



DISTRICT OF HUDSON'S HOPE
COMMITTEE OF THE WHOLE AGENDA

District Office Basement

March 29, 2023

Start time: 6:00 pm

First Nations Acknowledgement

The District of Hudson's Hope would like to respectfully acknowledge that the land on which we gather is in the traditional unceded territory of the Treaty 8 First Nations.

1. **Call to Order:**
2. **Adoption of Agenda:**
3. **Declaration of Conflict of Interest:**
4. **Staff Reports:**
 - SR1 15 RFD - 2023 Operating Budget
 - SR2 16 RFD - 2023 Capital Budget
5. **Public Inquiries:**
6. **Adjournment:**

REQUEST FOR DECISION

RFD#:	2023-MR-15	Date:	March 20, 2023
Meeting#:	CoW 03-29-23	Originator:	Mokles Rahman
RFD TITLE:	Draft 2023 Operating Budget		

RECOMMENDATIONS:

THAT Council receive the draft 2023 Operating Budget for information and discussion, and

THAT Council direct administration to post the Draft Operating Budget on the District website for public access to the draft budget and communicate with the residents through different communication media to seek feedback on the draft budget, and

THAT Council direct administration to report back to Council with comments and feedback from residents and businesses during the next Council Meeting.

BACKGROUND:

The administration prepared this Draft Operating Budget based on the Council Strategic Plan (2023-2026).

The 2023 budget will be finalized once the 2022 year-end balance information has been verified through the 2022 audit being completed by KPMG, and information received from the Regional Hospital District, as well as amounts for BC Assessment, School Tax, Municipal Finance Authority, and Police Tax. It may be mentioned here that we already received information on the 2023 grants estimate under the Peace River Agreement.

Once this additional information is received, the operating budget will come back to the council for the adoption of the 2023 Financial Plan, and then following this, the 2023 Tax Bylaw will come before Council.

DISCUSSION:

The high inflation rates we have seen over the last year have impacted every area of the District's operations. Material costs are being affected by supply chain issues and inflation. The good news is that the District received some grant approvals recently.

Highlights or points of discussion include:

1. Continue to consider \$150,000 as a contingency fund under General Government Services. Our expenses in 2019, 2020, and 2021 were \$78,753, \$73,369, and \$49,996 respectively with no expenditure in 2022.
2. No new Permanent Positions are included in the draft Operating budget.
3. Continue to consider one temporary staff for four (4) months for asset management coordination.
4. The total Wages and Over Time (OT) for Public Works Administration, Water, and Wastewater should be read together to compare the 2022 actual and 2023 budgets.
5. Water Treatment Plant O & M actual expenditure was very high in 2022. Hope that it will be normal in 2023.
6. Since 2020 we are paying \$3,900 per year for solar panel maintenance, which is proposed to increase to \$5,940 per year. Furthermore, from 2021, in addition to the maintenance fee, we are spending about \$4,000 per year for repair and parts, which is estimated to increase to \$5,500 this year. It may be noted here that the District saved \$58,300 on its electricity bills.

One-time expenses: Following items are budgeted as one-time expenses in 2023.

1. Economic Development:
 - Marketing strategies for the District - \$30,000 (approved last year)
 - Official Community Plan (OCP) update - \$65,000 (OCP was last updated in 2012-2013)
2. Live streaming of council meeting (source COVID fund) - \$13,000 per year for 2 years contract.
3. Water fountain in district facilities (Arena, VIC, and Pool) - council directed to discuss during the Budget meeting. The estimated cost is \$20,000 for three.
4. Clock at Beattie Park (council directed to discuss this item during the Budget meeting) – cost is unknown as the detailed scope of work is not known. Council direction is required.

ALTERNATIVES:

1. Council provide feedback to Administration on any item it would like to see reflected in the operating budget.

FINANCIAL:

The estimated \$2,704,949 shown in the Draft Operating Budget for Property taxes is based on 2022 tax rates with a 3% increase and 2023 assessed property values.

The administration is recommending a 3% Increase in property tax, which would generate an additional \$78,785 in revenue. This 3% Increase in property tax has been considered for all classes of properties to keep up targeted inflation amounts.

ATTACHMENTS:

1. Schedule A - 2023 Draft Operating Budget Summary
2. Schedule B - 2023 Draft Operating Budget detail with 2022 actual, 2022 budget, and 2021 actual

Prepared by:



Mokles Rahman, CAO

Schedule A					
2023 Annual Financial Plan Summary					
	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
REVENUE					
Property Taxes	-2,758,495	-2,813,665	-2,869,939	-2,927,337	-2,985,884
Grants in Lieu	-1,946,694	-1,985,628	-2,025,341	-2,065,848	-2,107,165
Grants Other	-2,327,314	-2,373,860	-2,421,337	-2,469,764	-2,519,160
General Government Services	-61,250	-62,475	-63,725	-64,999	-66,299
ICBC	-122,411	-124,859	-127,356	-129,904	-132,502
Protective Services	-27,750	-28,305	-28,871	-29,449	-30,037
Bylaw	-11,450	-11,679	-11,913	-12,151	-12,394
Asset Management	-10,000	-10,200	-10,404	-10,612	-10,824
Public Works	-2,250	-2,295	-2,341	-2,388	-2,435
Environmental & Public Health	-88,825	-90,602	-92,414	-94,262	-96,147
Auxiliary Facilities & Recreation	-221,750	-226,185	-230,709	-235,323	-240,029
Lands	-642,315	-655,161	-668,265	-681,630	-695,262
Economic Development	-112,500	-114,750	-117,045	-119,386	-121,774
Water	-142,750	-145,605	-148,517	-151,487	-154,517
Sewer	-634,278	-646,964	-659,903	-673,101	-686,563
General Operations Revenue	-\$ 9,110,033	-\$ 9,292,233	-\$ 9,478,078	-\$ 9,667,640	-\$ 9,860,992
CHANGE IN SURPLUS					
General Reserves Change	1,622,146	-1,289,971	-322,871	950,472	1,340,081
Water Reserves Change	-310,250	-1,714,455	-1,818,744	-223,119	-727,581
Sewer Reserve Change	-211,884	203,999	14,079	324,360	134,847
Total Change in Surplus	\$ 1,100,012	-\$ 2,800,428	-\$ 2,127,536	\$ 1,051,713	\$ 747,347
Total Revenue / Surplus	-\$ 8,010,021	-\$ 12,092,661	-\$ 11,605,614	-\$ 8,615,927	-\$ 9,113,645
OPERATION EXPENDITURES					
Council	163,500	166,770	170,105	173,508	176,978
Grant in AID	51,339	52,366	53,414	54,482	55,571
GGs	1,206,550	1,230,681	1,255,295	1,280,401	1,306,009
ICBC	91,780	93,616	95,488	97,398	99,346
Protective Services	420,275	428,681	437,254	445,999	454,919
Bylaw	65,599	66,911	68,249	69,614	71,007
Asset Management	17,300	17,646	17,999	18,359	18,726
Public Works	2,029,600	2,070,192	2,111,596	2,153,828	2,196,904
Environmental & Public Health	63,000	64,260	65,545	66,856	68,193
Auxiliary Facilities & Recreation	1,034,915	1,055,614	1,076,726	1,098,260	1,120,226
Lands	25,000	25,500	26,010	26,530	27,061
Economic Development	120,000	122,400	124,848	127,345	129,892
Water	353,000	360,060	367,261	374,606	382,099
Sewer	140,162	142,965	145,824	148,741	151,716
Total Operations Expense	\$ 5,782,021	\$ 5,897,661	\$ 6,015,614	\$ 6,135,927	\$ 6,258,645
CAPITAL EXPENDITURES					
General Capital Expenditures	1,422,000	4,395,000	3,490,000	2,280,000	1,955,000
Water Capital Expenditures	100,000	1,500,000	1,600,000	0	500,000
Sewer Capital Expenditures	706,000	300,000	500,000	200,000	400,000
Total Capital Expenditures	\$ 2,228,000	\$ 6,195,000	\$ 5,590,000	\$ 2,480,000	\$ 2,855,000
Total Expenditures	\$ 8,010,021	\$ 12,092,661	\$ 11,605,614	\$ 8,615,927	\$ 9,113,645

Schedule B - Operating Budget Detail

GL CODE	2023 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
GENERAL GOVERNMENT SERVICES BUDGET					
TAXES REVENUE					
01-10-1000-4002	PENALTIES	-10,191	-10,000	-11,346	-10,000
01-10-1000-4003	INTEREST ON ARREARS	-1,294	-2,000	-1,492	-1,500
01-10-1000-4004	INTEREST ON DELINQUENT	-308	-1,000	-340	-400
01-10-1000-4101	RESIDENTIAL TAXES	-327,470	-344,091	-343,896	-388,394
01-10-1000-4102	UTILITIES TAXES	-1,601,801	-1,714,733	-1,714,733	-1,925,581
01-10-1000-4103	MAJOR INDUSTRY TAXES	-195,050	-206,252	-206,252	-235,102
01-10-1000-4104	BUSINESS TAXES	-128,568	-132,379	-132,379	-147,496
01-10-1000-4105	RECREATIONAL/NON PROFIT TAXES	-803	-349	-349	-362
01-10-1000-4106	FARM TAXES	-7,565	-7,876	-7,876	-8,013
01-10-1000-4107	TWELVE MILE ELECTRICAL EXTENSION	-2,536	-2,536	-2,536	0
01-10-1000-4110	1% REVENUE GRANT TAX	-11,695	-11,860	-11,860	-12,505
01-10-1000-4111	3% FRANCHISE FEE	-14,265	-16,981	-16,981	-21,184
01-10-1000-4112	1% EASTLINK	0	0	0	0
01-10-1000-4113	1% FORTIS	-4,572	-4,755	-4,755	-5,660
01-10-1000-4114	1% TELUS	-2,385	-2,342	-2,342	-2,297
	TOTAL TAXES REVENUE	-2,308,503	-2,457,155	-2,457,138	-2,758,495
GRANTS IN LIEU OF TAXES					
01-10-1001-4201	FEDERAL GOVERNMENT (PILT RCMP & CP)	-15,862	-16,130	-17,180	-18,663
01-10-1001-4202	PROVINCIAL GOVERNMENT (PILT BC LIQUOR)	-4,021	-3,969	-3,802	-3,916
01-10-1001-4203	BC HYDRO GRANT IN LIEU	-136,897	-140,048	-140,048	-140,048
01-10-1001-4204	BC HYDRO DAMS/RESERVOIR	-1,716,474	-1,784,067	-1,784,067	-1,784,067
	TOTAL GRANTS IN LIEU OF TAXES	-1,873,254	-1,944,214	-1,945,097	-1,946,694
GRANT REVENUE					
01-10-1003-4206	PEACE RIVER AGREEMENT (FAIR SHARE)	-698,487	-707,007	-707,007	-702,814
01-10-1003-4207	UNCONDITIONAL GRANT FUNDING	-313,000	-313,000	-397,000	-320,000
01-10-1003-4208	FEDERAL GAS TAX GRANT	-200,421	-97,849	-102,552	-100,000
01-10-1003-4210	PROV GRANTS- OTHER (NDIT/COMM REC/COVID)	0	-144,000	-144,000	-1,204,500
01-10-1003-4611	BCH - CMA PARTNERING RELATIONS (SITE C)	-6,237	-5,000	0	0
	TOTAL GRANT REVENUE	-1,218,145	-1,266,856	-1,350,559	-2,327,314
GENERAL GOVERNMENT SERVICES REVNEUE					
01-10-1005-4001	BANK INTEREST	-20,627	-30,000	-33,306	-50,000
01-10-1005-4322	INSURANCE % (NEW HRZN/REC COMM/SKI CLUB)	-1,000	-1,500	-750	-1,250
01-10-1005-4324	BULLETIN ADS	-7,340	-6,000	-7,390	-7,000
01-10-1005-4405	MISCELLANEOUS REVENUE	-10,364	-10,000	-2,194	-2,500
01-10-1005-4411	RETAIL SALES	-3,434	-2,000	-525	-500
	TOTAL GENERAL GOVERNMENT SERVICES	-42,765	-49,500	-44,165	-61,250
COLLECTION FOR OTHER GOVERNMENT					
01-10-1009-4115	SCHOOL TAX	-2,857,349	-2,933,957	-2,876,428	-3,125,487
01-10-1009-4116	PEACE RIVER REGIONAL DISTRICT	-178,134	-205,526	-205,526	-225,215
01-10-1009-4117	PEACE RIVER REGION HOSPITAL	-231,019	-239,161	-239,161	-261,557
01-10-1009-4118	BC ASSESSMENT AUTHORITY	-39,271	-39,855	-39,848	-43,475
01-10-1009-4119	MUNICIPAL FINANCE AUTHORITY	-81	-84	-84	-92
01-10-1009-4120	POLICING TAX	-111,445	-116,030	-91,919	-100,528
01-10-1009-5050	SCHOOL TAX	2,860,134	2,933,957	2,884,241	3,125,487
01-10-1009-5051	PEACE RIVER REGIONAL DISTRICT	179,048	205,526	206,043	225,215
01-10-1009-5052	PEACE RIVER REGION HOSPITAL	232,514	239,161	241,006	261,557
01-10-1009-5053	BC ASSESSMENT AUTHORITY	39,530	39,855	39,980	43,475
01-10-1009-5054	MUNICIPAL FINANCE AUTHORITY	82	84	84	92
01-10-1009-5055	POLICING TAX	110,800	116,030	91,919	100,528
	TOTAL COLLECTION FOR OTHER GOVERNMENT	4,810	0	10,306	0
	TOTAL GENERAL GOVERNMENT REVENUE	-5,437,857	-5,717,725	-5,786,654	-7,093,754

Schedule B - Operating Budget Detail

	COUNCIL EXPENSES				
01-10-1002-5001	COUNCIL RENUMERATION & MEETING STIPENDS	84,693	90,084	84,259	91,000
01-10-1002-5006	INDEMNITIES BENEFITS	2,657	3,153	2,930	3,000
01-10-1002-5017	TRAVEL KMS, MEALS, CONFERENCES FEES	248	30,000	6,622	30,000
01-10-1002-5019	LOCAL MEETINGS - COMMUNITY ENGAGEMENT ETC	355	2,000	0	2,000
01-10-1002-5039	ELECTIONS/REFERENDUMS	0	18,000	13,573	2,500
01-10-1002-5100	COMMUNICATIONS - COUNCIL	6,598	7,000	6,591	7,000
01-10-1002-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	1,475	4,000	2,155	4,000
01-10-1002-5107	LEGAL FEES	0	1,500	193	5,000
01-10-1002-5109	MEMBERSHIP & DUES	1,797	2,000	743	2,000
01-10-1002-5127	SCHOLARSHIP/GRAD EXPENSES	1,205	4,000	4,251	4,000
01-10-1002-5133	AWARDS - VOLUNTEER APPRECIATION	2,000	2,500	2,968	2,500
01-10-1002-5309	STAFF APPRECIATION	751	6,000	6,334	10,500
	TOTAL COUNCIL EXPENSES	101,779	170,237	130,621	163,500
	GRANT EXPENSES				
01-10-1003-5038	GRANT IN AID (FINANCIAL ASST GRANTS)	12,944	33,935	37,293	38,839
01-10-1003-5708	PROVINCIAL GRANT EXPENSE (COVID)	4,706	10,000	2,526	12,500
	TOTAL GRANT EXPENSES	17,651	43,935	39,819	51,339
	GENERAL GOVERNMENT SERVICES EXPENSES				
01-10-1005-5002	WAGES (GGS)	430,881	448,800	429,934	475,000
01-10-1005-5006	WAGES BENEFITS (GGS)	137,030	115,903	120,496	133,000
01-10-1005-5017	TRAVEL KMS, MEALS, FLIGHTS	1,091	10,000	2,715	10,000
01-10-1005-5018	TRAINING AND DEVELOPMENT	2,968	20,000	1,661	10,000
01-10-1005-5024	CUSTODIAN WAGES	47,282	53,000	49,774	53,000
01-10-1005-5034	BAD DEBT EXPENSE	0	0	0	0
01-10-1005-5100	COMMUNICATIONS - GGS	22,506	23,000	21,084	25,000
01-10-1005-5101	NATURAL GAS	8,009	7,500	10,756	11,000
01-10-1005-5102	ELECTRICITY	2,567	4,810	-383	2,500
01-10-1005-5103	POSTAGE	5,697	6,200	5,877	6,200
01-10-1005-5105	ADVERTISING	1,112	2,000	1,530	2,500
01-10-1005-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	1,207	1,000	257	1,000
01-10-1005-5107	LEGAL FEES	373	15,000	274	15,000
01-10-1005-5108	AUDIT FEES	39,000	40,000	40,858	41,000
01-10-1005-5109	MEMBERSHIP & DUES	2,612	4,500	1,716	4,500
01-10-1005-5110	INSURANCE	114,897	152,500	157,305	160,000
01-10-1005-5111	SUPPLIES	30,481	35,000	30,251	35,000
01-10-1005-5112	LICENCES & PERMITS	1,026	500	239	500
01-10-1005-5113	EQUIPMENT RENTALS & LEASES	26,032	40,000	32,674	28,850
01-10-1005-5117	PROTECTIVE CLOTHING/FIRST AID	0	500	0	500
01-10-1005-5118	BUILDING MAINTENANCE & REPAIRS	6,926	10,000	19,087	10,000
01-10-1005-5124	CONTRACT SERVICES (PHOTO COPIER MAINT)	65,775	60,000	72,094	75,000
01-10-1005-5128	SITE C EXPENSES	0	5,000	0	0
01-10-1005-5130	BANK CHARGES & PAYROLL COSTS	3,257	4,000	4,073	4,000
01-10-1005-5131	RETAIL SALES EXPENSE (GGS)	1,802	3,000	2,598	3,000
01-10-1005-5750	MFA PAYMENT: 12 MILE (INTEREST)	795	795	795	0
01-10-1005-5764	MFA PAYMENT: 12 MILE (PRINCIPLE)	1,765	1,765	1,765	0
01-10-1005-5774	CONTINGENCY FUND	43,996	100,000	-231	100,000
	TOTAL GGS EXPENSES	999,086	1,164,773	1,007,199	1,206,550
	TOTAL GOVERNMENT SERVICES EXPENSES	1,118,516	1,378,944	1,177,639	1,421,389

Schedule B - Operating Budget Detail

OTHER GOVERNMENT SERVICES EXPENSES					
ICBC REVENUE					
01-10-1006-4313	HUNTING & FISHING LICENCES REVENUE	-10,436	-8,000	-8,122	-8,000
01-10-1006-4319	TELUS TOWER RENTAL	-4,411	-4,411	-4,411	-4,411
01-10-1006-4320	ICBC COMMISSIONS	-125,728	-130,000	-116,525	-110,000
		-140,575	-142,411	-129,059	-122,411
ICBC EXPENSES & OTHER REVENUE					
01-10-1006-5002	WAGES (ICBC)	60,507	62,000	62,064	63,500
01-10-1006-5006	WAGES BENEFITS (ICBC)	16,514	14,633	16,788	17,780
01-10-1006-5017	TRAVEL KMS, MEALS, FLIGHTS	0	1,000	0	1,000
01-10-1006-5018	TRAINING AND DEVELOPMENT	0	2,000	0	2,000
01-10-1006-5131	RETAIL SALES EXPENSE (HUNTING & FISHING LIC)	9,814	8,000	7,549	7,500
	TOTAL OGS EXPENSES	86,836	87,633	86,401	91,780
	TOTAL ICBC	-53,739	-54,778	-42,658	-30,631
PROTECTIVE SERVICES BUDGET					
PROTECTIVE SERVICES REVENUE					
01-12-1200-4317	CANADA SUMMER STUDENT GRANT	-1,995	0	0	-2,250
01-12-1200-4318	OUT OF AREA RESPONSE REVENUE	-45,292	-11,500	-14,102	-11,500
01-12-1200-4405	MISC & OTHER GRANT REVENUE	0	-121,522	-259,406	-14,000
	TOTAL PROTECTIVE SERVICES REVENUE	-47,287	-133,022	-273,508	-27,750
FIRE DEPT EXPENSES					
01-12-1200-5002	WAGES (PROT SERV)	89,652	94,600	93,077	97,500
01-12-1200-5003	WAGES CASUAL	30,608	55,000	38,070	40,000
01-12-1200-5006	WAGES BENEFITS (PROT SERV)	24,228	35,284	26,236	34,375
01-12-1200-5017	TRAVEL KMS, MEALS, FLIGHTS	8,381	3,500	4,887	7,000
01-12-1200-5018	TRAINING AND DEVELOPMENT	3,146	6,000	1,462	6,000
01-12-1200-5022	VOLUNTEER STIPEND	16,350	20,000	15,105	20,000
01-12-1200-5023	VOLUNTEER TRAINING COURSES & MATERIALS	7,272	12,000	4,838	12,000
01-12-1200-5100	COMMUNICATIONS - FIRE DEPT	14,244	16,000	14,267	16,000
01-12-1200-5101	NATURAL GAS	1,581	2,500	2,057	2,500
01-12-1200-5102	ELECTRICITY	1,424	1,600	1,251	1,600
01-12-1200-5109	MEMBERSHIP & DUES	725	1,000	742	1,000
01-12-1200-5110	INSURANCE VOLUNTEERS	3,202	5,600	3,017	5,600
01-12-1200-5112	LICENSES & PERMITS	1,312	1,400	1,770	2,000
01-12-1200-5113	EQUIPMENT RENTALS & LEASES	455	1,000	1,335	1,300
01-12-1200-5115	VEHICLE OPERATING & MAINTENANCE	6,045	25,000	14,234	25,000
01-12-1200-5120	MATERIALS & SUPPLIES	20,366	35,000	21,253	35,000
01-12-1200-5123	VEHICLE INSPECTIONS	7,473	9,000	8,982	9,500
01-12-1200-5124	CONTRACT SERVICES	4,700	19,000	5,731	19,000
01-12-1200-5200	O & M FIRE HALL	589	30,000	6,283	30,000
01-12-1200-5201	O & M FIRE EQUIPMENT	22,060	20,000	12,070	20,000
01-12-1200-5202	DUTY OFFICER	6,250	6,600	4,200	6,000
01-12-1200-5204	SCBA&C	3,839	4,200	3,031	4,200
01-12-1200-5205	O & M Special Grant	0	0	9,392	14,000
01-12-1200-5207	OUT OF AREA RESPONSE EXPENSE	7,429	2,500	3,528	2,500
01-12-1200-5209	PUBLIC RELATIONS	1,906	3,100	3,462	3,500
	TOTAL FIRE DEPT EXPENSES	283,237	409,884	300,279	415,575

Schedule B - Operating Budget Detail

MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES					
01-12-1201-5018	TRAINING AND DEVELOPMENT	0	2,000	594	2,500
01-12-1201-5100	COMMUNICATIONS - MEP	636	1,200	777	1,200
01-12-1201-5120	MATERIALS & SUPPLIES	64	1,000	7,336	1,000
01-12-1201-5002	WAGES EOC	0	0	45,699	0
01-12-1201-5200	O & M EOC	0	0	124,408	0
	TOTAL MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES	700	4,200	178,813	4,700
	TOTAL PROTECTIVE SERVICES EXPENSES	283,937	414,084	479,092	420,275
BYLAW / ANIMAL CONTROL BUDGET					
BYLAW ENFORCEMENT REVENUE					
01-13-1300-4310	BUSINESS LICENCE FEES	-4,655	-5,000	-4,418	-5,000
01-13-1300-4311	BYLAW FINES	0	-250	0	-250
	TOTAL BYLAW ENFORCEMENT REVENUE	-4,655	-5,250	-4,418	-5,250
ANIMAL CONTROL REVENUE					
01-13-1301-4312	DOG LICENCES	-1,390	-2,000	-1,190	-1,200
	TOTAL BYLAW ENFORCEMENT REVENUE	-1,390	-2,000	-1,190	-1,200
BUILDING INSPECTION					
01-13-1302-4315	BUILDING PERMITS	-4,957	-3,000	-6,215	-5,000
	TOTAL BUILDING INSPECTION REVENUE	-4,957	-3,000	-6,215	-5,000
	TOTAL BYLAW REVENUE	-11,002	-10,250	-11,823	-11,450
BYLAW ENFORCEMENT EXPENSES					
01-13-1300-5018	TRAINING AND DEVELOPMENT	1,344	2,000	0	2,000
01-13-1300-5105	ADVERTISING	0	500	0	500
01-13-1300-5107	LEGAL FEES	0	2,000	0	2,000
01-13-1300-5109	MEMBERSHIP & DUES	0	200	0	200
01-13-1300-5120	MATERIALS & SUPPLIES	41	500	0	500
	TOTAL BYLAW ENFORCEMENT EXPENSES	1,385	5,200	0	5,200
ANIMAL CONTROL EXPENSES					
01-13-1301-5026	ANIMAL CONTROL CONTRACT WAGES	37,763	37,714	37,706	37,714
01-13-1301-5027	ANIMAL CONTROL EXPENSES	525	1,500	112	1,500
01-13-1301-5110	INSURANCE	2,134	2,185	2,143	2,185
01-13-1301-5120	MATERIALS & SUPPLIES	729	1,000	404	1,000
	TOTAL ANIMAL CONTROL EXPENSES	41,151	42,399	40,365	42,399
BUILDING INSPECTION EXPENSES					
01-13-1302-5124	CONTRACT SERVICES	13,919	15,000	21,169	18,000
	TOTAL BUILDING INSPECTION EXPENSES	13,919	15,000	21,169	18,000
	TOTAL BYLAW & BUILDING INSPECTION EXPENSES	56,455	62,599	61,534	65,599
PUBLIC WORKS BUDGET					
ASSET MANAGEMENT REVENUE					
01-14-1011-4209	ASSET MANGMT: FCM GRANT	0	-50,000	-50,000	
01-14-1011-4329	ASSET MANGMT: BC GOVERNMENT GRANT	0	-10,000	-10,000	-10,000
	TOTAL ASSET MANAGEMENT REVENUE	0	-60,000	-60,000	-10,000
ASSET MANAGEMENT EXPENSES					

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01-14-1011-5112	LICENCES & PERMITS	1,248	17,300	33,680	17,300
	TOTAL ASSET MANAGEMENT EXPENSES	1,248	17,300	33,680	17,300
	PUBLIC WORKS BUDGET				
	PUBLIC WORKS REVENUE				
01-14-1007-4303	CARIP GRANT	-5,546	0	-48,082	0
01-14-1007-4317	CANADA SUMMER STUDENT GRANT	-1,995	0	0	-2,250
	TOTAL PUBLIC WORKS REVENUE	-7,541	0	-48,082	-2,250
	PUBLIC WORKS ADMINISTRATION EXPENSES				
01-14-1007-5002	WAGES (DPW ADMIN)	653,044	900,000	747,867	880,000
01-14-1007-5003	WAGES CASUAL	227,608	230,000	218,505	245,000
01-14-1007-5004	WAGES OVERTIME (DPW ADMIN)	21,564	30,000	27,452	30,000
01-14-1007-5006	WAGES BENEFITS (DPW ADMIN)	183,325	230,105	199,431	281,250
01-14-1007-5017	TRAVEL KMS, MEALS, FLIGHTS	3,649	14,350	13,990	15,000
01-14-1007-5018	TRAINING AND DEVELOPMENT	7,130	15,000	6,562	17,000
01-14-1007-5029	OH & SAFETY EQUIPMENT	3,320	8,500	5,891	8,500
01-14-1007-5105	ADVERTISING	4,048	2,000	2,205	2,000
01-14-1007-5109	MEMBERSHIP & DUES	690	2,000	945	2,000
01-14-1007-5110	INSURANCE - FLEET	33,506	45,000	36,690	45,000
01-14-1007-5117	PROTECTIVE CLOTHING/FIRST AID	7,314	11,000	6,151	11,000
01-14-1007-5124	CONTRACT SERVICES	15,134	25,000	5,956	22,000
	TOTAL PW ADMINISTRATION EXPENSES	1,160,331	1,512,955	1,271,645	1,558,750
	PUBLIC WORKS SHOP EXPENSES				
01-14-1400-5100	COMMUNICATIONS - PW SHOP	14,469	15,000	14,119	15,000
01-14-1400-5101	NATURAL GAS	11,554	12,000	16,470	15,000
01-14-1400-5102	ELECTRICITY	1,433	4,000	-784	4,000
01-14-1400-5112	LICENSES & PERMITS	1,162	1,200	892	1,200
01-14-1400-5300	O & M PUBLIC WORKS SHOP	34,140	65,000	38,415	50,000
	TOTAL PW SHOP EXPENSES	62,759	97,200	69,111	85,200
	PUBLIC WORKS ROADS EXPENSES				
01-14-1401-5102	ELECTRICITY STREET LIGHTING	51,208	57,600	53,193	54,000
01-14-1401-5114	FUEL, OIL LUBRICANTS	72,742	75,000	100,816	120,000
01-14-1401-5122	REPLACEMENT PARTS & EQUIPMENT	38,799	46,500	35,919	46,500
01-14-1401-5123	VEHICLE INSPECTIONS	2,085	4,000	2,195	4,000
01-14-1401-5301	O & M ROADS	168,835	160,000	51,189	160,000
	TOTAL PW ROADS EXPENSES	333,668	343,100	243,311	384,500

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AIRSTRIP MAINTENANCE					
01-14-1402-5102	ELECTRICITY	139	150	120	150
01-14-1402-5302	O & M AIRSTRIP	0	1,000	258	1,000
	TOTAL AIRSTRIP MAINTENANCE	139	1,150	377	1,150
	TOTAL PUBLIC WORKS EXPENSES	1,556,897	1,954,405	1,584,444	2,029,600
ENVIRONMENTAL & PUBLIC HEALTH BUDGET					
ENVIRONMENTAL SERVICES REVENUE					
01-15-1500-4301	RESIDENTIAL GARBAGE FEES	-84,608	-85,825	-85,057	-85,825
	TOTAL ENVIROMENTAL REVENUE	-84,608	-85,825	-85,057	-85,825
PUBLIC HEALTH REVENUE					
01-15-1600-4304	CEMETERY FEES	-3,150	-3,000	-6,356	-3,000
	TOTAL PUBLIC HEALTH REVENUE	-3,150	-3,000	-6,356	-3,000
	TOTAL ENVIRO & PUBLIC HEALTH REVENUE	-87,758	-88,825	-91,413	-88,825
ENVIRONMENTAL SERVICES EXPENSES					
01-15-1500-5115	VEHICLE OPERATING & MAINTENANCE	0	1,500	1,175	1,500
01-15-1500-5400	O & M ENVIRONMENTAL	3,676	5,000	377	5,000
01-15-1500-5401	LANDFILL FEES (CHETWYND)	28,401	32,000	30,985	32,000
01-15-1500-5402	LANDFILL CLEAN UP	6,580	11,000	12,117	14,000
	TOTAL ENVIRONMENTAL SERVICES EXPENSES	38,657	49,500	44,655	52,500
PUBLIC HEALTH EXPENSES					
01-15-1600-5500	CEMETERY EXPENSES	10,485	10,000	13,878	10,000
01-15-1600-5502	O & M PUBLIC HEALTH	10	500	72	500
	TOTAL PUBLIC HEALTH EXPENSES	10,495	10,500	13,950	10,500
	TOTAL ENVIRONMENTAL & HEALTH EXPENSES	49,152	60,000	58,604	63,000
ARENA BUDGET					
ARENA REVENUE					
01-17-1700-4401	DROP IN FEES	-904	-1,100	-1,473	-1,100
01-17-1700-4402	PASS FEES	-972	-1,500	-2,555	-1,500
01-17-1700-4404	RENTAL FEES	-10,870	-10,000	-14,884	-10,000
01-17-1700-4405	MISCELLANEOUS REVENUE	-222	-500	-426	-500
01-17-1700-4411	RETAIL SALES	0	-500	-519	-500
	TOTAL ARENA REVENUE	-12,969	-13,600	-19,857	-13,600
ARENA EXPENSES					
01-17-1700-5031	SPECIAL EVENTS ARENA	0	2,000	0	2,000
01-17-1700-5100	COMMUNICATIONS - ARENA	4,418	4,400	4,323	4,400
01-17-1700-5101	NATURAL GAS	16,925	15,000	20,851	17,000
01-17-1700-5102	ELECTRICITY	40,411	30,000	34,854	35,000

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01-17-1700-5111	SUPPLIES	473	2,000	1,102	2,000
01-17-1700-5131	RETAIL PURCHASES ARENA (VENDING/POP)	0	500	1,410	500
01-17-1700-5900	O & M ARENA EXPENSES	53,072	85,000	92,978	85,000
	TOTAL ARENA EXPENSES	115,300	138,900	155,518	145,900
	SWIMMING POOL BUDGET				
	SWIMMING POOL REVENUE				
01-17-1701-4401	DROP IN FEES	-1,038	-2,500	-1,893	-2,500
01-17-1701-4402	PASS FEES	-14,078	-15,000	-7,225	-15,000
01-17-1701-4403	LESSONS	0	-3,500	-1,015	-3,500
01-17-1701-4404	RENTAL FEES	-789	-400	0	-400
01-17-1701-4317	CANADA SUMMER STUDENT GRANT	-3,988	0	0	-54,000
	TOTAL SWIMMING POOL REVENUE	-19,893	-21,400	-10,133	-75,400
	SWIMMING POOL EXPENSES				
01-17-1701-5003	WAGES SEASONAL (POOL)	112,310	120,000	113,179	120,000
01-17-1701-5006	WAGES BENEFITS (PDW POOL)	8,304	8,873	9,019	10,800
01-17-1701-5017	TRAVEL KMS, MEALS, FLIGHTS	2,923	3,000	209	3,000
01-17-1701-5018	TRAINING AND DEVELOPMENT	1,284	5,000	1,303	5,000
01-17-1701-5100	COMMUNICATIONS - POOL	1,940	1,800	1,361	1,800
01-17-1701-5101	NATURAL GAS	17,714	17,000	19,683	19,000
01-17-1701-5102	ELECTRICITY	14,122	13,000	4,619	13,000
01-17-1701-5111	SUPPLIES	1,131	3,000	508	3,000
01-17-1701-5124	CONTRACT SERVICES	10,468	8,000	0	8,000
01-17-1701-5901	O & M POOL	51,080	55,000	78,986	60,000
	TOTAL SWIMMING POOL EXPENSES	221,275	234,673	228,868	243,600
	VISITOR CENTER BUDGET				
	VISITOR INFORMATION CENTER REVENUE				
01-17-1702-4205	TOURISM BC GRANT	-10,000	-15,000	-15,000	-15,000
01-17-1702-4411	RETAIL SALES	-587	-1,650	-356	-1,650
	TOTAL VISITOR INFORMATION CENTER REVENUE	-10,587	-16,650	-15,356	-16,650
	VISITOR INFORMATION CENTER EXPENSES				
01-17-1702-5003	WAGES SEASONAL (INFO)	27,901	36,000	29,295	40,000
01-17-1702-5006	WAGES BENEFITS (INFO)	2,693	5,646	3,117	4,800
01-17-1702-5017	TRAVEL KMS, MEALS, FLIGHTS	0	0	0	0
01-17-1702-5018	INFO CTR TRAINING	595	1,500	0	1,500
01-17-1702-5100	COMMUNICATIONS - VIS CENT	3,791	4,600	3,043	4,600
01-17-1702-5102	ELECTRICITY	1,569	2,000	1,463	2,500
01-17-1702-5105	ADVERTISING - INFO CTR TOURISM	3,600	7,000	3,626	7,000
01-17-1702-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	6,623	9,500	1,630	9,500
01-17-1702-5131	RETAIL SALES	0	1,000	1,000	1,000
01-17-1702-5903	O & M VISITORS CENTER	150	25,500	7,000	20,000
	TOTAL VISITOR INFORMATION CENTER EXPENSES	46,921	92,746	50,174	90,900
	CURLING CLUB BUDGET				
	CURLING CLUB REVENUE				
01-17-1703-4308	CURLING CLUB RENTAL/LEASE	0	-10,000	-10,000	-10,000
	TOTAL CURLING CLUB REVENUE	0	-10,000	-10,000	-10,000
	CURLING CLUB EXPENSES				
01-17-1703-5100	COMMUNICATIONS - CURLING	2,752	2,800	2,752	2,800

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01-17-1703-5101	NATURAL GAS	3,554	4,200	5,127	4,200
01-17-1703-5102	ELECTRICITY	1,366	3,500	-1,877	2,000
01-17-1703-5906	O & M CURLING RINK	26,890	30,000	29,234	40,000
	TOTAL CURLING CLUB EXPENSES	34,563	40,500	35,236	49,000
	COMMUNITY HALL BUDGET				
	COMMUNITY HALL REVENUE				
01-17-1704-4332	COMMUNITY HALL RENTALS	-820	-1,700	-2,300	-2,000
	TOTAL COMMUNITY HALL REVENUE	-820	-1,700	-2,300	-2,000
	COMMUNITY HALL EXPENSES				
01-17-1704-5100	COMMUNICATIONS - COMM HALL	1,503	1,500	1,610	2,500
01-17-1704-5101	NATURAL GAS	3,391	3,200	4,682	4,500
01-17-1704-5102	ELECTRICITY	983	1,530	244	1,530
01-17-1704-5907	O & M COMMUNITY HALL	3,358	25,000	30,109	15,000
	TOTAL COMMUNITY HALL EXPENSES	9,235	31,230	36,645	23,530
	LIBRARY BUDGET				
	LIBRARY REVENUE				
01-17-1705-4307	LIBRARY IT MAINTENANCE COSTS	-9,599	-9,600	-9,599	-9,600
	TOTAL LIBRARY REVENUE	-9,599	-9,600	-9,599	-9,600
	LIBRARY EXPENSES				
01-17-1705-5038	GRANT IN AID	129,954	126,008	125,638	127,773
01-17-1705-5119	BUILDING MAINTENANCE & REPAIRS	5,573	55,000	40,986	20,000
01-17-1705-5124	CONTRACT SERVICES (IT MNTHLY MAINT)	9,599	9,600	9,599	9,600
	TOTAL LIBRARY EXPENSES	145,126	190,608	176,222	157,373
	PARK BUDGET				
	PARK REVENUE				
01-17-1706-4203	BC HYDRO/TREE PROGRAM	0	-7,500	-7,500	-7,500
	TOTAL PARK REVENUE	0	-7,500	-7,500	-7,500
	PARKS EXPENSES				
01-17-1706-5101	NATURAL GAS	512	600	553	600
01-17-1706-5102	ELECTRICITY	2,266	3,100	2,208	3,100
01-17-1706-5120	MATERIALS & SUPPLIES	7,913	12,200	11,273	12,200
01-17-1706-5132	TREE PROGRAM EXPENSES	1,000	5,000	3,128	5,000
01-17-1706-5902	O & M PARKS	17,132	30,000	15,689	20,000
	TOTAL PARKS EXPENSES	28,824	50,900	32,850	40,900
	CAMPGROUNDS BUDGET				
	CAMPGROUNDS REVENUE				
01-17-1707-4402	PASS FEES	-8,902	-6,000	-7,031	-7,000
01-17-1707-4405	MISCELLANEOUS REVENUE	-5,655	-6,500	-6,513	-6,500
01-17-1707-4406	ALWIN HOLLAND PASS	-2,616	-2,000	-2,689	-2,000
01-17-1707-4407	CAMERON LAKE PASS	-27,236	-27,500	-23,909	-25,000
01-17-1707-4409	DINOSAUR LAKE PASS	-11,103	-11,000	-12,423	-12,000
01-17-1707-4410	KING GETHING PASS	-2,585	-3,000	-3,243	-3,000
01-17-1707-4411	ATV CAMPGROUND PASS	0	0	0	-6,000
	TOTAL CAMPGROUNDS REVENUE	-58,097	-56,000	-55,809	-61,500

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CAMPGROUNDS EXPENSES					
01-17-1707-5100	COMMUNICATIONS - CAMPGROUNDS	773	7,800	899	900
01-17-1707-5905	O & M CAMPGROUNDS	6,744	15,000	6,385	20,000
	TOTAL CAMPGROUNDS EXPENSES	7,517	22,800	7,283	20,900
SPECIAL EVENTS BUDGET					
SPECIAL EVENTS REVENUE					
01-17-1708-4214	GRANTS - OTHER (CANADA DAY)	-1,700	-2,600	-11,280	-10,000
01-17-1708-4215	PROGRAM REGISTRATIONS	-2,250	-9,000	-3,880	-4,000
01-17-1708-4317	CANADA SUMMER STUDENT GRANT	-5,666	0	0	-4,500
01-17-1708-4330	WINTER FESTIVAL DONATIONS	-6,300	-6,500	0	-6,500
01-17-1708-4331	DONATIONS	-50	-500	50	-500
	TOTAL SPECIAL EVENTS REVENUE	-15,966	-18,600	-15,110	-25,500
SPECIAL EVENTS EXPENSES					
01-17-1708-5002	WAGES (REC)	70,253	66,096	57,110	69,000
01-17-1708-5003	WAGES CASUAL (REC)	11,496	13,860	13,130	14,000
01-17-1708-5006	WAGES BENEFITS (SEC)	20,500	18,045	15,822	19,090
01-17-1708-5017	TRAVEL KMS, MEALS, FLIGHTS	436	1,500	454	1,500
01-17-1708-5018	TRAINING AND DEVELOPMENT	588	3,000	450	3,000
01-17-1708-5030	SPECIAL EVENTS CONTRACT & FIT FOR LIFE	2,036	13,000	0	13,000
01-17-1708-5031	SPECIAL EVENTS EXPENSES	15,764	28,000	20,473	28,000
01-17-1708-5100	COMMUNICATIONS - SPECIAL EVENTS	2,073	2,200	1,581	2,000
01-17-1708-5109	MEMBERSHIP & DUES	357	500	25	500
01-17-1708-5308	WINTER FESTIVAL EXPENSES	4,455	20,000	0	15,000
01-17-1708-5311	SPECIAL PROJECTS: DESIGN & PRINTNG TRAIL MAPS	0	5,000	6,650	5,000
	TOTAL SPECIAL EVENTS EXPENSES	127,957	171,201	115,696	170,090
LANDS BUDGET					
LANDS					
01-18-1800-4316	LAND USE APPLICATION FEES	-4,437	-1,000	-2,422	-1,000
01-18-1800-4325	SITE C TECHNICAL SUPPORT	-9,315	0	-9,315	-641,315
	TOTAL LANDS DEVELOPMENT REVENUE	-13,752	-1,000	-11,737	-642,315
LANDS					
01-18-1800-5034	BYLAW EXPENSE	5,960	5,000	6,108	5,000
01-18-1800-5107	LEGAL FEES	9,693	10,000	17,261	20,000
		15,653	15,000	23,369	25,000
MUSEUM BUDGET					
MUSEUM EXPENSES					
01-17-1709-5038	GRANT IN AID	87,576	89,328	88,889	90,222
	TOTAL MUSEUM EXPENSES	87,576	89,328	88,889	90,222
NEW HORIZONS BUDGET					

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NEW HORIZONS					
01-17-1711-5119	NEW HORIZONS BUILDING REPAIRS & MAINT	0	15,000	16,945	2,500
	TOTAL NEW HORIZONS RECPENES	0	15,000	16,945	2,500
ECONOMIC DEVELOPMENT BUDGET					
ECONOMIC DEVELOPMENT REVENUE					
01-19-1900-4210	PROV GRANTS- OTHER (NDI/COMM REC)	0	0	0	-112,500
01-19-1900-4405	MISCELLANEOUS REVENUE	-1,165	-1,200	-1,087	0
	TOTAL ECON DEV REV	-1,165	-1,200	-1,087	-112,500
ECONOMIC DEVELOPMENT EXPENSES					
01-19-1900-5400	O & M ECONOMIC DEV & SIGNS	12,099	40,000	17,174	120,000
	TOTAL ECON DEV EXP	12,099	40,000	17,174	120,000
WATER & TREATMENT BUDGET					
WATER TREATMENT & DISTRIBUTION REVENUE					
04-80-4001-4611	BCH - CMA PARTNERING RELATIONS	-1,096,516	0	-629,998	0
04-40-4000-4501	WATER - RESIDENTIAL CHARGES	-115,927	-115,250	-116,816	-115,250
04-40-4000-4502	WATER - COMMERCIAL WATER STAND CHARGES	-43,518	-40,000	-18,544	-15,000
04-40-4000-4503	WATER - RESIDENTIAL WATER STAND CHARGES	-5,995	-6,200	-5,652	-6,200
04-40-4000-4507	WATER - METERED CHARGES	-10,892	-8,500	-9,701	-8,500
04-40-4000-4512	WATER - DISCOUNTS	3,176	3,200	3,283	3,200
	TOTAL WATER TREATMENT & DIST REVENUE	-1,269,670	-166,750	-777,428	-141,750
WATER CONNECTION REVENUE					
04-40-4001-4504	CONNECTION & SERVICE CHARGES	0	-1,000	0	-1,000
	TOTAL WATER CONECTION REVENUE	0	-1,000	0	-1,000
	TOTAL WATER REVENUE	-1,269,670	-167,750	-777,428	-142,750
WATER TREATMENT & DISTRIBUTION EXPENSES					
04-40-4000-5002	WAGES (WATER)	86,080	65,000	93,237	100,000
04-40-4000-5004	WAGES OVERTIME (WATER)	41,733	40,000	74,880	55,000
04-40-4000-5006	WAGES BENEFITS (WATER)	23,751	15,812	27,292	30,000
04-40-4000-5017	TRAVEL KMS, MEALS, FLIGHTS	1,823	2,000	6,233	2,000
04-40-4000-5018	TRAINING AND DEVELOPMENT	1,618	8,000	3,013	8,000
04-40-4000-5100	COMMUNICATIONS - WATER	6,276	6,500	7,645	6,500
04-40-4000-5102	ELECTRICITY	69,158	65,000	61,593	65,000
04-40-4000-5107	LEGAL FEES	20,080	35,000	126,576	0
04-40-4000-5112	LICENCES & PERMITS	1,159	1,500	1,362	1,500
04-40-4000-5124	CONTRACT SERVICES	9,693	25,000	24,278	5,000

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04-40-4000-5800	O & M WATER TREATMENT AND DISTRIBUTION	70,069	70,000	171,968	80,000
04-40-4000-5827	O & M WATER TREATMENT - FAILURE COSTS	0	0	457,020	0
	TOTAL WATER TREATMENT EXPENSES	331,439	333,812	1,055,096	353,000
	TOTAL WATER EXPENSES	331,439	333,812	1,055,096	353,000
WASTE WATER BUDGET					
	WASTE WATER REVENUE				
05-50-5000-4405	MISC & OTHER GRANT REVENUE	0	0	0	-550,000
05-50-5000-4502	SEWER - RESIDENTIAL CHARGE	-70,115	-70,165	-70,451	-71,000
05-50-5000-4505	SEWER - LAGOON DUMPS	-4,625	-5,500	-5,250	-5,500
05-50-5000-4508	SEWER - METERED CHARGES	-4,866	-4,500	-4,297	-4,500
05-50-5000-4513	SEWER - DISCOUNTS	1,986	2,200	2,454	2,400
	TOTAL SEWER TREATMENT REVENUE	-77,619	-77,965	-77,544	-628,600
	WASTE WATER COLLECTION REVENUE				
05-50-5001-4504	CONNECTION & SERVICE CHARGES	0	-1,000	0	-1,000
05-50-5001-4514	THOMPSON SEWER BYLAW NO# 877	-4,678	-4,678	-4,678	-4,678
	TOTAL WASTE WATER COLLECTION REVENUE	-4,678	-5,678	-4,678	-5,678
	TOTAL SEWER REVENUE	-82,297	-83,643	-82,222	-634,278
	WASTE WATER EXPENSES				
05-50-5000-5002	WAGES (SEWER)	18,957	35,000	16,517	20,000
05-50-5000-5004	WAGES OVERTIME (SEWER)	19,445	20,000	16,362	20,000
05-50-5000-5006	WAGES BENEFITS (SEWER)	5,582	8,162	4,720	8,162
05-50-5000-5017	TRAVEL KMS, MEALS, FLIGHTS	0	1,500	0	1,500
05-50-5000-5018	TRAINING AND DEVELOPMENT	399	6,000	327	6,000
05-50-5000-5100	COMMUNICATIONS - SEWER	1,284	1,500	1,284	1,500
05-50-5000-5101	NATURAL GAS	1,647	1,700	2,086	2,000
05-50-5000-5102	ELECTRICITY	-2,216	0	-928	0
05-50-5000-5112	LICENCES & PERMITS	10,511	25,000	11,076	20,000
05-50-5000-5124	CONTRACT SERVICES	11,507	5,000	11,779	5,000
05-50-5000-5802	O & M SEWER & PIPING	39,906	55,600	32,273	56,000
	TOTAL WASTE WATER EXPENSES	107,022	159,462	95,496	140,162
	TOTAL SEWER EXPENSES	107,022	159,462	95,496	140,162
	TOTAL REVENUE	-7,226,834	-6,560,876	-7,418,677	-9,110,033
	TOTAL OPERATIONS EXPENSES	4,443,546	5,601,125	5,616,855	5,782,021
	NET INCOME (LOSS)	2,783,287	959,751	1,801,822	3,328,012
	CAPITAL ACQUIRED	2,208,456	2,394,500	238,148	2,228,000
	CHANGE IN SURPLUS	574,832	-1,434,749	1,563,674	1,100,012

REQUEST FOR DECISION

RFD#:	2023-MR-16	Date:	March 24, 2023
Meeting#:	CoW 03-29-23	Originator:	Mokles Rahman
RFD TITLE:	Draft 2023 Capital Budget		

RECOMMENDATION / RESOLUTION:

THAT Council receive the draft 2023 Capital Budget for information and discussion, and

THAT Council direct administration to post this Draft Capital Budget on the District website for public access to the draft budget and communicate with the residents through different communication media to seek feedback on the draft budget, and

THAT Council direct administration to report back to Council with comments and feedback from residents and businesses during the next Council Meeting.

BACKGROUND:

The administration prepared this Draft Capital Budget based on the Council Strategic Plan (2023-2026).

The 2023 budget will be finalized once the 2022 year-end balance information has been verified through the 2022 audit being completed by KPMG, and information received from the Regional Hospital District, as well as amounts for BC Assessment, School Tax, Municipal Finance Authority, and Police Tax. It may be mentioned here that we already received information on the 2023 grants estimate from the Peace River Regional District.

Once this additional information is received, the capital budget will come back to the council for the adoption of the 2023 Financial Plan and then following this, the 2023 Tax Bylaw will come before Council.

DISCUSSION:

Highlights or points of discussion include:

- Administration is proposing \$3,397,000 for Capital Projects for 2023. Out of which \$1,169,000 is carried over from 2022. The major carry-over projects are Plow Truck, Backhoe, swimming pool rehabilitation, Beryl Prairie Ditch etc.

- Similar to other years a large portion of the proposed Capital Budget (\$700,000) is funded by the Peace River Agreement Grant and an amount of \$320,000 is coming from Small Communities Grant. In addition, we are getting an amount of \$112,500 from the South Peace Mackenzie Trust, and recently we got good news about the Growing Communities fund of \$905,000. An amount of \$240,500 is considered in this capital budget from this Growing Communities fund. The remaining amount will be used based on the council direction this year or next year.
- Council already pre-approved 2023 budget for Lynx Creek Road Improvement and ATV Campground (Ph-3).
- An amount of \$180,000 is available for the Community Hall Design. Council Committee is working on this project. No capital project fact sheet prepared as the project is at the inception stage.
- Engine-3 replacement for Fire Department is a multi year project. Council approved the tender. An amount of \$80,000 (which has already been paid to the contractor as deposit money) considered in 2023 and the remaining \$720,000 will be budgeted in 2024.

ALTERNATIVES:

1. Council provide feedback to Administration on any items it would like to see reflected in the capital budget.

OTHER:

The administration is using a Risk Based Matrix to help set priority for proposed Capital expenditures during the last 5 years.

Attachments:

1. 2023 Proposed Capital Budget - Summary
2. 2023 Proposed Capital Project Priority Matrix
3. 2023 Capital Planning Project/ Purchase Fact Sheets.

Prepared by:



Mokles Rahman, CAO

ATTACHMENT - A

2023 CAPITAL BUDGET SUMMARY

Proposed Capital Project List	Project Ranking - Staff	High/ Medium/ Low	Estimated Budget	Reserve/ Surplus	Other Grants	PRA grant	Source of Funding	Department
Water Treatment Plant upgrade	BC Hydro funded project, No Capital budget considered. However, there will be increased budget under O & M and legal.							
Replacement of water valves, hydrants and curb stops	L	L	\$100,000			\$ 100,000	Peace River Agreement (PRA)	Water
Sanitary System Upgrade	H	H	\$121,000			\$ 65,000	Peace River Agreement (PRA)	Wastewater
					\$56,000		Growing Communities Fund (GCF)	
Kendrick Lift Station upgrade	H	H	\$585,000		\$550,000		Ministry of Municipal Affairs	Wastewater
						\$ 35,000	Peace River Agreement (PRA)	
Lynx Creek Pavement (Ph-3)*	M	L	\$250,000			\$ 250,000	Peace River Agreement (PRA)	Road Infrastructure
ATV Campground (Ph-3)*	M	L	\$300,000		\$ 112,500		SPM Trust	Recreation
					\$ 147,500		Growing Communities Fund (GCF)	
						\$ 40,000	Peace River Agreement (PRA)	
Playground at Dinosaur Lake	L	L	\$80,000		\$80,000		COVID grant	Recreation
District office flooring*	H	H	\$55,000		\$18,000			Administration
					\$ 37,000		Growing Communities Fund (GCF)	
Garbage truck (Unit # 60)	L	M	\$210,000			\$ 210,000	Peace River Agreement (PRA)	Equipment & Fleet
Grader Replacement (Unit # 17)	M	H	\$320,000		\$ 320,000		Small Community Grant	Equipment & Fleet
Pick-up truck (Unit # 31)	H	H	\$50,000	\$50,000			Road and Equipment Reserve	Equipment & Fleet
Radio Replacement*	H	H	\$52,000	\$52,000			Protective Services Reserve Fund	Protective Services
Fire - Turn Out Gear	H	H	\$8,000	\$8,000			Protective Services Reserve Fund	Protective Services
Engine-3 Replacement**	H	H	\$80,000	\$80,000			Protective Services Reserve Fund	Protective Services
Computer replacement	L	L	\$17,000	\$17,000			Road and Equipment Reserve	Administration
			\$ 2,228,000	\$ 207,000	\$ 1,321,000	\$ 700,000		
CARRY OVER			Approved in 2022	CARRY OVER	CARRY OVER	CARRY OVER		
Water Reservoir - chlorine booster (partially done)			\$10,000			\$10,000	Peace River Agreement (PRA)	Water
Kendrick Lift Station Pre-Design, in-progress			\$29,000	\$29,000			General Reserve/ Surplus	Wastewater
Beryl Prairie Ditch Rehabilitation			\$100,000	\$100,000			Road and Equipment Reserve	Road Infrastructure
Swimming Pool Rehab			\$375,000	\$375,000			General Reserve/ Surplus	Recreation
Sand/Plow Truck Replacement (Unit #15, 1995)			\$274,000	\$274,000			Road and Equipment Reserve	Equipment & Fleet
Trac/ Backhoe Replacement (Unit#42, 2011)			\$231,000	\$61,000		\$170,000	Peace River Agreement (PRA)	Equipment & Fleet
Community Hall (conceptual design)			\$150,000	\$150,000			Community Hall Reserve	Recreation
Total carry over			\$1,169,000	\$989,000		\$180,000		
		2023	\$3,397,000	\$1,196,000		\$880,000		
Breakdown of Funding Source								
Peace River Agreement (PRA)			\$ 700,000					
Other Grants, i/c COVID safe re-start grant			\$ 1,321,000					
General Reserve			\$ -					
Carry Over			\$ 1,169,000					
Capital Machinery and Equipment Reserve			\$ 67,000					
Protective Services Reserve Fund			\$ 140,000					
GRAND TOTAL			\$ 3,397,000					

NOTES

*Pre-Approved by Council
**Engine-3 is a multi-year project (2023 & 2024)

District of Hudson's Hope Capital Planning Priority Matrix
Proposed Capital Projects - 2023

Decision Criteria		Water Valves & Hydrants Replacement		Sanitary System Upgrade (MH at Hwy 29 and Sani dump at king Gething)		Kendrick Lift Station upgrade		Road Pavement - Lynx Creek Subdivision - RECEIVED PRE-BUDGET APPROVAL		ATV Campground (Phase 3) RECEIVED PRE-BUDGET APPROVAL		Playground at Dinosaur Lake		District office flooring upgrade RECEIVED PRE-BUDGET APPROVAL		Garbage Truck (Unit # 60)		Grader (Unit # 17)		Pick-up Truck (Unit # 31)		Radio Replacement (New)		Turnout Gear (FIRE)		Engine - 3 RECEIVED PRE-BUDGET APPROVAL		Computer Replacement	
Weighting		Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7		Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score	Score out of 7	Weighted score
10	Risk to Worker Safety (10)	2	20	5	50	7	70	2	20	1	10	1	10	6	60	4	40	4	40	5	50	2	20	5	50	3	30	1	10
10	Risk to the Public (10)	2	20	5	50	4	40	4	40	2	20	1	10	6	60	3	30	3	30	3	30	4	40	2	20	2	20	1	10
15	Potential Environmental Impact Rating (15)	2	30	4	60	6	90	2	30	2	30	1	15	1	15	2	30	2	30	2	30	1	15	1	15	2	30	1	15
15	Financial Cost Rating (15)	3	45	4	60	5	75	4	60	4	60	3	45	3	45	4	60	4	60	3	45	3	45	1	15	4	60	2	30
15	Reputational Impact (15)	3	45	4	60	3	45	4	60	6	90	6	90	6	90	4	60	4	60	6	90	5	75	4	60	5	75	1	15
20	Impact on Services Reliability (20)	5	100	4	80	5	100	2	40	1	20	1	20	3	60	5	100	5	100	3	60	6	120	5	100	4	80	4	80
15	Risk Frequency (15)	4	60	4	60	4	60	3	45	2	30	2	30	5	75	4	60	4	60	3	45	5	75	5	75	3	45	4	60
100			320		420		480		295		260		220		405		380		380		350		390		335		340		220
Project Ranking based on Matrix Scoring Results		10		3		1		11		12		13		2		6		5		7		4		9		8		14	
Project Ranking based on Staff Assessment/Priority Ranking		12		4		1		9		11		13		2		8		10		7		5		3		6		14	

Capital Planning Critiera Decision Rating							
Impact Scoring (1-7)	1	2	3	4	5	6	7
Employee Safety Risk Potential	Not Applicable	Near Miss	First Aid	Temporary disability	Permanent disability	Fatality	Multiple fatalities
Public Safety Risk Potential	Not Applicable	Near Miss	First Aid	Temporary disability	Permanent disability	Fatality	Multiple fatalities
Potential Environmental Impact Rating	Not Applicable	Minor	Low	Moderate	High	Extreme	Catastrophic
Financial Cost Rating	<\$10K	<\$50K	<\$100K	<\$500K	<\$1M	<\$1.5M	>\$1.5M
Reputational Impact	Not Applicable	Limited	Small	Small but vocal	Many	Majority	All
Impact on Services Reliability	Short disruption of service to few residences	Short disruption of service to many residences	Short disruption of service to all residences	Long disruption of service to few residences	Long Disruption of service to many residences	Long disruption of service to all residences	Very long disruption of service
Risk Frequency	Not Applicable	at least once every 100 years	at least once every 10 years	at least once per year	at least 10 times per year	at least 100 times per year	Everyday

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: Replacement of Water Valves, Hydrants, and curb stops

Date: March 21, 2023

What needs to be done? What is the project scope?

The scope of the project is to replace old and leaking water main valves, hydrants and curb stops at various locations of the Town to improve the ability to isolate localized sections in the event of a watermain rupture or disaster such as fire. Public works staff will help the contractor to schedule the intended water main isolation to perform the work.

Based on the available budget of \$100,00, in 2023, watermain valves, hydrants, and curb stops will be replaced at the following locations **on a priority basis**. The remaining locations will be replaced in 2024.

LOCATION 1 – Hydrant 42 – Monteith St. North of Canyon Dr.

- Excavate Hydrant Valve
- Cut, cap, restrain and thrush Block Hydrant Lead
- Excavate, remove and dispose of Hydrant
- Steep slope below reservoir
- Carry over location from 2022

LOCATION 2 – Install Mainline Valve at back of reservoir to shut off Jamieson Subdivision.

- Involves shutting off Thompson and Jamieson Subdivisions (Night Work)
- Carry over location from 2022

LOCATION 3 – Hydrant 8 – Arena Road – West of Arena.

LOCATION 4 – Hydrant 34 – Fredette Ave. and Kylo St.

LOCATION 5 – Hydrant 35 – Osborne St. and Fredette Ave.

LOCATION 6 – Hydrant 15 – 10212 Holland St.

LOCATION 7 – Hydrant 14 – 10127 MacIntosh Cres.

LOCATION 8 – Curb Stop 10101 Dudley Dr.

LOCATION 9 – Curb Stop 10002 Dudley Drive – Corner of Dudley Dr. and Kylo St.

LOCATION 10 – Curb Stop 10013 Kylo St.

LOCATION 11 – 9450A Highway 29 – Curb Stop for House

LOCATION 12 – 9450A Highway 29 – Curb Stop for Museum

Purpose:

As part of providing quality infrastructure services, several old water valves hydrants and curb stops were identified for replacement. In 2019, 2020, 2022 several valves and hydrants were replaced.

The water mains with associated valves and hydrants in the District were installed between 1962 to 1979, and other locations are well over their life expectancy. To assure reliable operations and maintain the water quality, operators need to exercise the valves. However, valve exercising was ignored fearing that the valves may fail because of age. Hence not able to isolate localized sections in the event waterline leak that require maintenance or repair of a particular segment of the network.

Furthermore, the existing tee fittings and valves have succumbed to soil corrosion and are ready for replacement with fittings that have corrosion-resistant coatings for extended service life.

It was found that the per capita per day water usage is more than double the national average. One of the causes of such huge water usage is leakage in the water distribution system.

Work at the following locations was completed in 2022.

LOCATION 1 – Hydrant 1 – Adams St. near 9934
LOCATION 2 – Hydrant 3 – Adams St. near 9908/9910
LOCATION 3 – Hydrant 22 – Paquette Ave./Ellis Cres.
LOCATION 4 – Hydrant 25 – Boynton St./Robison Ave
LOCATION 5 – Hydrant 10 – Dudley Dr./Garbit Cres.
LOCATION 6 – Hydrant 28 – Beattie Dr./Lemieux St.
LOCATION 7 – Hydrant 29 – Robison Ave. near 10103
LOCATION 10 – Curb Stop repair at 9516 Canyon Dr. (Old Diner)

What alternatives were considered?

1. Replace the problematic water valves and hydrants;
2. Do nothing; we may wait until a valve or a hydrant is failing and replace in a reactive mode.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

If we do not take this project, we would not be able to;

- a) exercise valve,
- b) isolate a segment of water main,
- c) reduce water loss, hence per capital water consumption will remain high, and operating costs for water will remain high,
- d) water systems operations would be at risk.

What is the estimated Capital cost?

The estimated cost of the project is \$100,000.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

There is no negative impact on the Operating Budget. There is no need to increase the operating budget for this capital budget. Operators will be able to exercise valves.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☒

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

It is assumed that the water loss will be reduced and hence operating cost for water will be less. Exact amount of saving is unknown at this moment.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: Sanitary system upgrade

Date: March 25, 2023

What needs to be done? What is the project scope?

Project – 1: Sani Dump Replacement at King Gething Campground.

Replace the existing Sani Dump Station at King Gething Campground.

Remove all buried abandon pipes and install new water connection from potable water stand.

Project – 2: New Manhole on Hwy 29 near HH school

Install a New Manhole at the junction point of the sewer main from the school to the sewer main at Highway 29 sewer main.

Purpose:

Project – 1:

The district experienced multiple water breakdowns last year at this Sani-Dump. District staff dug into this location multiple times to fix water leaks. Operators strongly recommended removing all abandoned and active buried pipes as it is challenging for them to determine active lines and the causes of failures. This infrastructure expired its life span.

Project – 2:

Operators are struggling to inspect this section as there is no access for the CCTV camera. It is also difficult to flash the sewer systems because of limited access.

What alternatives were considered?

1. Do nothing: continue with expensive repairs and maintenance works.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Any further water breaks may cost significant money almost close to replacement costs. Also because of the absence of manhole at location-2, it is difficult to operate.

What is the estimated Capital cost?

Items	Project – 1:	Project – 2:	Comments
Detail Design	\$12,000	\$9,000	
Project Management and Construction	\$50,000	\$50,000	

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

What is your estimate based on? Check all applicable:

- Quote Past ☐
- Work ☐
- Best Guess ☐

Other: Consultant's Assessment Report

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: Upgrade Kendrick Lift Station

Date: March 25, 2023

What needs to be done? What is the project scope?

Piping and Pump upgrade in the wet well and outside.

Housing electrical and piping within a building or similar structure to avoid confined space entry.

Purpose:

The WorkSafe BC recommends that the confined space entry to the wet well of any lift station is not safe. Any temporary solution to this old lift station is not safe and it is costing the District. The piping systems in the wet well broke down in past and it was fixed temporarily. The electrical systems are missing some control switches. Public Works staff are struggling to address any electrical problems because of missing control switches. Staff had to call the electrical contractor several times to fix the problems.

Pre-design works are almost completed.

What alternatives were considered?

1. Do nothing: continue with expensive repairs and maintenance works.
2. Delay the project: delaying may impact on construction schedule committed to province and federal government in the grant application.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Failure of the lift station may lead to a discharge of raw sewage to Peace River, which is a threat to the natural environment. Ministry of Environment and DFO Canada will penalize the District for raw sewage discharge to the river.

If we do not do this project, we would not be able to meet the regulatory requirements of WorkSafe BC. Also, our operations and maintenance (O&M) costs will be higher year after year.

What is the estimated Capital cost?

The estimated cost of the project is \$585,000.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

What is your estimate based on? Check all applicable:

- Quote Past ☐
- Work ☐
- Best Guess ☐

Other: Urban Systems' Assessment Report

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: Rehabilitations of Reschke Road,

What needs to be done? What is the project scope?

Spot repairs
Levelling course
Asphalt Overlay

Purpose:

To repave the remaining portion of Reschke Road. This is the 3rd and last phase of Lynx Creek subdivision re-pavement.

The Lynx Creek subdivision was built in the late 1960's and early 70's as a gravel road. Asphalt coat was applied to Reschke Road and Lesage Road in the mid to late 1970's. The surface has deteriorated over the past decade and there are signs of small areas of subsurface distortion (poor sub surface drainage) resulting in potholes.

What alternatives were considered?

Do nothing and continue repairing potholes during wintertime based on the need and spot repair the asphalt during summertime.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Unhappy residents and road users.
If we do not take this project, the road condition will deteriorate year after year.

What is the estimated Capital cost?

The estimated cost of the project is \$250,000.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

Will save money from operations as we do not need to fix potholes.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☒

Best Guess ☐

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

HH Capital Project/Purchase Fact Sheet for 2023

Requestor's Name: Mokles Rahman

Project Name: ATV Campground (Phase – 3)

Date: March 25, 2023

What needs to be done? What is the project scope?

Proposed Phase-3 Scope:

Phase – 3 (Final Phase) is planned for 2023, the scope included the following:

1. Complete striping, grading, and gravel.
2. Install one (1) set of outhouse-style washroom M/F with self-contained below-grade storage tanks and venting.
3. Place picnic tables – one (1) per site
4. Fire pit rings.
5. Bear-proof garbage bin and Bear-proof recycle bin.
6. Gazebo in Group Parking Area
7. Signs

Historical information:

Phase-1 and 2 of the ATV Campground are complete. The summary is as follows;

Phase – 1 Completed striping, grading, and gravel work for the Campgrounds, Service Roads, and parking.

Phase – 2

1. Completed striping, grading, and gravel for Group Campgrounds and Group parking.
2. Install two (2) sets of outhouse-style washrooms M/F with self-contained below-grade storage tanks and venting.
3. Place picnic tables – one (1) per site
4. Fire pit rings.
5. Bear-proof garbage bin and Bear-proof recycle bin.
6. Signs

Purpose:

Tourism is growing in northern BC and off-road vehicle usage is increasing. Having additional camping sites that are targeted to this demographic will encourage campers to register here and open up more space in Dinosaur Lake Campground for non-ATV campers.

ATV Camping is growing in the province, and Northern BC is characterized by a younger demographic. Unfortunately, there are not a lot of campgrounds targeting this group. Bringing more people to the area will have a positive economic impact on local businesses including (grocery, gas, liquor, and restaurant). Creating a dedicated campground may also reduce the potential for unauthorized 'side of the road' camping whereby ATV Campers set up camp on vacant crown land. The area around Williston Lake (Getty's Bay) is particularly bad for this, and it creates a greater risk for unauthorized fire-pits, and increased litter as there are no garbage receptacles or washroom facilities. The Campground will create local employment as the District will be required to have personnel clean and maintain the campground.

The main community that will benefit is the District of Hudson's Hope. Secondary communities that will benefit include Moberly Lake, the City of Fort St. John, and the District of Chetwynd. Dawson Creek could also benefit from Alberta traffic via Highway 97 as they will stop for fuel and supplies (groceries) on their way through.

What alternatives were considered?

People can use half of the ATV campground. The use without an approved and complete site will be unauthorized and we will not be able to generate the expected revenues.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Half of the ATV campground is complete. If we do not take this project, it will remain as an incomplete project. ATV users will not be happy. There will be overflow/ unauthorized parking in the vicinity.

What is the estimated Capital cost?

\$300,000

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☒ Supplies/Expense
- ☐ Utility Cost
- ☐ No Impact on Operating Budget

Comments: Need additional Personnel and supplies to operate. Due to this reason, there will be an increased workload for the campground attendants and increased O & M for campgrounds.

What is your estimate based on? Check all applicable:

Quote Past ☐

Work ☐

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Retention of residents and attract visitors with recreational amenities.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: New Playground in Dinosaur Lake

Date: March 25, 2023

What needs to be done? What is the project scope?

New Playground installation in Dinosaur Lake campground

This project involves the purchase of five pieces of playground equipment, sand, installation and levelling for the playground located at the District of Hudson's Dinosaurs Lake Campground. The playground equipment is designed for children ages 2 – 12 years of age.

The equipment includes:

- Rockit End Panel
- Rockit Trip Ladder
- Nature Play Log
- Comet
- Rockit Z Post

Purpose:

The specific objective is to provide a children's playground at Dinosaur Lake Campground. The playground would be available to campers staying at Dinosaur Lake Campground, Dinosaur Lake ATV Campground, or day-use travelers who visit the lake.

The playground equipment will provide a recreational activity for families to use while they are camping or just visiting the campground(s).

This playground would provide safe equipment that brings families closer together through play. Improve amenities to encourage more people to visit the area. Also, providing an additional activity for families to take advantage of while camping may make the campground a more desirable destination and increase attendance in the region.

This project will support economic growth in Hudson's Hope as campers come to the area to enjoy the outdoors. These visitors will purchase food, gas, groceries, etc from local vendors and may access other services such as the District of Hudson's Hope public swimming pool or the Hudson's Hope Museum.

What alternatives were considered?

1. Do nothing:

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Nothing will happen.

What is the estimated Capital cost?

The estimated cost of the project is \$80,000.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

If we take the project there will be a minor impact on the staff time in the operating budget as the staff has to inspect the site yearly and ATV campground attendants have to visit the site like other facilities.

What is your estimate based on? Check all applicable:

- Quote Past ☐
- Work ☐
- Best Guess ☐
- Other:

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Strategic Objectives 2023 – 2026; Retention of residents and attract visitors with recreational amenities.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Ruhul Amin

Project Name: District Office Flooring projects

Date: February 14, 2023

What needs to be done? What is the project scope?

District Office Main Floor (Area 1): Remove Linoleum flooring and carpeted areas and replace them with vinyl planks.

District Office Reception, Stairs, and Basement Lobby Floor (Area 2): Remove Linoleum flooring areas and replace them with vinyl planks. Install stairs nosing and warning strips.

Purpose:

The Linoleum flooring at the district office has expired its lifespan as it is more than 20 years old now. District staff had to perform repair works on the kitchen floor area multiple times in the recent past. District Staff raised safety concerns for peeled-up at joints as these are tripping hazards.

What alternatives were considered?

Do nothing: continue with expensive repairs and maintenance works.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

Risk of tripping hazards, and safety concerns for staff and visitors.

What is the estimated Capital cost?

District Office Flooring	2023	Comments
Area 1	\$36,785 plus GST	General Reserve
Area 2	\$17,885 plus GST	COVID Recovery fund

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☐

Other:

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

Safe and nice work environment, easy to clean the floor by custodians.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Gordon Davies, Manager of Public Works

Project Name: Garbage Truck (Unit #60)

Date: March 23, 2023

What needs to be done? What is the project scope?

Purchase a new 4-Wheel Drive Garbage Truck equipped with a garbage cart lifter, large bin hoist hydraulics, and rear refuse dumping.

There is 124,184 km on the existing garbage truck as of this date. This garbage truck should be replaced with a new model as it is more than 7 years old now.

Purpose:

Unit # 60 is a 2016 Ford F 550 chassis with a 6.7 Litre Power Stroke diesel engine with 124,184km on it. There is no hour meter on this unit, but it does operate fairly continuously five days per week. The unit is a rear wheel drive only unit and tends to get stuck quite easily in snow and on slippery inclines while making numerous stops. The unit has dual steering as the cart pickup mechanism and the large bin hoist hydraulics are located on what would be the passenger side of the vehicle. The unit is equipped with a Haul-All 'Side-Load' collection box, cart pickup mechanism, large bin hoist hydraulics and rear dumping.

The unit is particularly hard on brakes resulting in 3 complete changes of brakes and 2 changes of tires. The unit does not have an engine exhaust brake, therefore causes extra wear on the factory brakes with the numerous trips up and down the large hill to the Transfer Site.

The lower engine oil pan gasket has been changed 3 times by the Ford dealer and is anticipated to continue to cause issues. Some electrical issues have also proven to be problematic to the Ford dealer. Each time that our mechanic is unable to repair problems the truck must travel to Fort St. John and be out of service for three days. As problems become more frequent with age, out of service days increase.

What alternatives were considered?

Do not purchase a new one, continue with the existing garbage truck. It may end up with some operational issues if it breaks down.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

The current Garbage Truck can continue to be used but maintenance costs will continue to rise as the machine gets older.

There is a good residual trade value left in the current machine and trade in should be considered to capture this higher value.

What is the estimated Capital cost?

\$210,000 Gross cost (excluding any trade value)

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☒ Supplies/Expense
- ☐ Utility Cost

Operating costs should decrease with the replacement of the existing garbage truck with a new garbage truck. The first year or two the garbage truck will be under full warranty and costs will be only associated with fuel, oils, and general servicing.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Gordon Davies

Project Name: Replacement of Unit #17 Grader

Date: March 24, 2023

What needs to be done? What is the project scope?

Replacement Unit #17 – 2011 John Deere Grader. This existing motor grader has 4, 841 hours on it at the time of this report. The Grader is equipped with a hydraulic snow wing and driveway gate for winter snow removal.

Purpose:

This unit is used for grading gravel roads throughout the spring/summer/fall seasons and especially prior to Calcium application for gravel roads in the spring.

The grader is also used for general snow removal duties in the winter and is key to operations of removing "hardpack" off the roads under heavy snowfall accumulations in the winter. The driveway snow gate keeps graded snow out of the ends of residential driveways. The hydraulic snow wing pushes snow back from the edge of the roads and assists with spring "melting" to ensure that the water drains off the road surface.

What alternatives were considered?

Do not purchase a new one. Continue with the existing grader. It may end up with some operational issues if it breaks down.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

The current grader can continue to be used but the maintenance costs will continue to rise as the machine gets older.

There is a good residual trade value left in the current machine.

What is the estimated Capital cost?

\$320,000 Gross cost (excluding any trade-in value)

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☒ Supplies/Expense
- ☐ Utility Cost

Operating costs should decrease with the replacement of the existing grader with a new grader. For the first three years, the grader will be under full warranty and the only costs associated will be fuel, oils, and general servicing.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Gordon Davies

Project Name: Unit #31 - ¾ Ton Pickup

Date: March 24, 2023

What needs to be done? What is the project scope?

Unit #31 is a 2010 Chevrolet ¾ ton single cab 4-wheel drive pickup truck. This truck was previously stolen and vandalized in mid-July, 2022. The truck is scheduled to go to the body shop for repair on April 28th. The vehicle has 108,017 km on it at the time of this report. The body of the truck is experiencing the usual 2010 penetrating rust on the bed panels and tailgate.

The truck is used for various Public Works tasks throughout the year and is a critical part of the operation for hauling heavy trailers including the bulk water tank hauled in the back box.

Purpose:

This truck is typically utilized by two Public Works crew members travelling to a job with a heavy load. The truck is used by permanent staff except for activities such as road crack filling where a large keg of cold pour tar is put in the truck and used until empty with temporary employees and summer students.

The replacement Unit #31 will be with a direct replacement specification unit.

What alternatives were considered?

Do not purchase a new pickup truck. Continue with the existing pickup truck with the possibility of more major maintenance in the future.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

The current pickup can continue to be used but maintenance costs will continue to rise as the truck gets older.

There is very little residual value left in the current truck.

What is the estimated Capital cost?

\$50,000 Gross cost (excluding any trade value)

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☐ No Impact on Operating Budget

Operating costs should decrease with the replacement of this unit. Warranty coverage would be included for 3 years or 60,000 km. District costs would only be associated with fuel, oils, and general servicing.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2023 – 2026; Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Other comments

There are two options for the replacement of pickup trucks – to replace at 6-8 years (when there is still residual trade value) or keep them until they are no longer repairable. It should be noted that the later option becomes more expensive as the unit ages as larger components start to break and the availability of parts becomes less available.

From a fleet management perspective, it is better to replace a vehicle before the larger components start to fail and large maintenance costs emerge.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: **Brad Milton**

Project Name: **P25 Radio Upgrade**

Date: **2 Feb 2023**

What needs to be done? What is the project scope?

HHFR intends to purchase portable and mobile radios to increase communication and to a line with PRRD's new radio infrastructure, while maintaining proper radio communication with mutual aid partners.

Purpose:

The purpose is to purchase 18 handheld radios year 1 at a cost of \$81,206.36 and 6 mobile Radios year 2 at a cost of \$51,894.19 that will support the new P25 digital radio system being implemented by the PRRD. This will allow for the complete up grade of our radio system that has reached the end-of-life cycle.

What alternatives were considered?

The PRRD and the Regional Chiefs have looked at the Motorola APX 8000 radio's that are priced at \$8000 per unit. Also, a study was conducted by the PRRD through Planetnetworks, this study was to determine the needs of the area departments and the infrastructure.

Option 1: 2-year plan - 18 radios / year 1 \$81,205.36 mobile radios x 6 year 2 - \$51,894.19

Option 2: 1-year plan – 18 radios, 6 base truck radios - \$133,099.55

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

If HHFR does not purchase radios this will put the District behind all its PRRD municipal partners with regards to fire rescue communications. After 2 years we will not have any communications with the rest of the PRRD. This will hinder the district and the department during large operations such as a wildfire event or mutual aid with our signed aid partners. Lack of effective communications would have a direct effect on fire ground safety. After the replacement of radios, it will be simply operating and maintenance costs of the radios.

What is the estimated Capital cost?

YEAR 1	COST	YEAR 2	COST
18 Portable Radios	\$75,892.86	6 Mobiles	\$48,499.25
SUB TOTAL	\$75,892.86	SUB TOTAL	\$48,499.25
PST	\$5312.50	PST	\$3394.94
Total	\$81,205.36	Total	\$51,894.19
GST	\$3794.64	GST	\$2424.97
Grand Total	\$85,000.00	Grand Total	\$54,319.16

The capital cost for 2022 was \$81,205.36.

The capital cost for 2023 is \$51,894.19.

What is the impact on Operating Budget?

Increase/decrease – please explain.

- ☐ Personnel
☐ Supplies/Expense
☐ Utility Cost
☒ No Impact on Operating Budget

After the replacement of the radios the only cost will be general Operating and Maintenance should something break.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☐

Other: _____

Quote Attached

How is the project linked to the strategic plan?

Official Community Plan Section 3.6
Continue to provide a high level of protective services (fire and police) in the community.

Other comments

This project will upgrade HHFR Portable handheld radios to the Harris XL -185. This project is conducted by the PRRD and its partner municipalities to increase our communication capabilities. This project will enable department to have stronger, clear communications. The P25 digital radio system will fix the communication dead zone issues and allow members to communicate via handheld radio any where in the county. P25 radio systems are used by the entire province of Alberta and is the future of the fire service industry. Harris XL – 185 radios will allow members to communicate via the P25 network, Wi-Fi, or LTE. The radios can be connected to a WIFI network in troublesome buildings such as a hospital. LTE will ensure that members can use the radio out of range from the district repeater if they have cellular service. PRRD plans to run a 2-phase project for roll out. PRRD Board of Directors have allocated 2.1 million dollars for Infrastructure upgrades at all 12 repeater sites.

NOTE: THIS PROJECT WAS APPROVED BY COUNCIL TO RECEIVE ALL EQUIPMENT TOGETHER AND SPLIT THE PAYMENT OVER 2 YEARS. 2023 WILL BE THE FINAL PAYMENT.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: **Brad Milton**

Project Name: **Fire Fighter Turnout Gear Replacement**

Date: **2 Feb 2023**

What needs to be done? What is the project scope?

This proposal would be to purchase 3 sets of structural fire fighter turn out gear.

Purpose:

This purchase is necessary to ensure the department has an inventory of turn out gear which meets industry best practices for life cycle, and the requirements of the Occupational Health and Safety Regulation Part 31.

What alternatives were considered?

None.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

If this purchase does not occur, it would impact the department's ability to provide safe and reliable equipment to fire department staff. The purchased sets of gear would be utilized to replace older gear which has reached the end of its accepted life span.

What is the estimated Capital cost?

ITEM	COST
3 Bunker Coats	\$4,830.00
3 Bunker Pants	\$2,991.00
Sub - Total	\$7821.00
GST	391.05
PST	\$0.00
Grand Total	\$8212.05

The capital cost for 2022 is \$8000.00 + GST.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
☐ Supplies/Expense
☐ Utility Cost
☒ No Impact on Operating Budget

No significant impact.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☐

Other: _____

How is the project linked to the strategic plan?

Official Community Plan Section 3.6
Continue to provide a high level of protective services (fire and police) in the community.

Other comments

All turn out gear purchased would meet National Fire Protection Association Standard 1971.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: **Brad Milton**

Project Name: **Engine 3 Replacement**

Date: **2 Feb 2023**

What needs to be done? What is the project scope?

Hudson's Hope Fire Rescue (HHFR) has begun the purchase a new Type 3 Engine (pumper) for the replacement of Engine 3 at the Beryl Prairie fire hall. This engine replacement will be a multi year project due to length of build time.

Purpose:

This purchase is necessary to ensure HHFD and the District of Hudson's Hope meets the standards of the Fire Underwriters Survey. The Current Engine 3 has reached the end of life with 20 years of service, along with a 5-year extension. We only have 2 years left on the extension.

What alternatives were considered?

1. Do nothing: This would lead to the loss of our Fire Insurance Grad Rating, causing a significant increase to residential insurance rates.
2. Purchase a used engine: This would lead to Vehicle replacement again, sooner than 25 years.

What happens if we do not do this project? When do you expect this event to happen? How often do you expect this event to happen?

If this purchase does not occur, the District of Hudson's Hope would be at risk of losing our fire insurance rating. This would lead to large increases in residential insurance rates in the area. Using a 25-year-old vehicle, the department could face increased maintenance costs. The replacement of an emergency services vehicle is about a 2-year process, with build times currently around 500 days. Fire service engines should be replaced every 20 years, as per industry standards.

What is the estimated Capital cost?

This is a multi year project. In the 2nd half of 2022 we should tender the project to ensure delivery by end 2024.

		Financial Plan		
Items	cost	2022	2023	2024
Type 3 Engine	\$714,342.00	\$0.00	\$ 71,434.20	\$ 642,907.80
Sub-Total	\$ 714,342.00	\$0.00	\$ 71,434.20	\$ 642,907.80
PST	\$ 50,003.94	\$0.00	\$ 5,000.39	\$ 45,003.55
Total	\$ 764,345.94	\$0.00	\$ 76,434.59	\$ 687,911.35
GST	\$ 35,717.10	\$0.00	\$ 3,571.71	\$ 32,145.39
Grand Total	\$ 800,063.04	\$0.00	\$ 80,006.30	\$ 720,056.74

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☒ No Impact on Operating Budget

Replacement of engine 3 with a newer vehicle, there will be no impact on the operating budget, it would reduce the operating cost.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☐

Other: _____

Please see attached.

How is the project linked to the strategic plan?

Official Community Plan Section 3.6
Continue to supply a high level of protective services (fire and police) in the community.

Other comments

HHFR intends to replace the current Engine 3 with a new type 3 engine, this new vehicle will be capable of meeting the needs of the department for years to come. This vehicle will be capable of supporting our wildland firefighting operations while maintaining structural firefighting needs. Once replaced this engine will be in service for 20 years. The new engine will meet or exceed the fire service standards in all aspects of pumping capabilities, safety, and operational equipment. The new Engine will also ensure that Hudson's Hope maintains our current Fire Underwrites Survey Standards. Engine 3 is currently under a Fire Underwrites Survey Extension for 5 years. We have 2 years left on the extension to replace Engine 3, or we risk losing our rating if not replaced and in operation by end 2024. The District of Hudson's Hope maintains a Protective Services Capital Reserve Fund for the replacement of our emergency vehicles fleet.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman
Project Name: Computer Replacements 2023
Date: March 25, 2023

What needs to be done? What is the project scope?

The District began a scheduled computer replacement program in 2020 with 7 desktops and 1 laptop being replaced; in 2021 the following items were replaced: 1 desktop, 3 laptops, 3 wireless access points, the router, and the server. In 2022, 7 Surface laptops and 5 desktops were replaced.

IT Partners encourages a 3-year turn-around time for computer replacements, however in consultation with the IT Manager, Peace River Regional District, a low-risk and more cost-effective approach would be to adopt a 4-year turn-around time as the computers are generally reliable.

The estimated cost for computer and laptop replacement is \$17,000 which includes configuration costs, shipping, and on-site installation. The exact list of items is not yet known.

Purpose:

To continue with the scheduled replacement plan that was implemented in 2020. An annual budget amount for computer and server replacements allows the District to avoid significant expenses in a given year.

What alternatives were considered?

Do not buy and operate old laptops.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

District property would be at increasing risk pertaining to potential technological failure, i.e if a computer fails then productivity is negatively impacted until a replacement is obtained. In addition, without a scheduled replacement plan, the District would risk facing a substantial cost in a given year if a number of computers were to fail during that year.

What is the estimated Capital cost?

Approximately \$17,000.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☐ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☐ No Impact on Operating Budget

No significant impact.

What is your estimate based on? Check all applicable:

Quote Past ☐

Work ☐

Best Guess ☐

Other: _____

How is the project linked to the strategic plan?

Other comments

The current inventory list maintained by IT Partners does not reflect all of the District computers (although most are listed) and a record of disposed computer equipment has not been maintained.

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Ruhul Amin

Project Name: Beryl Prairie Subdivision Storm Ditch

Date: March 9, 2022

What needs to be done? What is the project scope?

Re-construction of the Tompkins Road ditch and armoring the ditch with 50-kg crushed stone and/or other suitable materials.

Purpose:

The Beryl Prairie Subdivision experienced a significant flooding event on May 2, 2020, in and around the Tompkins Road and Coulson Road intersection. The May 2020 event involved the following:

- Overtopping at the Coulson Road culverts
- Damage to Coulson Road
- Overtopping at Tompkins Road north culvert crossing
- Overtopping at driveway culvert, driveway and culvert completely washed out.
- Significant erosion of east Tompkins Road ditch
- Damage to Tompkins Road shoulder
- Flooding of properties throughout the subdivision, including impacts to homes

Urban Systems was hired for the assessment of the Stormwater. Following the recommendations from Urban Systems, the District already upgraded 3-Culvert Locations and requested MoTI to upgrade the culverts at Beryl Prairie Road.

This project is addition of ditch armoring in Tomkins Road with riprap or any other materials which was significantly damaged due to severe scouring.

What alternatives were considered?

1. Do Nothing: If this ditch and armoring is not done, may result significant damage to adjacent properties during similar events in future. Possible liability issue for the District.
2. Delay the project: Delaying the project may end up with liability issues for the District if similar events happened in future.

**What happens if we don't do this project? When do you expect this event to happen?
How often do you expect this event to happen?**

Resident will be at risk of flood and consequential damages from the flood.
Could be a liability and legal issues for the District.

What is the estimated Capital cost?

\$100,000.00

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost
- ☐ No Impact on Operating Budget

May need additional man hours for operation and maintenance.

What is your estimate based on? Check all applicable:

Quote Past ☐

Work ☐

Best Guess ☒

Other: _____

How is the project linked to the strategic plan?

Strategic Objectives 2019 – 2022; Provide quality Infrastructure Services in a sustainable manner.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Mokles Rahman

Project Name: Swimming Pool Rehabilitation

Date: February 23, 2022

What needs to be done? What is the project scope?

Replacement of entire liner of Pool walls and floor Membrane:

The scope of the project is to replace pool liner including floor membrane as well as gutters to give the pool a better system of water tightness. The floor inlets will be replaced as necessary. Concrete floor slab will be repaired with concrete as necessary.

While the wall inlets should be replaced to have complete water tightness in the Pool, without excavation around the pool walls it would not be possible. Wall inlets will be inspected during the field visit by the contractor.

Purpose:

The main purpose of this project is to rehabilitate the swimming Pool with new wall liner, floor membrane, gutter etc as those are at the end of its life. There are many joints and seals which are no longer impervious to water. Concrete spalling under the liner, which requires liner replacement, and repair of concrete bowl which is not localized and widespread across pool floor especially at the shallower depth. This rehabilitation should extend the life of the pool by approximately another 15 years.

During the last few years several deficiencies noted with respect to the pool especially the liner, and every year reactive repairs were done to run the summer programs in the pool.

What alternatives were considered?

1. Continue status quo maintenance of liner and membrane.
2. Do nothing; may cause failure of membrane and ultimately shut down the Pool for the season or part of the season.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

If we do not take this project, there might be shut down of pool in some occasions during the operation. Also, we would not be able to meet the regulatory requirements. Northern Health do not inspect annually but with complaints or request from the Municipalities they perform inspection. Furthermore, our operations and maintenance (O&M) costs will remain high. Water loss in the pool is 1200- 1500 gallon per day. It may be mentioned here that this swimming pool was built in 2002/2003. The life expectancy of many components of the Pool are fifteen (15) years.

What is the estimated Capital cost?

The following are the estimates for the replacement of liner and membrane using either generic material or using material compatible with the original liner/installation.

- Generic Materials: \$300,000 plus Taxes; 3 to 4 weeks for delivery.
- Myrtha Materials: \$375,000 plus Taxes; 6 to 8 weeks for delivery.

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☐ Supplies/Expense
- ☐ Utility Cost

There is no negative impact on the Operating Budget, rather it would reduce the operating costs as it is assumed that there will be less call outs and after hour work. In addition, there will be less water loss because of leak.

What is your estimate based on? Check all applicable:

- Quote Past ☒
- Work ☐
- Best Guess ☐
- Other: _____ Consultant's estimate _____

There are not many contractors with these types of expertise.

How is the project linked to the strategic plan?

Strategic Objectives 2019-2022:

During the Strategic Planning workshop in December 2018, Council identified *“Provide quality Recreational and Cultural opportunities in an affordable manner”* as one of the top priority objectives for the Council during 2019-2022.

In addition, during the Strategic Planning workshop on November 13, 2022 Administration presented three (3) options to Council regarding the swimming Pool to consider in 2022. Option-1: Perform status quo repair/ maintenance at a cost of \$25,000 to \$30,000; Option-2: Perform pole liner replacement at a cost of \$300,000; Option-3: Perform entire rehabilitation of Pool including heating system, water circulation lines, water connections, water heater etc at a cost of \$850,000.

Other comments

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Gordon Davies A.Sc.T., Public Works

Project Name: Plow Truck Replacement Unit #15 1995 GMC Topkick Plow Truck

Date: February 2, 2021

What needs to be done? What is the project scope?

Replacement of Unit #15 a 1995 GMC Topkick Plow truck. The plow truck is equipped with a Monashee underbody plow and slide in V-box sander c/w rear discharge.

The Unit is 26 years old with 95,360 km on it. However, the dump box has completely rusted through and prolonged service has been obtained by placing some plywood on the inside of the box. The truck will probably not pass the B.C. Commercial Vehicle Inspection in July 2021 due to box and truck frame rust making it unsafe in the opinion of the Provincial Inspector.



Purpose:

This truck is used as a spare to the two front line snowplow trucks in the District's fleet. It is capable of snow plowing, gravel hauling and distribution of Winter sand/salt mix. The truck has been retained longer than usual due to the fact that it utilizes hydraulic brakes and does not require a special license to operate.



It is suggested that Unit #44 the 2013 International snowplow truck be used as a spare to the two front line snowplow trucks and Unit #15 be disposed of as a trade in. Unit #44 has impending motor failure symptoms in addition to dump box/hydraulic hoist issues from near time of purchase. Unit #44 will be satisfactory as a spare snow plow truck even with the defects as described below. The dump box hoist fails to react due to the fact that the wheelbase of the truck chassis was too short for the snowplow package to be properly mounted on it in the beginning. Public Works have bolted on 800 pounds of extra metal on the overhanging cab guard to try to assist the hoist to release and the box to come down. This has failed to cure the problem and another \$5,000.00 hydraulic hoist requires to be purchased in 2021.

Unit #44 is only utilized in the winter as a snowplow truck due to the small and unusual size and configuration of the box. It is also not used in the other seasons due to the fact that the box does not come back down after dumping.

A replacement truck should be specified identical to the snowplow truck purchased in 2020 to be delivered in March 2021 (due to COVID 19). The truck would be equipped with a gravel dump box, underbody snowplow and directional front plow. This sanding unit would be a side tilting box with mid unit sand spinner to discharge sand/salt mix in front of the rear tires.

What alternatives were considered?

The alternative is to keep old unit # 02 which we supposed to dispose in March 2021 once new unit #2 is available.

At a minimum, retaining Unit #44 as the spare or “back up” snowplow truck would be adequate for a 3-year period with the complete disposal by trade in of Unit #15.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

If a front-line snowplow truck fails and there is only one other snowplow truck, the District roads could experience a reduced level of service in reaction time or service time. This reduced level of service could potentially result in vehicle accidents and travel delays.

The District would experience difficulty renting or leasing a suitable snow plow truck in an emergency situation, due to the difficulty of private contractors being able to purchase liability insurance for snowplowing on District roads.

What is the estimated Capital cost?

\$260,000

What is the impact on Operating Budget?

Increase/decrease – please explain

☒ Personnel

☒ Supplies/Expense

☐ Utility Cost

☐ No Impact on Operating Budget

Purchase of new snowplow truck will decrease expenses in the Operating Budget. This is due to the improved fuel economy and warranty repair costs being covered by the manufacturer.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☐

Other: _Similar purchase 2020_____

Purchase of a similar unit in 2020 to be delivered in March 2021 due to COVID 19 (upfitter shop closure.)

How is the project linked to the strategic plan?

Mobile equipment in new condition permits personnel to provide quality infrastructure services in a sustainable manner.

Other comments

FOS Discussion

HH Capital Project/Purchase Fact Sheet

Requestor's Name: Ruhul Amin, Director of Public Works

Project Name: Commercial Backhoe (#42)

Date: March 1, 2022

What needs to be done? What is the project scope?

Purchase a new Backhoe and sell the existing Backhoe (possible trade-in with the supplier of new Backhoe).

There are approximately 1400 recorded hours on this machine. This Backhoe should be replaced with a new model as it is more than 10 years old now.

Purpose:

This is the only backhoe in the District. The existing Volvo B160 is at end of its service life now. In last couple of years, the district had to perform following repair works to keep it running:

- Hoses- they are light duty grade
- Extendable as it was not working well
- Tires- need new tires, are very expensive
- Front Bucket- Four-way front bucket is not working well

Considering the repair history and current condition of the existing Backhoe, it is the perfect time to replace it.



What alternatives were considered?

Do not purchase a new one, Continue with the existing Backhoe. It may end up with some operational issue if its break down.

**What happens if we don't do this project? When do you expect this event to happen?
How often do you expect this event to happen?**

The current backhoe can continue to be used but maintenance costs will continue to rise as the machine gets older.

There is some residual trade value left in the current machine.

What is the estimated Capital cost?

\$170,000 Gross cost (excluding any trade value)

What is the impact on Operating Budget?

Increase/decrease – please explain

- ☒ Personnel
- ☒ Supplies/Expense
- ☐ Utility Cost

Operating costs should decrease with the addition of a new Backhoe. The first year or two the Backhoe will be under full warranty and costs will be only associated with fuel, oils, and general servicing.

What is your estimate based on? Check all applicable:

Quote Past ☒

Work ☐

Best Guess ☒

Other: Past Experience & recent quote from Equipment Dealer

How is the project linked to the strategic plan?

The replacement of the old Backhoe will assist in achieving our goals with respect to the Open Space Maintenance Guidelines.

Other comments