

Electoral Areas Committee - October 14, 2020
2021 Preliminary Electoral Area Budget Review

Appendix C-1: Requisition Summary (SGI)

Electoral Area Southern Gulf Islands	Cost per Avg. Res Asst Parcel		Cost per Avg. Res Asst Parcel		Difference Increase/ (Decrease)	Change in cost per avg household/Parcel	
	2021		2020			\$	%
1.010 Legislative & General Government	197,956	28.43	189,906	27.28	8,051	1.16	4.24%
1.101 G.I.S.	1,483	0.21	1,458	0.21	25	0.00	1.74%
1.224 Community Health - Homeless Sec.	14,044	2.02	14,063	2.02	20	0.00	-0.14%
1.280 Regional Parks	252,406	36.25	248,131	35.64	4,275	0.61	1.72%
1.280A Regional Parks - Land Acquisition	88,348	12.69	88,348	12.69	-	-	0.00%
1.309 Climate Action and Adaptation	8,039	1.15	7,904	1.14	134	0.02	1.70%
1.310 Land Bankin & Housin	30,615	4.40	29,354	4.22	1,261	0.18	4.30%
1.324 Regional Plannin Service	27,194	3.91	26,739	3.84	455	0.07	1.70%
1.335 Geo-Spatial Referencin S stem	3,727	0.54	3,710	0.53	16	0.00	0.44%
1.374 Regional Emer enc Pro ram Support	2,267	0.33	2,267	0.33	-	-	0.00%
1.375 Hazardous Material Incident Response	5,559	0.80	5,483	0.79	76	0.01	1.39%
1.911 Call Answer	1,868	0.27	1,839	0.26	29	0.00	1.55%
1.921 Regional CREST Contribution	19,846	2.85	19,526	2.80	320	0.05	1.64%
21.ALL Feasibilit Stud Reserve Fund - AL	-	-	918	0.13	918	0.13	-100.00%
Total Regional	\$653,352	\$93.84	\$639,648	\$91.87	\$13,704	\$1.97	2.14%
1.230 Traffic Safet Commissio	1,698	0.24	1,698	0.24	-	-	0.00%
1.297 rts Grants	21,703	3.12	21,344	3.07	359	0.05	1.68%
1.311 Regional Housin Trust Fund	20,651	2.97	20,651	2.97	-	-	0.00%
1.313 nimal Care Services	90,773	13.04	89,554	12.86	1,218	0.18	1.36%
1.912A Call Answer - RCM	-	-	770	0.11	770	0.11	-100.00%
1.913 Fire Dispatch	41,656	5.98	40,619	5.83	1,037	0.15	2.55%
Total Sub-Regional	\$176,481	\$25.35	\$173,097	\$24.86	\$3,385	\$0.49	1.96%
1.103 Elections	7,987	1.15	6,390	0.92	1,597	0.23	25.00%
1.104 U.B.C.M.	2,886	0.41	4,516	0.65	1,630	0.23	-36.10%
1.318 Buildin Inspection	142,268	20.43	132,962	19.10	9,306	1.34	7.00%
1.320 Noise Control	12,665	1.82	12,467	1.79	198	0.03	1.59%
1.322 Nuisances & Unsi htl Premises	16,822	2.42	16,537	2.38	285	0.04	1.72%
1.372 Electoral Area Emer enc Pro ram	47,161	6.77	46,428	6.67	733	0.11	1.58%
Total Joint Electoral Area	\$229,790	\$33.00	\$219,301	\$31.50	\$10,490	\$1.51	4.78%
1.110 Electoral Area Admin Exp-SGI	342,385	49.18	342,385	49.18	-	-	0.00%
1.117 Grants in Aid - Southern Gulf Island	102,609	14.74	62,791	9.02	39,818	5.72	63.41%
1.125 SGI Economic Development Commission	117,326	16.85	90,831	13.05	26,495	3.81	29.17%
1.138 Southern Gulf Islands - Public Librar	204,275	29.34	200,278	28.77	3,997	0.57	2.00%
1.235 SGI Small Craft Harbour Facilities*	281,113	47.97	273,347	46.64	7,766	1.33	2.84%
1.314 SGI House Numberin	9,210	1.32	9,059	1.30	151	0.02	1.67%
1.373 Southern Gulf Islands, Emer enc Pro ram	242,588	34.84	242,888	34.89	300	0.04	-0.12%
1.533 Stormwater Qualit Mana ement - Southern Gulf Is	37,875	5.44	44,488	6.39	6,613	0.95	-14.86%
1.923 Emer enc Comm - Crest - S.G.I.	162,607	23.36	159,461	22.90	3,146	0.45	1.97%
Total SGI Electoral Area	\$1,499,988	\$223.03	\$1,425,528	\$212.13	\$74,460	\$10.90	5.14%
Total Capital Regional District	\$2,559,611	\$375.22	\$2,457,573	\$360.36	\$102,038	\$14.87	4.13%
Cost/average residential property	\$375.22		\$360.36		\$14.87		
CRHD Capital Regional Hospital District	647,302	92.97	672,541	96.60	25,239	3.63	-3.75%
Total CRD and CRHD	\$3,206,913	\$468.20	\$3,130,114	\$456.96	\$76,799	\$11.24	2.46%

Average residential assessment (2019/2020)

\$492,635

\$492,635

Major Impacts

Change in Cost per Average Household

REGIONAL	\$ Change	% of Total Increase
Legislative & General Government	1.16	0.25%
Regional Parks	0.61	0.13%
JOINT EA		
Building Inspection	1.34	0.29%
SGI EA		
Grants in Aid - Southern Gulf Islands	5.72	1.25%
SGI Economic Development Commission	3.81	0.83%
Southern Gulf Islands - Public Library	0.57	0.13%
SGI Small Craft Harbour Facilities**	1.33	0.29%
Stormwater Quality Management - Southern Gulf Is.	(0.95)	-0.21%
Capital Regional Hospital District	(3.63)	-0.79%
Other	1.28	0.28%
Total	\$11.24	2.46%

Southern Gulf Islands Local/Specified/Defined Services		Cost per Avg. Res Asst/ Parcel		Cost per Avg. Res Asst/ Parcel		Difference Increase/ (Decrease)	Change in cost per avg household/Parcel	
		2021		2020			\$	%
1.137	Galiano Island Community Use Building	61,718	39.73	60,616	39.02	1,102	0.71	1.82%
1.170	Gossip Island Electric Power Supply	56,927	1,069.92	57,079	1,072.78	(152)	(2.86)	-0.27%
1.227	Saturna Island Medical Clinic	13,838	21.07	5,686	99.75	8,152	(78.68)	-78.88%
1.228	Galiano Health Service	125,080	80.52	122,684	78.98	2,396	1.54	1.95%
1.352	South Galiano Fire Protection	405,009	432.32	397,892	424.73	7,117	7.60	1.79%
1.356	Pender Fire Protection	1,029,018	408.96	1,007,568	400.43	21,450	8.52	2.13%
1.359	N. Galiano Fire Protection	222,730	554.44	210,515	524.03	12,215	30.41	5.80%
1.363	Saturna Is. Fire Protection	165,749	249.91	162,741	245.38	3,008	4.54	1.85%
1.465	Saturna Is Community Parks	23,000	34.84	17,554	26.59	5,446	8.25	31.02%
1.468	Saturna Is Community Recreation	13,368	20.25	11,621	17.60	1,747	2.65	15.03%
1.475	Mayne Is Community Parks	83,214	48.41	81,263	47.27	1,951	1.13	2.40%
1.478	Mayne Is Community Rec	34,207	19.90	32,797	19.08	1,410	0.82	4.30%
1.485	N & S Pender Community Parks	155,642	61.37	153,720	60.61	1,922	0.76	1.25%
1.488	N & S Pender Community Rec	60,847	23.99	58,653	23.13	2,194	0.87	3.74%
1.495	Galiano Parks	92,080	68.16	90,020	66.64	2,060	1.52	2.29%
1.498	Galiano Community Recreation	36,700	27.17	35,894	26.57	806	0.60	2.25%
2.630	Magic Lakes Estate Water System	568,517	497.39	568,517	497.39	-	-	0.00%
2.640	Lyall Harbour/Boot Cove Water	133,257	806.05	131,030	792.58	2,227	13.47	1.70%
2.642	Skana Water	22,885	329.95	23,070	332.62	(185)	(2.67)	-0.80%
2.665	Sticks Allison Water	10,000	276.98	5,000	138.49	5,000	138.49	100.00%
2.667	Surfside Park Estates Water	22,147	221.99	27,843	279.09	(5,696)	(57.10)	-20.46%
3.755	Regional Source Control - Magic Lake Estates	3,833	5.35	3,769	5.26	64	0.09	1.70%
3.830	Magic Lake Estates Sewer System	579,396	855.28	698,611	1,031.26	(119,215)	(175.98)	-17.06%
3.830D	Magic Lake Estates Sewer Debt	93,740	145.42	-	-	93,740	145.42	0.00%
Total Local/Specified/Defined Services		\$4,012,903		\$3,964,144		\$48,759		
Average residential assessment (2019/2020)		\$492,635		\$492,635				

Appendix C-2

Southern Gulf Islands - Operating Budget Highlights - Gross Expenditure (+/- 1.7% and +/- \$20,000)

SGI Services +/- 1.7% and +/- \$20,000	Gross Expenditure 2021	Gross Expenditure 2020	Changes \$	Changes %	Main Budget Driver
1.110 - Electoral Area Admin Exp - S.G.I.	396,198.00	420,697.00	(24,499)	-5.8%	• (21k) reduction in surplus carryforward in 2020 funding one-time program cost
1.117 - Grant-in-Aid - Southern Gulf Islands	103,479.00	63,643.00	39,836.00	62.6%	• 40k - additional funding per director's request
1.125 - SGI Economic Development Commission	119,726.00	98,462.00	21,264.00	21.6%	• 30k net increase in contract for services and program development proposed by the SGI Community Economic Sustainability Commission • (8k) reduction in other misc operating cost
Total Southern Gulf Islands Electoral Area	619,403	582,802	36,601	6.3%	
1.356 - Pender Fire Protection	1,107,570.00	1,027,091.00	80,479.00	7.8%	• 58k short term loan payment for purchase of new fire truck funded by reserves • 13k increase in contractual payments to the Pender Fire Society pending final budget submission from the Society
3.830 - Magic Lake Estates Sewer System	950,193.00	974,068.00	(23,875)	-2.5%	• (40k) reduction in debt servicing cost related to the new 6M renewal project with the assumption of 10% of the properties will exercise the one-time lump sum payment option vs long-term debt payment, pending for final confirmation at the end of year. • 6k related to internal allocations including IWS ops, labs and standard OH • 10k related to core inflationary increase
Total Local/Specified/Defined Area	2,057,763	2,001,159	56,604	2.8%	
Other (Services not meeting criteria above)	4,886,218.58	4,832,147.97	54,071	1.1%	
Total Southern Gulf Islands	7,563,385	7,416,109	147,276	2.0%	

Appendix C-3

Southern Gulf Islands 2021 Major Capital Projects ≥ \$100,000

SERVICE AREA	\$('000)	FUNDING SOURCE
Protective Services		
1.352 South Galiano Fire Protection		
South Galiano Fire Hall	600	Debt
Water		
2.630 Magic Lake Estates Water		
Design and construction Buck Lake & Magic Lake adjustable intakes	225	Reserves
Sewer		
3.830 Magic Lake Estates Sewer		
Wastewater improvements - Phase I	5,750	Debt
Other		
1.235 SGI Small Craft Harbour Facilities		
Construction of the Anson Road facility	100	Capital Funds on Hand
Upgrades to Retreat Cove dock facility	185	Reserves
Decommission the Horton Bay dock	100	Capital Funds on Hand
Upgrades to Miners Bay	276	Debt, Reserves
Port Washington dock improvements	195	Debt
Installation of an additional float at the Piers Island dock	135	Reserves
Total Projects ≥ \$100K	7,566	
Total Projects < \$100K	604	
Total 2021 Capital Projects	8,170	

Appendix C-4

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN - SGI														
2021							Schedule B - Extract							
Service #	Service Name	CAPITAL EXPENDITURE					SOURCE OF FUNDING							
		Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.137	Galiano Island Community Use Building			15,000			15,000					15,000		15,000
1.235	SGI Small Craft Harbour Facilities				1,091,000		1,091,000	200,000	441,000			400,000	50,000	1,091,000
1.318	Building Inspection	3,250	14,625				17,875			17,875				17,875
1.352	South Galiano Fire			603,000			603,000		600,000	3,000				603,000
1.356	Pender Island Fire	34,000	75,000	18,000			127,000			109,000		18,000		127,000
1.369	Electoral Area Fire Services	82,839					82,839					82,839		82,839
1.372	Emergency Planning Coordination	813					813			813				813
1.465	Saturna Island Community Parks				10,000		10,000					10,000		10,000
1.485	Pender Island Community Parks				10,000		10,000					10,000		10,000
1.495	Galiano Community Parks				13,000		13,000					13,000		13,000
2.630	Magic Lake Estates Water (Pender)	250,000			90,000		340,000					340,000		340,000
2.640	Lyall Harbour Boot Cove Water (Saturna)				15,000		15,000					15,000		15,000
2.642	Skana Water (Mayne)				25,000		25,000					25,000		25,000
2.665	Sticks Allison Water (Galiano)	14,500					14,500					14,500		14,500
2.667	Surfside Park Estates (Mayne)	25,000					25,000					25,000		25,000
3.830	Magic Lake Sewer Utility (Pender)				5,780,000		5,780,000		5,750,000			30,000		5,780,000
TOTAL		410,402	89,625	636,000	7,034,000	-	8,170,027	200,000	6,791,000	130,688	-	998,339	50,000	8,170,027

Appendix C-5: SGI Service Budgets

JOINTLY FUNDED SERVICES

[1.103 Elections](#)

[1.104 UBCM](#)

[1.318 Building Inspection](#)

[1.320 Noise Control](#)

[1.322 Nuisance & Unsightly Premises](#)

[1.369 Electoral Area Fire Services](#)

[1.372 EA Emergency Coordination](#)

SOUTHERN GULF ISLANDS

[1.110 Administration](#)

[1.117 Grants in Aid](#)

[1.125 Economic Development](#)

[1.137 Galiano Island Library Service](#)

[1.138 Southern Gulf Islands Public Library](#)

[1.170 Gossip Island Electric Power Supply](#)

[1.227 Saturna Health Service](#)

[1.228 Galiano Health Service](#)

[1.235 Small Craft Harbour Facilities](#)

[1.314 SGI House Numbering](#)

Appendix C-5: SGI Service Budgets

[1.352 South Galiano Island Fire](#)

[1.356 Pender Island Fire](#)

[1.359 North Galiano Island Fire](#)

[1.363 Saturna Island Fire](#)

[1.373 Emergency Program](#)

[1.465 Saturna Island Community Parks](#)

[1.468 Saturna Island Community Recreationn](#)

[1.475 Mayne Island Community Parks](#)

[1.476 Mayne Island Community Parks Donations](#)

[1.478 Mayne Island Community Recreation](#)

[1.485 Pender Island Community Parks](#)

[1.488 Pender Island Community Recreation](#)

[1.495 Galiano Island Community Parks](#)

[1.498 Galiano Island Community Recreation](#)

[1.533 Stormwater Quality](#)

[1.923 Emergency Communications – CREST](#)

[2.630 Magic Lake Estates Water \(Pender Island\)](#)

[2.640 Lyall Harbour/Boot Cove Water \(Saturna Island\)](#)

Appendix C-5: SGI Service Budgets

[2.642 Skana Water \(Mayne Island\)](#)

[2.665 Sticks Allison Water \(Galiano Island\)](#)

[2.667 Surfside Water \(Mayne Island\)](#)

[3.830 Magic Lake Estates Sewer System \(Pender Island\)](#)

CAPITAL REGIONAL DISTRICT

2021 Budget

Elections

EAC Review

Service: **1.103 Elections**

Committee: Electoral Area

DEFINITION:

To maintain voters lists for electoral areas and to undertake elections as required (Sec. 787(b) Municipal Act - SLP February 1, 1966).

PARTICIPATION:

All electoral areas on the basis of converted hospital assessed value of land and improvements.

MAXIMUM LEVY:

No limit

FUNDING:

Requisition and contribution from Islands Trust.

1.103 - Elections	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Electoral Area Elections	-	520	-	-	-	-	122,500	-	-	-
Islands Trust	-	-	-	-	-	-	74,900	-	-	-
Allocations and Insurance	166	166	37	-	-	37	38	39	39	39
TOTAL OPERATING COSTS	166	686	37	-	-	37	197,438	39	39	39
*Percentage Increase over prior year						-77.7%	533516.2%	-100.0%	0.0%	0.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	19,992	19,902	25,033	-	-	25,033	29,863	32,031	34,031	36,031
TOTAL COSTS	20,158	20,588	25,070	-	-	25,070	227,301	32,070	34,070	36,070
<u>FUNDING SOURCES (REVENUE)</u>										
Recovery from Islands Trust	-	(500)	-	-	-	-	(74,900)	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(122,331)	-	-	-
Other Income	(158)	(88)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(158)	(588)	(70)	-	-	(70)	(197,301)	(70)	(70)	(70)
REQUISITION	(20,000)	(20,000)	(25,000)	-	-	(25,000)	(30,000)	(32,000)	(34,000)	(36,000)
*Percentage increase over prior year Requisition						25.0%	20.0%	6.7%	6.3%	5.9%

Reserve Schedule

Reserve Fund: 1.103 Elections - Operating Reserve Fund

To stabilize requisition for Electoral Area Elections held every 4th year

Reserve Cash Flow

Fund: Fund Centre:	1500 105515	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		46,620	76,493	101,526	9,058	41,089	75,120
Transfer from Op Budget		19,992	25,033	29,863	32,031	34,031	36,031
Transfer from ERF		9,170					
Planned Spending		-	-	(122,331)	-	-	-
Interest Income		710	-	-	-	-	-
Ending Balance \$		76,493	101,526	9,058	41,089	75,120	111,151

Assumptions/Background:

Budgeted transfers to reserve will provide funding for elections in 2022 at an estimated cost of \$120,000 - \$140,000

CAPITAL REGIONAL DISTRICT

2021 Budget

UBCM

EAC Review

Service: 1.104 Union of B.C. Municipalities

Committee: Electoral Area

DEFINITION:

To provide for membership dues and convention expenses. Section 787 (b) - SLP - February 1, 1966.

PARTICIPATION:

All electoral areas and those municipalities not maintaining their own membership (currently electoral areas only) on the basis of converted hospital assessed value of land and improvements.

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

GENERAL INFORMATION:

Association of Vancouver Island and Coastal Communities (AVICC)

Commencing 1982 costs relating to AVICC, which are incurred solely on behalf of the electoral areas, are included in the UBCM budget rather than Legislative and General Government.

1.104 - UBCM	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Convention Expenses	16,805	12,875	12,893	-	-	12,893	13,157	13,414	13,682	13,950
TOTAL COSTS	16,805	12,875	12,893	-	-	12,893	13,157	13,414	13,682	13,950
*Percentage Increase over prior year						-23.3%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	3,930	(3,930)	-	-	(3,930)	-	-	-	-
Balance c/fwd from 2019 to 2020	(2,832)	(2,832)	-	-	-	-	-	-	-	-
Other Revenue	(87)	(87)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
TOTAL REVENUE	(2,919)	1,011	(4,020)	-	-	(4,020)	(90)	(90)	(90)	(90)
REQUISITION	(13,886)	(13,886)	(8,873)	-	-	(8,873)	(13,067)	(13,324)	(13,592)	(13,860)
*Percentage increase over prior year Requisition						-36.1%	47.3%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Building Inspection

EAC Review

Service: 1.318 Building Inspection

Committee: Electoral Area

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):	7.0%

Requisition funding is 28% of 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				FUTURE PROJECTIONS			
			CORE BUDGET	2021 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

							7.0%	14.7%	9.0%	2.9%	2.2%
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CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2021 to 2025

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

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$0	\$5,000	\$0	\$0	\$15,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$45,000	\$0	\$0	\$45,000	\$0	\$90,000
	\$0	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000

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	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000
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	\$55,000	\$0	\$5,000	\$45,000	\$0	\$105,000

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

Noise control

EAC Review

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	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

EAC Review

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
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For unforeseen legal expenses

Reserve Cash Flow

Fund: 1500 Fund Centre: 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

Electoral Area Fire Services

EAC Review

Service: **1.369 Electoral Area Fire Services**

Committee: Electoral Area

DEFINITION:

Service may undertake or cause to be undertaken for one or more electoral areas or defined areas thereof a program of fire regulation and may fix the terms and conditions under which the program will be provided, and, without limiting the generality of the foregoing, may, by bylaw, undertake different programs for different electoral areas or defined areas thereof (Juan de Fuca and Southern Gulf Islands).

PARTICIPATION:

Fire Service Areas within Juan de Fuca and Southern Gulf Islands Electoral Areas

CAPITAL DEBT:

N/A

COMMISSION:

N/A

MAXIMUM LEVY:

Supplementary LP's dated July 7, 1983 provide a maximum levy of \$0.246 per \$1,000.

FUNDING:

Requisition

1.369 - Electoral Area Fire Services

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2021 CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Consulting	15,330	13,000	15,330	-	-	15,330	15,640	15,950	16,270	16,600
Staff Training & Development	5,110	5,110	5,110	-	-	5,110	5,210	5,310	5,420	5,530
Software Licenses	15,930	11,000	11,607	-	-	11,607	11,840	12,080	12,320	12,570
Allocation to Finance & Corp	12,392	12,392	9,244	-	-	9,244	6,287	6,413	6,541	6,672
Allocation to Emergency Coordination	67,401	67,401	74,862	-	-	74,862	76,359	78,039	79,756	81,352
Contingency	4,060	4,060	4,060	-	-	4,060	4,140	4,220	4,300	4,390
Operating - Other	3,050	2,980	3,060	-	-	3,060	3,120	3,180	3,240	3,300
TOTAL OPERATING COSTS	123,273	115,943	123,273	-	-	123,273	122,596	125,192	127,847	130,414
*Percentage Increase over prior year						0.0%	-0.5%	2.1%	2.1%	2.0%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	7,370	7,370	7,370	-	-	7,370	7,520	7,670	7,820	7,980
Transfer to Equipment Replacement Fund (ERF & Op Rsv)	11,647	18,977	11,647	-	-	11,647	15,014	15,168	15,323	15,616
TOTAL CAPITAL / RESERVE	19,017	26,347	19,017	-	-	19,017	22,534	22,838	23,143	23,596
TOTAL COSTS	142,290	142,290	142,290	-	-	142,290	145,130	148,030	150,990	154,010
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Other Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
REQUISITION	(142,190)	(142,190)	(142,190)	-	-	(142,190)	(145,030)	(147,930)	(150,890)	(153,910)
*Percentage increase over prior year Requisition						0.0%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.369	Carry						
	Electoral Area Fire Services	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$156,300	\$0	\$0	\$0	\$0	\$156,300
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	\$156,300	\$0	\$0	\$0	\$0	\$156,300

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	\$0	\$0	\$0	\$0	\$0
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	\$156,300	\$0	\$0	\$0	\$0	\$156,300
		\$0	\$156,300	\$0	\$0	\$0	\$0	\$156,300

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.369

Service Name: Electoral Area Fire 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
21-01	Study	Structure Protection Unit (Sprinkler trailer)	Provision of capacity to protect infrastructure and structures from wildfire	\$156,300	E	Res	\$0	\$156,300	\$0	\$0	\$0	\$0	\$156,300
			GRAND TOTAL	\$156,300			\$0	\$156,300	\$0	\$0	\$0	\$0	\$156,300

Reserve Schedule

Reserve Fund: 1.369 Electoral Area Fire Services - Operating Reserve Fund

For Consulting, FDM Upgrades, Training

Reserve Cash Flow

Fund: Fund Centre:	1500 105404	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		257,382	272,929	128,276	143,290	158,458	173,781
Transfer from Ops Budget		11,647	11,647	15,014	15,168	15,323	15,616
Planned Expenditures		-	(156,300)	-	-	-	-
Interest Income		3,900	-	-	-	-	-
Ending Balance \$		272,929	128,276	143,290	158,458	173,781	189,397

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2021 Budget

Emergency Planning Coordination

EAC Review

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 - 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%

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

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

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000
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	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000

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	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000
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	\$2,500	\$0	\$0	\$2,500	\$0	\$5,000

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

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

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

Admin Expenditures (SGI)

EAC Review

Service: 1.110 SGI Admin. Expenditures

Committee: Electoral Area

DEFINITION:

To establish, according to Section 800 of the Local Government Act, a service to provide funding for electoral area administrative expenditures.

SERVICE DESCRIPTION:

Electoral area administration funding pays for part of EA director remuneration (amount that exceeds Municipal Director amount included in Board expense) and alternate, Corporate services administration, telecommunications, travel , electoral area office space and other contractual support costs as needed by director.

PARTICIPATION:

Electoral Area of Southern Gulf Islands

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition

**1.110 - Admin Expenditures (SGI)
Director & Management**

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Director Admin	129,432	111,356	109,554	-	-	109,554	109,371	111,380	113,465	115,740
Management Services	290,265	250,183	276,069	-	-	276,069	277,159	282,960	288,868	294,885
TOTAL OPERATING COSTS	419,697	361,539	385,623	-	-	385,623	386,530	394,340	402,333	410,625
*Percentage Increase over prior year						-8.1%	0.2%	2.0%	2.0%	2.1%
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(16,724)	(8,817)	(1,251)	(20)
NET OPERATING COSTS	419,697	361,539	385,623	-	-	385,623	369,806	385,523	401,082	410,605
*Percentage Increase over prior year						-8.1%	-4.1%	4.3%	4.0%	2.4%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	18,276	9,575	-	-	9,575	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,020
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	1,000	19,276	10,575	-	-	10,575	1,000	1,000	1,000	1,020
TOTAL COSTS	420,697	380,815	396,198	-	-	396,198	370,806	386,523	402,082	411,625
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	37,166	(37,166)	-	-	(37,166)	-	-	-	-
Balance c/fwd from 2019 to 2020	(57,835)	(57,835)	-	-	-	-	-	-	-	-
Transfer from Feasibility Fund	-	-	-	-	-	-	-	-	-	-
Cost Recovery	(17,426)	(14,510)	(13,717)	-	-	(13,717)	(13,896)	(14,075)	(14,296)	(14,522)
Grants in Lieu of Taxes	(2,851)	(2,851)	(2,730)	-	-	(2,730)	(2,790)	(2,850)	(2,910)	(2,970)
Other Revenue	(200)	(400)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(78,312)	(38,430)	(53,813)	-	-	(53,813)	(16,886)	(17,125)	(17,406)	(17,692)
REQUISITION	(342,385)	(342,385)	(342,385)	-	-	(342,385)	(353,920)	(369,398)	(384,676)	(393,933)
*Percentage increase over prior year Requisition						0.0%	3.4%	4.4%	4.1%	2.4%

1.110 - Admin Expenditures (SGI)
Director Admin

OPERATING COSTS

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
Director's Remuneration	43,124	43,124	43,987	-	-	43,987	44,870	45,630	46,410	47,340
Contract for Services	30,300	19,850	20,160	-	-	20,160	20,560	20,970	21,390	21,820
Consulting	10,000	6,611	-	-	-	-	-	-	-	-
Travel	5,610	1,510	5,500	-	-	5,500	5,610	5,720	5,830	5,950
Allocations	15,272	15,672	15,042	-	-	15,042	12,997	13,257	13,521	13,790
Other Operating Expenses	25,126	24,589	24,865	-	-	24,865	25,334	25,803	26,314	26,840
TOTAL OPERATING COSTS	129,432	111,356	109,554	-	-	109,554	109,371	111,380	113,465	115,740

*Percentage Increase over prior year

Transfer from Operating Reserve Fund

	-	-	-	-	-	-	-0.2%	1.8%	1.9%	2.0%
NET OPERATING COSTS	129,432	111,356	109,554	-	-	109,554	109,371	111,380	113,465	115,740

*Percentage Increase over prior year

CAPITAL / RESERVES

Transfer to Operating Reserve Fund	-	18,276	9,575	-	-	9,575	12,123	12,183	12,249	12,480
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,020
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	1,000	19,276	10,575	-	-	10,575	13,123	13,183	13,249	13,500
TOTAL COSTS	130,432	130,632	120,129	-	-	120,129	122,494	124,563	126,714	129,240

FUNDING SOURCES (REVENUE)

Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(1,445)	(1,445)	-	-	-	-	-	-	-	-
Cost Recovery	(10,826)	(10,826)	(11,005)	-	-	(11,005)	(11,184)	(11,363)	(11,584)	(11,810)
Grants in Lieu of Taxes	(797)	(797)	(800)	-	-	(800)	(820)	(840)	(860)	(880)
Interest Income	(200)	(400)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(13,268)	(13,468)	(12,005)	-	-	(12,005)	(12,204)	(12,403)	(12,644)	(12,890)

REQUISITION	(117,164)	(117,164)	(108,124)	-	-	(108,124)	(110,290)	(112,160)	(114,070)	(116,350)
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*Percentage increase over prior year
Requisition

-7.7%

2.0% 1.7% 1.7% 2.0%

**1.110 - Admin Expenditures (SGI)
Management 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	139,759	139,759	151,735	-	-	151,735	152,079	155,356	158,703	162,121
Contract for Services	69,000	54,288	68,040	-	-	68,040	69,400	70,790	72,210	73,650
Program Development	15,000	-	-	-	-	-	-	-	-	-
Travel	2,800	2,500	2,850	-	-	2,850	2,910	2,970	3,030	3,090
Memberships & Professional Dues	800	800	810	-	-	810	830	850	870	890
Allocations	20,846	20,846	20,424	-	-	20,424	19,080	19,464	19,855	20,254
Other Operating Expenses	42,060	31,990	32,210	-	-	32,210	32,860	33,530	34,200	34,880
TOTAL OPERATING COSTS	290,265	250,183	276,069	-	-	276,069	277,159	282,960	288,868	294,885
*Percentage Increase over prior year						-4.9%	0.4%	2.1%	2.1%	2.1%
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(28,847)	(21,000)	(13,500)	(12,500)
NET OPERATING COSTS	290,265	250,183	276,069	-	-	276,069	248,312	261,960	275,368	282,385
*Percentage Increase over prior year						-4.9%	-10.1%	5.5%	5.1%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	290,265	250,183	276,069	-	-	276,069	248,312	261,960	275,368	282,385
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	37,166	(37,166)	-	-	(37,166)	-	-	-	-
Balance c/fwd from 2019 to 2020	(56,390)	(56,390)	-	-	-	-	-	-	-	-
Sub-lease Recovery	(6,600)	(3,684)	(2,712)	-	-	(2,712)	(2,712)	(2,712)	(2,712)	(2,712)
Grants in Lieu of Taxes	(2,054)	(2,054)	(1,930)	-	-	(1,930)	(1,970)	(2,010)	(2,050)	(2,090)
Other revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(65,044)	(24,962)	(41,808)	-	-	(41,808)	(4,682)	(4,722)	(4,762)	(4,802)
REQUISITION	(225,221)	(225,221)	(234,261)	-	-	(234,261)	(243,630)	(257,238)	(270,606)	(277,583)
*Percentage increase over prior year Requisition						4.0%	4.0%	5.6%	5.2%	2.6%

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

Service No.	1.110	Carry						
	SGI Admin. Expenditures	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$1,500	\$1,530	\$0	\$0	\$3,030
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	\$1,500	\$1,530	\$0	\$0	\$3,030
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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	\$1,500	\$1,530	\$0	\$0	\$3,030
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	\$1,500	\$1,530	\$0	\$0	\$3,030
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.110

Service Name: SGI Admin. Expenditures

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	Computer Replacements for Director and Manager	\$4,470	E	ERF	\$0	\$0	\$1,500	\$1,530	\$0	\$0	\$3,030
GRAND TOTAL				\$4,470			\$0	\$0	\$1,500	\$1,530	\$0	\$0	\$3,030

Admin Expenditures (SGI)
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Operating Reserve Fund	18,276	27,851	11,127	2,310	1,059	1,039
Equipment Replacement Fund	7,409	8,409	7,909	7,379	8,379	9,399
Total	25,685	36,260	19,036	9,689	9,438	10,438

Reserve Schedule

Reserve Fund: 1.110 Admin Expenditures (SGI) - Operating Reserve Fund
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To be created

Reserve Cash Flow

Fund: Fund Centre:	1500 To be created	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		-	18,276	27,851	11,127	2,310	1,059
Transfer from Ops Budget		18,276	9,575	12,123	12,183	12,249	12,480
Transfer to Ops Budget		-	-	(28,847)	(21,000)	(13,500)	(12,500)
Interest Income		-	-	-	-	-	-
Ending Balance \$		18,276	27,851	11,127	2,310	1,059	1,039

<u>Assumptions/Background:</u>

Reserve Schedule

Reserve Fund: 1.110 Admin Expenditures (SGI) - Equipment Replacement Fund

ERF Group: SGIADMIN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101838	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		7,849	7,409	8,409	7,909	7,379	8,379
Transfer from Ops Budget		1,000	1,000	1,000	1,000	1,000	1,020
Planned Purchase		(1,440)	-	(1,500)	(1,530)	-	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		7,409	8,409	7,909	7,379	8,379	9,399

Assumptions/Background:

Fund Balance should remain between \$5,000 and \$10,000.

CAPITAL REGIONAL DISTRICT

2021 Budget

SGL Grants in Aid

EAC Review

Service: 1.117 SGI Grants in Aid

Committee: Electoral Area

DEFINITION:

To make grants-in-aid to any organization deemed to be contributing to the general interest and advantage of the electoral area
(Letters Patent - March 24, 1977; April 17, 1985).

SERVICE DESCRIPTION:

Provide Grants to support organizations that are outside the existing services in an electoral area. Each electoral area budgets their anticipated requirements separately.

PARTICIPATION:

Southern Gulf Islands Electoral Area.

MAXIMUM LEVY:

\$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements. To a maximum of \$166,212.

COMMISSION:

Committee: Electoral Areas Committee

FUNDING:

Requisition

1.117 - SGI Grants in Aid	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Grants in Aid	60,000	60,000	60,000	40,000	-	100,000	100,000	100,000	100,000	100,000
Allocations	3,026	3,026	2,679	-	-	2,679	3,230	3,294	3,360	3,427
Internal Interest	300	300	800	-	-	800	800	800	800	800
TOTAL COSTS	63,326	63,326	63,479	40,000	-	103,479	104,030	104,094	104,160	104,227
*Percentage Increase over prior year						63.4%	0.5%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2019 to 2020	317	317	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(752)	(752)	(770)	-	-	(770)	(790)	(800)	(820)	(840)
Other Grants	-	-	-	-	-	-	-	-	-	-
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(535)	(535)	(870)	-	-	(870)	(890)	(900)	(920)	(940)
REQUISITION	(62,791)	(62,791)	(62,609)	(40,000)	-	(102,609)	(103,140)	(103,194)	(103,240)	(103,287)
*Percentage increase over prior year Requisition						63.4%	0.5%	0.1%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

SGI Economic Development Commission

EAC Review

Service: 1.125 SGI Economic Development

Committee: Electoral Area

DEFINITION:

Economic Development Commission Establishing Bylaw No. 3803, with authority to offer an economic development service under Section 774.2 of the Local Government Act.

SERVICE DESCRIPTION:

To promote, provide information and assist local service agencies with economic development initiatives.

PARTICIPATION:

Levy on basis of converted hospital assessed value of land and improvements for the Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

None

COMMISSION:

Five members including the Director representing the Southern Gulf Islands Electoral Area, and one individual from each of Galiano Island, Mayne Island, Saturna Island and Pender Islands.

FUNDING:

Requisition

1.125 - SGI Economic Development Commission	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Contract for Services	20,000	20,000	57,000	15,000	-	72,000	73,440	74,910	76,410	77,940
Program Development	52,012	50,312	29,623	-	-	29,623	29,820	30,020	30,220	30,420
Internal Allocations	2,630	2,630	4,443	-	-	4,443	5,022	5,122	5,224	5,329
Building Rent	13,300	13,300	8,670	-	-	8,670	8,850	9,030	9,190	9,350
Operating - Other	10,520	10,520	4,990	-	-	4,990	5,090	5,190	5,290	5,390
TOTAL COSTS	98,462	96,762	104,726	15,000	-	119,726	122,222	124,272	126,334	128,429
*Percentage Increase over prior year						21.6%	2.1%	1.7%	1.7%	1.7%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	1,700	(1,700)	-	-	(1,700)	-	-	-	-
Balance c/fwd from 2020 to 2021	(6,952)	(6,952)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(579)	(579)	(600)	-	-	(600)	(610)	(620)	(630)	(640)
Interest Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(7,631)	(5,931)	(2,400)	-	-	(2,400)	(710)	(720)	(730)	(740)
REQUISITION	(90,831)	(90,831)	(102,326)	(15,000)	-	(117,326)	(121,512)	(123,552)	(125,604)	(127,689)
*Percentage increase over prior year Requisition						29.2%	3.6%	1.7%	1.7%	1.7%

CAPITAL REGIONAL DISTRICT

2021 Budget

Galiano Island Library Service

EAC Review

Service: 1.137 Galiano Island Community Use Building

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of constructing and operating a building on Galiano Island that will be used for library, community and local government purposes by Bylaw No. 3792 adopted Dec 2011.

SERVICE DESCRIPTION:

This service provides funding to operate, build and debt service a public use building on Galiano Island. It was started after a successful referendum in 2011. This building is home to the local library run by the Galiano Island Library Society and has a room for public use.

PARTICIPATION:

A portion of the Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$100,100 or \$0.165 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$126,871.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3793 (2013)	\$ 440,000
BORROWED:	LA Bylaw No. 3793A (2014,3.85%)	(310,000)
REMAINING AUTHORIZATION		<u> \$ 130,000 </u>

FUNDING:

Requisition

1.137 - Galiano Island Library Service

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Allocations	13,845	12,233	16,711	-	-	16,711	17,006	17,346	17,693	18,046
Insurance	3,020	990	970	-	-	970	990	1,010	1,030	1,050
Building Maintenance	6,190	2,276	5,000	-	-	5,000	5,110	5,220	5,330	5,440
Utilities	4,520	4,470	3,800	-	-	3,800	3,880	3,960	4,040	4,120
Contingency	1,280	-	1,500	-	-	1,500	1,530	1,560	1,590	1,620
Other Operating Expenses	4,510	3,283	4,990	-	-	4,990	5,090	5,200	5,310	5,420
TOTAL OPERATING COSTS	33,365	23,252	32,971	-	-	32,971	33,606	34,296	34,993	35,696
*Percentage Increase over prior year						-1.2%	1.9%	2.1%	2.0%	2.0%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	-	10,113	1,500	-	-	1,500	2,094	2,664	3,250	3,857
MFA Debt Reserve Fund	80	80	80	-	-	80	80	80	80	80
MFA Principal Payment	15,482	15,482	15,482	-	-	15,482	15,482	15,482	15,482	15,482
MFA Interest Payment	11,916	11,916	11,915	-	-	11,915	11,915	11,915	11,915	11,915
TOTAL DEBT / RESERVE	27,478	37,591	28,977	-	-	28,977	29,571	30,141	30,727	31,334
TOTAL COSTS	60,843	60,843	61,948	-	-	61,948	63,177	64,437	65,720	67,030
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
Other Income	(147)	(147)	(150)	-	-	(150)	(147)	(147)	(150)	(150)
MFA Debt Resv FundEarnings	(80)	(80)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
TOTAL REVENUE	(227)	(227)	(230)	-	-	(230)	(227)	(227)	(230)	(230)
REQUISITION	(60,616)	(60,616)	(61,718)	-	-	(61,718)	(62,950)	(64,210)	(65,490)	(66,800)
*Percentage increase over prior year Requisition						1.8%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.137	Carry						
	Galiano Island Community Use Bui	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	B	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$15,000	\$0	\$0	\$0	\$0	\$15,000
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SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debtenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$15,000	\$0	\$0	\$0	\$0	\$15,000

\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.137

Service Name:

Galiano Island Community Use Building

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

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

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

[illegible]

Reserve Schedule

Reserve Fund: 1.137 Galiano Island Library Service - Capital Reserve Fund

Bylaw 3939

Reserve Cash Flow

Fund: Fund Centre:	1083 102135	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		61,990	62,930	49,430	51,524	54,188	57,438
Transfer from Ops Budget		-	1,500	2,094	2,664	3,250	3,857
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(15,000)	-	-	-	-
Interest Income		940	-	-	-	-	-
Ending Balance \$		62,930	49,430	51,524	54,188	57,438	61,295

Assumptions/Background:

New Building. Transfers to reserve should provide for future capital repairs and improvements as well as replacement in long term

CAPITAL REGIONAL DISTRICT

2021 Budget

SGL Regional Library

EAC Review

Service: 1.138 SGI Regional Library

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of contributing to the cost of maintaining, equipping and operating the Southern Gulf Islands Library service by Bylaw No. 2880 adopted July 2001.

SERVICE DESCRIPTION:

This is a contribution service to provide funding and advisory support for the operation of the Pender Island Public Library and other 4 reading centres on the Southern Gulf Islands. Each centre is managed by volunteers and each has representation on the commission. Funding is provided under a 5-year agreement.

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$165,391 or \$0.069 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$228,542.

COMMISSION:

Southern Gulf Islands Public Library Commission (Bylaw No. 3523, April 9, 2008)

FUNDING:

Requisition

1.138 - SGI Regional Library	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Contribution to Library	197,570	197,570	200,930	-	-	200,930	204,950	209,050	213,230	217,490
Allocations	3,571	3,571	4,065	-	-	4,065	4,141	4,224	4,309	4,395
Insurance	130	130	140	-	-	140	140	140	140	140
Other Operating Expenses	1,730	720	1,760	-	-	1,760	1,790	1,830	1,870	1,910
TOTAL COSTS	203,001	201,991	206,895	-	-	206,895	211,021	215,244	219,549	223,935
*Percentage Increase over prior year						1.9%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	1,010	(1,010)	-	-	(1,010)	-	-	-	-
Balance c/fwd from 2019 to 2020	(1,140)	(1,140)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,553)	(1,553)	(1,580)	-	-	(1,580)	(1,610)	(1,640)	(1,670)	(1,710)
Other Income	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(2,723)	(1,713)	(2,620)	-	-	(2,620)	(1,640)	(1,670)	(1,700)	(1,740)
REQUISITION	(200,278)	(200,278)	(204,275)	-	-	(204,275)	(209,381)	(213,574)	(217,849)	(222,195)
*Percentage increase over prior year Requisition						2.0%	2.5%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Gossip Island Electirc Power Supply

EAC Review

Service: **1.170** **Gossip Island Electrical Power Supply**

Committee: **Electoral Area**

DEFINITION:

A service established to provide capital financing for the supply and installation of underwater cabling from Galiano Island to Gossip Island (Bylaw No. 3578 - June 2009).

SERVICE DESCRIPTION:

This is strictly a financial service by which the CRD has agreed to borrow \$770,000 to fund the replacement of electric cabling to Gossip Island, off Galiano Island. CRD Corporate Services Department, Finance Division manages the service which includes annual debt charges and the related recovery from Gossip Island taxpayers. The service was started in June 2009 after a petition by a majority of residents. Electrical cabling to the island is provided by BC Hydro. The Gossip Island Electrification Society provides liaison with BC Hydro on electrical cabling matters.

PARTICIPATION:

56 of 66 parcels on Gossip Island

MAXIMUM LEVY:

Greater of \$85,310 or \$3.76 / \$1,000 on actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3579 (2012)	\$ 770,000
BORROWED:	S.I. Bylaw No. 3579 (2012, 2.9%)	(715,000)
REMAINING AUTHORIZATION		<u>\$ 55,000</u>

FUNDING:

Parcel tax

1.170 - Gossip Island Electirc Power Supply

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Allocations	661	661	357	-	-	357	216	221	225	230
Other Operating Expenses	220	220	220	-	-	220	220	220	220	220
TOTAL OPERATING COSTS	881	881	577	-	-	577	436	441	445	450
*Percentage Increase over prior year						-34.5%	-24.4%	1.1%	0.9%	1.1%
<u>DEBT / RESERVE</u>										
MFA Debt Reserve Fund	180	180	200	-	-	200	200	200	200	200
MFA Principal Payment	35,708	35,708	35,708	-	-	35,708	35,708	35,708	35,708	35,708
MFA Interest Payment	20,735	20,735	20,735	-	-	20,735	20,735	20,735	20,735	20,735
TOTAL DEBT / RESERVE	56,623	56,623	56,643	-	-	56,643	56,643	56,643	56,643	56,643
TOTAL COSTS	57,504	57,504	57,220	-	-	57,220	57,079	57,084	57,088	57,093
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(152)	(152)	-	-	-	-	-	-	-	-
Interest Income	(93)	(93)	(93)	-	-	(93)	(93)	(93)	(93)	(90)
MFA Debt Reserve Fund Earnings	(180)	(180)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(425)	(425)	(293)	-	-	(293)	(293)	(293)	(293)	(290)
REQUISITION - PARCEL TAX	(57,079)	(57,079)	(56,927)	-	-	(56,927)	(56,786)	(56,791)	(56,795)	(56,803)
*Percentage increase over prior year Requisition						-0.3%	-0.2%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Saturna Health Service

EAC Review

Service: **1.227** **Saturna Health Service**

Committee: Electoral Area

DEFINITION:

To establish and operate the service of numbering building for Southern Gulf Islands Electoral Area.
Bylaw No. 4231 Saturna Health Service Establishment Bylaw.

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

Greater of \$44,937 or \$0.17 / \$1,000 on actual assessed value of land and improvements.

FUNDING:

Requisition

1.227 - Saturna Health Service	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Payment to Saturna Island Meduical Clinic	15,000	15,000	15,260	-	-	15,260	15,570	15,880	16,200	16,520
Other Operating Expenses	387	387	308	-	-	308	314	320	327	333
TOTAL COSTS	15,387	15,387	15,568	-	-	15,568	15,884	16,200	16,527	16,853
*Percentage Increase over prior year						1.2%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(8,000)	(8,000)	-	-	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes - Federal	(1,701)	(1,701)	(1,730)	-	-	(1,730)	(1,760)	(1,800)	(1,840)	(1,880)
TOTAL REVENUE	(9,701)	(9,701)	(1,730)	-	-	(1,730)	(1,760)	(1,800)	(1,840)	(1,880)
REQUISITION	(5,686)	(5,686)	(13,838)	-	-	(13,838)	(14,124)	(14,400)	(14,687)	(14,973)
*Percentage increase over prior year Requisition						143.4%	2.1%	2.0%	2.0%	1.9%

CAPITAL REGIONAL DISTRICT

2021 Budget

Galiano Health Service

EAC Review

Service: 1.228 Galiano Health Service

Committee: Electoral Area

DEFINITION:

To provide secure and predictable funding for the Galiano Health Care Centre
Bylaw No. 3955 Galiano Health Care Centre Contribution Services Establishment Bylaw

PARTICIPATION:

Galiano Island

MAXIMUM LEVY:

Greater of \$86,550 or \$0.19 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$146,094.

FUNDING:

Requisition

1.228 - Galiano Health Service
OPERATING COSTS

Payment to Galiano Health Society
Operating - Other

TOTAL OPERATING COSTS

*Percentage Increase over prior year

FUNDING SOURCES (REVENUE)

Estimated Balance c/fwd from 2020 to 2021
Balance c/fwd from 2019 to 2020
Other Revenue

TOTAL REVENUE
REQUISITION

*Percentage increase over prior year
Requisition

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
Payment to Galiano Health Society	120,750	120,750	122,800	-	-	122,800	125,260	127,770	130,330	132,940
Operating - Other	2,261	2,261	2,470	-	-	2,470	2,609	2,660	2,711	2,763
TOTAL OPERATING COSTS	123,011	123,011	125,270	-	-	125,270	127,869	130,430	133,041	135,703
*Percentage Increase over prior year						1.8%	2.1%	2.0%	2.0%	2.0%
Estimated Balance c/fwd from 2020 to 2021	-	150	(150)	-	-	(150)	-	-	-	-
Balance c/fwd from 2019 to 2020	(289)	(289)	-	-	-	-	-	-	-	-
Other Revenue	(38)	(188)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(327.00)	(327)	(190)	-	-	(190)	(40)	(40)	(40)	(40)
REQUISITION	(122,684)	(122,684)	(125,080)	-	-	(125,080)	(127,829)	(130,390)	(133,001)	(135,663)
*Percentage increase over prior year Requisition						2.0%	2.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

SGI Small Craft Harbour Facilities

EAC Review

Service: 1.235 SGI Small Craft Harbour Facilities

Committee: Electoral Area

DEFINITION:

A local service, established by Bylaw No. 2614, October 6, 1998, in the Southern Gulf Islands Electoral Area to establish, acquire and operate a service of small craft harbour facilities.

SERVICE DESCRIPTION:

The SGI Small Craft Harbour Facilities service funds and operates 11 small craft harbour facilities in the Southern Gulf Islands. 9 docks are owned by the CRD and 2 are leased. The docks are located on Mayne, Galiano, North and South Pender, Saturna, Piers and Vancouver Islands. The service was undertaken by the CRD upon the Federal Government of Canada's divestiture of ownership and operation of small craft harbour facilities. The Federal Government provided 1-time funding of \$1.6million to the CRD for dock rehabilitation. The service is administered by the Southern Gulf Islands Harbour Commission.

MAXIMUM LEVY:

Greater of \$112,878 or \$0.10 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$332,424.

COMMISSION:

Southern Gulf Islands Harbour Commission as established by Bylaw No. 2972 in 2002.

FUNDING:

Parcel Tax
Moorage Fees

1.235 - SGI Small Craft Harbour Facilities	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
<u>Management Expenditures:</u>										
Contract for Services	10,000	10,000	10,170	-	-	10,170	10,370	10,580	10,790	11,010
Supplies, Advertising	1,060	1,060	1,080	-	-	1,080	1,100	1,120	1,140	1,160
Travel and Training	7,290	2,200	7,420	-	-	7,420	7,570	7,720	7,870	8,030
Internal Allocations	24,028	27,758	25,504	-	-	25,504	27,107	27,648	28,202	28,766
Labour Charges	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses	8,970	9,210	11,070	-	-	11,070	11,290	11,510	11,740	11,970
TOTAL MANAGEMENT EXPENDITURES	51,348	50,228	55,244	-	-	55,244	57,437	58,578	59,742	60,936
*Percentage Increase over prior year						7.6%	4.0%	2.0%	2.0%	2.0%
<u>Dock Expenditures:</u>										
Repairs and Maintenance	55,670	42,810	56,640	-	-	56,640	57,770	58,920	60,070	61,230
Wharfinger Compensation and Travel	49,890	42,310	50,770	-	-	50,770	51,800	52,840	53,880	54,950
Insurance	31,160	31,160	28,104	-	-	28,104	28,680	29,280	29,880	30,480
Electricity	3,080	2,730	3,130	-	-	3,130	3,190	3,250	3,310	3,370
Supplies	4,460	5,920	4,460	-	-	4,460	4,570	4,680	4,790	4,900
Operating - Other	4,150	-	4,270	-	-	4,270	4,390	4,510	4,630	4,750
TOTAL DOCK EXPENDITURES	148,410	124,930	147,374	-	-	147,374	150,400	153,480	156,560	159,680
*Percentage Increase over prior year						-0.7%	2.1%	2.0%	2.0%	2.0%
TOTAL OPERATING COSTS	199,758	175,158	202,618	-	-	202,618	207,837	212,058	216,302	220,616
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	170,000	188,880	170,000	-	-	170,000	150,000	150,000	150,000	150,000
MFA Interest	-	-	6,395	-	-	6,395	9,266	9,648	9,648	9,648
MFA Principal	-	-	-	-	-	-	25,501	30,705	30,705	30,705
TOTAL DEBT / RESERVE	170,000	188,880	176,395	-	-	176,395	184,767	190,353	190,353	190,353
TOTAL COSTS	369,758	364,038	379,013	-	-	379,013	392,604	402,411	406,655	410,969
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue- Fees	(91,000)	(85,280)	(92,400)	-	-	(92,400)	(94,090)	(95,810)	(97,580)	(99,400)
Grants in Lieu of Taxes	(5,211)	(5,211)	(5,300)	-	-	(5,300)	(5,300)	(5,300)	(5,300)	(5,300)
Other Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(96,411)	(90,691)	(97,900)	-	-	(97,900)	(99,590)	(101,310)	(103,080)	(104,900)
REQUISITION - PARCEL TAX	(273,347)	(273,347)	(281,113)	-	-	(281,113)	(293,014)	(301,101)	(303,575)	(306,069)
*Percentage increase over prior year Requisition						2.8%	4.2%	2.8%	0.8%	0.8%

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

Service No.	1.235	Carry						
	SGL Small Craft Harbour	Forward from	2021	2022	2023	2024	2025	TOTAL
	Facilities	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$100,000	\$1,091,000	\$240,000	\$250,000	\$50,000	\$50,000	\$1,681,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$100,000	\$1,091,000	\$240,000	\$250,000	\$50,000	\$50,000	\$1,681,000

SOURCE OF FUNDS

Capital Funds on Hand	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Debenture Debt (New Debt Only)	\$0	\$441,000	\$90,000	\$0	\$0	\$0	\$531,000
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	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Reserve Fund	\$0	\$400,000	\$150,000	\$250,000	\$50,000	\$50,000	\$900,000
	\$100,000	\$1,091,000	\$240,000	\$250,000	\$50,000	\$50,000	\$1,681,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

Service #:

1.235

Service Name:

SGI Small Craft Harbour Facilities

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

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
19-01	New	Anson Road	Construction of the Anson Road facility - gravel roadway, approach, main float and approximately 720 ft of moorage.	\$575,000	S	Cap	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
19-02	Renewal	Retreat Cove	Upgrades to the Retreat Cove Dock Facility to maintain level of service.	\$185,000	S	Res	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000
19-03	Decommission	Horton Bay	Decommission the Horton Bay dock after construction of the Anson Road facility.	\$100,000	S	Cap	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
20-02	Renewal	Spanish Hills	Upgrades to the Spanish Hills Dock Facility to maintain level of service.	\$75,000	S	Other	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
20-04	Renewal	Miners Bay Upgrades	Upgrades to Miners Bay based on a grant application to fund wharfhead and approach upgrades.	\$30,000	S	Res	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
20-04	Renewal	Miners Bay Upgrades	Upgrades to Miners Bay based on a grant application to fund wharfhead and approach upgrades.	\$246,000	S	Debt	\$0	\$246,000	\$0	\$0	\$0	\$0	\$246,000
21-01	Renewal	Port Washington	Dock improvements outlined from the 18-01 Inspections project.	\$195,000	S	Debt	\$0	\$195,000	\$0	\$0	\$0	\$0	\$195,000
21-02	Renewal	Inspections	Detailed inspections including underwater inspection.	\$125,000	S	Res	\$0	\$0	\$0	\$125,000	\$0	\$0	\$125,000
21-03	Renewal	ANNUAL PROVISIONAL: Dock Improvements	An annual provisional fund is required to address unplanned dock safety issues.	\$200,000	S	Res	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
21-05	New	Piers Island Additional Float	Installation of an additional float at the Piers Island dock.	\$135,000	S	Res	\$0	\$135,000	\$0	\$0	\$0	\$0	\$135,000
22-01	Renewal	Hope Bay	Dock improvements outlined from the 18-01 Inspections project.	\$90,000	S	Debt	\$0	\$0	\$90,000	\$0	\$0	\$0	\$90,000
22-02	Renewal	Swartz Bay Improvements & Dock Replacement	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.	\$175,000	S	Res	\$0	\$0	\$100,000	\$75,000	\$0	\$0	\$175,000
			GRAND TOTAL	\$2,131,000			\$100,000	\$1,091,000	\$240,000	\$250,000	\$50,000	\$50,000	\$1,681,000

Service: 1.235

SGI Small Craft Harbour Facilities

Proj. No. 19-01

Capital Project Title Anson Road

Capital Project Description

Construction of the Anson Road facility - gravel roadway, approach, main float and approximately 720 ft of moorage.

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale Construction of a new dock facility at the end of Anson Road. Works include construction of a walkway ramp, gravel road and turnaround, pump out toilet, main float with 6 fingers to provide approximately 720 ft of moorage. Funding to be partially from reserves and partially from the capital reserve and funds from the acquisition of Horton Bay. Funds are required to carry out the required archeological investigation and procure a contractor for construction.

Proj. No. 19-02

Capital Project Title Retreat Cove

Capital Project Description

Upgrades to the Retreat Cove Dock Facility to maintain level of service.

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale This project includes works to maintain the current level of service as recommended in the Moffatt & Nichol Summary Report for Southern Gulf Islands Harbour Commission (SGIHC) Facilities December 11, 2015 and Stantec's 2018 top-side inspection. Recommended works include repairs to the approach piles, and repairs to the floats. Due to the quickly deteriorating condition of the Sturdies Bay facility, this project has been delayed to 2021.

Proj. No. 19-03

Capital Project Title Horton Bay

Capital Project Description

Decommission the Horton Bay dock after construction of the Anson Road facility.

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale This project is for decommissioning of the Horton Bay facility after construction of the Anson Road dock. Funds are required to carry out the required archeological investigation and retain a contractor to remove the infrastructure.

Proj. No. 20-02

Capital Project Title Spanish Hills

Capital Project Description

Upgrades to the Spanish Hills Dock Facility to maintain level of service.

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale This project includes works to maintain the current level of service as recommended in DFO commissioned assessment. Recommended works include preventative maintenance works on piles to extend service life, replace broken pile footing and repairs to the gangway. Funding are required for staff to retain a contractor to carry out the works.

Proj. No. 20-04

Capital Project Title Miners Bay Upgrades

Capital Project Description

Upgrades to Miners Bay based on a grant application to fund wharfhead and approach upgrades

Asset Class S

Board Priority Area 0

Corporate Priority Area

0

Project Rationale Additional works were highlighted during the completion of the 2018 upgrade works including the required to replace the wharf head decking, need to replace the electrical system and lighting, repairs and replacements for rails on the approach and additional piles requiring replacement. A grant has been submitted and unsuccessful in 2020.

Proj. No.	21-01	Capital Project Title	Port Washington	Capital Project Description	Dock improvements outlined from the 18-01 Inspections project.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.			

Proj. No.	21-02	Capital Project Title	Inspections	Capital Project Description	Detailed inspections including underwater inspection.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		Dock inspection, repair and maintenance is an iterative process that requires periodic review of the facilities and re-evaluation of proposed work plans and residual life estimates. This budget is for a "Top Side and Underwater " inspection and will be used to re-evaluate the 5 Year capital Program. Due to recent inspections and resulting works this project has been deferred until 2023.			

Proj. No.	21-03	Capital Project Title	ANNUAL PROVISIONAL: Dock Improvements	Capital Project Description	An annual provisional fund is required to address unplanned dock safety issues.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		Funds are required for unplanned & minor repairs such as minor board replacement, painting, emergency repairs, and electrical repairs.			

Proj. No.	21-05	Capital Project Title	Piers Island Additional Float	Capital Project Description	Installation of an additional float at the Piers Island dock.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		This project is to complete the Piers Island Additional Float replacement. Design, environmental assessment and majority of permitting is complete. Funds are required to retain a contractor to supply and install an additional float.			

Proj. No.	22-01	Capital Project Title	Hope Bay	Capital Project Description	Dock improvements outlined from the 18-01 Inspections project.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.			

Proj. No.	22-02	Capital Project Title	Swartz Bay Improvements & Dock Replacement	Capital Project Description	Dock improvements outlined from the 18-01 Inspection project.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale		This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works. In 2020 it was noted that float B had rotting frame indicating requirement to replace the float.			

Reserve Schedule

Reserve Fund: 1.235 SGI Harbour Facilities - Capital Reserve Fund

Bylaw 2719

Reserve Cash Flow

Fund: Fund Centre:	1054 101467	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		466,134	384,894	154,894	154,894	54,894	154,894
Transfer from Ops Budget		170,000	170,000	150,000	150,000	150,000	150,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(269,000)	(400,000)	(150,000)	(250,000)	(50,000)	(50,000)
Interest Income		17,760	-	-	-	-	-
Ending Balance \$		384,894	154,894	154,894	54,894	154,894	254,894

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. Also offset with Realized Loss (Gain).

CAPITAL REGIONAL DISTRICT

2021 Budget

SGI House Numbering

EAC Review

Service: 1.314 SGI Building Numbering

Committee: Electoral Area

DEFINITION:

To establish and operate the service of numbering building for Southern Gulf Islands Electoral Area.
Established by Bylaw No. 3230 (2004).
Southern Gulf Islands Building Numbering Regulation Bylaw No. 3231.

SERVICE DESCRIPTION:

Implementation and maintenance of a building numbering system with corresponding notification and mapped integration with departmental operations and emergency services.

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

None

FUNDING:

Requisition

1.314 - SGI House Numbering

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Building Inspection	8,564	8,564	8,773	-	-	8,773	8,948	9,127	9,310	9,496
Allocations	539	539	497	-	-	497	468	477	487	496
Other Operating Expenses	70	70	70	-	-	70	70	70	70	70
TOTAL COSTS	9,173	9,173	9,340	-	-	9,340	9,486	9,674	9,867	10,062
*Percentage Increase over prior year						1.8%	1.6%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(22)	(22)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(82)	(82)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
Interest Income	(10)	(10)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(114)	(114)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
REQUISITION	(9,059)	(9,059)	(9,210)	-	-	(9,210)	(9,356)	(9,544)	(9,737)	(9,932)
*Percentage increase over prior year Requisition						1.7%	1.6%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

South Galiano Fire Protection

EAC Review

Service: 1.352 South Galiano Fire

Committee: Electoral Area

DEFINITION:

A local service area established to provide fire protection and emergency response on a volunteer basis to the southern part of Galiano Island. Fire department is operated by the South Galiano Fire Protection Society in accordance with a written agreement between the Society and the CRD. Bylaw No. 70 (January 13, 1971). Repealed and replaced by Bylaw No. 2148 (January 12, 1994) Local Service Area #25 - M-764. Amended by Bylaw No. 3224 to add emergency response.

PARTICIPATION:

On taxable school assessments, excluding property that is taxable for school purposes only by Special Act. Specified Area #1 - A(764).

MAXIMUM LEVY:

Greater of \$269,580 or \$0.8125 / \$11,000.

FUNDING:

Requisition

1.352 - South Galiano Fire Protection

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Honorarium and Call Out Pay	110,000	110,000	111,870	-	-	111,870	114,110	116,390	118,720	121,090
Travel - Vehicles	34,900	34,900	31,060	-	-	31,060	31,680	32,320	32,970	33,620
Insurance	1,760	1,760	5,240	-	-	5,240	5,350	5,460	5,570	5,680
Staff Development	30,000	30,000	30,510	-	-	30,510	31,120	31,740	32,370	33,020
Maintenance	9,020	9,020	9,170	-	-	9,170	9,350	9,540	9,730	9,920
Internal Allocations	7,928	7,928	10,655	-	-	10,655	12,624	12,876	13,134	13,397
Operating Supplies and Other	33,820	33,820	34,390	-	-	34,390	35,070	35,770	36,470	37,180
TOTAL OPERATING COSTS	227,428	227,428	232,895	-	-	232,895	239,304	244,096	248,964	253,907
*Percentage Increase over prior year						2.4%	2.8%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Capital Equipment Purchases	5,600	5,600	5,700	-	-	5,700	5,810	5,930	6,050	6,170
Transfer to Equipment Replacement Fund	79,695	79,695	81,050	-	-	81,050	82,430	83,830	85,260	86,710
TOTAL CAPITAL / RESERVE	85,295	85,295	86,750	-	-	86,750	88,240	89,760	91,310	92,880
<u>MFA DEBT</u>										
MFA Debt Reserve Fund	20,100	20,100	23,057	-	-	23,057	-	-	-	-
Principal Payment	-	-	-	-	-	-	71,986	71,986	71,986	71,986
Interest Payment	46,280	46,280	43,528	-	-	43,528	40,350	40,350	40,350	40,350
TOTAL MFA DEBT	66,380	66,380	66,585	-	-	66,585	112,336	112,336	112,336	112,336
TOTAL COSTS	379,103	379,103	386,230	-	-	386,230	439,881	446,192	452,610	459,123
<u>FUNDING SOURCES (REVENUE)</u>										
Parcel Tax	(66,380)	(66,380)	(66,585)	-	-	(66,585)	(112,336)	(112,336)	(112,336)	(112,336)
Other Income	(300)	(300)	(310)	-	-	(310)	(320)	(330)	(340)	(350)
TOTAL REVENUE	(66,680)	(66,680)	(66,895)	-	-	(66,895)	(112,656)	(112,666)	(112,676)	(112,686)
REQUISITION	(312,423)	(312,423)	(319,335)	-	-	(319,335)	(327,224)	(333,526)	(339,934)	(346,437)
*Percentage increase over prior year Requisition						2.2%	2.5%	1.9%	1.9%	1.9%

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

Service No.	1.352	Carry						
	South Galiano Fire	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$600,000	\$603,000	\$3,000	\$3,000	\$0	\$0	\$609,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000

\$600,000	\$603,000	\$3,000	\$3,000	\$600,000	\$0	\$1,209,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$600,000
Equipment Replacement Fund	\$0	\$3,000	\$3,000	\$3,000	\$600,000	\$0	\$609,000
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

\$600,000	\$603,000	\$3,000	\$3,000	\$600,000	\$0	\$1,209,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

1.352

South Galiano Fire

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
18-02	Replacement	South Galiano Fire Hall	Post-disaster Fire Hall	\$2,400,000	B	Debt	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$600,000
21-01	Replacement	Turn out Gear - 3 sets 2021	3 sets of turn out gear	\$3,000	B	ERF	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000
22-01	Replacement	Turn out Gear - 4 sets 2022	4 sets of turn out gear	\$3,000	B	ERF	\$0	\$0	\$3,000	\$0	\$0	\$0	\$3,000
23-01	Replacement	Turn out Gear - 5 sets 2023	5 sets of turn out gear	\$3,000	B	ERF	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000
24-01	Replacement	Replace Engine 1, F00858	Replace Engine 1, F00858	\$600,000	V	ERF	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
			GRAND TOTAL	\$3,009,000			\$600,000	\$603,000	\$3,000	\$3,000	\$600,000	\$0	\$1,209,000

Reserve Schedule

Reserve Fund: 1.352 South Galiano Fire Protection - Equipment Replacement Fund

ERF Group: SGALFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101431	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		232,672	312,367	390,417	469,847	550,677	35,937
Transfer from Ops Budget		79,695	81,050	82,430	83,830	85,260	86,710
Planned Purchase		-	(3,000)	(3,000)	(3,000)	(600,000)	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		312,367	390,417	469,847	550,677	35,937	122,647

Assumptions/Background:

Need to transfer as much as operating budget will allow in order to fund replacement of fire vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2021 Budget

Pender Fire Protection

EAC Review

Service: 1.356 Pender Island Fire Protection & Emergency Response Service

Committee: Electoral Area

DEFINITION:

A specified area established to provide fire protection and emergency response on a volunteer basis to Pender Islands. Local Service Bylaw No. 2050 (October 28, 1992). Amended by Bylaw No. 3015 (November 29, 2002) to increase the levy rate to \$1.87. Amended by Bylaw No. 3283 to change the name and geographical area to include both North and South Pender Islands to create one fire service area known as the Pender Islands Fire Protection & Emergency Response Service. This Amendment also decreased the levy to \$0.92.

PARTICIPATION:

On all lands and improvements on the basis of taxable hospital district assessments. Local Service Area #18 - J(764).

MAXIMUM LEVY:

Bylaw No. 3994 states "Greater of \$918,000 or \$0.998 / \$1,000" to a maximum of \$1,204,915.

FUNDING:

Requisition

Change in Budget 2020 to 2021

Service: 1.356 Pender Fire Protection

Total Expenditure**Comments****2020 Budget****1,027,091****Change in Salaries:**

Base salary change

-

Inclusive of estimated collective agreement changes

Step increase/paygrade change

-

Other (explain as necessary)

-

Total Change in Salaries

-

Other Changes:

Debt

58,200

Short term loan for purchase of new fire truck

Payment to 3rd Parties

13,038

Contractual increase to Pender Fire

Internal Allocations

6,123

Contribution to Reserves

2,158

CRF and ERF

Other

960

Total Other Changes

80,479

2021 Budget**1,107,570**

% expense increase from 2020:

7.8%

% Requisition increase from 2020 (if applicable):

2.2%

Requisition funding is 99% of service revenue

Overall 2020 Budget Performance

(expected variance to budget and surplus treatment)

Service is expected to finish 2020 on budget. Short term borrowing associated with purchase of new fire truck began in 2020.

1.356 - Pender Fire Protection

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Travel - Vehicles	12,000	12,000	12,200	-	-	12,200	12,440	12,690	12,940	13,200
Insurance	7,130	7,130	7,720	-	-	7,720	7,870	8,030	8,190	8,350
Payment - Fire Protection Society	766,712	766,712	779,750	-	-	779,750	795,350	811,260	827,490	844,040
Internal Allocations	29,537	29,537	35,660	-	-	35,660	42,074	42,915	43,774	44,649
Operating - Other	9,600	9,600	9,770	-	-	9,770	9,960	10,150	10,370	10,590
TOTAL OPERATING COSTS	824,979	824,979	845,100	-	-	845,100	867,694	885,045	902,764	920,829
*Percentage Increase over prior year						2.4%	2.7%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	71,956	71,956	73,035	-	-	73,035	74,500	75,990	77,510	79,060
Transfer to Capital Reserve Fund	71,956	71,956	73,035	-	-	73,035	74,500	75,990	77,510	79,060
TOTAL CAPITAL / RESERVE	143,912	143,912	146,070	-	-	146,070	149,000	151,980	155,020	158,120
Debt Costs	58,200	58,200	116,400	-	-	116,400	116,400	116,400	116,400	116,400
TOTAL COSTS	1,027,091	1,027,091	1,107,570	-	-	1,107,570	1,133,094	1,153,425	1,174,184	1,195,349
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Reserve Fund	(58,200)	(58,200)	(116,400)	-	-	(116,400)	(116,400)	(116,400)	(116,400)	(116,400)
Grants in Lieu of Taxes	(7,281)	(7,281)	(7,410)	-	-	(7,410)	(7,560)	(7,710)	(7,860)	(8,020)
Other Income	(1,500)	(1,500)	(2,200)	-	-	(2,200)	(2,212)	(2,218)	(2,225)	(2,230)
TOTAL REVENUE	(66,981)	(66,981)	(126,010)	-	-	(126,010)	(126,172)	(126,328)	(126,485)	(126,650)
REQUISITION	(960,110)	(960,110)	(981,560)	-	-	(981,560)	(1,006,922)	(1,027,097)	(1,047,699)	(1,068,699)
*Percentage increase over prior year Requisition						2.2%	2.6%	2.0%	2.0%	2.0%

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

Service No.	1.356	Carry						
	Pender Island Fire	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000
Equipment	\$0	\$34,000	\$4,000	\$25,000	\$0	\$0	\$63,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

\$0	\$127,000	\$4,000	\$25,000	\$0	\$0	\$156,000
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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	\$109,000	\$4,000	\$25,000	\$0	\$0	\$138,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$18,000	\$0	\$0	\$0	\$0	\$18,000

\$0	\$127,000	\$4,000	\$25,000	\$0	\$0	\$156,000
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

1.356

Service Name:

Pender Island Fire

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

[illegible]

**Pender Fire Protection
Reserve Summary Schedule
2021 - 2025 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	220,324	175,359	174,859	175,849	178,359	257,419
Equipment Replacement Fund	148,752	96,387	125,487	135,077	171,187	133,847
Total	369,075	271,745	300,345	310,925	349,545	391,265

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Capital Reserve Fund

Bylaw 3313

Reserve Cash Flow

Fund: 1013		Estimated	Budget				
Fund Centre: 101357		2020	2021	2022	2023	2024	2025
Beginning Balance		427,093	220,324	175,359	174,859	175,849	178,359
Transfer from Ops Budget		71,956	73,035	74,500	75,990	77,510	79,060
Transfer to Cap Fund		(185,455)	(18,000)	-	-	-	-
Transfer to ERF		(100,000)	(100,000)	(75,000)	(75,000)	(75,000)	-
Interest Income		6,730					
Ending Balance \$		220,324	175,359	174,859	175,849	178,359	257,419

Assumptions/Background:

Maintain fund at level required under long term capital plan. Considered sufficient. Level to resume life cycle funding after ERF replenished

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Equipment Replacement Fund

For replacement of firefighting equipment and vehicles
ERF Group: NPENDFIRE.ERF & SPENDFIRE.ERF

Reserve Cash Flow

Fund: 1022		Estimated	Budget				
Fund Centre: 101433		2020	2021	2022	2023	2024	2025
Beginning Balance		236,940	148,752	96,387	125,487	135,077	171,187
Expenditures (Based on Capital Plan)		(201,944)	(109,000)	(4,000)	(25,000)	-	-
Transfer from Ops Budget		71,956	73,035	74,500	75,990	77,510	79,060
Transfer from Capital Reserve Fund		100,000	100,000	75,000	75,000	75,000	
Transfer to OPEX to pay ST Loan		(58,200)	(116,400)	(116,400)	(116,400)	(116,400)	(116,400)
Interest Income		-					
Ending Balance \$		148,752	96,387	125,487	135,077	171,187	133,847

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2021 Budget

North Galiano Fire Protection

EAC Review

Service: 1.359 North Galiano Fire

Committee: Electoral Area

DEFINITION:

A Specified Area to provide Fire Protection Services for North Galiano Island. Establishment Bylaw No. 1852 (November 17, 1990). Amended by Bylaw No. 2989 (November 27, 2002) to increase the levy rate to \$1.60. amended by Bylaw 3143 (Feb 11, 2004) to change boundaries. Amended by Bylaw 3221 (Feb 9, 2005).

MAXIMUM LEVY:

Greater of \$267,000 or \$1.60 / \$1,000 to a maximum of \$352,614.

COMMISSION:

North Galiano Fire Protection and Emergency Response Services Commission established to oversee this function (Bylaw No.3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3844 (Dec/12)	670,000
Borrowed:	SI Bylaw No. 3910 (July/13)	(290,000)
	SI Bylaw No. 3936 (Feb/14)	(280,000)
Remaining:		<u>\$100,000</u>

FUNDING:

Requisition and parcel tax.

1.359 - North Galiano Fire Protection

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Honoraria	72,365	72,365	73,600	-	-	73,600	75,070	76,570	78,100	79,660
Travel - Vehicles	19,193	19,193	19,520	-	-	19,520	19,910	20,310	20,710	21,130
Insurance	5,620	5,620	5,800	-	-	5,800	5,920	6,040	6,160	6,290
Maintenance	5,928	5,928	6,030	-	-	6,030	6,150	6,280	6,410	6,540
Staff Training & Development	12,000	12,000	12,200	-	-	12,200	12,440	12,690	12,940	13,200
Internal Allocations	5,451	5,451	6,716	-	-	6,716	8,009	8,169	8,332	8,499
Operating - Supplies	19,296	19,296	13,050	-	-	13,050	13,310	13,580	13,850	14,130
Operating - Other	17,037	17,037	17,330	-	-	17,330	17,670	18,010	18,360	18,710
TOTAL OPERATING COSTS	156,890	156,890	154,246	-	-	154,246	158,479	161,649	164,862	168,159
*Percentage Increase over prior year						-1.7%	2.7%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Capital Equipment Purchases	13,132	13,132	6,270	-	-	6,270	6,400	6,530	6,660	6,790
Transfer to Capital Reserve Fund	5,000	5,000	5,090	-	-	5,090	5,190	5,290	5,400	5,510
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Debt Principal	28,467	28,467	28,467	-	-	28,467	28,467	28,467	28,467	28,467
Debt Interest	20,545	20,545	20,555	-	-	20,555	20,555	20,555	20,555	20,555
TOTAL DEBT / RESERVES	67,144	67,144	60,382	-	-	60,382	60,612	60,842	61,082	61,322
TOTAL COSTS	224,034	224,034	214,628	-	-	214,628	219,091	222,491	225,944	229,481
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(21,654)	(21,654)	-	-	-	-	-	-	-	-
Parcel Tax	(24,440)	(24,440)	(24,440)	-	-	(24,440)	(24,440)	(24,440)	(24,440)	(24,440)
Grants in lieu of Taxes	(277)	(277)	(300)	-	-	(300)	(310)	(320)	(330)	(340)
Other Income	(390)	(390)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
TOTAL REVENUE	(46,761)	(46,761)	(25,140)	-	-	(25,140)	(25,160)	(25,180)	(25,200)	(25,220)
REQUISITION	(177,273)	(177,273)	(189,488)	-	-	(189,488)	(193,931)	(197,311)	(200,744)	(204,261)
*Percentage increase over prior year Requisition						6.9%	2.3%	1.7%	1.7%	1.8%

North Galiano Fire Protection
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	67,039	72,129	77,319	82,609	88,009	93,519
Equipment Replacement Fund	152,966	152,966	152,966	152,966	152,966	152,966
Total	220,004	225,094	230,284	235,574	240,974	246,484

Reserve Schedule

Reserve Fund: 1.359 North Galiano Fire Protection - Capital Reserve Fund

Bylaw 3944

Reserve Cash Flow

Fund: Fund Centre:	1085 102137	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		61,119	67,039	72,129	77,319	82,609	88,009
Transfer from Ops Budget		5,000	5,090	5,190	5,290	5,400	5,510
Planned Purchase		-	-	-	-	-	-
Interest Income		920	-	-	-	-	-
Ending Balance \$		67,039	72,129	77,319	82,609	88,009	93,519

Assumptions/Background:

Gradual increase in fund as per long term plan

Reserve Schedule

Reserve Fund: 1.359 North Galiano Fire Protection - Equipment Replacement Fund

ERF Group: NGALFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101435	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		152,966	152,966	152,966	152,966	152,966	152,966
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		-	-	-	-	-	-
Ending Balance \$		152,966	152,966	152,966	152,966	152,966	152,966

<u>Assumptions/Background:</u>

CAPITAL REGIONAL DISTRICT

2021 Budget

Saturna Fire Protection

EAC Review

Service: 1.363 Saturna Fire Protection

Committee: Electoral Area

DEFINITION:

A Specified Area to provide Fire Protection and Emergency Response Services. Establishment Bylaw No.2165 (Nov. 29, 1993); Bylaw No.2575 (Jan. 28, 1998); Amended Bylaw No.2734 (Nov. 24, 1999).

MAXIMUM LEVY:

Greater of \$73,500 or \$0.85 / \$1,000 to a maximum of \$225,912.

FUNDING:

Requisition

1.363 - Saturna Fire Protection	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Payment - Fire Protection Society	167,000	167,000	169,840	-	-	169,840	173,240	176,700	180,230	183,830
Operating - Other	3,002	3,002	3,269	-	-	3,269	3,468	3,537	3,608	3,680
TOTAL COSTS	170,002	170,002	173,109	-	-	173,109	176,708	180,237	183,838	187,510
*Percentage Increase over prior year						1.8%	2.1%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(20)	(20)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(7,181)	(7,181)	(7,300)	-	-	(7,300)	(7,450)	(7,600)	(7,750)	(7,910)
Interest Income	(60)	(60)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
TOTAL REVENUE	(7,261)	(7,261)	(7,360)	-	-	(7,360)	(7,510)	(7,660)	(7,810)	(7,970)
REQUISITION	(162,741)	(162,741)	(165,749)	-	-	(165,749)	(169,198)	(172,577)	(176,028)	(179,540)
*Percentage increase over prior year Requisition						1.8%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Emergency Program (SGI)

EAC Review

Service: **1.373 SGI Emergency Program**

Committee: Electoral Area

DEFINITION:

To establish and maintain an emergency management organization to develop and implement emergency plans and other preparedness responses and recovery measures for emergencies and disasters for the Electoral Area of Southern Gulf Islands.

Establishment Bylaw No. 2656 (November, 1998).

Order in Council #287 provides the CRD with the same powers as a local authority under the Emergency Program Act.

SERVICE DESCRIPTION:

Governed by Bylaw #3445, this service provides planning and management of an emergency response plan for the Southern Gulf Islands Electoral Area. The service was started in 1998 in response to the *Provincial Emergency Program Act*. The emergency response plan involves response to, and recovery from, a community disaster or emergency.

The Planning and Protective Services department has administrative responsibility for the service and the Manager of Electoral Area Fire and Emergency Programs has immediate operational responsibility.

The Southern Gulf Islands Emergency Management Commission (SGIEMC) advises the service.

PARTICIPATION:

The service and participating area shall be coterminous with the Electoral Area of Southern Gulf Islands.

FUNDING:

Requisition

1.373 - Emergency Program (SGI)

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Travel Expense	11,480	9,780	11,380	-	-	11,380	11,610	11,840	12,080	12,320
Contract for Services	64,700	64,700	64,700	-	-	64,700	65,990	67,310	68,650	70,030
Staff Training & Development	8,348	6,220	6,220	-	-	6,220	6,350	6,480	6,610	6,740
Educational Material	16,000	16,000	16,000	-	-	16,000	16,320	16,650	16,980	17,320
Payments to 3rd Parties	11,960	9,950	9,960	-	-	9,960	10,160	10,360	10,570	10,780
Supplies	17,270	19,575	19,575	-	-	19,575	19,980	20,390	20,800	21,220
Allocations	6,974	6,974	9,561	-	-	9,561	11,599	11,831	12,068	12,309
Property Taxes	-	677	750	-	-	750	770	790	810	830
Other Operating Expenses	90,705	91,788	90,422	-	-	90,422	92,210	94,020	95,840	97,740
TOTAL OPERATING COSTS	227,437	225,664	228,568	-	-	228,568	234,989	239,671	244,408	249,289
*Percentage Increase over prior year						0.5%	2.8%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	12,500	13,000	9,600	-	-	9,600	9,600	9,600	9,600	9,600
Transfer to Operating Reserve Fund	5,000	6,973	6,500	-	-	6,500	5,000	5,000	5,000	5,000
TOTAL CAPITAL / RESERVES	17,500	19,973	16,100	-	-	16,100	14,600	14,600	14,600	14,600
TOTAL COSTS	244,937	245,637	244,668	-	-	244,668	249,589	254,271	259,008	263,889
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,949)	(1,949)	(1,980)	-	-	(1,980)	(2,020)	(2,060)	(2,100)	(2,140)
Revenue - Other	(100)	(800)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(2,049)	(2,749)	(2,080)	-	-	(2,080)	(2,120)	(2,160)	(2,200)	(2,240)
REQUISITION	(242,888)	(242,888)	(242,588)	-	-	(242,588)	(247,469)	(252,111)	(256,808)	(261,649)
*Percentage increase over prior year Requisition						-0.1%	2.0%	1.9%	1.9%	1.9%

Emergency Program (SGI)
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	218,496	228,096	237,696	247,296	256,896	266,496
Operating Reserve Fund	110,900	117,400	122,400	127,400	132,400	137,400
Total	329,397	345,497	360,097	374,697	389,297	403,897

Reserve Schedule

Reserve Fund: 1.373 SGI Emergency Program - Capital Reserve Fund

Bylaw 2965

Reserve Cash Flow

Fund:	1063	Estimated	Budget				
Fund Centre:	101723	2020	2021	2022	2023	2024	2025
Beginning Balance		202,916	218,496	228,096	237,696	247,296	256,896
Transfer from Ops Budget		12,500	9,600	9,600	9,600	9,600	9,600
Planned Expenditures		-	-	-	-	-	-
Interest Income		3,080					
Ending Balance \$		218,496	228,096	237,696	247,296	256,896	266,496

Assumptions/Backgrounds:

Require sufficient funding to meet long range capital plan

Reserve Schedule

Reserve Fund: 1.373 SGI Emergency Program - Operating Reserve Fund

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Reserve Cash Flow

Fund: 1500 Fund Centre: 105401		Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		104,320	110,900	117,400	122,400	127,400	132,400
Transfer from Ops Budget		5,000	6,500	5,000	5,000	5,000	5,000
Transfer to Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Interest Income		1,580					
Ending Balance \$		110,900	117,400	122,400	127,400	132,400	137,400

<u>Assumptions/Backgrounds:</u>

CAPITAL REGIONAL DISTRICT

2021 Budget

Saturna Island Comm. Parks

EAC Review

Service: 1.465 Saturna Island Community Parks

Committee: Saturna Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Saturna Island (Bylaw No. 2080, December 16, 1992).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Saturna Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds and sports fields.

PARTICIPATION:

Saturna Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$39,675. (Bylaw 4088 - Amends 2080 - March, 2016)

COMMISSION:

Saturna Island Parks and Recreation Commission (Bylaw No. 3485, November 14, 2007)

FUNDING:

Requisition

1.465 - Saturna Island Comm. Parks

	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	1,500	1,500	1,530	-	-	1,530	1,560	1,590	1,620	1,650
Supplies	400	400	400	-	-	400	400	400	400	400
Repairs & Maintenance	9,500	9,500	9,660	-	-	9,660	9,850	10,050	10,250	10,450
Allocations	1,267	1,267	982	-	-	982	949	968	988	1,007
Contingency	2,938	2,938	2,940	-	-	2,940	3,000	3,060	3,120	3,180
Other Operating Expenses	3,010	3,010	3,070	-	-	3,070	3,130	3,190	3,250	3,310
TOTAL OPERATING COSTS	18,615	18,615	18,582	-	-	18,582	18,889	19,258	19,628	19,997
*Percentage Increase over prior year						-0.2%	1.7%	2.0%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	-	-	5,478	-	-	5,478	5,751	5,872	6,012	6,153
TOTAL CAPITAL / RESERVE	-	-	5,478	-	-	5,478	5,751	5,872	6,012	6,153
TOTAL COSTS	18,615	18,615	24,060	-	-	24,060	24,640	25,130	25,640	26,150
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,011)	(1,011)	(1,010)	-	-	(1,010)	(1,130)	(1,150)	(1,180)	(1,200)
Revenue - Other	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(1,061)	(1,061)	(1,060)	-	-	(1,060)	(1,180)	(1,200)	(1,230)	(1,250)
REQUISITION	(17,554)	(17,554)	(23,000)	-	-	(23,000)	(23,460)	(23,930)	(24,410)	(24,900)
*Percentage increase over prior year Requisition						31.0%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.465	Carry						
	Saturna Island Community	Forward from	2021	2022	2023	2024	2025	TOTAL
	Parks	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000

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	\$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	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.465

Service Name:

Saturna Island Community Parks

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

[illegible]

Saturna Island Comm. Parks
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	60,765	56,243	51,994	47,866	43,878	50,031
Land Reserve Fund	3,184	3,184	3,184	3,184	3,184	3,184
Total	63,949	59,427	55,178	51,050	47,062	53,215

Reserve Schedule

Reserve Fund: 1.465 Saturna Comm Parks - Capital Reserve Fund

Bylaw 2627

Reserve Cash Flow

Fund: Fund Centre:	1036 101380	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		79,605	60,765	56,243	51,994	47,866	43,878
Transfer from Ops Budget		-	5,478	5,751	5,872	6,012	6,153
Transfer to Cap Fund		(20,000)	(10,000)	(10,000)	(10,000)	(10,000)	-
Interest Income*		1,160	-	-	-	-	-
Ending Balance \$		60,765	56,243	51,994	47,866	43,878	50,031

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: 1.465 Saturna Comm Parks - Land Reserve Fund - Bylaw 2398

- Saturna Island Park Land Acquisition Reserve Fund was established in 1996 under bylaw 2398.
- The monies in the reserve fund and interest earned on it, shall be expended only for the purchase of park land.

Reserve Cash Flow

Fund: Fund Centre:	1018 101361	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		3,136	3,184	3,184	3,184	3,184	3,184
Transfer from Ops Budget		-	-	-	-	-	-
Interest Income		48	-	-	-	-	-
Ending Balance \$		3,184	3,184	3,184	3,184	3,184	3,184

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

Saturna Island Comm. Recreation

EAC Review

Service: 1.468 Saturna Island Community Recreation

Committee: Saturna Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Saturna Island (Bylaw No. 1463, June 25, 1986).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Saturna Island.

PARTICIPATION:

Saturna Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$20,896.

COMMISSION:

Saturna Island Parks and Recreation Commission (Bylaw No. 3485, November 14, 2007)

FUNDING:

Requisition

1.468 - Saturna Island Comm. Recreation	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Recreation Programs	8,660	8,660	8,810	-	-	8,810	8,990	9,170	9,350	9,540
Special Events	2,200	2,200	2,240	-	-	2,240	2,280	2,330	2,380	2,430
Allocations	759	759	778	-	-	778	690	704	718	732
Other Operating Expenses	1,910	1,910	1,920	-	-	1,920	1,960	2,000	2,040	2,080
TOTAL OPERATING COSTS	13,529	13,529	13,748	-	-	13,748	13,920	14,204	14,488	14,782
*Percentage Increase over prior year						1.6%	1.3%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(1,565)	(1,565)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(323)	(323)	(360)	-	-	(360)	(370)	(380)	(390)	(400)
Revenue - Other	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	(1,908)	(1,908)	(380)	-	-	(380)	(390)	(400)	(410)	(420)
REQUISITION	(11,621)	(11,621)	(13,368)	-	-	(13,368)	(13,530)	(13,804)	(14,078)	(14,362)
*Percentage increase over prior year Requisition						15.0%	1.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Mayne Island Community Parks & Rec

EAC Review

Service: 1.475 Mayne Island Community Parks

Committee: Mayne Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Mayne Island (Bylaw No. 1602, January 13, 1988).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Mayne Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds, a Japanese Garden and sports fields.

PARTICIPATION:

Mayne Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$113,216. (Bylaw 4089 - Amends 1602 - March, 2016)

COMMISSION:

Mayne Island Parks and Recreation Commission (Bylaw No. 3488, November 14, 2007)

FUNDING:

Requisition

1.475 - Mayne Island Community Parks & Rec	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Honoraria, Wages & Benefits	3,280	3,280	3,340	-	-	3,340	3,410	3,480	3,550	3,620
Supplies	3,238	3,238	3,290	-	-	3,290	3,350	3,410	3,480	3,550
Repairs, Maintenance, & Improvements	60,157	60,157	61,180	-	-	61,180	62,400	63,650	64,920	66,220
Allocations	4,847	4,847	5,504	-	-	5,504	6,198	6,321	6,446	6,572
Other Operating Expenses	10,003	10,003	10,170	-	-	10,170	10,370	10,580	10,800	11,020
TOTAL OPERATING COSTS	81,525	81,525	83,484	-	-	83,484	85,728	87,441	89,196	90,982
*Percentage Increase over prior year						2.4%	2.7%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(62)	(62)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
Revenue - Other	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(262)	(262)	(270)	-	-	(270)	(270)	(270)	(270)	(270)
REQUISITION	(81,263)	(81,263)	(83,214)	-	-	(83,214)	(85,458)	(87,171)	(88,926)	(90,712)
*Percentage increase over prior year Requisition						2.4%	2.7%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.475

Service Name:

Mayne Island Community Parks

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

[illegible]

Mayne Island Community Parks & Rec Summary Schedule 2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	70,092	70,092	70,092	70,092	70,092	70,092
Equipment Replacement Fund	-	-	-	-	-	-
Total	70,092	70,092	70,092	70,092	70,092	70,092

Reserve Schedule

Reserve Fund: 1.475 Mayne Comm. Parks & Rec - Capital Reserve Fund

Bylaw 2866

Reserve Cash Flow

Fund: Fund Centre:	1061 101611	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		99,633	70,092	70,092	70,092	70,092	70,092
Transfer from Ops Budget		-	-	-	-	-	-
Transfer from ERF		59	-	-	-	-	-
Transfer to Cap Fund		(31,000)	-	-	-	-	-
Interest Income*		1,400	-	-	-	-	-
Ending Balance \$		70,092	70,092	70,092	70,092	70,092	70,092

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: 1.475 Mayne Comm. Parks & Rec - Equipment Replacement Fund

ERF Group: MAYNEPRK.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Fund Centre:	101921						
Beginning Balance		59	-	-	-	-	-
Transfer to Caps Fund		(59)	-	-	-	-	-
Planned Expenditures		-	-	-	-	-	-
Interest Income*		-	-	-	-	-	-
Ending Balance \$		-	-	-	-	-	-

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

Mayne Island Community Parks Donations

EAC Review

1.476 - Mayne Island Community Parks Donations	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Japanese Garden	21,627	21,627	3,373	-	-	3,373	3,337	3,306	3,335	3,400
Dinner Bay	400	400	400	-	-	400	400	400	400	410
Putting Green	150	150	150	-	-	150	150	150	150	150
TOTAL COSTS	22,177	22,177	3,923	-	-	3,923	3,887	3,856	3,885	3,960
*Percentage Increase over prior year						-82.3%	-0.9%	-0.8%	0.8%	1.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(18,167)	(18,167)	-	-	-	-	-	-	-	-
Donations & Fees	(3,790)	(3,790)	(3,703)	-	-	(3,703)	(3,667)	(3,636)	(3,665)	(3,740)
Other Income	(220)	(220)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(22,177)	(22,177)	(3,923)	-	-	(3,923)	(3,887)	(3,856)	(3,885)	(3,960)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Mayne Island Community Rec.

EAC Review

Service: **1.478 Mayne Island Community Recreation**

Committee: **Mayne Island Parks & Recreation**

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Mayne Island (Bylaw No. 1463, June 25, 1986).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Mayne Island.

PARTICIPATION:

Mayne Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of **\$59,627**. (Bylaw 4153 Sept 13, 2017)

COMMISSION:

Mayne Island Parks and Recreation Commission (Bylaw No. 3488, November 14, 2007)

FUNDING:

Requisition

1.478 - Mayne Island Community Rec.	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Recreation Programs	25,877	25,877	27,600	-	-	27,600	24,500	29,300	26,000	26,520
Special Events	3,624	3,624	3,690	-	-	3,690	3,760	3,840	3,920	4,000
Allocations	1,414	1,414	1,627	-	-	1,627	1,823	1,859	1,897	1,935
Other Operating Expenses	4,830	4,830	1,350	-	-	1,350	4,870	1,390	4,910	1,440
TOTAL OPERATING COSTS	35,745	35,745	34,267	-	-	34,267	34,953	36,389	36,727	33,895
*Percentage Increase over prior year						-4.1%	2.0%	4.1%	0.9%	-7.7%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(2,892)	(2,892)	-	-	-	-	-	-	-	-
Revenue - Other	(26)	(26)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
Grants in Lieu of Taxes	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(2,948)	(2,948)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
REQUISITION	(32,797)	(32,797)	(34,207)	-	-	(34,207)	(34,893)	(36,329)	(36,667)	(33,835)
*Percentage increase over prior year Requisition						4.3%	2.0%	4.1%	0.9%	-7.7%

CAPITAL REGIONAL DISTRICT

2021 Budget

Pender Parks

EAC Review

Service: **1.485 Pender Island Community Parks**

Committee: Pender Islands Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Pender Island (Bylaw No. 1601, January 13, 1988)

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Pender Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds a disc park and sports fields.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of **\$182,638**. (Bylaw 4091 - March, 2016)

COMMISSION:

Pender Islands Parks and Recreation Commission (Bylaw No. 3561, September 10, 2008)

FUNDING:

Requisition

1.485 - Pender Parks

	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	19,530	19,530	19,860	-	-	19,860	20,260	20,670	21,080	21,500
Supplies	12,040	12,040	12,250	-	-	12,250	12,490	12,740	12,990	13,240
Repairs, Maintenance, & Improvements	43,210	43,210	43,940	-	-	43,940	44,820	45,720	46,630	47,560
Allocations	8,034	8,034	8,922	-	-	8,922	9,854	10,051	10,250	10,450
Contingency	4,560	4,560	4,000	-	-	4,000	4,080	4,160	4,240	4,320
Other Operating Expenses	17,026	17,026	17,350	-	-	17,350	17,680	18,010	18,360	18,710
TOTAL OPERATING COSTS	104,400	104,400	106,322	-	-	106,322	109,184	111,351	113,550	115,780
*Percentage Increase over prior year						1.8%	2.7%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	50,560	50,560	50,560	-	-	50,560	50,560	50,560	50,560	50,560
TOTAL CAPITAL / RESERVE	50,560	50,560	50,560	-	-	50,560	50,560	50,560	50,560	50,560
TOTAL COSTS	154,960	154,960	156,882	-	-	156,882	159,744	161,911	164,110	166,340
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,040)	(1,040)	(1,040)	-	-	(1,040)	(1,060)	(1,080)	(1,100)	(1,120)
Revenue - Other	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(1,240)	(1,240)	(1,240)	-	-	(1,240)	(1,260)	(1,280)	(1,300)	(1,320)
REQUISITION	(153,720)	(153,720)	(155,642)	-	-	(155,642)	(158,484)	(160,631)	(162,810)	(165,020)
*Percentage increase over prior year Requisition						1.3%	1.8%	1.4%	1.4%	1.4%

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

Service No.	1.485	Carry						
	Pender Island Community	Forward from	2021	2022	2023	2024	2025	TOTAL
	Parks	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000

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	\$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	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM

2021 & Forecast 2022 to 2025

Service #:

1.485

Service Name:

Pender Island Community Parks

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

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

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
19-01	Renewal	Gardom Dam	Dam Remediation	\$460,000	S	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
19-02	Renewal	Park upgrades	Upgrades and improvements to Pender Island Parks	\$3,550	S	Res	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000
GRAND TOTAL				\$463,550			\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$40,000

Pender Parks
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	275,230	315,790	356,350	396,910	437,470	488,030
Land Reserve Fund	36,026	36,026	36,026	36,026	36,026	36,026
Total	311,256	351,816	392,376	432,936	473,496	524,056

Reserve Schedule

Reserve Fund: 1.485 PenderParks - Capital Reserve Fund - Bylaw 2236

- Capital Reserve Fund for Pender Island Parks was established in 1994 under Bylaw No. 2236.
- These reserves can only be used to fund capital expenditure.
- Surplus money from the operation of parks, recreational and related community programs and facilities

Reserve Cash Flow

Fund: Fund Centre:	1038 101382	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		231,170	275,230	315,790	356,350	396,910	437,470
Transfer from Ops Budget		50,560	50,560	50,560	50,560	50,560	50,560
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	-
Interest Income*		3,500	-	-	-	-	-
Ending Balance \$		275,230	315,790	356,350	396,910	437,470	488,030

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: 1.485 Pender Parks - Land Reserve Fund - Bylaw 2399

- Land Reserve Fund for Pender Island Parks was established in 1994 under Bylaw No. 2399.
- These reserves can only be used to fund capital expenditure.
- Surplus money from the operation of parks, recreational and related community programs and facilities may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1019 101362	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		35,486	36,026	36,026	36,026	36,026	36,026
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income*		540	-	-	-	-	-
Ending Balance \$		36,026	36,026	36,026	36,026	36,026	36,026

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

Pender Island Community Rec

EAC Review

Service: 1.488 Pender Island Community Rec

Committee: Pender Islands Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Pender Island (Bylaw No. 1360, June 26, 1985).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Pender Island.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$96,189.

COMMISSION:

Pender Islands Parks and Recreation Commission (Bylaw No. 3561, September 10, 2008)

FUNDING:

Requisition

1.488 - Pender Island Community Rec	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Recreation Programs	57,940	57,940	58,920	-	-	58,920	60,100	61,300	62,530	63,780
Allocations	2,306	2,306	2,667	-	-	2,667	3,079	3,140	3,203	3,267
Other Operating Expenses	120	120	120	-	-	120	120	120	120	120
TOTAL OPERATING COSTS	60,366	60,366	61,707	-	-	61,707	63,299	64,560	65,853	67,167
*Percentage Increase over prior year						2.2%	2.6%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(896)	(896)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(557)	(557)	(600)	-	-	(600)	(610)	(620)	(630)	(640)
Revenue - Other	(260)	(260)	(260)	-	-	(260)	(270)	(280)	(290)	(300)
TOTAL REVENUE	(1,713)	(1,713)	(860)	-	-	(860)	(880)	(900)	(920)	(940)
REQUISITION	(58,653)	(58,653)	(60,847)	-	-	(60,847)	(62,419)	(63,660)	(64,933)	(66,227)
*Percentage increase over prior year Requisition						3.7%	2.6%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Galiano Island Community Parks

EAC Review

Service: 1.495 Galiano Community Parks

Committee: Galiano Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Galiano Island (Bylaw No. 2294, February 22, 1995).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Galiano Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds and sports fields.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$104,083.

COMMISSION:

Galiano Island Parks and Recreation Commission (Bylaw No. 3486, November 14, 2007)

FUNDING:

Requisition

1.495 - Galiano Island Community Parks

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Repairs, Maintenance, & Improvements	67,600	67,600	68,750	-	-	68,750	70,120	71,520	72,950	74,410
Allocations	2,376	2,376	3,259	-	-	3,259	3,850	3,927	4,005	4,085
Contingency	670	670	680	-	-	680	690	700	710	720
Other Operating Expenses	4,840	4,840	4,970	-	-	4,970	5,060	5,160	5,260	5,360
TOTAL OPERATING COSTS	75,486	75,486	77,659	-	-	77,659	79,720	81,307	82,925	84,575
*Percentage Increase over prior year						2.9%	2.7%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	14,594	14,594	14,481	-	-	14,481	14,359	14,661	14,982	15,280
TOTAL CAPITAL / RESERVE	14,594	14,594	14,481	-	-	14,481	14,359	14,661	14,982	15,280
TOTAL COSTS	90,080	90,080	92,140	-	-	92,140	94,079	95,968	97,907	99,855
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
Revenue - Other	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(60)	(60)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
REQUISITION	(90,020)	(90,020)	(92,080)	-	-	(92,080)	(94,019)	(95,908)	(97,847)	(99,795)
*Percentage increase over prior year Requisition						2.3%	0.0%	0.0%	0.0%	0.0%

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

Service No.	1.495	Carry						
	Galiano Community Parks	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$13,000	\$20,000	\$16,900	\$2,000	\$0	\$51,900
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$13,000	\$20,000	\$16,900	\$2,000	\$0	\$51,900
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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	\$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	\$13,000	\$20,000	\$16,900	\$2,000	\$0	\$51,900

\$0	\$13,000	\$20,000	\$16,900	\$2,000	\$0	\$51,900
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.495

Service Name: Galiano Community Parks

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

[illegible]

Reserve Schedule

Reserve Fund: 1.495 Galiano Island Community Parks - Capital Reserve Fund

Bylaw 2851

Reserve Cash Flow

Fund: Fund Centre:	1058 101604	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		80,482	54,746	56,227	50,586	48,347	61,329
Transfer from Ops Budget		14,594	14,481	14,359	14,661	14,982	15,280
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(41,500)	(13,000)	(20,000)	(16,900)	(2,000)	-
Interest Income*		1,170	-	-	-	-	-
Ending Balance \$		54,746	56,227	50,586	48,347	61,329	76,609

Assumptions/Background:

Balance is sufficient. No additional transfers budgeted.

* 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

Galiano Community Recreation

EAC Review

Service: 1.498 Galiano Community Recreation

Committee: Galiano Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Galiano Island (Bylaw No. 2295, February 22, 1995).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Galiano Island.

PARTICIPATION:

Galiano Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$54,817.

COMMISSION:

Galiano Island Parks and Recreation Commission (Bylaw No. 3486, November 14, 2007)

FUNDING:

Requisition

1.498 - Galiano Community Recreation	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Recreation Programs	33,870	33,870	34,450	-	-	34,450	35,140	35,840	36,560	37,290
Allocations	1,431	1,431	1,590	-	-	1,590	1,835	1,872	1,909	1,947
Other Operating Expenses	680	680	680	-	-	680	700	720	740	760
TOTAL OPERATING COSTS	35,981	35,981	36,720	-	-	36,720	37,675	38,432	39,209	39,997
*Percentage Increase over prior year						2.1%	2.6%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(71)	(71)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(16)	(16)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	(87)	(87)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
REQUISITION	(35,894)	(35,894)	(36,700)	-	-	(36,700)	(37,655)	(38,412)	(39,189)	(39,977)
*Percentage increase over prior year Requisition						2.2%	2.6%	2.0%	2.0%	2.0

CAPITAL REGIONAL DISTRICT

2021 Budget

Storm Water Quality Management (SGI)

EAC Review

Service: 1.533 SGI Stormwater Quality Management

Committee: Electoral Area

DEFINITION:

To provide for the control of pollution in stormwater runoff from land. In Bylaw No. 2452 (adopted February, 1997 for the EA of Southern Gulf Islands) "stormwater runoff" includes seepage, overland flow and stormwater runoff within ditches, streams, rivers, ponds, lakes and other watercourses.

SERVICE DESCRIPTION:

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

PARTICIPATION:

The Electoral Area of the Southern Gulf Islands.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.533 - Storm Water Quality Management (SGI)	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Contract for Services & Consulting	5,224	23,152	5,310	-	-	5,310	5,420	5,530	5,640	5,750
Allocations	39,583	21,655	32,895	-	-	32,895	33,839	34,515	35,202	35,911
Other Operating Expenses	70	70	70	-	-	70	70	70	70	70
TOTAL COSTS	44,877	44,877	38,275	-	-	38,275	39,329	40,115	40,912	41,731
*Percentage Increase over prior year						-14.7%	2.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu	(389)	(389)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(389)	(389)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
REQUISITION	(44,488)	(44,488)	(37,875)	-	-	(37,875)	(38,919)	(39,695)	(40,482)	(41,291)
*Percentage increase over prior year Requisition						-14.9%	2.8%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: Storm Water Quality Management (SGI) - Operating Reserve Fund

This service operates on a two-year work cycle with reporting and data analysis every second year. Reserve is also held for special projects (such as spills) and contaminant investigations.

Reserve Cash Flow

Fund: Fund Centre:	1500 105530	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		6,568	6,668	6,668	6,668	6,668	6,668
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		100	-	-	-	-	-
Ending Balance \$		6,668	6,668	6,668	6,668	6,668	6,668

Assumptions/Background:

Retain about &7,000 for speciall investigations and spill response

CAPITAL REGIONAL DISTRICT

2021 Budget

SGL Emergency Comm. - CREST

EAC Review

Service: 1.923 SGI Emergency Comm. - CREST

Committee: Governance & Finance

923 SGI EMERGENCY COMMUNICATIONS CREST

A service established for emergency communications, including contributions towards the cost of an emergency communications service operated by another person or organization (Bylaw No. 2891, adopted July 17, 2001).

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.923 - SGI Emergency Comm. - CREST	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	157,498	157,498	160,170	-	-	160,170	163,370	166,640	169,970	173,370
Allocations	3,223	3,223	3,247	-	-	3,247	3,295	3,361	3,429	3,497
Other Operating Expenses	820	820	820	-	-	820	820	820	820	820
TOTAL COSTS	161,541	161,541	164,237	-	-	164,237	167,485	170,821	174,219	177,687
*Percentage Increase over prior year						1.7%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(564)	(564)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,416)	(1,416)	(1,530)	-	-	(1,530)	(1,530)	(1,530)	(1,530)	(1,530)
Other Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(2,080)	(2,080)	(1,630)	-	-	(1,630)	(1,630)	(1,630)	(1,630)	(1,630)
REQUISITION	(159,461)	(159,461)	(162,607)	-	-	(162,607)	(165,855)	(169,191)	(172,589)	(176,057)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2021 Budget

Magic Lake Water

EAC Review

Service: 2.630 Magic Lake Estates Water

Committee: Electoral Area

DEFINITION:

LSA -1 To provide and operate water supply and distribution facilities for the Magic Lake Estates Water System.
Specified Area on North Pender Island. Bylaw No. 1874 (June 11, 1991).

PARTICIPATION:

Local Service Area # 1 - D(764) LSA #9.

MAXIMUM LEVY:

Greater of \$160,000 or \$3.50 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$1,785,438.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3633 (Nov 2009).	\$ 2,560,000
BORROWED:	SI Bylaw 3677 (Feb 2010).	\$ (723,000)
BORROWED:	SI Bylaw 3769 (Feb 2011).	\$ (250,000)
BORROWED:	SI Bylaw 3850 (Aug 2012).	\$ (559,500)
BORROWED:	SI Bylaw 3882 (Apr 2013).	\$ (1,002,500)
BORROWED:	SI Bylaw 3910 (July 2013).	\$ (25,000)
REMAINING AUTHORIZATION:		<u>\$ 0</u>

COMMITTEE:

Magic Lake Estates Water & Sewer Committee established by Bylaw No. 1870 (November 28, 1990).

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments.

User Charge: Annual charge per single family equivalency unit connected to the system.
The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic metres at the following rate: (BL4247 Dec 2018)

- Greater than 50 cubic metres - \$0.50 / cubic metre
- Greater than 80 cubic metres - \$1.00 / cubic metre

Parcel Tax: LSA-1 Annual charge only on properties capable of being connected to the system.

Turn on/Turn Off Fee: \$0 during normal working hours; \$25 outside of normal working hours

Connection Charges: Actual Engineering and Construction costs, plus 15% Administration costs. The minimum charge is \$500 - Bylaw No. 4247 (Dec 2018)

RESERVE FUND:

Magic Lake Estates - Water System Capital Reserve Fund. Bylaw No. 1498

2.630 - Magic Lake Water

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Repairs & Maintenance	42,080	46,830	45,910	-	-	45,910	26,440	27,000	27,560	28,100
Allocations	44,164	44,164	48,363	-	-	48,363	52,280	53,230	54,208	55,183
Water Testing	18,850	14,200	19,170	-	-	19,170	19,550	19,940	20,340	20,750
Electricity	51,380	45,460	48,640	-	-	48,640	49,610	50,600	51,610	52,640
Supplies	45,820	58,090	46,590	-	-	46,590	47,520	48,460	49,430	50,410
Labour Charges	377,009	400,000	383,418	-	-	383,418	391,086	398,908	406,886	415,025
Other Operating Expenses	47,330	43,450	49,190	-	-	49,190	50,150	51,120	52,130	53,160
TOTAL OPERATING COSTS	626,633	652,194	641,281	-	-	641,281	636,636	649,258	662,164	675,268
*Percentage Increase over prior year						2.3%	-0.7%	2.0%	2.0%	2.0%
Transfer from Operating Reserve Fund	(20,000)	(20,000)	(20,000)	-	-	(20,000)	-	-	-	-
NET OPERATING COSTS	606,633	632,194	621,281	-	-	621,281	636,636	649,258	662,164	675,268
Percentage Increase over prior year										
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	10,000	10,000	10,170	-	-	10,170	10,370	10,580	10,790	11,010
Transfer to Capital Reserve Fund	92,390	61,449	100,690	-	-	100,690	94,173	90,471	86,585	87,218
MFA Debt Reserve Fund	670	670	730	-	-	730	730	730	730	730
MFA Debt Principal	127,860	127,860	130,553	-	-	130,553	130,553	130,553	130,553	130,553
MFA Debt Interest	91,810	91,810	68,521	-	-	68,521	68,521	68,521	68,521	63,894
TOTAL DEBT / RESERVES	322,730	291,789	310,664	-	-	310,664	304,347	300,855	297,179	293,405
TOTAL COSTS	929,363	923,983	931,945	-	-	931,945	940,983	950,113	959,343	968,673
<u>FUNDING SOURCES (REVENUE)</u>										
Sales - Water	(18,000)	(11,043)	(18,000)	-	-	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)
Lease Revenue	(8,500)	(8,100)	(8,100)	-	-	(8,100)	(8,100)	(8,100)	(8,100)	(8,100)
User Charges	(332,903)	(335,550)	(335,825)	-	-	(335,825)	(339,180)	(342,570)	(346,000)	(349,460)
Other Revenue	(1,443)	(773)	(1,503)	-	-	(1,503)	(1,503)	(1,503)	(1,503)	(1,513)
TOTAL REVENUE	(360,846)	(355,466)	(363,428)	-	-	(363,428)	(366,783)	(370,173)	(373,603)	(377,073)
REQUISITION - PARCEL TAX	(568,517)	(568,517)	(568,517)	-	-	(568,517)	(574,200)	(579,940)	(585,740)	(591,600)
*Percentage increase over prior year										
Sales - Water						0.0%	0.0%	0.0%	0.0%	0.0%
User Fees						0.9%	1.0%	1.0%	1.0%	1.0%
Requisition						0.0%	1.0%	1.0%	1.0%	1.0%
Combined						0.3%	1.0%	1.0%	1.0%	1.0%

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

Service No.	2.630	Carry						
	Magic Lake Estates Water	Forward from	2021	2022	2023	2024	2025	TOTAL
	(Pender)	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$90,000	\$35,000	\$15,000	\$75,000	\$45,000	\$260,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$340,000	\$35,000	\$15,000	\$75,000	\$45,000	\$510,000

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	\$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	\$340,000	\$35,000	\$15,000	\$75,000	\$45,000	\$510,000
	\$0	\$340,000	\$35,000	\$15,000	\$75,000	\$45,000	\$510,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.630

Service Name:

Magic Lake Estates Water (Pender)

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
21-02	Replacement	Design and Construction Buck Lake and Magic Lake Adjustable Intakes	Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.	\$225,000	E	Res	\$0	\$225,000	\$0	\$0	\$0	\$0	\$225,000
21-03	Renewal	Safety Improvements	Improve sampling site safety with a pull out.	\$20,000	S	Res	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
21-04	Renewal	Buck Lake Dam Repairs - Phase 1	Conduct additional inspections, minor repairs, and performance analysis highlighted in the 2019 Dam Safety Review. Phase 2 dam improvements to be completed in the following five years.	\$180,000	S	Res	\$0	\$70,000	\$35,000	\$15,000	\$40,000	\$20,000	\$180,000
21-05	New	WTP SCADA Hot Standby	Provide a second human interface to operate the WTP in the event the single one fails.	\$15,000	E	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
21-06	Replacement	Buck Lake Lighting Replacement	The Buck Lake pump station lighting requires replacement.	\$10,000	E	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
23-01	Renewal	Decommission Magic Lake old Syphon	The old syphon is still in place and will require decommissioning to ensure dam performance.	\$35,000	S	Res	\$0	\$0	\$0	\$0	\$35,000	\$0	\$35,000
25-01	Renewal	Public Engagement and Referendum	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.	\$25,000	S	Res	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000
GRAND TOTAL				\$510,000			\$0	\$340,000	\$35,000	\$15,000	\$75,000	\$45,000	\$510,000

Service: 2.630

Magic Lake Estates Water (Pender)

Proj. No. 21-02

Capital Project Title Design and Construction Buck Lake and Magic Lake Adjustable Intakes

Capital Project Description Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Both the Buck and Magic Lake adjustable intakes are unsafe to clean and adjust without the employing divers. Funds are required to design and construct adjustable intakes.

Proj. No. 21-03

Capital Project Title Safety Improvements

Capital Project Description Improve sampling site safety with a pull out.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale A water sampling site is positioned off side from a road, but has inadequate road shoulder for staff to pull over without impeding traffic. Funds are required to widen the shoulder to allow for the pull out.

Proj. No. 21-04

Capital Project Title Buck Lake Dam Repairs - Phase 1

Capital Project Description Conduct additional inspections, minor repairs, and performance analysis highlighted in the 2019 Dam Safety Review. Phase 2 dam improvements to be completed in the following five years.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Resulting from the Hatch 2019 Dam Safety Review, funds are required to conduct additional inspections, minor dam repairs, and performance analysis. Phase 2 dam improvements to be completed in the following five years.

Proj. No. 21-05

Capital Project Title WTP SCADA Hot Standby

Capital Project Description Provide a second human interface to operate the WTP in the event the single one fails.

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale The water treatment plant has only one human interface to operate the treatment plant, in the event of an equipment failure the plant may not be able to be operated. Funds are required to supply and install a second human interface to operate the water treatment plant.

Proj. No.	21-06	Capital Project Title	Buck Lake Lighting Replacement	Capital Project Description	The Buck Lake pump station lighting requires replacement.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
Project Rationale	The lighting at the Buck Lake pump station is failing and requires replacement. Funding is required to supply and install new lighting.				

Proj. No.	23-01	Capital Project Title	Decommission Magic Lake old Syphon	Capital Project Description	The old syphon is still in place and will require decommissioning to ensure dam performance.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale	The old syphon at Magic Lake is no longer required, and does not function. Funds are required to remove the overland and underwater pipe, and decommission the underground pipe.				

Proj. No.	25-01	Capital Project Title	Public Engagement and Referendum	Capital Project Description	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.
Asset Class	S	Board Priority Area	0	Corporate Priority Area	0
Project Rationale	Funds are required to conduct a referendum for future funding of water system improvements including major dam improvements.				

**Magic Lake Water
Reserve Summary Schedule
2021 - 2025 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	813,431	574,121	633,294	708,765	720,350	762,568
Operating Reserve Fund	98,131	88,301	98,671	109,251	120,041	131,051
Total	911,562	662,422	731,965	818,016	840,391	893,619

Reserve Schedule

Reserve Fund: 2.630 Magic Lakes Estate Water - Capital Reserve Fund
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Bylaw 1498

Reserve Cash Flow

Fund: Fund Centre:	1024 101368	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		754,542	813,431	574,121	633,294	708,765	720,350
Transfer from Ops Budget		61,449	100,690	94,173	90,471	86,585	87,218
Transfer to Cap Fund		(14,000)	(340,000)	(35,000)	(15,000)	(75,000)	(45,000)
Interest Income		11,440	-	-	-	-	-
Ending Balance \$		813,431	574,121	633,294	708,765	720,350	762,568

<u>Assumptions/Background:</u>

Reserve Schedule

Reserve Fund: 2.630 Magic Lakes Estate Water - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance etc. Optimum minimum balance of \$50,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105212	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		106,481	98,131	88,301	98,671	109,251	120,041
Transfer from Ops Budget		10,000	10,170	10,370	10,580	10,790	11,010
Transfer to Ops Budget		(20,000)	(20,000)	-	-	-	-
Planned Maintenance Activity		Captains Reservoir cleaning & inspection	Frigate Reservoir cleaning & inspection				
Interest Income		1,650	-	-	-	-	-
Ending Balance \$		98,131	88,301	98,671	109,251	120,041	131,051

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2021 Budget

Lyall Harbour Water

EAC Review

Service: **2.640 Lyall Harbour Boot Cove Water (Saturna)**

Committee: Electoral Area

DEFINITION:

To provide and operate and maintain a domestic water supply and distribution system for the Saturna Island Water Supply and Distribution System Specified Area in the Lyall Harbour/Boot Cove district on Saturna Island. Bylaw No. 513 (November 22, 1978)

PARTICIPATION:

Specified Area #14 - G(764)

MAXIMUM LEVY:

Greater of \$150,000 or \$6.90 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$437,335.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3587 (Jan 14, 2009)	\$430,000
BORROWED:	SI Bylaw 3634 (Aug 12, 2009)	\$250,000
BORROWED:	SI Bylaw 3677 (Feb 10, 2010)	\$180,000
REMAINING:		<hr/> \$0

COMMITTEE:

Lyall Harbour/Boot Cove Water Committee established by Resolution - September 29, 1982
Lyall Harbour/Boot Cove Water Local Services Committee established by Bylaw No. 1875 (December 12, 1990)

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes by Special Act.

User Charge:	Annual charge per single family equivalency unit connected to the system
Parcel Tax:	Annual charge levied only on properties capable of being connected to the system
Connection Charges:	Actual Cost + 15% Admin Fee (Minimum Connection \$400 Bylaw No. 2137, April 28, 1993)

RESERVE FUND:

Bylaw No. 1785 (February 14, 1990)

2.640 - Lyall Harbour Water

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Repairs & Maintenance	5,110	3,210	15,200	-	-	15,200	5,310	20,440	25,780	6,290
Allocations	11,623	11,623	11,820	-	-	11,820	11,787	11,995	12,217	12,442
Water Testing	8,140	8,400	8,280	-	-	8,280	8,450	8,620	8,790	8,970
Electricity	4,160	3,500	4,230	-	-	4,230	4,310	4,400	4,490	4,580
Supplies	2,640	4,850	5,680	-	-	5,680	5,790	5,910	6,030	6,150
Labour Charges	108,375	135,000	110,217	-	-	110,217	112,420	114,670	116,960	119,300
Other Operating Expenses	10,260	10,680	10,460	-	-	10,460	10,660	10,860	11,070	11,290
TOTAL OPERATING COSTS	150,308	177,263	165,887	-	-	165,887	158,727	176,895	185,337	169,022
*Percentage Increase over prior year						10.4%	-4.3%	11.4%	4.8%	-8.8%
Transfer from Operating Reserve Fund	-	-	(10,000)	-	-	(10,000)	-	(15,000)	(20,000)	-
NET OPERATING COSTS	150,308	177,263	155,887	-	-	155,887	158,727	161,895	165,337	169,022
*Percentage Increase over prior year						3.7%	1.8%	2.0%	2.1%	2.2%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	7,500	7,500	15,000	-	-	15,000	22,500	18,000	20,500	23,000
Transfer to Capital Reserve Fund	10,000	10,000	15,000	-	-	15,000	35,000	25,000	25,000	40,000
MFA Debt Reserve Fund	120	120	130	-	-	130	3,240	780	330	130
MFA Debt Principal	21,474	21,474	22,148	-	-	22,148	22,148	40,132	42,161	30,832
MFA Debt Interest	13,725	13,725	7,929	-	-	7,929	9,406	14,261	15,623	9,131
TOTAL DEBT / RESERVES	52,819	52,819	60,207	-	-	60,207	92,294	98,173	103,614	103,093
TOTAL COSTS	203,127	230,082	216,094	-	-	216,094	251,021	260,068	268,951	272,115
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	(26,955)	26,955	-	-	26,955	-	-	-	-
Balance c/fwd from 2019 to 2020	33,573	33,573	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(697)	(697)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
User Charges	(104,753)	(104,753)	(109,462)	-	-	(109,462)	(114,771)	(119,769)	(124,600)	(125,044)
Other Revenue	(220)	(220)	(230)	-	-	(230)	(230)	(230)	(230)	(130)
TOTAL REVENUE	(72,097)	(99,052)	(82,837)	-	-	(82,837)	(115,101)	(120,099)	(124,930)	(125,274)
REQUISITION - PARCEL TAX	(131,030)	(131,030)	(133,257)	-	-	(133,257)	(135,920)	(139,969)	(144,021)	(146,841)
*Percentage increase over prior year										
User Fees						4.5%	4.9%	4.4%	4.0%	0.4%
Requisition						1.7%	2.0%	3.0%	2.9%	2.0%
Combined						2.9%	3.3%	3.6%	3.4%	1.2%

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

Service No.	2.640	Carry						
	Lyall Harbour Boot Cove	Forward from	2021	2022	2023	2024	2025	TOTAL
	Water (Saturna)	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$96,000	\$45,000	\$0	\$0	\$141,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$15,000	\$215,000	\$2,020,000	\$20,000	\$0	\$2,270,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$15,000	\$311,000	\$2,065,000	\$20,000	\$0	\$2,411,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$311,000	\$65,000	\$20,000	\$0	\$396,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
	\$0	\$15,000	\$311,000	\$2,065,000	\$20,000	\$0	\$2,411,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 2.640

Service Name: Lyall Harbour Boot Cove Water (Saturna)

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
18-06	Renewal	Infrastructure Renewal	Renewal of infrastructure based upon the SAMP recommendations	\$60,000	S	Debt	\$0	\$0	\$0	\$20,000	\$20,000	\$0	\$40,000
19-01	Replacement	Air Valve Replacement - Ph 2	Replace aging air valves that are a safety concern.	\$20,000	E	Debt	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
19-02	Replacement	PRV Bypass Assembly Replacement	Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.	\$8,000	E	Debt	\$0	\$0	\$8,000	\$0	\$0	\$0	\$8,000
19-03	Replacement	Standpipe and Valve Replacement	Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable	\$8,000	E	Debt	\$0	\$0	\$8,000	\$0	\$0	\$0	\$8,000
19-04	New	Alternative Approval Process	Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds.	\$15,000	S	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
19-05	New	Autoflush Installation	Install 3 autoflushes within the water distribution system to maintain distribution water quality.	\$10,000	E	Debt	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
19-06	New	Seepage Pit Construction	Construct a new seepage pit to increase ground filtered water production.	\$45,000	E	Debt	\$0	\$0	\$0	\$45,000	\$0	\$0	\$45,000
20-02	New	Raw Water Turbidity Meter	Supply and install a new turbidity meter in the raw water line to aid in operation of the WTP.	\$10,000	E	Debt	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
21-01	Replacement	Source Water Viability Study	Study to determine vulnerability of the source water and its viability.	\$15,000	S	Debt	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000
21-02	Renewal	Dam Safety Review	Conduct an audit type dam safety review.	\$50,000	S	Debt	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
22-01	New	Install Larger Supply Line to Tank	Construct a larger supply line to the tank to improve system reliability and operation.	\$150,000	S	Debt	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
22-02	Renewal	Money Lake Dam Seismic Upgrade	Seismic reinforcement of Money Lake Dam based upon the 2016 Dam Safety Review. To be coordinated with 19-06 Seepage Pit Construction.	\$400,000	S	Grant	\$0	\$0	\$0	\$400,000	\$0	\$0	\$400,000
22-03	New	Improvements for Water Age Reduction	Upgrades to reduce short circuiting, and include rechlorination station at WTP (also satisfies need for second chlorine pump for high demand period).	\$40,000	E	Debt	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
23-01	New	WTP Upgrades	Upgrades to the water treatment plant to meet IHA requirements.	\$1,600,000	S	Grant	\$0	\$0	\$0	\$1,600,000	\$0	\$0	\$1,600,000
GRAND TOTAL				\$2,431,000			\$0	\$15,000	\$311,000	\$2,065,000	\$20,000	\$0	\$2,411,000

Service: 2.640

Lyall Harbour Boot Cove Water (Saturna)

Proj. No. 18-06

Capital Project Title Infrastructure Renewal

Capital Project Description Renewal of infrastructure based upon the SAMP recommendations

Asset Class S

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale A draft Strategic Asset Management Plan was prepared in 2017. Recommendations for infrastructure renewal, replacement and upgrades were made. Funding is required to carry out some of the recommended infrastructure renewals. Project has been deferred to 2022.

Proj. No. 19-01

Capital Project Title Air Valve Replacement - Ph 2

Capital Project Description Replace aging air valves that are a safety concern.

Asset Class E

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale The air valves are 35 years old and are corroded, giving rise to safety concerns. Project has been deferred to 2022.

Proj. No. 19-02

Capital Project Title PRV Bypass Assembly Replacement

Capital Project Description Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.

Asset Class E

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale The inlet and outlet piping at the East Point, Narvaez and Boot Cove PRV stations are very corroded and there is no way to isolate the stations to replace or maintain the pressure reducing valves. It is proposed that new inlet and outlet piping be installed with 100mm gate valves and bypass piping so that customers are not without water when PRV's are being serviced. Project has been deferred to 2022.

Proj. No. 19-03

Capital Project Title Standpipe and Valve Replacement

Capital Project Description Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable

Asset Class E

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale The standpipe valves at 119 and 155 East Point Road are seized and inoperable. Therefore, the operators cannot use them for flushing or draining of the mains. It is proposed the valves and corroded 50mm supply line to the standpipe be replaced. The scope of work and material pricing was re-evaluated in 2016. It was determined that the budget needed to be increased from \$5,000 to \$8,000 to accommodate the required works. Project has been deferred to 2022.

Proj. No. 19-04

Capital Project Title Alternative Approval Process

Capital Project Description Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds

Asset Class S

Board Priority Area No Alignment

Corporate Priority Area Water

Project Rationale Future required projects to maintain public safety and level of service require funding in excess of current projected reserve balance. Future funding will be for improvements the Water Treatment Plant to increase reliability and optimize for improved operations, conducting a regulatory requirement for a dam safety review and construct a larger supply line to the storage tank. Funding is required to undertake public consultation to inform borrow strategies and conduct a referendum.

Proj. No. 19-05	Capital Project Title Autoflush Installation	Capital Project Description Install 3 autoflushes within the water distribution system to maintain distribution water quality.
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area Water
Project Rationale Three water mains require frequent flushing to maintain disinfectant residuals and water quality. Flushing requires operator time which can be utilized conducting other maintenance tasks. Funds are required to construct 3 autoflushes. Project has been deferred to 2022.		

Proj. No. 19-06	Capital Project Title Seepage Pit Construction	Capital Project Description Construct a new seepage pit to increase ground filtered water production.
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area Water
Project Rationale There have been water quality issues at times when the turbidity in Money Lake increases and water is being directly drawn from the lake. The seepage pit downstream doesn't encounter the same water quality issues. To reduce water quality issues funds are required to construct another seepage pit. Project has been deferred to 2023		

Proj. No. 20-02	Capital Project Title Raw Water Turbidity Meter	Capital Project Description Supply and install a new turbidity meter in the raw water line to aid in operation of the WTP.
Asset Class E	Board Priority Area No Alignment	Corporate Priority Area Water
Project Rationale Install a new turbidity meter in the raw water line to aid in operation of the WTP.		

Proj. No. 21-01	Capital Project Title Source Water Viability Study	Capital Project Description Study to determine vulnerability of the source water and its viability.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area Water
Project Rationale Study to determine the medium to long term vulnerability of the source water (Money Lake) and its viability as a water source (quantity and quality) for the LHBC system in light of pressures such as projected demand changes and climate change. Deferred to 2022.		

Proj. No. 21-02	Capital Project Title Dam Safety Review	Capital Project Description Conduct an audit type dam safety review.
Asset Class S	Board Priority Area No Alignment	Corporate Priority Area Water
Project Rationale The Dam Safety Regulation (Water Sustainability Act) requires that dams with a "HIGH" failure consequence rating undergo a Dam Safety Review (DSR) at a frequency of every ten years. The previous DSR was conducted in 2011 and the proposed type for the 2021 DSR is a simpler "audit" type.		

Proj. No.	22-01	Capital Project Title	Install Larger Supply Line to Tank	Capital Project Description	Construct a larger supply line to the tank to improve system reliability and operation.
Asset Class	S	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale	The supply line to the tank is undersized, installation of a larger supply line will improve operation. Funding is required to construct a larger supply line to the tank.				
Proj. No.	22-02	Capital Project Title	Money Lake Dam Seismic Upgrade	Capital Project Description	Seismic reinforcement of Money Lake Dam based upon the 2016 Dam Safety Review. To be coordinated with 19-06 Seepage Pit Construction.
Asset Class	S	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale	This is a continuation of project 18-03, where seismic reinforcement of the Money Lake Dam will commence. Funds are required to retain a contractor to undertake the works. Project deferred to 2023.				
Proj. No.	23-01	Capital Project Title	WTP Upgrades	Capital Project Description	Upgrades to the water treatment plant to meet IHA requirements.
Asset Class	S	Board Priority Area	No Alignment	Corporate Priority Area	Water
Project Rationale	Funds are required to upgrade the water treatment plant to meet IHA requirements.				
Proj. No.	0.00	Capital Project Title	#N/A	Capital Project Description	#N/A
Asset Class	#N/A	Board Priority Area	#N/A	Corporate Priority Area	#N/A
Project Rationale	0				

Lyall Harbour Water
Reserve Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	16,283	16,283	51,283	76,283	101,283	141,283
Operating Reserve Fund	7,512	12,512	35,012	38,012	38,512	61,512
Total	23,795	28,795	86,295	114,295	139,795	202,795

Reserve Schedule

Reserve Fund: 2.640 Lyall Harbour Water System - Capital Reserve Fund - Bylaw 1785

Surplus money from the operation of the water system may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1025 101369	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		6,193	16,283	16,283	51,283	76,283	101,283
Transfer from Ops Budget		10,000	15,000	35,000	25,000	25,000	40,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(15,000)	-	-	-	-
Interest Income*		90					
Ending Balance \$		16,283	16,283	51,283	76,283	101,283	141,283

Assumptions/Background:

To fully fund capital expenditure plan

* 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: 2.640 Lyall Harbour Water System - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, filter media replacement etc. Optimum minimum balance of \$13,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105213	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		12	7,512	12,512	35,012	38,012	38,512
Transfer from Ops Budget		7,500	15,000	22,500	18,000	20,500	23,000
Transfer to Ops Budget		-	(10,000)	-	(15,000)	(20,000)	-
Planned maintenance activity			Chlorine Contact Tank Inspection		Reservoir Cleaning and inspection	Replace filtration Media	
Interest Income		-					
Ending Balance \$		7,512	12,512	35,012	38,012	38,512	61,512

Assumptions/Background:

Set level of transfers in order to avoid spikes in requisition resulting from unforeseen breakdowns in water infrastructure

CAPITAL REGIONAL DISTRICT

2021 Budget

Skana Water (Mayne)

EAC Review

Service: **2.642 Skana Water (Mayne)**

Committee: Electoral Area

DEFINITION:

To provide for the construction of water supply and distribution facilities for Skana Water Service Area.
Bylaw No. 3090 (November 12, 2003).

PARTICIPATION:

Southern Gulf Islands Skana Water Service Area #47, U(764)

MAXIMUM LEVY:

Greater of \$54,100 or \$9.65 / \$1,000 to a maximum of \$186,340.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3090 (Nov. 12/03)	157,700	
BORROWED:	S.I. Bylaw No. 3154 (Apr. 22/04)	-78,850	2.40%
	S.I. Bylaw No. 3196	-39,500	2.00%
	S.I. Bylaw No. 3457 (2007)	-29,200	4.82%
	Expired Nov 2008	-10,150	
REMAINING:		<u>0</u>	

COMMISSION:

Skana Water Service committee established by Bylaw # 3133 (Dec 10, 2003).

FUNDING:

User Charge:	Annual charge per single family equivalency unit connected to the system
Parcel Tax:	Annual charge only on properties capable of being connected to the system.
Connection Charges:	At cost or minimum of \$1,000.

RESERVE FUND:

Fund 1067, established by Bylaw # 3192 (July 14, 2004)

2.642 - Skana Water (Mayne)

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
JLB Services Contract	11,070	12,700	11,260	-	-	11,260	11,450	11,640	11,840	12,040
Repairs & Maintenance	1,170	2,500	3,180	-	-	3,180	1,180	1,190	1,200	6,210
Allocations	5,890	5,890	5,828	-	-	5,828	5,709	5,824	5,940	6,058
Water Testing	2,790	2,500	2,840	-	-	2,840	2,890	2,940	2,990	3,040
Electricity	2,500	2,750	2,540	-	-	2,540	2,580	2,620	2,660	2,710
Supplies	700	1,000	710	-	-	710	720	730	740	750
Labour Charges	21,165	15,000	21,526	-	-	21,526	21,956	22,395	22,843	23,300
Other Operating Expenses	3,380	3,920	3,440	-	-	3,440	3,490	3,540	3,590	3,640
TOTAL OPERATING COSTS	48,665	46,260	51,324	-	-	51,324	49,975	50,879	51,803	57,748
*Percentage Increase over prior year						5.5%	-2.6%	1.8%	1.8%	11.5%
Transfer from Operating Reserve Fund	-	-	(2,000)	-	-	(2,000)	-	-	-	(5,000)
NET OPERATING COSTS	48,665	46,260	49,324	-	-	49,324	49,975	50,879	51,803	52,748
*Percentage Increase over prior year						1.4%	1.3%	1.8%	1.8%	1.8%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	1,040	1,040	1,060	-	-	1,060	1,080	1,100	1,120	1,140
Transfer to Capital Reserve Fund	15,000	17,405	15,000	-	-	15,000	10,000	10,000	10,000	10,170
MFA Debt Principal	1,458	1,458	1,458	-	-	1,458	1,458	26,021	28,045	28,045
MFA Debt Interest	657	657	657	-	-	657	2,795	9,049	9,215	9,215
MFA Debt Reserve Fund	50	50	10	-	-	10	4,510	360	10	10
TOTAL DEBT / RESERVES	18,205	20,610	18,185	-	-	18,185	19,843	46,530	48,390	48,580
TOTAL COSTS	66,870	66,870	67,509	-	-	67,509	69,818	97,409	100,193	101,328
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(43,650)	(43,650)	(44,514)	-	-	(44,514)	(45,410)	(46,320)	(47,250)	(48,050)
Other Revenue	(150)	(150)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
TOTAL REVENUE	(43,800)	(43,800)	(44,624)	-	-	(44,624)	(45,520)	(46,430)	(47,360)	(48,160)
REQUISITION - PARCEL TAX	(23,070)	(23,070)	(22,885)	-	-	(22,885)	(24,298)	(50,979)	(52,833)	(53,168)
*Percentage increase over prior year										
User Fees						2.0%	2.0%	2.0%	2.0%	1.7%
Requisition						-0.8%	6.2%	109.8%	3.6%	0.6%
Combined						1.0%	3.4%	39.6%	2.9%	1.1%

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

Service No.	2.642	Carry						
	Skana Water (Mayne)	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$25,000	\$80,000	\$35,000	\$0	\$0	\$140,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$25,000	\$480,000	\$35,000	\$0	\$0	\$540,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$450,000	\$35,000	\$0	\$0	\$485,000
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	\$25,000	\$30,000	\$0	\$0	\$0	\$55,000
	\$0	\$25,000	\$480,000	\$35,000	\$0	\$0	\$540,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.642

Service Name:

Skana Water (Mayne)

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
17-03	New	Public Engagement/Referendum	Conduct public engage and referendum (or AAP) to seek elector assent to borrow funds for storage tank replacement.	\$25,000	S	Res	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
17-04	Renewal	Well #8 Upgrade	Conduct well improvements including new well liner, replacement of well seal and SCADA automation; relocate first customer service line to achieve proper CT.	\$30,000	S	Res	\$0	\$0	\$30,000	\$0	\$0	\$0	\$30,000
18-01	Replacement	Storage Tank Replacement	Replace the existing storage tanks.	\$400,000	E	Debt	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000
20-02	Decommission	Well Decommissioning	Numerous wells are not in use and are required to be decommissioned as per MoE requirements.	\$50,000	S	Debt	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
23-01	Renewal	Well Protection Upgrades	Carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.	\$35,000	S	Debt	\$0	\$0	\$0	\$35,000	\$0	\$0	\$35,000
			GRAND TOTAL	\$540,000			\$0	\$25,000	\$480,000	\$35,000	\$0	\$0	\$540,000

Service: 2.642

Skana Water (Mayne)

Proj. No. 17-03

Capital Project Title Public Engagement/Referendum

Capital Project Description Conduct public engage and referendum (or AAP) to seek elector assent to borrow funds for storage tank replacement.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale A loan will be required to fund the storage tank replacement any other capital work which will not be included under the capital reserve fund. The proposed loan will required public engagement and a referendum.

Proj. No. 17-04

Capital Project Title Well #8 Upgrade

Capital Project Description Conduct well improvements including new well liner, replacement of well seal and SCADA automation; relocate first customer service line to achieve proper CT.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale A recent inspection of Well #8 identified a number of deficiencies. Recommended improvements include the installation of new well liner, replacement of the well seal, and other associated minor improvements to protect it from surface runoff.

Proj. No. 18-01

Capital Project Title Storage Tank Replacement

Capital Project Description Replace the existing storage tanks.

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale The existing storage tanks are at the end of their design life and do not meet seismic requirements. It is proposed to replace the existing tanks with a glass fused steel tank.

Proj. No. 20-02

Capital Project Title Well Decommissioning

Capital Project Description Numerous wells are not in use and are required to be decommissioned as per MoE requirements.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale The Skana Water System has numerous wells not in service and are a liability to the service and risk to the aquafer. Funds are required to decommission the wells as per Ministry of Environment requirements.

Proj. No. 23-01

Capital Project Title Well Protection Upgrades

Capital Project Description Carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Funds are required to carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.

Skana Water Reserves
Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Operating Reserve Fund	9,774	8,834	9,914	11,014	12,134	8,274
Capital Reserve Fund	78,192	68,192	48,192	58,192	68,192	78,362
Total	87,966	77,026	58,106	69,206	80,326	86,636

Reserve Schedule

Reserve Fund: 2.642 Skana Water (Mayne) - Capital Reserve Fund - Bylaw 3192

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Reserve Cash Flow

Fund: 1067 Fund Centre: 101849	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	77,042	78,192	68,192	48,192	58,192	68,192
Transfer from Ops Budget	15,000	15,000	10,000	10,000	10,000	10,170
Transfer to Cap Fund	(15,000)	(25,000)	(30,000)	-	-	-
Transfer from Cap Fund	-	-	-	-	-	-
Interest Income*	1,150					
Ending Balance \$	78,192	68,192	48,192	58,192	68,192	78,362

Assumptions/Backgrounds:

Transfer whatever the operating budget will allow

*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: 2.642 Skana Water (Mayne) - Operating Reserve Fund

Bylaw 4144

Reserve Cash Flow

Fund: 1500		Estimated	Budget				
Fund Centre: 105214		2020	2021	2022	2023	2024	2025
Beginning Balance		8,604	9,774	8,834	9,914	11,014	12,134
Transfer from Ops Budget		1,040	1,060	1,080	1,100	1,120	1,140
Transfer to Ops Budget		-	(2,000)	-	-	-	(5,000)
Planned Maintenance Activity			Reservoir cleaning & inspection				Well inspection
Interest Income		130					
Ending Balance \$		9,774	8,834	9,914	11,014	12,134	8,274

Assumptions/Backgrounds:

Maintain a minimum balance of \$4,000

CAPITAL REGIONAL DISTRICT

2021 Budget

Sticks Allison Water

EAC Review

Service: 2.665 Sticks Allison Water (Galiano)

Committee: Electoral Area

DEFINITION:

To establish, acquire, operate and maintain a water supply system for the Sticks Allison Water Area. The service is to supply, treat convey, store and distribute water. Local Service Area Bylaw No.2556 (January 28, 1998)

PARTICIPATION:

Local Service Area

MAXIMUM LEVY:

Greater of \$18,700 or \$2.27 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$49,511.

MAXIMUM CAPITAL DEBT:

AUTHORIZED TO BORROW:	LA Bylaw No. 2557	148,000		
BORROWED:	SI Bylaw No. 2632 - Mar '99	-20,000	15 Year	ended 2013
	SI Bylaw No. 2684 - Dec '99	-81,260	15 Year	ends 2014
PREPAYMENT:	\$3,895 x 12	-46,740		
REMAINING:		<hr/>		\$0

COMMISSION:

Sticks Allison Local Service Committee established by Bylaw No. 2558

FUNDING:

Any deficiencies after user charge are to be levied on taxable hospital assessments

User Charge: \$1,321.47 annual user fee per single family equivalent connected to the water system.
Excess consumption fee - for metered water use per service connection in excess of
136 cubic metres per three months: \$2.20 per cubic metre (BL No. 4274, December 2018)

Parcel Tax: Annual parcel tax levied only on properties capable of being connected to the system, and participating in debt servicing

Connection Charges: Actual cost plus 15% administration fee - minimum connection \$400 (Bylaw No. 2559 - January 28, 1998)

RESERVE FUND:

Bylaw No. 2740.

2.665 - Sticks Allison Water

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2021 ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Repairs & Maintenance	970	970	5,980	-	-	5,980	990	6,000	6,010	1,070
Allocations	35,472	40,100	35,459	-	-	35,459	36,038	36,750	37,476	38,216
Water Testing	2,110	2,110	2,150	-	-	2,150	2,190	2,230	2,270	2,320
Electricity	1,340	1,340	1,360	-	-	1,360	1,390	1,420	1,450	1,480
Supplies	780	620	790	-	-	790	810	830	850	870
Other Operating Expenses	3,230	4,170	3,260	-	-	3,260	3,300	3,340	3,380	3,420
TOTAL OPERATING COSTS	43,902	49,310	48,999	-	-	48,999	44,718	50,570	51,436	47,376
*Percentage Increase over prior year						11.6%	-8.7%	13.1%	1.7%	-7.9%
Transfer from Operating Reserve Fund	-	(4,500)	(5,000)	-	-	(5,000)	-	(5,000)	(5,000)	-
NET OPERATING COSTS	43,902	44,810	43,999	-	-	43,999	44,718	45,570	46,436	47,376
*Percentage Increase over prior year						0.2%	1.6%	1.9%	1.9%	2.0%
<u>CAPITAL/RESERVES</u>										
Transfer to Operating Reserve Fund	3,200	3,200	5,000	-	-	5,000	5,100	5,200	5,300	5,410
Transfer to Capital Reserve Fund	5,000	5,000	10,000	-	-	10,000	10,200	10,400	10,610	10,820
TOTAL CAPITAL / RESERVES	8,200	8,200	15,000	-	-	15,000	15,300	15,600	15,910	16,230
TOTAL COSTS	52,102	53,010	58,999	-	-	58,999	60,018	61,170	62,346	63,606
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(46,902)	(47,310)	(48,799)	-	-	(48,799)	(49,618)	(50,570)	(51,536)	(52,586)
Other Revenue	(200)	(700)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(47,102)	(48,010)	(48,999)	-	-	(48,999)	(49,818)	(50,770)	(51,736)	(52,786)
REQUISITION - PARCEL TAX	(5,000)	(5,000)	(10,000)	-	-	(10,000)	(10,200)	(10,400)	(10,610)	(10,820)
*Percentage increase over prior year										
User Fee						4.0%	1.7%	1.9%	1.9%	2.0%
Requisition						100.0%	2.0%	2.0%	2.0%	2.0%
Combined						13.3%	1.7%	1.9%	1.9%	2.0%

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

Service No.	2.665	Carry						
	Sticks Allison Water (Galiano)	Forward from	2021	2022	2023	2024	2025	TOTAL
		2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$5,000	\$14,500	\$10,000	\$0	\$0	\$0	\$24,500
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

\$5,000	\$14,500	\$10,000	\$0	\$0	\$0	\$24,500
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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	\$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	\$5,000	\$14,500	\$10,000	\$0	\$0	\$0	\$24,500

\$5,000	\$14,500	\$10,000	\$0	\$0	\$0	\$24,500
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CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.665

Service Name:

Sticks Allison Water (Galiano)

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
20-01	New	Tank High Level Alarm	Supply and install a high level alarm on the storage tank	\$9,500	E	Res	\$0	\$9,500	\$0	\$0	\$0	\$0	\$9,500
20-02	New	Aquifer Impact Study	Study impacts with adjoining wells on aquifer to review short and long term viability.	\$5,000	E	Res	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$5,000
22-01	New	Supply of Backup Genset	Supply and install required appurtenances of a backup genset.	\$10,000	E	Res	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
GRAND TOTAL				\$24,500			\$5,000	\$14,500	\$10,000	\$0	\$0	\$0	\$24,500

Service: 2.665

Sticks Allison Water (Galiano)

Proj. No. 20-01

Capital Project Title Tank High Level Alarm

Capital Project Description Supply and install a high level alarm on the storage tank

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale The Sticks Allison storage tank does not have a high level alarm and will overflow if filled with no operator notification. Funds are required to supply and install a high level alarm on the storage tank.

Proj. No. 20-02

Capital Project Title Aquifer Impact Study

Capital Project Description Study impacts with adjoining wells on aquifer to review short and long term viability.

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Funds are required to conduct a study with adjoining wells on the impacts to the aquifer to review long and short term viability.

Proj. No. 22-01

Capital Project Title Supply of Backup Genset

Capital Project Description Supply and install required appurtenances of a backup genset.

Asset Class E

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Funds are required to supply and install a backup genset with required appurtenances to have in use.

Sticks Allison Reserves
Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	7,728	3,228	3,428	13,828	24,438	35,258
Operating Reserve Fund	29	29	5,129	5,329	5,629	11,039
Total	7,757	3,257	8,557	19,157	30,067	46,297

Reserve Schedule

Reserve Fund: 2.665 Sticks Allison Water - Capital Reserve Fund - Bylaw 2740

To provide for capital expenditures or in respect of capital projects and to provide redemption of debentures issued.

Reserve Cash Flow

Fund: Fund Centre:	1068 101890	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		2,688	7,728	3,228	3,428	13,828	24,438
Transfer from Ops Budget		5,000	10,000	10,200	10,400	10,610	10,820
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(14,500)	(10,000)	-	-	-
Interest Income*		40	-	-	-	-	-
Ending Balance \$		7,728	3,228	3,428	13,828	24,438	35,258

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: 2.665 - Sticks Allison Water - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance and well inspections.
Optimum minimum balance of \$4,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: 1500 Fund Centre: 105215	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	1,299	29	29	5,129	5,329	5,629
Transfer from Ops Budget	3,200	5,000	5,100	5,200	5,300	5,410
Transfer to Ops Budget	(4,500)	-	-	-	-	-
Expenditures	-	(5,000)	-	(5,000)	(5,000)	-
Planned Maintenance Activity		Well and well pump inspection		Reservoir cleaning and inspection	Hydrant maintenance	
Interest Income	30	-	-	-	-	-
Ending Balance \$	29	29	5,129	5,329	5,629	11,039

CAPITAL REGIONAL DISTRICT

2021 Budget

Surfside Park Estates (Mayne)

EAC Review

Service: **2.667 Surfside Park Estates (Mayne)**

Committee: Electoral Area

DEFINITION:

To provide for the construction of water supply and distribution facilities for the Surfside Park Estates Water Service Area.
Bylaw No. 3088 (November 12, 2003).

PARTICIPATION:

The Southern Gulf Islands Surfside Park Estates Water Service Area #46, V(764).

MAXIMUM LEVY:

Greater of \$79,500 or \$13.97 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$269,738.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3088 (Nov. 12/03)	272,000
BORROWED:	S.I. Bylaw No. 3154 (Apr. 22/04)	(100,000)
	S.I. Bylaw No. 3196	(104,000)
	S.I. Bylaw No. 3258	(48,000)
	S.I. Bylaw No. 3291	(20,000)
REMAINING:		<u> \$0 </u>

COMMISSION:

Surfside Park Estates Water Service committee established by Bylaw No 3131 (June 14, 2004)

FUNDING:

User charge:	Annual charge per single family equivalency unit connected to the system
Parcel Tax:	Annual charge only on properties capable of being connected to the system.
Connection Charge:	Actual Cost + 15% Admin fee (minimum connection \$400)

RESERVE:

Fund 1066, established by Bylaw # 3191 (July 16, 2004)

2.667 - Surfside Park Estates (Mayne)

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
JLB Services Contract	18,650	18,650	18,970	-	-	18,970	19,350	19,740	20,130	20,530
Repairs & Maintenance	9,030	7,980	9,110	-	-	9,110	4,190	5,770	4,400	4,480
Allocations	7,741	7,741	7,982	-	-	7,982	7,893	8,039	8,198	8,359
Water Testing	3,890	3,100	3,960	-	-	3,960	4,040	4,120	4,200	4,280
Electricity	3,950	3,630	4,020	-	-	4,020	4,100	4,180	4,260	4,350
Supplies	7,780	4,690	7,910	-	-	7,910	8,060	8,220	8,390	8,560
Labour Charges	32,851	22,000	33,409	-	-	33,409	34,078	34,759	35,454	36,163
Other Operating Expenses	5,770	5,240	5,890	-	-	5,890	6,000	6,120	6,240	6,360
TOTAL OPERATING COSTS	89,662	73,031	91,251	-	-	91,251	87,711	90,948	91,272	93,082
*Percentage Increase over prior year						1.8%	-3.9%	3.7%	0.4%	2.0%
Transfer from Operating Reserve Fund	(5,000)	(5,000)	(5,000)	-	-	(5,000)	-	(1,500)	-	-
NET OPERATING COSTS	84,662	68,031	86,251	-	-	86,251	87,711	89,448	91,272	93,082
*Percentage Increase over prior year						1.9%	1.7%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	1,880	20,569	1,910	-	-	1,910	1,940	1,970	2,000	2,030
Transfer to Capital Reserve Fund	15,000	15,000	15,000	-	-	15,000	15,000	15,000	15,000	15,000
MFA Debt Principal	3,471	3,471	-	-	-	-	-	-	-	-
MFA Debt Interest	832	832	30	-	-	30	30	30	30	30
TOTAL DEBT / RESERVES	21,183	39,872	16,940	-	-	16,940	16,970	17,000	17,030	17,060
TOTAL COSTS	105,845	107,903	103,191	-	-	103,191	104,681	106,448	108,302	110,142
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(77,802)	(79,860)	(80,914)	-	-	(80,914)	(84,151)	(87,517)	(91,017)	(92,560)
Other Revenue	(200)	(200)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
TOTAL REVENUE	(78,002)	(80,060)	(81,044)	-	-	(81,044)	(84,281)	(87,647)	(91,147)	(92,690)
REQUISITION - PARCEL TAX	(27,843)	(27,843)	(22,147)	-	-	(22,147)	(20,400)	(18,801)	(17,155)	(17,452)
*Percentage increase over prior year										
User Fee						4.0%	4.0%	4.0%	4.0%	1.7%
Requisition						-20.5%	-7.9%	-7.8%	-8.8%	1.7%
Combined						-2.4%	1.4%	1.7%	1.7%	1.7%

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

Service No.	2.667 Surfside Park Estates (Mayne)	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	\$25,000	\$0	\$0	\$0	\$0	\$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	\$25,000	\$0	\$0	\$0	\$0	\$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	\$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	\$25,000	\$0	\$0	\$0	\$0	\$25,000

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

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #:

2.667

Service Name:

Surfside Park Estates (Mayne)

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	System Review	Review the system with tank location and accessibility taken into account.	\$25,000	E	Res	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
				\$25,000			\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Service:	2.667	Surfside Park Estates (Mayne)
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Proj. No.	21-01	Capital Project Title	System Review	Capital Project Description	Review the system with tank location and accessibility taken into account.
Asset Class	E	Board Priority Area	0	Corporate Priority Area	0
Project Rationale	Review the location and replacement of the existing tanks, with accessibility taken into account, resulting in recommendations for future improvements.				

Surfside Park Estates (Mayne)
Summary Schedule
2021 - 2025 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	48,360	38,360	53,360	68,360	83,360	98,360
Operating Reserve Fund	19,827	16,737	18,677	19,147	21,147	23,177
Total	68,187	55,097	72,037	87,507	104,507	121,537

Reserve Schedule

Reserve Fund: Surfside Water - Capital Reserve Fund - Bylaw 3191

To provide for capital expenditures or in respect of capital projects and land, machinery or equipment necessary for them and extension or renewal of existing capital works.

Reserve Cash Flow

Fund: Fund Centre:	1066 101850	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		35,820	48,360	38,360	53,360	68,360	83,360
Transfer from Ops Budget		15,000	15,000	15,000	15,000	15,000	15,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(3,000)	(25,000)	-	-	-	-
Interest Income*		540	-	-	-	-	-
Ending Balance \$		48,360	38,360	53,360	68,360	83,360	98,360

Assumptions/Background:

Transfer as much as operating budget will allow.

* 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: Surfside Water - Operating Reserve Fund

Bylaw 4144

Reserve Cash Flow

Fund: Fund Centre:	1500 105216	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		4,188	19,827	16,737	18,677	19,147	21,147
Transfer from Ops Budget		20,569	1,910	1,940	1,970	2,000	2,030
Transfer to Ops Budget		-	-	-	-	-	-
Expenditures		(5,000)	(5,000)	-	(1,500)	-	-
Planned Maintenance Activity		Well and well pump inspection	Reservoir cleaning and inspection		Hydrant maintenance		
Interest Income		70	-	-	-	-	-
Ending Balance \$		19,827	16,737	18,677	19,147	21,147	23,177

Assumptions/Background:

Maintain a minimum balance of \$4,000

CAPITAL REGIONAL DISTRICT

2021 Budget

Magic Lake Estates Sewer

EAC Review

Service: **3.830 Magic Lake Sewer Utility (Pender)**

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain sewage collection and disposal facilities for the Magic Lake Estates Sewerage System Specified Area on North Pender Island (Local Service Establishment Bylaw No. 1873 - June 26, 1991).

PARTICIPATION:

Specified Area - B(764) SA#8

MAXIMUM LEVY:

Greater of \$200,000 or \$7.10 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,201,148.

MAXIMUM CAPITAL DEBT:

AUTHORIZED: LA Bylaw No. 4048 (Dec 2015). Fall Borrowing \$1,530,000 for 10 years

COMMITTEE:

Magic Lake Estates Water & Sewer Committee established by Bylaw No. 1870 (November 28, 1990).

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes only by Special Act.

User Charge: Per single family equivalency unit to connected properties only (Bylaw 4274, Dec 12, 2018)

Parcel Tax: Only on properties capable of being connected to system.

Connection Charge: Actual Engineering and Construction costs, plus 15% Administration costs. The minimum charge is \$500 - Bylaw No. 4274 (Dec 2018)

RESERVE FUND:

Magic Lake Estates sewage system capital reserve fund (Dec 17, 1986). Bylaw No. 1497.

3.830 - Magic Lake Estates Sewer

	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	87,450	87,450	88,940	-	-	88,940	90,720	92,530	94,380	96,270
Grit & Waste Sludge Disposal	87,450	84,000	88,940	-	-	88,940	90,720	92,530	94,380	96,270
Repairs & Maintenance	23,480	5,760	23,640	-	-	23,640	18,810	8,990	9,180	9,370
Allocations	37,588	37,588	43,961	-	-	43,961	46,557	47,394	48,246	49,115
Electricity	22,810	20,040	23,200	-	-	23,200	23,660	24,130	24,610	25,100
Supplies	21,160	19,880	21,520	-	-	21,520	21,940	22,360	22,800	23,240
Labour Charges	261,136	265,777	264,429	-	-	264,429	269,738	275,133	280,635	286,248
Other Operating Expenses	32,300	30,250	32,500	-	-	32,500	33,140	33,800	34,470	35,150
TOTAL OPERATING COSTS	573,374	550,745	587,130	-	-	587,130	595,285	596,867	608,701	620,763
*Percentage Increase over prior year						2.4%	1.4%	0.3%	2.0%	2.0%
Transfer from Operating Reserve Fund	(15,000)	-	(15,000)	-	-	(15,000)	(10,000)	-	-	-
NET OPERATING COSTS	558,374	550,745	572,130	-	-	572,130	585,285	596,867	608,701	620,763
Percentage Increase over prior year										
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	80,000	89,139	81,360	-	-	81,360	82,990	84,650	86,340	88,070
Transfer to Operating Reserve Fund	13,260	13,260	13,490	-	-	13,490	13,760	14,040	14,320	14,610
Debt Reserve Fund	50,260	50,260	370	-	-	370	370	370	370	370
MFA Principal Payment	133,470	133,470	133,463	-	-	133,463	133,463	133,463	133,463	133,463
MFA Interest Payment	123,704	123,704	40,640	-	-	40,640	40,640	40,640	40,640	40,640
TOTAL DEBT / RESERVES	400,694	409,833	269,323	-	-	269,323	271,223	273,163	275,133	277,153
Sludge Disposal Recovery	(10,424)	(10,424)	(10,654)	-	-	(10,654)	(10,888)	(11,128)	(11,372)	(11,600)
TOTAL COSTS NET OF RECOVERIES	948,644	950,154	830,799	-	-	830,799	845,620	858,902	872,462	886,316
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(248,230)	(250,000)	(250,203)	-	-	(250,203)	(259,270)	(264,970)	(270,800)	(276,220)
Grants in Lieu	(743)	(743)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
Other Revenue	(1,060)	(800)	(1,190)	-	-	(1,190)	(1,210)	(1,230)	(1,250)	(1,270)
TOTAL REVENUE	(250,033)	(251,543)	(251,403)	-	-	(251,403)	(260,490)	(266,210)	(272,060)	(277,500)
REQUISITION - PARCEL TAX	(698,611)	(698,611)	(579,396)	-	-	(579,396)	(585,130)	(592,692)	(600,402)	(608,816)
*Percentage increase over prior year										
User Fees						0.8%	3.6%	2.2%	2.2%	2.0%
Requisition						-17.1%	1.0%	1.3%	1.3%	1.4%
Combined						-12.4%	1.8%	1.6%	1.6%	1.6%

3.830 - Magic Lake Estates Sewer - Debt Only	2020		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>DEBT</u>										
Debt Reserve Fund	-	-	38,040	-	-	38,040	15,000	-	-	-
MFA Principal Payment	-	-	-	-	-	-	93,768	130,743	130,743	130,743
MFA Interest Payment	-	-	55,700	-	-	55,700	124,350	134,100	134,100	134,100
TOTAL DEBT	-	-	93,740	-	-	93,740	233,118	264,843	264,843	264,843
REQUISITION - PARCEL TAX	-	-	(93,740)	-	-	(93,740)	(233,118)	(264,843)	(264,843)	(264,843)
*Percentage increase over prior year Requisition							148.7%	13.6%	0.0%	0.0%

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

Service No.	3.830	Carry						
	Magic Lake Sewer Utility	Forward from	2021	2022	2023	2024	2025	TOTAL
	(Pender)	2020						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$5,750,000	\$5,780,000	\$0	\$0	\$3,000,000	\$0	\$8,780,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$5,750,000	\$5,780,000	\$0	\$0	\$3,000,000	\$0	\$8,780,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$5,750,000	\$5,750,000	\$0	\$0	\$0	\$0	\$5,750,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$3,000,000	\$0	\$3,000,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
	\$5,750,000	\$5,780,000	\$0	\$0	\$3,000,000	\$0	\$8,780,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

Service #: 3.830
Service Name: Magic Lake Sewer Utility (Pender)

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
20-01	Renewal	Wastewater Improvements - Phase I	1. Upgrade Schooner WWTP (add screen & grit removal, EQ tank, access road, electrical upgrades, genset) 2. Renew Buccaneer, Galleon and Schooner PS 3. Replace 4.6 km of failing AC pipe and rehab 84 manholes	\$6,000,000	S	Debt	\$5,750,000	\$5,750,000	\$0	\$0	\$0	\$0	\$5,750,000
21-01	New	Safety Upgrades	Various safety upgrades to address risks identified through safety audit completed in early 2020.	\$30,000	S	Res	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
24-01	Renewal	Wastewater Improvements - Phase II	1. Replace Cannon WWTP with a new pump station 2. Upgrade Schooner WWTP (2nd aeration tank, new clarifiers, electrical)	\$3,000,000	S	Grant	\$0	\$0	\$0	\$0	\$3,000,000	\$0	\$3,000,000
29-01	Renewal	Wastewater Improvements - Phase III	1. Renew Capstan, Cutlass and Masthead Pump Strs 2. Replace 1.8 km of failing AC pipe and rehab 36 manholes 3. Upgrade Sludge Thickening at Schooner WWTP	\$3,150,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL				\$12,180,000			\$5,750,000	\$5,780,000	\$0	\$0	\$3,000,000	\$0	\$8,780,000

Service: 3.830

Magic Lake Sewer Utility (Pender)

Proj. No. 20-01

Capital Project Title Wastewater Improvements - Phase I

Capital Project Description

1. Upgrade Schooner WWTP (add screen & grit removal, EQ tank, access road, electrical upgrades, genset)
2. Renew Buccaneer, Galleon and Schooner PS
3. Replace 4.6 km of failing AC pipe and rehab 84 manholes

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Funding is required to carry out Phase I of wastewater improvements including: 1. Upgrade Schooner WWTP (add screen & grit removal, EQ tank, access road, electrical upgrades, genset)
2. Renew Buccaneer, Galleon and Schooner PS
3. Replace 4.6 km of failing AC pipe and rehab 84 manholes

Proj. No. 21-01

Capital Project Title Safety Upgrades

Capital Project Description

Various safety upgrades to address risks identified through safety audit completed in early 2020.

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale Funding is required to make safety upgrades, such as replacement of heavy hatches, ventilation of the testing building and access improvements.

Proj. No. 24-01

Capital Project Title Wastewater Improvements - Phase II

Capital Project Description

1. Replace Cannon WWTP with a new pump station
2. Upgrade Schooner WWTP (2nd aeration tank, new clarifiers, electrical)

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale 1. Replace Cannon WWTP with a new pump station
2. Upgrade Schooner WWTP (2nd aeration tank, new clarifiers, electrical)

Proj. No. 29-01

Capital Project Title Wastewater Improvements - Phase III

Capital Project Description

1. Renew Capstan, Cutlass and Masthead Pump Stns
2. Replace 1.8 km of failing AC pipe and rehab 36 manholes
3. Upgrade Sludge Thickening at Schooner WWTP

Asset Class S

Board Priority Area 0

Corporate Priority Area 0

Project Rationale 1. Renew Capstan, Cutlass and Masthead Pump Stns
2. Replace 1.8 km of failing AC pipe and rehab 36 manholes
3. Upgrade Sludge Thickening at Schooner WWTP

**Magic Lake Estates Sewer
Reserve Summary Schedule
2021 - 2025 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Capital Reserve Fund	219,167	270,527	353,517	438,167	524,507	612,577
Operating Reserve Fund	29,513	28,003	31,763	45,803	60,123	74,733
Total	248,681	298,531	385,281	483,971	584,631	687,311

Reserve Schedule

Reserve Fund: 3.830 Magic Lake Sewer System - Capital Reserve Fund

Bylaw 1497

Reserve Cash Flow

Fund: 1042 Fund Centre: 101386	Estimated	Budget				
	2020	2021	2022	2023	2024	2025
Beginning Balance	137,087	219,167	270,527	353,517	438,167	524,507
Transfer from Ops Budget	80,000	81,360	82,990	84,650	86,340	88,070
Transfer to Cap Fund	-	(30,000)	-	-	-	-
Interest Income	2,080	-	-	-	-	-
Ending Balance \$	219,167	270,527	353,517	438,167	524,507	612,577

<u>Assumptions/Background:</u>

Reserve Schedule

Reserve Fund: 3.830 Magic Lake Sewer System - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as treatment facility tankage draining/cleaning/inspection etc. Optimum minimum balance of \$50,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105217	Estimated	Budget				
		2020	2021	2022	2023	2024	2025
Beginning Balance		30,743	29,513	28,003	31,763	45,803	60,123
Transfer from Ops Budget		13,260	13,490	13,760	14,040	14,320	14,610
Planned Expenditures		(15,000)	(15,000)	(10,000)	-	-	-
Planned Maintenance Activity			Clean Schooner aeration ditch	Outfall inspection			
Interest Income		510	-	-	-	-	-
Ending Balance \$		29,513	28,003	31,763	45,803	60,123	74,733

Assumptions/Background: