



Making a difference...together

JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION

Notice of Meeting on Tuesday, **October 22, 2024, at 3 pm**

Juan de Fuca Local Area Services Building, #3 – 7450 Butler Road, Otter Point, BC

AGENDA

1. Territorial Acknowledgement
2. Approval of Agenda
3. Adoption of Meeting Minutes of June 25, 2024
4. Chair's Report
5. Director's Report
6. Commissioner Reports
7. Staff Report
 - a) Staff News
8. New Business
 - a) 2025 Provisional Budget Review
9. Next Meeting: November 26, 2024
10. Adjournment



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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, June 25, 2024, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Chair), V. Braunschweig, T. Guenard, S. McAndrews, S. McKay,
P. Sloan, Director A. Wickheim
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
W. Miller, Recorder
ABSENT: C. Lacroix
PUBLIC: 0

EP – Electronic Participation

The meeting was called to order at 3:01 pm.

1. Territorial Acknowledgement

The Chair provided a Territorial Acknowledgement.

2. Approval of the Agenda

MOVED by Commissioner Sloan, **SECONDED** by Commissioner McAndrews that the agenda be approved. **CARRIED**

3. Adoption of Minutes from the Meeting of April 23, 2024

MOVED by Commissioner Guenard, **SECONDED** by Director Wickheim that the minutes from the meeting of April 23, 2024, be adopted. **CARRIED**

4. Chair's Report

The Chair welcomed everyone to the meeting.

5. Director's Report

The Director forwarded positive comment on the improvements being made by local volunteers at Butler Park and on the maintenance being done at Elrose Park.

It was advised that there have been recent acts of vandalism in the CRD park system. It was asked that acts of park vandalism be reported to staff.

It was further advised that staff will be reporting on a complaint received regarding Mt. Matheson Community Trail.

6. Commissioner Reports

East Sooke – Seagirt Ponds

- the Seagirt Ponds Preservation Society has been provided with an archaeological site inventory map which identifies areas of no disturbance which will support the Society in its endeavours to remove invasive species

East Sooke – Copper Mine

- the tennis/pickle ball court and playground continue to receive high use

Don Closson confirmed staff will be replacing the pickleball court net.

Otter Point – Admiral's Forest

- a work party is being arranged by the Juan de Fuca Community Trails Society

Port Renfrew – The Park

- comment was received from the public supporting speed mitigation measures due to increased visitor traffic
- the Canadian flag requires replacement

Don Closson confirmed that the flag will be replaced prior to Canada Day celebrations.

7. Staff Reports

a) Staff News

Don Closson provided an overview of the report. Additional information points were provided on the following items:

Priest Cabin

The Chair stated support for directional arrows on a segment of the trail. Location to be shared with staff after the meeting.

Butler Road Park Improvements

- the Environmental Assessment Report will address riparian considerations as the park is adjacent to a pond and watercourse and will provide guidance on future park improvements
- the local volunteer group has taken the initiative to use the park to provide education on native plants with local schools and Scouts Canada
- volunteer group working with TreeCanada (not-for-profit funding agency) on providing vegetation for planting at a public information session and work party on September 21, 2024

Lot 64 – Port Renfrew

The Chair stated support for additional handrails on a steep portion of the stairway trail. A rope railing was suggested.

Mount Matheson Connector Trail

- a Community Works Fund application is under consideration to support installation of fencing on each side of a segment of the trail to address reports of user/pet trespass
- total project cost is \$20,000 with each adjacent property owner being required to contribute \$5000
- agreement from the property owners has yet to be received

The Chair stated support for the proposed fencing project, should the property owners agree to cost-sharing.

Active Transportation Network Plan

- kick-off meeting with the consultant and senior staff scheduled for June 26.

8. New Business

a) Capital Plan Amendment – Community Works Fund – Port Renfrew Community Centre Condition Assessment and Repairs

As initially reported at the March 26, 2024, meeting, Don Closson advised that a Community Works Fund application has been submitted to commence with a condition assessment for the Port Renfrew Community Centre. Funding of \$75,000 has been requested to support the assessment and anticipated recommended repairs.

Commission discussion ensued regarding requesting funding for repairs prior to review of the condition assessment and potential delays, should two funding applications be pursued.

MOVED by Commissioner Guenard, **SECONDED** by Commissioner McAndrews that the Juan de Fuca Electoral Area Parks and Recreation Advisory recommends that the Capital Plan for 2024 be amended to support a Community Works Fund to authorize \$75,000 to support a condition assessment for the Port Renfrew Community Centre and immediate repairs.

Opposed: Director Wickheim

CARRIED

9. Next Meeting

The Commission will adjourn for the months of July and August, unless there is a pressing matter.

The next scheduled meeting is September 24, 2024.

At this time, the Commission expressed interest in a summer picnic at Copper Mine Park and interest in scheduling the annual appreciation dinner in November. Staff to solicit Commission availability.

10. Adjournment

The meeting adjourned at 4:37 pm.

Sid Jorna, Chair

Wendy Miller, Recorder



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**STAFF REPORT TO THE
JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION
MEETING OF TUESDAY, OCTOBER 22, 2024**

SUBJECT: Staff News

ISSUE: Information

Priest Cabin

- The Manager with help from CRD Real Estate renewed the access agreement at Priest Cabin Park for one year.
 - Maintenance work scheduled for June 2024 has been completed. Additional split rail is planned to help identify trail access locations.
- The bench at Priest Cabin (lookout location) has been given a coat of stain.

Kemp Lake Fishing Dock – Chubb Road Location

Work underway and to be done to relocate dock facility at the Chubb Road location:

- Removal of old dock, scheduled for July 02 has been completed.
- Dock installation, scheduled for July 09 – 11 has been completed.
- Monitoring for “Western Painted Turtle” presence started June 01 and continued until dock installation was completed. No sightings were reported or observed.
- Picnic table and bear proof garbage bin have be installed.
- Additional split rail fencing has been installed to protect the picnic table.

Butler Road Park Improvements

Improvements have been discussed and underway:

- Reforestation and/or revegetation – ongoing.
- Review of Environmental Assessment Report requirements began spring 2024. The Manager is reviewing the draft report.
- Cedar split rail fencing has been installed to show access options and beautify the area.
- Rock and gravel have been situated in the park to allow for fire breaks and definition of the planted areas.
- The volunteer group has connected with TreeCanada, a not-for-profit organization that will provide funding for vegetation planned for the site. A public event was held September 28 to continue planting efforts and site renewal. This event is supported by a contribution of \$5,000 from TreeCanada.
- Large boulders and tree-stumps have been solicited for the site, proper placement has yet to be completed.
- A “Willow Tunnel” is proposed for the site, the volunteer group is having difficulty finding adequate material (Scouler’s willow) at this time to complete this feature.
- The information kiosk (sign) has been completed; it may require a coat of stain.

The Park – Port Renfrew

Several concerns were raised by Pacheedaht and local residents regarding the existing equipment and proposed replacement playground during the open house. The open house was well-attended, and several possible improvements were suggested:

- repair the zip-line track ride as soon as possible - underway
- continue with general maintenance items such as greasing the equipment, garbage removal and hazard abatement - underway

With the assistance of the CRD Archaeology Manager, archaeological work has commenced at The Park. Initial work will consist of background information gathering and local resident interviews, followed physical ground truthing work. The draft report is scheduled to be completed by November 30, 2024.

Lot 64 – Port Renfrew

Trail and Parking Lot construction project planned works include:

- A trail that connects the tennis court to the marina trail.
- Define the boundaries of Lot 64 with possible fencing.
- Removal of debris. A burn pile was removed in April with the assistance of the CRD contaminated sites program.
- Define the parking lot area at the tennis court.

The initial work will consist of background information gathering and local resident interviews for Lot 64.

This trail project is on hold due to the concerns raised at the open house.

Fishboat Bay

A Community Works Fund (CWF) application has been applied for to complete staircase and viewing platform.

A list of project considerations is being compiled to assist in charting a course forward for this project.

- The CRD Archeologist has been contacted to start an archaeological survey for the site.
- A geotechnical contractor has been consulted to start work on a steep slope survey as required under the development permit.
- A request for an updated License of Occupation has been submitted to the Ministry of Transportation and Infrastructure (MoTI).
- The Manager has contacted a consultant to request a rendering/drawing of the planned viewing platform.

Admiral's Forest

Work at Admiral's Forest continues with the installation of split rail fencing/signage to define park boundaries and closed trails. Split rail fencing will be used to improve main access trail locations (ongoing).

The Manager has purchased coloured discs corresponding to the colour scheme associated with the various trails. Staff will secure the coloured discs along the length of each trail to assist the public with location identification. The discs are currently being deployed at Admiral's Forest.

Copper Mine Park

The Manager is working with the Director to enhance parking along Copper Mine Road near the Canada Post mailboxes.

A permit has been received from the MoTI to allow improvements to be made.

Material (rock) for these planned improvements will come from the pumphouse replacement project planned for adjacent property at Copper Mine Park. Additional gravel may have to be obtained to provide a smooth-running surface.

Excess material was removed from the area on October 07 by a contractor.

The bear-proof garbage bin has been installed.

Seagirt Ponds Park

The Manager has determined that a large-scale treatment option for yellow flag iris is not necessary. A potential treatment window, which was originally scheduled for the first week of July has been deferred.

The Manager is working with a local resident on confirmation of memorial bench dedication. This effort has been put on hold at this time at the request of the person wishing to contribute the bench.

The bear-proof garbage bin has been installed.

Wieland Road Trail Project

Elements of the project:

- This will be a multi-year project.
- At its meeting of March 26, the Commission recommended acceptance of the landowner's offer to secure/construct the trail portion on the Wieland Road statutory right-of-way to meet provision of park land requirement for subdivision (SU000711 & SU000756).
- The Commission's recommendation was supported by the Juan de Fuca Land Use Committee on May 21 and by the CRD Board on June 12.
- This trail section will be between the Kemp Lake Road (treed) section and the riparian area behind the storage business at Sooke Business Park (approximately 805 meters).
- The Manager has determined the location of trail on the road right-of-way. The landowner has been briefed on trail construction procedures and construction has been completed and accepted by the Manager.
- The Manager met with a not-for-profit entity, TreeCanada, on June 05 to discuss the potential for revegetation grant support for this project. The application will be sponsored by the Juan de Fuca Community Trails Society, which will assist in getting the application approved as the applicant cannot be a government organization.
- Quotes to connect Kemp Lake Road to the newly constructed trail (approx. 150 m) have been received and construction will begin soon.
- The successful contractor was Sooke Backhoe Services at \$19,000.00.

Sheringham Point Trail

Operational maintenance continues at Sheringham Point Trail.

Staff have placed gravel in a series of potholes near the Lighthouse parking lot (lower).

Mount Matheson Connector Trail

The Manager is working with a resident who lives adjacent to the Mount Matheson connector trail to determine if fencing the connector trail is a realistic solution to trespass issues from the public and their pets. The JdFEA Parks operation budget does not have adequate funding to support the proposed fencing solution. The Manager, with Commission and Electoral Area Director support, may choose to apply for CWF support. The cost for the fencing project is approximately \$10,000, with the resident required to pay half.

The fence would be black chain link, four feet high and approximately 100 meters long.

The local resident is working with the Manager to try and find a workable solution to the concerns raised. It appears that only one side of the trail will be fenced.

Port Renfrew Community Centre

- A CWF application has been submitted to commence with a condition assessment for the Port Renfrew Community Centre. The CWF application includes a funding request for repairs that will likely be identified in the assessment.
- Parks staff have replaced the boards on the picnic table outside the Community Centre.

2025 Provisional Budget Review

The Commission's bylaw, Bylaw No. 3763, directs that the Commission recommend approval of its budgets annually.

The Community Parks and Community Recreation budgets are provided for review and recommendation under New Business.

Submitted by:	Don Closson, Manager, Juan de Fuca Electoral Area Parks and Recreation
Concurrence:	Iain Lawrence, MCIP, RPP, Senior Manager, Juan de Fuca Local Area Services

Service: 1.405 JDF EA Community Parks & Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

To acquire, develop, operate and maintain community parks in the JDF Electoral Area.
(Letters Patent - August 28, 1975).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for the Juan de Fuca Electoral Area. The services provide for ocean and lake beach/foreshore access, trails, right-of-ways, easements, playgrounds, sports fields, a tennis court and skate park.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

Greater of \$227,173 or \$0.15 / \$1,000 on actual assessed value of land and improvements.
(Bylaw 4087, Amend bylaw 245, March, 2016; Bylaw 4150, Juan de Fuca Community Parks Services Conversion Bylaw No. 1, 2017)

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

AUTHORITY:

Requires written approval of electoral area Director. Participating electoral areas must be designated by bylaw.

FUNDING:

Requisition

1.405 - EA - Community Parks (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	107,181	107,181	110,589	10,000	-	120,589	123,590	126,666	129,818	133,056
Contract for Services	22,120	22,120	22,780	-	6,000	28,780	23,240	23,700	24,170	24,650
Vehicles	10,720	10,720	11,040	-	-	11,040	11,260	11,490	11,720	11,950
Supplies	9,000	10,580	9,270	-	-	9,270	9,450	9,640	9,830	10,020
Allocations	34,184	34,184	36,656	-	3,604	40,260	41,521	38,980	39,770	40,593
Rentals	21,500	21,500	22,150	-	-	22,150	22,590	23,040	23,500	23,970
Other Operating Expenses	10,930	9,350	11,490	-	-	11,490	11,786	12,101	12,425	12,758
TOTAL OPERATING COSTS	215,635	215,635	223,975	10,000	9,604	243,579	243,437	245,617	251,233	256,997
*Percentage Increase over prior year			3.9%	4.6%	4.5%	13.0%	-0.1%	0.9%	2.3%	2.3%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	10,250	10,250	10,560	-	(5,000)	5,560	10,770	14,600	14,890	15,190
Transfer to Equipment Replacement Fund	8,000	8,000	8,240	-	(1,000)	7,240	8,400	8,570	8,740	8,910
TOTAL CAPITAL / RESERVES	18,250	18,250	18,800	-	(6,000)	12,800	19,170	23,170	23,630	24,100
TOTAL COSTS	233,885	233,885	242,775	10,000	3,604	256,379	262,607	268,787	274,863	281,097
*Percentage Increase over prior year			3.8%	4.3%	1.5%	9.6%	2.4%	2.4%	2.3%	2.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(302)	(302)	(310)	-	-	(310)	(320)	(330)	(340)	(350)
Revenue - Other	(610)	(610)	(630)	-	-	(630)	(640)	(650)	(660)	(670)
TOTAL REVENUE	(912)	(912)	(940)	-	-	(940)	(960)	(980)	(1,000)	(1,020)
REQUISITION	(232,973)	(232,973)	(241,835)	(10,000)	(3,604)	(255,439)	(261,647)	(267,807)	(273,863)	(280,077)
*Percentage increase over prior year Requisition			3.8%	4.3%	1.5%	9.6%	2.4%	2.4%	2.3%	2.3%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	0.42	0.42	0.42			0.42	0.42	0.42	0.42	0.42

Definitions for the 5-year Capital Plan

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

Service: **1.405** **JDF EA Community Parks & Recreation**

Project Number 21-01

Capital Project Title

Wieland Trail

Capital Project Description

Develop 1.7km trail from William Simmons Park to Kemp Lake Road as part of an Otter Point alternate transportation route

Project Rationale Recreational Trail connecting communities and keeping pedestrians off the main roads

Project Number 23-01

Capital Project Title

Port Renfrew Playground Equipment

Capital Project Description

Installation of new playground equipment in Port Renfrew

Project Rationale Playground requires updating

Project Number 23-02

Capital Project Title

Elrose Park trail construction

Capital Project Description

Construct a Multi-use trail and Parking Area at Elrose Park

Project Rationale Public Trail access and safe pedestrian movement

Project Number 23-03

Capital Project Title

Priest Cabin Park Trail Construction

Capital Project Description

Construct a trail at Priest Cabin connecting to Matterhorn Access Trail

Project Rationale Provide/enhance infrastructure public enjoyment

Project Number 23-06

Capital Project Title

Trail Construction Admirals Forest Park

Capital Project Description

Construct/remediate trails at the recently purchased Admirals Forest Property

Project Rationale Provide and enhance infrastructure for public enjoyment

Service: 1.405 JDF EA Community Parks & Recreation

Project Number 23-08 Capital Project Title Trail and Park remediation Butler Park Capital Project Description Butler Park trail and park remediation
Project Rationale Local resident led volunteer project to enhance local park infrastructure and ecology

Project Number 23-10 Capital Project Title Lot 64 Trail Construction Capital Project Description Trail construction linking the tennis court with the Marina trail and improving parking lot
Project Rationale Improve public access for safety and enjoyment

Project Number 24-02 Capital Project Title Fish Boat Bay Improvements Capital Project Description Replace stairs and install viewing platform to improve accessibility.
Project Rationale

Project Number 24-03 Capital Project Title Active Transportation Network Plan (ATNP) Capital Project Description ATNP works towards improving active transportation opportunities and public safety within the communities of the Juan de Fuca Electoral Area, including those in proximity of West Coast Road, identified as the Highway 14 corridor.
Project Rationale Improve Active Transportation Planning

Project Number 25-01 Capital Project Title Mt. Matheson Trail Fencing Capital Project Description Install new fencing along park/private property boundary
Project Rationale Response to complaint of park users trespassing

**EA - Community Parks (JDF)
Reserve Summary Schedule
2025 - 2029 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Land Reserve Fund	239,675	239,675	239,675	239,675	239,675	239,675
Capital Reserve Fund	10,250	15,810	26,580	41,180	56,070	71,260
Equipment Replacement Fund	35,206	42,446	50,846	59,416	68,156	77,066
Total	285,131	297,931	317,101	340,271	363,901	388,001

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Land Reserve Fund - Bylaw 1133

Pursuant to Section 686 of the Municipal Act the Regional District may, by by-law approved by the Minister of Municipal Affairs, dispose of any portion of land dedicated to the Public for the purpose of a park by subdivision plan deposited in the Land Titles Office, and provide that the proceeds shall be placed in a reserve fund for the purpose of acquiring other lands suitable for park purposes within the Sooke Electoral Area.

Reserve Cash Flow

Fund: Fund Centre:	1034 101378	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		229,445	239,675	239,675	239,675	239,675	239,675
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Surplus return back from Cap Fund		-					
Interest Income*		10,230					
Ending Balance \$		239,675	239,675	239,675	239,675	239,675	239,675

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Capital Reserve Fund

TO BE CREATED IN 2024

Reserve Cash Flow

Fund:	TBD	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	TBD						
Beginning Balance		-	10,250	15,810	26,580	41,180	56,070
Transfer from Parks Ops Budget		10,250	5,560	10,770	14,600	14,890	15,190
Expenditures		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		10,250	15,810	26,580	41,180	56,070	71,260

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Equipment Replacement Fund

ERF Group: JDFEAPRK.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102158	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		127,206	35,206	42,446	50,846	59,416	68,156
Transfer from Ops Budget		8,000	7,240	8,400	8,570	8,740	8,910
Expenditures		(100,000)	-	-	-	-	-
Interest Income		-					
Ending Balance \$		35,206	42,446	50,846	59,416	68,156	77,066

Assumptions/Background:

Transfer as much as operating budget will allow.

Service: 1.408 JDF EA Community Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

Supplementary Letters Patent - October 3, 1975, established to provide recreational programs in the JDF Electoral Area.

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs for the Juan de Fuca Electoral Area.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

\$0.063 / \$1,000 on actual assessed value of land and improvements.

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

FUNDING:

Requisition

1.408 - EA - Community Recreation (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	53,952	54,980	55,651	-	-	55,651	57,016	58,414	59,846	61,313
Recreation Programs	9,550	6,000	8,597	-	-	8,597	8,040	7,534	7,143	6,699
Maintenance	10,620	10,620	4,550	-	-	4,550	4,640	4,730	4,820	4,920
Utilities & fuel	6,630	6,630	6,830	-	-	6,830	6,960	7,100	7,240	7,380
Supplies	660	660	680	-	-	680	690	700	710	720
Allocations	13,870	13,870	14,462	-	-	14,462	15,012	15,467	15,782	16,110
Other Operating Expenses	3,530	3,530	4,610	-	-	4,610	4,932	5,285	5,669	6,088
TOTAL OPERATING COSTS	98,812	96,290	95,380	-	-	95,380	97,290	99,230	101,210	103,230
*Percentage Increase over prior year			-3.5%			-3.5%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	2,549	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	2,549	-	-	-	-	-	-	-	-
TOTAL COSTS	98,812	98,839	95,380	-	-	95,380	97,290	99,230	101,210	103,230
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	(6,200)	(6,200)	-	-	-	-	-	-	-	-
Rentals	(21,750)	(21,750)	(22,400)	-	-	(22,400)	(22,850)	(23,310)	(23,780)	(24,260)
Revenue - Other	(230)	(257)	(230)	-	-	(230)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(28,180)	(28,207)	(22,630)	-	-	(22,630)	(23,080)	(23,540)	(24,010)	(24,490)
REQUISITION	(70,632)	(70,632)	(72,750)	-	-	(72,750)	(74,210)	(75,690)	(77,200)	(78,740)
*Percentage increase over prior year Requisition			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried FTE	0.18	0.18	0.18			0.18	0.18	0.18	0.18	0.18

Definitions for the 5-year Capital Plan

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

Service:

1.408

JDF EA Community Recreation

Project Number 24-01

Capital Project Title

Port Renfrew Hall, Condition Assessment and Repairs

Capital Project Description

Condition Assessment to Identify deficiencies and then repairs

Project Rationale

Project Number 25-01

Capital Project Title

Otter Point Community Hall Development

Capital Project Description

Feasibility, design, project initiation

Project Rationale

Reserve Schedule

Reserve Fund: 1.408 Community Recreation (JDF) - Equipment Replacement Fund

ERF Group: JDFCOMRES.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget					
		2024	2025	2026	2027	2028	2029	
Fund Centre:	102262							
Beginning Balance		6,319	6,319	6,319	6,319	6,319	6,319	
Transfer from Ops Budget		-	-	-	-	-	-	
Planned Expenditures		-	-	-	-	-	-	
Interest Income		-						
Ending Balance \$		6,319	6,319	6,319	6,319	6,319	6,319	

Assumptions/Background: