

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Finance Committee (Round 1 Budget) – November 25 and 26, 2024

AUTHOR: Graeme Donn, Manager, Recreation Services

SUBJECT: **2025 ROUND 1 BUDGET PROPOSAL FOR PENDER HARBOUR AQUATIC AND FITNESS CENTRE [625]**

RECOMMENDATION(S)

THAT the report titled 2025 Round 1 Budget Proposal for Pender Harbour Aquatic and Fitness Centre [625] be received for information.

BACKGROUND

As part of the Budget Process staff report potential budget adjustments to the Board. Budget Proposals provide the detail to support the potential adjustment and allow the Board to make informed decisions regarding funding projects or service enhancements, as well as ways to reduce the budget.

Mandatory project, as follows, have been included in the Draft 2025-2029 Financial Plan:

- REGULATORY COMPLIANCE:
 - Eye Wash Station.

DISCUSSION

2025 R1 Budget Proposal

1	<i>Function Number – Project Title:</i>	***NEW [625] – FTE Alignment for Joint Use Agreement Staffing
	<i>Risk Factor:</i>	MEDIUM: Normal - Service Level Impact
	<i>Category:</i>	Non-Mandatory Base Budget Increase Requests
	<i>Geographic Areas Affected:</i>	Regional
	<i>2025 Funding Required:</i>	Internal Recovery (\$1,574) ongoing
	<i>Funding Source(s):</i>	None required
	<i>Rationale / Service Impacts:</i>	The purpose of this budget proposal is to include the incremental additional staffing required to delivery on the Joint Use Agreement (JUA) with School District #46. The base operating budget

		<p>was approved in 2023 for the staffing related to swim lessons offered through the JUA, however due to an administrative oversight, the funding was not accounted for in the correct general ledger nor were the associated FTE included.</p> <p>The proposal is cost neutral, includes the 0.02 FTE, and moves the budget to the correct general ledger account (salaries and wages).</p> <p>This budget is not pro-rated and is reflective of 12 months in 2025.</p>
	<i>HR Implications</i>	<p><input checked="" type="checkbox"/> Additional FTE <input type="checkbox"/> Existing FTE <input type="checkbox"/> No Additional FTE or Resourcing <input type="checkbox"/> Term or Student (TIME)</p> <p>Staffing (2025) Ongoing</p> <p>FTE: 0.02</p> <p>Cost: Internal recovery (\$1,574)</p>
	<i>Future Financial Implications and Life Cycle Cost Breakdown</i>	n/a Operational
	<i>Asset Management Implications:</i>	n/a Operational
	<i>Climate Action Plan Goal and Impact (if applicable)</i>	n/a

Financial Implications

Five-Year Capital Reserve Plan (or longer, if applicable)					
(use table illustrating capital contributions and expenditures, if available)					
	2025	2026	2027	2028	2029
Item	Amount	Amount	Amount	Amount	Amount
Opening Balance in reserve	\$ 114,122	\$ 94,122	\$ 109,122	\$ 124,122	\$ 139,122
Contributions Surplus	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
2025 Budget Proposals	-\$ 35,000	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance in Reserve	\$ 94,122	\$ 109,122	\$ 124,122	\$ 139,122	\$ 154,122

Five-Year Operating Reserve Plan (or longer, if applicable)
 (use table illustrating capital contributions and expenditures, if available)

	2025	2026	2027	2028	2029
Item	Amount	Amount	Amount	Amount	Amount
Opening Balance in Reserve	\$ 629,080	\$ 679,350	\$ 679,350	\$ 679,350	\$ 679,350
2024 Operating Surplus	\$ 50,270	\$ -	\$ -	\$ -	\$ -
2025 Budget Proposals	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution to Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance in Reserve	\$ 679,350	\$ 679,350	\$ 679,350	\$ 679,350	\$ 679,350

Reviewed by:			
CAO		Legislative	
CFO		Manager	
GM	X – S. Gagnon	Other Staff	