summary a seismic valve is simple actuated system to shut the outlet valve(s) automatically if a seismic event (of a specific magnitude) is experienced. Each site is unique and installation complexity and associated costs will vary. The first task in this project will be to further define the proposed solution and budget for each site. The resulting detailed project will be reviewed in conjunction with the Strategic Asset Management Plan for the system to confirm affordability and value prior to initiating construction works.

Proj. No. 18-02

Capital Project Title Site Security Assessment & Improvements

Capital Project Description

Assess the security of facilities and make improvements for the public and operators

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale The Saanich Peninsula Water system is comprised of various pump stations, pressure control stations, meter facilities and storage tanks. The facilities have varying levels of security with no consistent intent. A site security assessment is proposed to secure all facilities so that operators can safely maintain the sites and keep the public and infrastructure safe. Funding is required to assess all facilities and conduct improvements to secure them.

Service: 2.610		Saanich Peninsula Water Supply			
Proj. No.	18-04	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale <i>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.</i>					

Proj. No.	19-01	Capital Project Title	Corrosion Protection Program	Capital Project Description	Carry out an investigation and monitoring program in conjunction with other services to prevent infrastructure failure due to corrosion
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale <i>The Saanich Peninsula Water System comprises of many material types including steel. An investigation and monitoring program will be developed to prevent infrastructure failure due to corrosion. Funds are required to retain a qualified corrosion specialist to assess and aid in developing a monitoring program.</i>					

Proj. No.	21-01	Capital Project Title	Level of Service Agreement	Capital Project Description	Determine and develop appropriate level of service agreements with the participating municipalities for water
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
Project Rationale <i>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.</i>					

Proj. No.	17-02	Capital Project Title	Provisional Equipment Replacements	Capital Project Description	Funds to conduct emergency and unplanned repairs outside of normal Operations.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale <i>Replace various system equipment that may fail during the year that is not specifically identified and funded through the operating and capital budgets.</i>					

Service: 2.610	Saanich Peninsula Water Supply
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Proj. No. 20-02	Capital Project Title Hamsterly Pump Station Backup Power Generator	Capital Project Description Addition of a backup power generator at the Hamsterly Pump Station
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>From the 2018 DCC Update, KWL identified that the addition of backup power at the Hamsterly Pump Station. Funds are required to design and construct backup power for the Hamsterly Pump Station.</i>		

Proj. No. 22-01	Capital Project Title Water Strategic Plan Update	Capital Project Description Update the strategic plan to inform future works and identify hydraulic deficiencies.
Asset Class S	Board Priority Area 0	Corporate Priority Area 0
Project Rationale <i>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.</i>		

**2.610 Saanich Peninsula Water
Summary Schedule
2021 - 2025 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

	Actual	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
DCC Reserve Account	2,092,293	2,091,494	2,091,494	1,941,494	1,891,494	1,891,494	1,293,494
Equipment Replacement Fund	1,751,473	1,771,473	1,771,473	1,771,473	1,771,473	1,771,473	1,771,473
Capital Reserve	5,552,657	5,472,657	3,479,657	3,685,657	4,075,657	4,215,657	4,299,157
Total	9,396,423	9,335,624	7,342,624	7,398,624	7,738,624	7,878,624	7,364,124

**2.610 Saanich Peninsula Water
Development Cost Charges
2021 - 2025 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	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	1,996,923	2,092,293	2,091,494	2,091,494	1,941,494	1,891,494	1,891,494
Transfers to Reserve							
Transfers from Reserve based on DCC-capital plan	-	(95,000)	-	(150,000)	(50,000)	-	(598,000)
DCC's received from Member Municipalities	69,201	69,201					
Interest Income*	26,169	25,000					
Ending Balance \$	2,092,293	2,091,494	2,091,494	1,941,494	1,891,494	1,891,494	1,293,494

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
2021 - 2025 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	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	1,733,094	1,751,473	1,771,473	1,771,473	1,771,473	1,771,473	1,771,473
Equipment purchases (Based on Capital Plan)	(54,176)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Transfer from Operating Budget	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Interest Income*	22,555	20,000					
Ending Balance \$	1,751,473	1,771,473	1,771,473	1,771,473	1,771,473	1,771,473	1,771,473

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
2021 - 2025 Financial Plan

Capital Reserve Fund Schedule

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

Fund: 1009 Fund Center: 102159	Actual	Estimated	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	5,129,591	5,552,657	5,472,657	3,479,657	3,685,657	4,075,657	4,215,657
Transfers from Reserve based on capital plan	(455,000)	(780,000)	(2,693,000)	(544,000)	(160,000)	(160,000)	(166,500)
Transfer from Operating Budget	825,627	650,000	700,000	750,000	550,000	300,000	250,000
Interest Income*	52,440	50,000					
Ending Balance \$	5,552,657	5,472,657	3,479,657	3,685,657	4,075,657	4,215,657	4,299,157

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

2021 BUDGET

Central Saanich Odour Management

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 3.714 Central Saanich Odour Management

Committee: Parks & Environment

DEFINITION:

Provision of odour control and management.

PARTICIPATION:

Operating costs to be recovered by requisition from Central Saanich.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

CENTRAL SAANICH SEWER SYSTEM:

<u>Population</u>	<u>Debt & Operating</u>
16,814	100.00%

FUNDING:

Requisition

RESERVE FUND:

N/A

3.714 - CENTRAL SAANICH TREATMENT PLANT
OPERATING COSTS:

Operating - Other Costs
Allocations
Contingency

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Fund
Transfer to Reserve Fund

TOTAL CAPITAL / RESERVES

Debt Expenditures
MFA Debt Reserve

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries
Recovery - Other

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

SOURCES OF FUNDING (REVENUE)
Surplus / (Deficit)

Balance C/F from Prior to Current year
Revenue - Other
Grants In Lieu of Taxes

TOTAL REVENUE
REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: C. Saanich
AUTHORIZED POSITIONS:

Salaried
Hourly

BUDGET REQUEST

2021
CORE
BUDGET

ONGOING

ONE-TIME

2021
TOTAL

2022
TOTAL

2023
TOTAL

2024
TOTAL

2025
TOTAL

48,741
18,071
18,434

85,246

0.83%

-
-
-

-

-
-

85,246

0.8%

-
-

85,246

0.83%

SOURCES OF FUNDING (REVENUE)
Surplus / (Deficit)

(44,219)
(435)
(211)

(44,865)

(40,381)

-24.28%

-
-

49,716
18,158
-

67,874

-20.4%

-
-

-

-
-

67,874

-20.4%

-
-

67,874

-20.4%

SOURCES OF FUNDING (REVENUE)
Surplus / (Deficit)

(10,000)
(444)
(216)

(10,660)

(57,214)

41.7%

-
-

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Saanich Peninsula Wastewater

COMMITTEE OF THE WHOLE

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: 3.718 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 & 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.

3.718 - SAANICH PENINSULA WASTEWATER

OPERATING COSTS:

Operating
Lab
Heat Recovery
Biosolids Mgmt.
Corporate Overhead

	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				
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
TOTAL OPERATING COSTS	3,383,305	3,316,037	3,902,676	-	-	3,902,676	3,960,905	4,039,810	4,120,296	4,202,397
*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
TOTAL CAPITAL / RESERVES	466,400	432,242	502,270	-	-	502,270	541,407	583,995	630,359	680,853
TOTAL COSTS	3,849,705	3,748,279	4,404,946	-	-	4,404,946	4,502,312	4,623,805	4,750,655	4,883,250
*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)	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	3,630,400	3,630,400	4,251,635	-	-	4,251,635	4,345,935	4,464,301	4,587,962	4,717,301
*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%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
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)
TOTAL REVENUE	(26,098)	(26,098)	(136,202)	-	-	(136,202)	(61,326)	(136,452)	(116,581)	(26,714)
REQUISITION	(3,604,302)	(3,604,302)	(4,115,433)	-	-	(4,115,433)	(4,284,609)	(4,327,849)	(4,471,381)	(4,690,587)
*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

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

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
		\$2,990,000	\$3,957,500	\$967,500	\$400,000	\$1,635,000	\$1,060,000	\$8,020,000

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
		\$2,990,000	\$3,957,500	\$967,500	\$400,000	\$1,635,000	\$1,060,000	\$8,020,000

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
WASTEWATER TREATMENT PLANT													
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

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 & APPURTENANCES													
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		

Service: 3.718

Saanich Peninsula Wastewater

Proj. No. 16-06

Capital Project Title

Biosolids Treatment & Disposal
Options Study

Capital Project Description

Study to determine viable options for
treatment and disposal of biosolids from
the SPWWTP.

Asset Class S

Board Priority Area

Climate Action & Environmental
Stewardship

Corporate Priority Area

Wastewater

Project Rationale A study to determine viable options for treatment and disposal of biosolids from the SPWWTP will be undertaken.

Proj. No. 18-10

Capital Project Title

Equipment Replacement - Annual
Provisional

Capital Project Description

Funds are required for emergency
replacement of equipment that is
unplanned and outside maintenance
contingencies.

Asset Class S

Board Priority Area

Climate Action & Environmental

Corporate Priority Area

Wastewater

Project Rationale Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.

Proj. No. 19-01

Capital Project Title

SPWWTP Replacement of Rotary
Presses

Capital Project Description

Assess dewatering options of sludge and
implement prior to possible failure of the
rotary presses.

Asset Class S

Board Priority Area

Climate Action & Environmental

Corporate Priority Area

Wastewater

Project Rationale 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 <i>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.</i>				
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 <i>An update to the strategic plan to inform future works will be undertaken.</i>				
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 <i>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).</i>				
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 <i>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.</i>				

Service: 3.718

Saanich Peninsula Wastewater

Proj. No. 20-02

Capital Project Title Replace Aerators in Oxidation Ditches

Capital Project Description 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.

Asset Class E

Board Priority Area Climate Action & Environmental

Corporate Priority Area Wastewater

Project Rationale 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.

Proj. No. 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 2020. Another 800m may need to be relined within the next 5 years.

Asset Class S

Board Priority Area Climate Action & Environmental

Corporate Priority Area Wastewater

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.

Proj. No. 20-04

Capital Project Title Manhole Repairs and Replacement

Capital Project Description Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney 2020. Other repairs/relining will be scheduled in the next 5 years.

Asset Class S

Board Priority Area Climate Action & Environmental

Corporate Priority Area Wastewater

Project Rationale During the trunk sewer main inspections in 2018-2019, the manholes were inspected as well. A number of manholes were identified with major defects requiring repairs or relining, mostly in Central Saanich and Sidney. Funds are required to retain a contractor to carry out manhole repairs.

Service: 3.718		Saanich Peninsula Wastewater	
Proj. No. 20-06	Capital Project Title SPWWTP Road Upgrades & Repairs	Capital Project Description	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale <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>			
Proj. No. 21-01	Capital Project Title SPWWTP Concrete Tank Repairs	Capital Project Description	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.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale <i>required repairs for significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.</i>			
Proj. No. 21-02	Capital Project Title Sidney Pump Station Wet Well Upgrades	Capital Project Description	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.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale <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>			
Proj. No. 21-03	Capital Project Title SPWWTP Screenings Bin	Capital Project Description	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.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale <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>			

Service: 3.718		Saanich Peninsula Wastewater	
Proj. No. 21-04	Capital Project Title Voice Radio Replacement	Capital Project Description	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.
Asset Class E	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale		End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	
Proj. No. 21-05	Capital Project Title SPWWTP HVAC Fan Replacements	Capital Project Description	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.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale		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.	
Proj. No. 23-01	Capital Project Title DCC Program - 5-year Update	Capital Project Description	5-year update of the DCC program.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale		This item is for a planned review and update of the DCC Program.	
Proj. No. 23-02	Capital Project Title Bazan Bay Outfall Inspection	Capital Project Description	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.
Asset Class S	Board Priority Area Climate Action & Environmental	Corporate Priority Area	Wastewater
Project Rationale		Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.	

Service: 3.718		Saanich Peninsula Wastewater	
Proj. No. 23-03		Capital Project Title SPWWTP Solids Handling Equipment Removal	Capital Project Description 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.
Asset Class S		Board Priority Area Climate Action & Environmental	Corporate Priority Area Wastewater
Project Rationale 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.			
Proj. No. 21-04		Capital Project Title Voice Radio Replacement	Capital Project Description Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.
Asset Class E		Board Priority Area Climate Action & Environmental	Corporate Priority Area Wastewater
Project Rationale End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.			

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
Total projected year end balance	2,733,367	2,308,137	1,997,044	2,221,040	1,226,399	997,252

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	-	-	-	-	-
Total projected year end balance	500,984	420,634	417,616	342,046	289,042	328,730

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
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.

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

**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	-	-	-	-	-
Ending Balance \$	35,004	205,004	375,004	545,004	65,004	35,004

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
Equipment Replacement Reserve Fund Schedule
2021 - 2025 Financial Plan**

ERF Reserve Fund Schedule SPWWTP

ERF: SPWWTP ERF or PERS Fund for Equipment

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

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.