

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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

**AUTHOR:** SCRD Senior Leadership Team

**SUBJECT:** 2024 PROJECT CARRY-FORWARD REQUESTS

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### RECOMMENDATION(S)

- (1) **THAT** the report titled 2024 Project Carry-Forward Requests be received for information;
  - (2) **AND THAT** the following projects be cancelled:
    - **Hillside Development Project - Investment Attraction Analysis [540] - \$90,000 with funds being returned to Operating Reserves;**
    - **Coopers Green Park Hall and Parking-Design Plans [650] - \$40,389 with the funds being returned to Canada Community-Building Fund - Community Works Funds (CWF);**
    - **Lower Road Retaining Wall [665]- \$578,547 with \$68,453 being returned to Operating Reserves and \$510,094 to CWF;**
  - (3) **AND THAT** the Union of British Columbia Municipalities (UBCM) be notified to remove the Coopers Green Park Hall and Parking Design Plans project from the CWF project list;
  - (4) **AND THAT** \$84,452 in CWF expended on the Coopers Green Park Hall and Parking Design Plans project be returned to UBCM and reallocated to the respective Electoral Area B CWF entitlement, recovered through Taxation;
  - (5) **AND THAT** the UBCM be notified to remove the 2023 Lower Road Retaining Wall project from the CWF project list;
  - (6) **AND THAT** \$16,677 in CWF expended on the Lower Road Retaining Wall project be returned to UBCM and reallocated to the respective Electoral Area D CWF entitlement, recovered through Taxation;
  - (7) **AND FURTHER THAT** the items above and carry forward projects in Attachment A inclusive of full-time equivalents (FTE) be included in the Sunshine Coast Regional District (SCRD) draft 2025-2029 Financial Plan, including authorization to continue with the projects prior to the adoption of the Financial Plan.
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## **BACKGROUND**

Each year the Sunshine Coast Regional District (SCRD) presents carry-forward projects that are either in-progress or delayed. The summary of carry-forward items is included as Attachment A.

Carry-forward projects and the associated funding must be transferred for inclusion of the 2025-2029 Financial Plan. This step is legislatively required to ensure staff have the authority to continue with the projects and the values (revenue and expense) are correctly reflected in the final Financial Plan Bylaw. A final reporting of the 2024 carryforwards will be included once the SCRD's year-end process is complete.

The purpose of this report is to request that incomplete projects be included in the Draft 2025-2029 Financial Plan.

## **DISCUSSION**

Several factors have contributed to the delay of projects such as supply-chain issues, staffing vacancies, and general capacity for the volume of projects. Some projects are expected to be multi-year and some projects are expected to be completed early into 2025.

### Cancelled Projects

There are several projects which are not recommended to proceed. The status, original scope or market conditions no longer reflect the current situation. These include:

- Hillside Development Project - Investment Attraction Analysis- As SCREDO is not available to partner as originally planned upon project initiation, the project will need to be changed to account for changes in scope, costing and timing. At this time staff recommend cancelling this project. Staff will return with an updated scope, costing estimate and timeframe for completion in a future budget proposal.
- Coopers Green Park Hall & Parking-Design Plans-In 2016, the Board approved a budget of \$100,000 for a detailed building and parking design. At the time, the project was to consider the feasibility of additional parking at Coopers Green Park and it was noted that the budget was for planning only, and any investment into the construction of additional parking would require a separate budget proposal. The focus at the time, and of the budget, was planning for the new hall. Given the Boards decision in 2023, to move the construction of a new hall to Connor Park, planning for additional parking at Coopers Green has not been deemed a priority. Further, the Board approved a separate budget for enhancements to Coopers Green Park. The scope of this project is not focused on parking, but rather park amenity/infrastructure improvements or enhancements. Staff recommend that the current Hall & Parking Design project be cancelled. If through the public participation process parking is identified as a priority over other park amenities, staff may return in a future year with a proposal related to parking at Coopers Green Park.
- Lower Road Retaining Wall- Staff have brought forward a staff report to inform the board that the retaining wall is over a Ministry of Transportation and Infrastructure (MOTI) culvert and therefore the design requires MOTI approval. MOTI informed the SCRD that

the culvert in the same area requires replacement. Given the interdependency of these two assets, the requirement for MOTI to approve the design, as well as the expertise and capacity that MOTI can bring to the project, MOTI has offered to project manage both the planning and the construction of both the culvert and retaining wall replacement. The SCRD Board approved a cost sharing arrangement for MOTI to complete the necessary planning and detailed design for the project. Given that the original scope and funding source of this project are expected to change, staff are recommending to cancel this project in place of the proposal being presented during 2025 budget deliberations.

The Board may also review the carry-forward list and identify projects that may not align with current priorities. Recommendations may be made on projects identified and staff may need to bring back a report on the implications of cancelling or deferring projects at Round 2 Budget deliberations.

### *Financial Implications*

Carry-forward projects typically do not have a direct financial or taxation impact for the following year's budget, however, staff or other resources are required. Only remaining unused funding for the projects is carried over as some projects may still expend funds prior to the end of 2024. Funding will be returned to the original source of funding for the projects that are not being recommended for carry-over into 2025.

### *Communications Strategy*

A final reporting of the 2024 carryforwards will be provided once the SCRD's 2024 year-end process is complete and prior to Financial Plan Bylaw adoption.

## **STRATEGIC PLAN AND RELATED POLICIES**

The financial planning process is the mechanism to align the Board's strategic priorities and policies.

## **CONCLUSION**

In preparation for the 2025-2029 Financial Planning Process, a summary of carry-forward projects has been compiled with some projects not being recommended to continue in 2025. Staff recommend that the attached list of 2024 projects inclusive of staff time/ FTE and associated funding be included in the 2025-2029 Financial Plan and that staff are authorized to continue with the projects prior to the adoption of the Plan. Staff recommend that the project identified for cancellation not be carried forward and excluded from the 2025-2029 Financial Plan.

The SCRD's commitment to aligning projects with strategic priorities remains a key focus during this process.

### **Attachment:**

Attachment A: 2024 Preliminary Carry-Forward List

Reviewed by:			
Manager		CFO	
GM/Sr. Manager	PD – I. Hall CS – S. Gagnon IS - R. Rosenboom	Legislative	
CAO/CFO	X – T. Perreault	Other	