

The Corporation of the
CITY OF WHITE ROCK



Finance and Audit Committee
AGENDA

Wednesday, September 22, 2021, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

***Live Streaming/Telecast:** Please note that all Committees, Task Forces, Council Meetings, and Public Hearings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: www.whiterockcity.ca
T. Arthur, Director of Corporate Administration

	Pages
1. CALL TO ORDER	
2. ADOPTION OF AGENDA RECOMMENDATION THAT the Finance and Audit Committee adopt the agenda for September 22, 2021 as circulated.	
3. ADOPTION OF MINUTES RECOMMENDATION THAT the Finance and Audit Committee adopt the July 28, 2021 meeting minutes as circulated.	3
4. 2022 BUDGET PROCESS, PRESENTATION APPROACH AND TIMELINE Corporate report dated September 22, 2021 from the Acting Director of Financial Services and Paul Murray, Consultant, Brentwood Advisory Group titled "2022 Budget Process, Presentation Approach and Timeline". RECOMMENDATION THAT the Finance and Audit Committee endorse: 1. The proposed budget format for 2022 based on the GFOA Distinguished Budget Presentation Award Program; and 2. The 2022 budget presentation schedule and approximate timeline of meetings.	7

5. CONCLUSION OF THE SEPTEMBER 22, 2021 FINANCE AND AUDIT COMMITTEE MEETING



Finance and Audit Committee

Minutes

July 28, 2021, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker
Councillor Fathers
Councillor Johanson
Councillor Kristjanson
Councillor Trevelyan

ABSENT: Councillor Chesney
Councillor Manning

STAFF: Guillermo Ferrero, Chief Administrative Officer
Tracey Arthur, Director of Corporate Administration
Jim Gordon, Director of Engineering and Municipal Operations
Carl Isaak, Director of Planning and Development Services
Jacquie Johnstone, Director of Human Resources
Eric Stepura, Director of Recreation and Culture
Donna Kell, Manager of Communications and Government Relations
Chloe Richards, Committee Clerk

1. CALL TO ORDER

Councillor Chesney, Chairperson

The meeting was called to order at 5:00 p.m.

2. MOTION TO CONDUCT FINANCE AND AUDIT COMMITTEE MEETING WITHOUT THE PUBLIC IN ATTENDANCE

Motion Number: 2021-F&A-062

It was MOVED and SECONDED

WHEREAS COVID-19 has been declared a global pandemic;

WHEREAS the City of White Rock has been able to continue to provide the public access to the meetings through live streaming;

WHEREAS holding public meetings in the City Hall Council Chambers, where all the audio/video equipment has been set up for the live streaming program, would not be possible without breaching physical distancing restrictions due to its size, and holding public meetings at the White Rock Community Centre would cause further financial impact to City Operations due to staffing resources and not enable live streaming;

WHEREAS Ministerial Orders require an adopted motion in order to hold public meetings electronically, without members of the public present in person at the meeting;

THEREFORE BE IT RESOLVED THAT the Finance and Audit Committee (including all members of Council) authorizes the City of White Rock to hold the July 28, 2021 meeting to be video streamed and available on the City's website, and without the public present in the Council Chambers.

Absent (2): Councillor Johanson, and Councillor Manning

Motion CARRIED (5 to 0)

3. ADOPTION OF AGENDA

Motion Number: 2021-F&A-063

It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for July 28, 2021 as circulated.

Absent (2): Councillor Johanson, and Councillor Manning

Motion CARRIED (5 to 0)

4. **ADOPTION OF MINUTES**

Motion Number: 2021-F&A-064

It was MOVED and SECONDED

THAT The Finance and Audit Committee adopt the May 10, 2021 meeting minutes as circulated.

Absent (2): Councillor Johanson, and Councillor Manning

Motion CARRIED (5 to 0)

5. **FINANCIAL PLANNING POLICIES MANDATE DISCUSSION**

At the July 12, 2021 Special to Close Council meeting, Council adopted the following recommendations:

Recommendation #1

THAT Council:

- *Dissolve the Financial Planning Policies Task Force;*
- *Merge the mandate of the Financial Planning Policies Task Force into the Finance and Audit Committee, for all members of Council to participate;*
- *Include public input into the budget planning process for the Finance and Audit Committee; and,*
- *Thank the two (2) community members who have applied for the Task Force.*

Recommendation#2

THAT Council directs a Finance and Audit Committee meeting be convened on Wednesday, July 28, 2021 where the mandate of the proposed Financial Planning Policies Task Force be discussed.

Note: The mandate approved by Council for the Financial Planning Policies Task Force (now dissolved) was as follows:

The Financial Planning Policies Task Force shall provide recommendations on potential activities and deliverables the City should include in its annual financial planning process.

Terms of Reference for the Finance and Audit Committee are attached for information purposes.

A further meeting will be scheduled for the Finance and Audit Committee in September where ideas can be discussed in regard to what the Committee would like to see brought forward for the upcoming budget process.

Motion Number: 2021-F&A-065

It was MOVED and SECONDED

THAT the Finance and Audit Committee recommends Council amend the Council Terms of Reference 145 - Terms of Reference Finance and Audit Committee to reflect the Chairperson be Appointed using the approved Deputy Mayor Rotation.

Absent (2): Councillor Johanson, and Councillor Manning

Motion CARRIED (5 to 0)

6. CONCLUSION OF THE JULY 28, 2021 FINANCE AND AUDIT COMMITTEE MEETING

The meeting was concluded at 5:15 p.m.

Councillor Chesney, Chairperson



Tracey Arthur, Director of Corporate Administration

**THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT**



DATE: September 22, 2021

TO: Finance and Audit Committee

FROM: Shannon Johnston, Acting Director, Financial Services and Paul Murray, Consultant, Brentwood Advisory Group

SUBJECT: 2022 Budget Process, Presentation Approach and Timeline

RECOMMENDATIONS

THAT the Finance and Audit Committee endorse:

1. The proposed budget format for 2022 based on the GFOA Distinguished Budget Presentation Award Program; and
2. The 2022 budget presentation schedule and approximate timeline of meetings.

EXECUTIVE SUMMARY

The purpose of this report is to provide the Finance and Audit Committee with:

- a) a proposed 2022 budget format;
- b) a forecast schedule of meetings/presentations to meet the statutory requirements for budget approval and bylaw adoption in spring 2022; and
- c) an opportunity for the Finance and Audit Committee to provide any comments or broad budget direction as the budget cycle begins.

PREVIOUS COUNCIL DIRECTION

Motion # & Meeting Date	Motion Details
July 12, 2021 2021-260	<p>THAT Council:</p> <ul style="list-style-type: none"> • Dissolve the Financial Planning Policies Task Force; • Merge the mandate of the Financial Planning Policies Task Force into the Finance and Audit Committee, for all members of Council to participate; • Include public input into the budget planning process for the Finance and Audit Committee; and, • Thank the two (2) community members who have applied for the Task Force.

July 12, 2021 2021-261	THAT Council directs a Finance and Audit Committee meeting be convened on Wednesday, July 28, 2021 where the mandate of the proposed Financial Planning Policies Task Force be discussed. Note: No further direction came from the July 28, 2021, Finance and Audit Committee meeting, instead it was noted there would be a further meeting in September 2021.
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INTRODUCTION/BACKGROUND

Council has indicated it wishes to continue improving the budget process and the format of budget presentations for 2022.

As the budget cycle for 2022 is now underway it is important to establish the format and process to be used over the next few months. Budget approaches aligned with strategic plans and annual reporting are an effective means of communicating about financial plans with the local community.

Proposed Budget Format

The Government Finance Officers Association “Distinguished Budget Presentation Award” Program was established to encourage and assist local governments throughout North America to prepare budget documents of high quality. To earn this recognition, budget documents must meet program criteria and excel as a policy document, financial plan, operations guide and communication tool. They include several components:

- a Community and Organizational profile,
- a Financial Planning Framework, Policies, Funds and Reserves,
- a Financial Plan Overview,
- Departmental Operating Plans (Budgets),
- Capital Plans (Asset Improvement Plan), and
- background statistics.

Using this approach, 2022 budget presentations would include department level operating budget summaries as well as some service level and strategic information. This aligns the financial plan with the strategic planning process and cycle of annual public reporting. While providing for a more robust overall budget document, the primary change for 2022 would be the addition of individual budgets presented at the Departmental level including:

- a description of the department, staffing, core services and resources,
- brief highlighted accomplishments for 2021, plans for 2022 and a look ahead,
- a budget summary with any operating projects and strategic initiatives, and
- key indicators for context when considering budget (if available).

Many British Columbia local governments and several of similar size to White Rock achieve this standard, and it is scalable to the capacity of the organization. Examples from similar size municipalities that use the Distinguished Budget Presentation Award Standard are at [City of Colwood](#) and [District of Central Saanich](#). The City of Coquitlam’s more complex, but similar approach is at [Coquitlam Financial Plan](#). A departmental example using Municipal Police and Planning Services is in Appendix A. Capital Budget examples are shown in Appendix B. This is

an ambitious change given the current circumstances, and if undertaken, should be considered a “work in progress” for 2022, with further refinement expected in 2023.

Additional resources will be required. Use of internal staff capacity from each department will be needed to provide content and the communications staff will be asked to help with designing and building the new style document. This work will become a high priority for the next three months while the budget is built, and again during the budget presentation process in the spring of the new year 2022. Funding will be needed for the financial consulting contract and for document design assistance to supplement internal staff capacity. The one-time cost is expected to range between \$25,000 and \$50,000 to develop depending on scope and can be funded from within the City’s 2021 contingency budget should a decision be made to move forward.

Schedule of Presentations

The following initial schedule of budget presentations to Finance and Audit Committee is suggested, and the order may be adjusted closer to the meeting dates as the presentations are finalized:

- Meeting 1: Overall Budget Summary and Introduction
- Meeting 2: Protective Services:
 - Fire Rescue and Emergency Services
 - RCMPRecreation and Culture:
 - Community Recreation
 - Regional Library, Museum and Archives
- Meeting 3: Transportation, Engineering and Operations:
 - Engineering
 - Public Works
 - Parks
 - Facilities
 - Utilities
 - Sanitary Sewer
 - Drainage
 - Solid Waste
 - Water (Recap – already approved by Council in December 2020)
- Meeting 4: Planning and Development:
 - Planning
 - Building
 - Parking
 - Bylaw Enforcement and Animal Control
 - Economic DevelopmentInformation Technology
Human Resources
Financial Services:
 - Fiscal Services
 - Common ServicesCouncil and Administration:
 - Council
 - Office of the CAO
 - Corporate Administration
 - Communications and Government Relations

- Meeting 5: Asset Improvement (Capital) Program
- Meeting 6: Recap and Discussion

Timeline

The following timeline can be expected for budget preparation and the community consultation/presentation process. This should provide sufficient time to adjust the format and presentation approach, while still meeting the statutory requirements for budget approval and bylaw adoption:

- September Council endorsement of approach and direction
- September - December Budget prepared by staff
- November – December Water Utility Budget Presentation & approval
- December Budget Introduction
- February – March Budget Presentations (6) and public consultation
- April – May Budget & Tax Rates Bylaw approval - Council

Budget Direction

The budget preparation process is influenced by many factors. Mitigating the combined inflationary impact of these influences is complicated. Staff have indicated to Council that the forecast 2022 property tax impact to the average homeowner is trending upward.

While the draft budget will be prepared with the minimum resources needed to maintain service levels, this meeting is also an opportunity for the Finance and Audit Committee to provide preliminary comments and any broad direction on the level of 2022 property tax impacts, willingness to consider adjustments in service levels and the scope of the asset improvement program.

FINANCIAL IMPLICATIONS

No significant financial implications. Cost of consulting resources to implement the approach is estimated to range between \$25,000 to \$50,000 and can be funded within 2021 contingency budget. Also requires internal staff capacity commitment.

LEGAL IMPLICATIONS

No change in statutory requirements or specific legal implications as a result of this submission.

COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS

Providing budget presentations that are aligned with strategic plans and annual reporting is an effective means of communicating and consulting about financial plans with the local community. This will connect with the Council strategic reporting using the Cascade system. Budget presentations using the suggested GFOA program format, with a first-year focus on departmental level presentations, will improve budget clarity, provide additional background information, and help maintain public confidence.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS

No change in level of interdepartmental collaboration on budget. Some additional internal capacity will be needed to build the new budget content. The change in process will be scaled to fit within existing staff workload.

CLIMATE CHANGE IMPLICATIONS

No direct implication - process and format change only. Provides opportunity to link with Climate Change efforts as the process is refined in the future.

ALIGNMENT WITH STRATEGIC PRIORITIES

Will improve budget process to align more visibly with existing strategic priorities. No direct impact on priorities.

OPTIONS / RISKS / ALTERNATIVES

The following options are available for Council's consideration:

1. Maintain current budget format and process as 2021 which will provide consistency with prior year presentations. In doing so, there will be less impact on staff capacity and less cost, however, Council requested improvements to the presentation format and levels of detail will not be achieved.

CONCLUSION

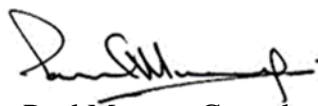
The budget preparation process is influenced by many factors. Mitigating the inflationary impact of these influences is complicated. While the draft budget will be prepared with the minimum resources needed to maintain service levels, this initial meeting is also an opportunity for the Finance and Audit Committee to provide preliminary comments and any broad direction on the level of 2022 property tax impacts, willingness to consider adjustments in service levels and the scale of the asset improvement program.

The proposed approach for the 2022 – 2026 budget will provide a solid foundation for the 2022 budget review process and meet the needs identified by Council in 2021. The budget concept is based on the GFOA Distinguished Budget Presentation Award standard used across North America and will align the Financial Plan with the Strategic Plan and the City's Annual Public Reporting. This is an ambitious change given the current circumstances, and if undertaken, should be considered a "work in progress" for 2022, with further refinement expected in 2023.

Respectfully submitted,



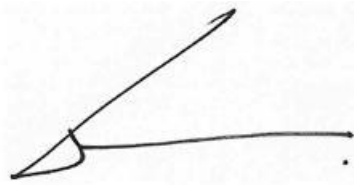
Shannon Johnston, Acting Director
Financial Services



Paul Murray, Consultant
Brentwood Advisory Group

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.

A handwritten signature in black ink, consisting of a large, sweeping initial 'G' followed by a horizontal line that ends in a small dot.

Guillermo Ferrero
Chief Administrative Officer

Appendix A: Departmental Budget Example (Police) using GFOA Format
Appendix B: Planning Department Example

Appendix A

Departmental Budget Example (Police) using GFOA Format



The Central Saanich Police Service, through its governing Municipal Board, consists of 28 sworn police officers (includes seconded officers to integrated teams) supported by five civilian staff, three volunteer reserve Constables and several volunteers. They provide a professional level of service through locally based uniform policing and integrated specialized units.

The Central Saanich Police Service reports to the Police Board, which consists of the Mayor as Chair, one person appointed by the Central Saanich Council, and three appointed by the Lieutenant Governor in Council. The role of the Police Board is to provide governance, budgetary control, and policy direction to the Central Saanich Police Service. The Police Board is chaired by Mayor Ryan Windsor and includes: Ms. Wendy MacDonald, Mr. Corey Wood, Mr. Jim Rondeau, Ms. Mavis Underwood and Ms. Heather Hastings.



Police Service

- Uniformed patrol
- Investigative services
- Community engagement
- Youth resources
- Administration



Police Service continued

Accomplishments for 2020

- Successful recruitment of Chief Constable Ian Lawson and Deputy Chief Constable Kevin Hackett
- Created and implemented an updated website and brand structure for the Service
- Increased social media presence and communication with the community
- The development of comprehensive COVID-19 policies and procedures and a continued focus on the Service's partnerships with the District of Central Saanich, policing partners and the Province

Plans for 2021

- Completion of an updated Strategic Plan
- A comprehensive review of internal operational and administrative policies
- Increased engagement with community and volunteers
- Continued development of internal human resource practices

Looking Ahead to 2022 - 2025

- Continued engagement with specialized integrated teams to strengthen and support our investigations and seek possible future opportunities to second members
- Ongoing review of additional new policing standards to determine the impact on overall operations impacting policies, training and finances
- Independent review of policing services model to evaluate long term human resources demands
- Working with Province of B.C. on E-Ticketing Project and business intelligence analytics



Police Service continued

Operating Budget					
Funding	2020 Budget	2020 Actuals	2021 Budget	Change \$	Change %
Sale of service	\$ 24,200	\$ 13,800	\$ 24,200	\$ -	0.0%
Small Community Protection Grant	243,000	221,400	225,000	(18,000)	-7.4%
Traffic Fine Revenue Sharing Grant	195,000	238,700	200,000	5,000	0.0%
Secondment Remuneration	837,000	769,700	684,000	(153,000)	-18.3%
Other Revenue	40,400	267,800	204,400	164,000	
Total Funding	\$ 1,339,600	\$ 1,511,400	\$ 1,337,600	\$ (2,000)	-0.1%
Operating Expenses					
Police Board	\$ 10,700	\$ 5,400	\$ 10,900	\$ 200	1.9%
General Administration	1,278,400	1,283,700	1,355,600	77,200	6.0%
Integrated and Contract Services	526,900	522,400	536,600	9,700	1.8%
Patrol	2,672,500	2,852,800	3,048,700	376,200	14.1%
Detectives	295,400	348,300	316,100	20,700	7.0%
Youth and Community Services	471,100	445,900	497,600	26,500	5.6%
Detention and Custody	23,400	6,900	24,100	700	3.0%
Fleet	120,200	104,700	110,000	(10,200)	-8.5%
Equipment	6,000	6,300	-	(6,000)	-100.0%
Secondment Expenses	837,000	758,900	684,000	(153,000)	-18.3%
Total Operating Expenses	\$ 6,241,600	\$ 6,335,300	\$ 6,583,600	\$ 342,000	5.5%
Transfer to reserves-Vehicles & Equip	104,000	-	104,000	-	0.0%
Net Property Taxes Required	\$ 5,006,000	\$ 4,823,900	\$ 5,350,000	\$ 344,000	6.9%

Operating and Capital Requests	
Vehicles - Electric Vehicle Purchase	45,000
Total	\$ 45,000

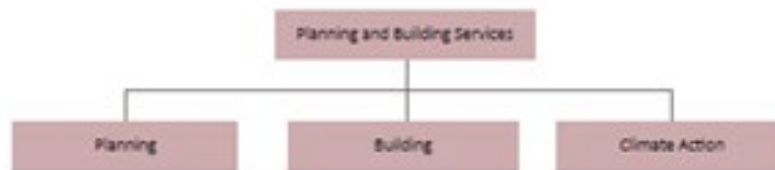
Performance Metrics					
How Many?	2019 Plan	2019 Actual	2020 Plan	2020 Actual	2021 Plan
Crimes against Persons	45	77	45	70	65
Property crime	170	193	170	440	250
Traffic*	1,500	1,333	1,500	1,325	1,500
Other**	3,385	2,856	3,400	2,270	3,000
<i>Total files</i>	<i>5,100</i>	<i>4,459</i>	<i>5,115</i>	<i>4,105</i>	<i>4,815</i>

Appendix B

Planning Department Example



This department includes Planning, Building, and Climate Action. Services provided include administration of the Official Community Plan policies and municipal Land Use Bylaw, processing development and subdivision applications, regulating building construction, issuing business licences, planning for future development, and leading the District's climate action initiatives.



Planning

- Administers the Official Community Plan policies and municipal Land Use Bylaw
- Processes development and subdivision applications, and planning for future development



Building

- Regulates building construction and administers the BC Building Code
- Monitors construction relating to Building, Plumbing, Business Licence and Sign Permit applications



Climate Action

- Identifies ways to reduce corporate and community greenhouse gas emissions to meet our targets, and increase climate resilience via adaptation measures
- Oversees and implements actions from the Climate Leadership Plan

Planning and Building Services *continued*

Accomplishments for 2021

- Completed the Residential Infill and Densification study – OCP updates (Phase 2)
- Launched Residential Infill and Densification study – Land Use Bylaw updates (Phase 3)
- Completed the Farm Worker Accommodation study
- BC Energy Step Code implementation, monitoring and reporting
- Drafting Tree Management Bylaw
- Completed Saanichton Village Design Plan
- Updated the District's Accessible Parking Standards
- Launched the Official Community Plan review
- Adapting Planning and Building customer service excellence during COVID and adapted requirements for patio expansions and commercial parking to enable businesses to utilize outdoor space for their services

Plans for 2021

- Complete Tree Protection Bylaw
- Complete Residential Infill and Densification (Phase 3)
- Undertake the Official Community Plan Review
- Improvements to building inspections procedures
- Municipal Hall site redevelopment plan
- Review of hedge regulations
- Implement actions of the Saanichton Village Design Plan

Looking Ahead to 2022- 2025

- Completion of Official Community Plan review
- Housing – Policy Analysis and Best Practice Review to achieve housing needs
- Parks Master Plan
- Land Use Bylaw Update
- Parking study (Keating)
- Implement actions from the Saanichton Village Design Plan



Planning and Building Services continued



Budget Summary

The net operating budget for 2021 is an increase of \$64,900 or 11.1%. The increase is attributable to:

- The establishment of a climate action staff position after the end of the Federation of Canadian Municipalities position funding in March 2021
- Staff wage and benefit increases
- Increase in consulting budget to reflect requirements in prior years

Operating Budget

Funding	2020 Budget	2020 Actuals	2021 Budget	Change \$	Change %
Development and Subdivision Fees	\$ 99,300	\$ 101,800	\$ 94,800	\$ (4,500)	-4.5%
Climate Leadership	62,500	58,700	15,600	(46,900)	-75.0%
Building and Plumbing Permits	372,000	362,600	373,000	1,000	0.3%
Total Funding	\$ 533,800	\$ 523,100	\$ 483,400	\$ (50,400)	-9.4%
Operating Expenses					
Planning Administration	\$ 530,600	\$ 514,000	\$ 544,300	\$ 13,700	2.6%
Climate Leadership	138,600	85,000	132,900	(5,700)	-4.1%
Building Inspection	440,000	330,200	441,300	1,300	0.3%
Boards & Commissions	1,800	1,800	4,200	2,400	133.3%
Fleet	5,600	5,600	8,400	2,800	50.0%
Total Operating Expenses	\$ 1,116,600	\$ 936,600	\$ 1,131,100	\$ 14,500	1.3%
Net Property Taxes Required	\$ 582,800	\$ 413,500	\$ 647,700		11.1%

Projects and Strategic Initiatives

Residential Infill and Density	6,000	
Official Community Plan (Phase 1)	180,000	
Saanichton Village Design Implementation	80,000	2021 Strategic Priority
PACE Implementation	55,000	2021 Strategic Priority
Transportation Demand Management	50,000	2021 Strategic Priority
EV & E-Bike Strategy Implementation	50,000	2021 Strategic Priority
Climate Action Initiatives	15,000	2021 Strategic Priority
Total Reserve Funding	\$ 436,000	



Water

The District's water supply system is part of the Saanich Peninsula Water System which receives its water supply from the Capital Regional District Integrated Water System through Bear Hill Reservoir and the Alderly Pressure Reducing Valve (PRV). There are two CRD transmission mains crossing the District with 11 supply points to the municipal distribution network. The Utility provides safe drinking water for domestic, commercial, agricultural and emergency use and meets applicable firefighting standards, health standards and the Drinking Water Protection Act. Water service is also provided to both the Tsartlip and Tsawout First Nations via service agreement.

The District's water system network consists of 125 km of water mains ranging in diameter from 50 mm to 300 mm

The District's water system network consists of 125 km of water mains ranging in diameter from 50 mm to 300 mm. Within the distribution network, there are ten pressure zones, two active pump stations, one reservoir, and nine PRV stations. Because the municipal water system is closely intertwined with the Saanich Peninsula Water System, some of these facilities are owned and operated by the CRD. The system also includes 4200 metered services.

The water system is valued at a current replacement cost of approximately \$40 million dollars. An average annual investment of approximately \$1.0 million is required to renew the existing system on a lifecycle basis.

For 2021 the Tomlinson & Hovey Rd Main Replacement project will fund the design phase of a project that is required to address fire flow concerns in the Tomlinson Road area. The Seabrook & Tanlee Main replacement project will fund the design phase of a project that is required to address fire flow concerns in the area.

District of Central Saanich Capital Budget

	2021	2022	2023	2024	2025
Infrastructure Renewal					
Vehicles	\$ 140,000	\$ 130,000	\$ 165,000	\$ 100,000	\$ 100,000
Mains	-	-	-	-	-
Meters and Valves	-	-	-	-	-
Contingency	100,000	100,000	100,000	100,000	100,000
Wallace Drive Main Replacement	-	-	60,000	600,000	-
Thomlinson & Hovey Rd Main Replacement	85,000	-	-	-	-
Seabrook & Tanlee Main Replacement	75,000	-	-	-	-
Sean, Oldfield & Bear Hill Rd Main Replacement	-	-	-	-	-
Total Investment	\$ 400,000	\$ 230,000	\$ 325,000	\$ 800,000	\$ 200,000
Funding Source					
Reserve Funds	\$ 400,000	\$ 230,000	\$ 325,000	\$ 800,000	\$ 200,000
	\$ 400,000	\$ 230,000	\$ 325,000	\$ 800,000	\$ 200,000



Sewer

The District’s sewer utility operates a sanitary only sewer collection system in four core areas (Brentwood Bay, Saanichton, Keating Ridge and Turgoose Point) that consists of 89 kilometers of gravity sewers, 5 kilometers of force mains, 3.9 kilometers of siphons and 15 lift stations. The system is interconnected with Tsartlip First Nation and two Capital Regional District lift stations. The Tsawout First Nation operates its own system and is not connected to the District’s network.

There are approximately 3,800 household and business connections and 2800 manholes. Effluent is transferred through the system to a Peninsula Unified Treatment plant operated by the Capital Regional District located in North Saanich. The cost of operating the treatment system is shared by the Peninsula municipalities and recovered by a property tax levy charged to all Central Saanich Taxpayers. The Sewer system is valued at a current replacement cost of approximately \$55 million dollars, with an average annual investment required of approximately \$1.3 million. For 2021 the Brentwood/Hagan Pump Station Force Main Upgrade requires upgrades; the scope of work for the project involves reconfiguration of the conveyance system and replacement of undersized pump station. Maintenance is required on the Delamere sewer pump station, the Butler sewer pump station, the Mt Newton Lift Station and the Keating sewer pump station.

District of Central Saanich

Capital Budget	2021	2022	2023	2024	2025
Infrastructure Renewal					
Vehicles	-	230,000	170,000	-	450,000
Pipes					
Brentwood/Hagan Pump Station Force Main Upgrade	130,000	2,700,000	4,300,000	-	-
Contingency	50,000	50,000	50,000	50,000	50,000
A13 Manhole to Holm Lift Stn Main	-	-	-	20,000	70,000
Delamere Stn Main	160,000	-	-	-	-
Brentwood Dr Main (Cap 13), Budget	-	-	-	-	-
Highway 17 Adjacent Main (Cap 14)	-	-	800,000	-	-
Highway 17 Adjacent Main (Cap 15)	-	-	200,000	1,000,000	2,000,000
Keating X rd (Cap 16), Budget	-	-	45,000	130,000	-
Facilities					
Butler Lift Stn Power Upgrades	100,000	-	-	-	-
Keating X Road pumps and piping	190,000	-	-	-	-
Kirkpatrick lift station	-	25,000	100,000	-	-
Devonshire lift station	-	25,000	100,000	-	-
Mt Newton Lift Station	180,000	-	-	-	-
Butchart Garden Lift Station	-	25,000	100,000	-	-
Cultra Lift Station	-	25,000	100,000	-	-
Total Investment	\$ 810,000	\$ 3,080,000	\$ 5,965,000	\$ 1,200,000	\$ 2,570,000
Funding Source					
Reserve Funds	\$ 723,000	\$ 380,000	\$ 865,000	\$ 644,000	\$ 1,126,000
Grants	87,000	1,800,000	2,860,000	-	-
Debt	-	900,000	2,240,000	556,000	1,444,000
	\$ 810,000	\$ 3,080,000	\$ 5,965,000	\$ 1,200,000	\$ 2,570,000