

**2025-2029  
Financial Planning  
Core Services  
Recreation**



645 Comox Valley Recreation  
Complexes Service





Core Service	Recreation
Service Name	Comox Valley Recreation Complexes
Service Sub-functions	646 – CVRC Administration 647 – CVRC Aquatics 648 – CVRC Operations 649 – CVRC Arena/Wellness Programs
Purpose	The purpose of constructing, equipping, enlarging, operating and maintaining ice arena— swimming pool complexes and to contribute towards the costs of existing community use facilities structures in the service area
Participants	Comox, Courtenay, Cumberland, Defined Portion of Electoral Area A - Baynes Sound, Electoral Areas B and C
2025 Proposed Changes to Service	N/A





# 2024 Accomplishments

- ✓ Recreation Strategic Plan
- ✓ Capital improvements and works
- ✓ 20-year Capital Plan
- ✓ Recreation programs/services
- ✓ Customer Service Engagement & Check ins





## 2025 Work Plan Items

- ❖ Arena 3 Business Case
- ❖ Violence Prevention Plan
- ❖ Fees and Charges Review
- ❖ Initiation of CityWorks for asset management
- ❖ Development of engineered plans for decarbonization projects
- ❖ Program reviews
- ❖ Aquatic Centre
  - ❖ hydro lift and pool stairs
  - ❖ wave generator motor
  - ❖ roof replacement (year 1 of 3)
  - ❖ new front doors
  - ❖ slide refurbishment
  - ❖ fitness room renovation
- ❖ Sports Centre
  - ❖ roof replacement
- ❖ New EV fleet vehicle



# Trends, Challenges and Opportunities

- Trends:
  - Supply chain constraints
  - Increased usage of Recreation Services
- Challenges:
  - Increasing cost of capital projects
  - Facilities milestones at 25 and 50 years of age
  - Staffing
- Opportunities:
  - Carbon reduction strategies
  - Recreation Strategic Plan





# Strategic Priorities and Initiatives

Type	Initiative	comment
Board	Complete and implement the CVRD Recreation Strategic Plan	Arena 3 Feasibility Study; Business case to understand arena options & operating costs
Board	Analyze capital and climate aspects for ice facilities	Decarbonization Strategy & Roadmap





# Human Resource

	2025	2026
Opening FTE Balance	59.88	60.39
Addition Request		
Full time	1.00	
Part Time		
Temporary /Casual		
Adjustments	-0.49	
Total Change	0.51	0.00
Ending FTE Balance	60.39	60.39





# Expenses

## Year over Year Change

## Key Notes

	2024 Approved Budget	2025 Proposed Budget	Increase (Decrease)	
			(\$)	(%)
Support Services	\$683,894	\$630,214	(\$53,680)	(7.8%)
Personnel Costs	5,506,245	5,730,998	224,753	4.1%
Materials, Supplies & Utilities	1,332,830	1,406,552	73,722	5.5%
Contract & General Services	768,823	862,292	93,469	12.2%
Debt Charges	111,927	141,177	29,250	26.1%
Transfer to Reserve	1,408,481	1,148,539	(259,942)	(18.5%)
Transfer to Other Services	119,712	116,742	(2,970)	(2.5%)
Minor Capital	44,000	54,000	10,000	22.7%
<b>Total Expenses</b>	<b>\$9,975,912</b>	<b>\$10,090,514</b>	<b>\$114,602</b>	<b>1.1%</b>

- Cameras and software [+40K], Sewage disposal [+8.5K], First aid supplies [8.1K]
- Safety Plan [+75K], Public Relations [+20K]





# Revenue

## Year over Year Change

	2024 Approved Budget	2025 Proposed Budget	Increase (Decrease)	
			(\$)	(%)
Grants-in-lieu	\$138,500	\$138,500	-	-
Taxation	6,897,970	7,450,000	\$552,030	8.0%
Sale of Services	2,470,000	2,442,000	(28,000)	(1.1%)
Other Revenue	27,000	27,000	-	-
Prior Year Surplus	409,428	-	(409,428)	(100.0%)
Recoveries from Other Functions	33,014	33,014	-	-
<b>Total Revenue</b>	<b>\$9,975,912</b>	<b>\$10,090,514</b>	<b>\$114,602</b>	<b>1.1%</b>

## Key Notes

- No reliance on surplus at proposed



# Funding Sources

## Tax Requisition

Requisition Budget	2024 Actual	2025 PB	2026 FP	2027 FP	2028 FP	2029 FP
<b>Defined Area</b>						
Part Area A Baynes Sound	672,080	703,055	703,055	703,055	706,829	706,829
<b>Electoral Areas</b>						
Area B	823,413	883,893	883,893	883,893	888,638	888,638
Area C	1,026,604	1,093,968	1,093,968	1,093,968	1,099,841	1,099,841
<b>Municipal Members</b>						
Comox	1,269,210	1,389,635	1,389,635	1,389,635	1,397,096	1,397,096
Courtenay	2,708,186	2,944,931	2,944,931	2,944,931	2,960,742	2,960,742
Cumberland	398,477	434,520	434,520	434,520	436,853	436,853
	<b>\$6,897,970</b>	<b>\$7,450,000</b>	<b>\$7,450,000</b>	<b>\$7,450,000</b>	<b>\$7,490,000</b>	<b>\$7,490,000</b>
Change from Previous year		<b>\$552,030</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>
<b>Residential Tax Rate Estimate</b> (per \$1,000 of assessed value)	<b>0.2368</b>	<b>0.2487</b>	<b>0.2487</b>	<b>0.2487</b>	<b>0.2500</b>	<b>0.2500</b>

Estimates are based on 2025 Completed Roll at Proposed Budget January 2025



# Funding Sources

## Sale of Services Revenue

Revenue	2024 Approved Budget	2025 Proposed Budget	Increase (Decrease)	
			(\$)	(%)
Swimming	\$890,000	\$890,000	-	-
Rentals	599,000	600,000	\$1,000	0.2%
Memberships	475,000	475,000	-	-
Skating	304,000	299,000	(5,000)	(1.6%)
Arena & Wellness Programs	65,000	40,000	(25,000)	(38.5%)
Instructional Programs	65,000	66,000	1,000	1.5%
Lockers	40,000	40,000	-	-
Advertising, Vending & Retail	32,000	32,000	-	-
<b>Total</b>	<b>\$2,470,000</b>	<b>\$2,442,000</b>	<b>(\$28,000)</b>	<b>(1.1%)</b>



## Operating Budget: 2026-2029 Projections

Category	2026	2027	2028	2029
Grants-in-lieu	\$138,500	\$138,500	\$138,500	\$138,500
Taxation	7,450,000	7,450,000	7,490,000	7,490,000
Sale of Services	2,454,000	2,469,000	2,481,000	2,492,000
Other Revenue	27,000	27,000	27,000	27,000
Recoveries from Other Functions	33,014	33,014	33,014	33,014
<b>Total Revenue</b>	<b>\$10,102,514</b>	<b>\$10,117,514</b>	<b>\$10,169,154</b>	<b>\$10,180,514</b>
Support Services	\$630,214	\$630,214	\$630,214	\$630,214
Personnel Costs	5,968,982	6,181,042	6,401,189	6,629,710
Materials, Supplies & Utilities	1,359,528	1,371,191	1,378,418	1,418,792
Contract & General Services	980,783	764,370	742,565	839,872
Debt Charges	158,277	180,777	192,027	192,027
Transfer to Reserve	836,705	830,562	669,848	351,441
Transfer to Other Services	114,025	105,358	101,253	64,458
Minor Capital	54,000	54,000	54,000	54,000
<b>Total Expenses</b>	<b>\$10,102,514</b>	<b>\$10,117,514</b>	<b>\$10,169,154</b>	<b>\$10,180,514</b>

**645 Comox Valley  
Recreation Complexes  
2025-2034 Capital Planning**





# Asset Management Update

- Onboarding CityWorks Asset Management in 2025
- Inventory and condition assessment - Curling Centre in 2024 (Final report 2025)
- Implementation of Decarbonization Strategy & Roadmap





## 2025-2029 Capital Plan

	2025	2026	2027	2028	2029
1028 – Annual Capital Equipment	\$246,925	\$1,635,720	\$3,691,399	\$471,000	\$3,308
1067 – Annual Capital Projects	658,000	1,138,000	7,393,936	14,887,300	12,212,151
1080 – Annual Capital Furniture/Fixtures	30,000				
1103 – Annual IT Infrastructure	60,000	40,000	-	25,000	300,000
1130 – Vehicle Capital Purchase/Replacement	80,000	-	-	-	-
<b>Total</b>	<b>\$1,074,925</b>	<b>\$2,813,720</b>	<b>\$11,005,335</b>	<b>\$15,383,300</b>	<b>\$13,160,459</b>



## 2030-2034 Long Term Capital Plan

	2030	2031	2032	2033	2034
1028 – Annual Capital Equipment	\$29,418	\$142,000	\$1,154,071	\$674,560	\$35,000
1067 – Annual Capital Projects	-	-	1,949,800	120,000	-
1080 – Annual Capital Furniture/Fixtures	-	-	-	-	-
1103 – Annual IT Infrastructure	-	-	-	-	-
1130 – Vehicle Capital Purchase/Replacement	-	-	160,000	-	45,000
<b>Total</b>	<b>\$29,418</b>	<b>\$142,000</b>	<b>\$3,265,871</b>	<b>\$794,560</b>	<b>\$80,000</b>





## Recreation Strategy

- Arena 3
  - Arena 3 Feasibility Study Completed 2024
  - Arena 3 Business Case 2025
- Aquatic
  - Aquatic Centre expansion feasibility study 2026





# Reserves

## Projected Balances

Reserve	2024 Ending Balance
645 – Future Expenditure Reserve	\$305,171
834 – Capital Works & Machinery Reserve	2,402,557
<b>Total</b>	<b>\$2,707,728</b>



# Future Expenditure Reserve (645)

## Projected Balances

	2025	2026	2027	2028	2029
Opening Balance	\$305,171	\$356,713	\$284,585	\$303,611	\$303,835
Contributions to Reserve	51,542	69,334	69,026	224	1,858
Transfers from Reserve	-	141,462	50,000	-	-
Ending Balance	\$356,713	\$284,585	\$303,611	\$303,835	\$305,693



# Capital Works & Machinery Reserve (834)

## Projected Balances

	2025	2026	2027	2028	2029
Opening Balance	\$2,402,557	\$2,073,700	\$1,287,510	\$1,011,474	\$1,067,888
Contributions to Reserve	686,068	686,068	686,068	620,614	231,699
Transfers to Capital	1,014,925	1,472,258	962,104	564,200	948,308
Ending Balance	\$2,073,700	\$1,287,510	\$1,011,474	\$1,067,888	\$351,279



# Debt

## Additional Debt Funding Built into Capital Plan

	2025	2026	2027	2028	2029
Arena 3			\$7,313,936	\$14,629,100	\$12,212,151
Annual Capital Equipment		\$700,000	2,759,295	190,000	
<b>Total</b>	-	<b>\$700,000</b>	<b>\$10,073,231</b>	<b>\$14,819,100</b>	<b>\$12,212,151</b>



## Summary

<b>Fiscal Responsibility</b> 	<b>Climate Crisis &amp; Environmental Stewardship &amp; Protection</b> 	<b>Community Partnerships</b> 	<b>Indigenous Relations</b> 	<b>Accessibility, Diversity, Equity &amp; Inclusion</b> 
<p>Asset inventory &amp; life cycle reports.</p> <p>Maintenance &amp; replacement planning.</p> <p>Gradual increase to requisition.</p>	<p>Decarbonization Strategy &amp; Roadmap</p>	<p>Rec Facilities serve as a home to many.</p> <p>CV Schools healthy programs for students</p>	<p>Partnership with the Wachiay Friendship Centre Cultural Camp</p>	<p>LEAP Regional Financial Assistance Program</p>



# Options & Recommendations

That the proposed 2025-2029 financial plan for the Service 645 Comox Valley Recreation Complexes Service be approved.





Questions?