



CITY OF WEST KELOWNA SPECIAL COUNCIL AGENDA

Thursday, December 10, 2020, 9:00 A.M.

COUNCIL CHAMBERS

2760 CAMERON ROAD, WEST KELOWNA, BC

Pages

1. CALL THE SPECIAL COUNCIL MEETING TO ORDER

It is acknowledged that this meeting is being held on the traditional territory of the Syilx/Okanagan Peoples.

Procedural Motion:

WHEREAS the Minister of Public Safety and Solicitor General, under the *Emergency Program Act*, has issued Ministerial Order No. M192, dated June 17, 2020 in regards to "Local Government Meetings and Bylaw Process (COVID-19) Order No. 3", therefore be it resolved;

THAT Council does not allow members of the public to attend this open meeting as the meeting space will not accommodate members of the public in accordance with the requirements or recommendations under the *Public Health Act*; and

THAT Council hereby notifies the public that this meeting is being webcast live and will be archived on the City's website to ensure openness, transparency, accessibility and accountability in respect of the meeting.

2. INTRODUCTION OF LATE ITEMS

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

5. MAYOR AND COUNCILLOR'S REPORTS

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1. CHIEF ADMINISTRATIVE OFFICER

Introduction of the 2021 Proposed Budget

8.2. FINANCIAL SERVICES

8.2.1. Draft 2021-2025 Financial Plan, Supplemental Requests and Ten-Year Capital Plan

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Recommendation:

THAT Council direct staff to incorporate the supported supplemental budget requests, capital projects, additions and deletions into the City of West Kelowna's Financial Plan for 2021-2025; and

THAT Council give first reading to City of West Kelowna 2021-2025 Financial Plan Bylaw No. 0284, 2020.

8.2.2. 2021 Financial Plan Early Approval Requests

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Recommendation:

THAT Council authorize staff to proceed with the capital expenditures, supplemental FTE's and supplemental requests on the attached Schedules A and B; and

THAT Council authorize staff to distribute the approved 2021 Cash Grants-in-Aid.

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE SPECIAL MEETING

The next Council meeting is scheduled for 1:30 p.m., Tuesday, January 12, 2021.



COUNCIL REPORT

To: Paul Gipps, CAO

Date: December 10, 2020

From: Warren Everton, Director of Finance/CFO

Subject: **Draft 2021-2025 Financial Plan, Supplemental Requests and Ten-Year Capital Plan**

RECOMMENDATION

THAT Council direct staff to incorporate the supported supplemental budget requests, capital projects, additions and deletions into the City of West Kelowna's Financial Plan for 2021-2025; and

THAT Council give first reading to City of West Kelowna 2021-2025 Financial Plan Bylaw No 0284, 2020.

STRATEGIC AREA OF FOCUS

Economic and financial well-being of the City of West Kelowna

BACKGROUND

LEGISLATIVE REQUIREMENTS:

Section 165 of the *Community Charter* requires that Council adopt, by bylaw, a five-year financial plan, which must establish the City's proposed expenditures, funding sources and transfers between funds. West Kelowna has a five-year Operating Plan and ten-year Capital Plan. The Operating Plan lists the revenues and expenses, which ultimately determines the tax requisition and rates and may be amended at any time.

DISCUSSION

The Financial Plan is a preliminary policy document for Council's consideration and reflects West Kelowna's continuing efforts to provide the highest quality of service in daily operations and local governance, as it relates to the strategic priorities and goals of the municipality.

This year the City has continued the new budget process that started with the 2020 plan. As you may remember Budget Guidelines were developed to better frame the budget process and enable financial planning at the department level. Finance provides the tools and analysis to each of the departments and then uploads all the data to the financial system. This year we have created new schedules that draw directly from the uploaded information in the financial system. That was to avoid duplication of entries which was a major source of error and reconciliation. You will note that the department schedules are now printed directly from the financial system and are in the landscape format. This format makes the reports more readable but does present a challenge using the budget binder when switching from reading the schedules in portrait mode to reading the department reports in landscape. As well, these schedules display revenues as negatives, which is an accounting convention and hard coded in the programming. All the GL accounts are listed on the department schedules, except for Human Resources, Facilities, Water and Sewer where the accounts are rolled up into departmental sub-functions.

On December 10th Staff will provide a detailed first review of the financial plan with Council and request feedback on the proposed revenues and expenditures.

Operating

- Overall revenues and expenses are listed in summary form on the statutorily required Schedule A. Functional areas are further segmented out in Schedule B (General Fund), C (Sewer Fund) and D (Water Fund)
- Finance Department schedule shows a large increase (72%) which is due to the discretionary funds residing here. These funds are a culmination of the tax increase, net revenues vs expenses and the balancing factor for the GL budget listing
- Allocations of Directors wages have changed with the CAO's reorganization of the corporate structure. With an overall decrease in this area, some departments are seeing a reduction and others a corresponding increase. Examples of this are Planning Department costs moving to Development Engineering and Bylaw and Finance Department moving to Facilities and Recreation.
- Recreation and Facilities together represent about \$500,000 net expense increase (18%) due to reduction of revenue. This is mainly due to COVID as reported previously to Council
- Parks Department is seeing a small drop in net expense (2.2%) despite a reduced field rental revenue projection and the first full year of in-house turf mowing. The reduction of contracted mowing to zero has helped keep expenses down.

Capital and Reserves

- In the 2020 budget much of the equipment purchases were approved to be funded by the Municipal Finance Authority's Equipment Finance Program. For 2021 equipment is proposed to be funded from reserve in order to keep short term borrowing conservative. There is about \$1.16 million in Fire Services equipment including breathing apparatus funded from the Fire Equipment Reserve and about \$675,000 in equipment from the regular Equipment Reserve.
- The major roads projects listed in the Capital Plan include:

- Road Rehab Program at \$1 million funded from Gas Tax and Capital Reserves
- Gellatly Road North & Carrington Roundabout – \$2.5 million funded from reserves for \$695,000 and DCCs for \$1.805 million
- Shannon Lake and Bartley Intersection - \$3.43 million funded from reserve for \$1.3 million and DCCs for \$2.13 million
- The significant Facilities plans include:
 - Fire Hall Drawings for \$175,000
 - Jim Lind Arena Chiller Replacement for \$450,000
 - Public Works Site Preparations and Drawings for \$275,000
 - City Hall Concept Plan, Drawings and Consulting for \$2 million
- Information Services and Finance
 - Budget Software for \$100,000. This proposal is the next step in the evolution of the budget process. The budget is currently completed within the Financial System, which is an improvement over the previous spreadsheet system but still far from ideal. Budget software would overlay and integrate with the financial system making it much more functional
- Water
 - Rose Valley Water Treatment Plant borrowing at \$23.5 million. This was approved through Borrowing Bylaw 0281 but was never previously reflected in the Capital Financial Plan
 - Various Water System components totalling \$472,500
- Reserves
 - The total Transfer to Reserves projected in the General Fund Budget is \$8,512,098, which is a \$92,742 increase or 1.1% over 2020 transfers. This represents Staff's minimum recommended levels to keep our Capital Reserves in reasonable health
 - When reviewing the totality of capital projects including prior year carry forward amounts, a number of reserves appear underfunded and will require discussion on whether to have them borrow from other reserves for current and future projects or whether to move some of them to short-term borrowing. Underfunded reserves include:
 - Fire Department Equipment Reserve
 - Powers Creek Water Reserve
 - West Kelowna Sewer Reserve

Consolidated Total Revenues and Expenditures – Schedule A

This schedule presents the various components of revenues and expenditures based on the proposed 4.75% tax increase. This increase includes a new 1% infrastructure levy applicable in each of the five years of the Financial Plan. Such a levy has been introduced in previous years but for the current budgeting process is to include a framework on how the money would be spent going forward (separate report).

Please note that until Council provides direction on the 2021 capital requests, the expenditures and the revenue sources for these capital expenditures will not be reflected in the schedules.

Supplemental Budget Requests

There are supplemental General Fund Budget requests totalling \$128,000 of which all are ongoing expenditures. There is one supplemental request in utilities for \$75,000 of ongoing expenditures.

Supplemental Full Time Equivalent (FTE) Requests

There are \$767,543 in supported FTE requests with \$149,242 in first year savings and \$42,470 in proposed funding from capital projects for a net total of \$575,831 in 2021. Ideally, the budget should fund the full amount in 2021 in order to avoid transferring the burden onto the following year's taxes, which has happened in previous years. Additionally, with the reduction to the tax increase in 2020 the FTE request listing that was put on hold at the time is being brought back for approval. These requests total \$344,370 and will remain unfilled until they are re-approved by Council.

2020 Capital Plan

The Capital Plan has been organized by project type and department. The general portion of the capital plan includes requests that total \$16,841,075 and the utility portion of the plan includes requests totalling \$23,972,490 (which includes Rose Valley Water Treatment Plant borrowing). The Capital Plan total is \$40,813,565 or \$17,313,565 excluding the RVWTP borrowing.

2020 Grants in Aid Requests

Finance Staff have summarized a list of the organizations that have made an application for funding including the amount of funds requested, a description of the organization and the proposed use of the grant. The total requested for 2021 is \$477,933 with \$153,629 in cash grants and \$324,304 in non-cash grants. The 2020 cash grants were \$117,800 and non-cash grants were \$303,596 for a total of \$421,396.

Next Steps

Staff are also planning a number of public budget consultations in late January and/or early February to receive feedback from the public on the 2021 – 2025 Draft Financial Plan. These sessions will be different than the open houses conducted for the 2020 budget and will be conducted via video meeting. The feedback from these sessions will be presented to Council and staff would then ask for direction on changes prior to the 2nd and 3rd readings of the Financial Plan Bylaw.

Alternate Motion:

THAT Council direct staff to incorporate the supported Capital projects, supplemental budget requests, additions and deletions into the City of West Kelowna's Financial Plan for 2021-2025; and,

THAT Council authorize a different tax increase and reduce the proposed transfer to reserve, and;

THAT Council give first reading to City of West Kelowna 2021-2025 Financial Plan Bylaw No 0284, 2020.

REVIEWED BY

Shelley Schnitzler, Legislative Services Manager/Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

PowerPoint: Yes ☒ No ☐

Attachments:

Attachment 1 – Financial Plan Bylaw 0284, 2020

Schedule A – 2021-2024 Financial Plan Summary and Financial Policies

CITY OF WEST KELOWNA

BYLAW NO. 0284

A BYLAW TO ADOPT THE 2021-2025 FINANCIAL PLAN

WHEREAS the Council shall, by bylaw, pursuant to Section 165 of the *Community Charter*, adopt in each year a five year financial plan; and

WHEREAS expenditures not provided for in the financial plan or the financial plan, as amended, are not lawful except in the event of an emergency;

THEREFORE BE IT RESOLVED THAT the Municipal Council of the City of West Kelowna in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as the "CITY OF WEST KELOWNA FINANCIAL PLAN BYLAW NO. 0284, 2020".

2. Schedule "A" attached hereto and forming part of this Bylaw shall be the Financial Plan of the City of West Kelowna for the period January 1, 2021 to December 31, 2025.

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
ADOPTED

MAYOR

CITY CLERK

Schedule "A"

City Of West Kelowna 2021 - 2025 Financial Plan						
Consolidated Totals Revenue Schedule "A1"						
	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
Property Taxes	34,408,643	36,559,183	38,752,734	41,077,898	43,542,572	46,155,126
Property Tax Exemption	206,099	209,190	212,328	215,513	218,745	222,026
Utility Companies	593,304	603,844	640,074	678,479	719,188	762,340
Parcel Tax	1,144,010	1,144,010	1,212,650	1,285,409	1,362,534	1,444,286
Grants-in-Lieu	-	-	-	-	-	-
Sales of Service and Recoveries	34,648,335	35,098,706	37,204,627	39,436,907	41,803,122	44,311,312
Other Revenue	1,346,100	1,346,100	1,426,866	1,512,478	1,603,226	1,699,420
Government Grants and Operating Reserves	2,364,947	2,600,117	2,756,124	2,921,491	1,786,663	1,893,863
Capital Funding Sources	18,223,737	-	-	-	-	-
Sub-total	92,935,175	77,561,150	82,205,403	87,128,175	91,036,050	96,488,373
Collections for Other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,500
TOTAL REVENUES	\$ 114,865,475	\$ 99,491,450	\$ 105,451,521	\$ 111,769,060	\$ 117,155,389	\$ 124,174,873

City Of West Kelowna 2021 - 2025 Financial Plan						
Consolidated Totals Expenditure Schedule "A2"						
Description	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
Operating Expenditures						
General Government Services	8,854,572	9,163,880	9,713,713	10,296,540	10,914,326	11,569,186
Protective Services	15,779,302	16,321,693	17,300,995	18,339,056	19,439,400	20,605,764
Engineering and Transportation Services	7,865,914	7,930,089	8,405,893	8,910,247	9,444,863	10,011,556
Water, Sewer, Solid Waste & Recycling	15,182,299	15,729,841	16,673,631	17,674,051	18,734,486	19,858,560
Storm Sewer Utility	348,998	350,444	371,470	393,757	417,381	442,425
Cemetery	160,569	163,005	172,785	183,152	194,141	205,790
Development Services	4,069,905	4,234,389	4,488,454	4,757,762	5,043,227	5,345,823
Recreation & Cultural Services	8,322,473	8,366,339	8,868,318	9,400,416	9,964,442	10,562,311
Property Tax Exemption Offset	206,099	209,190	212,328	215,513	218,745	222,026
Interest & Principal - Municipal Debt	3,124,512	3,124,512	3,311,983	3,510,703	3,721,345	3,944,624
Other Fees	-	-	-	-	-	-
Transfer to Reserves:						
General Capital	8,419,356	8,512,098	9,022,824	9,564,193	9,701,338	10,283,417
Sewer Capital	450,000	450,000	477,000	505,620	535,957	568,114
Water Capital	1,927,440	1,927,441	2,043,087	2,165,670	2,295,620	2,433,354
Available for supplemental requests 2021 to 2025	-	1,078,229	1,142,922	1,211,495	410,779	435,422
Total Operating Expenditures	74,711,438	77,561,150	82,205,403	87,128,175	91,036,050	96,488,372
Capital Expenditures						
General Government Services	631,286					
Protective Services	1,376,130					
Transportation Services	9,700,716					
Environmental Health Services (water Sewer, Cemetery)	2,578,205					
Public Health Services						
Recreation & Cultural Services	3,437,400					
Storm Sewer	500,000					
Total Capital Expenditures	18,223,737	-	-	-	-	-
Transfers to Other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,501
TOTAL EXPENDITURES	\$ 114,865,475	\$ 99,491,450	\$ 105,451,521	\$ 111,769,060	\$ 117,155,389	\$ 124,174,873

Schedule "A"

Taxation is a major revenue source for the General Fund and accounts for 37% of the 2021 total revenue estimated at \$99,491,450, including collection for other governments but excluding transfers from reserves. Over the five-year period of the financial plan, the taxation requirement is estimated to increase annually by a growth factor of 1.5% in 2021 and the remaining years as well as a proposed infrastructure levy of 1% in each of the five years. Inflationary factors and transfers to reserves are also included in the proposed 4.75% increase for 2021 with subsequent increases leveling back down to 4.5% in 2021 to 2025.

The current financial plan provides for \$36,559,183 to be generated from City of West Kelowna property tax base for General Government purposes.

The City has various policies that govern and affect the budget process and include:

1. Revenue Policy
2. Reserve Fund Policy
3. Grant-In-Aid Policy
4. Permissive Tax Exemption Policy
5. Development Cost Charge Policy

Revenue Policy

The City will review fees/charges annually to ensure that they keep pace with changes in the cost-of-living as well as changes in the methods or levels of service delivery.

The City will actively pursue alternative revenue sources to help minimize property taxes.

The City will consider market rates and charges levied by other public and private organizations for similar services in establishing rates, fees and charges.

The City will establish cost recovery policies for fee-supported services. The Policies will consider whether the benefits received from the service are public and/or private.

The City will establish cost recovery policies for services provided for other levels of government.

General Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP).

The City will develop and pursue new and creative partnerships with government, community institutions (churches, schools), and community groups as well as private and non-profit organizations to reduce costs and enhance service to the community.

Reserve Fund Policy

It is essential that local governments maintain adequate levels of reserve balances to mitigate current and future risks, ensure stable tax rates and demonstrate financial commitment to long range infrastructure and master plans. The following guiding principles form the basis of the Policy:

Schedule "A"

- Sufficient reserve funds are important in achieving financial health and stability for the City of West Kelowna.
- Reserve goals need to be consistent with and supportive of established long term financial plans.
- Reserve fund management needs to conform to the statutory and legal requirements of the *Local Government Act* and the *Community Charter*, generally accepted accounting principles (GAAP) and public sector accounting board (PSAB) recommendations.

Grant in Aid Policy

Each year, as part of its annual budget process, Council will determine the amount of funding to be provided for all municipal Grants in Aid including: Community Project grants, Corporate grants, In-Kind Contribution grants, Special Events grants and Community Events grants. Council will through its annual budget process, determine the amount of funding to be allocated to the grant program. Council will retain the right to make the final decision on both the overall grant allocation and the individual grant. All applications for grants in aid will be considered in accordance with the Grant in Aid Policy.

Permissive Tax Exemption Policy

Permissive tax exemptions will be approved annually by Council. All applications for permissive tax exemptions will be considered in accordance with the Permissive Tax Exemption Policy.

Development Cost Charge Policy

Development cost charges will be used to help fund capital projects deemed to be required in whole or in part due to development in the community. These charges will be set by bylaw and reviewed at a minimum every year to ensure that project estimates remain reasonable and the development costs charges are aligned with the strategic goals of Council.

Other guiding principles that are important during the budget process and preparation of the financial plan:

Surplus Funds

The *Community Charter* does not allow municipalities to plan an operating deficit (i.e. where expenditures exceed revenues). To ensure this situation does not occur, revenue projections are conservative and authorized expenditures are closely monitored. The combination of conservative revenue projections and controlled expenditures should produce a modest annual operating surplus.

Use of Surplus Funds

- a. To ensure the Accumulated Surplus is not excessive, the balance in the accumulated surplus account should not exceed a specific amount or guideline (guideline contained in the Reserve Fund Policy)

Schedule "A"

- b. Staff will facilitate Council's review of the amount of Accumulated Surplus funds available on an annual basis.
- c. Allocation of accumulated surplus over the guideline shall be done in compliance with the Reserve Fund Policy

Debt Policy

The City of West Kelowna may consider debt financing under the following guidelines:

- 1. One-time capital improvements and significant equipment purchases.
- 2. When the useful project life will exceed the term of financing.
- 3. Major equipment purchases.
- 4. Debt servicing is limited to no more than a 3% tax increase per year.
- 5. The maximum debt servicing amount be limited to 15% (*Community Charter* allows for 25%) of the City's revenues as defined by the *Community Charter*.
- 6. Reserves are to be considered as a funding source before debt.

Proportion of Taxes Allocated to Classes

It is Council's goal to ensure that there is a fair and equitable apportionment of taxes to each property class. The apportionment to each class is calculated using the multipliers determined by Council prior to preparing the annual tax rate bylaw. The tax multipliers will be reviewed and set by Council annually.



DRAFT

2021 to 2025 Financial Plan

westkelownacity.ca/budget





City Of West Kelowna 2021 - 2025 Financial Plan
Previous, Current and Projected

	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
Growth (Actual 2020 and Projected)	1.44%	1.50%	1.50%	1.50%	1.50%	1.50%
Previous Year Taxes	33,009,059	34,408,643	36,559,184	38,752,735	41,077,899	43,542,573
Growth	475,330	516,130	548,388	581,291	616,168	653,139
Budget Increase	924,254	1,290,324	1,279,571	1,356,346	1,437,726	1,523,990
Infrastructure Allocation	0	344,086	365,592	387,527	410,779	435,426
Current Taxes	\$ 34,408,643	\$ 36,559,184	\$ 38,752,735	\$ 41,077,899	\$ 43,542,573	\$ 46,155,127
Total Increase	4.24%	6.25%	6.00%	6.00%	6.00%	6.00%
Less Growth	1.44%	1.50%	1.50%	1.50%	1.50%	1.50%
Net Tax Increase	2.80%	4.75%	4.50%	4.50%	4.50%	4.50%



City Of West Kelowna 2021 - 2025 Financial Plan

Consolidated Totals Revenue Schedule "A1"

	Approved 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Property Taxes	34,408,643	36,559,183	38,752,734	41,077,898	43,542,572	46,155,126
Property Tax Exemption	206,099	209,190	212,328	215,513	218,745	222,026
Utility Companies	593,304	603,844	640,074	678,479	719,188	762,340
Parcel Tax	1,144,010	1,144,010	1,212,650	1,285,409	1,362,534	1,444,286
Grants-in-Lieu	-	-	-	-	-	-
Sales of Service and Recoveries	34,648,335	35,098,706	37,204,627	39,436,907	41,803,122	44,311,312
Other Revenue	1,346,100	1,346,100	1,426,866	1,512,478	1,603,226	1,699,420
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Capital Funding Sources	18,223,737	-	-	-	-	-
Sub-total	92,935,175	77,561,150	82,205,403	87,128,175	91,036,050	96,488,373
Collections for Other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,500
TOTAL REVENUES	\$ 114,865,475	\$ 99,491,450	\$ 105,451,521	\$ 111,769,060	\$ 117,155,389	\$ 124,174,873

City Of West Kelowna 2021 - 2025 Financial Plan

Consolidated Totals Expenditure Schedule "A2"

Description	Approved 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Operating Expenditures						
General Government Services	8,854,572	9,163,880	9,713,713	10,296,540	10,914,326	11,569,186
Protective Services	15,779,302	16,321,693	17,300,995	18,339,056	19,439,400	20,605,764
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Other Fees	-	-	-	-	-	-
Transfer to Reserves:						
General Capital	8,419,356	8,512,098	9,022,824	9,564,193	9,701,338	10,283,417
Sewer Capital	450,000	450,000	477,000	505,620	535,957	568,114
Water Capital	1,927,440	1,927,441	2,043,087	2,165,670	2,295,620	2,433,354
Available for supplemental requests 2021 to 2025	-	1,078,229	1,142,922	1,211,495	410,779	435,422
Total Operating Expenditures	74,711,438	77,561,150	82,205,403	87,128,175	91,036,050	96,488,372
Capital Expenditures						
General Government Services	631,286					
Protective Services	1,376,130					
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Environmental Health Services (water Sewer, Cemetery)	2,578,205					
Public Health Services						
Recreation & Cultural Services	3,437,400					
Storm Sewer	500,000					
Total Capital Expenditures	18,223,737	-	-	-	-	-
Transfers to Other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,501
TOTAL EXPENDITURES	\$ 114,865,475	\$ 99,491,450	\$ 105,451,521	\$ 111,769,060	\$ 117,155,389	\$ 124,174,873
Difference	0	0	-	-	-	(0)



City Of West Kelowna 2021 - 2025 Financial Plan

General Revenue Fund - Revenues Schedule "B1"

	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
General Fund - Revenues						
Property Taxes	34,408,643	36,559,183	38,752,734	41,077,898	43,542,572	46,155,126
Property Tax Exemptions (all governments)	206,099	209,190	212,328	215,513	218,745	222,026
Utility Companies	593,304	603,844	640,074	678,479	719,188	762,340
Parcel Tax Funding	-	-	-	-	-	-
Grants-in-Lieu	-	-	-	-	-	-
Sales of Service and Recoveries						
General Government						
Administration Fees - Departments	5,398,149	5,398,149	5,722,037	6,065,359	6,429,280	6,815,037
Administration - Utilities	1,659,841	1,659,841	1,759,432	1,864,998	1,976,898	2,095,512
Administration on Capital Projects	200,000	320,000	339,200	359,552	381,125	403,993
Administration Recoveries (Finance, HR, IT)	122,150	122,150	129,479	137,249	145,485	154,214
Recoveries from Protective Services	3,533,597	3,612,647	3,829,406	4,059,171	4,302,719	4,560,883
Engineering, Public Works, Transit & Parks	837,190	820,190	869,401	921,565	976,859	1,035,471
Solid Waste & Recycling	2,648,144	2,648,144	2,807,033	2,975,455	3,153,982	3,343,221
Cemetery	160,569	163,005	172,785	183,153	194,141	205,789
Economic Development	16,500	16,500	17,490	18,539	19,651	20,830
Recreation	238,100	283,100	300,086	318,091	337,177	357,408
Facilities	1,726,450	1,304,450	1,382,717	1,465,679	1,553,622	1,646,839
Planning & Development	218,425	310,925	329,581	349,356	370,317	392,537
Building and Licence	1,611,600	1,611,600	1,708,296	1,810,794	1,919,442	2,034,609
Other Income						
Investment Income	500,000	500,000	530,000	561,800	595,508	631,238
Sewer Fund - Interest Income	150,000	150,000	159,000	168,540	178,652	189,371
Cemetery Fund - Principal payment	27,735	27,735	29,399	31,163	33,033	35,015
Cemetery Fund - Interest Income	35,765	35,765	37,911	40,186	42,597	45,153
Penalties and Interest on Taxes	460,000	460,000	487,600	516,856	547,867	580,740
Other Income	40,000	40,000	42,400	44,944	47,641	50,499
Government Grants and Operating Reserves						
Prior Year Surplus Carried Forward	375,000	-	-	-	-	-
Government Grants	1,470,117	1,470,117	1,558,324	1,651,823	1,750,933	1,855,989
Transfer from Reserves - Operating	478,621	1,100,000	1,166,000	1,235,960	-	-
Capital and Operating Funding Sources:						
Transfers from Reserves and DCC's	13,962,532	-	-	-	-	-
Donations	-	-	-	-	-	-
Debt Proceeds	1,683,000	-	-	-	-	-
Subtotal	72,761,531	59,426,535	62,982,713	66,752,123	69,437,434	73,593,840
Collections for other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,500
TOTAL GENERAL REVENUES	\$ 94,691,831	\$ 81,356,835	\$ 86,228,831	\$ 91,393,008	\$ 95,556,773	\$ 101,280,340



City Of West Kelowna 2021 - 2025 Financial Plan

General Revenue Fund - Expenses Schedule "B2"

	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
General Fund - Operating Expenses						
General Government Services						
Legislative Services	379,458	389,331	412,690	437,451	463,697	491,518
Administration	378,712	394,611	418,288	443,385	469,987	498,187
Grant-in-aid	432,464	432,464	458,412	485,917	515,072	545,976
Library	1,600,118	1,580,118	1,674,925	1,775,421	1,881,946	1,994,863
Financial Administration	1,566,242	1,581,393	1,676,276	1,776,854	1,883,467	1,996,472
Corporate Services	758,495	794,310	841,969	892,487	946,037	1,002,798
Human Resources	841,947	912,318	967,058	1,025,080	1,086,585	1,151,782
Information Services	2,045,287	2,136,436	2,264,623	2,400,503	2,544,531	2,697,206
Corporate Initiatives & Communications						
Corporate Initiatives	218,972	210,854	223,505	236,916	251,130	266,198
Communications	292,927	420,981	446,239	473,013	501,393	531,477
Economic Development	339,948	311,064	329,728	349,513	370,481	392,709
Protective Services						
Police Services	6,002,554	6,425,507	6,811,037	7,219,699	7,652,881	8,112,053
Fire and Rescue	9,776,748	9,896,186	10,489,958	11,119,357	11,786,519	12,493,711
Engineering						
Engineering	866,495	887,625	940,882	997,335	1,057,178	1,120,609
Transportation Services						
Operations and Road Maintenance	3,910,032	3,946,933	4,183,748	4,434,771	4,700,857	4,982,908
Street Lighting	442,059	442,059	468,583	496,698	526,499	558,090
Operations Fleet	137,775	141,524	150,015	159,017	168,558	178,672
Transit System	2,509,552	2,511,948	2,662,665	2,822,426	2,991,771	3,171,277
Solid Waste Collection & Recycling	2,445,438	2,453,805	2,601,034	2,757,096	2,922,522	3,097,874
Storm Sewer	348,998	350,444	371,470	393,757	417,381	442,425
Cemetery	160,569	163,005	172,785	183,152	194,141	205,790
Environmental Development Services						
Bylaw Enforcement	741,174	846,726	897,530	951,382	1,008,464	1,068,972
Planning and Development	1,425,969	1,306,615	1,385,012	1,468,111	1,556,197	1,649,568
Building and Licence	1,282,574	1,385,223	1,468,337	1,556,437	1,649,823	1,748,814
Development Engineering	620,188	695,825	737,575	781,832	828,743	878,469
Recreation & Cultural Services						
Recreation	1,514,277	1,382,871	1,465,843	1,553,794	1,647,022	1,745,845
Facilities	3,635,385	3,894,377	4,128,038	4,375,723	4,638,269	4,916,563
Parks	3,068,311	2,984,591	3,163,667	3,353,482	3,554,689	3,767,973
Museum	104,500	104,500	110,770	117,417	124,462	131,930
Other						
Property Tax Exemption Offset	206,099	209,190	212,328	215,513	218,745	222,026
Financial Services Interest						
Interest & Principal - Municipal Debt	643,374	643,374	681,977	722,896	766,270	812,245
Miscellaneous						
Transfer to Reserves:						
Capital Infrastructure - New	4,431,123	4,283,865	4,540,897	4,813,351	4,665,446	4,945,371
Equipment Replacement	660,000	900,000	954,000	1,011,240	1,071,914	1,136,229
Fire Equipment Replacement	560,000	560,000	593,600	629,216	666,969	706,987
Solid Waste	60,000	60,000	63,600	67,416	71,461	75,749
Future Expenditures	450,000	450,000	477,000	505,620	535,957	568,114
Gas Tax (Community Works)	1,420,117	1,420,117	1,505,324	1,595,643	1,691,382	1,792,865
City Hall Reserve	700,000	700,000	742,000	786,520	833,711	883,734
Recreation	107,116	107,116	113,543	120,356	127,577	135,232
General	31,000	31,000	32,860	34,831	36,921	39,136
Available for supplemental requests		1,078,229	1,142,922	1,211,495	410,779	435,422
Total Operating Expenditures	57,115,999	59,426,535	62,982,713	66,752,123	69,437,434	73,593,839
Capital Expenditures	15,645,532	-	-	-	-	-
Transfers to Other Governments	21,930,300	21,930,300	23,246,118	24,640,885	26,119,339	27,686,501
TOTAL GENERAL EXPENDITURES	\$ 94,691,831	\$ 81,356,835	\$ 86,228,831	\$ 91,393,008	\$ 95,556,773	\$ 101,280,340
Difference	(0)	0	-	-	-	(0)



City Of West Kelowna 2021 - 2025 Financial Plan
General Fund Capital Expenditures Schedule "B3"

	Approved	Forecast	Forecast	Forecast	Forecast	Forecast
	2020	2021	2022	2023	2024	2025
General Fund - Capital Expenditures						
General Government Services						
Administration	300,000					
Information Services	331,286					
Protective Services						
Police Services	46,000					
Fire	1,330,130					
Transportation Services						
Roads & Maintenance	7,753,350					
Pedestrian Infrastructure	1,800,000					
Street Lighting	-					
Traffic Control Equipment	147,366					
Environmental Health Services						
Solid Waste & Recycling	-					
Cemetery	-					
Recreation & Cultural Services						
Storm Sewer	500,000					
Recreation	-					
Facilities	2,684,500					
Parks	752,900					
TOTAL CAPITAL EXPENDITURES	15,645,532	-	-	-	-	-



City Of West Kelowna 2021 - 2025 Financial Plan


Revenues Schedule "C" Sewer

Sewer Utility	Approved 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Revenues						
User fees	1,826,326	1,836,074	1,946,238	2,063,012	2,186,793	2,318,001
Parcel taxes	1,113,453	1,113,453	1,180,260	1,251,076	1,326,141	1,405,709
Interest income	132,600	132,600	140,556	148,989	157,928	167,404
Sewer Surplus/Deficit	-	-	-	2	3	2
Collections for RDCO Waste Water Treatment Plant	3,935,250	3,935,250	4,171,365	4,421,647	4,686,946	4,968,163
Grants	-	-	-	-	-	-
Okanagan Basin Water Board	41,209	30,000	31,800	33,708	35,730	37,874
Transfer from Reserves						
Reserve - Future Expenditures	450,000	-	-	-	-	-
Local Improvements	-	-	-	-	-	-
Capital Reserve	89,928	-	-	-	-	-
Development Cost Charges	-	-	-	-	-	-
Borrowing Proceeds	477,045	-	-	-	-	-
TOTAL REVENUES	8,065,811	7,047,377	7,470,219	7,918,434	8,393,541	8,897,153
Expenditures						
Environmental Health Services	5,364,385	5,362,924	5,684,699	6,025,782	6,387,330	6,770,570
Interest & Principal - Municipal Debt	1,113,453	1,113,453	1,180,260	1,251,076	1,326,141	1,405,709
Interest - to General Fund	121,000	121,000	128,260	135,956	144,113	152,760
Transfer to Reserves:						
Capital Infrastructure - New	450,000	450,000	477,000	505,620	535,957	568,114
Capital Infrastructure - Renewal	-	-	-	-	-	-
Total Operating Expenditures	7,048,838	7,047,377	7,470,219	7,918,434	8,393,541	8,897,153
Capital Expenditures	1,016,973					
TOTAL EXPENDITURES	\$ 8,065,811	\$ 7,047,377	\$ 7,470,219	\$ 7,918,434	\$ 8,393,541	\$ 8,897,153
		0	0	0	0	0

City Of West Kelowna 2021 - 2025 Financial Plan

Revenues Schedule "D" Water

Water Utility	Approved 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Revenue						
User fees	10,205,386	10,746,023	11,390,784	12,074,230	12,798,683	13,566,604
Parcel tax	30,557	30,557	32,390	34,333	36,393	38,577
Other revenue	310,658	310,658	329,297	349,055	369,999	392,199
Water Surplus/Deficit	-	-	-	-	-	-
Government Grants	-	-	-	-	-	-
Transfer from Surplus	-	-	-	-	-	-
Transfer from Statutory Reserves						
Development Cost Charges	-	-	-	-	-	-
Water Reserves	1,240,383	-	-	-	-	-
Capital Debt	320,849	-	-	-	-	-
Developer/Donation	-	-	-	-	-	-
TOTAL REVENUES	12,107,833	11,087,238	11,752,471	12,457,618	13,205,075	13,997,380
Expenditures						
Environmental Health Services	7,372,476	7,913,112	8,387,898	8,891,173	9,424,634	9,990,116
Interest & Principal - Municipal Debt	1,246,685	1,246,685	1,321,486	1,400,775	1,484,821	1,573,910
Transfers to Reserves:						
Reserve trsf - re Rose Valley	1,362,753	1,362,753	1,444,518	1,531,189	1,623,060	1,720,444
Reserve trsf re Powers Creek	564,687	564,687	598,568	634,482	672,551	712,904
Equipment Replacement	-	-	-	-	-	-
Accumulated Surplus	-	1	1	(1)	9	6
Total Operating Expenditures	10,546,601	11,087,238	11,752,471	12,457,618	13,205,075	13,997,380
Capital Expenditures	1,561,232					
TOTAL EXPENDITURES	\$ 12,107,833	\$ 11,087,238	\$ 11,752,471	\$ 12,457,618	\$ 13,205,075	\$ 13,997,380

CITY OF WEST KELOWNA		GL5410			
5 YR FINANCIAL PLAN					
For Period Ending 31-Dec-2021					
	2020 BUDGET	2021 BUDGET	Change \$	% Change	Comments
Legislative Services	379,458	389,331	9,873	2.6%	Council remuneration expected to change with CPI. Also exempt salary partially allocated here
Administration	368,562	384,461	15,899	4.3%	Compensation increase
Financial Administration	1,503,242	2,596,623	1,093,381	72.7%	Discretionary funds line item resides here in expenses. Once deliberations complete it will be moved elsewhere
Corporate Services	758,495	794,310	35,815	4.7%	Restructure - wages changes, new position
Grant-in-aid	432,464	432,464	0	0.0%	No change until Council deliberates
Communications	292,927	420,981	128,054	43.7%	New supervisor position plus one student
Corporate Initiatives	218,972	210,854	-8,118	-3.7%	Revision of budget after first full year of actual expenditures.
Human Resources	803,947	874,318	70,371	8.8%	Decreased recruitment costs. Increase in health and safety expenses due to COVID
Information Services	2,034,287	2,125,436	91,149	4.5%	Software cost increases. Some due to COVID
Police Services	5,610,837	5,993,790	382,953	6.8%	Budgeted closer to complete compliment of RCMP members.
Fire and Rescue	7,505,151	7,585,539	80,389	1.1%	Increase in wages offset by reduction in relief, OT and casual costs
Bylaw Enforcement	334,174	439,726	105,552	31.6%	Portion of Director's salary allocated to Bylaw
Operations and Road Maintenance	3,795,032	3,906,933	111,901	2.9%	Increase correlated to increase in contracts costs and wage increases
Operations Fleet	137,775	141,524	3,749	2.7%	Attributable to wages
Street Lighting	442,059	442,059	0	0.0%	No change in expected costs
Transit System	1,769,552	1,771,948	2,396	0.1%	No material change expected but new budget figure expected with updated AOA this month
Solid Waste Collection & Recycling	-202,706	-194,339	8,367	-4.1%	Slight reduction in net revenue expected (increase in expense but revenue consistent)
Cemetery (expense only)	0	0	0		Self balancing. Revenues matched to increased costs of 1.52% or about \$2,500
Planning and Development	1,207,544	995,690	-211,854	-17.5%	Reallocation between Planning and Development Engineering and allocated Director's salary over other departments
Development Engineering	620,188	695,825	75,637	12.2%	As above
Building and Licence	-329,026	-226,377	102,649	-31.2%	Revenue expected to be constant for 2021. Expenses higher - mostly wages and allocation of Director's salary
Engineering	866,495	887,625	21,130	2.4%	Half an FTE moved to Bylaw for Business Licence position. Student wages increased to reflect full contingent
Library	1,600,118	1,580,118	-20,000	-1.2%	From ORL. Slight drop in their budget
Economic Development	323,448	294,564	-28,884	-8.9%	Contract services reduced due to position added in previous year
Recreation	1,276,177	1,099,771	-176,406	-13.8%	Drop in Youth Rec Centre expenses. Drop in recreation program costs
Facilities	2,089,026	2,770,018	680,992	32.6%	28% drop in revenues - ice rentals, hall rentals and Sports Dome rentals
Parks	3,011,561	2,944,841	-66,720	-2.2%	First full year of turf mowing but contract mowing reduced to zero. Field rental revenue down
Museum	104,500	104,500	0	0.0%	No change in projected costs for 2021
Storm Sewer (expense only)	348,998	350,444	1,446	0.4%	Contract expenses down 53% due to CWK Vactor truck. Miscellaneous costs also down
Transfer to Reserve	8,419,356	8,512,098	92,742	1.1%	Small increase projected for reserves. Actual needs are much higher
Transfer from Reserve	-16,849,053	-320,000	16,529,053	-98.1%	Determined after Capital projects and corresponding reserve usage approved
West Kelowna Water (expense only)	10,546,600	11,087,237	540,637	5.1%	Rounds and inspections down 43% but Powers Creek expenses up 20% and General up 5.7%
West Kelowna Sewer (expense only)	7,048,838	7,047,377	-1,461	0.0%	Small changes. Largest component is RDCO treatment plant, which we are waiting on for numbers
Transfer to Other Governments	21,930,300	21,930,300	0	0.0%	Transfers expected to be similar to 2020
Taxes and Recoveries	-44,020,509	-46,481,130	-2,460,621	5.6%	Net effect on tax including utilities and growth
Other Income	-1,173,500	-1,173,500	0	0.0%	Interest and penalties - no change expected

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Taxes and Recoveries							
Revenue							
Real Property Taxes	-34,059,645.00	-36,208,739.00	-38,381,263.00	-40,684,139.00	-43,125,187.00	-45,712,698.00	6.31
1% Tax - BC Hydro	-395,601.00	-396,533.00	-420,325.00	-445,545.00	-472,278.00	-500,615.00	0.24
1% Tax - Terasen Gas	-105,551.00	-115,853.00	-122,804.00	-130,172.00	-137,982.00	-146,261.00	9.76
1% Tax - Telus	-36,773.00	-36,773.00	-38,979.00	-41,318.00	-43,797.00	-46,425.00	0.00
1% Tax - Shaw Cable	-55,379.00	-54,685.00	-57,966.00	-61,444.00	-65,131.00	-69,039.00	(1.25)
Conditional Grants - Street Lighting	-440.00	-440.00	-466.00	-494.00	-524.00	-555.00	0.00
Federal Gas tax funding	-1,420,117.00	-1,420,117.00	-1,505,324.00	-1,595,643.00	-1,691,382.00	-1,792,865.00	0.00
Cond Op Grant - Other	0.00	-1,100,000.00	-1,166,000.00	-1,235,960.00	-1,310,118.00	-1,388,725.00	0.00
Con Op Grant - Carbon Tax	-50,000.00	-50,000.00	-53,000.00	-56,180.00	-59,551.00	-63,124.00	0.00
Donations & Cont - Operating	-799,013.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Administration Fees	-7,057,990.00	-7,057,990.00	-7,481,469.00	-7,930,357.00	-8,406,178.00	-8,910,549.00	0.00
Recoveries - Misc.	-40,000.00	-40,000.00	-42,400.00	-44,944.00	-47,641.00	-50,499.00	0.00
Total Revenue	-44,020,509.00	-46,481,130.00	-49,269,996.00	-52,226,196.00	-55,359,769.00	-58,681,355.00	5.59
Total Taxes and Recoveries	-44,020,509.00	-46,481,130.00	-49,269,996.00	-52,226,196.00	-55,359,769.00	-58,681,355.00	5.59

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Legislative Services							
Expense							
Mayor/Council Remuneration	237,214.14	244,591.00	259,266.00	274,822.00	291,311.00	308,790.00	3.11
Leg Services - Salaries exempt	39,244.09	41,740.00	44,244.00	46,899.00	49,713.00	52,696.00	6.36
Leg Services - Conferences & seminars	53,000.00	53,000.00	56,180.00	59,551.00	63,124.00	66,911.00	0.00
Leg Services - Travel and Mileage	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Leg Services - Dues and Memberships	21,500.00	21,500.00	22,790.00	24,157.00	25,606.00	27,142.00	0.00
Leg Services - Meetings-Food & beverages	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Leg Services - Public relations	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Council Meeting Expenses	9,500.00	9,500.00	10,070.00	10,674.00	11,314.00	11,993.00	0.00
Leg Services - Materials & Supplies	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Leg Services - Presentations & awards	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Total Expense	379,458.23	389,331.00	412,690.00	437,451.00	463,697.00	491,518.00	2.60
Total Legislative Services	379,458.23	389,331.00	412,690.00	437,451.00	463,697.00	491,518.00	2.60

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Administration							
Revenue							
Recovered Costs Admin-Wages	-10,150.00	-10,150.00	-10,759.00	-11,405.00	-12,089.00	-12,814.00	0.00
Total Revenue	-10,150.00	-10,150.00	-10,759.00	-11,405.00	-12,089.00	-12,814.00	0.00
Expense							
CAO Dept. - Salaries/Wages	281,812.45	297,711.00	315,574.00	334,508.00	354,578.00	375,853.00	5.64
Admin - Travel and Mileage	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Admin - Meetings - Food & beverages	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Admin - Freight and Courier	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Admin - Publications and subscriptions	1,500.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	0.00
Admin - Special Events	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Admin - Contract services	65,600.00	65,600.00	69,536.00	73,708.00	78,130.00	82,818.00	0.00
Admin - Equipment rental external	800.00	800.00	848.00	899.00	953.00	1,010.00	0.00
Admin - Materials & supplies	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Total Expense	378,712.45	394,611.00	418,288.00	443,385.00	469,987.00	498,187.00	4.20
Total Administration	368,562.45	384,461.00	407,529.00	431,980.00	457,898.00	485,373.00	4.31

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Financial Administration							
Revenue							
School Tax Commission	-18,000.00	-18,000.00	-19,080.00	-20,225.00	-21,439.00	-22,725.00	0.00
Tax Searches	-45,000.00	-45,000.00	-47,700.00	-50,562.00	-53,596.00	-56,812.00	0.00
Total Revenue	-63,000.00	-63,000.00	-66,780.00	-70,787.00	-75,035.00	-79,537.00	0.00
Expense							
Purchasing - Salaries/Wages	121,933.03	128,436.00	136,142.00	144,311.00	152,970.00	162,148.00	5.33
Purchasing - Wages regular	73,986.00	76,366.00	80,948.00	85,805.00	90,953.00	96,410.00	3.22
Purchasing - Wages Part-time & casual	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Purchasing - Travel and Mileage	0.00	200.00	212.00	225.00	239.00	253.00	0.00
Purchasing - Freight & Courier	200.00	200.00	212.00	225.00	239.00	253.00	0.00
Purchasing - Bid & Tenders Website Maint	0.00	2,200.00	2,332.00	2,472.00	2,620.00	2,777.00	0.00
Finance - Salaries/Wages	191,603.45	118,131.00	125,219.00	132,732.00	140,696.00	149,138.00	(38.35)
Finance - Wages Students	12,176.00	13,256.00	14,051.00	14,894.00	15,788.00	16,735.00	8.87
Finance - Wages regular	603,412.90	667,923.00	707,998.00	750,478.00	795,507.00	843,237.00	10.69
Finance - wages overtime	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Finance - Wages part-time & casual	35,000.00	35,000.00	37,100.00	39,326.00	41,686.00	44,187.00	0.00
Finance - Travel and Mileage	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Finance - Postage	47,250.00	42,250.00	44,785.00	47,472.00	50,320.00	53,339.00	(10.58)
Finance - Freight and Courier	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Finance - Publications and subscriptions	250.00	250.00	265.00	281.00	298.00	316.00	0.00
Finance - Audit fees	32,000.00	32,000.00	33,920.00	35,955.00	38,112.00	40,399.00	0.00
Finance - Insurance Property	207,125.10	239,125.00	253,473.00	268,681.00	284,802.00	301,890.00	15.45
Finance - Claims Under Deductible Level	46,000.00	35,000.00	37,100.00	39,326.00	41,686.00	44,187.00	(23.91)
Finance - Contract Services	40,000.00	35,000.00	37,100.00	39,326.00	41,686.00	44,187.00	(12.50)
Finance - Special Events	250.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Finance - Small tools & equipment	4,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Finance - Miscellaneous	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Finance - Materials & supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Finance - office supplies	80,000.00	85,000.00	90,100.00	95,506.00	101,236.00	107,310.00	6.25
Finance - Contingency Funds	0.00	1,078,230.00	1,142,924.00	1,211,499.00	1,284,189.00	1,361,240.00	0.00
Finance - Tax Supplemental Adjustments	25,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Bank charges-Prepayment interest paid	9,135.00	9,135.00	9,683.00	10,264.00	10,880.00	11,533.00	0.00
Bank charges-fees and interest	14,921.00	14,921.00	15,816.00	16,765.00	17,771.00	18,837.00	0.00
Bad Debts - Write offs	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Total Expense	1,566,242.48	2,659,623.00	2,819,200.00	2,988,353.00	3,167,656.00	3,357,712.00	69.81
Total Financial Administration	1,503,242.48	2,596,623.00	2,752,420.00	2,917,566.00	3,092,621.00	3,278,175.00	72.73

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Corporate Services							
Expense							
Corp Services - Salaries/Wages	429,374.05	532,661.00	564,621.00	598,498.00	634,408.00	672,472.00	24.06
Corp Services - Student Wages	11,460.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Corp Services - Wages regular	201,461.00	145,449.00	154,176.00	163,427.00	173,233.00	183,627.00	(27.80)
Corp Services - Wages part-time & casual	6,500.00	6,500.00	6,890.00	7,303.00	7,741.00	8,205.00	0.00
Corp Services - Travel and Mileage	250.00	250.00	265.00	281.00	298.00	316.00	0.00
Corp Services - Freight and Courier	250.00	250.00	265.00	281.00	298.00	316.00	0.00
Corp Services - Publications & Subscrip	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Corp Services - Legal services	85,000.00	85,000.00	90,100.00	95,506.00	101,236.00	107,310.00	0.00
Corp Services - Land Registry Fees	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Corp Services - Contract services	6,200.00	6,200.00	6,572.00	6,966.00	7,384.00	7,827.00	0.00
Corp Services - Consulting	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Corp Services - Equip Rental External	3,500.00	3,500.00	3,710.00	3,933.00	4,169.00	4,419.00	0.00
Corp Services - Materials and Supplies	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Total Expense	758,495.05	794,310.00	841,969.00	892,487.00	946,037.00	1,002,798.00	4.72
Total Corporate Services	758,495.05	794,310.00	841,969.00	892,487.00	946,037.00	1,002,798.00	4.72

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Grant-in-aid							
Expense							
GIA - Other	432,464.00	432,464.00	458,412.00	485,917.00	515,072.00	545,976.00	0.00
Total Expense	432,464.00	432,464.00	458,412.00	485,917.00	515,072.00	545,976.00	0.00
Total Grant-in-aid	432,464.00	432,464.00	458,412.00	485,917.00	515,072.00	545,976.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Communications							
Expense							
Communications - Salaries/Wages	111,641.00	232,401.00	246,345.00	261,126.00	276,794.00	293,402.00	108.17
Communications - Student Wages	0.00	12,457.00	13,204.00	13,996.00	14,836.00	15,726.00	0.00
Communications - Wages Regular	85,686.00	84,123.00	89,170.00	94,520.00	100,191.00	106,202.00	(1.82)
Communications - Wages overtime	8,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	(50.00)
Communications - Travel and mileage	3,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	(66.67)
Communications - Advertising	30,000.00	22,000.00	23,320.00	24,719.00	26,202.00	27,774.00	(26.67)
Communications - Publications and subscr	2,500.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Communications - Public relations	12,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	(16.67)
Communications - contract services	8,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	50.00
Communications - Consulting	0.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Communications - Website Enhance/Mainten	5,500.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Communications - Graphics and Digital	11,600.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	(13.79)
Communications - Materials and Supplies	15,000.00	13,000.00	13,780.00	14,607.00	15,483.00	16,412.00	(13.33)
Total Expense	292,927.00	420,981.00	446,239.00	473,013.00	501,393.00	531,477.00	43.72
Total Communications	292,927.00	420,981.00	446,239.00	473,013.00	501,393.00	531,477.00	43.72

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Corporate Initiatives							
Expense							
Corporate Int - Salaries/Wages	179,972.00	189,854.00	201,245.00	213,320.00	226,119.00	239,686.00	5.49
Corporate Int - Travel and Mileage	4,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	(75.00)
Corporate Int - Public Relations	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Corporate Int - Consulting	20,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Corporate Int - Materials and Supplies	5,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	100.00
Total Expense	218,972.00	210,854.00	223,505.00	236,916.00	251,130.00	266,198.00	(3.71)
Total Corporate Initiatives	218,972.00	210,854.00	223,505.00	236,916.00	251,130.00	266,198.00	(3.71)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Human Resources							
Revenue							
Misc Income-WCB COR Incentive	-38,000.00	-38,000.00	-40,280.00	-42,697.00	-45,259.00	-47,975.00	0.00
Total Revenue	-38,000.00	-38,000.00	-40,280.00	-42,697.00	-45,259.00	-47,975.00	0.00
Expense							
Human resources - Safety	168,363.00	281,109.00	297,976.00	315,855.00	334,807.00	354,896.00	66.97
Human resources - Assist & recognition	57,696.00	47,696.00	50,558.00	53,591.00	56,806.00	60,214.00	(17.33)
Human resources - General	333,017.47	408,368.00	432,870.00	458,842.00	486,371.00	515,553.00	22.63
Human resources - CAO	21,501.00	11,203.00	11,875.00	12,588.00	13,343.00	14,144.00	(47.90)
Human resources - Finance	22,479.00	16,048.00	17,011.00	18,032.00	19,114.00	20,261.00	(28.61)
Human resources - Purchasing	3,805.00	2,152.00	2,281.00	2,418.00	2,563.00	2,717.00	(43.44)
Human resources - Information Services	41,382.00	21,066.00	22,330.00	23,670.00	25,091.00	26,597.00	(49.09)
Human resources - Legislative Services	3,000.00	1,750.00	1,855.00	1,967.00	2,085.00	2,210.00	(41.67)
Human resources - Communications	17,185.00	8,842.00	9,373.00	9,935.00	10,531.00	11,163.00	(48.55)
Human resources - HR	14,632.00	8,315.00	8,814.00	9,342.00	9,903.00	10,498.00	(43.17)
Human resources - Public Works & Eng	16,243.00	14,500.00	15,370.00	16,292.00	17,270.00	18,306.00	(10.73)
Human resources - Roads Maintenance	13,690.00	8,495.00	9,004.00	9,545.00	10,117.00	10,724.00	(37.95)
Human resources - Operations	17,707.00	9,853.00	10,444.00	11,071.00	11,736.00	12,441.00	(44.36)
Human resources - Building Inspection	32,395.00	29,658.00	31,437.00	33,323.00	35,323.00	37,443.00	(8.45)
Human resources - Bylaw and licence	11,734.00	6,042.00	6,405.00	6,789.00	7,197.00	7,629.00	(48.51)
Human resources - Facilities	7,215.00	4,057.00	4,301.00	4,558.00	4,832.00	5,121.00	(43.77)
Human resources - Planning	27,607.00	16,553.00	17,546.00	18,599.00	19,715.00	20,898.00	(40.04)
Human resources - Dev Services Exempt	12,015.00	3,757.00	3,983.00	4,221.00	4,474.00	4,742.00	(68.73)
Human resources - Development Engineer	11,079.00	6,289.00	6,666.00	7,066.00	7,489.00	7,938.00	(43.23)
Human resources - Parks, rec & culture	6,678.00	4,039.00	4,281.00	4,537.00	4,809.00	5,097.00	(39.52)
Human resources - Police Services	2,524.00	2,526.00	2,678.00	2,839.00	3,009.00	3,190.00	0.08
Total Expense	841,947.47	912,318.00	967,058.00	1,025,080.00	1,086,585.00	1,151,782.00	8.36
Total Human Resources	803,947.47	874,318.00	926,778.00	982,383.00	1,041,326.00	1,103,807.00	8.75

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Information Services							
Revenue							
Recovered Costs - Info Services	-11,000.00	-11,000.00	-11,660.00	-12,360.00	-13,102.00	-13,888.00	0.00
Total Revenue	-11,000.00	-11,000.00	-11,660.00	-12,360.00	-13,102.00	-13,888.00	0.00
Expense							
Info Services - Salaries/Wages	324,674.12	236,817.00	251,026.00	266,088.00	282,053.00	298,976.00	(27.06)
Info Services - Student Wages	0.00	12,476.00	13,225.00	14,019.00	14,860.00	15,752.00	0.00
Info Services - Wages regular	713,770.00	824,778.00	874,265.00	926,721.00	982,324.00	1,041,263.00	15.55
Info Services - Wages overtime	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Info Services - Travel & mileage	4,500.00	4,500.00	4,770.00	5,056.00	5,359.00	5,681.00	0.00
Info Services - Insurance Vehicle	0.00	1,600.00	1,696.00	1,798.00	1,906.00	2,020.00	0.00
Info Services - Contract services	50,000.00	50,000.00	53,000.00	56,180.00	59,551.00	63,124.00	0.00
Info Services - Network Operating	110,500.00	103,000.00	109,180.00	115,731.00	122,675.00	130,036.00	(6.79)
Info Services - Security	0.00	45,000.00	47,700.00	50,562.00	53,596.00	56,812.00	0.00
Info Services - Software Lease and Rent	85,240.00	89,540.00	94,912.00	100,607.00	106,643.00	113,042.00	5.04
Info Services - Software Maintenance	446,833.30	492,900.00	522,474.00	553,822.00	587,051.00	622,274.00	10.31
Info Services - Maintenance Agreements	53,025.00	55,700.00	59,042.00	62,585.00	66,340.00	70,320.00	5.04
Info Services - Vehicle Repairs	0.00	500.00	530.00	562.00	596.00	632.00	0.00
Info Services - Vehicle Fuel & Oil	0.00	500.00	530.00	562.00	596.00	632.00	0.00
Info Services - Computer system maint	40,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	(62.50)
Info Services-Photocopier Lease/Expenses	61,775.00	61,775.00	65,482.00	69,411.00	73,576.00	77,991.00	0.00
Info Services - Small tools & equipment	22,850.00	17,850.00	18,921.00	20,056.00	21,259.00	22,535.00	(21.88)
Info Services - Communications Equipment	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Info Services - Materials & supplies	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Info Services - IS Supplies	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Info Services - Telephone	98,120.00	90,500.00	95,930.00	101,686.00	107,787.00	114,254.00	(7.77)
Total Expense	2,045,287.42	2,136,436.00	2,264,623.00	2,400,503.00	2,544,531.00	2,697,206.00	4.46
Total Information Services	2,034,287.42	2,125,436.00	2,252,963.00	2,388,143.00	2,531,429.00	2,683,318.00	4.48

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Police Services							
Revenue							
RCMP-Traffic fine revenue	-200,000.00	-200,000.00	-212,000.00	-224,720.00	-238,203.00	-252,495.00	0.00
Property Rental RCMP	-580,000.00	-580,000.00	-614,800.00	-651,688.00	-690,789.00	-732,236.00	0.00
Recovered Services RCMP	-50,000.00	-90,000.00	-95,400.00	-101,124.00	-107,191.00	-113,622.00	80.00
RCMP - Criminal Record Search	-25,000.00	-25,000.00	-26,500.00	-28,090.00	-29,775.00	-31,562.00	0.00
Total Revenue	-855,000.00	-895,000.00	-948,700.00	-1,005,622.00	-1,065,958.00	-1,129,915.00	4.68
Expense							
Police Services- DWK Admin OH	829,482.00	829,482.00	879,251.00	932,006.00	987,926.00	1,047,202.00	0.00
Police Services - Salaries	0.00	109,481.00	116,050.00	123,013.00	130,394.00	138,218.00	0.00
Police Services - Wages regular	526,014.00	627,986.00	665,665.00	705,605.00	747,941.00	792,817.00	19.39
Police Services - Wages Overtime	8,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	(75.00)
Police Services - Wages part-time&casual	8,000.00	14,000.00	14,840.00	15,730.00	16,674.00	17,674.00	75.00
Police Services - Travel and mileage	0.00	500.00	530.00	562.00	596.00	632.00	0.00
Police Services - Employee Wellness	2,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Police Services - E Division Contract	4,150,258.00	4,350,258.00	4,611,273.00	4,887,949.00	5,181,226.00	5,492,100.00	4.82
Police Services - Support Services	235,000.00	245,000.00	259,700.00	275,282.00	291,799.00	309,307.00	4.26
Police Services - DNA Analysis Services	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Police Services - Court Costs	5,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Police Services - Crime Prevention	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Police Services - Victim Services Prog	5,800.00	5,800.00	6,148.00	6,517.00	6,908.00	7,322.00	0.00
Police Services - Snow Removal	9,000.00	9,000.00	9,540.00	10,112.00	10,719.00	11,362.00	0.00
Police Services - Contract services	71,000.00	71,000.00	75,260.00	79,776.00	84,563.00	89,637.00	0.00
Police Services - Prisoner costs	40,000.00	40,000.00	42,400.00	44,944.00	47,641.00	50,499.00	0.00
Police Services - Building Maintenance	18,000.00	18,000.00	19,080.00	20,225.00	21,439.00	22,725.00	0.00
Police Services - Equipment Maintenance	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Police Services - Equipment Rental	1,500.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	0.00
Police Services - Materials and supplies	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Police Services - Janitorial Supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Police Services - Office Supplies	0.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Police Services - Municipal Utilities	7,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	14.29
Police Services - Natural Gas	13,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	15.38
Police Services - Electricity	33,000.00	36,000.00	38,160.00	40,450.00	42,877.00	45,450.00	9.09
Police Services - Telephone	4,500.00	4,500.00	4,770.00	5,056.00	5,359.00	5,681.00	0.00
Police Services - Contingency funds	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
LTD Principal-RCMP Building	277,414.00	277,414.00	294,059.00	311,703.00	330,405.00	350,229.00	0.00
LTD Interest-RCMP Building	185,869.00	185,869.00	197,021.00	208,842.00	221,373.00	234,655.00	0.00
Total Expense	6,465,837.00	6,888,790.00	7,302,117.00	7,740,244.00	8,204,659.00	8,696,937.00	6.54
Total Police Services	5,610,837.00	5,993,790.00	6,353,417.00	6,734,622.00	7,138,701.00	7,567,022.00	6.83

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Fire and Rescue							
Revenue							
Fire - Recovered costs	-75,000.00	-75,000.00	-79,500.00	-84,270.00	-89,326.00	-94,686.00	0.00
Recovered Costs - Fire Rescue	-51,000.00	-51,000.00	-54,060.00	-57,304.00	-60,742.00	-64,387.00	0.00
Fire - Servicing agreement recovery	-2,145,597.00	-2,184,646.87	-2,315,726.00	-2,454,670.00	-2,601,950.00	-2,758,067.00	1.82
Total Revenue	-2,271,597.00	-2,310,646.87	-2,449,286.00	-2,596,244.00	-2,752,018.00	-2,917,140.00	1.72
Expense							
Fire - Admin Charge	1,447,856.00	1,447,856.00	1,534,727.00	1,626,811.00	1,724,420.00	1,827,885.00	0.00
Fire - Exempt Salaries/Wages	623,362.00	669,942.00	710,139.00	752,747.00	797,912.00	845,787.00	7.47
Fire - Shift Ext/Holiday/Sick Relief	330,000.00	250,000.00	265,000.00	280,900.00	297,754.00	315,619.00	(24.24)
Fire - Wages Incident Callback	156,000.00	176,000.00	186,560.00	197,754.00	209,619.00	222,196.00	12.82
Fire - Wages regular ALGEU	192,565.00	204,529.00	216,801.00	229,809.00	243,598.00	258,214.00	6.21
Fire - Mechanic Wages	74,700.85	77,038.00	81,660.00	86,560.00	91,754.00	97,259.00	3.13
Fire - Wages overtime	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Fire - Wages part-time & casual	10,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Fire - Wages fire fighters IAFF	5,353,569.66	5,464,127.00	5,791,975.00	6,139,494.00	6,507,864.00	6,898,336.00	2.07
Fire - POC's Salaries/Wages	269,675.00	269,675.00	285,856.00	303,007.00	321,187.00	340,458.00	0.00
Fire - Medicals & Screening	11,000.00	11,000.00	11,660.00	12,360.00	13,102.00	13,888.00	0.00
Fire - Conference & seminars	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Fire -Training Supp/Equip/Education Aids	193,350.00	173,350.00	183,751.00	194,776.00	206,463.00	218,851.00	(10.34)
Fire-CISM/Resilient Mind Training	0.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Fire - Travel & mileage	3,500.00	3,500.00	3,710.00	3,933.00	4,169.00	4,419.00	0.00
Fire - Dues & memberships	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Fire - Health & Safety Meetings - Food	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Fire - Employee recognition	17,000.00	17,000.00	18,020.00	19,101.00	20,247.00	21,462.00	0.00
Fire - Training/Off Duty & Instructing	97,350.00	97,350.00	103,191.00	109,382.00	115,945.00	122,902.00	0.00
Fire - Freight and Courier	1,500.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	0.00
Fire - Advertising	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Fire - Publications & subscriptions	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Fire - Legal Services	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Fire - Insurance Vehicle	38,500.00	38,500.00	40,810.00	43,259.00	45,855.00	48,606.00	0.00
Fire - Wildfire Mitigation	50,000.00	50,000.00	53,000.00	56,180.00	59,551.00	63,124.00	0.00
Fire - Fire prevention education	20,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	25.00
Fire - Contract services	11,000.00	11,000.00	11,660.00	12,360.00	13,102.00	13,888.00	0.00
Fire - Misc Radio Repairs	9,000.00	9,000.00	9,540.00	10,112.00	10,719.00	11,362.00	0.00
Fire - Vehicle repairs	80,000.00	80,000.00	84,800.00	89,888.00	95,281.00	100,998.00	0.00
Fire - Vehicle fuel & oil	60,000.00	60,000.00	63,600.00	67,416.00	71,461.00	75,749.00	0.00
Fire - Opticom Traffic/Pre-Emption Syste	17,500.00	17,500.00	18,550.00	19,663.00	20,843.00	22,094.00	0.00
Fire - Equip Rental External	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Fire - Equip & Ancillary Purchases	86,000.00	61,000.00	64,660.00	68,540.00	72,652.00	77,011.00	(29.07)
Fire - Equipment Maint & Repairs	25,500.00	25,500.00	27,030.00	28,652.00	30,371.00	32,193.00	0.00
Fire - Communications Equipment	32,000.00	32,000.00	33,920.00	35,955.00	38,112.00	40,399.00	0.00
Fire - materials & supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Fire - Office supplies	25,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Fire - First Responder Program	25,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Fire - Uniforms	66,417.00	66,417.00	70,402.00	74,626.00	79,104.00	83,850.00	0.00
Fire - Personal Protective Equip	72,000.00	72,000.00	76,320.00	80,899.00	85,753.00	90,898.00	0.00
Fire - Recoverable costs	35,000.00	35,000.00	37,100.00	39,326.00	41,686.00	44,187.00	0.00
Tech Rescue-Training Contract Services	50,000.00	50,000.00	53,000.00	56,180.00	59,551.00	63,124.00	0.00
Fac Fire Halls-Insurance property	10,902.00	12,402.00	13,146.00	13,935.00	14,771.00	15,657.00	13.76
Fac Fire Halls-Snow removal	20,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Fac Fire Halls-Contract services	36,000.00	36,000.00	38,160.00	40,450.00	42,877.00	45,450.00	0.00
Fac Fire Halls-Special Projects	2,500.00	32,500.00	34,450.00	36,517.00	38,708.00	41,030.00	1,200.00
Fac Fire Hall-Grounds Maintenance	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Fac Fire Halls-Building maintenance	50,000.00	50,000.00	53,000.00	56,180.00	59,551.00	63,124.00	0.00
Fac Fire Hall - Vandalism Repairs	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Fac Fire Halls-Lease rental	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Fac Fire Halls-Materials & supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Fac Fire Halls-Janitorial Supplies	6,500.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	23.08
Fac Fire Halls-Municipal Utilities	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Fac Fire Halls-Natural gas	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Fac Fire Halls-Electricity	25,000.00	40,000.00	42,400.00	44,944.00	47,641.00	50,499.00	60.00
Fac Fire Halls-Telephone	25,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Total Expense	9,776,747.51	9,896,186.00	10,489,958.00	11,119,357.00	11,786,519.00	12,493,711.00	1.22
Total Fire and Rescue	7,505,150.51	7,585,539.13	8,040,672.00	8,523,113.00	9,034,501.00	9,576,571.00	1.07

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Bylaw Enforcement							
Revenue							
Recovered Costs - Bylaw	-12,000.00	-12,000.00	-12,720.00	-13,483.00	-14,292.00	-15,150.00	0.00
Business Licences	-280,000.00	-280,000.00	-296,800.00	-314,608.00	-333,484.00	-353,493.00	0.00
MTI - DOWK	-15,000.00	-15,000.00	-15,900.00	-16,854.00	-17,865.00	-18,937.00	0.00
Bylaw Revenue	-100,000.00	-100,000.00	-106,000.00	-112,360.00	-119,102.00	-126,248.00	0.00
Total Revenue	-407,000.00	-407,000.00	-431,420.00	-457,305.00	-484,743.00	-513,828.00	0.00
Expense							
Bylaw - Admin Charge	103,910.00	103,910.00	110,145.00	116,754.00	123,759.00	131,185.00	0.00
Bylaw - Salaries/Wages	115,706.00	165,528.00	175,460.00	185,988.00	197,147.00	208,976.00	43.06
Bylaw - Wages regular	465,708.00	521,438.00	552,724.00	585,887.00	621,040.00	658,302.00	11.97
Bylaw - Wages overtime	7,000.00	7,000.00	7,420.00	7,865.00	8,337.00	8,837.00	0.00
Bylaw - Wages part-time & casual	14,000.00	14,000.00	14,840.00	15,730.00	16,674.00	17,674.00	0.00
Bylaw - Vehicle Insurance	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Bylaw - Contract Services	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Bylaw - Equipment Maintenance	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Bylaw - Vehicle Repairs	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Bylaw - Vehicle Fuel & Oil	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Bylaw - Small tools & Equipment	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Bylaw - Materials & supplies	2,600.00	2,600.00	2,756.00	2,921.00	3,096.00	3,282.00	0.00
Bylaw - Uniforms and Personal Protection	6,250.00	6,250.00	6,625.00	7,023.00	7,444.00	7,891.00	0.00
Bylaw - Recoverable Costs	12,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	0.00
Total Expense	741,174.00	846,726.00	897,530.00	951,382.00	1,008,464.00	1,068,972.00	14.24
Total Bylaw Enforcement	334,174.00	439,726.00	466,110.00	494,077.00	523,721.00	555,144.00	31.59

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Operations and Road Maintenance							
Revenue							
Public Works Recovered Costs	-30,000.00	-30,000.00	-31,800.00	-33,708.00	-35,730.00	-37,874.00	0.00
Recovered Costs - Engineering	-10,000.00	-10,000.00	-10,600.00	-11,236.00	-11,910.00	-12,625.00	0.00
Engineering-Trsfr fro Carryforward	-75,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Total Revenue	-115,000.00	-40,000.00	-42,400.00	-44,944.00	-47,640.00	-50,499.00	(65.22)
Expense							
Fleet-Admin Charge	554,400.00	554,400.00	587,664.00	622,924.00	660,299.00	699,917.00	0.00
Roads - Wages	241,925.00	254,722.00	270,005.00	286,205.00	303,377.00	321,580.00	5.29
Roads - Student wages	48,382.00	56,139.00	59,507.00	63,077.00	66,862.00	70,874.00	16.03
Roads- Wages regular	506,324.40	452,171.00	479,301.00	508,059.00	538,543.00	570,856.00	(10.70)
Roads - Wages overtime	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Roads - Wages Part time & Casual	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Roads - Insurance Vehicle	7,800.00	7,800.00	8,268.00	8,764.00	9,290.00	9,847.00	0.00
Roads - Contract Snow Removal (AEL)	600,000.00	612,000.00	648,720.00	687,643.00	728,902.00	772,636.00	2.00
Roads - Contract services (AEL)	1,325,000.00	1,351,500.00	1,432,590.00	1,518,545.00	1,609,658.00	1,706,237.00	2.00
Roads - Road Repairs	95,000.00	96,000.00	101,760.00	107,866.00	114,338.00	121,198.00	1.05
Roads - Vehicle Repairs	26,500.00	28,750.00	30,475.00	32,304.00	34,242.00	36,297.00	8.49
Roads - Vehicle Fuel and Oil	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Roads - Vandalism repairs	1,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Roads - Painting	85,000.00	92,000.00	97,520.00	103,371.00	109,573.00	116,147.00	8.24
Roads - Street Cleaning	150,000.00	175,000.00	185,500.00	196,630.00	208,428.00	220,934.00	16.67
Roads - Crack Sealing	52,000.00	52,000.00	55,120.00	58,427.00	61,933.00	65,649.00	0.00
Roads - Equipment rental external	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Roads - Small Tools & Equipment	4,250.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	17.65
Roads - Materials & supplies	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Roads - Safety Supplies	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Roads - Vehicle Supplies	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Roads - Uniforms	3,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	66.67
Roads - Contingency Funds	7,000.00	7,000.00	7,420.00	7,865.00	8,337.00	8,837.00	0.00
Roads - Recoverable costs	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Traffic Control-Admin Charge	6,451.00	6,451.00	6,838.00	7,248.00	7,683.00	8,144.00	0.00
Traffic Control-Contract services	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Traffic Control-Vandalism Repairs	500.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Traffic control-Repairs and Maintenance	500.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Traffic Control-Materials & supplies	28,500.00	29,500.00	31,270.00	33,146.00	35,135.00	37,243.00	3.51
Bridges - Consulting & Inspections	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Bridges-Materials & supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Sidewalks- Snow Removal	20,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Sidewalk-Contract services	20,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Sidewalk-Materials & supplies	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Walkways-Contract Services	5,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Total Expense	3,910,032.40	3,946,933.00	4,183,748.00	4,434,771.00	4,700,857.00	4,982,908.00	0.94
Total Operations and Road Maintenance	3,795,032.40	3,906,933.00	4,141,348.00	4,389,827.00	4,653,217.00	4,932,409.00	2.95

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Operations Fleet							
Expense							
Fleet-Salaries/Wages	45,589.00	48,002.00	50,882.00	53,935.00	57,171.00	60,601.00	5.29
Mechanic - Salaries/Wages	42,686.00	44,022.00	46,663.00	49,463.00	52,431.00	55,577.00	3.13
Fleet-Wages overtime	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Fleet-Vehicle Insurance	2,400.00	2,400.00	2,544.00	2,697.00	2,859.00	3,031.00	0.00
Fleet-Vehicle repairs	5,100.00	5,100.00	5,406.00	5,730.00	6,074.00	6,438.00	0.00
Fleet-Vehicle Fuel and Oil	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Tilted Fleet - Cleaning & Care	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Fleet-Small tools & equip	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Fleet-Materials & supplies	20,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Fleet-Uniforms	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Total Expense	137,775.00	141,524.00	150,015.00	159,017.00	168,558.00	178,672.00	2.72
Total Operations Fleet	137,775.00	141,524.00	150,015.00	159,017.00	168,558.00	178,672.00	2.72

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Street Lighting							
Expense							
Street Lighting-Admin Charge	62,059.00	62,059.00	65,783.00	69,730.00	73,914.00	78,349.00	0.00
Street Lighting - Contract services	75,000.00	75,000.00	79,500.00	84,270.00	89,326.00	94,686.00	0.00
Street Lighting-Vandalism Repairs	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Street lighting-Materials & supplies	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Street lighting-Electricity	260,000.00	260,000.00	275,600.00	292,136.00	309,664.00	328,244.00	0.00
Street Lighting-Recoverable Costs	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Total Expense	442,059.00	442,059.00	468,583.00	496,698.00	526,499.00	558,090.00	0.00
Total Street Lighting	442,059.00	442,059.00	468,583.00	496,698.00	526,499.00	558,090.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Transit System							
Revenue							
Transit - Revenue	-705,000.00	-705,000.00	-747,300.00	-792,138.00	-839,666.00	-890,046.00	0.00
Transit - Admin Revenue	-35,000.00	-35,000.00	-37,100.00	-39,326.00	-41,686.00	-44,187.00	0.00
Total Revenue	-740,000.00	-740,000.00	-784,400.00	-831,464.00	-881,352.00	-934,233.00	0.00
Expense							
Transit - Administration	352,146.00	352,146.00	373,275.00	395,672.00	419,412.00	444,577.00	0.00
Transit - Wages Regular	78,141.00	80,537.00	85,369.00	90,491.00	95,920.00	101,675.00	3.07
Transit - Vehicle Insurance	750.00	750.00	795.00	843.00	894.00	948.00	0.00
Transit - Transport Demand Mgmt	57,493.32	57,493.00	60,943.00	64,600.00	68,476.00	72,585.00	0.00
Transit - Operating Expenses	1,998,622.00	1,998,622.00	2,118,539.00	2,245,651.00	2,380,390.00	2,523,213.00	0.00
Transit - Shelter Cleaning	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Transit - Security	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Transit - Shelter Glass Replacement	4,200.00	4,200.00	4,452.00	4,719.00	5,002.00	5,302.00	0.00
Transit - Vehicle Repairs	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Transit - Vehicle Fuel and Oil	4,200.00	4,200.00	4,452.00	4,719.00	5,002.00	5,302.00	0.00
Transit - Materials and Supplies	6,000.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	0.00
Total Expense	2,509,552.32	2,511,948.00	2,662,665.00	2,822,426.00	2,991,771.00	3,171,277.00	0.10
Total Transit System	1,769,552.32	1,771,948.00	1,878,265.00	1,990,962.00	2,110,419.00	2,237,044.00	0.14

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Solid Waste Collection & Recycling							
Revenue							
Utility Fees - Garbage Charges	-2,268,144.00	-2,268,144.00	-2,404,233.00	-2,548,487.00	-2,701,396.00	-2,863,480.00	0.00
MMBC Funds	-380,000.00	-380,000.00	-402,800.00	-426,968.00	-452,586.00	-479,741.00	0.00
Total Revenue	-2,648,144.00	-2,648,144.00	-2,807,033.00	-2,975,455.00	-3,153,982.00	-3,343,221.00	0.00
Expense							
Waste - DWK Admin	351,727.00	351,727.00	372,831.00	395,201.00	418,913.00	444,048.00	0.00
Waste - Wages regular	23,002.00	31,368.80	33,251.00	35,246.00	37,361.00	39,603.00	36.37
Waste - Contract services	1,960,709.00	1,960,709.00	2,078,352.00	2,203,053.00	2,335,236.00	2,475,350.00	0.00
Waste - Materials & supplies	75,000.00	75,000.00	79,500.00	84,270.00	89,326.00	94,686.00	0.00
Long Term Dbt Principal-Solid Waste Cart	22,361.00	22,361.00	23,703.00	25,125.00	26,633.00	28,231.00	0.00
Long Term Debt Interest-Solid Waste Cart	12,639.00	12,639.00	13,397.00	14,201.00	15,053.00	15,956.00	0.00
Total Expense	2,445,438.00	2,453,804.80	2,601,034.00	2,757,096.00	2,922,522.00	3,097,874.00	0.34
Total Solid Waste Collection & Recycli	-202,706.00	-194,339.20	-205,999.00	-218,359.00	-231,460.00	-245,347.00	(4.13)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
28 Cemetery							
Cemetery							
Revenue							
Cemetery - Other Revenue	0.00	-1,000.00	-1,060.00	-1,124.00	-1,191.00	-1,262.00	0.00
Cemetery - Plot & Marker Fees	-160,569.00	-131,005.00	-138,865.00	-147,197.00	-156,029.00	-165,391.00	(18.41)
Cemetery - MAusoleum Revenue	0.00	-1,000.00	-1,060.00	-1,124.00	-1,191.00	-1,262.00	0.00
Cemetery - Columbarium Revenue	0.00	-30,000.00	-31,800.00	-33,708.00	-35,730.00	-37,874.00	0.00
Total Revenue	-160,569.00	-163,005.00	-172,785.00	-183,153.00	-194,141.00	-205,789.00	1.52
Expense							
Cemetery - Wages Student	0.00	13,365.00	14,167.00	15,017.00	15,918.00	16,873.00	0.00
Cemetery - Wages Regular	46,119.00	35,190.00	37,301.00	39,539.00	41,911.00	44,426.00	(23.70)
Cemetery - Wages Overtime	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Cemetery - Snow Removal	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Cemetery - Contract Services	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Cemetery - Misc.	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Cemetery - Materials & Supplies	28,150.00	28,150.00	29,839.00	31,629.00	33,527.00	35,539.00	0.00
Cemetery - Municipal Utilities	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Cemetery - Electricity	1,800.00	1,800.00	1,908.00	2,022.00	2,143.00	2,272.00	0.00
Transfer to Own Reserve	7,500.00	7,500.00	7,950.00	8,427.00	8,933.00	9,469.00	0.00
Cemetery-Internal Debt Principal	27,735.00	27,735.00	29,399.00	31,163.00	33,033.00	35,015.00	0.00
Cemetery-Internal Debt Interest	35,765.00	35,765.00	37,911.00	40,186.00	42,597.00	45,153.00	0.00
Total Expense	160,569.00	163,005.00	172,785.00	183,152.00	194,141.00	205,790.00	1.52
Total Cemetery	0.00	0.00	0.00	-1.00	0.00	1.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Planning and Development							
Revenue							
Photocopying and Other Services	-200.00	-200.00	-212.00	-225.00	-239.00	-253.00	0.00
Subdivision & rezoning fees	-157,325.00	-157,325.00	-166,765.00	-176,771.00	-187,377.00	-198,620.00	0.00
Zoning Amendment	0.00	-15,000.00	-15,900.00	-16,854.00	-17,865.00	-18,937.00	0.00
Agricultural Land Reserve	0.00	-5,000.00	-5,300.00	-5,618.00	-5,955.00	-6,312.00	0.00
Official Community Plan Amendment	0.00	-2,500.00	-2,650.00	-2,809.00	-2,978.00	-3,157.00	0.00
Development Permits	0.00	-25,000.00	-26,500.00	-28,090.00	-29,775.00	-31,562.00	0.00
Development Variance Permits	0.00	-10,000.00	-10,600.00	-11,236.00	-11,910.00	-12,625.00	0.00
Municipal Hwy Permit Application	0.00	-15,000.00	-15,900.00	-16,854.00	-17,865.00	-18,937.00	0.00
Approving Officer Fees	0.00	-20,000.00	-21,200.00	-22,472.00	-23,820.00	-25,249.00	0.00
Planning Revenue	-60,900.00	-60,900.00	-64,554.00	-68,427.00	-72,533.00	-76,885.00	0.00
Total Revenue	-218,425.00	-310,925.00	-329,581.00	-349,356.00	-370,317.00	-392,537.00	42.35
Expense							
Planning-Admin Charge	199,062.00	199,062.00	211,006.00	223,666.00	237,086.00	251,311.00	0.00
Planning-Salaries/Wages	317,247.33	182,036.00	192,958.00	204,535.00	216,807.00	229,815.00	(42.62)
Planning-Wages regular	819,059.33	844,850.00	895,541.00	949,273.00	1,006,229.00	1,066,603.00	3.15
Planning-Wages overtime	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Planning-Wages part-time & casual	16,666.67	16,667.00	17,667.00	18,727.00	19,851.00	21,042.00	0.00
Planning-Travel & mileage	333.33	350.00	371.00	393.00	417.00	442.00	5.00
Planning-Meetings food and beverage	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Planning-Freight and Courier	266.67	250.00	265.00	281.00	298.00	316.00	(6.25)
Planning-publications & subscriptions	2,666.67	1,750.00	1,855.00	1,966.00	2,084.00	2,209.00	(34.38)
Planning-Public Open Houses	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Planning-Land Survey/Consulting	1,333.33	2,250.00	2,385.00	2,528.00	2,680.00	2,841.00	68.75
Planning-Appraisal Fees	4,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	25.00
Planning-Board of Variance Expenses	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Planning-Agricultural Advisory Committee	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Planning-Advisory Planning Commission Exp	3,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	(33.33)
Planning-Contract Services	16,666.67	0.00	0.00	0.00	0.00	0.00	(100.00)
Planning-Consulting	20,000.00	26,750.00	28,355.00	30,056.00	31,859.00	33,771.00	33.75
Planning-Climate Action Projects	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Planning-Equipment rental internal	333.33	250.00	265.00	281.00	298.00	316.00	(25.00)
Planning-Small Tools & Equipment	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Planning-Materials & supplies	1,333.33	1,400.00	1,484.00	1,573.00	1,667.00	1,767.00	5.00
Total Expense	1,425,968.66	1,306,615.00	1,385,012.00	1,468,111.00	1,556,197.00	1,649,568.00	(8.37)
Total Planning and Development	1,207,543.66	995,690.00	1,055,431.00	1,118,755.00	1,185,880.00	1,257,031.00	(17.54)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Development Engineering							
Expense							
Dev Eng - Admin Charge	87,627.00	87,627.00	92,885.00	98,458.00	104,365.00	110,627.00	0.00
Dev Eng - Salaries/Wages	128,086.67	181,914.00	192,829.00	204,399.00	216,663.00	229,663.00	42.02
Dev Eng - Wages Regular	369,174.67	381,534.00	404,426.00	428,692.00	454,414.00	481,679.00	3.35
Dev Eng - Wages Overtime	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Dev Eng - Wages part-time & casual	8,333.33	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	(4.00)
Dev Eng - Travel & mileage	166.67	500.00	530.00	562.00	596.00	632.00	199.99
Dev Eng - Meetings food & beverage	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Dev Eng - Freight and Courier	133.33	250.00	265.00	281.00	298.00	316.00	87.50
Dev Eng - Publications & subscriptions	1,333.33	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	(25.00)
Dev Eng - Land survey/Consulting	666.67	750.00	795.00	843.00	894.00	948.00	12.50
Dev Eng - Contract services	8,333.33	0.00	0.00	0.00	0.00	0.00	(100.00)
Dev Eng - Consulting	10,000.00	28,000.00	29,680.00	31,461.00	33,349.00	35,350.00	180.00
Dev Eng - Equipment rental internal	166.67	250.00	265.00	281.00	298.00	316.00	50.00
Dev Eng - Small tools & Equipment	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Dev Eng - Materials and supplies	666.67	500.00	530.00	562.00	596.00	632.00	(25.00)
Total Expense	620,188.34	695,825.00	737,575.00	781,832.00	828,743.00	878,469.00	12.20
Total Development Engineering	620,188.34	695,825.00	737,575.00	781,832.00	828,743.00	878,469.00	12.20

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Building and Licence							
Revenue							
Building permits fees	-1,611,600.00	-1,611,600.00	-1,708,296.00	-1,810,794.00	-1,919,442.00	-2,034,609.00	0.00
Total Revenue	-1,611,600.00	-1,611,600.00	-1,708,296.00	-1,810,794.00	-1,919,442.00	-2,034,609.00	0.00
Expense							
Building - Admin Charge	178,651.00	178,651.00	189,370.00	200,732.00	212,776.00	225,543.00	0.00
Building - Salaries/Wages	127,247.87	181,028.00	191,890.00	203,403.00	215,607.00	228,543.00	42.26
Building - Wages regular	895,275.00	951,144.00	1,008,213.00	1,068,706.00	1,132,828.00	1,200,798.00	6.24
Building - Wages overtime	12,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	0.00
Building - Wages part-time & casual	25,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Building - Travel & mileage	0.00	500.00	530.00	562.00	596.00	632.00	0.00
Building - Meetings Food & Bev	500.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	100.00
Building - Freight and Courier	1,100.00	2,100.00	2,226.00	2,360.00	2,502.00	2,652.00	90.91
Building - Publications & subscription	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Building - Insurance Vehicle	6,100.00	6,100.00	6,466.00	6,854.00	7,265.00	7,701.00	0.00
Building - Vehicle Repairs	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Building - Vehicle Fuel & Oil	4,200.00	4,200.00	4,452.00	4,719.00	5,002.00	5,302.00	0.00
Building - Small tools & equipment	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Building - Materials & supplies	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Building - Uniforms	1,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	100.00
Building - Data Processing	20,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	(50.00)
Total Expense	1,282,573.87	1,385,223.00	1,468,337.00	1,556,437.00	1,649,823.00	1,748,814.00	8.00
Total Building and Licence	-329,026.13	-226,377.00	-239,959.00	-254,357.00	-269,619.00	-285,795.00	(31.20)



5 YR FINANCIAL PLAN

For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Engineering							
Expense							
Engineering - Admin Charge	121,643.00	121,643.00	128,942.00	136,679.00	144,880.00	153,573.00	0.00
Engineering - Salaries/Wages	258,505.82	278,151.00	294,840.00	312,530.00	331,282.00	351,159.00	7.60
Engineering - Wages Students	35,812.00	61,690.00	65,391.00	69,314.00	73,473.00	77,881.00	72.26
Engineering-Wages regular	337,184.00	290,791.00	308,238.00	326,732.00	346,336.00	367,116.00	(13.76)
Engineering-Wages overtime	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Engineering-Wages part-time & casual	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Engineering-Travel & Mileage	150.00	150.00	159.00	169.00	179.00	190.00	0.00
Engineering-Meetings food & bev	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Engineering-Freight and Courier	200.00	200.00	212.00	225.00	239.00	253.00	0.00
Engineering-Insurance Vehicle	4,000.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	50.00
Engineering-Contract Services	5,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	200.00
Engineering-Consulting	90,000.00	100,000.00	106,000.00	112,360.00	119,102.00	126,248.00	11.11
Engineering-Vehicle Repairs	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Engineering-Vehicle Fuel and Oil	1,500.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	0.00
Engineering-Small tools & Equipment	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Engineering-Materials & Supplies	2,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	0.00
Total Expense	866,494.82	887,625.00	940,882.00	997,335.00	1,057,178.00	1,120,609.00	2.44
Total Engineering	866,494.82	887,625.00	940,882.00	997,335.00	1,057,178.00	1,120,609.00	2.44

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Library							
Expense							
Library	1,600,118.00	1,580,118.00	1,674,925.00	1,775,421.00	1,881,946.00	1,994,863.00	(1.25)
Total Expense	1,600,118.00	1,580,118.00	1,674,925.00	1,775,421.00	1,881,946.00	1,994,863.00	(1.25)
Total Library	1,600,118.00	1,580,118.00	1,674,925.00	1,775,421.00	1,881,946.00	1,994,863.00	(1.25)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Economic Development							
Revenue							
Recovered Costs - Tourism	-16,500.00	-16,500.00	-17,490.00	-18,539.00	-19,651.00	-20,830.00	0.00
Total Revenue	-16,500.00	-16,500.00	-17,490.00	-18,539.00	-19,651.00	-20,830.00	0.00
Expense							
Economic Dev-Salaries/Wages	70,276.00	73,915.00	78,350.00	83,051.00	88,034.00	93,316.00	5.18
Economic Dev-Wages Regular	48,989.00	50,473.00	53,501.00	56,711.00	60,114.00	63,721.00	3.03
Economic Dev-Travel and mileage	5,000.00	1,350.00	1,431.00	1,517.00	1,608.00	1,704.00	(73.00)
Economic Dev-Dues and Memberships	1,415.00	600.00	636.00	674.00	714.00	757.00	(57.60)
Economic Dev-Meetings Food & Beverage	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Economic Dev-Advertising	4,500.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	11.11
Economic Dev-Marketing	3,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Economic Dev-Committee Expenses	800.00	800.00	848.00	899.00	953.00	1,010.00	0.00
Economic Dev-Special Events	1,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Economic Dev-Contract Services	9,000.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	(72.22)
Economic Dev - Miscellaneous	5,000.00	4,500.00	4,770.00	5,056.00	5,359.00	5,681.00	(10.00)
Tourism - Salaries/Wages	46,849.00	49,277.00	52,234.00	55,368.00	58,690.00	62,211.00	5.18
Tourism - Wages Regular	32,659.00	33,649.00	35,668.00	37,808.00	40,076.00	42,481.00	3.03
Tourism - Meetings food and beverages	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Tourism - Postage	1,800.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	(44.44)
Tourism - Advertising	20,000.00	17,300.00	18,338.00	19,438.00	20,604.00	21,840.00	(13.50)
Tourism - Marketing Promotion	6,500.00	5,500.00	5,830.00	6,180.00	6,551.00	6,944.00	(15.38)
Tourism - Wine Trail Expenses	5,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	100.00
Tourism - Westside Farm Loop	4,900.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	2.04
Tourism - Contract Services	26,260.00	10,700.00	11,342.00	12,023.00	12,744.00	13,509.00	(59.25)
Tourism - Visitors Centre Contract	39,000.00	36,000.00	38,160.00	40,450.00	42,877.00	45,450.00	(7.69)
Tourism - Materials & Supplies	6,000.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	(75.00)
Total Expense	339,948.00	311,064.00	329,728.00	349,513.00	370,481.00	392,709.00	(8.50)
Total Economic Development	323,448.00	294,564.00	312,238.00	330,974.00	350,830.00	371,879.00	(8.93)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Recreation							
Revenue							
PRC - Leisure Guide advertising	-40,600.00	-30,600.00	-32,436.00	-34,382.00	-36,445.00	-38,632.00	(24.63)
Rec Program - Other Revenue	-2,500.00	-2,500.00	-2,650.00	-2,809.00	-2,978.00	-3,157.00	0.00
Rec Program - Adult	-45,000.00	-85,000.00	-90,100.00	-95,506.00	-101,236.00	-107,310.00	88.89
Rec Program - Youth	-150,000.00	-165,000.00	-174,900.00	-185,394.00	-196,518.00	-208,309.00	10.00
Total Revenue	-238,100.00	-283,100.00	-300,086.00	-318,091.00	-337,177.00	-357,408.00	18.90
Expense							
Culture - Special Events	19,324.00	11,324.00	12,003.00	12,723.00	13,486.00	14,295.00	(41.40)
Culture-Contract Services	32,000.00	17,000.00	18,020.00	19,101.00	20,247.00	21,462.00	(46.88)
Rec-Socan Expense	900.00	900.00	954.00	1,011.00	1,072.00	1,136.00	0.00
Rec Prog-Admin Charge	216,092.00	216,092.00	229,058.00	242,801.00	257,369.00	272,811.00	0.00
Rec prog-Salaries/Wages	207,909.00	130,052.00	137,855.00	146,126.00	154,894.00	164,188.00	(37.45)
Recreation - Student Wages	22,203.00	24,235.00	25,689.00	27,230.00	28,864.00	30,596.00	9.15
Recreation - Wages Employee Instructors	130,000.00	55,000.00	58,300.00	61,798.00	65,506.00	69,436.00	(57.69)
Recreation - Wages Skate and Sport	36,000.00	106,000.00	112,360.00	119,102.00	126,248.00	133,823.00	194.44
Rec prog - Wages regular	374,596.00	459,015.00	486,556.00	515,749.00	546,694.00	579,496.00	22.54
Rec prog - Wages overtime	15,000.00	7,500.00	7,950.00	8,427.00	8,933.00	9,469.00	(50.00)
Rec prog - Wages Part-time & casual	20,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	(50.00)
Rec Prog - Travel and mileage	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Rec Prog - Meetings Food & Bev	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Rec prog - Advertising	7,500.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	(20.00)
Rec Prog - Marketing	54,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	(44.44)
Rec prog - Publications & subs	75.00	75.00	80.00	85.00	90.00	95.00	0.00
Rec - Boys & Girls Club Contract	26,520.00	26,520.00	28,111.00	29,798.00	31,586.00	33,481.00	0.00
Rec Prog-ActiveNET License Fees	45,000.00	45,000.00	47,700.00	50,562.00	53,596.00	56,812.00	0.00
Rec Prog-Vehicle Insurance	1,500.00	1,500.00	1,590.00	1,685.00	1,786.00	1,893.00	0.00
Rec prog-Insurance property	17,308.00	17,308.00	18,346.00	19,447.00	20,614.00	21,851.00	0.00
Rec prog - Contract services	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Rec&Cul-Communities in Bloom	1,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Rec Prog - Vehicle Repairs	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Rec Prog - Vehicle Fuel and Oil	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Rec Prog - Equipment Rental	37,500.00	17,500.00	18,550.00	19,663.00	20,843.00	22,094.00	(53.33)
Rec Prog- Lion's Hall Small tools & Supp	3,500.00	3,500.00	3,710.00	3,933.00	4,169.00	4,419.00	0.00
Rec prog-Materials & supplies	1,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Rec prog-Program supplies	21,350.00	23,350.00	24,751.00	26,236.00	27,810.00	29,479.00	9.37
Rec Prog - Uniforms	1,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Recreation - Bank Charges	12,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	0.00
Youth Rec cen-Contract services	130,000.00	130,000.00	137,800.00	146,068.00	154,832.00	164,122.00	0.00
Youth rec cen-Lease rental	48,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Total Expense	1,514,277.00	1,382,871.00	1,465,843.00	1,553,794.00	1,647,022.00	1,745,845.00	(8.68)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Total Recreation	1,276,177.00	1,099,771.00	1,165,757.00	1,235,703.00	1,309,845.00	1,388,437.00	(13.82)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Facilities							
Revenue							
Rental Income	0.00	-36,000.00	-38,160.00	-40,450.00	-42,877.00	-45,450.00	0.00
Recovered Costs-Parks, Rec Culture	-480,850.00	-480,850.00	-509,701.00	-540,283.00	-572,701.00	-607,063.00	0.00
Arena Facility Rentals	-818,600.00	-610,600.00	-647,236.00	-686,069.00	-727,233.00	-770,866.00	(25.41)
Westside Warrior Contract	-52,000.00	-52,000.00	-55,120.00	-58,427.00	-61,933.00	-65,649.00	0.00
Recreation Programs-Arena	-140,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Lakeview Heights Tennis Club Revenue	-10,000.00	-2,500.00	-2,650.00	-2,809.00	-2,978.00	-3,157.00	(75.00)
Lakeview Heights Community Hall Rental	-10,000.00	-7,500.00	-7,950.00	-8,427.00	-8,933.00	-9,469.00	(25.00)
Sports Dome Revenue	-175,000.00	-75,000.00	-79,500.00	-84,270.00	-89,326.00	-94,686.00	(57.14)
Sale of Goods and Services-Arena	-40,000.00	-40,000.00	-42,400.00	-44,944.00	-47,641.00	-50,499.00	0.00
Long Term Debt - Principal Pymts	59,195.00	59,195.00	62,747.00	66,512.00	70,503.00	74,733.00	0.00
Long Term Debt - Interest Pymts	120,896.00	120,896.00	128,150.00	135,839.00	143,989.00	152,628.00	0.00
Total Revenue	-1,546,359.00	-1,124,359.00	-1,191,820.00	-1,263,328.00	-1,339,130.00	-1,419,478.00	(27.29)
Expense							
Multi Sport Dome	111,446.00	138,070.00	146,354.00	155,137.00	164,444.00	174,308.00	23.89
Facilities-Johnson Bentley Aquatic Cen	1,007,996.00	1,095,270.00	1,160,986.00	1,230,645.00	1,304,483.00	1,382,751.00	8.66
Facilities-Lions Hall	129,373.00	133,492.00	141,501.00	149,991.00	158,990.00	168,530.00	3.18
Facilities-Electric Vehicle Chrg Stati	8,280.00	8,404.00	8,908.00	9,442.00	10,010.00	10,612.00	1.50
Facilities-Mt Boucherie Recreation Cen	1,848,253.00	1,902,925.00	2,017,101.00	2,138,127.00	2,266,414.00	2,402,400.00	2.96
Facilities-Seniors Activity Centre	91,838.00	93,076.00	98,660.00	104,579.00	110,855.00	117,507.00	1.35
Facilities-Webber Road	20,263.00	20,387.00	21,610.00	22,906.00	24,281.00	25,738.00	0.61
Facilities-Mar Jok Neighbourhood Learn	58,451.00	58,451.00	61,958.00	65,675.00	69,616.00	73,793.00	0.00
Facilities-City Hall	204,541.00	261,518.00	277,209.00	293,843.00	311,474.00	330,160.00	27.86
Facilities-Lakeview Heights City Hall	99,159.00	97,875.00	103,748.00	109,974.00	116,572.00	123,566.00	(1.29)
Facilities-Anders hall	39,785.00	39,909.00	42,303.00	44,842.00	47,533.00	50,384.00	0.31
Total Expense	3,619,385.00	3,849,377.00	4,080,338.00	4,325,161.00	4,584,672.00	4,859,749.00	6.35
Expense							
Facilities-Elliott Road	16,000.00	45,000.00	47,700.00	50,562.00	53,597.00	56,814.00	181.25
Total Expense	16,000.00	45,000.00	47,700.00	50,562.00	53,597.00	56,814.00	181.25
Total Facilities	2,089,026.00	2,770,018.00	2,936,218.00	3,112,395.00	3,299,139.00	3,497,085.00	32.60

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Parks							
Revenue							
Playing fields rentals	-56,750.00	-39,750.00	-42,135.00	-44,663.00	-47,343.00	-50,184.00	(29.96)
Total Revenue	-56,750.00	-39,750.00	-42,135.00	-44,663.00	-47,343.00	-50,184.00	(29.96)
Expense							
Parks-Admin Charge	407,648.00	407,648.00	432,107.00	458,033.00	485,515.00	514,646.00	0.00
Parks Operating - Salaries/Wages	68,383.00	72,003.00	76,323.00	80,902.00	85,756.00	90,901.00	5.29
Parks Students - Salaries/Wages	166,136.00	53,460.00	56,668.00	60,068.00	63,672.00	67,492.00	(67.82)
Parks operating-Wages regular	1,153,226.00	1,155,218.00	1,224,531.00	1,298,003.00	1,375,883.00	1,458,436.00	0.17
Parks operating-Wages overtime	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Parks - Meetings food and beverages	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Parks - Freight and Courier	600.00	600.00	636.00	674.00	714.00	757.00	0.00
Parks-Hazzard Tree Removal	29,000.00	29,000.00	30,740.00	32,584.00	34,539.00	36,611.00	0.00
Parks - Parking Lot Maintenance	16,500.00	16,500.00	17,490.00	18,539.00	19,651.00	20,830.00	0.00
Parks - Mowing Contract	57,107.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Parks - Geese Managment	55,000.00	55,000.00	58,300.00	61,798.00	65,506.00	69,436.00	0.00
Parks - Biffy Rental	35,000.00	35,000.00	37,100.00	39,326.00	41,686.00	44,187.00	0.00
Parks - Insurance -Vehicle	20,400.00	20,400.00	21,624.00	22,921.00	24,296.00	25,754.00	0.00
Parks - Snow Removal	75,000.00	75,000.00	79,500.00	84,270.00	89,326.00	94,686.00	0.00
Parks - Contract services	80,000.00	85,000.00	90,100.00	95,506.00	101,236.00	107,310.00	6.25
Parks - Traffic Management	9,000.00	9,000.00	9,540.00	10,112.00	10,719.00	11,362.00	0.00
Parks - Boulevard Maintenance	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Parks - Streetscape Improvements	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Parks - Spray Park Maintenance	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Parks - Sports Field Ground Maintenance	40,000.00	40,000.00	42,400.00	44,944.00	47,641.00	50,499.00	0.00
Parks - Open Space Ground Maintenance	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Parks - Neighbourhood Ground Maintenance	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Parks - Waterfront Ground Maintenance	12,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	0.00
Parks - Ground maintenance	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Parks - Irrigation maintenance	20,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	25.00
Parks - Signage	12,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	0.00
Parks - Building Maintenance	32,000.00	32,000.00	33,920.00	35,955.00	38,112.00	40,399.00	0.00
Parks - Security	159,000.00	159,000.00	168,540.00	178,652.00	189,371.00	200,733.00	0.00
Parks - Equipment maintenance	4,500.00	4,500.00	4,770.00	5,056.00	5,359.00	5,681.00	0.00
Parks - Vehicle Repairs	37,000.00	37,000.00	39,220.00	41,573.00	44,067.00	46,711.00	0.00
Parks - Vehicle Fuel and Oil	60,000.00	60,000.00	63,600.00	67,416.00	71,461.00	75,749.00	0.00
Parks - Vandalism Repairs	7,500.00	7,500.00	7,950.00	8,427.00	8,933.00	9,469.00	0.00
Parks - Equip rental external	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Parks - small tools & equipment	14,000.00	14,000.00	14,840.00	15,730.00	16,674.00	17,674.00	0.00
Parks - Miscellaneous	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Parks-Materials & supplies	8,000.00	8,000.00	8,480.00	8,989.00	9,528.00	10,100.00	0.00
Parks - Janitorial Supplies	10,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	20.00
Parks - Safety Supplies	7,000.00	7,000.00	7,420.00	7,865.00	8,337.00	8,837.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Parks - Uniforms and Personal Protection	10,000.00	12,000.00	12,720.00	13,483.00	14,292.00	15,150.00	20.00
Parks - Municipal utilities	160,000.00	160,000.00	169,600.00	179,776.00	190,563.00	201,997.00	0.00
Parks - Electricity	30,000.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Parks - Contingency Funds	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Parks - Gifts & Legacies	6,000.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	0.00
Parks - Recoverable Costs	6,000.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	0.00
Turf Mowing - Wages Regular	126,311.00	192,762.00	204,328.00	216,588.00	229,583.00	243,358.00	52.61
Turf Mowing - Wages Overtime	3,000.00	3,000.00	3,180.00	3,371.00	3,573.00	3,787.00	0.00
Turf Mowing - Insurance - Vehicle	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Turf Mowing - Equipment Maintenance	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Turf Mowing - Vehicle Fuel & Oil	20,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	0.00
Turf Mowing - Small Tools & Equipment	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Turf Mowing - Miscellaneous	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Turf Mowing - Materials & Supplies	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Total Expense	3,068,311.00	2,984,591.00	3,163,667.00	3,353,482.00	3,554,689.00	3,767,973.00	(2.73)
Total Parks	3,011,561.00	2,944,841.00	3,121,532.00	3,308,819.00	3,507,346.00	3,717,789.00	(2.22)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Museum							
Expense							
Museum - Contract Expense	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Museum - Operation Contract	75,000.00	75,000.00	79,500.00	84,270.00	89,326.00	94,686.00	0.00
Museum - Building Maintenance	6,000.00	6,000.00	6,360.00	6,742.00	7,147.00	7,576.00	0.00
Museum - Equipment Rental	500.00	500.00	530.00	562.00	596.00	632.00	0.00
Museum - Materials & Supplies	1,000.00	1,000.00	1,060.00	1,124.00	1,191.00	1,262.00	0.00
Museum - Electricity	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
Museum - Contingency	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Total Expense	104,500.00	104,500.00	110,770.00	117,417.00	124,462.00	131,930.00	0.00
Total Museum	104,500.00	104,500.00	110,770.00	117,417.00	124,462.00	131,930.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
35 Storm Drainage - Operating Fund							
Storm Sewer							
Revenue							
Storm Drainage-Taxes	-348,998.00	-350,444.00	-371,471.00	-393,759.00	-417,385.00	-442,428.00	0.41
Total Revenue	-348,998.00	-350,444.00	-371,471.00	-393,759.00	-417,385.00	-442,428.00	0.41
Expense							
Storm Drainage-Wages	50,369.00	53,040.00	56,222.00	59,595.00	63,171.00	66,961.00	5.30
Storm Drainage-Wages Regular	19,309.00	19,904.00	21,098.00	22,364.00	23,706.00	25,128.00	3.08
Storm Drainage-Wages Overtime	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Storm Drainage-Wages Part time & Casual	9,500.00	9,500.00	10,070.00	10,674.00	11,314.00	11,993.00	0.00
Storm Drainage-Ins Vehicle	1,820.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Storm Drainage-Contract Services	130,000.00	60,880.00	64,533.00	68,405.00	72,509.00	76,860.00	(53.17)
Storm Drainage-EMCON/AEL Contract	0.00	39,120.00	41,467.00	43,955.00	46,592.00	49,388.00	0.00
Storm Drainage-Traffic control contract	0.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	0.00
Storm Drainage-VAC Truck Nozzles Equip	0.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Storm Drainage- Vehicle Repairs	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
Storm Drainage-Vehicle Fuel and Oil	4,000.00	4,000.00	4,240.00	4,494.00	4,764.00	5,050.00	0.00
Storm Drainage-Catch Basin Repairs	0.00	30,000.00	31,800.00	33,708.00	35,730.00	37,874.00	0.00
Storm Drainage-Rental Equipment (exter	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Storm Drainage-Small tools & equipment	5,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Storm Drainage-Miscellaneous	80,000.00	32,500.00	34,450.00	36,517.00	38,708.00	41,030.00	(59.38)
Storm Drainage-Materials&Supplies	22,000.00	22,000.00	23,320.00	24,719.00	26,202.00	27,774.00	0.00
Storm Drainage-VAC Truck mat&supplies	0.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	0.00
Storm Drainage-Waste disposal	10,000.00	10,000.00	10,600.00	11,236.00	11,910.00	12,625.00	0.00
Storm Drainage-VAC Truck Wear Parts	0.00	7,500.00	7,950.00	8,427.00	8,933.00	9,469.00	0.00
Total Expense	348,998.00	350,444.00	371,470.00	393,757.00	417,381.00	442,425.00	0.41
Total Storm Sewer	0.00	0.00	-1.00	-2.00	-4.00	-3.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Transfer to Reserve							
Expense							
Trnsfr to Own Reserve-Future Expenditure	450,000.00	450,000.00	477,000.00	505,620.00	535,957.00	568,114.00	0.00
Trsf to Own Reserve-Gas Tax	1,420,117.00	1,420,117.00	1,505,324.00	1,595,643.00	1,691,382.00	1,792,865.00	0.00
Trsfr to Own Reserve-Equip Replacement	660,000.00	900,000.00	954,000.00	1,011,240.00	1,071,914.00	1,136,229.00	36.36
Trsfr to Own Reserve-General Cap fund	4,431,123.00	4,283,865.00	4,540,897.00	4,813,351.00	5,102,152.00	5,408,281.00	(3.32)
Trsfr to Own Reserve-Fire Dept Equip Res	560,000.00	560,000.00	593,600.00	629,216.00	666,969.00	706,987.00	0.00
Trnsfr to Own Reserve-Elections	22,000.00	22,000.00	23,320.00	24,719.00	26,202.00	27,774.00	0.00
Trsfr to Own Reserve-New City Hall	700,000.00	700,000.00	742,000.00	786,520.00	833,711.00	883,734.00	0.00
Trsfr to Recreation Reserve	107,116.00	107,116.00	113,543.00	120,356.00	127,577.00	135,232.00	0.00
Trsfr to Own Reserve-COR Audit	9,000.00	9,000.00	9,540.00	10,112.00	10,719.00	11,362.00	0.00
Trasnfer to Reserves Solid Waste	60,000.00	60,000.00	63,600.00	67,416.00	71,461.00	75,749.00	0.00
Total Expense	8,419,356.00	8,512,098.00	9,022,824.00	9,564,193.00	10,138,044.00	10,746,327.00	1.10
Total Transfer to Reserve	8,419,356.00	8,512,098.00	9,022,824.00	9,564,193.00	10,138,044.00	10,746,327.00	1.10

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Transfer from Reserve							
Revenue							
Proceeds - MFA Eqpt Financing (C380-19)	-1,683,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Transfer from Cap Res-to Operating	-320,000.00	-320,000.00	-339,200.00	-359,552.00	-381,125.00	-403,993.00	0.00
Reserve - Equipment Replacement	-700,838.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Trsf from reserves-Fire Equipment Replac	-2,228,730.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Trsfr from Reserves-Playground Equipment	-27,940.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Reserve - Future Expenditures	-1,191,747.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Reserve - Policing	-138,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Transfer from reserve-Rate Stabilization	-358,621.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Trsfr from Gas Tax Reserve	-3,328,677.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Transfer From Reserve - Land Acquisition	-2,000,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Transfer From Reserve - To Construct Yard	-150,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Transfer from Reserves-Recreation	-86,900.00	0.00	0.00	0.00	0.00	0.00	(100.00)
DCC's - Roads	-4,267,600.00	0.00	0.00	0.00	0.00	0.00	(100.00)
DCC's - Parks	-67,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Finance - Trsfr for Carryforward	-300,000.00	0.00	0.00	0.00	0.00	0.00	(100.00)
Total Revenue	-16,849,053.00	-320,000.00	-339,200.00	-359,552.00	-381,125.00	-403,993.00	(98.10)
Total Transfer from Reserve	-16,849,053.00	-320,000.00	-339,200.00	-359,552.00	-381,125.00	-403,993.00	(98.10)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
25 West Kelowna Water System							
West Kelowna Water							
Revenue							
WKW-User Fees	-8,360,043.00	-8,900,680.00	-9,434,721.00	-10,000,804.00	-10,600,852.00	-11,236,903.00	6.47
WKW-User Fee Flat Rose Valley Debt	-975,902.00	-975,902.00	-1,034,456.00	-1,096,523.00	-1,162,314.00	-1,232,053.00	0.00
WKW-User Fee Flat Powers Creek Debt	-869,441.00	-869,441.00	-921,607.00	-976,903.00	-1,035,517.00	-1,097,648.00	0.00
WKW-Other Revenue	-300,000.00	-300,000.00	-318,000.00	-337,080.00	-357,305.00	-378,743.00	0.00
WKW-Interest Income	-10,658.00	-10,658.00	-11,297.00	-11,975.00	-12,694.00	-13,456.00	0.00
Water Local Tax-Green Bay	-30,557.00	-30,557.00	-32,390.00	-34,333.00	-36,393.00	-38,577.00	0.00
Total Revenue	-10,546,601.00	-11,087,238.00	-11,752,471.00	-12,457,618.00	-13,205,075.00	-13,997,380.00	5.13
Expense							
WKW-WTP-PC	1,354,007.00	1,625,615.00	1,723,152.00	1,826,542.00	1,936,130.00	2,052,298.00	20.06
WKW-RMR-Bulk Water System	15,000.00	15,000.00	15,900.00	16,853.00	17,864.00	18,936.00	0.00
WKW General	3,275,007.09	3,461,988.00	3,669,707.00	3,889,891.00	4,123,287.00	4,370,686.00	5.71
WKW-Building	54,809.00	78,000.00	82,680.00	87,641.00	92,898.00	98,472.00	42.31
WKW-OPM-Raw Water Supply and Dams	54,000.00	44,000.00	46,640.00	49,438.00	52,404.00	55,548.00	(18.52)
WKW-OPM-Chemical and Disinfection Syst	95,000.00	85,000.00	90,100.00	95,506.00	101,236.00	107,311.00	(10.53)
WKW-OPM-Flushing Program	45,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	(44.44)
WKW-OPM-Reservoir Maintenance/Cleaning	22,000.00	22,000.00	23,320.00	24,719.00	26,202.00	27,774.00	0.00
WKW-OPM-Cross Connection Control Progr	4,500.00	2,500.00	2,650.00	2,809.00	2,978.00	3,157.00	(44.44)
WKW-OPM-Valve Exercising Program	2,500.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	(20.00)
WKW-OPM-Hydrant Maintenance Program	42,000.00	42,000.00	44,520.00	47,191.00	50,022.00	53,024.00	0.00
WKW-OPM-Water Metering	289,490.67	250,991.00	266,050.00	282,013.00	298,933.00	316,869.00	(13.30)
WKW-OPM-Water Metering-replacements	75,000.00	120,000.00	127,200.00	134,832.00	142,922.00	151,497.00	60.00
WKW-OPM-Water Conservation Program	2,200.00	0.00	0.00	0.00	0.00	0.00	(100.00)
WKW-OPM-PRV Maintenance	35,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,562.00	(28.57)
WKW-OPM-Booster Station Maintenance	60,000.00	45,000.00	47,700.00	50,562.00	53,595.00	56,811.00	(25.00)
WKW-OPM-Water Quality Monitoring Progr	120,000.00	110,000.00	116,600.00	123,596.00	131,011.00	138,871.00	(8.33)
WKW-OPM-Instrumentation	25,000.00	20,000.00	21,200.00	22,472.00	23,820.00	25,249.00	(20.00)
WKW-OPM-Communications/Radio/PLC/SCADA	38,000.00	38,000.00	40,280.00	42,697.00	45,258.00	47,974.00	0.00
WKW-OPM-Electrical	22,000.00	17,000.00	18,020.00	19,101.00	20,247.00	21,462.00	(22.73)
WKW-OPM-Water Distribution	43,000.00	40,000.00	42,400.00	44,944.00	47,640.00	50,499.00	(6.98)
WKW-RMR-Water Supply and Dams	46,000.00	41,000.00	43,460.00	46,068.00	48,833.00	51,763.00	(10.87)
WKW-RMR-Chemical and Disinfection Syst	25,500.00	25,500.00	27,030.00	28,652.00	30,371.00	32,193.00	0.00
WKW-RMR-Flushing	6,000.00	5,000.00	5,300.00	5,618.00	5,955.00	6,312.00	(16.67)
WKW-RMR-Reservoir Repair	15,000.00	15,000.00	15,900.00	16,854.00	17,865.00	18,937.00	0.00
WKW-RMR-Blackflow Assembly	2,500.00	1,500.00	1,590.00	1,686.00	1,787.00	1,894.00	(40.00)
WKW-RMR-Value Repair / Replacement	11,000.00	11,000.00	11,660.00	12,360.00	13,102.00	13,888.00	0.00
WKW-RMR-Hydrant Repair / Replacement	19,000.00	19,000.00	20,140.00	21,348.00	22,629.00	23,987.00	0.00
WKW-RMR-Water Meter Repair / Replaceme	6,500.00	0.00	0.00	0.00	0.00	0.00	(100.00)
WKW-RMR-PRV Repair	30,000.00	27,500.00	29,150.00	30,899.00	32,753.00	34,719.00	(8.33)
WKW-RMR-Booster Station	40,000.00	40,000.00	42,400.00	44,944.00	47,640.00	50,498.00	0.00
WKW-RMR-Reactive Water Quality Monitor	3,000.00	3,000.00	3,180.00	3,370.00	3,572.00	3,786.00	0.00
WKW-RMR-Instrumentation Repair / Repla	17,500.00	12,000.00	12,720.00	13,483.00	14,292.00	15,149.00	(31.43)

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
25 West Kelowna Water System							
WKW-RMR-Communications/Radio/PLC/SCADA	36,000.00	25,000.00	26,500.00	28,090.00	29,775.00	31,561.00	(30.56)
WKW-RMR-Electrical	10,000.00	7,500.00	7,950.00	8,427.00	8,933.00	9,469.00	(25.00)
WKW-RMR-Water Distribution	33,000.00	180,000.00	190,800.00	202,248.00	214,383.00	227,246.00	445.45
WKW-Rounds/Inspections/Routine Operati	1,397,962.00	796,018.00	843,779.00	894,406.00	948,070.00	1,004,954.00	(43.06)
WKW-Reactive/Corrective Maint/Repair	0.00	300,000.00	318,000.00	337,080.00	357,305.00	378,743.00	0.00
WKW-Preventative Maintenance	0.00	210,000.00	222,600.00	235,956.00	250,113.00	265,120.00	0.00
WKW-Request For Service (Water on/off,	0.00	60,000.00	63,600.00	67,416.00	71,461.00	75,749.00	0.00
WKW-Standard On-Call Pay	0.00	65,000.00	68,900.00	73,034.00	77,416.00	82,061.00	0.00
WKW-Transfer to Reserves	1,927,440.00	1,927,440.00	2,043,086.00	2,165,671.00	2,295,611.00	2,433,348.00	0.00
WKW Long Term Debt Principal	541,834.00	541,834.00	574,344.00	608,804.00	645,332.00	684,052.00	0.00
WKW Long Term Debt Interest	704,851.00	704,851.00	747,142.00	791,971.00	839,489.00	889,858.00	0.00
Total Expense	10,546,600.76	11,087,237.00	11,752,470.00	12,457,619.00	13,205,066.00	13,997,374.00	5.13
Total West Kelowna Water	-0.24	-1.00	-1.00	1.00	-9.00	-6.00	316.67

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
31 Sewer operating fund							
West Kelowna Sewer							
Revenue							
Cond Operating Grant - OBWB Sewer Gran	-41,209.00	-30,000.00	-31,800.00	-33,708.00	-35,730.00	-37,874.00	(27.20)
Sewer Domestic User Fees	-3,935,250.00	-3,935,250.00	-4,171,365.00	-4,421,647.00	-4,686,946.00	-4,968,163.00	0.00
Sewer Domestic User Fees RDCO	-1,826,326.00	-1,836,074.00	-1,946,238.00	-2,063,012.00	-2,186,793.00	-2,318,001.00	0.53
Sewer Misc Other Income	-132,600.00	-132,600.00	-140,556.00	-148,989.00	-157,928.00	-167,404.00	0.00
Sewer Local Service Levy	-1,113,453.00	-1,113,453.00	-1,180,260.00	-1,251,076.00	-1,326,141.00	-1,405,709.00	0.00
Total Revenue	-7,048,838.00	-7,047,377.00	-7,470,219.00	-7,918,432.00	-8,393,538.00	-8,897,151.00	(0.02)
Expense							
Sewer administration	4,681,065.00	4,679,800.00	4,960,588.00	5,258,224.00	5,573,718.00	5,908,141.00	(0.03)
Sewer collection system	462,131.00	461,935.00	489,651.00	519,030.00	550,171.00	583,181.00	(0.04)
Sewer lift stations	221,189.00	221,189.00	234,460.00	248,528.00	263,441.00	279,248.00	0.00
Transfer to Reserves	450,000.00	450,000.00	477,000.00	505,620.00	535,957.00	568,114.00	0.00
Long term debt - principal	553,453.00	553,453.00	586,660.00	621,860.00	659,172.00	698,722.00	0.00
Long term debt - interest	681,000.00	681,000.00	721,860.00	765,172.00	811,082.00	859,747.00	0.00
Total Expense	7,048,838.00	7,047,377.00	7,470,219.00	7,918,434.00	8,393,541.00	8,897,153.00	(0.02)
Total West Kelowna Sewer	0.00	0.00	0.00	2.00	3.00	2.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Transfer to Other Governments							
Revenue							
Parcel Tax - Landfill Transfer Station	-445,000.00	-445,000.00	-471,700.00	-500,002.00	-530,002.00	-561,802.00	0.00
Parcel Tax - Serile Insect Release	-13,300.00	-13,300.00	-14,098.00	-14,944.00	-15,841.00	-16,791.00	0.00
Parcel Taxes-RDCO Solid Waste&Recycling	-190,000.00	-190,000.00	-201,400.00	-213,484.00	-226,293.00	-239,871.00	0.00
Coll for others-School Tax	-15,000,000.00	-15,000,000.00	-15,900,000.00	-16,854,000.00	-17,865,240.00	-18,937,154.00	0.00
Additional School Taxes Collected	-300,000.00	-300,000.00	-318,000.00	-337,080.00	-357,305.00	-378,743.00	0.00
Coll for others-Reg Hospital District	-2,600,000.00	-2,600,000.00	-2,756,000.00	-2,921,360.00	-3,096,642.00	-3,282,441.00	0.00
CORD General taxes collected	-2,800,000.00	-2,800,000.00	-2,968,000.00	-3,146,080.00	-3,334,845.00	-3,534,936.00	0.00
BCAA Taxes collected	-435,000.00	-435,000.00	-461,100.00	-488,766.00	-518,092.00	-549,178.00	0.00
MFA Taxes collected	-2,000.00	-2,000.00	-2,120.00	-2,247.00	-2,382.00	-2,525.00	0.00
Coll for other-CORD SIR Taxes	-145,000.00	-145,000.00	-153,700.00	-162,922.00	-172,697.00	-183,059.00	0.00
Total Revenue	-21,930,300.00	-21,930,300.00	-23,246,118.00	-24,640,885.00	-26,119,339.00	-27,686,500.00	0.00
Expense							
School District Taxes Paid	15,300,000.00	15,300,000.00	16,218,000.00	17,191,080.00	18,222,545.00	19,315,898.00	0.00
Regional Hospital District Taxes Paid	2,600,000.00	2,600,000.00	2,756,000.00	2,921,360.00	3,096,642.00	3,282,441.00	0.00
CORD Taxes Paid	2,800,000.00	2,800,000.00	2,968,000.00	3,146,080.00	3,334,845.00	3,534,936.00	0.00
BCAA Taxes Paid	435,000.00	435,000.00	461,100.00	488,766.00	518,092.00	549,178.00	0.00
MFA Taxes Paid	2,000.00	2,000.00	2,120.00	2,247.00	2,382.00	2,525.00	0.00
RDCO Garbage& Recycling Parcel Taxes Pd	190,000.00	190,000.00	201,400.00	213,484.00	226,293.00	239,871.00	0.00
RDCO Transfer Station Parcel Taxes Paid	445,000.00	445,000.00	471,700.00	500,002.00	530,002.00	561,802.00	0.00
CORD SIR taxes paid	158,300.00	158,300.00	167,798.00	177,866.00	188,538.00	199,850.00	0.00
Total Expense	21,930,300.00	21,930,300.00	23,246,118.00	24,640,885.00	26,119,339.00	27,686,501.00	0.00
Total Transfer to Other Governments	0.00	0.00	0.00	0.00	0.00	1.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Other Income							
Revenue							
Investment income - interest earned	-500,000.00	-500,000.00	-530,000.00	-561,800.00	-595,508.00	-631,238.00	0.00
Interest income-Parcel Taxes	-150,000.00	-150,000.00	-159,000.00	-168,540.00	-178,652.00	-189,371.00	0.00
Interest on taxes	-80,000.00	-80,000.00	-84,800.00	-89,888.00	-95,281.00	-100,998.00	0.00
Penalties on taxes	-320,000.00	-320,000.00	-339,200.00	-359,552.00	-381,125.00	-403,993.00	0.00
Penalties on Utilities and Solid Waste	-60,000.00	-60,000.00	-63,600.00	-67,416.00	-71,461.00	-75,749.00	0.00
Internal Borrowing - Interest	-35,765.00	-35,765.00	-37,911.00	-40,186.00	-42,597.00	-45,153.00	0.00
Internal Borrowing - Principal	-27,735.00	-27,735.00	-29,399.00	-31,163.00	-33,033.00	-35,015.00	0.00
Total Revenue	-1,173,500.00	-1,173,500.00	-1,243,910.00	-1,318,545.00	-1,397,657.00	-1,481,517.00	0.00
Total Other Income	-1,173,500.00	-1,173,500.00	-1,243,910.00	-1,318,545.00	-1,397,657.00	-1,481,517.00	0.00

5 YR FINANCIAL PLAN



For Period Ending 31-Dec-2021

	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	% CHANGE 2020-21
11 General operating fund							
Debt Summary							
Expense							
LTD Principal-RCMP Building	277,414.00	277,414.00	294,059.00	311,703.00	330,405.00	350,229.00	0.00
LT Debt - Mt. Bou Arena(MFA 95)-principa	59,195.00	59,195.00	62,747.00	66,512.00	70,503.00	74,733.00	0.00
Long Term Dbt Principal-Solid Waste Cart	22,361.00	22,361.00	23,703.00	25,125.00	26,633.00	28,231.00	0.00
LTD Interest-RCMP Building	185,869.00	185,869.00	197,021.00	208,842.00	221,373.00	234,655.00	0.00
LTDebt Interest-Mt. Bou Arena (MFA95)	120,896.00	120,896.00	128,150.00	135,839.00	143,989.00	152,628.00	0.00
Long Term Debt Interest-Solid Waste Cart	12,639.00	12,639.00	13,397.00	14,201.00	15,053.00	15,956.00	0.00
WKW-LTD Principal (WID)	528,495.00	528,495.00	560,205.00	593,817.00	629,446.00	667,213.00	0.00
WKW-LTD Principal (CWK)	13,339.00	13,339.00	14,139.00	14,987.00	15,886.00	16,839.00	0.00
WKW-LTD Interest (WID)	340,946.00	340,946.00	361,403.00	383,087.00	406,072.00	430,436.00	0.00
WKW LTD Interest (CWK)	18,141.00	18,141.00	19,229.00	20,383.00	21,606.00	22,902.00	0.00
WKW LTD Interest (WKW)	345,764.00	345,764.00	366,510.00	388,501.00	411,811.00	436,520.00	0.00
Sewer Parcel Green Bay(MFA56)-principal	553,453.00	553,453.00	586,660.00	621,860.00	659,172.00	698,722.00	0.00
Sewer LTD - Interest paid	560,000.00	560,000.00	593,600.00	629,216.00	666,969.00	706,987.00	0.00
Sewer Long Term Interest - Internal Loan	121,000.00	121,000.00	128,260.00	135,956.00	144,113.00	152,760.00	0.00
Total Expense	3,159,512.00	3,159,512.00	3,349,083.00	3,550,029.00	3,763,031.00	3,988,811.00	0.00
Total Debt Summary	3,159,512.00	3,159,512.00	3,349,083.00	3,550,029.00	3,763,031.00	3,988,811.00	0.00



**City of West Kelowna
2021 Supplemental Budget Requests**

	FTEs	2021
GENERAL FUND		
Non-FTE Supplemental Requests		\$ 128,000
FTE Supplemental Request	7.25	767,543
Total Requested	7.25	\$ 895,543
Less non supported Supplemental Service level increase requests		-
Less non supported Supplemental FTE requests	-	-
Subtotal Supplemental requests supported - General Fund	7.25	\$ 895,543
Discretionary Funds Available for 2021 at 4.75%		(1,078,229)
Estimated Surplus as per the 2021 Budget		-
First Year Salary saving		(149,242)
Funding of Intermediate Accountant from Capital Reserves		(42,470)
FTEs approved by Council for 2020 but on hold due to COVID	3.60	344,370
For Council consideration:		
Net Affect on Discretionary funds (Surplus) Deficit	10.85	\$ (30,028)

UTILITY FUNDS	FTEs	2021
Non-Wage Supplemental Requests		\$ 75,000
Wage Supplemental Request	-	\$ -
Total Requested	\$ -	\$ 75,000
Less non supported Supplemental FTE requests		
Subtotal Utility Funds	-	\$ 75,000
First Year Salary saving		-
Net Total Requested from Utility Funds	-	\$ 75,000



No Seq.	Department	Supplemental Request	Justification	Occurrence	Requested	Supported
GENERAL FUND						
S2021-1	Public works - Roads and Drainage	Material Disposal Costs	This request is to cover costs relating to disposal of materials resulting from a variety of road maintenance activities. These materials include items such as tree trimmings, concrete, asphalt, large roadside debris, and abandon items (shopping carts, boats, rv's etc). In the past these materials have been temporarily stored at the future Public Works Yard and staff have disposed of items if/when time allows. Items such as concrete and asphalt have historically been stockpiled at the yard and when enough material is stored, the material was crushed and screened into usable aggregate materials. With the development occurring on the future public works site, access to that facility for this purpose is no longer an option and materials need to be disposed of directly. This request is for the funds needed to cover trucking costs and tipping fees to dispose of these items.	Ongoing	\$ 10,000	YES
S2021-2	Public works - Roads and Drainage	Winter Salt and Sand Purchase	In 2019 the Roads department acquired a small snow plow complete with a sanding box. This truck provides service to a variety of areas not covered under the road maintenance contract such as an access road to the water treatment plant, various roadside parking areas and transit facilities. Once routes are complete this truck also provides ability to augment the services provided by our contractor in effort to expedite response to local roads and culdesacs when possible. Through the 2019/2020 winter a free sand source was available from the future Public Works Yard site. Due to development of that site, this material is no longer available and needs to be purchased. This request is to set aside the budget needed to stockpile the sand and salt materials required for this truck to provide these critical services.	Ongoing	\$ 8,000	YES
S2021-3	Public works - Roads and Drainage	Contract Services Sidewalk repairs	Existing sidewalks are inspected for damage on a 5 year cycle (based on 5 zones throughout the City). Damages resulting in safety concerns (such as trip hazards) are identified and repaired annually by the Roads and Drainage Department. Over the past 3 years, actual repair costs have consistently exceeded the available budget of \$20,000 forcing the work to be funded at the expense of other services. Considering the risk and potential impacts, sidewalk maintenance is considered a priority repair. This request is to increase the annual budget for sidewalk repairs by \$10,000 to a total of \$30,000 in order to align with the average amount this program has been over budget for the past 3 years. With the continued growth of the sidewalk network in the City, the ongoing maintenance will be critical to ensure the City continues to provide safe and efficient pedestrian facilities for the residents.	Ongoing	\$ 10,000	YES
S2021-4	Public works - Roads and Drainage	Storm Pond - Annual Sediment Removal Program	The City has several storm ponds throughout the community which serve as critical components of the overall drainage systems. These ponds serve to manage flows and to allow for sediment and debris to be captured before entering into larger bodies of water. Historical maintenance of these ponds has been limited to emergency response and recovery only (typically after a major event such as heavy freshet). This request is to begin incorporating an annual operational plan to clean out these pond structures proactively and on an ongoing basis. It is anticipated that taking a more proactive approach will reduce overall costs and reduce risk in future years. As a trial in year one, sediment removal in three locations is being considered. Staff have estimated \$50K to complete this in a more proactive method which would include: environmental monitoring where needed (i.e.fish salvage), water management, contract excavator and dump truck (hourly) and material disposal.	Ongoing	\$ 50,000	YES
S2021-5	Public works - Roads and Drainage	Rock Fall and Slope Maintenance	Considering this work is operational and is an ongoing and annual maintenance item, it is requested that the reoccurring expense be incorporated into the annual operating budget. This will ensure this critical maintenance activity will continue on an ongoing annual basis to ensure public safety. The work program would continue as it has in past years where annual inspections are performed and maintenance activities are prioritized with the available budget. \$50,000 annually has been a suitable budget to provide these services since 2014 and it is expected this value would not need to be increased for 2021. A projected annual increase of 2% has been assumed for future years.	Ongoing	\$ 50,000	YES
					\$ 128,000	\$ -



No Seq.	Department	Supplemental Request	Justification	Occurrence	Requested	Supported
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UTILITIES FUND

S2021-6	Public Works - Powers Creek Water Treatment Plant	Critical Spare/Emergency equipment	Water treatment equipment is very expensive to replace. While every effort is being made to provide ongoing preventative/predictive maintenance, emergencies happen, especially when it comes to electrical components that can suddenly malfunction such as Variable Frequency Drives, transformers, switch gear etc. The same can be said for the mechanical components such as pumps, filtration equipment, centrifuge etc. All of these components are critical during high flows and need to be replaced quickly as soon as they go down. This funding would also be used for services such as pumping, hauling machine and emergency service work. This funding would also be used for purchasing critical spares identified between budget cycles as it is impossible to identify every piece of equipment in the plant that requires a critical spare.	Ongoing	\$ 75,000	YES
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\$ 75,000

CITY OF WEST KELOWNA



2021 Budget

SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Roads and Drainage

DESCRIPTION: (this will be entered in the summary sheet for Council review)

Roads - Material Disposal Costs

JUSTIFICATION:

This request is to cover costs relating to disposal of materials resulting from a variety of road maintenance activities. These materials include items such as tree trimmings, concrete, asphalt, large roadside debris, and abandon items (shopping carts, boats, rv's etc). In past these materials have been temporarily stored at the future Public Works Yard and staff have disposed of items if/when time allows. Items such as concrete and asphalt have historically been stockpiled at the yard and when enough material is stored, the material was crushed and screened into usable aggregate materials. With the development occurring on the future public works site, access to that facility for this purpose is no longer an option and materials need to be disposed of directly. This request is for the funds needed to cover trucking costs and tipping fees to dispose of these items.

STRATEGIC PLAN OBJECTIVE:

Invest in Infrastructure. Ensuring safe roadways provides a higher quality of life for West Kelowna Residents

CONSEQUENCES OF NOT FUNDING:

Materials will need to be disposed of in some way and the costs to cover this need will require a reduction in other service level to accomplish this task.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
11-2-5120-XXXX	Roads - Material Disposal	\$ 10,000.00	\$ 10,200.00	\$ 10,404.00	\$ 10,612.08	\$ 10,824.32
TOTAL COST ADDITION		10,000	10,200	10,404	10,612	10,824

FUTURE BUDGET IMPACT

ON-GOING

x

ONE-TIME

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department
Director:

AF

S2021-1

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Roads and Drainage

DESCRIPTION: (this will be entered in the summary sheet for Council review)

Roads - Winter Salt and Sand Purchase

JUSTIFICATION:

In 2019 the Roads department acquired a small snow plow complete with sanding box. This truck provides service to a variety of areas not covered under the road maintenance contract such as access road to water treatment plant, various roadside parking areas and transit facilities. Once routes are complete this truck also provides ability to augment the services provided by our contractor in effort to expedite response to local roads and culdesacs when possible.

Through the 2019/2020 winter a free sand source was available from the future Public Works Yard site. Due to development of that site, this material is no longer available and needs to be purchased. This request is to set aside the budget needed to stockpile the sand and salt materials required for this truck to provide these critical services.

STRATEGIC PLAN OBJECTIVE:

Invest in Infrastructure. Ensuring safe roadways provides a higher quality of life for West Kelowna Residents

CONSEQUENCES OF NOT FUNDING:

There will be no source of sand and the truck will not be able to deliver the service it was purchased to provide.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
11-2-5120-????	Roads - Winter Salt and Sand	\$ 8,000.00	\$ 8,160.00	\$ 8,323.20	\$ 8,489.66	\$ 8,659.46
TOTAL COST ADDITION		8,000	8,160	8,323	8,490	8,659

FUTURE BUDGET IMPACT ON-GOING x
ONE-TIME

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department
Director:

AF

S2021-2

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Roads and Drainage

DESCRIPTION: (this will be entered in the summary sheet for Council review)

Sidewalks - Contract Services (Sidewalk Repairs)

JUSTIFICATION:

Existing sidewalks are inspected for damage on a 5 year cycle (based on 5 zones throughout the City). Damages resulting in safety concerns (such as trip hazards) are identified and repaired annually by the Roads and Drainage Department. Over the past 3 years, actual repair costs have consistently exceeded the available budget of \$20,000 forcing the work to be funded at the expense of other services. Considering the risk and potential impacts, sidewalk maintenance is considered a priority repair.

This request is to increase the annual budget for sidewalk repairs by \$10,000 to a total of \$30,000 in order to align with the average amount this program has been over budget for the past 3 years. With the continued growth of the sidewalk network in the City the ongoing maintenance will be critical to ensure the City continues to provide safe and efficient pedestrian facilities for the residents.

STRATEGIC PLAN OBJECTIVE:

Invest in Infrastructure. Ensuring safe sidewalks provide a higher quality of life for West Kelowna Residents

CONSEQUENCES OF NOT FUNDING:

Sidewalk maintenance will continue to be underfunded and other services will be reduced to ensure these critical assets are maintained in a safe and effective manner.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
11-2-5190-2395	Sidewalks - Contract Services	\$ 10,000.00	\$ 10,200.00	\$ 10,404.00	\$ 10,612.08	\$ 10,824.32
TOTAL COST ADDITION		10,000	10,200	10,404	10,612	10,824

FUTURE BUDGET IMPACT

ON-GOING

X

ONE-TIME

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department Director:

AF

S2021-3

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Roads and Drainage

DESCRIPTION: (this will be entered in the summary sheet for Council review)

Storm Pond - Annual Sediment Removal Program

JUSTIFICATION:

The City has several storm ponds throughout the community which serve as critical components of the overall drainage systems. These ponds serve to manage flows and to allow for sediment and debris to be captured before entering into larger bodies of water. Historical maintenance of these ponds has been limited to emergency response and recovery only (typically after major event such as heavy freshet). This request is to begin incorporating an annual operational plan to clean out these pond structures proactively and on an ongoing basis.

One recent and significant example is with the Majoros Park Pond which has resulted in debris removal costs of \$150K in 2017 and \$245K in 2018. The amount of sediment and debris in these structures varies from year to year and is dependent on a variety of uncontrollable factors (i.e. rain events, freshet severity etc). Roads and Drainage team does not currently have the in house resource availability (manpower or equipment) to perform this work without impacting other service areas therefore this work will need to be contracted out. It is anticipated that taking a more proactive approach will reduce overall costs and reduce risk in future years. As a trial in year one, sediment removal in three locations is being considered. Staff have estimated \$50K to complete this in a more proactive method which would include: environmental monitoring where needed (i.e.fish salvage), water management, contract excavator and dump truck (hourly) and material disposal.

STRATEGIC PLAN OBJECTIVE:

Invest in infrastructure. Ensuring functional and operational storm systems will reduce costly repairs due to failures in system and will reduce potential environmental impacts to larger bodies of water downstream

CONSEQUENCES OF NOT FUNDING:

Sediment will not be removed from the ponds and will continue to accumulate. This increases risk of pond failures and release of sediment into larger bodies of water. Reactive response and recovery to failures is costly as experienced post 2017 and 2018 where a combined amount of nearly \$400K was spent to remove and repair failed ponds.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
35-2-3110-????	Storm Drainage - Pond Maintenance	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
TOTAL COST ADDITION		50,000	50,000	50,000	50,000	50,000

FUTURE BUDGET IMPACT	ON-GOING	x	PRIORITY:
	ONE-TIME		
SPECIAL REMARKS			

VERIFIED BY:

Department Director:

AF

S2021-4

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Roads and Drainage

DESCRIPTION: (this will be entered in the summary sheet for Council review)

Rock Fall and Slope Maintenance

JUSTIFICATION:

On an annual basis, Engineering and Public Works staff monitor several slopes and rock-cut locations and perform a variety of maintenance activities. In past years, these activities have been funded through a recurring annual capital request of \$50,000 however those funds were no longer allocated after 2019 and subsequent operational work is not occurring. The maintenance performed is critical to public safety and is considered to be operational in nature. The annual work program includes items such as routine scaling of loose rock, removal of debris from catchment areas, placement of barriers or other safety devices to mitigate public safety risks and responding to urgent emergent slope stability issues.

Considering this work is operational and is an ongoing and annual maintenance item, it is requested that the reoccurring expense be incorporated into the annual operating budget. This will ensure this critical maintenance activity will continue on an ongoing annual basis to ensure public safety. The work program would continue as it has in past years where annual inspections are performed and maintenance activities are prioritized with the available budget. \$50,000 annually has been a suitable budget to provide these services since 2014 and it is expected this value would not need to be increased for 2021. A projected annual increase of 2% has been assumed for future years.

STRATEGIC PLAN OBJECTIVE:

Ensure public safety through regular maintenance of roadside slopes, rock cuts and catchment areas.

CONSEQUENCES OF NOT FUNDING:

Rock fall cleanup and slope maintenance will not occur for a second year. Risk of catchment areas becoming full and debris spilling onto roadway creating risk to motorists, pedestrians as well as private properties.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
11-2-5120-XXXX	Roads - Slope Repairs	\$ 50,000	\$ 51,000	\$ 52,020	\$ 53,060	\$ 54,122
TOTAL COST ADDITION		50,000	51,000	52,020	53,060	54,122

FUTURE BUDGET IMPACT	ON-GOING	X	PRIORITY:
SPECIAL REMARKS	ONE-TIME		

VERIFIED BY:

Department Director:

AF

S2021-5

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New and Expanded Program

DEPARTMENT:

Public Works - Powers Creek Water Treatment Plant

DESCRIPTION: Critical Spare / Emergency Equipment

The Critical Spare/Emergency Equipment line item will be used for any equipment that fails or needs to be replaced in an emergency or is deemed to be replaced as it has ongoing issues and cannot be repaired any further and cannot wait for the next budget cycle.

JUSTIFICATION:

Water treatment equipment is very expensive to replace. While every effort is being made to provide ongoing preventative/predictive maintenance, emergencies happen, especially when it comes to electrical components that can suddenly malfunction such as Variable Frequency Drives, transformers, switch gear etc. The same can be said for the mechanical components such as pumps, filtration equipment, centrifuge etc. All this components are critical during high flows and need to be replaced quickly as soon as they go down. This funding would also be used for services such as pumping, hauling machine and emergency service work. This funding would also be used for purchasing critical spares identified between budget cycles as it is impossible to identify every piece of equipment in the plant that requires a critical spare.

STRATEGIC PLAN OBJECTIVE:

Ensure components are in working order

CONSEQUENCES OF NOT FUNDING:

Potential for impact to ability to treat water during high flow seasons, significant lag/delivery time to receive a critical part that has gone down, both of which could lead to significant operating budget overruns.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
NEW ACCT	WKW-WTP - Critical Spare Parts	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
TOTAL COST ADDITION		75,000	75,000	75,000	75,000	75,000

FUTURE BUDGET IMPACT	ON-GOING x	PRIORITY:
SPECIAL REMARKS	ONE-TIME	

VERIFIED BY:

Department
Director:

AF

S2021-6



**City of West Kelowna
2021 Supplemental FTE Budget Requests**

No Seq.	Department	Position / addition to budget	Justification	Occurrence	FTE	Expense 2021	Supported
	GENERAL FUND						
FTE2021-1	Bylaw Compliance	Business Licensing Supervisor	<p>A Business Licensing Supervisor would implement the strategic direction of business licensing services through planning, developing and monitoring internal processes. Business Licenses have steadily increased over the last 12 years. The service has outgrown the ability to be managed within the Bylaw Department current structure. Council recently directed staff to move forward with developing the short term rentals regulation program. Short Term Rentals will add a significant number of business licenses to a service already at capacity in regards to staffing levels.</p> <p>This position would lead the development of the STR strategy as well as lead a service analysis and update through the re-write of the Business License Bylaw, development of new mobile food vending regulations, as well as reviewing current software needs. This position, to some extent, may be self funding with the new revenue generated through short term rental licensing fees.</p>	Ongoing	1.00	\$ 108,807	YES
			On going expenses	Ongoing		\$ 3,557	
			One time expenses	One time		\$ 5,870	
FTE2021-2	Engineering	Engineering Tech II	<p>The engineering team is extended past its capacity. This is prior to the implementation of the Asset Management Plan and ongoing Capital Works. As has been identified within the Asset Management Plan, the City confidence levels in its current data sets are Fair. This results in Fair confidence in the Asset Management Financial Model, which sets the priority and timeline for replacement of City Assets and Infrastructure across the organization. This position will be responsible to collect new data from existing infrastructure, verify and ground through the data that has already been collected, and input and refine data in the GIS and Asset Management systems to improve that confidence level and provide more accurate financial planning and forecasting, and inform asset and infrastructure planning priorities.</p>	Ongoing	1.00	\$ 89,749	YES
			On going expenses	Ongoing		\$ 3,680	
			One time expenses	One time		\$ 5,535	
FTE2021-3	Police Services	Police Services Assistant	<p>The goal is to be able to provide 24/7 operational support within the next five years. In order to meet this goal, additional FTE's will need to be added over the next five years. The Operations Communication Centre (OCC) currently answers City of West Kelowna policing non-emergency calls after-hours and on weekends. As a Level C detachment of the RCMP, the City of West Kelowna is obligated to provide 24/7 coverage for non-emergency calls in its jurisdiction. The OCC has been carrying the City's after-hours calls on weekdays and on weekends with no charge-back to the City. The City must begin to reconcile this deficiency beginning in 2021. This position is one of two that will be required for the City to fulfil it's Level C detachment obligation. For example, this position would answer inquiries and create files from Wednesday to Sunday from noon to 8 pm, which would provide significantly greater coverage. The remaining positions would be requested in the 2022 budget.</p>	Ongoing	1.00	\$ 81,570	YES
			On going expenses	Ongoing		\$ 500	
			One time expenses	One time			
FTE2021-4	Fleet	Relief Mechanic	<p>The size of the fleet has grown to the size that maintenance and repairs by our two existing mechanics is no longer manageable. In 2019 a relief mechanic was hired for 2 days a week to shoulder the extra work. Industry standards recommend 50 serviceable units per municipal mechanic. our two mechanics currently service a fleet of 175 units or 87.5 units per mechanic. This request is for one additional mechanic for three days a week to ensure our general fleet, equipment and Fire Rescue Units perform in a safe and efficient manner.</p>	Ongoing	0.75	\$ 64,994	YES
			On going expenses	Ongoing		\$ 800	
			One time expenses	One time		\$ 800	
FTE2021-5	Finance	Intermediate Accounting Clerk	<p>With the growth of the City, and the complexities of the capital projects being taken on, the Finance department is in need of more assistance to properly monitor and track payments and purchase orders associated with these projects. Projects with grant funding can be very time consuming as requirements of documentation for the grant claims has expanded over the past years, and the Senior Accountant is having a difficult time completing the required claims within the deadlines. This could then affect the cash flow of the City, and eligibility of the grants.</p> <p>The Intermediate Accountant also provides back up to other Finance positions, to help again with the increase flow of invoices and payments due to capital projects, assisting with timesheet entry for payroll, reconciliations of projects and accounts. It would help ensure that the Finance department's service level can remain consistent considering the past and future growth, which helps the City remain fiscally responsible.</p> <p>As the majority of this position will be dealing with capital project items, it is recommended that the funding for this position come from the Capital Reserves.</p>	Ongoing	1.00	\$ 84,941	YES
			On going expenses	Ongoing		\$ 1,614	
			One time expenses	One time		\$ 5,245	



**City of West Kelowna
2021 Supplemental FTE Budget Requests**

No Seq.	Department	Position / addition to budget	Justification	Occurrence	FTE	Expense 2021	Supported
FTE2021-6	Communications	Term: Communications Advisor	This term position will: provide timely and relevant communications and critical engagement opportunities to those impacted or interested in each project, increase the way the City engages with stakeholders and the public overall, and enables greater reporting out regularly on outcomes using best practices. In the absence of this position, the inclusion of consultants will be necessary to develop limited communications plans and content-ready print and digital materials, executing and tabulating consultation results, yet still requires existing staff to review/approve/issue its communications via the City channels, report to Council and the community, work with the community to address inquiries and more. Using consultants is not recommended as consultants are significantly higher cost, consultants may/may not be available to work on related scope, they do not have direct access to City channels to execute our communication and engagement across all departments and they will not be privy to our day-to-day operations.	Ongoing	1.00	\$ 108,807	YES
			On going expenses	Ongoing		\$ 3,350	
			One time expenses	One time		\$ 4,450	
FTE2021-7	Human Resources	Human Resource Assistant	A part-time Human Resources Assistant FTE is requested to support the current Human Resources team of 4. In 2014 HR supported 240 staff, by end of 2018 the number of employees increased to 276 and we currently have 303 on payroll (PP22). As staff increase the need to support staff increases. The HR department supports all aspects of employee life cycle and contributes to the growth of the organization. Human Resources supports the entire organization with Health, Safety, Wellness, Talent. The Director of HR has also taken on the Risk Management portfolio.	Ongoing	0.50	\$ 33,704	YES
			The HR Assistant will support the following areas: Risk Management, Employee & Labour Relations, Policies, Programs and Procedures. Special Projects, backup and vacation coverage of the HR Coordinator and their duties. As the CWK continues to grow and take on more services, the FTE compliment will need to grow and it will be difficult to maintain to support the organization needs. The request is for a part time 0.50 FTE.				
			On going expenses	Ongoing		\$ 2,200	
FTE2021-8	Police Services	Regular Member	This position relates directly to the Regular Member position granted in the last two years of West Kelowna budgets (Community Safety unit Corporal /Constable). This would be the 4th position added to this unit and would meet the end goal to create a unit of four Regular Members to make up the Community safety unit. This unit as previously described would be in a position to react to threats to the community and to meet objectives related to the established RCMP West Kelowna Public safety priorities of Road Safety, Crime Reduction, Domestic Violence and Community Policing. This unit would augment efforts of the current General Duty and General investigation section. They would develop plans to deal with problem and prolific offenders. They would also react to and combat issues impacting the community and areas of the community facing public safety issues. This problem solving unit mirrors the desires of community Members and the established units at other large Municipal Police services.	Ongoing	1.00	\$ 153,000	YES
			On going expenses	Ongoing		\$ -	
			One time expenses	One time		\$ -	

Total from taxation:

7.25 \$ 767,543

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Development Services	POSITION TITLE:	Business Licensing Supervisor
DESCRIPTION:	Business Licensing Supervisor (Exempt)		
IMPLEMENTATION DATE:	January 1, 2020		

SERVICE IMPACT / JUSTIFICATION:

A Business Licensing Supervisor would implement the strategic direction of business licensing services through planning, developing and monitoring internal processes.

Business Licenses have steadily increased over the last 12 years. The service has outgrown the ability to be managed within the Bylaw Department current structure. Council recently directed staff to move forward with developing the short term rentals regulation program. Short Term Rentals will add a significant number of business licenses to a service already at capacity in regards to staffing levels.

This position would lead the development of the STR strategy as well as lead a service analysis and update through the re-write of the Business License Bylaw, development of new mobile food vending regulations, as well as reviewing current software needs.

This position, to some extent, may be self funding with the new revenue generated through short term rental licensing fees.

STRATEGIC PLAN OBJECTIVE:

Economic Growth and Prosperity - to advance opportunities to expand our economy, increase employment, develop the community and contribute toward prosperity for all. Building growth in local business and tourism.

CONSEQUENCES OF NOT FUNDING:

Efficiencies of coordinated work plans and improved processes may not be achieved.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level exempt)	83,698	85,372	87,079	88,821	90,597
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	25,109	29,880	30,478	31,087	31,709
11-2-1280-2529	Software Licences (IS budget)	1,977	2,007	2,037	2,067	2,098
11-2-1280-5540	Cell Phone (IS Budget)	80	81	82	84	85
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	1,500	1,500	1,500	1,500	1,500
	Other:	-				
ON-GOING \$		112,364	\$ 118,840	\$ 121,176	\$ 123,559	\$ 125,990
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	1,500				
11-2-1280-3000	Desk Phone	350				
11-2-1280-XXXX	Computer (IS budget)	3,320				
11-2-1280-3000	Cell Phone	700				
	Other:					
ONE-TIME \$		5,870				

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department
Director/Manager

MK

Human Resources:

EK

Finance:

LS

Vehicle

Required :

No

Estimated

Capital Cost:

\$

-

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:

Yes

New Work Station Form Attached:

Yes

* New Work Station Form must be attached for the request to be submitted

FTE2021-1



City of West Kelowna

Business Licensing Supervisor 2021 FTE Request

2021 FTE Request: Business Licensing Supervisor (Exempt)

Goal:

A Business Licensing Supervisor would implement the strategic direction of business licensing services through planning, developing and monitoring internal processes.

Rationale:

At time of Incorporation in 2008, the Business Licensing service consisted of a single FTE equivalent. The service was managed within the Bylaw Department. At that time, there was only one bylaw officer and a clerk that was .5 bylaw and .5 building. The bylaw officer was essentially .5 bylaw and .5 business licensing thus giving us the one FTE equivalent.

Fast forwarding 12 years to today, despite seeing a 123% increase in business licenses, the service has only realized a .5 increase in dedicated personal. There is now a 1.5 FTE equivalent dedicated to business licensing, that being the Business License Compliance Officer and .5 clerk position at the front counter.

This steadily increasing number of business licenses in the past 12 years coupled with a recent organizational change in the delivery of the service has identified that the service has outgrown the ability to be managed with existing structure and resources.

Council's strategic priority for the Bylaw Department in 2019 was the enhancement of Community Safety. The Bylaw Department was relocated from City Hall in September 2019 to the Lions Hall in downtown Westbank as a significant step towards this goal, however, this created a gap in the service level available at City Hall for business licensing.

September 29, 2020 Council was presented with a staff report on Short Term Rentals in West Kelowna that highlighted the growing trends in STR rental accommodations, current policy and regulations, and bylaw enforcement challenges as well as regional approaches in the Okanagan.

Council reviewed the Short Term Rentals Report with Decision Points and by consensus, agreed to regulate short term rentals based on best practices for short term rental regulation program development, and once a framework has been developed, to undertake public consultation and stakeholder engagement.

The Short Term Rental legalization program will create a significant increase in the workload of current staff initially with the development of the regulatory scheme followed by the immediate increase in business licenses (could see an overall additional 10% increase in the first year alone)

The exponential growth of business licensing, coupled with the onboarding of short term rental licenses has pushed the capacity of the current staff to the critical stage where the service is in need of a dedicated supervisor to lead the business license team by :

- Increasing the staff level of service at City Hall – one stop shop for the public
- Coordinating the development and implementation of the STR regulation program and oversee the enforcement options leading up to and following legalization.
- Monitoring the service requirements and ability of staff levels to fulfill client needs
- Analyse current online platforms utilized for applications and payment and research potential options that would enhance service to the client and create efficiencies for staff
- Analysis and rewriting of the outdated business license bylaw
- Developing new regulations for mobile food vending
- Updating business license applications
- Conducting a review of current software shortfalls and develop a business case for improvement
- Review of suite policy and legalization process with recommendations to Council
- Increased engagement with internal partners and community stakeholders

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Engineering	POSITION TITLE:	Eng Tech II
DESCRIPTION:	Engineering - Asset Management Plan		
IMPLEMENTATION DATE:	Jan 1, 2020		

SERVICE IMPACT / JUSTIFICATION:

The engineering team is extended past its capacity. This is prior to the implementation of the Asset Management Plan and ongoing Capital Works. As has been identified within the Asset Management Plan, the City confidence levels in its current data sets are Fair. This results in Fair confidence in the Asset Management Financial Model, which sets the priority and timeline for replacement of City Assets and Infrastructure across the organization. This position will be responsible to collect new data from existing infrastructure, verify and ground truth the data that has already been collected, and input and refine data in the GIS and Asset Management systems to improve that confidence level and provide more accurate financial planning and forecasting, and inform asset and infrastructure planning priorities.

STRATEGIC PLAN OBJECTIVE:

Invest in Infrastructure to improve and maintain quality infrastructure to meet the needs of the City and to provide a high quality of life for current and future generations.

CONSEQUENCES OF NOT FUNDING:

Recommendations within the Asset Management Plan are not implemented.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level 7)	69,038	70,419	71,827	73,264	74,729
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	20,711	24,647	25,139	25,642	26,155
11-2-1280-2529	Software Licences (IS budget)	2,380	2,416	2,452	2,489	2,526
11-2-1280-5540	Cell Phone (IS Budget)	300	305	309	314	318
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	1,000	1,000	1,000	1,000	1,000
	Other:	-				
ON-GOING \$		93,429	\$ 98,786	\$ 100,728	\$ 102,708	\$ 104,729
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	-				
11-2-1280-3000	Desk Phone	485				
11-2-1280-3000	Computer - hardware (IS budget)	3,000				
11-2-1280-2529	Computer -software license (IS budget)	1,750				
11-2-1280-3000	Cell Phone (IS Budget)	300				
	Other:	-				
ONE-TIME \$		5,535				

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department Director/Manager:

Human Resources:

Finance:

Vehicle Required: Estimated Capital Cost: \$

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:
New Work Station Form Attached:

* New Work Station Form must be attached for the request to be submitted

FTE2021-2

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Police Services	POSITION TITLE:	Police Services Assistant
DESCRIPTION:	Required call-taker position to meet 24/7 responsibilities		
IMPLEMENTATION DATE:	Q 1 2021		

SERVICE IMPACT / JUSTIFICATION:

The goal is to be able to provide 24/7 operational support within the next five years. In order to meet this goal, additional FTE's will need to be added over the next five years.

The Operations Communication Centre (OCC) currently answers City of West Kelowna policing non-emergency calls after-hours and on weekends. As a Level C detachment of the RCMP, the City of West Kelowna is obligated to provide 24/7 coverage for non-emergency calls in its jurisdiction. The OCC has been carrying the City's after-hours calls on weekdays and on weekends with no charge-back to the City. The City must begin to reconcile this deficiency beginning in 2021. This position is one of two that will be required for the City to fulfil its Level C detachment obligation. For example, this position would answer inquiries and create files from Wednesday to Sunday from noon to 8 pm, which would provide significantly greater coverage. The remaining positions would be requested in the 2022 budget.

STRATEGIC PLAN OBJECTIVE:

Council's Strategic Priorities: Foster Safety and Well-being.

CONSEQUENCES OF NOT FUNDING:

Police Services has an obligation to provide services related to its commitment to a safe community and to its policing partners. The administrative duties identified are above and beyond the current scope of day-to-day operations. Failure to maintain these services will impact our obligations and responsibilities to our client, the RCMP.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level 4)	62,746	64,001	65,281	66,587	67,918
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	18,824	22,400	22,848	23,305	23,771
11-2-1280-2529	Computer & Software Licences (IS budget)	-	-	-	-	-
11-2-1280-5540	Cell Phone (IS Budget)	-	-	-	-	-
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	500	500	500	500	500
	Other:	-	-	-	-	-
ON-GOING \$		82,070	\$ 86,901	\$ 88,629	\$ 90,392	\$ 92,190
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	-	-	-	-	-
11-2-1280-3000	Desk Phone (IS budget)	-	-	-	-	-
11-2-1280-3000	Computer (IS budget)	-	-	-	-	-
11-2-1280-3000	Cell Phone (IS budget)	-	-	-	-	-
	Other:	-	-	-	-	-
ONE-TIME \$		-				

SPECIAL REMARKS

All computer, phone etc supplied by Policing Services

PRIORITY:

VERIFIED BY:

Department Director/Manager: **SW**

Human Resources: **EK**

Finance: **LS**

Vehicle Required :

No

Estimated Capital Cost:

\$

-

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:

No

New Work Station Form Attached:

No

* New Work Station Form must be attached for the request to be submitted

FTE2021-3

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Fleet	POSITION TITLE:	Relief Mechanic
DESCRIPTION:	Relief Mechanic Hours		
IMPLEMENTATION DATE:	January 1, 2021		

SERVICE IMPACT / JUSTIFICATION:

The size of fleet has grown to the size that maintenance and repairs by our two existing mechanics is no longer manageable. In 2019 a relief mechanic was hired for 2 days a week to shoulder the extra work. Industry standards recommend 50 serviceable units per municipal mechanic. Our two mechanics currently service a fleet of 175 units or 87.5 units per mechanic.

This request is for one additional mechanic for three days a week to ensure our general fleet, equipment and Fire Rescue Units perform in a safe and efficient manner.

STRATEGIC PLAN OBJECTIVE:

Foster Safety and Well-being – to pursue through direction action, advocacy, and partnerships with Westbank First Nation and local service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being.

CONSEQUENCES OF NOT FUNDING:

A backlog in equipment repairs causes in-efficiencies. Significant staff and public safety concerns. Liability exposure. Delayed First Responder responses.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
11-2-5110-1110	Pay Level 8	49,995	50,995	52,015	53,055	54,116
coded to department	Labour Load (Benefits, Vacation, Sick, etc)	14,999	17,848	18,205	18,569	18,941
11-2-1280-2529	Software Licences (IS budget)	-	-	-	-	-
11-2-1280-3000	Cell Phone (IS Budget)	300	305	309	314	318
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	500	500	500	500	500
	Other:	-	-	-	-	-
ON-GOING		\$ 65,794	\$ 69,648	\$ 71,029	\$ 72,438	\$ 73,875
	One-Time Expenses:					
coded to department	Furniture (desk, chair etc.)	-	-	-	-	-
11-2-1280-3000	Desk Phone	-	-	-	-	-
11-2-1280-3000	Computer (IS budget)	-	-	-	-	-
11-2-1280-3000	Cell Phone	800	-	-	-	-
	Other:	-	-	-	-	-
ONE-TIME		\$ 800				

SPECIAL REMARKS**PRIORITY:****VERIFIED BY:**

Department
Director/Manager

AF

Human Resources:

EK

Finance:

LS

Vehicle
Required :

No

Estimated
Capital Cost:

\$ -

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:

Yes

New Work Station Form Attached:

Yes

* New Work Station Form must be attached for the request to be submitted

FTE2021-4



City of West Kelowna
Business Case
Parks and Fleet Operations - Mechanics
2021



Executive Summary

The Fleet Department currently has two mechanics who maintain a fleet well in excess of industry averages per mechanic. The City's fleet is very diverse and has seen annual increases. Skilled mechanics on staff should increase proportionally as the fleet size grows. The industry average in Canada for fleet mechanics is one (1) mechanic for every fifty (50) serviceable units. This request is for a part time mechanic for 3 day a week plus additional relief time when the full time mechanics are on leave.

Background

The City of West Kelowna has been aggressively adding services to rise to an urban standard from the previous rural standards seen under the RDCO. With this service level increase has come more staff and more equipment. Starting with only one mechanic at the time of incorporation we soon realized we need a second as the fleet expanded.

Council was provided a report in August 2019 which defined the fleet status, inventory and an industry average of how many mechanics other municipalities have per number of units.

Both our mechanics hold highly rated Heavy Duty Red Seal designations and are annually trained in emergency vehicle maintenance. As noted, the industry average in Canada for fleet mechanics is one (1) mechanic for every fifty (50) serviceable units. It is not uncommon for municipal fleet departments to have a separate mechanic or division for emergency vehicles, however our mechanics look after the overall general fleet as well as all the Fire rescue specialized equipment. They are also on-call for after hour support for fire equipment needing service during an event. Currently, the City has 87.5 units per mechanic. By way of these calculations, largely adopted in the industry, the City should have 3.5 mechanics. It should be noted that unit calculations do not take into account all the small engine equipment our mechanics service and the Fire departments Opticom system. They also are responsible for all annual large vehicle inspections, ladder inspection and fire pump certifications.

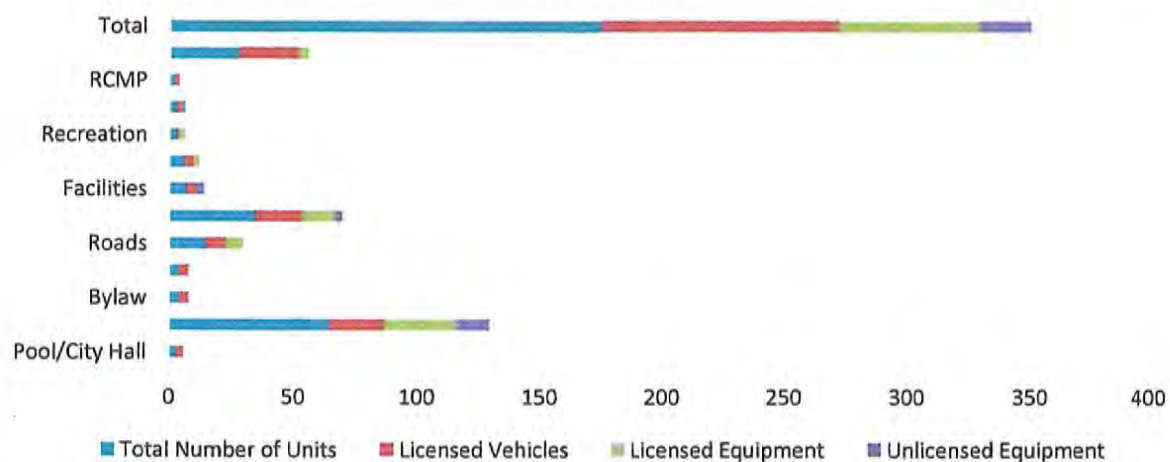
This request is for .6 of an FTE. Bringing out total to 2.6.

Council has recognized previously that our current mechanic shop was intended to be temporary and has two bays at the Royal Lepage facility. Two bays and three mechanics working on different equipment could be problematic. Therefore it has been proposed that the third mechanic when on 'days on' will utilize one of our two well equipped service trucks and complete as many repairs in the field as possible. This includes repairs in Fire hall bays.

The City's current fleet size and distribution is as follows:

Department	Total Number of Units	Licensed Vehicles	Licensed Equipment	Unlicensed Equipment
Pool/City Hall	3	3		
Parks	65	22	29	14
Bylaw	4	4		
Inspections	4	4		
Roads	15	8	7	
Utilities	35	19	13	3
Facilities	7	4		3
Engineering	6	4	2	
Recreation	3	1	2	
Mechanics	3	2		1
Department	Number of Units	Licensed Vehicles	Licensed Equipment	Unlicensed Equipment
RCMP	2	2		
Fire	28	24	4	
Total	175	97	57	21

Chart Title



Goals and Objectives

- That the entire fleet is maintained at the highest level of safety for our operators and the public.
- That the workload expectations for our staff is reasonable, sustainable and justifiable.
- That the principles of our Health and Safety plan at all levels is reflected broadly in our Fleet program.

Key Stakeholders

- Mayor and Council
- City of West Kelowna tax payers.
- Residents and travelling motorists on West Kelowna roads.
- Staff across the organization.
- Insurance providers and Underwriters for the general fleet and emergency response equipment.

Boundaries

- Wages will be defined by the current collective agreement.
- That there can be no exceptions around our Fleets mechanical safety while on the roadways, job sites and during emergency responses.
- That for the foreseeable future the mechanics workspace will be bound by the existing two bays at our arena complex and service vehicle field responses.
- The City's Fleet services level will not knowingly expose any risk, liability or 'at fault' situations should there be claims.

Key Assumptions

- That Council and staff will continue to look for efficiencies of services which could include services brought in-house increasing fleet size.
- That council and senior staff continue to support the health and wellness of staff and are mindful of burnout and retention.
- That there will be no noticeable reduction in fleet size other than the disposition defined in the Fleet Acquisition and Disposition Policy.

List Alternatives/Options

- Outsourcing or Contracted services – This has been considered in areas such as simple oil changes however detailed unit inspections are not completed. When oil services are done in-house and if other issues are discovered they are most often completed right away minimizing shop time for that unit. We continue to outsource out tires largely due to not having shop space for tire changing equipment. This too would be much cheaper if done in house.

Financial Summary

In 2020, the City paid \$ 41,664 for relief mechanic labour. This was for added labour to maintain a critical level of safe operating conditions for the fleet. In essence this request is for one additional day of labour expenses above what we paid last year, we paid for 0.4 of a FTE in 2020 and this request is for a 0.2 FTE addition.

2019 Relief mechanic wages paid (2 days a week) = \$ 41,664

2020 Relief mechanic wages requested (3 days a week) = \$ 62,496

Additional ask beyond what was paid in 2019 = \$20,832

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Finance	POSITION TITLE:	Intermediate Accounting Clerk
DESCRIPTION:	Intermediate Accounting Clerk		
IMPLEMENTATION DATE:	July 1, 2020		

SERVICE IMPACT / JUSTIFICATION:

With the growth of the City, and the complexities of the capital projects being taken on, the Finance department is in need of more assistance to properly monitor and track payments and purchase orders associated with these projects. Projects with grant funding can be very time consuming as requirements of documentation for the grant claims has expanded over the past years, and the Senior Accountant is having a difficult time completing the required claims within the deadlines. This could then affect the cash flow of the City, and eligibility of the grants.

The Intermediate Accountant also provides back up to other Finance positions, to help again with the increase flow of invoices and payments due to capital projects, assisting with timesheet entry for payroll, reconciliations of projects and accounts. It would help ensure that the Finance department's service level can remain consistent considering the past and future growth, which helps the City remain fiscally responsible.

As the majority of this position will be dealing with capital project items, it is recommended that the funding for this position come from the Capital Reserves.

STRATEGIC PLAN OBJECTIVE:

CONSEQUENCES OF NOT FUNDING:

If this position is not funded, the service level of the Finance department will suffer, affecting how long it takes for the City to receive grant payments and how long it will take for the City to pay their vendors.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
11-2-1260-1210	Wages (Pay level 6)	65,339	66,646	67,979	69,338	70,725
coded to department	Labour Load (Benefits, Vacation, Sick, etc)	19,602	23,326	23,793	24,268	24,754
11-2-1280-2529	Software Licences (IS budget)	1,114	1,131	1,148	1,165	1,182
11-2-1280-5540	Cell Phone (IS Budget)	-	-	-	-	-
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	500	500	500	500	500
	Other:	-	-	-	-	-
ON-GOING \$		86,555	\$ 91,603	\$ 93,419	\$ 95,272	\$ 97,161
	One-Time Expenses:					
coded to department	Furniture (desk, chair etc.)	-				
11-2-1280-3000	Desk Phone	485				
11-2-1280-3000	Computer-hardware (IS budget)	1,900				
11-2-1280-2529	Computer-software licence (IS budget)	2,860				
11-2-1280-3000	Cell Phone	-				
	Other:	-				
ONE-TIME \$		5,245				

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department Director/Manager:

Human Resources:

Finance:

Vehicle Required: Estimated Capital Cost: \$

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:

New Work Station Form Attached:

* New Work Station Form must be attached for the request to be submitted

FTE2021-5

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Communications	POSITION TITLE:	Communications Advisor (M/E)
DESCRIPTION:	Term Position: Communications and Engagement implementation for major projects		
IMPLEMENTATION DATE:	Q1 2021 through Q4 2022		

SERVICE IMPACT / JUSTIFICATION:

Over the next two years, the City's expanded infrastructure program will require significantly increased public and stakeholder communication and engagement. The expected workload will far exceed the current staff level of two existing full-time communication staff (plus one on maternity leave) in 2021 and 2022. To avoid high communication and engagement consultant costs over the next two years, adding a more cost-effective term position at a Communications Advisor level will support the planning and delivery of major projects including but not limited to: Construction communications and stakeholder engagement for the Rose Valley Water Treatment Plant, design consultations for City Hall and associated area infrastructure, design consultations for the Mt. Boucherie Recreation Centre, construction communication and issues management for Capital and newly expanded Roads and Sidewalk Programs, OCP Update consultation support, Short-term Rental consultation support, Parks and Recreation Consultations (e.g. modified events/programs with COVID), more frequent citizen satisfaction outreach and others. This is in addition to our existing operational communication and engagement responsibilities (daily print/electronic/community relations, budget consultations, community association stakeholder meetings, issues prevention and management, etc., across all City departments).

This term position will: provide timely and relevant communications and critical engagement opportunities to those impacted or interested in each project, increase the way the City engages with stakeholders and the public overall, and enables greater reporting out regularly on outcomes using best practices. In the absence of this position, the inclusion of consultants will be necessary to develop limited communications plans and content-ready print and digital materials, executing and tabulating consultation results, yet still requires existing staff to review/approve/issue its communications via the City channels, report to Council and the community, work with the community to address inquiries and more. Using consultants is not recommended as consultants are significantly higher cost, consultants may/may not be available to work on related scope, they do not have direct access to City channels to execute our communication and engagement across all departments and they will not be privy to our day-to-day operations.

STRATEGIC PLAN OBJECTIVE:

Primary: Strengthen Our Community and Invest in Infrastructure. Secondary: Foster Safety and Well-being and Economic Growth and Prosperity. With the advancement of new and significant initiatives across the City, a term position is required to reduce outsourcing costs as we provide opportunities for the West Kelowna community to be informed of the city's major investments, and provide feedback into designs that shape the city's present and future. Using best practices, strategic communications and engagement will build connections, identify/foster/celebrate successes, have input that embraces and includes the community's wishes/strengths/diversity, address interests/challenges/opportunities, and contributes to shaping the community for generations.

CONSEQUENCES OF NOT FUNDING:

Due to the additional work load, this work could not be accommodated in-house with the existing team of two staff (plus one relief during mat leave), and consultants would be required to meet the increased communication and engagement scope for each major project or initiative. This will result in higher costs, less consistency and increases the risk of a lack of strategic, timely and transparent communication and engagement.

Acct-Fund-Dept.-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level x)	83,698	85,372	-	-	-
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	25,109	29,880	-	-	-
11-2-1280-2529	Software Licences (IS budget)	3,350	3,400	-	-	-
11-2-1280-5540	Cell Phone (IS Budget)	-	-	-	-	-
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	-	-	-	-	-
	Other:					
ON-GOING \$		112,157	118,652	\$ -	\$ -	\$ -
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	1,500				
11-2-1280-3000	Desk Phone	300				
11-2-1280-3000	Computer (IS budget)	2,650				
ONE-TIME \$		4,450				

SPECIAL REMARKS

PRIORITY:

VERIFIED BY:

Department
Director/Manager

SW

Human Resources:

EK

Finance:

LS

Vehicle
Required :

No

Estimated
Capital Cost:

\$

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:

No

New Work Station Form Attached:

Yes

* New Work Station Form must be attached for the request to be submitted

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	HUMAN RESOURCES	POSITION TITLE:	HUMAN RESOURCES ASSISTANT
DESCRIPTION:	HR Assistant		
IMPLEMENTATION DATE:	February 1, 2021		

SERVICE IMPACT / JUSTIFICATION:

A part-time Human Resources Assistant FTE is requested to support the current Human Resources team of 4. In 2014 HR supported 240 staff, by end of 2018 the number of employees increased to 276 and we currently have 303 on payroll (PP22). As staff increase the need to support staff increases. The HR department supports all aspects of employee life cycle and contributes to the growth of the organization. Human Resources supports the entire organization with Health, Safety, Wellness, Talent. The Director of HR has also taken on the Risk Management portfolio.

The HR Assistant will support the following areas: Risk Management, Employee & Labour Relations, Policies, Programs and Procedures. Special Projects, backup and vacation coverage of the HR Coordinator and their duties. As the CWK continues to grow and take on more services, the FTE complement will need to grow and it will be difficult to maintain to support the organization needs. The request is for a part time 0.50 FTE.

STRATEGIC PLAN OBJECTIVE:

CONSEQUENCES OF NOT FUNDING:

Support for CWK initiatives/programs will decline or fall below current levels.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level exempt)	25,926	26,445	26,973	27,513	28,063
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	7,778	9,256	9,441	9,630	9,822
11-2-1280-2529	Software Licences (IS budget)	1,200	1,218	1,236	1,255	1,274
11-2-1280-5540	Cell Phone (IS Budget)	-	-	-	-	-
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	1,000	1,000	1,000	1,000	1,000
	Other:	-	-	-	-	-
ON-GOING		\$ 35,904	\$ 37,918	\$ 38,650	\$ 39,397	\$ 40,159
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	1,500				
11-2-1280-3000	Desk Phone	485				
11-2-1280-3000	Computer (IS budget)	2,385				
11-2-1280-3000	Cell Phone	-				
	Other:	-				
ONE-TIME		\$ 4,370				

SPECIAL REMARKS	PRIORITY:
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VERIFIED BY:

Department Director/Manager:

Human Resources:

Finance:

Vehicle Required: Estimated Capital Cost: \$

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:
New Work Station Form Attached:

* New Work Station Form must be attached for the request to be submitted

FTE2021-7

CITY OF WEST KELOWNA



2021 Budget SUPPLEMENTAL REQUEST DETAILS - New FTE's

DEPARTMENT:	Police Services	POSITION TITLE:	Regular Member
DESCRIPTION:	Community Safety Unit Regular Member	Constable	
IMPLEMENTATION DATE:	Q 1 2021		

SERVICE IMPACT / JUSTIFICATION:

This position relates directly to the Regular Member position granted in the last two years West Kelowna budgets (Community Safety unit Corporal / Constable). This would be the 4th position added to this unit and would meet the end goal to create a unit of four Regular Members to make up the Community safety unit. This unit as previously described would be in a position to react to threats to the community and to meet objectives related to the established RCMP West Kelowna Public safety priorities of Road Safety, Crime Reduction, Domestic Violence and Community Policing. This unit would augment efforts of the current General Duty and General investigation section. They would develop plans to deal with problem and prolific offenders. They would also react to and combat issues impacting the community and areas of the community facing public safety issues. This problem solving unit mirrors the desires of community Members and the established units at other large Municipal Police services.

STRATEGIC PLAN OBJECTIVE:

Public Safety

CONSEQUENCES OF NOT FUNDING:

Continued reliance on General Duty, First Nations Poling and General Investigations sections to deal with Crime will result in a less well coordinated and nimble response to public safety / crime threats to West Kelowna and less targeted efforts to deal with community threats and priorities.

Acct-Fund-Dept-Prog-Class	DESCRIPTION	2021 Budget AMOUNT	2022 Budget AMOUNT	2023 Budget AMOUNT	2024 Budget AMOUNT	2025 Budget AMOUNT
	On-Going Expenses:					
<i>coded to department</i>	Wages (Pay Level ??)	153,000	156,060	159,181	162,365	165,612
<i>coded to department</i>	Labour Load (Benefits, Vacation, Sick, etc)	-	-	-	-	-
11-2-1280-	Computer & Software Licences (IS budget)	-	-	-	-	-
11-2-1280-3000	Cell Phone (IS Budget)	-	-	-	-	-
11-2-17xx-xxxx	Professional Fees&Training (HR budget)	-	-	-	-	-
	Other:	-	-	-	-	-
ON-GOING \$		153,000	\$ 156,060	\$ 159,181	\$ 162,365	\$ 165,612
	One-Time Expenses:					
<i>coded to department</i>	Furniture (desk, chair etc.)	-	-	-	-	-
11-2-1280-3000	Desk Phone	-	-	-	-	-
11-2-1280-	Computer & Software Licences (IS budget)	-	-	-	-	-
11-2-1280-3000	Cell Phone	-	-	-	-	-
	Other:	-	-	-	-	-
ONE-TIME \$		-				

SPECIAL REMARKS

RCMP Constable Pay 86K, Other pay benefit 5K, Indirect RCMP Costs 58K.
Pending union negotiation realted to wage increase likely in 2021.

PRIORITY:

VERIFIED BY:

Department Director/Manager:

Human Resources:

Finance:

Vehicle Required : Estimated Capital Cost: \$

* If yes circled, please complete a "Capital Funding Request" form

Business Plan Attached:
New Work Station Form Attached:

* New Work Station Form must be attached for the request to be submitted

FTE2021-8



City of West Kelowna

2020 Supplemental FTE Budget Requests Put on Hold Due to COVID tax reduction

No Seq.	Department	Position / addition to budget	Justification	Occurrence	FTE	Supported	Expense 2020
	GENERAL FUND						
FTE2020-2	Parks	Parks Maintenance Operator II	The increased workload for the new Sport Dome alone include, daily field inspections, washroom cleaning, periodic turf grooming, snow shovelling, turf mowing, shrub and tree maintenance and other associated duties. Park Operator II's are generalists and it is not until Operator III positions that the duties become specialized such as an arborist. To date, staffing to maintain these additional parks and facilities has not increased.	Ongoing	1.00	YES	81,766
			On going expenses	Ongoing			1,700
			One time expenses	One time			800
FTE2020-6	Parks	Turf Mowing Crew	Council has approved an in-house model for the provision of Turf Mowing services for the Parks department. A signed M.o.U from the ALGEU and the City has agreed on a 5 year trial for these positions. Within the fifth year an examination of costs and efficiencies will be brought back before Council validating that the program continue or end and return to a Contracted service model. This request is for, 2 Operator II positions 8 month seasonal - 3 Labourer or Operator I positions (same rate of pay) 8 month seasonal	Ongoing	0.60	YES	28,006
			On going expenses	Ongoing			1,500
			One time expenses	One time			4,000
FTE2020-8	Information Services	GIS Coordinator	The City has undertaken extensive work over the past 10 years in establishing an enterprise wide geographical information system (GIS).The staffing remained unchanged since the incorporation of the City. At the same time, demands from other departments increased which resulted in the GIS department being only reactive to requests and relying on external contractors for very limited enhancements. Investing in staffing resources is necessary to maintain current investments.	Ongoing	1.00	YES	105,027
			On going expenses	Ongoing			6,220
			One time expenses	One time			6,500
FTE2020-9	Roads / Drainage	Roads and Drainage Foreman	The Roads and Drainage department has now grown to 11 staff reporting to one supervisor during the summer season. Supervision and coordination of the daily activities of this number of staff while managing several large maintenance contracts has become increasingly challenging. At this time the department is well above this threshold and is requesting the addition of a foreman to ensure that the delivery of these core City services can be maintained effectively.	Ongoing	1.00	YES	104,601
			On going expenses	Ongoing			2,500
			One time expenses	One time			1,750

Total from taxation:	3.60	\$ 344,370
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CASH GRANTS

December 3, 2020

Amount included in Draft Budget	\$ 122,150	Cash Non-Cash Total	\$ 153,629	\$ 31,479
	\$ 310,314		\$ 324,304	\$ 13,990
	\$ 432,464		\$ 477,933	\$ 45,469

#	New or Repeat	Organization	Amount Requested	Budget of Organization	Percentage requested vs. Budget	Funds Received in 2020	Grant Requested for 2021	Difference from Draft Budget	Proposed Use of Grant	Summary of Organizational Objectives/Goals
1	R	Air Cadet League of Canada 909 Peregrine Sponsoring Committee	\$ 4,500	\$ 41,109	10.95%	\$ 2,000	\$ 4,500		Funds are used to cover the costs of training aids and equipment for sports and recreational activities. Due to COVID-19, our rent has increased as we now have to rent the facility for two nights per week instead of one night as we are required to spilt the group in order to keep attendance under 50 people.	To provide a viable, challenging, positive and rewarding program open to all youth in our community between 12 and 18 years of age. The 909 Peregrine Squadron, RCAC, aim to develop strong youth by development in leadership, fitness, volunteerism and interest in flying.
2	R	Canadian Red Cross	\$ 15,000	\$ 11,842,808	0.13%	\$ 15,000	\$ 15,000		The Red Cross is requesting \$15,000 towards a portion of the annual rent of the new volunteer-run West Kelowna HELP office located at #4 - 2411 Drought Road.	Our mission is to improve the lives of vulnerable people by mobilizing the power of humanity in Canada and around the world. The society is a non profit, humanitarian organization dedicated to helping people with situations that threaten their survival and safety, their security and well being, or their human dignity. The RED CROSS HEALTH EQUIPMENT LOANS PROGRAM (HELP) provides short-term health equipment loans at no charge to anyone needing it who is referred by a medical professional.
3	N	Casa Loma Community Association	\$ 800	\$ 865	92.49%	\$ -	\$ 800		The grant would be used towards a traffic calming initiative designed to get motorists to respect the speeding limit. The neighborhood currently has signs but in 2021 the organization is needing to replace these signs. All ongoing maintenance of the signs will be done by the community volunteers.	The volunteer organization purpose is to share issues of interest specific to our community; to foster community spirit; to gather opinions and represent the community in dealings with local governments.
4	R	Central Okanagan Bursary & Scholarship Society	\$ 1,000	-	0.00%	\$ 1,000	\$ 1,000		Each year \$1,000 has been provided to COBSS to distribute to a Mount Boucherie graduating student. In 2020, COBSS distributed 567 scholarships, bursaries and awards totalling \$513,000 and this grant assists a graduating student with their post secondary studies..	To administer bursaries/scholarships/awards from donors to qualified recipients at participating Central Okanagan schools. To recognize student achievement and to assist those students who, in their graduating year from secondary school, might otherwise find difficulty in financing their further education or training.
5	R	Crossing Creek Community Theatre	\$ 10,000	\$ 24,058	41.57%	\$ 1,000	\$ 10,000		The grant would be allocated to the purchase theatre-infrastructure equipment such as a sound system, lighting system, mobile stage, reusable set and cargo trailer. It would substantially reduce the cost of each production if equipment could be purchased and not rented each production. We would also like to apply for a non-cash grant for use of Lions Hall or Annette Beaudreau Amphitheatre. (listed in non-cash grant0	Crossing Creek Community Theatre is a new theatre project dedicated to bringing together a creative collective on Kelowna's Westside. Family-friendly productions, for our community, by our community.
6	N	First Lakeview Heights Scouts	\$ 15,404	\$ 55,225	27.89%	\$ -	\$ 15,404		The grant would cover the cost of rent, storage and equipment for all scout groups. The facility and equipment will prove a safe and secure environment with up to date equipment and space for scouting groups. In the past, groups have met at Lions Hall and received a non- cash grant. For 2021, the group is asking for a cash grant as well to cover cost of storage (\$1,104) as well as equipment replacement (\$14,300). For 2021, the group is also asking to be considered for use of Lions Hall but this is only a viable option if COVID- 19 restrictions are lifted.	To engage and develop youths within our local area, by providing a safe and inclusive environment to enhance their social, physical, emotional and spiritual wellbeing. Our youth led programs strongly encourage diversity and inclusion within our community to help build resilient, supportive and respectful individuals.
7	R	Gellatly Bay Trails & Parks	\$ 2,000	\$ 6,415	31.18%	\$ 2,000	\$ 2,000		The grant will be used to offset costs of insurance for volunteers and Directors (personal liability). Any surplus will be put towards upcoming projects. Grant received in 2020 was fully utilized as the insurance was paid in full.	To serve the community of West Kelowna by promoting, planning and constructing walking, riding and hiking trails. The goal is to improve fitness, well being and enjoyment of citizens and visitors. Projects in 2020 were centred in Glen Canyon Park. Another project was to install a culvert under the main trail to divert swamp water. We also installed new gates and guardrails from the Canyon Ridge subdivision trail head. In 2021, we hope to work with the Regional District to explore the Upper Canyon trails and identify problem areas and provide labour and materials were need.
8	R	Girl Guides (non Anders Hall)	\$ 1,000	\$ 11,700	8.55%	\$ 1,000	\$ 1,000		To help in paying for our girls to meet in our local churches, community centers and senior homes. All units volunteer in some way in their meeting spaces and the local community as gratitude for allowing us to meet in their location. This portion would assist 11 of the 14 troupes that do not meet at Anders Hall. In 2020, groups were only able to meet for a portion of the year .	To enable girls aged 5-17 years old to experience the outdoors, challenge themselves, participate and volunteer in various community service and events, and to be a catalyst for girls empowering girls. Girls learn life skills while understanding the issues that impact girls and women both locally and around the world.
9	N	Glenrosa Residents Association	\$ 600	\$ 600	100.00%	\$ 600	\$ 600		The grant would cover the non-profit directors liability insurance for 2021. Grant received in 2020 was fully utilized as the liability insurance was paid in full.	The associations goal is to represent and improve the livability, safety and security of our neighborhood. The association has grown over the years and proven to be advocates for the community.
10	R	Kelowna Aqua Jets Swim Club (aka Liquid Lightning Swim Club)	\$ 13,400	\$ 521,143	2.57%	\$ 12,500	\$ 13,400		Kelowna Aquatjets currently has 75 swimmers who practice at JBMAC. Due to COVID 19 restrictions, there are fewer swimmers per lane. Pool rental rates will higher this year because of the need to rent more lanes in the facility to maintain physical distancing from other groups. This grant would cover 50% of rental rate.	To promote, foster, teach and perpetuate the art and sport of swimming, and to encourage training for competitive, self-development, leadership and sportsmanship in the field of amateur swimming.
11	R	Kelowna & District Safety Council	\$ 1,500	\$ 230,925	0.65%	\$ 1,500	\$ 1,500		To assist in providing safety training in West Kelowna for children aged 6-13, including babysitter training, home alone skills, online safety smarts, and children's first aid training. The grant will be used for classroom rentals, instructor wages and travel expenses, course materials for children, and local advertising. During 2020, there was no classroom rental in West Kelowna but the grant was used to maintain capacity at operations in Kelowna. In 2021, KSDS is in hope to extend childrens programs to be able to plan and implement courses in West Kelowna.	KDSC is a registered non-profit charity dedicated to promoting safety throughout the Okanagan, by providing a variety of safety training courses, and by increasing safety awareness, and through safety advocacy. It serve people of all ages, from children to teens, and adults to seniors.
12	R	Kelowna Rowing Club	\$ 5,000	\$ 45,100	11.09%	\$ 1,500	\$ 5,000		To increase community participation, KRC hired a program coordinator whose duties include developing and supporting new programs, along with managing existing programs and schedules. COVID-19 limited the activities of the 2020 season; however, expansion of programming is expected to restart once the pandemic eases. KRC is focused on expanding the After School Program to CNB, GMS and MBSS and introducing Para Rowing. Grant funding will contribute to the wages for this position as well as custom equipment, such as oars and pontoons, suitable for the demographics of these new programs and to make the experience as safe as possible.	The KRC has fostered a community of recreational and competitive rowers, of all ages and abilities, across the Central Okanagan since 1913. From our new home on Gellatly Bay at the West Kelowna Yacht Club, KRC provides an accessible, safe, inclusive and fun environment for new and seasoned rowers to enjoy Okanagan Lake.
13	N	Lakeview Heights Community Association	\$ 625	\$ 625	100.00%	\$ -	\$ 625		This grant would be used to purchase directors insurance. This insurance is recommended by the City of West Kelowna to assure incoming and current directors will be indemnified from any lawsuit brought against them.	The neighborhood association promotes the interests of the persons residing in the boundaries as well as organize and promote activities for its members.
14	R	Okanagan Boys and Girls Club - Youth Justice Program	\$ 5,000	\$ 94,920	5.27%	\$ 5,000	\$ 5,000		In 2020, there was no disruption in our partnership and referrals with RCMP to the program. The grant would be used to supplement the Coordinator position and to allow for full time hours providing services to all community areas here in the Central Okanagan. As crime knows no boundaries we are available to all youth, families and victims throughout the Okanagan. The Coordinator provides administrative and direct coordination of services for the referring RCMP Members, community groups, youth, families, victims, and volunteers. The Coordinator screens and trains community volunteers to provide the valuable workforce that is needed to sustain this busy community based program.	Our mission is to provide a safe, supportive place where children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.

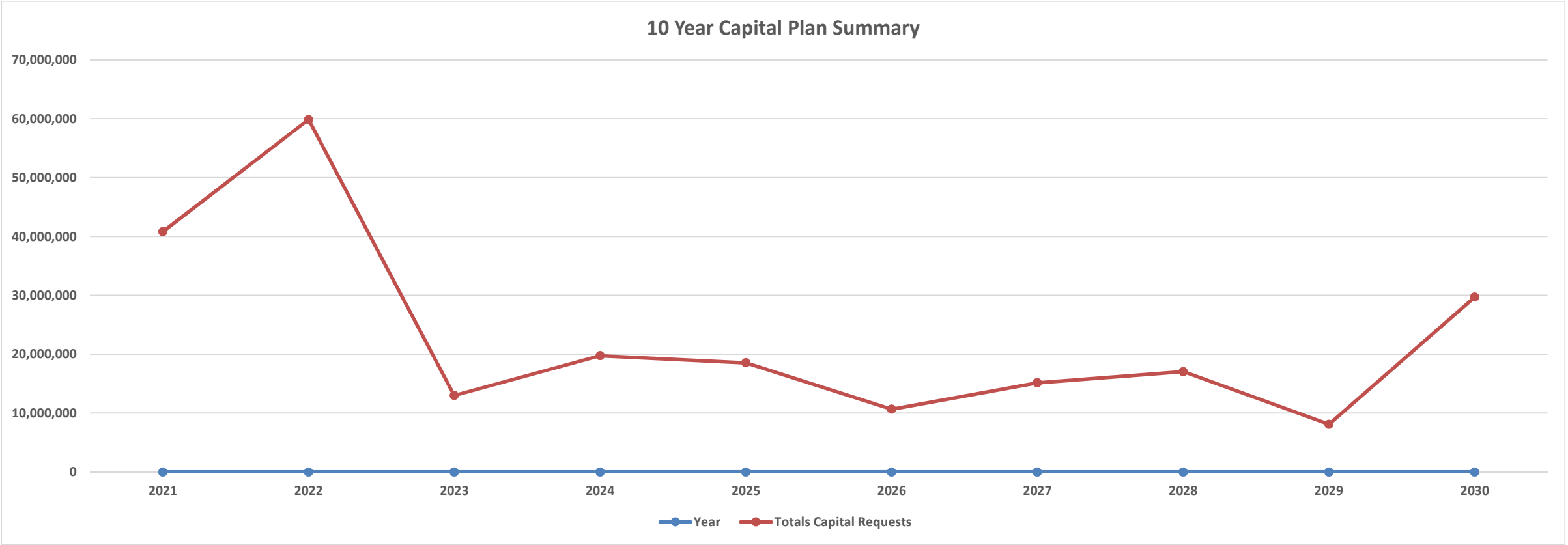


#	New or Repeat	Organization	Amount Requested	Budget of Organization	Percentage requested vs. Budget	Funds Received in 2020	Grant Requested for 2021	Difference from Draft Budget	Proposed Use of Grant	Summary of Organizational Objectives/Goals
15	R	Okanagan Comedy Festival Society	\$ 5,000	\$ 157,700	3.17%	\$ -	\$ 5,000		The grant would help fund additional shows and marketing opportunities to attract tourists and new local fans to our activities presented in West Kelowna. We are also looking to develop new venue partners, including local wineries and free public shows for greater community outreach in the city. This would also increase the amount of local and tourist attendees within our program in West Kelowna.	To help increase quality of life through the arts and develop new opportunities in the local business community within the Okanagan region. This includes several shows taking place in West Kelowna as part of our official festival programming.
16	R	Sukwemscuilxw West Kelowna Arts Council	\$ -	\$ -	#DIV/0!	\$ 8,000	\$ -		The 2020 grant funds received will be returned to City of West Kelowna as soon as possible and once the 2020 financial records are reviewed. Sukwemscuilxw West Kelowna Arts Council will not be submitting an application for 2021 but wishes to be kept in mind for a possible 2022 grant application.	To create a symbiotic relationship between WFN and CWK where both sides flourish through the arts. To build partnerships and initiate projects that strengthen community involvement and awareness of the arts. To seek opportunities to showcase, support and promote our artists and their works locally, nationally and internationally. To support, inspire, educate and acknowledge our young emerging artists. To support and encourage business participation in the arts to invigorate local and creative commerce.
17	R	Telemark Nordic Club	\$ 5,000	\$ 25,000	20.00%	\$ 3,500	\$ 5,000		The 2020 grant was requested for partial funding for a project to construct a ski playground and purchase playground equipment to enhance the ability to offer programs to the community. This project was completed in 2020 as budgeted. We are in need of facility upgrade to bring electricity to our biathlon range. The electrical needs are currently being met by two generators. The project will enhance the experience of public skiers who will no longer have to hear or smell the generators when skiing.	To provide and promote West Kelowna and the Central Okanagan with community based cross-country skiing, biathlon and snowshoeing for the benefit of everyone in West Kelowna and the Central Okanagan.
18	R	Therapeutic Lake Cruises Society	\$ 1,500	\$ 7,105	21.11%	\$ 1,500	\$ 1,500		During 2020, operations were disrupted with only a few rides during COVID-19 restrictions. During that time, some repairs on the pontoon boat were necessary. In 2021, grant money would be used for running the program and for helping pay for insurance. Our pontoon boat takes out seniors from Pine Acres and Village of Smith Creek.	To improve the quality of life for residential care and disabled persons in our community by providing opportunities to experience the Okanagan Lake, socializing with others, and promoting a sense of community.
19	R	West Kelowna Community Policing Society	\$ 7,000	\$ 10,000	70.00%	\$ 7,000	\$ 7,000		In 2020, we received a grant in aid of \$7,000 and have included an itemized list of how this was spent. For 2021 the major expense that is expected would be the radar equipment estimated at \$4,000 as well as other costs for insurance, equipment maintenance and volunteer recognition.	Operates under the direction and supervision of the community operational support unit of the RCMP. It provides evening/day patrols of residential streets, gated communities, shopping malls, school zones, industrial areas and community events, conducts speed watch and distracted driver watch programs, responds to community emergencies (such as forest fires) to provide traffic control and neighbourhood security.
20	R	West Kelowna Firefighters Association	\$ 4,000	\$ 9,765	40.96%	\$ 4,000	\$ 4,000		In 2020, the grant was requested for Boucherie Grind which was cancelled. The WKFFA would like to formally request of the City that the 2020 grant in aid awarded to us for the 2020 Boucherie Grind be reallocated to the CRIS Polar Bear Dip. This year they are trying to do an online fundraiser where participants submit pictures or videos of them dipping in various locations of our community. For 2021, our hopes are to secure funding to host the Boucherie Grind as it is expected to go ahead.	This association supports West Kelowna Fire Rescue membership as well as the mission and objectives of West Kelowna Fire Rescue. At events, it provides opportunity for WKFA to meet with the community to talk about fire safety and prevention.
21	R	West Kelowna Shelter Society	\$ 10,000	\$ 34,634	28.87%	\$ -	\$ 10,000		The grant would be used towards a portion of the outreach program salary, food costs and/or rental of Lions Hall kitchen. It would support the outreach services to the homeless and to those that are at risk of becoming homeless.	To provide day shelter and lunch to the community with a focus on homeless population.
22	R	West Kelowna Trail Crew Society	\$ 5,400	\$ 15,775	34.23%	\$ 2,200	\$ 5,400		In 2020, an amount of \$2200 was received and fully utilized on insurance. All scheduled days to work on the trails were not restricted by COVID 19. The 2021 proposed grant would be used towards the cost of insurance (\$2200)to operate the society as well as a steel container (\$3200) to store equipment required for the upkeep and development of the trails.	To build and maintain the multi-use trail network in the Rose Valley and Smith Creek area.
23	R	West Kelowna Yacht Club	\$ 10,000	\$ 372,744	2.68%	\$ 6,000	\$ 10,000		In 2020, the club was shut down for 3 1/2 months and rentals were cancelled however, the club was able to make use of the full grant for operating expenses. To offset the costs incurred by the WKYC in providing infrastructure and services for the benefit of the public within the City of West Kelowna. The WKYC provides for public use a sewage pump out stations for marine vessels; moorage for the RCMP patrol craft; placement and maintenance of buoys on the Okanagan Lake for safe day and overnight moorage; safe boating training support; training facilities of the Unit 101 Canadian Army Guard Auxiliary and Fire Department; a facility venue to local organizations at no or reduced costs.	WKYC is a not for profit organization and is incorporated to encourage yachting and boating and promote marine conservation. To work in the interest of better and safer navigation. To promote regattas, social functions and events with yacht club members and guests with like interests on Okanagan Lake.
24	R	West Kelowna Youth Ambassador Program	\$ -	\$ -	#DIV/0!	\$ 3,500	\$ -		In 2020, COVID-19 restricted meeting in person however they were able to meet over zoom. The final program night normally held in June was not held until September so grant in aid was used. The Youth Ambassador program is not seeking a Grant in Aid. Fundraising in 2021 can operate the program and when travel resumes they will apply for Grant in Aid at that time.	Prepare youth between grades 9 - 11 to develop their abilities, skills and knowledge, enhancing their personal respect and integrity for adulthood. while traveling the province representing West Kelowna with knowledge and pride. The program teaches life skills and knowledge gained over a six month program taught by qualified instructors.
25	R	Westside Celebration Society	\$ -	\$ -	#DIV/0!	\$ 25,000	\$ -		In 2020, COVID-19 restrictions meant Canada Day Celebration was cancelled. Westside Celebration Society would like to request the 2020 grant in aid be rolled over the 2021 year and therefore no request is being submitted for 2021. We will be applying for the following year if that can be noted in City of West Kelowna records.	Westside Celebration Society is a Volunteer Organization that hosts a free family festival for the municipalities within the Westside. Our mandate is to provide to the citizens of the Westside and travelling public a safe, free family festival. In 2019 Westside Celebration Society will host 2 events: Canada Day on July 1st and Westside daze July 12-14th.
26	R	Westside Health Network Society	\$ 14,000	\$ 134,232	10.43%	\$ 14,000	\$ 14,000		WHNS continues to expand programs and services for the increasing senior population in our community. The WHNS provides non-medical programs and services that address some of the ever-increasing complex issues that older adults face in the community. Our programs address health, societal, and economic factors. Grant funds will be used to ensure that all programs and services are available to all who call for help. Funds will cover core operating costs and rental costs associated with the delivery of programs. In addition to the cash grant, WHNS also hosts programs such as Walk and Talk and provides tax preparation sessions at Lions Hall free of charge. A non-cash grant in aid is also being applied for this year.	The Westside Health Network Society's mission is 'Enhancing Seniors' wellness through volunteerism, education, referral and social programs in the West Kelowna and Peachland area.
27	N	Westside Salvation Army	\$ 10,000	\$ 12,500	80.00%	\$ -	\$ 10,000		The Westside Salvation Army is requesting funds to launch a Food Literacy Program at George Pringle Elementary School in 2021. Funds will be used to purchase the necessary supplies for the program and to hire a coordinator who will be responsible for developing the curriculum alongside George Pringle teachers, overseeing the project in the school and creating materials so that the project can be duplicated and modeled in other schools.	We are a local non-profit organization providing a variety of help and support to our community. We offer basic necessities such as food, clothing, furniture, school supplies and Christmas assistance.
28	N	Westside Seniors Centre Service Association	\$ 5,900	\$ 5,900	100.00%	\$ -	\$ 5,900		This grant would provide approximately 40 weeks of entertainment and tea time social once per week for seniors. It would also assist in the purchase of on-going needs to aid in the adherence as set out with COVID-19 restrictions.	To provide an inviting, safe stimulating environment for seniors within our community and to visitors to West Kelowna. The Centre provides programs geared to seniors and are both fun and educational.
			\$ 153,629			\$ 117,800	\$ 153,629			



#	New or Repeat	Organization	Amount Requested	Budget of Organization	Percentage requested vs. Budget	Funds Received in 2020	Grant Requested for 2021	Difference from Draft Budget	Proposed Use of Grant	Summary of Organizational Objectives/Goals
NON-CASH GRANTS										
1	N	Crossing Creek Community Theatre	\$ 2,000	\$ 24,058	8.31%	\$ -	\$ 2,000		The grant is requested for use of Lions Hall rental fees for performance venues or with COVID 19 restrictions Annette Beaudreau Amphitheatre would be ideal.	Crossing Creek Community Theatre is a new theatre project dedicated to bringing together a creative collective on Kelowna's Westside. Family-friendly productions, for our community, by our community.
2	R	First Lakeview Scouts (Lions Hall)	\$ 5,464	\$ 31,695	17.24%	\$ 5,305	\$ 5,464		We would be using this grant for the rental of Westbank Lions Hall. When we were able to meet in person, we needed to expand to all three rooms this year due to quite a large registration. In 2020, we were not able to meet in person at Lions Hall for a large portion of the year due to COVID-19. In 2021, we hope to meet in person but we would also like to be considered for cash grant to help cover other costs associated with storage rental and purchase of equipment.	To engage and develop youths within our local area, by providing a safe and inclusive environment to enhance their social, physical, emotional and spiritual wellbeing. Our youth led programs strongly encourage diversity and inclusion within our community to help build resilient, supportive and respectful individuals.
3	R	Girl Guides (Anders Hall)	\$ 3,474	\$ 11,700	29.69%	\$ 3,373	\$ 3,474		To help in paying for our girls to meet in our local churches, community centers and senior homes. All units volunteer in some way in their meeting spaces and the local community as gratitude for allowing us to meet in their location. This portion would assist 3 of the 14 troupes that do meet at Anders Hall. In 2020, meeting spaces were only used for a portion of the year due to COVID 19. We hope to be meeting in person in 2021.	To enable girls aged 5-17 years old to experience the outdoors, challenge themselves, participate and volunteer in various community service and events, and to be a catalyst for girls empowering girls. Girls learn life skills while understanding the issues that impact girls and women both locally and around the world.
4	R	Westside Canada Day Classic (formerly Westside Daze Tournament)	\$ 1,548	\$ 7,900	19.60%	\$ 1,503	\$ 1,548		In 2020, the fields were not used for the event as it was cancelled. The non cash grant is for the use of the Kinsmen Ball Fields over the July long weekend. (Was run by the Kinsmen in the past but they weren't able to get enough volunteers. Now taken over by a few players, still as a non-profit community event)	Host the Westside Day Canada Classic ball tournament for 16 teams - all run by volunteers since Kinsmen stopped running the tournament. Event is 100% non-profit.
5	R	Westside Health Network Society	\$ 7,060	\$ 134,232	5.26%	\$ -	\$ 7,060		This non cash grant in aid is for the use of Lions Hall where WHNS provides programs for seniors such as walk and talk sessions to promote exercise and healthy lifestyle education. There is also a request for a cash portion grant in aid.	Enhancing seniors' wellness through volunteerism, education, referral and social programs in West Kelowna and Peachland.
6	R	Lakeview Heights Community Association	\$ 437	\$ 1,000	43.67%	\$ 424	\$ 437		Funds provided to cover meeting rooms. Usually meet once a month at Lakeview Heights Community Hall plus the AGM. LHCA pays CKW insurance on the rental.	To promote the interest of members where those interests represent the common good of the community and to represent the community in matters involving all levels of government.
7	N	Lakeview Heights Tuesday Group	\$ 2,540	n/a	n/a	\$ -	\$ 2,540		Hold weekly meetings in Lakeview Heights Hall.	To hold the doors open for those who suffer from living with alcoholism in their families. This is a fellowship where we learn to live with the disease of addiction
8	R	Lakeview Heights Thursday Niters' AA Group	\$ 2,540	n/a	n/a	\$ 2,466	\$ 2,540		Hold weekly meetings in Lakeview Heights Hall.	To hold Alcoholics Anonymous weekly meetings thereby providing group support for new and recovering alcoholics to stay sober.
9	R	Royal Canadian Legion	\$ 2,087	n/a	n/a	\$ 2,026	\$ 2,087		Hosting of the West Kelowna Remembrance Day Ceremonies in Royal LePage Place. Includes the estimated value of facility rental, dry floor installation and related staff time. Also hosting an annual dart shoot tournament in February each year.	Hosting of the West Kelowna Remembrance Day Ceremonies in Royal LePage Place. Includes the estimated value of facility rental, dry floor installation and related staff time. Also hosting annual dart shoot tournament in February each year.
10	R	Mt Boucherie Figure Skating Club	\$ 55,840	n/a	n/a	\$ 54,214	\$ 55,840		Mt. Boucherie Figure Skating Club supports approximately 300. The subsidy grant provided then works out to approximately \$186 per participant.	The difference between adult and youth rental rates established for youth sport organizations, within our fees and charges bylaw, has been granted as a subsidy by council to the youth sport organizations in West Kelowna.
11	R	Westside Girls Softball	\$ 876	n/a	n/a	\$ 850	\$ 876		Westside Girls Softball supports approximately 61 youth. The subsidy grant provided then works out to approximately \$14.36 per participant.	
12	R	Westside Minor Baseball	\$ 19,070	n/a	n/a	\$ 18,515	\$ 19,070		Westside Minor Baseball supports approximately 380 youth. The subsidy grant provided then works out to approximately \$50.18 per participant.	
13	R	Westside Minor Football	\$ 3,899	n/a	n/a	\$ 3,785	\$ 3,899		Westside Minor Football supports approximately 100 youth. The subsidy grant provided then works out to approximately \$38.99 per participant.	
14	R	Westside Minor Hockey	\$ 178,357	n/a	n/a	\$ 173,162	\$ 178,357		Westside Minor Hockey supports approximately 500 youth. The subsidy grant provided then works out to approximately \$356 per participant.	
15	R	Westside Ringette	\$ 30,036	n/a	n/a	\$ 29,161	\$ 30,036		Westside Ringette supports approximately 100 youth. The subsidy grant provided then works out to approximately \$300 per participant.	
16	R	Westside Youth Soccer	\$ 9,076	n/a	n/a	\$ 8,812	\$ 9,076		Westside youth soccer supports approximately 945 youth. The subsidy grant provided then works out to approximately \$9.60 per participant.	
			\$ 324,304			\$ 303,596	\$ 324,304			
Total Requested			\$ 477,933			\$ 421,396	\$ 477,933			

Section	Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Roads	Sec. 1	7,270,000	1,025,000	1,325,000	1,725,000	3,350,000	1,400,000	5,100,000	7,500,000	1,750,000	3,780,300
Equipment - General	Sec. 2	986,700	1,045,000	1,810,000	570,000	3,630,000	360,000	282,500	553,000	485,000	910,000
Development Services	Sec. 3	315,000	110,000	225,000	105,000	175,000	175,000	75,000	75,000	75,000	75,000
Strom Drainage	Sec. 4	1,170,000	820,000	548,000	587,300	749,000	224,000	350,000	910,000	980,000	1,102,500
Pedestrian Infrastructure	Sec. 5 a)	1,300,000	1,200,000	1,500,000	1,200,000	1,400,000	1,200,000	1,400,000	1,200,000	1,200,000	1,200,000
Cemetery	Sec. 5 b)	-	50,000	-	-	-	-	-	-	-	-
Waterfront	Sec. 5 c)	-	2,917,135	178,000	-	-	-	-	-	-	-
Land/Parks Acquisition	Sec. 5 d)	-	-	-	-	5,283,507	-	-	3,000,000	-	-
Parks & Community Amenities	Sec. 6	622,500	1,246,001	217,000	907,000	350,000	140,000	120,000	125,000	-	-
General Capital	Sec. 7	100,000	68,000	-	-	-	71,000	-	-	-	-
Facilities	Sec. 8	3,618,000	35,534,128	1,274,200	652,925	1,542,000	-	18,000	405,946	-	18,000
Equipment - Fire Dept.	Sec. 9	1,162,000	1,214,000	344,600	1,373,000	230,000	1,266,000	1,860,000	1,440,600	157,000	140,000
Information Services	Sec. 10	296,875	306,084	951,279	326,462	505,312	369,109	270,730	350,779	152,500	138,600
RCMP & Bylaw	Sec. 11	-	46,000	46,000	70,400	46,000	46,000	46,000	46,000	46,000	70,400
Water Utility	Sec. 12	23,972,490	12,448,083	3,791,118	11,379,073	574,073	4,545,073	5,210,073	1,015,000	3,110,000	21,845,000
Sewer Utility	Sec. 13	-	1,826,400	784,000	856,000	714,000	860,000	420,000	420,000	147,000	420,000
Totals Capital Requests		\$ 40,813,565	\$ 59,855,830	\$ 12,994,196	\$ 19,752,159	\$ 18,548,892	\$ 10,656,182	\$ 15,152,302	\$ 17,041,325	\$ 8,102,500	\$ 29,699,800



		City of West Kelowna 2021 - 2030 Capital Budget Requests											
2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 01	Section 1: Roads											
C2021-01	Sec. 01	Road Rehab Program	Gas Tax	600,000	-	500,000	500,000	1,000,000	-	-	-	-	-
	Sec. 01		Future Expenditures	200,000	450,000	-	450,000	-	-	-	-	-	-
	Sec. 01		Capital	400,000	550,000	500,000	50,000	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
C2021-02	Sec. 01	Pavement Management Plan	Capital	100,000	-	-	-	-	100,000	-	-	-	-
	Sec. 01	LED Streetlight Replacements	Capital	-	-	300,000	400,000	-	-	-	-	-	-
C2021-03	Sec. 01	Gellatly Road North & Carrington Road Intersection Improvements	Future Expenditures	500,000	-	-	-	-	-	-	-	-	-
	Sec. 01		Capital	195,000	-	-	-	-	-	-	-	-	-
	Sec. 01		DCC - Road	1,805,000	-	-	-	-	-	-	-	-	-
	Sec. 01	Glenrosa Second Access Corridor Study	Capital	-	-	-	-	-	-	300,000	-	-	-
	Sec. 01	Boucherie from Ogden to Sunnyside Design and Construction	Capital	-	-	-	-	-	-	78,300	1,696,500	-	-
	Sec. 01		DCC - Road	-	-	-	-	-	-	221,700	4,803,500	-	-
	Sec. 01	Roundabout Construction Boucherie Mission Hill	Capital	-	-	-	-	-	-	-	-	-	168,100
	Sec. 01		DCC - Road	-	-	-	-	-	-	-	-	-	1,362,200
	Sec. 01		Developer	-	-	-	-	-	-	-	-	-	500,000
C2021-04	Sec. 01	Shannon Lake Bartley & Stevens Roads Intersection Improvements	Capital	670,000	-	-	-	-	-	-	-	-	-
	Sec. 01		DCC - Road	2,130,000	-	-	-	-	-	-	-	-	-
C2021-05	Sec. 01	Shannon View Slope Improvements	Capital	440,000	-	-	-	-	-	-	-	-	-
C2021-06	Sec. 01	Bridges Maintenance - Per Stantec Bridge Maintenance Report	Capital Renewal	190,000	25,000	25,000	25,000	-	-	-	-	-	-
	Sec. 01	Shannon Lake IR to Asquith Design	Capital	-	-	-	83,400	-	-	-	-	-	-
	Sec. 01		DCC - Road	-	-	-	216,600	-	-	-	-	-	-
	Sec. 01	Shannon Lake IR to Asquith Construction	Capital	-	-	-	-	611,600	-	-	-	-	-
	Sec. 01		DCC - Road	-	-	-	-	1,588,400	-	-	-	-	-
	Sec. 01	Elliot from Smith Creek to Reece, Design	Capital	-	-	-	-	-	118,200	-	-	-	-
	Sec. 01		DCC - Road	-	-	-	-	-	181,800	-	-	-	-

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 01	Elliot from Smith Creek to Reece, Construction	Capital	-	-	-	-	-	-	1,379,000	-	-	-
	Sec. 01		DCC - Road	-	-	-	-	-	-	2,121,000	-	-	-
	Sec. 01	Bridges - Capital Replacement Jennens at McDougall Creek	Capital	-	-	-	-	-	-	-	-	750,000	750,000
C2021-07	Sec. 01	Westlake Road Turtle Fencing	Capital	40,000	-	-	-	-	-	-	-	-	-
	Sec. 01	Master Transportation Plan Update	Future Expenditures	-	-	-	-	150,000	-	-	-	-	-
	Sec. 01	Roads - Subtotal		\$ 7,270,000	\$ 1,025,000	\$ 1,325,000	\$ 1,725,000	\$ 3,350,000	\$ 1,400,000	\$ 5,100,000	\$ 7,500,000	\$ 1,750,000	\$ 3,780,300

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 02	Section 2: Equipment											
	Sec. 02	New and Replace Equipment	Equipment - General	-	450,000	1,790,000	320,000	630,000	360,000	232,500	553,000	485,000	910,000
C2021-08	Sec. 02	Parks Maintenance Equipment	Equipment - General	44,700	-	-	-	-	-	-	-	-	-
C2021-09	Sec. 02	Sidewalk Snow Bower Attachment	Equipment - General	23,000	-	-	-	-	-	-	-	-	-
	Sec. 02	Sidewalk Machine	Equipment - General	-	160,000	-	-	-	-	-	-	-	-
	Sec. 02	Roads Single Axle dump	Equipment - General	-	150,000	-	-	-	-	-	-	-	-
	Sec. 02	Utility Boat	Rose Valley New	-	90,000	-	-	-	-	-	-	-	-
C2021-10	Sec. 02	Utilities Truck Replacements Pickups (2)	Powers Creek New	45,000	-	-	-	-	-	-	-	-	-
	Sec. 02		Rose Valley New	45,000									
C2021-11	Sec. 02	Plate Compactor	Powers Creek New	11,000	-	-	-	-	-	-	-	-	-
	Sec. 20		Rose Valley New	11,000									
C2021-12	Sec. 02	New Trailer	Equipment - General	18,000	-	-	-	-	-	-	-	-	-
C2021-13	Sec. 02	Utilities Truck Replacement - Cube Truck	Powers Creek New	46,500	-	-	-	-	-	-	-	-	-
	Sec. 02		Rose Valley New	46,500									
C2021-14	Sec. 02	Backhoe Replacement	Powers Creek New	80,000	-	-	-	-	-	-	-	-	-
	Sec. 02		Rose Valley New	80,000									
C2021-15	Sec. 02	Bobcat Replacement	Equipment - General	95,000	-	-	-	-	-	-	-	-	-
C2021-16	Sec. 02	Hook Truck	Equipment - General	100,000	-	-	-	-	-	-	-	-	-
C2021-17	Sec. 02	Asphalt Hot-Box and Equipment	Equipment - General	103,000	-	-	-	-	-	-	-	-	-
	Sec. 02	Engineering Road Equipment - Speed Reader Boards	Equipment - General	-	50,000	-	-	-	-	50,000	-	-	-
C2021-18	Sec. 02	Zamboni Replacement	Equipment - General	200,000	-	-	-	-	-	-	-	-	-
	Sec. 02	R&D - 150 Pick-up 4x4 Truck (new)	Equipment - General	-	45,000	-	-	-	-	-	-	-	-
C2021-19	Sec. 02	Community Policing Van	Policing	38,000	-	-	-	-	-	-	-	-	-
	Sec. 02	R&D - Mechanical Street Sweeper	Equipment - General	-	-	-	250,000	-	-	-	-	-	-
	Sec. 02	PW - Vac Truck Boiler	Sewer Reserve	-	-	20,000	-	-	-	-	-	-	-
	Sec. 02	Road Maintenance - In House Equipment for Taking Over Contract Work	Equipment - General	-	-	-	-	3,000,000	-	-	-	-	-
	Sec. 02	WKW - 4x4 Pick Up Trucks (Treatment)	Rose Valley New	-	90,000	-	-	-	-	-	-	-	-
	Sec. 02	Utilities - Snow Plows (Treatment)	Rose Valley New	-	10,000	-	-	-	-	-	-	-	-
	Sec. 02	Equipment - Subtotal		\$ 986,700	\$ 1,045,000	\$ 1,810,000	\$ 570,000	\$ 3,630,000	\$ 360,000	\$ 282,500	\$ 553,000	\$ 485,000	\$ 910,000

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 03	Section3: Development Services											
	Sec. 03	Westbank Centre Plan Review	Future Expenditures	-	35,000	-	-	-	-	-	-	-	-
	Sec. 03	Waterfront Plan Review	Future Expenditures	-	-	50,000	-	-	-	-	-	-	-
C2021-20	Sec. 03	Development Cost Charge (DCC) Bylaw 0190 Review and Update	Future Expenditures	100,000	-	-	-	-	100,000	-	-	-	-
C2021-21	Sec. 03	Corporate Climate Action Plan	Future Expenditures	70,000	-	-	-	-	-	-	-	-	-
C2021-22	Sec. 03	Official Community Plan Review	Future Expenditures	135,000	-	-	-	-	-	-	-	-	-
C2021-23	Sec. 03	Point In Time Count	Future Expenditures	10,000	-	-	-	-	-	-	-	-	-
	Sec. 07	Review Market Study to Identify Opportunities for Viability of Density Housing	Gas Tax	-	-	-	30,000	-	-	-	-	-	-
	Sec. 07	Develop a Comprehensive Redevelopment Plan for West Gateway	Future Expenditures	-	-	-	-	50,000	-	-	-	-	-
	Sec. 07	Develop a Comprehensive Redevelopment Plan for East Gateway	Future Expenditures	-	-	-	-	50,000	-	-	-	-	-
	Sec. 07	Glenrosa Neighborhood Plan	Future Expenditures	-	-	100,000	-	-	-	-	-	-	-
	Sec. 03	Bylaw Review	Future Expenditures	-	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
	Sec. 03	Development Services - Subtotal		\$ 315,000	\$ 110,000	\$ 225,000	\$ 105,000	\$ 175,000	\$ 175,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 04	Section 4: Storm Drainage											
C2021-24	Sec. 04	Rosewood to Westlake Drainage and Dam Release	Capital	227,500	-	-	-	-	-	-	-	-	-
	Sec. 04		DCC - Storm	227,500	-	-	-	-	-	-	-	-	-
C2021-25	Sec. 04	Lansbury Way Drainage Improvements	Capital	300,000	-	-	-	-	-	-	-	-	-
C2021-26	Sec. 04	Surrey Road Drainage Improvements	Capital	50,000	-	-	-	-	-	-	-	-	-
C2021-27		Spyglass to Westview Channel Improvements	Capital	85,000	-	-	-	-	-	-	-	-	-
C2021-28	Sec. 04	Flood Risk Assessment	Grant	144,000	-	-	-	-	-	-	-	-	-
	Sec. 04		Capital	36,000	-	-	-	-	-	-	-	-	-
C2021-29	Sec. 04	Inverness Culvert Replacement	Capital	100,000	-	-	-	-	-	-	-	-	-
	Sec. 04	Bear Creek Erosion Protection	Capital	-	165,000	-	-	-	-	-	-	-	-
	Sec. 04		DCC - Storm	-	55,000	-	-	-	-	-	-	-	-
	Sec. 04	Parkinson to Bear Creek Road Drainage	Capital	-	-	73,500	-	-	-	-	-	-	-
	Sec. 04		DCC - Storm	-	-	24,500	-	-	-	-	-	-	-
	Sec. 04	Horizon Drive Erosion Protection	Capital	-	-	-	7,875	-	-	-	-	-	-
	Sec. 04		DCC - Storm	-	-	-	2,625	-	-	-	-	-	-
	Sec. 04	Bear Creek Road to Westside Rd Drainage Channel and SRW	Capital	-	-	-	28,000	-	-	-	-	-	-
	Sec. 04	Horizon Spy Glass Channel improvements	Capital	-	-	-	367,500	-	-	-	-	-	-
	Sec. 04		DCC - Storm	-	-	-	122,500	-	-	-	-	-	-
	Sec. 04	Lakeview - Lakeview Road Storm Sewer Upgrades	Capital	-	-	-	-	-	-	70,000	-	-	-
	Sec. 04	McDougall Creek - Brentwood Road Storm Storage	Future Expenditures	-	-	-	58,800	-	-	-	-	-	-
	Sec. 04	Mt. Boucherie - SRW & Conveyance Improvements from Gregory to Boucherie Road	Capital	-	-	-	-	472,500	-	-	-	-	-
	Sec. 04		DCC - Storm	-	-	-	-	157,500	-	-	-	-	-
	Sec. 04	Mt. Boucherie - Boucherie Road Drainage Improvements	Capital	-	-	-	-	35,000	-	-	-	-	-
	Sec. 04	Mt. Boucherie - Pritchard Drive Drainage Improvements	Capital	-	-	-	-	84,000	-	-	-	-	-
	Sec. 04	Shannon Lake - Shannon Woods Way Diversion Structure	Capital	-	-	-	-	-	49,000	-	-	-	-
	Sec. 04	Smith Creek - Logan Court Drainage Improvements	Capital	-	-	-	-	-	175,000	-	-	-	-
	Sec. 04	Update Master Drainage Plan	Storm Sewer	-	150,000	-	-	-	-	-	-	-	-
	Sec. 04	Drainage System Repair & Renewal (multi-year)	Capital	-	200,000	200,000							
	Sec. 04	Green Bay Neighbourhood Drainage Design	Capital	-	100,000	-	-	-	-	-	-	-	-
	Sec. 04	Shannon Way - Westville Way Drainage Improvements	Capital	-	150,000	-	-	-	-	-	-	-	-
	Sec. 04	Stevenson to Montigny Drainage Improvements	Capital	-	-	-	-	-	-	-	910,000	-	-

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 04	Lakeview to Ourtoland Drainage SRW	Capital	-	-	-	-	-	-	189,000	-	-	-
	Sec. 04	Bazzett to Sunnyside Drainage SRW	Capital	-	-	-	-	-	-	91,000	-	-	-
	Sec. 04	Green Bay Neighborhood Drainage Improvements	Capital	-	-	250,000	-	-	-	-	-	-	-
	Sec. 04	Gregory at Boucherie Drainage Improvements, (Wine Trail Ph. 3)	Capital	-	-	-	-	-	-	-	-	70,000	-
	Sec. 04	Chasselas Storage Facility Improvements	Capital	-	-	-	-	-	-	-	-	280,000	-
	Sec. 04	Boucherie at Pritchard Drainage Improvements	Capital	-	-	-	-	-	-	-	-	84,000	-
	Sec. 04	Ridge to Shannon Lake Channel & SRW	DCC - Storm	-	-	-	-	-	-	-	-	28,000	-
	Sec. 04		Capital	-	-	-	-	-	-	-	-	28,000	-
	Sec. 04	Talus Ridge Storage Improvements	Capital	-	-	-	-	-	-	-	-	490,000	-
	Sec. 04	Doucette to Elliott Channel and SRW	Capital	-	-	-	-	-	-	-	-	-	126,000
	Sec. 04	Smith Creek Stream Stabilization	DCC - Storm	-	-	-	-	-	-	-	-	-	244,125
	Sec. 04		Capital	-	-	-	-	-	-	-	-	-	732,375
	Sec. 04	Storm Drainage - Subtotal		\$ 1,170,000	\$ 820,000	\$ 548,000	\$ 587,300	\$ 749,000	\$ 224,000	\$ 350,000	\$ 910,000	\$ 980,000	\$ 1,102,500

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 05	Section 5: Pedestrian Infras./Cemetery/Waterfront/ Land Acquisition											
C2021-30	Sec. 05	Pedestrian Improvement Program - Sidewalks	Gas Tax	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
C2021-31	Sec. 05	Recreation / Lakeside Trails	Recreation Reserve	100,000	-	100,000	-	-	-	-	-	-	-
	Sec. 05	Walkway Repairs (Stairs)	Capital	-	-	200,000	-	200,000	-	200,000	-	-	-
	Sec. 05	Pedestrian Infras. - Subtotal		\$ 1,300,000	\$ 1,200,000	\$ 1,500,000	\$ 1,200,000	\$ 1,400,000	\$ 1,200,000	\$ 1,400,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
	Sec. 05	Cemetery		-	-	-	-	-	-	-	-	-	-
	Sec. 05	Cemetery Masterplan	Future Expenditures	-	50,000	-	-	-	-	-	-	-	-
		Cemetery - Subtotal		\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sec. 05	Waterfront		-	-	-	-	-	-	-	-	-	-
	Sec. 05	Phase 2 CNR Wharf Upgrade - Wharf Expansion - Tentative	DCC - Parks	-	602,696	-	-	-	-	-	-	-	-
	Sec. 05		Capital	-	1,832,439	-	-	-	-	-	-	-	-
	Sec. 05	Upgrade Marjorie Pritchard Park per Plan	Capital	-	422,000	178,000	-	-	-	-	-	-	-
	Sec. 05	Pritchard Park Irrigation	Capital	-	60,000	-	-	-	-	-	-	-	-
		Waterfront - Subtotal		\$ -	\$ 2,917,135	\$ 178,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sec. 05	Land Acquisition											
	Sec. 05	Park Acquisitions	DCC - Parks	-	-	-	-	2,264,360	-	-	2,250,000	-	-
	Sec. 05		Capital	-	-	-	-	3,019,147	-	-	750,000	-	-
		Land Acquisition - Subtotal		\$ -	\$ -	\$ -	\$ -	\$ 5,283,507	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 06	Section 6: Parks & Community Amenities											
	Sec. 06	Upgrade Pebble Beach to Increase Programming	Capital	-	222,000	-	-	-	-	-	-	-	-
	Sec. 06	Memorial Park - Extend Road & New Parking North	Capital	-	-	-	-	162,623	-	-	-	-	-
	Sec. 06		DCC - Parks	-	-	-	-	86,378	-	-	-	-	-
	Sec. 06	Memorial Park - Drop off Loop	Capital	-	-	-	159,530	-	-	-	-	-	-
	Sec. 06		DCC - Parks	-	-	-	52,470	-	-	-	-	-	-
	Sec. 06	Memorial Park Bike Skills Park CR 20.1	Capital	-	50,418	-	-	-	-	-	-	-	-
	Sec. 06		DCC - Parks	-	16,583	-	-	-	-	-	-	-	-
	Sec. 06	Dog Park	Capital	-	-	41,000	-	-	-	-	-	-	-
	Sec. 06	Beach Access Improvements	Capital	-	120,000	-	120,000	-	-	120,000	-	-	-
	Sec. 06	Kinsmen Park Geotech/Trails	Capital	-	155,000	-	-	-	-	-	-	-	-
	Sec. 06	Pickleball Washrooms CR5.3	Capital	-	-	150,000	-	-	-	-	-	-	-
	Sec. 06	Boucherie Diamond Sand Base Transition CR1-A.2	Capital	-	332,000	-	-	-	-	-	-	-	-
C2021-32	Sec. 06	Infield Soil Replacements - Ranch CR1-A.5	Capital	12,000	-	-	-	-	-	-	-	-	-
	Sec. 06	Memorial Park Improvements CR1-A.6	Capital	-	-	19,507	-	-	-	-	-	-	-
	Sec. 06		DCC - Parks	-	-	6,494	-	-	-	-	-	-	-
	Sec. 06	Gellatly Bay Waterfront Development CR3.7	Capital	-	-	-	77,000	-	-	-	-	-	-
C2021-33	Sec. 06	Casa Loma Dock Improvements CR4.2	Donation	30,000	-	-	-	-	-	-	-	-	-
	Sec. 06		Capital	107,000	-	-	-	-	-	-	-	-	-
	Sec. 06	Non-motorized Boat Launches CR10	Capital	-	185,000	-	-	-	-	-	-	-	-
	Sec. 06	Sport Court / Basketball Court Paula Park	Capital	-	-	-	-	33,000	-	-	-	-	-
	Sec. 06	Anders Park Pickle Ball Court Repairs	Capital	-	-	-	-	-	15,000	-	-	-	-
	Sec. 06	Anders Park (Bleachers, Sidewalk, Contrite Trails Onsite)	Capital	-	-	-	63,000	-	-	-	-	-	-
	Sec. 06	Anders Park Landscaping and Site Furniture	Capital	-	-	-	-	68,000	-	-	-	-	-
	Sec. 06	Memorial Park Ph2 CR20.4	Donation	-	-	-	250,000	-	-	-	-	-	-
	Sec. 06	Westbank Centre Park CR23.1 (Plan)	Capital	-	40,000	-	-	-	-	-	-	-	-
C2021-34	Sec. 06	Playground Repairs	Capital	50,000	-	-	-	-	-	-	-	-	-
C2021-35	Sec. 06	Beach Access Property Alignments	Capital	50,000	-	-	-	-	-	-	-	-	-
C2021-36	Sec. 06	Repave Hall #32 Front Lot	Capital	24,000	-	-	-	-	-	-	-	-	-
C2021-37	Sec. 06	Geese Deterrent Lighting	Capital	7,500	-	-	-	-	-	-	-	-	-
C2021-38	Sec. 06	Christmas Display Improvements	Capital	40,000	-	-	-	-	-	-	-	-	-

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
C2021-39	Sec. 06	Boucherie Parking Lot Improvements	Capital	20,000	-	-	-	-	-	-	-	-	-
C2021-40	Sec. 06	Bear Proof Garbage Cans	Solid Waste	12,000	-	-	-	-	-	-	-	-	-
	Sec. 06	Landfill Site CR28.2	Capital	-	-	-	60,000	-	-	-	-	-	-
C2021-41	Sec. 06	Parks Master Plan - Five Year Update	Capital - Parks	80,000	-	-	-	-	-	-	-	-	-
C2021-42	Sec. 06	Parks Irrigation - Renewal and Replacement	Capital - Parks	40,000	-	-	-	-	-	-	-	-	-
C2021-43	Sec. 06	Playground Equipment Replacements - New	Capital - Parks	75,000	125,000	-	125,000	-	125,000	-	125,000	-	-
C2021-44	Sec. 06	Mount Boucherie Courtyard Surface Replacement	Capital	75,000	-	-	-	-	-	-	-	-	-
	Sec. 06	Parks & Community Amenities - Subtotal		\$ 622,500	\$ 1,246,001	\$ 217,000	\$ 907,000	\$ 350,000	\$ 140,000	\$ 120,000	\$ 125,000	\$ -	\$ -
	Sec. 07	Section 7: General Capital											
C2021-45	Sec. 07	Asset Management Plan Implementation	Future Expenditures	100,000	-	-	-	-	-	-	-	-	-
	Sec. 07	General Municipal Election	Elections	-	68,000	-	-	-	71,000	-	-	-	-
	Sec. 07	General Capital - Subtotal		\$ 100,000	\$ 68,000	\$ -	\$ -	\$ -	\$ 71,000	\$ -	\$ -	\$ -	\$ -

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 08	Section 8: Facilities		-	-	-	-	-	-	-	-	-	-
	Sec. 08	Municipal Hall - New Roof	Capital	-	-	-	-	-	-	-	250,000	-	-
	Sec. 08	Municipal Hall - Community Centre Conversion - Tender Drawings	Community Hall/City Hall Rental	-	-	80,000	-	-	-	-	-	-	-
	Sec. 08	Municipal Hall Conversion Back to a Community Hall	Community Hall/City Hall Rental	-	-	-	624,925	-	-	-	-	-	-
C2021-46	Sec. 08	Fire Hall #31 - Fall Protection	Capital	60,000	-	-	-	-	-	-	-	-	-
C2021-47	Sec. 08	Fire Hall #31 - Dorm Renovations	Capital	25,000	-	-	-	-	-	-	-	-	-
C2021-48	Sec. 08	Fire Hall #31 - Security Fence and Gate	Capital	15,000	-	-	-	-	-	-	-	-	-
C2021-49	Sec. 08	Fire Hall #32 - Tender Drawings (Recommend Parcel Tax)	Debt	750,000	-	-	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #32 - Facility Replacement (Recommend Parcel Tax)	Debt	-	8,000,000	-	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #33 - Facility Improvements	Capital	-	60,000	-	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #34 - Electrical Panel Upgrade	Capital	-	-	25,000	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #34 - Sprinkler System Installation	Capital	-	-	10,000	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #34 - Facility Improvements	Capital	-	267,000	-	-	-	-	-	-	-	-
	Sec. 08	Fire Hall #34 - Emergency Generator	Capital	-	70,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A.C. - Boiler Replacement	Capital	-	75,000	-	-	-	-	-	-	-	-
C2021-50	Sec. 08	Johnson Bentley A.C. - Fitness Equipment Upgrade	Capital	18,000	-	-	18,000	-	-	18,000	-	-	18,000
	Sec. 08	Johnson Bentley A.C. - Fall Protection	Capital	-	85,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A.C. - Domestic Hot Water Piping	Capital	-	30,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A.C. - DDC Building Control System	Capital	-	28,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A.C. - Window Replacement	Recreation Reserve	-	70,000	44,200	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Electrical & Data Upgrades	Capital	-	9,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Vinyl Floor Replacement	Capital	-	16,057	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Reception Millwork	Capital	-	27,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Lobby Floor Tile Replacement	Capital	-	11,071	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Curb Appeal	Capital	-	76,000	-	-	-	-	-	-	-	-
	Sec. 08	Johnson Bentley A. C. - Pool Deck Tile Replacement	Capital	-	-	-	-	-	-	-	143,946	-	-
	Sec. 08	Johnson Bentley AC - Lockers	Capital	-	100,000	-	-	-	-	-	-	-	-
	Sec. 08	Arena - Jim Lind - Roof Replacement	Capital	-	-	500,000	-	-	-	-	-	-	-
	Sec. 08	Arena - Jim Lind - Seismic Upgrades	Capital	-	-	500,000	-	-	-	-	-	-	-
	Sec. 08	Arena - Jim Lind - Concession Upgrade	Capital	-	40,000	-	-	-	-	-	-	-	-
	Sec. 08	Arena - Jim Lind - Data Rack Upgrades	Equipment - General	-	10,000	-	-	-	-	-	-	-	-

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 08	Arena - Jim Lind - Hot Water Tanks	Capital	-	70,000	-	-	-	-	-	-	-	-
C2021-51	Sec. 08	Arena - Jim Lind - Ammonia Chiller Replacement	Capital	450,000	-	-	-	-	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Concession Upgrade	Capital	-	-	-	-	350,000	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Air Conditioning	Capital	-	125,000	-	-	-	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Rubber Flooring	Capital	-	85,000	-	-	-	-	-	-	-	-
	Sec. 08		Recreation Reserve	-	65,000	-	-	-	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Parking Lot Upgrade	Capital	-	-	-	-	150,000	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Media Gondola Expansion	Capital	-	-	-	-	230,000	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - Electrical Upgrade Study	Capital	-	-	-	10,000	-	-	-	-	-	-
	Sec. 08	Arena - Royal Lepage - District Energy Study	Capital	-	75,000	-	-	-	-	-	-	-	-
	Sec. 08	Seniors' Centre - Window Replacement	Gas Tax	-	-	-	-	25,000	-	-	-	-	-
	Sec. 08	Seniors' Centre - Patio Replacement	Capital	-	-	115,000	-	-	-	-	-	-	-
C2021-52	Sec. 08	Seniors' Centre - Air Conditioner Replacement	Capital	25,000	-	-	-	-	-	-	-	-	-
	Sec. 08	Seniors' Centre - Acoustic Foam Replacement	Capital	-	-	-	-	25,000	-	-	-	-	-
	Sec. 08	Seniors' Centre - Roof Replacement	Capital	-	30,000	-	-	-	-	-	-	-	-
	Sec. 08	Lakeview Hall - Fall Protection	Capital	-	22,130	-	-	-	-	-	-	-	-
	Sec. 08		Lakeview Hall	-	2,870	-	-	-	-	-	-	-	-
	Sec. 08	Lakeview Hall - Washroom Upgrade	Lakeview Hall	-	27,000	-	-	-	-	-	-	-	-
	Sec. 08	Lakeview Hall - Kitchen Upgrade	Capital	-	41,000	-	-	-	-	-	-	-	-
	Sec. 08	Lion's Hall - Roof Replacement	Capital	-	30,000	-	-	-	-	-	-	-	-
	Sec. 08	Lions' Hall - Wood Floor Refinishing	Capital	-	12,000	-	-	12,000	-	-	12,000	-	-
C2021-53	Sec. 08	Public Works Yard Site Preparation and Tender Drawings	Capital	275,000									
	Sec. 08	Public Works Yard - Design/Tender Drawings/ and Phase I Construction	Capital	-	46,628	-	-	-	-	-	-	-	-
	Sec. 08		Reserve to Construct Yards	-	192,109	-	-	-	-	-	-	-	-
	Sec. 08		Gas Tax	-	314,000	-	-	-	-	-	-	-	-
	Sec. 08		Debt	-	9,172,263	-	-	-	-	-	-	-	-
	Sec. 08	Public Works Yard - Fire Training Centre	Capital	-	250,000	-	-	-	-	-	-	-	-
	Sec. 08	Public Works Yard - Winter Maintenance Facilities	Capital	-	-	-	-	750,000	-	-	-	-	-

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
C2021-54	Sec. 08	City Hall - Concept Plan, Tender Drawings & Consulting Services	Reserve to Construct City Hall	2,000,000	-	-	-	-	-	-	-	-	-
	Sec. 08	2020 Phase I City Hall Construction	Reserve to Construct City Hall	-	4,822,574	-	-	-	-	-	-	-	-
	Sec. 08		Gas Tax	-	500,000	-	-	-	-	-	-	-	-
	Sec. 08		Equipment - General	-	250,000	-	-	-	-	-	-	-	-
	Sec. 08		Debt	-	10,427,426	-	-	-	-	-	-	-	-
	Sec. 08	Facilities - Subtotal		\$ 3,618,000	\$ 35,534,128	\$ 1,274,200	\$ 652,925	\$ 1,542,000	\$ -	\$ 18,000	\$ 405,946	\$ -	\$ 18,000
	Sec. 09	Section 9: Fire Department Equipment											
	Sec. 09	Vehicle Replacement Fire Dept.-Command/Prevention	Reserve - Fire Department Eqpt	-	80,000	-	120,000	80,000	80,000	120,000	-	-	-
	Sec. 09	Fire Truck - Type II Engine	Equipment - Finance MFA	-	-	-	1,056,000	-	-	-	1,056,000	-	-
	Sec. 09	Fire Truck - Type II Tender	Equipment - Finance MFA	-	1,004,000	-	-	-	-	-	-	-	-
	Sec. 09	Fire Truck - Rescue/Squad	Reserve - Fire Department Eqpt	-	-	-	-	-	1,056,000	-	-	-	-
	Sec. 09	Fire Truck - Ladder	Reserve - Fire Department Eqpt	-	-	-	-	-	-	1,650,000	-	-	-
	Sec. 09	Hose, Nozzles and Appliances	Reserve - Fire Department Eqpt	-			67,000					67,000	-
C2021-55	Sec. 09	Self Contained Breathing Apparatus	Reserve - Fire Department Eqpt	1,072,000	-	-	-	-	-	-	-	-	-
	Sec. 09	30 Gas Detection Units	Reserve - Fire Department Eqpt	-	-	53,600	-	-	-	-	53,600	-	-
C2021-56	Sec. 09	Personal Protective Equipment	Reserve - Fire Department Eqpt	90,000	90,000	90,000	90,000	150,000	90,000	90,000	90,000	90,000	90,000
	Sec. 09	Communication Mapping Mobile Equipment Includes Hardware/Software	Reserve - Fire Department Eqpt	-	40,000	-	40,000	-	40,000	-	40,000	-	-
	Sec. 09	Rescue Equipment	Reserve - Fire Department Eqpt	-	-	201,000	-	-	-	-	201,000	-	50,000
	Sec. 09	Fire Department Equipment - Subtotal		\$ 1,162,000	\$ 1,214,000	\$ 344,600	\$ 1,373,000	\$ 230,000	\$ 1,266,000	\$ 1,860,000	\$ 1,440,600	\$ 157,000	\$ 140,000

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 10	Section 10: Information Services											
	Sec. 10	Client Hardware - Replacement	Equipment - General	-	126,484	130,279	134,187	138,212	142,359	146,630	147,579	-	-
	Sec. 10	Replacement of Councillors' Laptops, Routers Phones, iPad and Printers	Equipment - General	-	50,000	-	-	-	50,000	-	-	-	-
C2021-57	Sec. 10	Server Replacement - Core	Equipment - General	36,000	39,600	-	111,275	39,600	43,500	-	122,400	43,500	47,850
	Sec. 10	Server Replacement - DR	Equipment - General	-	75,000	-	-	-	82,500	-	-	-	90,750
	Sec. 10	Server Replacement - Other(Backup, Tape, DC, Phone)	Equipment - General	-	-	14,000	22,000	-	-	15,500	24,000	-	-
	Sec. 10	Network Replacement - Routers/Firewalls	Equipment - General	-	-	-	38,000	-	-	-	41,800	-	-
C2021-58	Sec. 10	Network Replacement - Access/Layer 3 Switches	Equipment - General	43,275	-	-	-	46,500	-	47,600	-	-	-
	Sec. 10	Network Replacement - Core Switches	Equipment - General	-	-	-	-	-	31,350	-	-	-	-
C2021-59	Sec. 10	Network Replacement - Wireless Access Points	Equipment - General	13,600	-	-	6,000	18,000	-	-	-	25,000	-
	Sec. 10	Network Replacement - ISP/AV Switches/Teleworker Gateways	Equipment - General	-	-	-	-	4,000	4,400	-	-	-	-
	Sec. 10	Tape system to backup data - Tape Drives (Replacement)	Equipment - General	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000		
	Sec. 10	Disk System (Replacement)	Equipment - General	-	-	-	-	200,000	-	-	-	-	-
	Sec. 10	Financial Software - General Ledger Program	Equipment - Finance MFA	-	-	750,000	-	-	-	-	-	-	-
C2021-60	Sec. 10	Annual Orthophoto/DEM/Contour Update	Capital	40,000	-	42,000	-	44,000	-	46,000	-	48,000	-
	Sec. 10	Primary\DR Datacentre UPS	Capital	-	-	-	-	-	-	-	-	36,000	-
C2021-61	Sec. 10	External Endpoint Management	Capital	5,500	-	-	-	-	-	-	-	-	-
C2021-62	Sec. 10	Non-Microsoft Patching	Capital	5,300	-	-	-	-	-	-	-	-	-
C2021-63	Sec. 10	Datacentre - Power Distribution Units	Capital	13,200	-	-	-	-	-	-	-	-	-
C2021-64	Sec. 10	CityView Software Enhancement - Online Permit Application	Capital	40,000	-	-	-	-	-	-	-	-	-
C2021-65	Sec. 10	Budget Software	Capital	100,000	-	-	-	-	-	-	-	-	-
	Sec. 10	Information Services - Subtotal		\$ 296,875	\$ 306,084	\$ 951,279	\$ 326,462	\$ 505,312	\$ 369,109	\$ 270,730	\$ 350,779	\$ 152,500	\$ 138,600
	Sec. 11	Section 11: RCMP & Bylaw											
	Sec. 11	RCMP Vehicle	Policing	-	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000
	Sec. 11	Section 11: Bylaw											
	Sec. 11	Protective Equipment	Capital	-	-	-	14,400	-	-	-	-	-	14,400
	Sec. 11	eBike Replacement & Batteries	Equipment - General	-	-	-	10,000	-	-	-	-	-	10,000
	Sec. 11	RCMP & Bylaw - Subtotal		\$ -	\$ 46,000	\$ 46,000	\$ 70,400	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 70,400
				-	-	-	-	-	-	-	-	-	-
		General Fund - Subtotal		\$ 16,841,075	\$ 45,581,348	\$ 8,419,079	\$ 7,517,086	\$ 17,260,819	\$ 5,251,109	\$ 9,522,230	\$ 15,606,325	\$ 4,845,500	\$ 7,434,800

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 12	Section 12 : Water Utility											
	Sec. 12	Scada System Upgrades as Recommended by Interior Instruments a Division of COARIX	Powers Creek New	-	72,544	70,418	124,000	124,000	-	-	-	-	-
	Sec. 12		Rose Valley New	-	108,816	105,627	-	-	-	-	-	-	-
	Sec. 12	West Kelowna Estates Transmission Mains	Rose Valley New	-	3,074,500	-	-	-	-	-	-	-	-
	Sec. 12		DCC Water New	-	1,655,500	-	-	-	-	-	-	-	-
	Sec. 12	West Kelowna Estates Intake Decommissioning	Rose Valley New	-	-	75,000							
	Sec. 12	Sunnyside Transmission Main	Rose Valley New	-	832,500	-	-	-	-	-	-	-	-
	Sec. 12		DCC Water New	-	277,500	-	-	-	-	-	-	-	-
	Sec. 12	Pritchard Intake Decommissioning	Rose Valley New	-	-	75,000	-	-	-	-	-	-	-
	Sec. 12	West Kelowna Estates Pressure Zone Adjustments	Rose Valley New	-	-	-	4,380,000	-	-	-	-	-	-
	Sec. 12	West Kelowna Estates/Lakeview Pressure Zone Adjustments I	Rose Valley New	-	-	-	165,000	-	-	-	-	-	-
	Sec. 12	West Kelowna Estates/Lakeview Pressure Zone Adjustments II	Rose Valley New	-	-	-	135,000	-	-	-	-	-	-
	Sec. 12	Fire Hydrant Coverage	Rose Valley New	-	40,545	40,545	40,545	40,545	40,545	40,545	-	-	-
	Sec. 12		Powers Creek New	-	27,103	27,103	27,103	27,103	27,103	27,103	-	-	-
	Sec. 12		DCC Water New	-	7,425	7,425	7,425	7,425	7,425	7,425	-	-	-
	Sec. 12	Water Rate Study	Rose Valley New	-	-	-	45,000	-	-	-	-	-	-
	Sec. 12		Powers Creek New	-	-	-	30,000	-	-	-	-	-	-
	Sec. 12		Rose Valley New	-	36,000	-	-	-	-	-	-	-	-
	Sec. 12	Convert Steady State Model to Extended Period Simulation. (Updating water model)'	Powers Creek New	-	24,000	-	-	-	-	-	-	-	-
	Sec. 12	Water Master Plan Update	Rose Valley New	-	-	150,000	-	-	-	-	-	-	-
	Sec. 12	Dam Safety Review	Rose Valley New	-	300,000	-	-	-	-	-	-	-	-
	Sec. 12	Glenrosa Industrial Water Main	Powers Creek New	-	-	-	-	-	720,000	-	-	-	-
	Sec. 12	Old Okanagan Butt Water Main	Powers Creek New	-	-	-	-	-	-	1,275,000	-	-	-
	Sec. 12	Witt & Peters Water Main	Powers Creek New	-	-	-	-	-	-	510,000	-	-	-
	Sec. 12	Angus & Harding Water Main	Powers Creek New	-	-	-	-	-	-	-	645,000	-	-
	Sec. 12	Connect Sunnyside & Pritchard	Powers Creek New	-	1,131,509	-	-	-	-	-	-	-	-
	Sec. 12		DCC Water New	-	90,500	-	-	-	-	-	-	-	-
	Sec. 12		Rose Valley New	-	587,991	-	-	-	-	-	-	-	-
	Sec. 12	Tallus Ridge Watermain Upgrades	Rose Valley New	-	-	-	-	-	-	-	-	660,000	-
	Sec. 12	Boucherie Road Watermain	Rose Valley New	-	-	-	-	-	-	-	195,000	-	-
	Sec. 12	Ridge Boulevard & Mission Hill watermain	Rose Valley New	-	-	-	-	-	-	-	-	-	345,000

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 12	Update Water Model - Convert Steady State to Extended Period Simulation	Rose Valley New	-	-	-	-	-	90,000	-	-	-	-
	Sec. 12	Westbank Storage PZ630, \$1,940,000	Powers Creek New	-	-	970,000	-	-	-	-	-	-	-
	Sec. 12		DCC Water New	-	-	970,000	-	-	-	-	-	-	-
	Sec. 12	WKE Storage PZ626	Rose Valley New	-	-	-	-	-	310,000	-	-	-	-
	Sec. 12	PCWSA PRV #5 Replacement	Powers Creek New	-	1,000,000	1,000,000	1,000,000	-	-	-	-	-	-
	Sec. 12	Watershed Snow Pillow Monitoring and Weather Station	Powers Creek New	-	45,000	-	-	-	-	-	-	-	-
C2021-66	Sec. 12	PCWTP Emergency Call Out Upgrade	Powers Creek New	35,000	-	-	-	-	-	-	-	-	-
C2021-67	Sec. 12	PCWTP Compressor Replacement	Powers Creek New	44,100	-	-	-	-	-	-	-	-	-
C2021-68	Sec. 12	PCWTP Cybersecurity Upgrade	Powers Creek New	30,000	-	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Delta V Live Upgrade	Powers Creek New	-	50,000	-	-	-	-	-	-	-	-
C2021-69	Sec. 12	PCWTP Flash Mix Repair/Upgrade	Powers Creek New	43,600	-	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Intake Screen Replacement	Powers Creek New	-	1,065,000	-	-	-	-	-	-	-	-
C2021-70	Sec. 12	PCWTP Power Meter	Powers Creek New	22,215	-	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP SCADA Hardware Upgrade	Powers Creek New	-	50,000	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Sodium Hypochlorite Upgrade	Powers Creek New	-	1,321,650	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Transformer Replacement	Powers Creek New	-	-	-	-	-	-	-	-	-	100,000
	Sec. 12	PCWTP Chemical Skid Replacement	Powers Creek New	-	75,000	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Snow Plow/Service Truck and Trailer	Powers Creek New	-	100,000	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP Life Cycle Analysis Report (Asset Management)	Powers Creek New	-	50,000	-	-	-	-	-	-	-	-
	Sec. 12	PCWTP WTP Expansion	Powers Creek New	-	-	-	-	-	-	-	-	-	5,000,000
	Sec. 12		Debt	-	-	-	-	-	-	-	-	-	15,000,000
	Sec. 12	PCWTP Generator Replacement and Upgrade	Powers Creek New	-	-	-	-	-	-	-	-	-	1,000,000
	Sec. 12	PCWTP Install Second UV	Powers Creek New	-	-	-	-	-	-	-	-	-	400,000
	Sec. 12	PCWTP Electrical Upgrade Program	Powers Creek New	-	-	-	-	200,000	200,000	200,000	-	-	-
	Sec. 12	PCWTP Filter Media Inspection	Powers Creek New	-	25,000	-	-	25,000	-	-	25,000	-	-
	Sec. 12	PCWTP Filter Media Replacement	Powers Creek New	-	-	-	200,000	-	-	-	-	-	-
C2021-71	Sec. 12	Rose Valley WTP - Borrowing	Debt	23,500,000	-	-	-	-	-	-	-	-	-
C2021-72	Sec. 12	WKW-CWK Back Flow Prevention	Rose Valley New	25,000	-	-	-	-	-	-	-	-	-
C2021-73	Sec. 12	WKW-Hydrant Extensions	Rose Valley New	84,925	-	-	-	-	-	-	-	-	-
C2021-74	Sec. 12	WKW-Phase 10 Generator	Rose Valley New	122,400	-	-	-	-	-	-	-	-	-
C2021-75	Sec. 12	WKW-Sunnyside Intake Screen Replacement	Rose Valley New	65,250	-	-	-	-	-	-	-	-	-

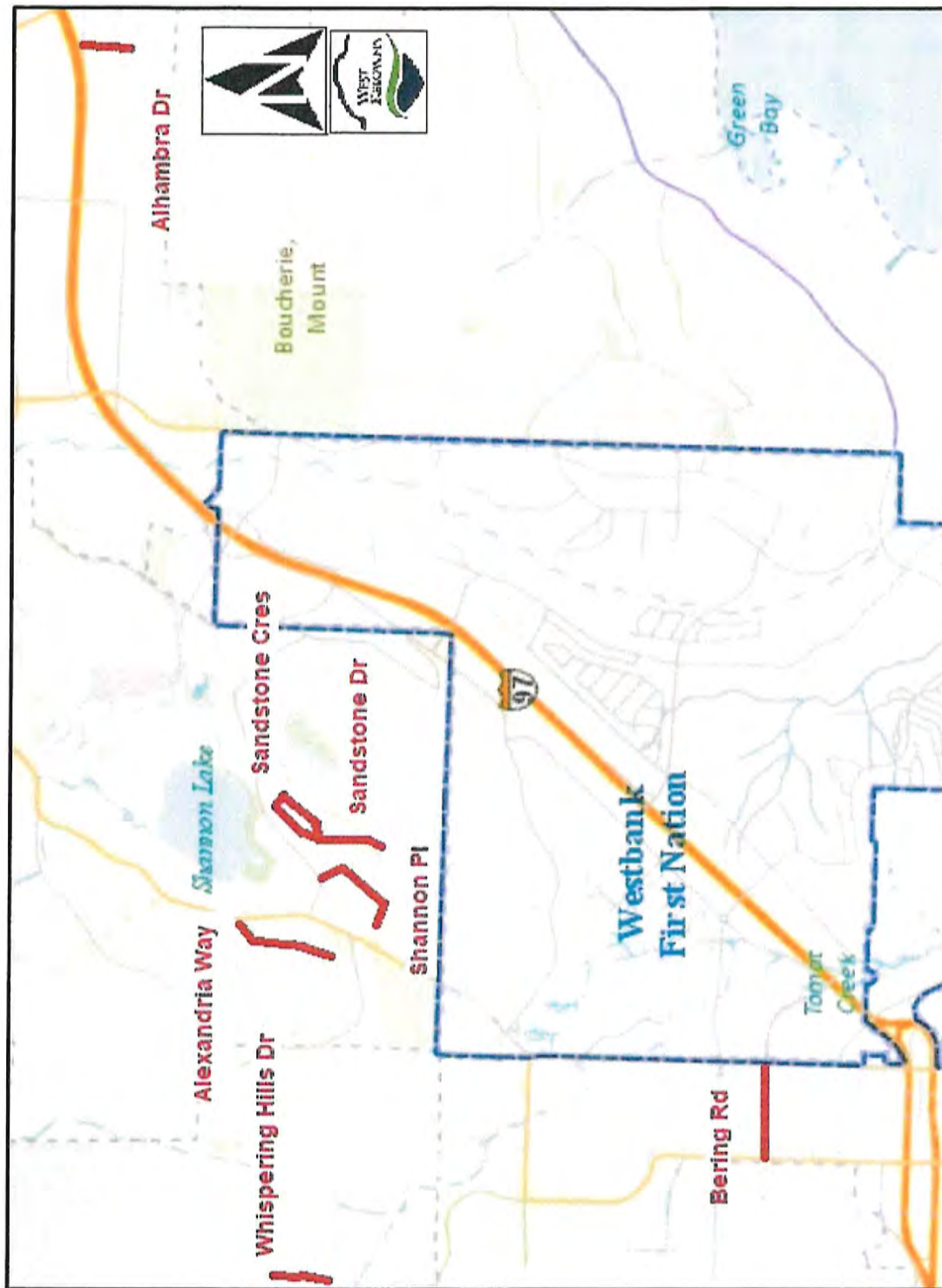
2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 12	WKW - RVWTP Flushing Prep	Rose Valley New	-	250,000	-	-	-	-	-	-	-	-
	Sec. 12	WKW - Electrical Upgrade Program	Rose Valley New	-	100,000	100,000	100,000	-	-	-	-	-	-
	Sec. 12	WKW - Lat 1 / Harold Road / Bridlehill Booster Station Consolidation (Design/Construction)	Rose Valley New	-	-	200,000	5,000,000	-	-	-	-	-	-
	Sec. 12	WKW - Hydrant Upgrade Program (Fire Flow Review and Painting)	Rose Valley New	-	-	-	125,000	-	-	-	-	-	-
	Sec. 12	WKW - Re-Chlorination Stations	Rose Valley New	-	-	-	-	150,000	150,000	150,000	150,000	150,000	-
	Sec. 12	WKW - Generator (Rose Valley)	Rose Valley New	-	-	-	-	-	-	-	-	300,000	-
	Sec. 12	WKW - Rose Valley Dam Piping / Valve / Intake Screen	Rose Valley New	-	-	-	-	-	-	3,000,000	-	-	-
	Sec. 12	WKW - 600mm Replacement (Dam to Plant)	Rose Valley New	-	-	-	-	-	3,000,000	-	-	-	-
	Sec. 12	WKW - Rose Valley Source Improvements	Rose Valley New	-	-	-	-	-	-	-	-	2,000,000	-
	Sec. 12	WKW - Mobile/SCADA improvements	Rose Valley New	-	50,000	-	-	-	-	-	-	-	-
	Sec. 12	Water - Subtotal		\$ 23,972,490	\$ 12,448,083	\$ 3,791,118	\$ 11,379,073	\$ 574,073	\$ 4,545,073	\$ 5,210,073	\$ 1,015,000	\$ 3,110,000	\$ 21,845,000

2021 Code		Project Name	Recommended Funding	2021 Recommended	2022 Recommended	2023 Recommended	2024 Recommended	2025 Recommended	2026 Recommended	2027 Recommended	2028 Recommended	2029 Recommended	2030 Recommended
	Sec. 13	Section 13: Sewer Utility											
	Sec. 13	Sewer Utility Master Plan Update	Sewer Reserve	-		75,000	-	-	-	-	-	-	-
	Sec. 13	Sunnybrae Lift Station	Sewer Reserve	-	-	-	-	-	430,000	-	-	-	-
	Sec. 13	Newport Lift Station	Sewer Reserve	-	-	-	-	210,000	-	-	-	-	-
	Sec. 13	Green Bay Lift Station	Sewer Reserve	-	-	276,250	-	-	-	-	-	-	-
	Sec. 13		DCC - Sewer	-	-	48,750	-	-	-	-	-	-	-
	Sec. 13	Pritchard Lift Station	Sewer Reserve	-	-	-	273,000	-	-	-	-	-	-
	Sec. 13	Brentwood Lift Station	Sewer Reserve	-	-	-	-	441,000	-	-	-	-	-
	Sec. 13	Ross Lift Station	Sewer Reserve	-	-	147,000	-	-	-	-	-	-	-
	Sec. 13	King Lift Station	Sewer Reserve	-	-	-	-	-	430,000	-	-	-	-
	Sec. 13	Thacker Lift Station	Sewer Reserve	-	-	-	420,000	-	-	-	-	-	-
	Sec. 13	Hitchner Jennings Lift Station	Sewer Reserve	-	-	-	63,000	-	-	-	-	-	-
	Sec. 13	Whitworth Lift Station	Sewer Reserve	-	-	-	-	63,000	-	-	-	-	-
	Sec. 13	Devon Lift Station	Sewer Reserve	-	-	-	-	-	-	420,000	-	-	-
	Sec. 13	Somerset Lift Station	Sewer Reserve	-	-	-	-	-	-	-	420,000	-	-
	Sec. 13	Collins Hill Lift Station	Sewer Reserve	-	-	-	-	-	-	-	-	147,000	-
	Sec. 13	Somerset Lift Station	Sewer Reserve	-	-	-	-	-	-	-	-	-	420,000
	Sec. 13	Replacement of 200mm with 250mm Main on Horizon Drive	Sewer Reserve	-	600	-	-	-	-	-	-	-	-
	Sec. 13		DCC - Sewer	-	59,400	-	-	-	-	-	-	-	-
	Sec. 13	Replacement of 250mm with 300mm Main on Gorman Road	Sewer Reserve	-		870	-	-	-	-	-	-	-
	Sec. 13		DCC - Sewer	-		86,130	-	-	-	-	-	-	-
	Sec. 13	Sewer & Storm Easement Flushing Machine	Sewer Reserve	-	70,000	-	-	-	-	-	-	-	-
	Sec. 13	Sunnyside Lift Station - Safety Improvement & Electrical Upgrade	Sewer Reserve	-	596,400	-	-	-	-	-	-	-	-
	Sec. 13	Electrical Upgrade Program	Sewer Reserve	-	100,000	100,000	100,000	-	-	-	-	-	-
	Sec. 13	Mobile/SCADA Improvements	Sewer Reserve	-	-	50,000	-	-	-	-	-	-	-
	Sec. 13	Stevens Road Lift Station Construction	Sewer Reserve	-	1,000,000	-	-	-	-	-	-	-	-
	Sec. 13	Sewer - Subtotal		\$ -	\$ 1,826,400	\$ 784,000	\$ 856,000	\$ 714,000	\$ 860,000	\$ 420,000	\$ 420,000	\$ 147,000	\$ 420,000
				-	-	-	-						
		TOTALS		\$ 40,813,565	\$ 59,855,830	\$ 12,994,196	\$ 19,752,159	\$ 18,548,892	\$ 10,656,182	\$ 15,152,302	\$ 17,041,325	\$ 8,102,500	\$ 29,699,800



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
2021 Road Rehabilitation Program		Strategic Priority:	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Health & Safety:		
DEPARTMENT		Master Plan:	<input checked="" type="checkbox"/> Pavement Management <input type="checkbox"/> Equipment Replacement:		
		Other (Please explain in description)			
CAPITAL COST		Quantity: 1	Unit Cost: 1,200,000		
		Total Cost:	\$ 1,200,000		
			\$ -		
			\$ -		
			\$ -		
		TOTAL	\$ 1,200,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Secure a consultant to design the program and tender the works for a contractor to replace asphalt, road shoulders, and improve drainage to the road network.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="checkbox"/> No	Start Date:	Jan 2021		
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date:	Nov 2021		
		Completion Date:	Nov 2021		
		Funding Source if Known:			
<p>In January of 2017 Council adopted a 10 year Plan to rehabilitate the road network based on the Pavement Management Plan completed in 2015. The 10 year plan prioritizes the highest needs of the community for pavement improvements. The outcome of this review is a recommendation for a multi-year rehabilitation and maintenance program to maximize the life cycle and serviceability of West Kelowna's roadways.</p> <p>In 2021 West Kelowna will design and construct the program of improving the highest priority roads in West Kelowna. In addition to the asphalt replacement program, \$200,000 of the budget will be allocated to rural roads. Larger repairs and asphalt processing works will be included in the construction budget. The project will be designed in the winter/spring of 2021 with a summer construction period.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021- 01"/>		





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Pavement Management Plan		Strategic Priority:	Infrastructure <input type="checkbox"/> Health & Safety: <input type="checkbox"/>
DEPARTMENT		Master Plan:	PMP <input type="checkbox"/> Equipment Replacement: <input type="checkbox"/>
		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -
	TOTAL					\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Consulting contract to complete a review of the road pavement conditions in West Kelowna and prioritize improvements.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	No	Start Date:	Apr-21	Completion Date:	Nov-21
Renewal Infrastructure:	Yes	In Service Date:	Nov-21	Funding Source if Known:	

The Pavement Management Plan is a network wide inventory and automated condition assessment, as well as a multi-year pavement management plan. The goal of the plan is to assist the City with the prioritization of the road rehabilitation and maintenance based on the collected data. The report documents the data collection and condition evaluation methodology, and reports the existing network pavement condition. The report will also provide a suggested capital rehabilitation plan together with a preventative preservation approach for each of the City's existing pavement management sections to address both short term and longer term priorities.

Pavement condition data will be collected on the City's network. Georeferenced pavement condition assessments will be completed with the Pavement surface profiler vehicle. This vehicle will be used to collect roughness (IRI), rutting, pavement surface distress and digital image log for the roadway. The resulting data will be used to update the road inventory in order to prioritize the roads needing improvements and best utilize funding.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:	
Department Director/Manager	AF
CAO:	Budgetary Pricing Attached <input type="checkbox"/> NO
Purchasing:	Business Case/Other Backup Attached <input type="checkbox"/> NO
	Project Code (To be assigned by Finance) C2021-02

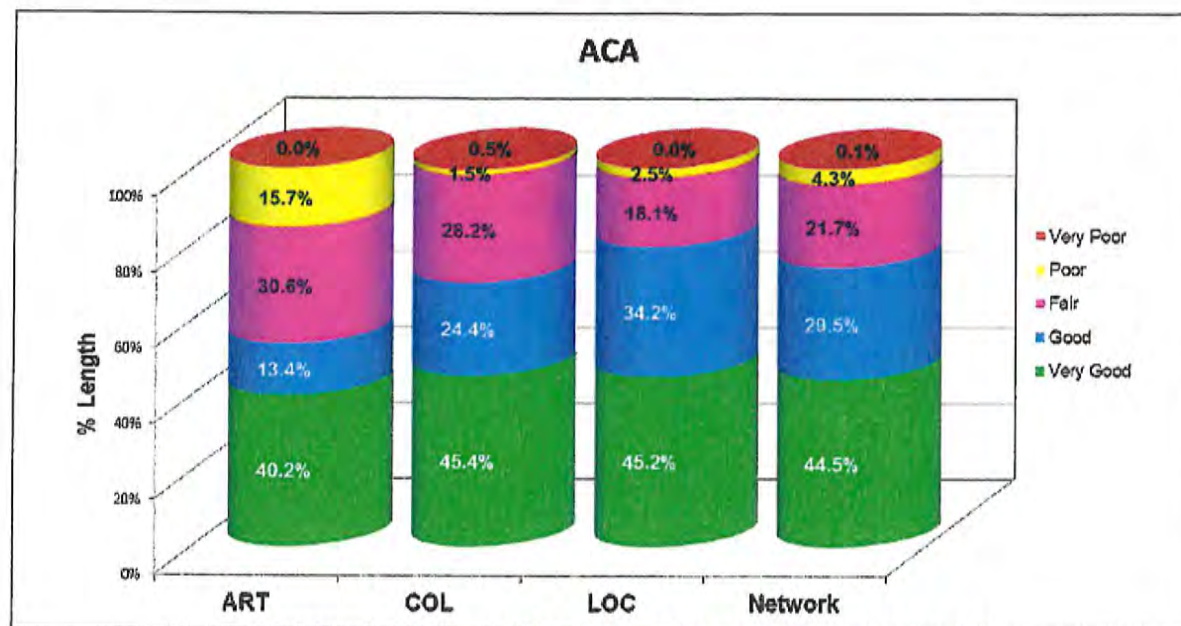


Figure 1: Pavement Condition Distribution in Terms of ACA

A GIS map displaying the pavement percent cracking is presented in Appendix B.

4.2 PCI

Table 5 provides a breakdown of the average PCI for each roadway classification. The paved network was found to have a mean PCI of 79.8 indicating that, on average, the network is in Good condition (PCI from 70 to 85) overall. On average approximately 5.6 % of the road network had PCI< 55 (Poor and very poor condition). Pavements in poor condition often result in citizen complaints and increased user maintenance costs for vehicle wear and tear.

Table 5: Average PCI for Road Classes








Road Class	PCI
ART	76.1
COL	80.0
LOC	80.6
Network	79.8



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Gellatly Road North & Carrington Road Intersection Improvements DEPARTMENT 		Strategic Priority:	Infrastructure	Health & Safety:	
		Master Plan:	Transportation	Equipment Replacement:	
		Other (Please explain in description)			
CAPITAL COST	Quantity:	1	Unit Cost:	2,500,000	Total Cost:
					\$ 2,500,000
					\$ -
					\$ -
					\$ -
				TOTAL	\$ 2,500,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Construction contract to secure a civil contractor for the completion of road improvements from Highway 97 to the Gellatly Phase 3 works.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	Yes	Start Date:	Feb 2021	Completion Date:	Nov 2021
Renewal Infrastructure:	Yes	In Service Date:	Nov 2021	Funding Source if Known:	
<p>The project provides an important connection from Westbank Centre to the Gellatly waterfront. It would connect cycling and pedestrian facilities in an area with steep slopes and a narrow road corridor alignment to improve the safety for all users. The design of this project was updated in 2019, following up on the original design that was completed in 2014. The design includes a roundabout at the Gellatly Boucherie intersection and the Gellatly Carrington intersection.</p> <p>The project is planned to be tendered in early 2021 to secure favourable tender pricing. Construction is expected to last the majority of the construction season.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	AF	Budgetary Pricing Attached	NO		
CAO:		Business Case/Other Backup Attached	NO		
Purchasing:		Project Code (To be assigned by Finance)	C2021-03		

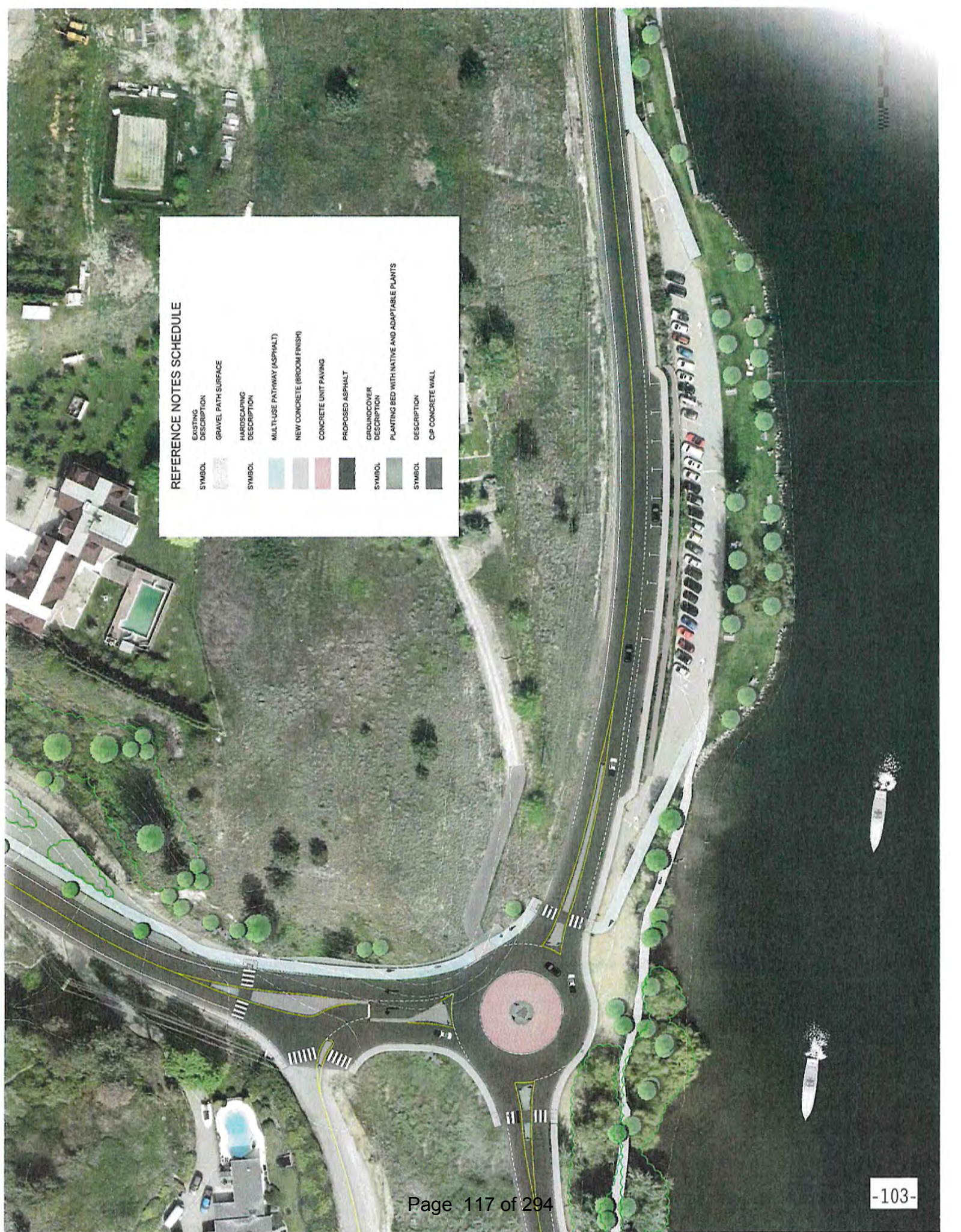
REFERENCE NOTES SCHEDULE

SYMBOL	EXISTING DESCRIPTION
	GRAVEL PATH SURFACE
SYMBOL	HARDSCAPING DESCRIPTION
	MULTI-USE PATHWAY (ASPHALT)
	NEW CONCRETE (BROOM FINISH)
	CONCRETE UNIT PAVING
	PROPOSED ASPHALT
SYMBOL	GROUND COVER DESCRIPTION
	PLANTING BED WITH NATIVE AND ADAPTABLE PLANTS
SYMBOL	DESCRIPTION
	CIP CONCRETE WALL



REFERENCE NOTES SCHEDULE

SYMBOL	EXISTING DESCRIPTION
	GRAVEL PATH SURFACE
SYMBOL	HARDSCAPING DESCRIPTION
	MULTI-USE PATHWAY (ASPHALT)
	NEW CONCRETE (BROOM FINISH)
	CONCRETE UNIT PAVING
	PROPOSED ASPHALT
SYMBOL	GROUND COVER DESCRIPTION
	PLANTING BED WITH NATIVE AND ADAPTABLE PLANTS
SYMBOL	DESCRIPTION
	C&G CONCRETE WALL





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Shannon Lake Bartley & Stevens Roads Intersection Improvements		Strategic Priority:	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Health & Safety:		
DEPARTMENT		Master Plan:	<input checked="" type="checkbox"/> Transportation <input type="checkbox"/> Equipment Replacement:		
		Other (Please explain in description)			
CAPITAL COST	Quantity: 1	Unit Cost: 2,800,000	Total Cost: \$ 2,800,000		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
		TOTAL	\$ 2,800,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Construction contract to secure a civil construction contractor for the completion of a roundabout at the Shannon Lake Road, Bartley Road, and Stevens Road intersection. This work would include frontage improvements for the PW Yard site as well as extension of the sewer system.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="checkbox"/> No	Start Date: Apr 2021	Completion Date: Nov 2021		
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date: Nov 2021	Funding Source if Known:		
The Shannon Lake Road, Bartley Road, and Stevens Road intersection has reached its capacity and a roundabout is recommended to alleviate congestion and improve safety for motorists, cyclists and pedestrians. In addition to completing the roundabout, sidewalk will be installed from the intersection to Dominion Road. This will make a key pedestrian connection on an arterial road. Additionally, sewer will be extended from Dominion Road to Bartley Road. The project is planned to be tendered in early 2021 to secure a contractor for summer construction. Construction is expected to be completed by the end of November 2021.					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	AF	Budgetary Pricing Attached	NO		
CAO:		Business Case/Other Backup Attached	NO		
Purchasing:		Project Code (To be assigned by Finance)	C2021-04		



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Shannon View Rock Cut		Strategic Priority:	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Health & Safety:		
DEPARTMENT		Master Plan:	<input type="checkbox"/> Equipment Replacement:		
		Other (Please explain in description)			
CAPITAL COST	Quantity: 1	Unit Cost: 440,000	Total Cost: \$ 440,000		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
		TOTAL	\$ 440,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Construction contract to secure a civil construction contractor for the removal of material from a large rock cut.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="checkbox"/> No	Start Date: Feb-21	Completion Date: Jul-21		
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date: Jul-21	Funding Source if Known:		
<p>The Shannon View Rock Face is approximately 100m long and ranges from 10 to 40m in height above the road. In 2019 a rock face stability assessment was completed and focused on two areas of the rock cut: the small rock face below the Shannon View Villa residential building and the large face to the west. Since 2012 considerable weathering of the sedimentary band has undermined the upper part of igneous rock and created an overhang of large blocks at both rock faces. The 2019 report recommended stabilization works for both rock faces to improve the long-term stability of the Shannon View Rock Cut.</p> <p>In the 2020 Budget \$100,000 was allocated to the improvements of this rock face. The project was tendered in 2020, with the City receiving three bids and the low bid exceeding the available budget. It is recommended that the City complete the removal of the hazardous rock face in order to reduce the risk of property damage and injury to the public.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	AF	Budgetary Pricing Attached	NO		
CAO:		Business Case/Other Backup Attached	NO		
Purchasing:		Project Code (To be assigned by Finance)	C2021-05		

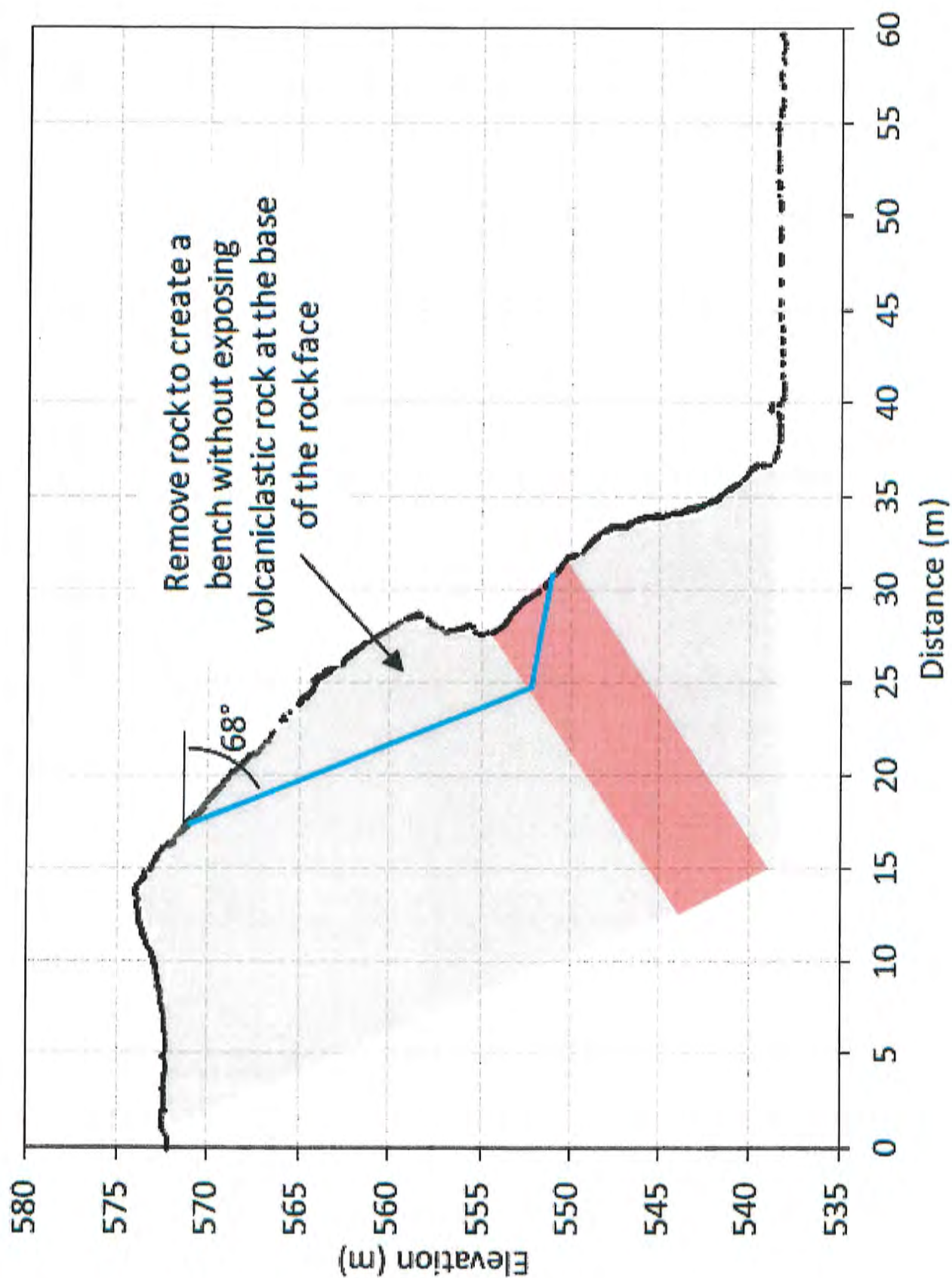


Figure 21. Option 1 – trim back upper part of the rock face.

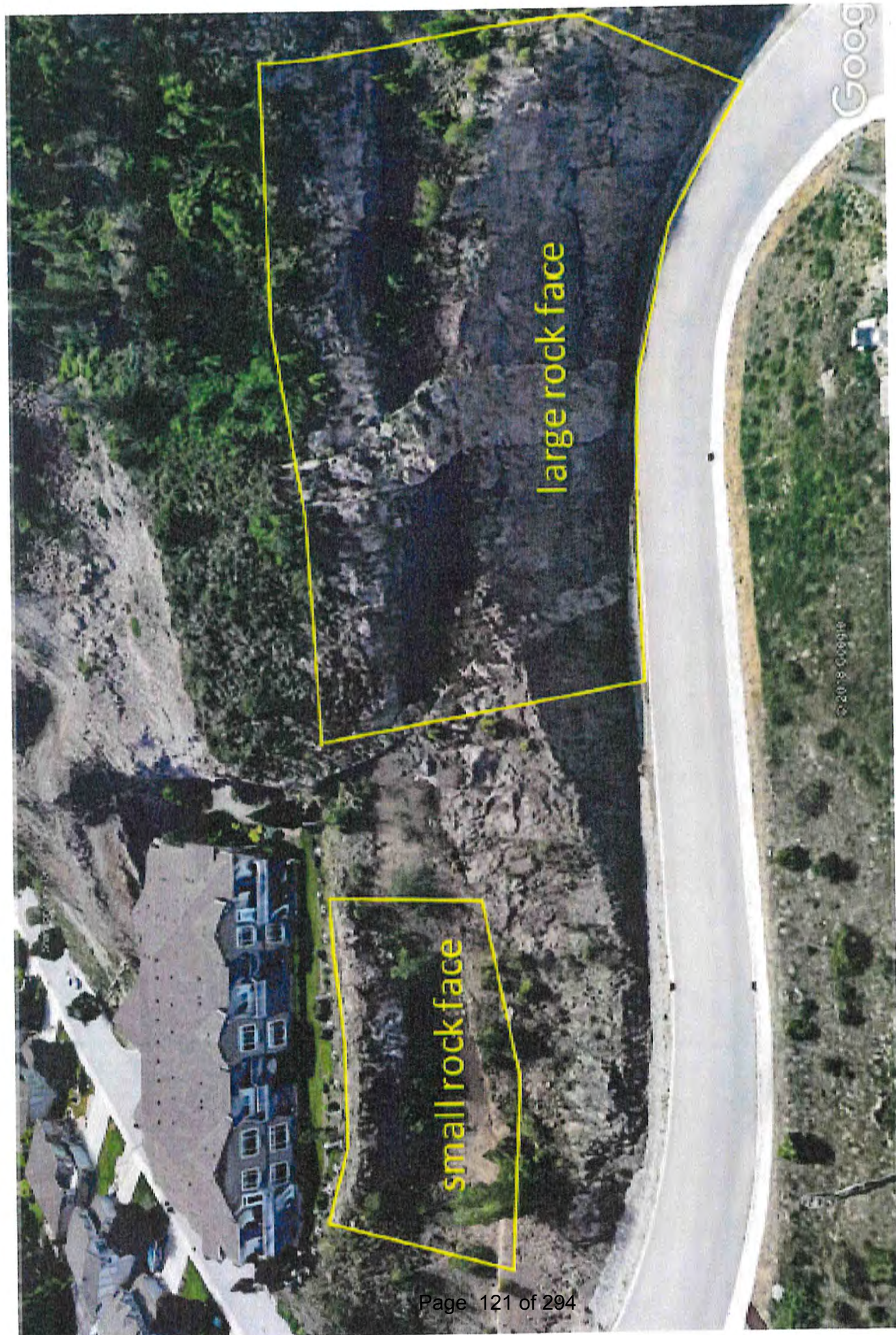


Figure 1. Location of rock faces that were investigated.



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
2021 Bridge Maintenance Program		Strategic Priority:	
DEPARTMENT		Health & Safety:	
Public Works - Roads and Drainage		Master Plan:	
		Other (Please explain in description)	
Bridge Inspection and Maintenance Report			
CAPITAL COST	Quantity:	1	Unit Cost:
			Total Cost:
			\$ 190,000
			\$ -
			\$ -
			\$ -
			\$ -
			TOTAL \$ 190,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)			
2021 Bridge Maintenance Program - Based on Engineering recommendation from January 2019 inspection report			
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)			
New Infrastructure		Start Date:	Q2 2021
Renewal Infrastructure:		Completion Date:	Q4 2021
		In Service Date:	
		Funding Source if Known:	
<p>The City owns, operates, and maintains 8 bridge structures throughout the community. These 8 structures were valued at \$4.2M in 2018 and include 2 pedestrian bridges and 6 vehicular bridges. These structures are considered critical assets and require routine engineering inspections, ongoing operational maintenance as well as capital replacement. This request is to complete the recommended maintenance program for 2021.</p> <p>The two structures identified for maintenance in 2021 is the pedestrian bridge over McDougall Creek (Shannon Lake Road) and the Pritchard Dr bridge over Okanagan Lake Channel. Both of these structures are beginning to lose the protective coating on the steel superstructures resulting in localized corrosion. This request is to apply fresh coating on both of these structures at an estimated cost of \$190,000. Performing these routine tasks will help to maximize the service life of these structures. If performed regularly and pro-actively these are expected to result in reduced operations and maintenance costs in the future. This also reduces risks (safety, economic, etc.) associated with inadequate maintenance of this critical infrastructure.</p>			
7. NEW YEARLY OPERATING EXPENSES:			
		2021 Budget	2022 Budget
		2023 Budget	2024 Budget
		2025 Budget	
Staffing:			
Maintenance:			
Utility Costs:			
Contracts:			
Annual Licensing Fees:			
Miscellaneous:			
Total Additional Operating Costs:		\$ -	\$ -
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>VERIFIED BY:</p> <p>Department Director/Manager: AF</p> <p>CAO: </p> <p>Purchasing: </p> </div> <div style="width: 45%;"> <p>Budgetary Pricing Attached: NO</p> <p>Business Case/Other Backup Attached: NO</p> <p>Project Code (To be assigned by Finance): C2021-06</p> </div> </div>			

CITY OF WEST KELOWNA 2018 ROUTINE BRIDGE INSPECTION & MAINTENANCE REPORT

Recommendations
January 21, 2019

The recommended maintenance program budget to complete all recommended works is summarized in Table 4 below. Capital works items are not included in this estimate (Refer to Section 3.3 for Capital Works recommendations).

Table 4: Cost Estimates for Recommended Maintenance Work

Sub-Program	Recommended Maintenance Program Budget				
	2019	2020	2021	2022	Total
Annual City Maintenance Program	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
Non-Annual City Maintenance Program	\$5,000		\$21,500		\$26,500
Contracted Maintenance Program	\$38,500	\$39,500	\$190,000		\$268,000
Maintenance Budget Subtotal	\$63,500	\$59,500	\$231,500	\$20,000	\$374,500
Mobilization and Contingency (30%) + Engineering Services	\$19,100	\$17,900	\$69,500	\$6,000	\$112,500
Maintenance Budget Total	\$82,600	\$77,400	\$301,000	\$26,000	\$487,000

It should be noted that **\$190,000** has been budgeted in 2021 under the Contracted Maintenance Program in order to allow for a full recoat of two structures: **Structure 2 – Pedestrian Walkway at McDougall Creek** and **Structure 5 – Pritchard Drive at Okanagan Lake Channel**. With consideration to the extent of deterioration at each structure and the specialized resources likely required, planning and budgeting should be undertaken prior to 2021.

The combined Annual and Non-Annual City Maintenance and Contracted Maintenance Program budgets constitute approximately **12% (including contingency)** of the total structure inventory asset value of approximately **\$4.2 Million**. Once these repairs are addressed, and with regular, pro-active maintenance efforts, future maintenance budgets should be reduced.

A contingency of 30% plus engineering fees have been included in our cost estimates to account for unforeseen costs that may be encountered. Note that items assigned to the Annual and Non-Annual City Works Programs have an assumed cost based on an hourly rate of approximately \$200 for a two-man crew with truck and standard hand tools (i.e. no specialized equipment). Our recommended costs are intended for budget planning purposes only.

3.3 CAPITAL WORKS PROGRAM

Based on the condition observed during the 2015 routine inspections, the superstructure replacement of **Structure 7 – Gellatly Road at Powers Creek** was previously recommended for replacement in 2019. The replacement design is currently underway, with construction works planned for Fall 2019 under the City's Capital Works Program.

If site conditions change or if further field data is collected through forthcoming inspections and assessments, major works such as rehabilitation and/or replacement may be recommended in future years of the program based on remaining service life and other factors associated with the condition of the bridge asset inventory.



IDENTIFICATION:			
Structure Number	2	BCMoTI Name	N/A
Structure Name	Pedestrian walkway at McDougall Creek	Functional Class	Pedestrian
Feature Crossed	Pedestrian walkway	Latitude	49° 52' 5.847" N
Facility Carried	McDougall Creek	Longitude	119° 35' 31.568" W
Status	In Service		

INVENTORY DATA:			
Year Built	2011	Detour Length (km)	6.9
Year Upgraded	N/A	Posted Load Limit	N/A
Superstructure	Steel deck truss	Posted Speed (km/h)	N/A
Substructure	Concrete abutments	SADT	N/A
Structure Length (m)	15.1	% Trucks	Unknown
Structure Width (m)	1.72	Sidewalks	N/A
Num. Spans	1	Median Type	N/A
Span Lengths (m,m,m):	15.1	Utilities Carried	N/A
Skew Angle (deg)	0°	Vert. Clearance Above (m)	Unrestricted
Roadway Width (m)	N/A	Vert. Clearance Below (m)	1.4 m
Number of Lanes	N/A	Lat. Clearance Below (m)	5.2 m

APPRAISAL:			
BCI Rating	1.95	Importance Index	1.00
Adjusted BCI Rating	1.53	Operation and Safety Index	1.25
Load Rating	N/A	Live Load Capacity Index	1.00
Urgency Rating	2.00	BAS II Index	1.47

INSPECTION CREW:			
Inspected by	Mike Unger, ASCT & Riley Pielt, P.Eng	Inspection Date	Wednesday, October 17, 2018
Reviewed by	Laurie Christiansen, P.Eng	Weather	-
Inspection Type	Routine Condition	Temperature (°C)	-

2											
CONDITION RATING											
Component	No.	Sub-component	E	G	F	P	V	X	N/A	Comments	
Hydrotechnical	1	Debris Risk	100							Slight skew upstream, no observed defects.	
	2	Channel	100							No bank erosion, light rip rap in channel.	
	3	Erosion Protection		100						Light rip rap.	
	4	Substructure Scour		100						No areas of scour visible. Low water level allowed full visibility at base of abutments.	
Substructure	5	Fdn. Movement		100						No observed movement.	
	6	Abutments		100						Normal wear and deterioration.	
	7	Wing/Ret Walls		100						Localized small abrasion damage on southwest wingwall at sidewalk.	
	8	Embankment		100						Loose granular fill, topped with light rip rap throughout.	
										Not inspected. Foundations are below ground/water level. No evidence of any problems.	
	9	Footings/Pilings						100			
	10	Pier Col/Wall/Cribs							N/A		
	11	Bearings			75			25		Light corrosion, bearings covered in granular debris helping to advance corrosion.	
	12	Caps							N/A		
	13	Corbels							N/A		
Superstructure	14	Dolphins/Fenders							N/A		
	15	Fir Beams/Transoms							N/A		
	16	Stringers							N/A		
	17	Girders							N/A		
	18	Portals							N/A		
	19	Bracing/Diaphragms		90	10					Localized light corrosion with no section loss.	
										Localized light corrosion and minor pitting with no section loss. Bottom chords resting in granular fill at abutments.	
	20	Trus Chrds/Arch Ribs		80	20						
	21	Arch Ties							N/A		
	22	Truss Diagonals		80	20					Localized light corrosion with no section loss.	
	23	Truss Rods/Verts		80	20					Localized light corrosion with no section loss.	
24	Cables							N/A			

IDENTIFICATION:			
Structure Number	2	BCMoTI Name	N/A
Structure Name	Pedestrian walkway at McDougall Creek	Functional Class	Pedestrian
Feature Crossed	Pedestrian walkway	Latitude	49° 52' 5.847" N
Facility Carried	McDougall Creek	Longitude	119° 35' 31.568" W
Status	In Service		

Superstructure	25	Panels						N/A	
	26	Pins/Bolts/Rivets						N/A	
	27	Camber/Sag	100						
	28	Live Load Vibration		100					Light vibration under normal traffic.
Deck	29	Coating (Struct)		20	40	40			Localized light corrosion with no section loss.
	30	Sub Deck/X-Ties		100					Localized staining/leaching.
	31	Wearing Surface		100					Three (3) isolated transverse cracks at mid-span between sawcut joints (0.8mm).
	32	Deck Joints						N/A	
	33	Curb/Wheelguards						N/A	
	34	Sidewalk(s)						N/A	
	35	Railing/Parapets		90	10				Localized light corrosion with no section loss. One deformed rail picket on south railing near east abutment.
	36	Median Barrier						N/A	
	37	Drains/Pipes						N/A	
	38	Coating (Railings)		20	40	40			Localized light corrosion with no section loss.
Approach	39	Signing/Lighting						N/A	
	40	Roadway Approaches		100					Transverse crack on east approach wearing surface above abutment.
	41	Roadway Flares						N/A	

Type	Remarks
Appraisal Notes	Structure retains its original design load carrying capacity but requires non structural repairs. Load rating completed in 2014, no posting required.
Annual City Maintenance Program	Routine annual cleaning of wearing surface, sidewalk, approaches and channel.
Non-Annual City Maintenance Program	Remove excess debris/fill around truss bottom chord and bearings.
Contracted Maintenance Program	Re-coat steel superstructure.

2018 ROUTINE INSPECTION – TYPICAL PHOTOS



Typical abutment



Typical stream bed

2018 ROUTINE INSPECTION – TYPICAL PHOTOS



Typical Diaphragm – note staining and corrosion



Bottom Chord and Bracing – note minor corrosion

IDENTIFICATION:			
Structure Number	5		
Structure Name	Pritchard Drive at Okanagan Lake Channel	BCMoTI Name	(06764 - WESTSIDE CAYS)
Feature Crossed	Pritchard Drive	Functional Class	Local
Facility Carried	Okanagan Lake Channel	Latitude	49° 49' 27.024" N
Status	In Service	Longitude	119° 35' 18.687" W

INVENTORY DATA:			
Year Built	1966	Detour Length (km)	No detour
Year Upgraded	N/A	Posted Load Limit	N/A
Superstructure	Steel rigid frame	Posted Speed (km/h)	N/A
Substructure	Concrete abutments on timber piles	SADT	1009
Structure Length (m)	33.35	% Trucks	Unknown
Structure Width (m)	9.9	Sidewalks	N/A
Num. Spans	3	Median Type	N/A
Span Lengths (m,m,m):	15	Utilities Carried	Gas line and 300 dia. pipe
Skew Angle (deg)	0°	Vert. Clearance Above (m)	Unrestricted
Roadway Width (m)	7.3	Vert. Clearance Below (m)	3.8 m
Number of Lanes	2	Lat. Clearance Below (m)	Approx. 32.0 m
APPRAISAL:			
BCI Rating	1.81	Importance Index	2.48
Adjusted BCI Rating	1.43	Operation and Safety Index	2.48
Load Rating	60 tonnes G.V.W (no posting required)	Live Load Capacity Index	3.00
Urgency Rating	2.00	BAS II Index	2.04
INSPECTION CREW:			
Inspected by	Mike Unger, ASCT & Riley Pieltt, P.Eng	Inspection Date	Wednesday, October 17, 2018
Reviewed by	Laurie Christiansen, P.Eng	Weather	-
Inspection Type	Routine Condition	Temperature (°C)	-

CONDITION RATING											
Component	No.	Sub-component	E	G	F	P	V	X.	N/A	Comments	
Hydrotechnical	1	Debris Risk	100							No observed deficiencies. Wide, stable channel.	
	2	Channel							N/A		
	3	Erosion Protection	100							Heavy rip rap added to shorelines.	
	4	Substructure Scour	100							Underside of abutments have been backfilled and protected with rip rap. Low water level allowed inspection of pier foundations. No undermining visible.	
Substructure	5	Fdn. Movement	100							No evidence of movement.	
	6	Abutments		100						Light staining and scaling. Isolated areas of hairline cracking and delaminated parging.	
	7	Wing/Ret Walls		100						Light staining and scaling.	
	8	Embankment		100						Embankments have been armoured with heavy rip rap.	
	9	Footings/Pilings						100		Foundations have been backfilled, timber piles no longer visible.	
	10	Pier Col/Wall/Cribs		100						Light rust blooms.	
	11	Bearings		85		15				Light corrosion and rust staining typical. Localized medium/severe corrosion and section loss on exterior girder bearings. Pack rust creating separation between bearing plates.	
	12	Caps							N/A		
	13	Corbels							N/A		
	14	Dolphins/Fenders							N/A		
Superstructure	15	Fir Beams/Transoms							N/A		
	16	Stringers		100						Localized light corrosion.	
	17	Girders							N/A		
	18	Portals							N/A		
	19	Bracing/Diaphragms		100						Localized light corrosion.	
	20	Trus Chds/Arch Ribs							N/A		
	21	Arch Ties							N/A		
	22	Truss Diagonals							N/A		
	23	Truss Rods/Verts							N/A		
	24	Cables							N/A		
	25	Panels							N/A		

IDENTIFICATION:			
Structure Number	5	BCMoTI Name	(06764 - WESTSIDE CAYS)
Structure Name	Pritchard Drive at Okanagan Lake Channel	Functional Class	Local
Feature Crossed	Pritchard Drive	Latitude	49° 49' 27.024" N
Facility Carried	Okanagan Lake Channel	Longitude	119° 35' 18.687" W
Status	In Service		

Superstructure	26	Pins/Bolts/Rivets	85	15				Guardrail splice bolts missing on east guardrail. Several guardrail post bolts are only partially threaded.
	27	Camber/Sag	100					
	28	Live Load Vibration	100					Light vibration under normal traffic.
	29	Coating (Struct)	92	4	4			Localized loss of coating and light corrosion. Edge defects and chalking of coating throughout. Bird nests and droppings advancing deterioration of coating.
Deck	30	Sub Deck/X-Ties	98	2				Localized hairline shrinkage cracks and efflorescence. Medium transverse cracking/efflorescence in cantilevered soffit beneath sidewalk at regular intervals, approx. 1.4m o.c. Localized medium transverse cracks/efflorescence in cantilevered soffit beneath west curb.
	31	Wearing Surface	80	20				Light scaling/abrasion throughout. Hairline to medium map cracking throughout. Several half and full width moderate transverse cracks.
	32	Deck Joints	85		15			38mm gap and 25mm grade differential at West deck joint. 28mm gap at East deck joint. East angle plates minor debonding across 75% for deck width.
	33	Curb/Wheelguards	100					Normal wear and deterioration. Light scaling and abrasion throughout.
	34	Sidewalk(s)	100					Normal wear and deterioration. Light scaling and abrasion throughout.
	35	Railing/Parapets	93		7			Guardrail splice bolts missing on east guardrail. Several guardrail post bolts only partially threaded.
	36	Median Barrier						N/A
	37	Drains/Pipes						N/A
	38	Coating (Railings)						N/A
Approach	39	Signing/Lighting	100					Hazard signs in place. Load posting not required.
	40	Roadway Approaches	50	50				Normal wear and deterioration. Approximately 25 mm height difference at approach transition. Moderate scarring to north approach embedded angle.
	41	Roadway Flares		100				Precast barriers in place at approaches.

Type	Remarks
Appraisal Notes	Load rating completed in 2014, no posting required. Minor non-structural repairs.
Annual City Maintenance Program	Routine annual cleaning of wearing surface, sidewalk, approaches and channel.
Non-Annual City Maintenance Program	Replace missing/severely corroded hardware and tighten bolts.
Contracted Maintenance Program	Eliminate grade differential between approach and bridge deck. Apply waterproofing sealer to concrete deck, sidewalk and curb. Re-coat steel superstructure.
Engineering Works	Conduct deck testing.
General Notes	Consider installing a new railing system to meet current code.

2018 ROUTINE INSPECTION – TYPICAL PHOTOS



Coating – note coating defects throughout, with localized loss of coating, light corrosion and bird nests/droppings



Deck joints - 38mm gap and 25mm grade differential at West deck joint. 28mm gap at East deck joint. East angle plates minor debonding across 75% for deck width.

CITY OF WEST KELOWNA 2018 ROUTINE BRIDGE INSPECTION & MAINTENANCE REPORT

Condition Inspection Findings
January 21, 2019

Structure No. 2 - Pedestrian Walkway over McDougall Creek



Coating (Struct): Note localized light corrosion with no section loss



Coating (Railings): Localized light corrosion with no section loss.



CITY OF WEST KELOWNA 2018 ROUTINE BRIDGE INSPECTION & MAINTENANCE REPORT

Condition Inspection Findings
January 21, 2019

Structure No. 5 - Pritchard Drive over Okanagan Lake Channel



Bearings: Localized medium/severe corrosion and section loss on exterior girder bearings. Pack rust creating separation between bearing plates.



Coating (Struct): Localized loss of coating and light corrosion. Edge defects and chalking of coating throughout. Bird nests and droppings advancing deterioration of coating.



Deck Joints: 38mm gap and 25mm grade differential at West deck joint. 28mm gap at East deck joint. East angle plates minor debonding across 75% for deck width.



Railing Parapets: Guardrail splice bolts missing on east guardrail. Several guardrail post bolts only partially threaded.

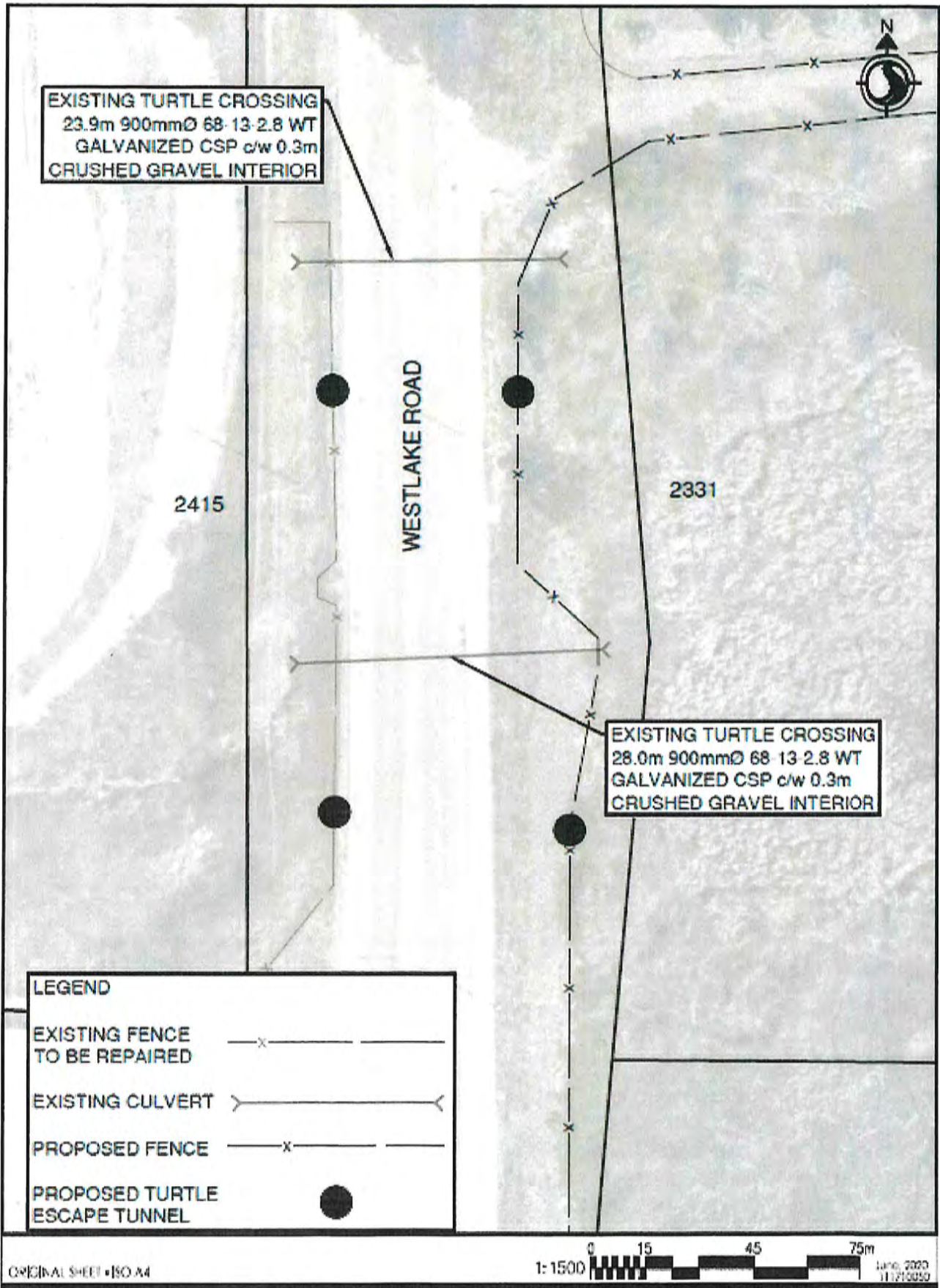




**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM Westlake Road Turtle Fencing		PRIORITY (check one)																		
DEPARTMENT		Strategic Priority:	Infrastructure	Health & Safety:																
		Master Plan:		Equipment Replacement:																
		Other (Please explain in description)																		
CAPITAL COST	Quantity: 1	Unit Cost: 40,000	Total Cost:	\$ 40,000																
				\$ -																
				\$ -																
				\$ -																
TOTAL				\$ 40,000																
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)																				
<p>The installation of fencing, logs, rip rap, escape tunnels, and straw waddles to help painted turtles cross Westlake Road.</p>																				
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)																				
New Infrastructure	Yes	Start Date:	Apr-21	Completion Date:																
Renewal Infrastructure:	No	In Service Date:	Aug-21	Funding Source if Known:																
<p>An environmental assessment was completed in fall 2020 to assess the painted turtle habitat within 25 metres (m) upstream and downstream of the two culverts under Westlake Road. Two wildlife cameras on the upstream end of both culvert crossings were installed between Art Pond and Mill Pond. In review of the trail cameras and several site visits, the consultant has recommended actions to deter painted turtles from crossing Westlake Road.</p> <p>The recommended improvements included placing logs and/or rip rap to provide a guide for the turtles and install fencing with escape tunnels (one-way tunnels so turtles can escape the road). This would provide the turtles an easier access to the existing culverts, while deterring them from crossing the roadway.</p>																				
7. NEW YEARLY OPERATING EXPENSES:																				
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget															
Staffing:																				
Maintenance:																				
Utility Costs:																				
Contracts:																				
Annual Licensing Fees:																				
Miscellaneous:																				
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -															
<table style="width:100%;"> <tr> <td style="width:30%;">VERIFIED BY:</td> <td style="width:30%;"></td> <td style="width:30%;"></td> </tr> <tr> <td>Department Director/Manager</td> <td style="text-align: center;">AF</td> <td>Budgetary Pricing Attached</td> </tr> <tr> <td>CAO:</td> <td></td> <td>Business Case/Other Backup Attached</td> </tr> <tr> <td>Purchasing:</td> <td></td> <td>Project Code (To be assigned by Finance)</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">C2021-07</td> </tr> </table>						VERIFIED BY:			Department Director/Manager	AF	Budgetary Pricing Attached	CAO:		Business Case/Other Backup Attached	Purchasing:		Project Code (To be assigned by Finance)			C2021-07
VERIFIED BY:																				
Department Director/Manager	AF	Budgetary Pricing Attached																		
CAO:		Business Case/Other Backup Attached																		
Purchasing:		Project Code (To be assigned by Finance)																		
		C2021-07																		

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 2020/06/26 11:48 AM by Miller, Chris



400 - 1620 Dickson Avenue
 Kelowna, BC
 www.stantec.com

Client/Project
 CITY OF WEST KELOWNA
 WESTLAKE ROAD CULVERT
 PAINTED TURTLE PASSAGE ASSESSMENT

Figure No.
 1

Title
 PAINTED TURTLE PASSAGE
 SITE PLAN



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Parks Maintenance Equipment		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Parks		Other (Please explain in description):	
		New and replacement equip.	

CAPITAL COST	Quantity:	1	Unit Cost:	\$1,700	Total Cost:	\$ 1,700
		1		4,000		\$ 4,000
		1		39,000		\$ 39,000
						\$ -
					TOTAL	\$ 44,700

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

1. *Aerator refurbish - A collection of new parts to retool an existing wide area tractor mount turf aerator currently in disrepair.*
2. *Rototiller - used for flower beds and playground sand weeding*
3. *Walk behind aerator - a small walk behind turf aerator for narrow areas such as waterfront parks, boulevards and the Westbank Cemetery. Aeration is vital for turf grass air, nutrient and water exchange.*

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	510	520	530	540
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	500	510	520	530	540

VERIFIED BY:	
Department Director/Manager: AF	Budgetary Pricing Attached: YES
CAO: 	Business Case/Other Backup Attached: NO
Purchasing: 	Project Code (To be assigned by Finance): C2021-08



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Sidewalk Snow Clearing Blower Attachment		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Roads		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	23,000	Total Cost:	\$ 23,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 23,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

The City currently has two sidewalk maintenance machines, and one snow blower attachment. Many of the new sidewalks we are installing such as the Glenrosa project have wide shoulder areas adjacent to them, perfect for snow storage, however, snow must be cast a distance. The blower would be ideal for this application. Blowing snow is more favourable than pushing with a blade as the snow doesn't build up next to the sidewalk and potentially create ice conditions.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

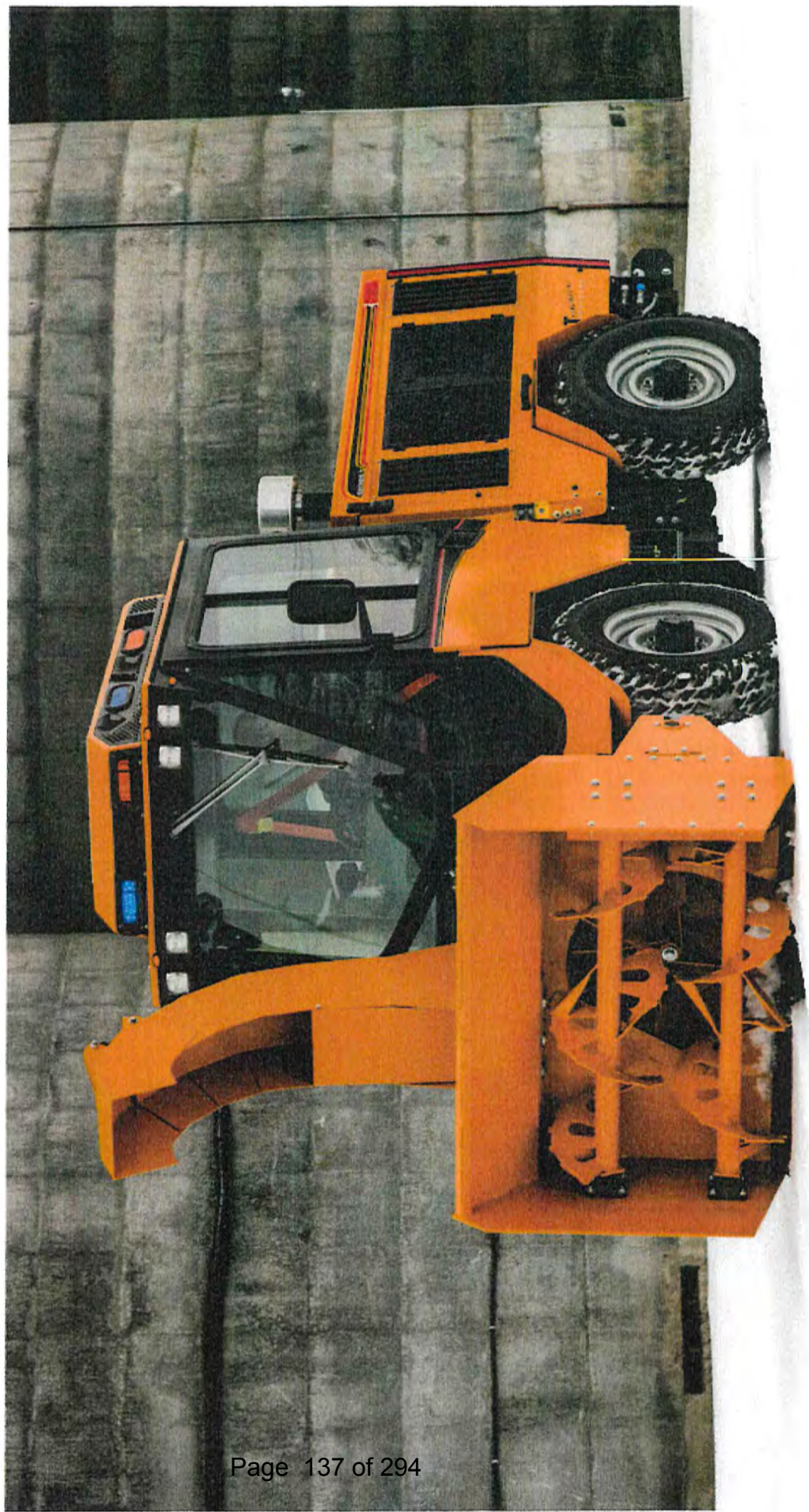
7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: NO Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-09
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TWIN AUGER SNOWBLOWERS

[PRODUCTS](#) > [WINTER ATTACHMENTS](#) > [TWIN AUGER SNOWBLOWERS](#)





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Utilities Truck Replacements		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
1 Roads & 1 Utilities		Other (Please explain in description)	

CAPITAL COST	Quantity:	2	Unit Cost:	45,000	Total Cost:	\$ 90,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 90,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)
 2 - F150 extended cab w/ 8' box

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Start Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Completion Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Renewal Infrastructure:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	In Service Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Funding Source if Known:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Based on the equipment replacement policy, 2 units were identified for review. Units 29707 and 29713 scored in excess of the replacement threshold and are recommended for replacement. The old units will go to auction. The scoring sheets have been attached.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:	500	500	500	500	500
Maintenance:	4,800	5,000	5,200	5,400	5,600
Utility Costs:					
Contracts:	500	550	600	650	700
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	5,800	6,050	6,300	6,550	6,800

VERIFIED BY: Department Director/Manager: <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;">AF</div> CAO: <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;"></div> Purchasing: <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;"></div>	Budgetary Pricing Attached: <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;">YES</div> Business Case/Other Backup Attached: <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;">NO</div> Project Code (To be assigned by Finance): <div style="border: 1px solid black; padding: 2px 10px; display: inline-block;">C2021-10</div>
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
1000 lb Plate Tamper for Backfill and Pavement Cut Prep		Strategic Priority:	
DEPARTMENT		Master Plan:	
Utilities - Water		Other (Please explain in description)	
CAPITAL COST	Quantity:	1	Unit Cost:
			22,000
			Total Cost:
			\$ 22,000
			\$ -
			\$ -
			\$ -
			TOTAL
			\$ 22,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)			
1000 lb Plate Tamper - Wacker DPU6555H, DIESEL or Equivalent - Price \$18,395.00 CAD (+tax)			
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)			
New Infrastructure		Start Date:	
Renewal Infrastructure:		In Service Date:	
		Completion Date:	
		Funding Source if Known:	
<ul style="list-style-type: none"> Portable - can be taken to jobs in the back of any pick up Provide very good compaction for water and sewer digs, especially those that impact roadways, eliminating settling and dips in our road repairs. <ul style="list-style-type: none"> Fast compaction - they work quick reducing the time our backfill and paving prep takes. An employee can be packing at the same time backfill is taking place vs. if another machine were running the hoe pack there would be space constraints. Saves time - there is no need to spend the time installing and removing the hoe pack from the machine. This can take half an hour per change. It takes 10 - 15 min on then 10 - 15 min off. Changing implements constantly, also invites the opportunity for hydraulic system contamination through dirty fittings. Reach - a plate packer can be lowered into an excavation and reach the back corners that small machine's with limited reach can have trouble with. <ul style="list-style-type: none"> There is no need for a second piece of equipment to be brought to the site to run the hoe pack. Safety - A plate packer can be lowered into a hole that is unsafe for an operator to enter and be used as a hoe pack would. <ul style="list-style-type: none"> Can do large cuts much more quickly than the jumping jack. Approximately 10k spent in 2020 on compactor rental 			
7. NEW YEARLY OPERATING EXPENSES:			
	2021 Budget	2022 Budget	2023 Budget
Staffing:			
Maintenance:			
Utility Costs:			
Contracts:			
Annual Licensing Fees:			
Miscellaneous:			
Total Additional Operating Costs:	\$ -	\$ -	\$ -
VERIFIED BY:			
Department Director/Manager	AF	Budgetary Pricing Attached	YES
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-11

DPU6555Hec

Reversible Vibratory Plates



**WACKER
NEUSON**
all it takes!



Unbeatable on any subsurface

Thanks to its enormous compaction force combined with a quick forward and return travel, the DPU 6555 offers an extremely high level of productivity. It is a very versatile machine for all construction sites where extreme demands are placed on the performance efficiency. In addition, it offers excellent characteristics in terms of service life and operating comfort. Optimal application areas are the compaction of frost coverings and bearing layers in street, path and parking lot construction as well as backfilling buildings. Thanks to a frequency of 69 Hz, the DPU 6555 is universally applicable and even reliably compacts heavy interlocking paving stones. The model version DPU 6555Hec is equipped with Compatec, the compaction control by Wacker Neuson. This is also available as a retrofit kit for all DPU 6555He models starting with the year 2011.

- The innovative guide handle provides for very low hand-arm vibrations and optimizes the user-friendliness.
- An operator present system prevents the operator from being trapped between the unit and an object when working backward.
- Extensive comfort functions, such as low oil shutdown, self-adjusting V-belts, maintenance-free alternator.
- A large dimensioned diesel engine offers high power reserves and ensures for a high level of efficiency and long service life.
- Compatec: Easy to read display of the relative compaction progress. Warning for overload and overcompaction. Brightness adjustment of the lights to



CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST

PROJECT ITEM		PRIORITY (check one)	
20' Equipment Trailer		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Parks and Fleet Operations		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 18,000	Total Cost: \$ 18,000
			\$ -
			\$ -
			\$ -
			\$ -
			TOTAL \$ 18,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

20' Trailteck, tilt deck trailer

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

A 20' equipment trailer

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:			
Department Director/Manager	AF	Budgetary Pricing Attached	YES
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-12



**WELLS
CARGO®**

ROAD FORCE® AUTO THE SMART CHOICE

SPORTY, VERSATILE & PACKED WITH POPULAR FEATURES!

Unlike the other models in the Road Force® line-up, the 8.5' wide is an auto-hauler at heart. If you're a collector or racer looking for superior quality, durability and style, then the 8.5' wide Road Force® is a smart choice. For starters, the Road Force® features a bonded exterior, an extra wide 94" rear ramp door opening, no-show beavertail, side entry door with recessed step, sidewall vents and tie-down rings - all standard. Factor in the radial tires, LED slim line tail lights, ArmorTech Covered A-Frame and a 4-year limited warranty, now you know you've got a trailer that's packed with value and built to last!

Trailers shown may feature optional equipment available at an additional charge.

ROAD FORCE®
Page 142 of 254

SPECIFICATIONS

RF8516T3

ROAD FORCE

	RF8520T2	RF8520T2	RF8524T2	RF8528T3
Body:				
Length	16' 9"	20' 9"	24' 9"	28' 10"
Width	8' 4"	8' 4"	8' 4"	8' 4"
Overall:				
Length	19' 6"	23' 6"	27' 6"	31' 10"
Width	8' 6"	8' 6"	8' 6"	8' 6"
Height	8' 7"	8' 7"	8' 7"	8' 8"
Interior:				
Length	16' 5"	20' 5"	24' 5"	28' 6"
Width	8' 0"	8' 0"	8' 0"	8' 0"
Height	6' 7"	6' 7"	6' 7"	6' 8"
Width Between Wheel Wells	84"	84"	84"	84"
Platform Height at Beavertail	17"	17"	17"	18"
Spring Suspension E-Z® Lube Axles: Qty	Tandem	Tandem	Tandem	Tandem
Total Capacity	10,000 lbs.	7,000 lbs.	7,000 lbs.	10,200 lbs.
Brakes with Breakaway Kit	Electric Drum	Electric Drum	Electric Drum	Electric Drum
Radial Tire Size	ST205/75R15	ST205/75R15	ST205/75R15	ST225/75R15
Tire Load Range	B	C	C	D
Hitch Ball Size	2-5/16"	2-5/16"	2-5/16"	2-5/16"
Hitch Height to Top of Ball	20"	20"	20"	21"
Hitch Weight (% of Curb Weight)	10% to 15%	10% to 15%	10% to 15%	10% to 15%
Curb Weight (Approximate)	3,245 lbs.	3,245 lbs.	3,685 lbs.	4,170 lbs.
GVWR	10,000 lbs.	7,000 lbs.	7,000 lbs.	9,990 lbs.
Payload Capacity (Approximate)	6,755 lbs.	3,755 lbs.	3,315 lbs.	5,820 lbs.
Rear Ramp Door Opening - Width x Height	94" X 75"	94" X 75"	94" X 75"	94" X 75"
12V Male Connection	7-way	7-way	7-way	7-way
Beavertail	32"	48"	48"	48"

STANDARD FEATURES

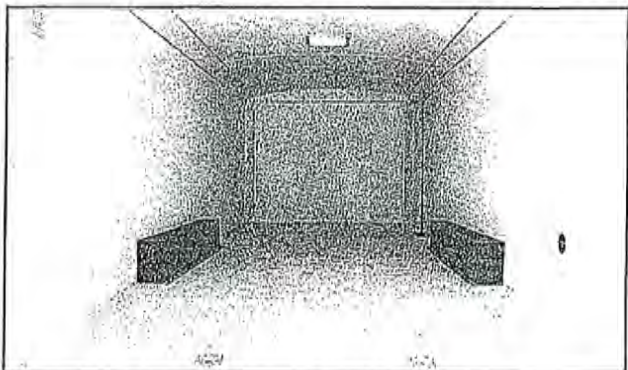
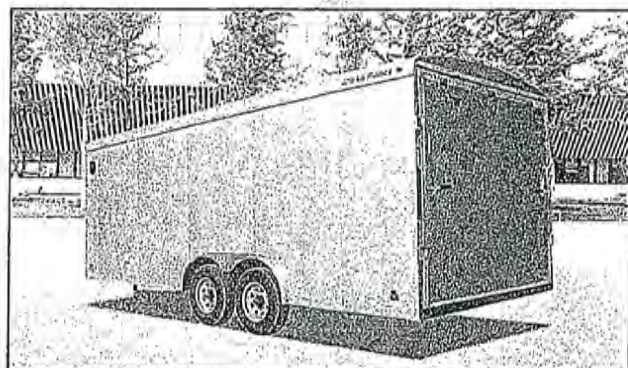
- Radius Front/Round Roof with Silver Cap
- 15" Radial Tires with Silver Spoke Wheels
- ATP Fenderettes
- .030 Aluminum Exterior Screws)
- .080 Aluminum Top Wrap
- 1-Piece Aluminum Roof
- LED Slim Line Tail Lights
- LED Heavy-Duty Oval Clearance Lights
- 24" ATP Stoneguard
- Flow-Thru Sidewall Vents
- Rear Ramp Door with Spring Assist
- 16" Ramp Extension
- 36" Side Entry Door with Flush Lock
- Recessed Step at Side Door
- 12V LED Dome Light with Wall Switch (2)
- 3/4" PlexCore™ Decking
- 3/8" PlexCore™ Sidewall Liner
- 5,000 lb. Square D-Rings with Welded Plate (4)
- 20510 Axles with E-Z Lube® Hubs
- Electric Brakes with Breakaway Kit
- 2" X 6" Tube Main Rails
- Entire Chassis Undercoated
- 16" OC Tube Vertical Posts
- 16" OC Crossmembers
- 24" OC Roof Bows
- 3-Year Limited Warranty

200 - 3350 260th Ave
Aldergrove, B.C.
V4W 2B1
1-800-337-8399

17982 #10 Highway
Cloverdale, B.C.
V3S 1C7
1-800-363-9993

1725 Byland Road
Kelowna, B.C.
V1Z 3H4
1-877-322-2382

SUNRISE TRAILER SALES



Trailers shown may feature optional equipment available at additional charge.





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Replacement Truck - 29712 - Cube Van		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Utilities		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 93,000	Total Cost: \$ 93,000
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 93,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

 Replace Unit 29712, a service body truck that has scored for replacement, with a cube style van with a power lift tail gate. This will allow for the safe transportation of liquid gases used in water treatments as well as other materials. Many materials and supplies suffer from exposure to the weather as well as the health and safety of workers required to lift and transport materials. This unit will also be used for material deliveries to the existing and new treatment plants.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Start Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Completion Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Renewal Infrastructure:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	In Service Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Funding Source if Known:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	510	520	530	540
Utility Costs:					
Contracts:					
Annual Licensing Fees:	1,200	1,200	1,200	1,200	1,200
Miscellaneous:					
Total Additional Operating Costs:	1,700	1,710	1,720	1,730	1,740

VERIFIED BY:			
Department Director/Manager	<div style="border: 1px solid black; padding: 2px; text-align: center;">AF</div>	Budgetary Pricing Attached	<div style="border: 1px solid black; padding: 2px; text-align: center;">YES</div>
CAO:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Business Case/Other Backup Attached	<div style="border: 1px solid black; padding: 2px; text-align: center;">NO</div>
Purchasing:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Project Code (To be assigned by Finance)	<div style="border: 1px solid black; padding: 2px; text-align: center;">C2021-13</div>



CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST

PROJECT ITEM		PRIORITY (check one)			
Backhoe		Strategic Priority:			
DEPARTMENT		Master Plan:			
Utilities		Other (Please explain in description)			
CAPITAL COST		Quantity: 1	Unit Cost: 160,000		
		Total Cost:	\$ 160,000		
			\$ -		
			\$ -		
			\$ -		
		TOTAL	\$ 160,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Unit 29721 is a 2007 John Deere backhoe that was obtained through incorporation from the Westbank Improvement District and is now 13 years old. The CWK policy recommends replacement after 6 years. Repair frequency has increased and is also causing project delays due to down time. The old unit will go to auction as per policy.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure		Start Date:	Completion Date:		
Renewal Infrastructure:		In Service Date:	Funding Source if Known:		
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	AF	Budgetary Pricing Attached	YES		
CAO:		Business Case/Other Backup Attached	NO		
Purchasing:		Project Code (To be assigned by Finance)	C2021-14		



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Bobcat		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: X
Parks		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	79,000	Total Cost:	\$ 79,000
		1		16,000		\$ 16,000
						\$ -
						\$ -
					TOTAL	\$ 95,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

An evaluation of the existing Bobcat (Unit 29817) indicates it is near its life expectancy but may still be useful in a reduced, backup capacity. The Powers Creek Water Treatment Facility has requested a bobcat to help unload heavy treatment materials and supplies, snow removal and various other lifting and moving tasks. Unit 29817 would be ideal for this. The Parks Department heavily uses this piece equipment and a new one would be well utilized. In addition, a stump grinding attachment is requested. Currently stump grinding is contracted out several times a year and it is estimated that the attachment will have a payback time in 3 years.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:	x	In Service Date:	upon delivery	Funding Source if Known:	

Bobcat model S570 with stump grinder attachment

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	510	520	530	540
Utility Costs:					
Contracts:					
Annual Licensing Fees:	325	325	325	325	325
Miscellaneous:					
Total Additional Operating Costs:	\$ 825	\$ 835	\$ 845	\$ 855	\$ 865

VERIFIED BY:		
Department Director/Manager	AF	Budgetary Pricing Attached
CAO:		YES
Purchasing:		Business Case/Other Backup Attached
		NO
		Project Code (To be assigned by Finance)
		C2021-15



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Hook Truck		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Parks and Fleet Operations/Shared Unit		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	\$100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Hydraulic hook frame and three attachments.
Attachments include a waste and materials bin, a flat deck and a water tank.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input checked="" type="checkbox"/>	Start Date:	asap	Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

Hook trucks have a versatile cab, chassis and hydraulic hook frame which allows the operator to load and unload a variety of truck bed options.

Staff propose initially purchasing a flat deck, dump box and materials bin in 2021. Future considerations could include a road sander, brine tank and water tank.


This unit could assist the existing and future water treatment plants with their needs for disposal of solids that are strained off and placed in bins.

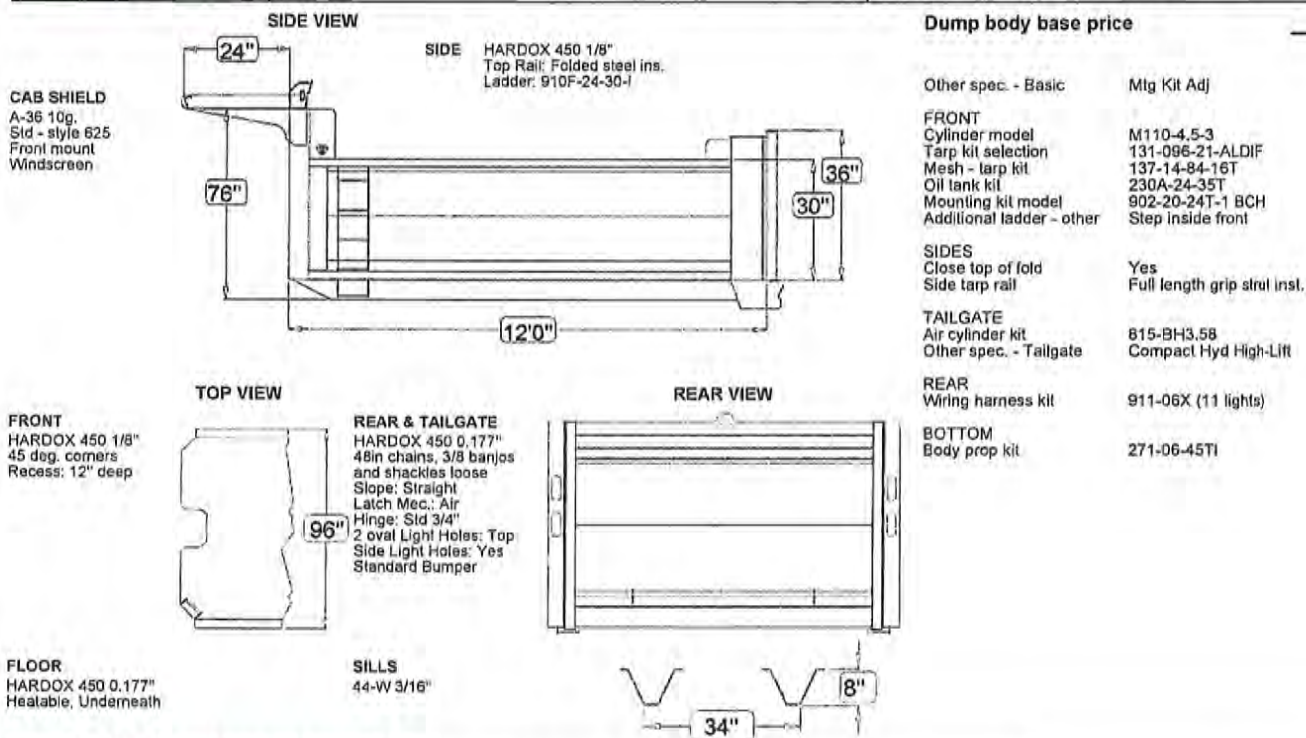
Future Fire Smart community cleanups could see a bin placed in cleanup areas and the bin collected when full. The versatility of these units requires only one cab and chassis which will enable a variety of optional uses. Single use trucks are not looked on as favourably as multi use units which reduce down time and increase time they are on the road working. **NOTE: The original cost of this unit new would have been \$340,000. Staff propose repurposing an existing used fire truck cab and chassis and installing the hook assembly on it. The extra cost above the hook assemble quote account for re-painting the cab white and some chassis modifications. Being innovative results in an approximate \$240,000 savings.**

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	500	500	500	500
Fuel Costs:	4,800	5,000	5,200	5,400	5,600
Contracts:					
Annual Licensing Fees:	700	750	800	850	900
Miscellaneous:					
Total Additional Operating Costs:	\$ 6,000	\$ 6,250	\$ 6,500	\$ 6,750	\$ 7,000

VERIFIED BY:	
Department Manager/GM:	AF
CAO:	
Purchasing:	
Budgetary Pricing Attached	YES
Business Case/Other Backup Attached	NO
Project Code (To be assigned by Finance)	C2021-16

ORDER #518185 From Quote #26146 	Customer: FALCON EQUIPMENT LTD Contact: Joel Gibson Address: 18412 96 Avenue Surrey, BRISTISH COLUMBIA Phone: 604-888-5066 Email: _____	Sales rep.: Stéphane Paré 5066 Fax: 604-888-3587	Order Date: 1-9-2020 Required by: 1-30-2020 Ordered by: Paré Stéphane	S/N PO #: 11004864
	MODEL: DCS - 12'0" X 30" X 36"			QTY:



Drawings are not scaled but give a general view of the chosen features.

NOTES: * (Re: Stock). ** Please confirm Front Height. ** Verify and sign to confirm order. *	Customer signature: _____
---	---------------------------

Terms: Prices per unit in CA \$ F.O.B Vars, Customs brokerage fees to consignee 09/01/2020 9:43:04 PM

HOOKLIFTS



INCREASED PRODUCTIVITY SOPHISTICATED SOLUTIONS



STRONG PERFORMANCE LIFTING WITH POWER



Palfinger American Roll-off is built on the foundation of quality and innovation, earning a reputation for producing the strongest container handling solutions available on the market since 1972.

With a wide range of container handling solutions, Palfinger American Roll-off is your one-stop shop for Cable Roll-off Hoists, Hooklifts and Container Carriers. Holding various patents in both Hooklift and Cable Roll-off lines, we are dedicated to innovation and developing the safest, most reliable and advanced products with excellent performance on the job.

Whether you need to load or dump materials, transport containers or change bodies, we understand your container handling needs in various industries.



VERSATILE HOOKLIFT SOLUTIONS

PALFINGER is a strong brand in the design and manufacturing of hooklifts globally and in North America, with over 50 years of combined experience. Consequently, our versatile hooklift systems are built to last, offering an unparalleled degree of efficiency for your business. Our Single and Double articulating Hooklifts offer increased productivity and safety. Palfinger American Roll-off has a sophisticated solution for your needs up to 68,000 lbs.

MUNICIPALITIES

- Fire and rescue
- Parks and recreation
- Road maintenance
- Utility construction/maintenance



WASTE / SCRAP

- Collection and Disposal
- Recycling of paper, cardboard, vinyl etc.
- Recycling of scrap metals
- Solid and liquid wastes



CONSTRUCTION

- C & D collection and disposal
- Demolition
- Lumber and building material transport
- Transport of aggregates



OFF-ROAD

- ONE truck - multiple applications
- Dump truck, lube truck, flatbed truck, off-road tractor
- Maximize equipment uptime



T-SERIES SOLUTIONS ADAPTED TO YOUR NEEDS

12 HIGHLIGHTS



LONGEVITY

- Gasketed parts provide longevity and strength (hook, rear pivots, hinge supports...)
- Increasing product lifetime and resale value



POP - PALFINGER ORIGIN PROTECTION

- Increased lifetime; before assembling the main components are sand blasted, degreased, primer painted and electro-statically final coated.



CAB CONTROLS

- Two speeds:
- Low: used during the loading phase
- High: to reduce cycle time (used with empty or no container)



SOFT STOP

- Hydraulic braking system provides a soft landing after loading and dumping
- Impacts from the load are avoided for the protection of the hooklift, container/load and vehicle



SLIDE THROUGH CONTAINER CATCH

- Mechanical, zero-maintenance, hold down system
- No need for the driver to get out of the cab to secure the container



TANDEM REAR ROLLERS

- Reduces the stress on the container rails
- Rollers pivot to allow for easier loading and unloading by distributing the forces of the load

* Available on 130 and above



DUAL HOOK HEIGHTS

- Provides the ability to handle multiple container sizes and capacities



STATE-OF-THE-ART ENGINEERING

- Highest weight-to-lift ratio in the industry
- Use of high tensile steel reduces hooklift weight = more payload, increased truck longevity and reduced fuel costs



CONTAINER CONVERSION

- By installing an A-Frame, an existing cable roll-off container can be converted to the hooklift system
- Modifications to the container rails are not required



POWER ON, POWER OFF

- The PALFINGER Hooklift provides "power-on, power-off", through the use of hydraulic cylinders
- Containers are easily loaded and unloaded onto docks and trailers.



TRUE DUMP MODE

- All PALFINGER T-Series Hooklifts feature Dual Points of Articulation, which allow for a true "dump" mode.
- With Single Articulation Hosts, the container moves rearward and often hits the ground before the full dump angle is reached.



WARRANTY

- Three (3) year warranty on all structural components. One (1) year warranty on hydraulic components.

THE RIGHT CHASSIS THE CORRECT SPECIFICATIONS

T-SERIES

HOIST MODEL	CAPACITY	CONTAINER LENGTH	JIB HEIGHT	DUMP ANGLE
CITY	6,600 lbs.	9' - 11'	36" - 1/4"	50°
T12 S	12,000 lbs.	10' - 12'	36" - 1/4"	52°
T12 L	12,000 lbs.	12' - 14'	36" - 1/4"	48°
T16 S	16,000 lbs.	9' - 12'	36" - 1/4"	52°
T16 L	16,000 lbs.	12' - 15'	36" - 1/4"	49°
T20 S	20,000 lbs.	9' - 12'	54"	52°
T20 L	20,000 lbs.	12' - 15'	54"	49°
PHT - 16 M	16,000 lbs.	10' - 13'	36" - 1/4"	49°
PHT - 22 S	22,000 lbs.	10' - 14'	54"	52°
PHT - 22 M	22,000 lbs.	12' - 16'	54"	53°
PHT - 22 L	22,000 lbs.	14' - 18'	54"	51°
T29 S	29,000 lbs.	11' - 14'	54"	50°
T29 M	29,000 lbs.	12' - 16'	54"	50°
T29 L	29,000 lbs.	14' - 18'	54"	50°
T29 XL	29,000 lbs.	15' - 20'	54"	47°
T29 ST	29,000 lbs.	11' - 14'	36" - 1/4" & 54"	50°
T29 MT	29,000 lbs.	12' - 16'	36" - 1/4" & 54"	50°
T40 S	40,000 lbs.	14' - 18'	54" / 61" - 3/4"	50°
T40 L	40,000 lbs.	16' - 22'	54" / 61" - 3/4"	48°
T50	50,000 lbs.	16' - 22'	54" / 61" - 3/4"	48°
T60	60,000 lbs.	16' - 22'	54" / 61" - 3/4"	50°
G 68	68,000 lbs.	18' - 23'	61" - 3/4"	47°

RUCK

HOIST MODEL	MIN. CA/CT	PLATFORM LENGTH	MIN. GVWR	MIN. F/R SUSP.	MIN. RBM
CITY	84"	115"	14,000 lbs.	5K / 9K	500,000 in. lbs.
T12 S	84"	134"	17,500 lbs.	6K / 13.5K	500,000 in. lbs.
T12 L	95" - 108"	153"	17,500 lbs.	6K / 13.5K	500,000 in. lbs.
T16 S	108" - 120"	156"	22,000 lbs.	7K / 17K	750,000 in. lbs.
T16 L	130" - 140"	187"	22,000 lbs.	7K / 17K	750,000 in. lbs.
T20 S	108" - 120"	156"	26,000 lbs.	8K / 18K	750,000 in. lbs.
T20 L	130" - 140"	187"	26,000 lbs.	8K / 18K	750,000 in. lbs.
PHT - 16 M	96" - 108"	153"	22,000 lbs.	7K / 17K	750,000 in. lbs.
PHT - 22 S	115" - 125"	165"	26,000 lbs.	8K / 18K	750,000 in. lbs.
PHT - 22 M	135" - 145"	184"	26,000 lbs.	8K / 18K	750,000 in. lbs.
PHT - 22 L	160" - 170"	203"	26,000 lbs.	8K / 18K	750,000 in. lbs.
T29 S	110" - 120"	169"	33,000 lbs.	12K / 21K	1,000,000 in. lbs.
T29 M	130" - 140"	181"	33,000 lbs.	12K / 21K	1,000,000 in. lbs.
T29 L	150" - 160"	205"	33,000 lbs.	12K / 21K	1,000,000 in. lbs.
T29 XL	170" - 180"	230"	50,000 lbs.	12K / 38K	1,500,000 in. lbs.
T29 ST	110" - 120"	169"	33,000 lbs.	12K / 21K	1,000,000 in. lbs.
T29 MT	130" - 140"	181"	33,000 lbs.	12K / 21K	1,000,000 in. lbs.
T40 S	135" - 145"	212"	54,000 lbs.	14K / 40K	2,000,000 in. lbs.
T40 L	180" - 190"	253"	54,000 lbs.	14K / 40K	2,000,000 in. lbs.
T60	185" - 195"	258"	64,000 lbs.	18K / 46K	2,750,000 in. lbs.
G 68	195" - 205"	254"	66,000 lbs.	18K / 46K	2,750,000 in. lbs.

Maximum legal rear overhang is dependent on the length of the container and the design of the rear bumper. Please verify with installer/body builder.





PALFINGER American Roll-Off

572 Whitehead Rd. | Trenton | NJ 08619

✉ PO Box 5757 | Trenton | NJ 08638

T + 1 800 851 8938

F+ 1 609 588 4104

Products shown in the leaflet are partially optional equipped and do not always correspond to the standard version. Country-specific regulations must be observed. Dimensions may vary. Subject to technical changes, errors and translation mistakes.







**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Asphalt Hot-Box and Equipment		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Roads & Drainage		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	85,000	Total Cost:	\$ 85,000
		1		18,000		\$ 18,000
						\$ -
						\$ -
				TOTAL		\$ 103,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Asphalt Hot-Box Trailer, Curbing Equipment

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

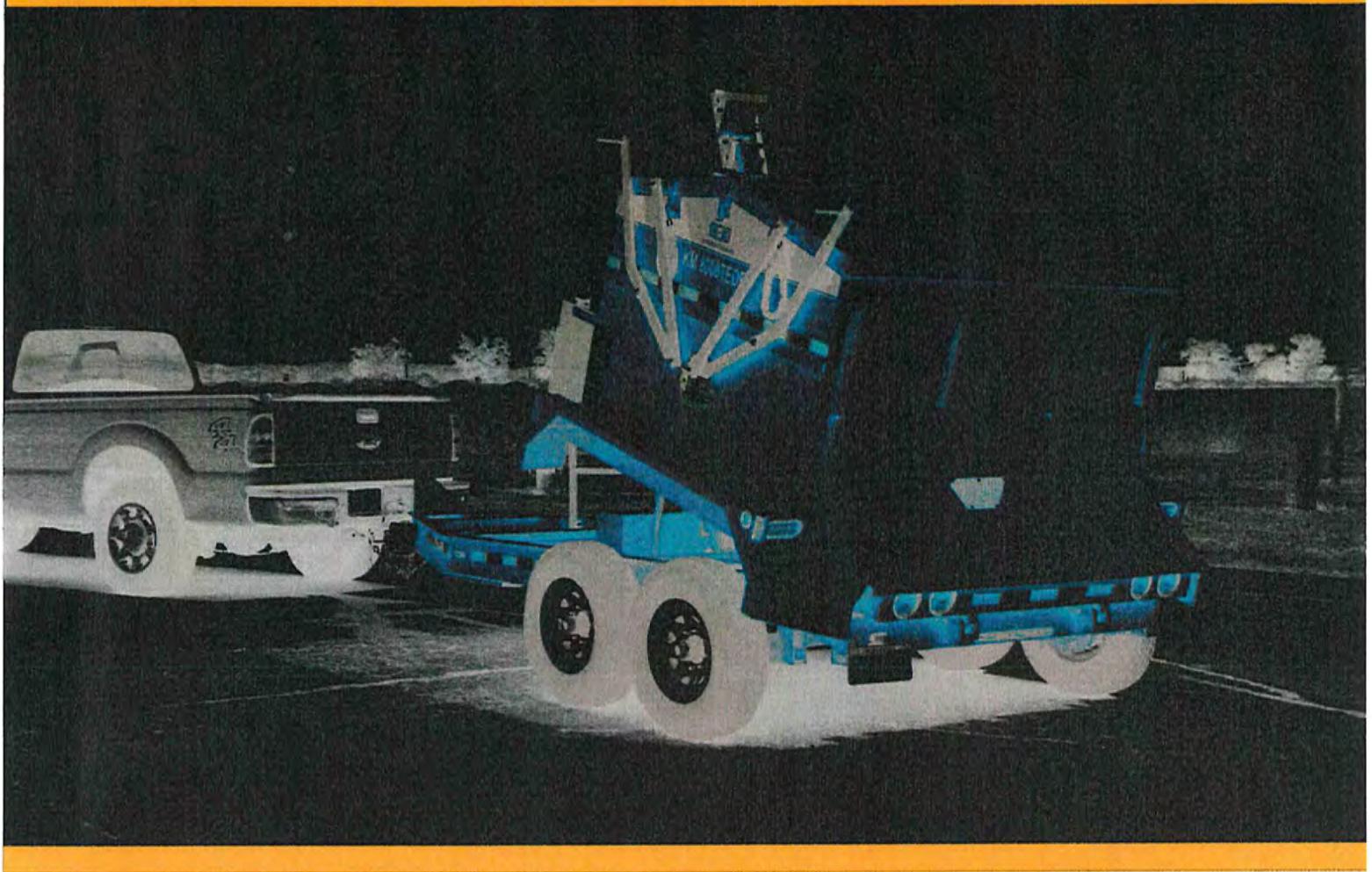
This equipment will greatly improve material handling and the ability to perform higher quality, minor asphalt repairs. Currently, the Roads Department performs small scale asphalt repairs in-house, however, the current methods do restrict these efforts. The current practice is that asphalt from a batch plant is placed in the back of a small truck, deployed to site and placed as quickly as possible and compacted by hand or with a small plate tamper. Quantities are limited to less than 1 tonne due to the truck's capacities but also to ensure the product can be placed before temperatures drop below optimal. This method is fairly ineffective and processes could be greatly improved with access to equipment that can handle more materials and maintain asphalt at optimum temperatures for extended periods of time. This ensures materials are more readily available for hot-mix repairs and less dependent on cold-mix patches which are generally less effective. This equipment also allows for reclamation and heating of existing milled asphalt during colder months when asphalt batch plants are not operating. Additional equipment required to improve the ability to perform quality patches include larger compaction equipment and a curbing machine for repairs of asphalt curb. The trailer is equipped with safety lights aiding safety measure for our workers.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	500	500	500	500
Utility Costs:					
Contracts:					
Annual Licensing Fees:	250	250	250	250	250
Miscellaneous:	2,500	2,500	2,500	2,500	2,500
Total Additional Operating Costs:	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250

VERIFIED BY:	
Department Director/Manager	Budgetary Pricing Attached
AF	YES
CAO:	Business Case/Other Backup Attached
	NO
Purchasing:	Project Code (To be assigned by Finance)
	C2021-17

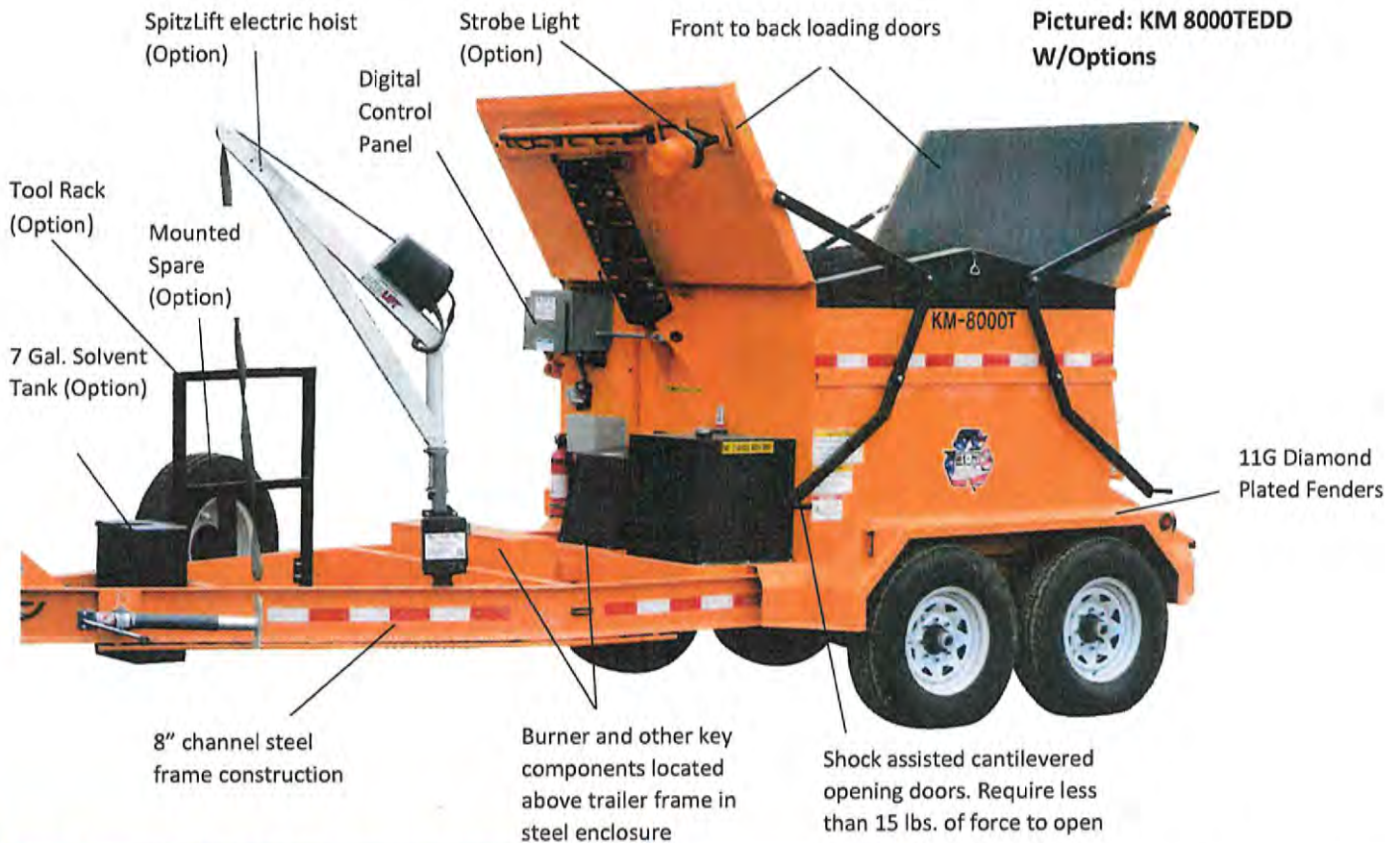
KM 8000T Asphalt Hotbox Reclaimer



Innovative Asphalt Maintenance Solutions



The KM 8000T is a 4 ton hotbox reclaimer that allows the user to maintain hot mix asphalt (HMA) or cold patch material at a workable temperature for up to 48 hours for transportation and use, or reclaim bulk stored un-compacted virgin mix overnight (8-10 hours). KM International offers several options allowing you to customize your hotbox reclaimer to fit your exact needs and specifications.



Specifications	KM 8000T Hotbox Reclaimer
Capacity	8,000 Lbs.
Heating Element	105,000BTU Diesel Burner 60,000 BTU Propane Burner
Construction	All triple welded steel, 16G Skin and 12G asphalt compartment
Dump (Optional)	52° Hydraulic scissor hoist 16,000LB lifting capacity
Filling Doors	Two insulated lids
Shovel Doors	Two insulated doors on sliding track design. 17"W x 21"L
Dimensions	216" x 96" x 84"
Axles	Dual 7,000lb leaf spring axles
Weight	4,450Lbs.
Lighting	LED Lighting
Warranty	2 years on parts and workmanship 5 year of trailer frame structure
Options	Spare tire, Solvent Tank, Tack Tank, Strobe Light, Arrow Board, Winch and Davit, Torch, Spray Tack Unit

For full specifications or pricing contact KM International or an Authorized Dealer



Diesel control panel utilizes PLC and HMI digital control system. Control panel has 168 hour (7 day) on delay timer and low temp thermostat.



Burner and other key components are located above trailer frame and in steel enclosure. By locating the burner above the trailer frame it is protected from road debris and grime, resulting in a low overall maintenance cost.



Dual shovel doors making it easy for two people to shovel at once.

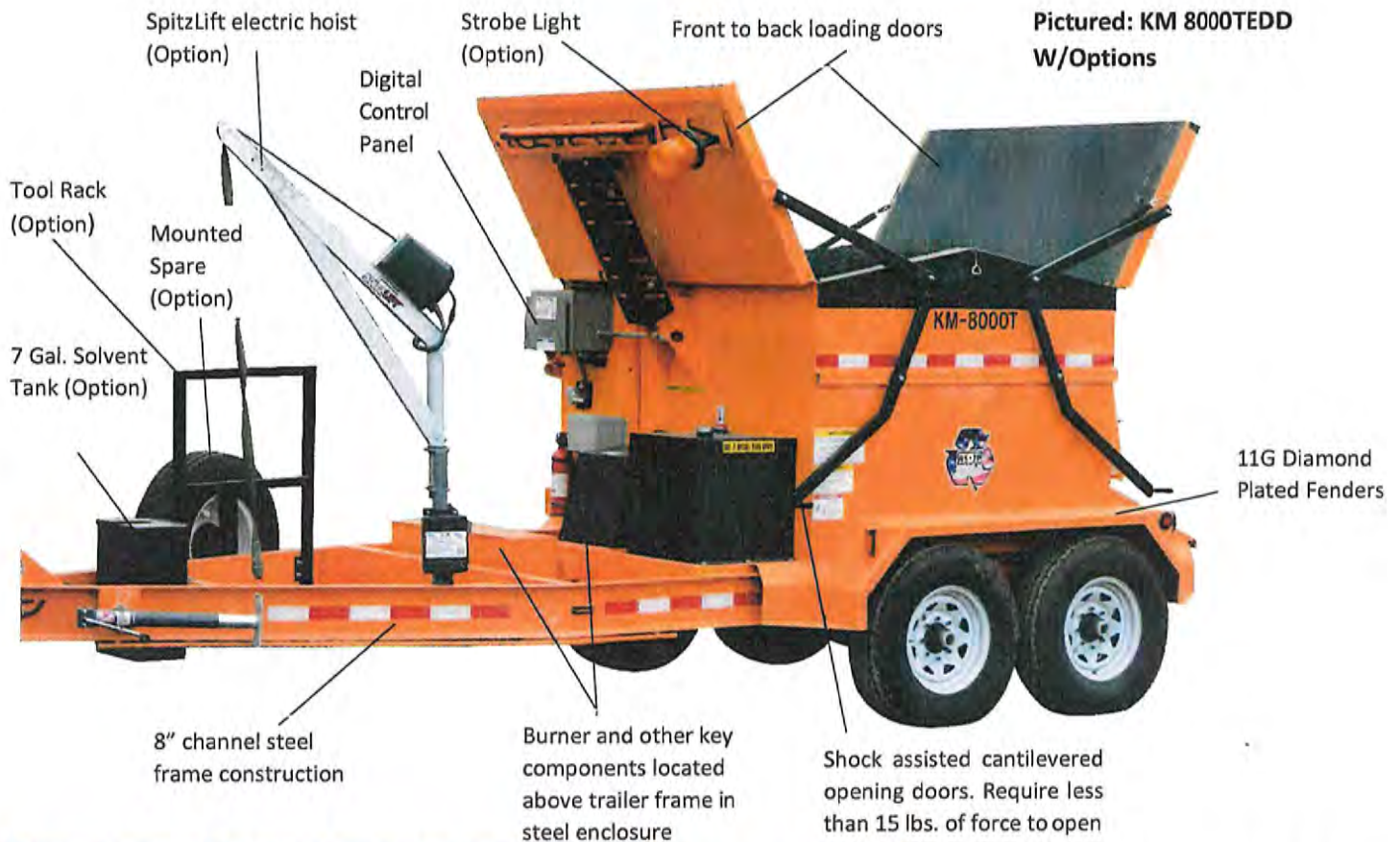
KM 8000T ASPHALT HOTBOX RECLAIMER



Innovative Asphalt Maintenance Solutions



The KM 8000T is a 4 ton hotbox reclaimer that allows the user to maintain hot mix asphalt (HMA) or cold patch material at a workable temperature for up to 48 hours for transportation and use, or reclaim bulk stored un-compacted virgin mix overnight (8-10 hours). KM International offers several options allowing you to customize your hotbox reclaimer to fit your exact needs and specifications.



**Pictured: KM 8000TEDD
W/Options**

Specifications	KM 8000T Hotbox Reclaimer
Capacity	8,000 Lbs.
Heating Element	105,000BTU Diesel Burner 60,000 BTU Propane Burner
Construction	All triple welded steel, 16G Skin and 12G asphalt compartment
Dump (Optional)	52° Hydraulic scissor hoist 16,000LB lifting capacity
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Shovel Doors	Two insulated doors on sliding track design. 17"W x 21"L
Dimensions	216" x 96" x 84"
Axles	Dual 7,000lb leaf spring axles
Weight	4,450Lbs.
Lighting	LED Lighting
Warranty	2 years on parts and workmanship 5 year of trailer frame structure
Options	Spare tire, Solvent Tank, Tack Tank, Strobe Light, Arrow Board, Winch and Davit, Torch, Spray Tack Unit

For full specifications or pricing contact KM International or an Authorized Dealer



Diesel control panel utilizes PLC and HMI digital control system. Control panel has 168 hour (7 day) on delay timer and low temp thermostat.

Burner and other key components are located above trailer frame and in steel enclosure. By locating the burner above the trailer frame it is protected from road debris and grime, resulting in a low overall maintenance cost.

Dual shovel doors making it easy for two people to shovel at once.



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Zamboni Replacement		Strategic Priority:	<div style="border: 1px solid black; width: 50px; height: 20px; margin: 2px;"></div>
DEPARTMENT		Master Plan:	<div style="border: 1px solid black; width: 50px; height: 20px; margin: 2px;"></div>
Facilities		Other (Please explain in description)	<div style="border: 1px solid black; width: 150px; height: 20px; margin: 2px;"></div>
CAPITAL COST	Quantity: 1	Unit Cost: 200,000	Total Cost: \$ 200,000
			\$ -
			\$ -
			\$ -
TOTAL			\$ 200,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

The City owns two Zamboni ice resurfacers. One of these units is 20 years old and is scheduled for replacement in 2020. Two zamboni's are required in case one unit is inoperable. Staff are recommending the purchase of an electric zamboni instead of the conventional propane model as it will lower the City's carbon footprint and save approximately 10,000 per year on fuel and maintenance costs. For Health and Safety it will produce no emissions that the propane fueled ones do so the risk to the health of the staff and patrons will be greatly reduced, also staff using the propane model need to wear hearing protection to prevent hearing damage, with the electric machine there won't be a need for hearing protection. Purchasing an electric Zamboni is approximately \$60,000 more than a propane model but, as mentioned, this money will be recouped within approx. 6 years due to the annual savings. There is a pluginbc rebate of \$5000 for this purchase and may be other incentives in 2021 for this.

Propane Option: \$140,000

Electric Option: \$200,000

Estimated cost savings on fuel and maintenance per year: \$10,000

Life Expectancy: 20 years

Estimated payback: 6 years

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<div style="border: 1px solid black; width: 50px; height: 20px;"></div>	Start Date:	May-20	Completion Date:	Nov-20
Renewal Infrastructure:	x	In Service Date:	<div style="border: 1px solid black; width: 100px; height: 20px;"></div>	Funding Source if Known:	<div style="border: 1px solid black; width: 100px; height: 20px;"></div>

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: <div style="border: 1px solid black; width: 80px; text-align: center;">AF</div> CAO: <div style="border: 1px solid black; width: 80px; height: 20px;"></div> Purchasing: <div style="border: 1px solid black; width: 80px; height: 20px;"></div>	Budgetary Pricing Attached: <div style="border: 1px solid black; width: 80px; text-align: center;">YES</div> Business Case/Other Backup Attached: <div style="border: 1px solid black; width: 80px; text-align: center;">NO</div> Project Code (To be assigned by Finance): <div style="border: 1px solid black; width: 80px; text-align: center;">C2021-18</div>
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Community Policing Van		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Fleet		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	\$38,000	Total Cost:	\$ 38,000
						\$ -
						\$ -
						\$ -
	TOTAL					\$ 38,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Compact two seat mini cargo van. This is a second unit for our Community Policing program. For the use of transporting community policing employees and their radar speed reading boards. Cost will include decalling for identification.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	X	Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	500	500	500	500	500
Utility Costs:					
Contracts:					
Annual Licensing Fees:	500	500	500	500	500
Miscellaneous: Fuel	4,800	4,800	4,800	4,800	4,800
Total Additional Operating Costs:	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800

VERIFIED BY:	
Department Director/Manager: AF	Budgetary Pricing Attached: YES
CAO: 	Business Case/Other Backup Attached: NO
Purchasing: 	Project Code (To be assigned by Finance): C2021-19



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Development Cost Charge (DCC) Bylaw 0190 review and update		Strategic Priority:	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Economic Growth and Prosperity</div> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 20px;">Health & Safety:</div>
		Master Plan:	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Equipment Replacement:</div>
DEPARTMENT		DCC Best Practice to update DCC bylaws every 5 years	
Development Services			
CAPITAL COST		Quantity:	1
		Unit Cost:	100,000
		Total Cost:	\$ 100,000
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Budget for a consultant to complete a major review, research and provide recommendations on the City's DCC Bylaw 0190. The DCC Best Practice Guide (third edition) under Chapter 3 - Bylaw Administration, notes "Major amendments to the DCC bylaws should be completed at least once every five years and involve a full review of DCC issues and methodology". The DCC Best Practice Guide further states "Minor amendments to the DCC bylaws should be made annually to reflect changes in construction costs, land values, and the status of government grants". The City's current DCC Bylaw 0190 process was started in 2013 and adopted by Council on June 28, 2016. The current DCC Bylaw should be reviewed to ensure construction costs and growth factors are updated. The updated DCC amounts to be recovered through a Bylaw amendment would typically be greater than the cost of the Bylaw review. This review will involve City Staff from multiple departments to help with DCC project costing and population growth projections.

New Infrastructure	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Start Date:	<div style="border: 1px solid black; padding: 2px;">Q2, 2021</div>	Completion Date:	<div style="border: 1px solid black; padding: 2px;">Q4, 2021</div>
Renewal Infrastructure:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	In Service Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Funding Source if Known:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	<div style="border: 1px solid black; padding: 2px;">MK</div>	Budgetary Pricing Attached
CAO:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Business Case/Other Backup Attached
Purchasing:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Project Code (To be assigned by Finance)
		<div style="border: 1px solid black; padding: 2px;">C2021-20</div>



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Corporate Climate Action Plan		Strategic Priority:	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">Safety and Well-Being</div> <div style="border: 1px solid black; padding: 2px;">Health & Safety:</div> </div>
DEPARTMENT		Master Plan:	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;"></div> <div style="border: 1px solid black; padding: 2px;">Equipment Replacement:</div> </div>
Development Services		Other (Please explain in description)	
CAPITAL COST		Quantity: 1	Unit Cost: 70,000
		Total Cost:	\$ 70,000
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 70,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

In 2008, West Kelowna became a signatory to the B.C. Climate Action Charter. The Charter requires municipalities to become corporate carbon neutral by 2012, and to create complete, compact, and energy efficient communities. In 2020, a surplus of emissions was reported and the City failed to meet its commitment. Council has identified through their 2020 - 2022 Strategic Priorities the following: Support a culture of environmental stewardship and the review of the Climate Action Charter. A Climate Action Plan serves as an important first step in critically examining the objectives of West Kelowna's commitment to the Charter, and to their overall Strategic Priority in responding to the effects of climate change with a specific lens on protecting or enhancing city owned infrastructure and facilities. Moreover, a Climate Action Plan will provide staff and Council with clear objectives, and investment strategy, and a vision for the future with respect to budget decisions and capital projects, and lend to a greater discussion for climate change planning with regards to community planning, land use, urban and community design, adaptation and resilience, and asset management for the greater community.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Q2, 2021	Completion Date:	Q2, 2022
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager	MK	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-21



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Official Community Plan Review		Strategic Priority:	<div style="display: flex; justify-content: space-between;"> <div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Economic Growth and Prosperity / Strengthen Our Community</div> <div style="border: 1px solid black; padding: 2px;">Official Community Plan</div> </div> <div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Health & Safety:</div> <div style="border: 1px solid black; padding: 2px;">Equipment Replacement:</div> </div> </div>
DEPARTMENT		Master Plan:	
Planning		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	135,000	Total Cost:	\$ 135,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 135,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

In 2011, the City adopted its first Official Community Plan (OCP) based on feedback and direction of a newly formed community. In 2020 after almost 10 years working with the OCP, the City embarked on extensive public engagement to develop a Community Vision for West Kelowna. The development of a Community Vision represents Phase 1 of the OCP Review and will provide the framework and context for the review of the remainder of the Official Community Plan. Phases 2-4 of the review are anticipated to involve policy analysis and recommendations for land use, transportation and infrastructure, greenhouse gas emissions, development permit guidelines, housing policies, etc. Early approval is being requested for this project in order to build on the momentum gained during the visioning process and ensure the OCP reflects the most recent vision of Council and the community, prior to the 2022 election. The timing of the OCP is to coincide with the completion of the visioning process; as such early approval of the OCP is being requested.

New Infrastructure	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Start Date:	<div style="border: 1px solid black; padding: 2px; text-align: center;">Dec-20</div>	Completion Date:	<div style="border: 1px solid black; padding: 2px; text-align: center;">May-22</div>
Renewal Infrastructure:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	In Service Date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Funding Source if Known:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

The OCP project anticipated to take 12-18 months once the project is awarded to the consultant. To ensure the full review of the OCP is completed at least 6 months prior to the 2022 election, it is anticipated that the RFP for Phases 2-4 will be issued in early 2021. This project is consistent with Council's strategic priorities of Economic Growth and Prosperity and Strengthening our Community. The project is also strategically tied to the update of the City's Master Transportation Plan, which was funded in 2020. The project is consistent with Council's strategic priorities of Economic Growth and Prosperity and Strengthening our Community.

Total Additional Operating Costs:

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	<div style="border: 1px solid black; padding: 2px; text-align: center;">MK</div>	Budgetary Pricing Attached
CAO:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Business Case/Other Backup Attached
Purchasing:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Project Code (To be assigned by Finance)
		<div style="border: 1px solid black; padding: 2px; text-align: center;">NO</div>
		<div style="border: 1px solid black; padding: 2px; text-align: center;">NO</div>
		<div style="border: 1px solid black; padding: 2px; text-align: center;">C2021-22</div>



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Point In Time Count		Strategic Priority:	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">Foster Safety and Well Being</div> <div style="border: 1px solid black; padding: 2px;">Health & Safety:</div> </div>
DEPARTMENT		Master Plan:	Equipment Replacement:
		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	10,000	Total Cost:	\$ 10,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 10,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

In 2018, the City of West Kelowna and Westbank First Nation collaborated to complete the first-ever Point-in-Time (PiT) Homeless Count to better understand the situation regarding homelessness in the greater west side. Council has identified homelessness as a strategic priority in their 2020 – 2022 Strategic Priorities, under Foster Safety and Well-being: Council will direct resources and support to advocate for social housing facilities, including subsidized and seniors housing, and services to reduce homelessness. A PiT Count will allow members of staff and Council to continue to better understand the cause of homelessness, those affected, and the support needed to lift them out of homelessness. It will also enhance our ability to respond through community planning initiatives, policy, and program development to aid those affected. Furthermore, a PiT will provide us with a tool to measure and track our progress in ending homelessness in our community. The completion of this document at this time will also serve a role in updating our Official Community Plan, and could provide policy direction specific to the needs of homelessness for the future.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

Renewal Infrastructure:		Start Date:	Apr-21	Completion Date:	Apr-21
		In Service Date:		Funding Source if Known:	

The full cost of the PiT count has been requested (\$10K). However, should a partnership be reached with WFN such as in 2018, the costs would decrease accordingly. In 2018, CWK and WFN shared the cost of the project 50/50.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	MK	Budgetary Pricing Attached
CAO:		NO
Purchasing:		NO
		C2021-23



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM	PRIORITY (check one)	
Rosewood to Westlake Channel Improvements	Strategic Priority:	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Health & Safety:
DEPARTMENT	Master Plan:	<input checked="" type="checkbox"/> Drainage <input type="checkbox"/> Equipment Replacement:
	Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	455,000	Total Cost:	\$	455,000
						\$	-
						\$	-
						\$	-
					TOTAL	\$	455,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Complete the design and construction of the improvements to the drainage channel on Rosewood Drive to Westlake Road.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	Yes	Start Date:	Jan-21	Completion Date:	Nov-21
Renewal Infrastructure:	No	In Service Date:	Nov-21	Funding Source if Known:	

The drainage channel from Rosewood Drive to Westlake Road currently ends at the Mar Jok school property. The ditch improvements will allow emergency spillway for the Rose Valley reservoir, additional drainage collection capacity, and an emergency overflow for the future Rose Valley Water Treatment Facility.

The project will be designed to connect the end of the drainage ditch at the Mar Jok property to the works that were installed with the Westlake Road improvements in 2015. There is an existing statutory right of way that was acquired through the purchase of the neighboring property that has allowed the City to complete this key drainage connection.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		Budgetary Pricing Attached	<input type="checkbox"/> NO
Department Director/Manager	AF	Business Case/Other Backup Attached	<input type="checkbox"/> NO
CAO:		Project Code (To be assigned by Finance)	C2021-24
Purchasing:			

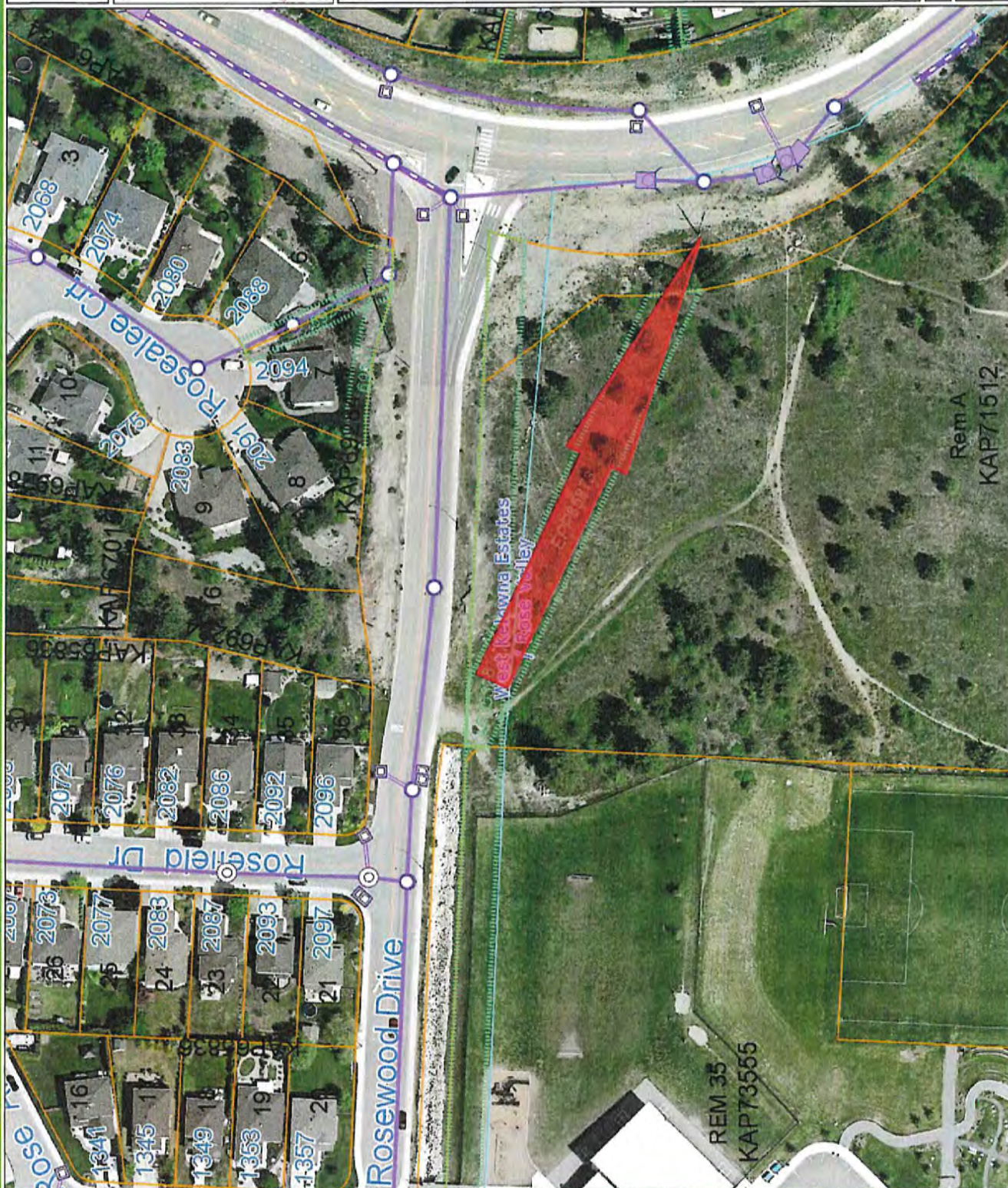
West Kelowna



Legend
Landmarks
 Cemetery
 City Hall
 Community Centre
 Dam
 Fire Hall
 Municipal Office
 Recreation Centre
 Wink Adams Boundary
 Regional Admin Boundary
 Highway
 River / Stream
 Intermittent Stream
 Parcels
 Waterbody
 Lake Access
 Regional Park
 Municipal Park
 Westbank First Nation
 Lease
 Park
 Road Right-Of-Way
 Widened
 Common Property
 Green Land

Scale 1:1,442

Notes



This map has been produced by the City of West Kelowna's Geographic Information System. The data provided is derived from a variety of sources with varying levels of accuracy. The City of West Kelowna makes no warranty or representation, expressed or implied, with the regard to the correctness, accuracy and/or reliability of the information contained herein.



0 37 73 Meters

Map Projection: NAD_1983_UTM_Zone_11N
 City of West Kelowna (2015)
 Map Produced on: 10/10/2019 9:37:50 AM



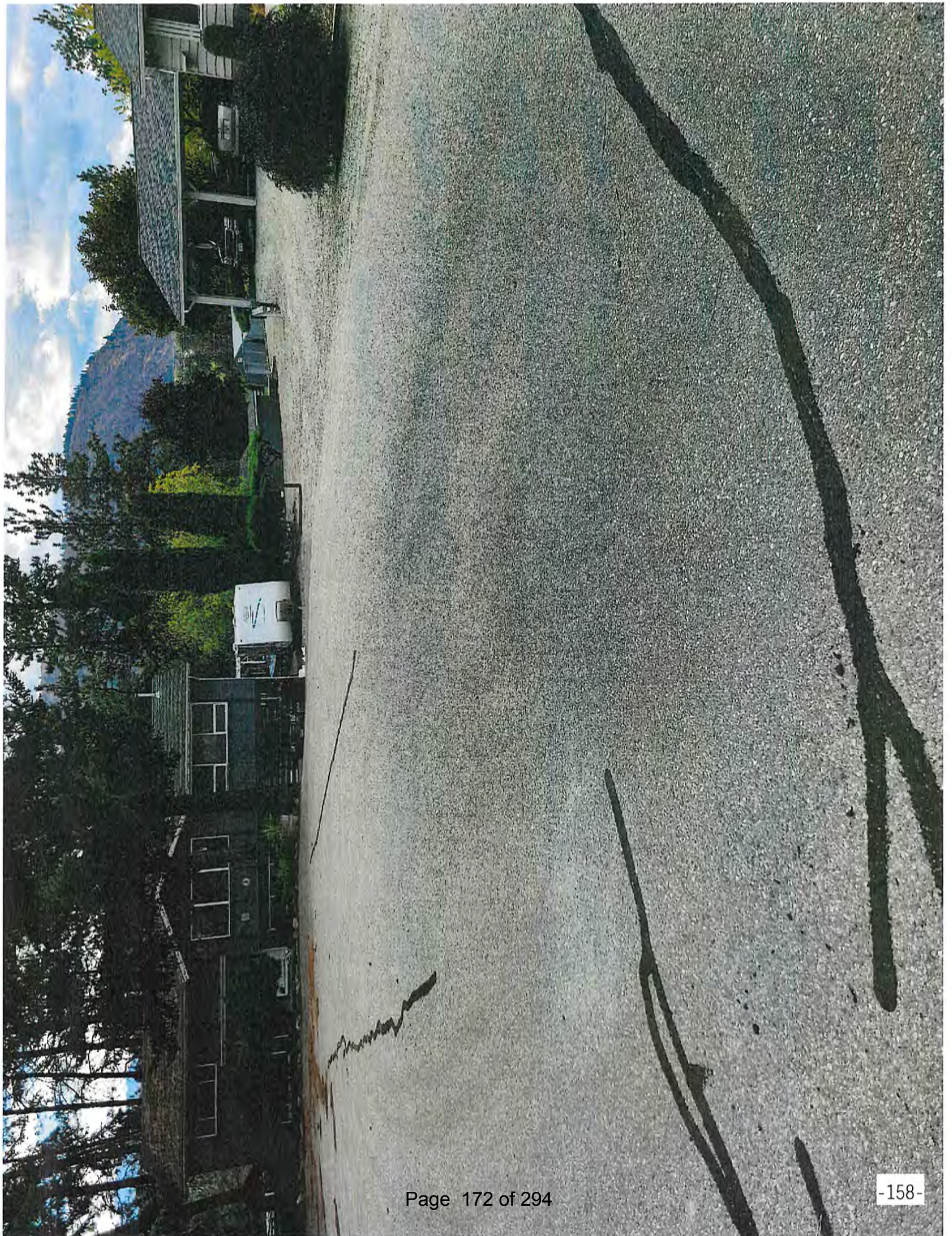
**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)					
Lansbury Way Drainage Improvements		Strategic Priority:		Infrastructure <input checked="" type="checkbox"/>			
		Master Plan:		Drainage <input checked="" type="checkbox"/>			
		Other (Please explain in description)		Health & Safety: <input type="checkbox"/> Equipment Replacement: <input type="checkbox"/>			
DEPARTMENT							
CAPITAL COST	Quantity: 1	Unit Cost: 300,000	Total Cost:	\$ 300,000			
				\$ -			
				\$ -			
				\$ -			
TOTAL				\$ 300,000			
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)							
<p align="center">Complete the design and construction of improvements to the ditch and collection system on Lansbury Way.</p>							
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)							
New Infrastructure	<input type="checkbox"/> No	Start Date:	Jan 2021	Completion Date:			
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date:	Nov 2021	Funding Source If Known:			
<p>The existing ditch system on Lansbury Way does not have adequate capacity to convey storm events through the neighbourhood. Over the past several years there have been multiple storm events that have caused localised flooding to properties on Lansbury Way. Staff will obtain a consultant to determine the flow from storm events based on the contributing area and design a conveyance system that will be more reliable during storm events. The project is planned to be designed in early 2021 and constructed summer 2021.</p>							
7. NEW YEARLY OPERATING EXPENSES:							
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget		
Staffing:							
Maintenance:							
Utility Costs:							
Contracts:							
Annual Licensing Fees:							
Miscellaneous:							
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -		
<table border="0" style="width:100%;"> <tr> <td style="width:30%;"> VERIFIED BY: Department Director/Manager: <input type="text" value="AF"/> CAO: <input type="text"/> Purchasing: <input type="text"/> </td> <td style="width:30%;"> Budgetary Pricing Attached: <input type="text" value="NO"/> Business Case/Other Backup Attached: <input type="text" value="NO"/> Project Code (To be assigned by Finance): <input type="text" value="C2021-25"/> </td> </tr> </table>						VERIFIED BY: Department Director/Manager: <input type="text" value="AF"/> CAO: <input type="text"/> Purchasing: <input type="text"/>	Budgetary Pricing Attached: <input type="text" value="NO"/> Business Case/Other Backup Attached: <input type="text" value="NO"/> Project Code (To be assigned by Finance): <input type="text" value="C2021-25"/>
VERIFIED BY: Department Director/Manager: <input type="text" value="AF"/> CAO: <input type="text"/> Purchasing: <input type="text"/>	Budgetary Pricing Attached: <input type="text" value="NO"/> Business Case/Other Backup Attached: <input type="text" value="NO"/> Project Code (To be assigned by Finance): <input type="text" value="C2021-25"/>						



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Surrey Road Drainage Improvements		Strategic Priority:	Infrastructure
DEPARTMENT		Master Plan:	Drainage
		Other (Please explain in description)	Health & Safety:
			Equipment Replacement:
CAPITAL COST		Quantity: 1	Unit Cost: 50,000
		Total Cost:	\$ 50,000
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 50,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)			
Complete the design and construction of the improvements to the drainage system on Surrey Road.			
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)			
New Infrastructure	<input type="checkbox"/> No	Start Date:	Jan 2021
Completion Date:			Nov 2021
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date:	Nov 2021
Funding Source if Known:			
Surrey Road does not have an adequate drainage system to collect storm runoff. The road has a rural cross section with an inconsistent ditch network that outlets onto private property. Localized flooding has repeatedly occurred in the area. Staff will determine the flow from storm events based on the contributing area and design a collection system that will be more reliable during storm events. The project is planned to be designed in early 2021 and constructed in summer 2021.			
7. NEW YEARLY OPERATING EXPENSES:			
	2021 Budget	2022 Budget	2023 Budget
	2024 Budget	2025 Budget	
Staffing:			
Maintenance:			
Utility Costs:			
Contracts:			
Annual Licensing Fees:			
Miscellaneous:			
Total Additional Operating Costs:	\$ -	\$ -	\$ -
VERIFIED BY:			
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-26"/>





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Spyglass to Westview Drainage Channel		Strategic Priority:	Infrastructure	Health & Safety:	
DEPARTMENT		Master Plan:	Drainage	Equipment Replacement:	
		Other (Please explain in description)			

CAPITAL COST	Quantity:	1	Unit Cost:	85,000	Total Cost:	\$ 85,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 85,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Complete the design and construction of the improvements to the drainage channel between Spyglass Way and Westview Way.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	No	Start Date:	Jan-21	Completion Date:	Jun-21
Renewal Infrastructure:	Yes	In Service Date:	Jun-21	Funding Source if Known:	

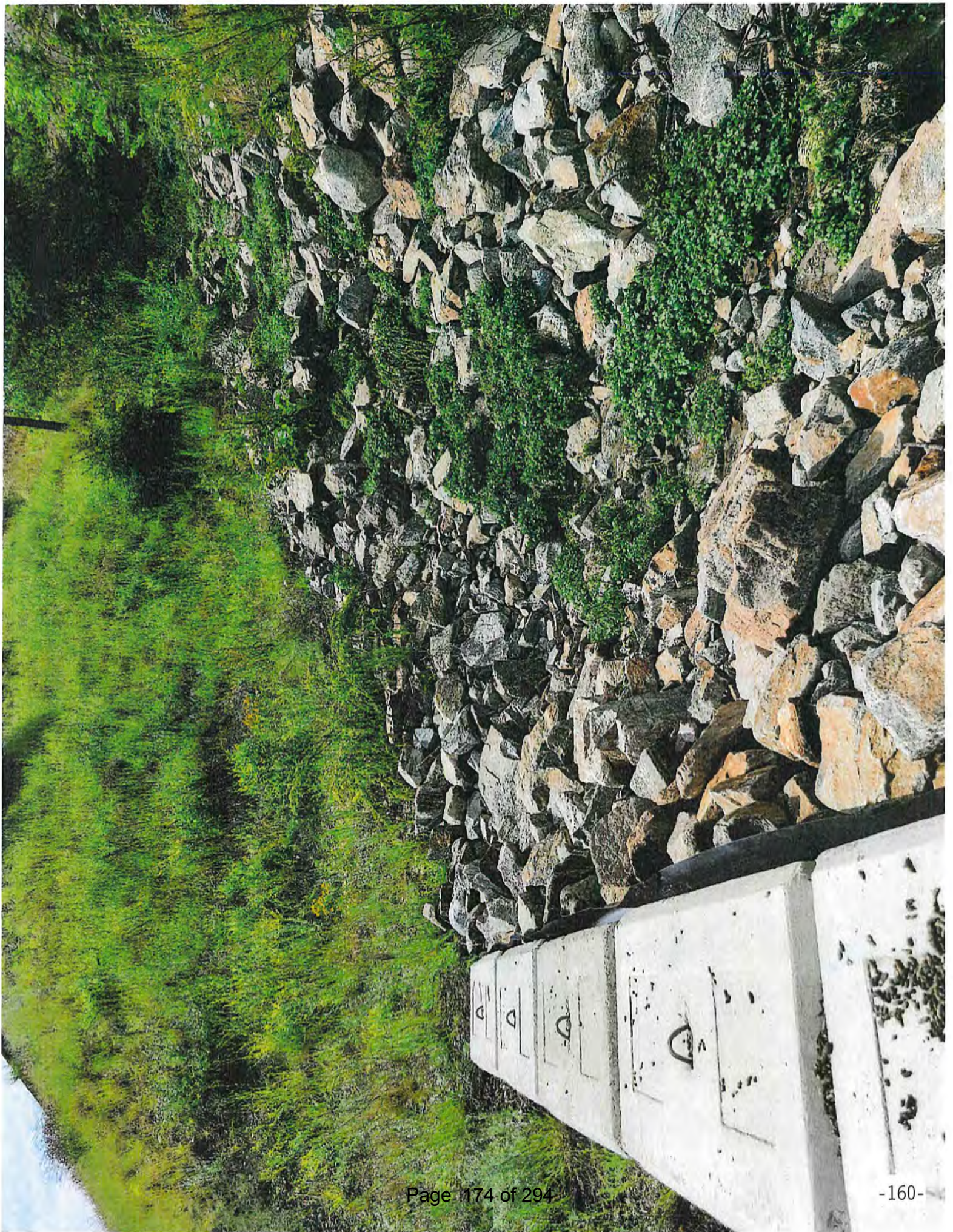
The drainage channel from Spyglass Way to Westview Way experienced a large storm event and a section of channel overtopped resulting in flooding to private property. The improvements will include the replacement of a membrane filter fabric, a regraded channel, and additional rip rap to armour the channel and protect it for large storm events. The project will be designed and constructed in 2021 with the intent to have the improvements completed in late spring.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager	AF	Budgetary Pricing Attached	Select:
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-27





**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Flood Risk Assessment		Strategic Priority:	<div style="border: 1px solid black; padding: 2px; text-align: center;">Safety & Wellbeing</div>
DEPARTMENT		Master Plan:	Health & Safety:
Engineering and Public Works		Other (Please explain in description)	Equipment Replacement:

CAPITAL COST	Quantity:	1	Unit Cost:	180,000	Total Cost:	\$ 180,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 180,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

To identify and assess risks associated with surficial flooding and channel erosion, and develop a mitigation plan to prioritize measures aimed at reducing those risks on Powers, Smith, McDougall, Keefe/Lambly and Bear Creeks.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The City will consult with key stakeholders, including First Nations; summarize the flood history of the area in terms of frequency, magnitude, severity, and impact; identify historic flood mitigation projects; assess potential impact of climate change on future flow rates, volumes, and frequencies; identify locations facing hazards due to flooding and erosion; assess flood risks through hydraulic analysis of critical locations; produce flood risk maps; develop innovative and cost effective mitigation measures to manage flood risks as part of an adaptive strategy; identify preferred mitigation actions; and prioritize mitigation actions that the City should undertake in the short, medium, and long-term. A grant has been applied for to assist in funding this study of up to \$150,000 for this project. The project is only expected to be completed if the City receives grant funding. The costs of this project would be reduced by any grant funding received.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: <div style="border: 1px solid black; padding: 2px; text-align: center;">AF</div> CAO: <div style="border: 1px solid black; padding: 2px; height: 20px;"></div> Purchasing: <div style="border: 1px solid black; padding: 2px; height: 20px;"></div>	Budgetary Pricing Attached: <div style="border: 1px solid black; padding: 2px; text-align: center;">NO</div> Business Case/Other Backup Attached: <div style="border: 1px solid black; padding: 2px; text-align: center;">YES</div> Project Cost to be assigned by Finance: <div style="border: 1px solid black; padding: 2px; text-align: center;">C2021-28</div>
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City of West Kelowna

Business Case

Engineering and Public Works - Flood Risk Assessment 2021



Executive Summary

The City of West Kelowna (City) frequently experiences flooding impacts from peak flows on Powers, Smith and McDougall Creeks, which run through the City of West Kelowna. The City, BC Housing, and Emergency Management BC have expended millions of dollars since 2014 to mitigate slope failures, repair damage and protect property and infrastructure from flooding and inundation. The City wishes to protect these expenditures and identify and mitigate future risks that could impact existing infrastructure and projects planned in the vicinity of these creeks in the next 15 years. The deployment of personnel (City, BC Wildfire Service, and Canadian Armed Forces) and equipment in response to flood events to temporarily protect infrastructure is ineffective and costly. The City is seeking permanent solutions to flood risks.

Background

The scope of this work plan includes the broad assessment of the City's flood risks including the impact of climate change, preparation of flood risk maps, development of a flood mitigation plan to allow the City to undertake flood mitigation activities that reflect an understanding of the relative priority of the hazard. Considering these factors, the following objectives have been defined for this project:

- Gather and review background information including flood history of the area, previous reports related to hydrology and hydraulics, existing bylaws and plans, and previously recommended mitigation measures undertaken or not undertaken.
- Estimate climate change impacts and develop peak flow estimates for Powers, Smith, and McDougall Creeks at West Kelowna.
- Identify existing flood hazards and risks to development and property.
- Complete site survey of critical locations and crossings.
- Complete hydraulic analysis of the subject reaches of the streams of interest, focusing on critical locations and crossings to establish flood extents and other characteristics.
- Assess flood risk throughout study area and prepare flood risk mapping.
- Identify options to address existing and potential future flood risks.
- Assess flood mitigation options (both structural and non-structural) and develop flood mitigation management plan, including stakeholder engagement.
- Prepare a comprehensive flood hazard mitigation plan to document the assessment and provide a roadmap for the City to undertake flood mitigation works in the future.

Business Case Type

Define which of the following three types you've used.

Type 3 – To determine the best of numerous options or opportunities.

Goals and Objectives

Define your objectives or goals. Reference if your BC is aligned with any of Council's Strategic Priority objectives. Are the goals related to achieving performance improvements or financial goals?

Key Stakeholders

- Residents of West Kelowna
- Engineering and Public Works
- Westbank First Nation
- Central Okanagan Regional District
- Okanagan Basin Water Board
- Regional Emergency Operations Centre Personnel
- Emergency Management BC
- BC Ministry of Transportation and Infrastructure
- Ministry of Environment & Climate Change Strategy
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development
- Department of Fisheries and Oceans

Boundaries

The project will complete the flood risk assessment, flood risk mapping, and flood mitigation plan for approximately 8 linear kilometres of Powers Creek (from Okanagan Lake approximately 500 m upstream of the Powers Creek Water Treatment Plant), 4 linear kilometres of Smith Creek (from Okanagan Lake to Copper Ridge Dr., excluding areas outside City lands) and 3 linear kilometres of McDougall Creek (from Okanagan Lake to the end of Bartley Road North, excluding areas outside City lands). See attached figures identifying the study areas. Assessments will be conducted within the City of West Kelowna's jurisdiction; however, the work will be completed in consultation with Westbank First Nation, and will inform their future flood mitigation planning activities.

Key Assumptions

- Available interest from consulting firms
- Ability for staff to engage with stakeholders during consultation periods during COVID-19

List Alternatives/Options

List all the options considered. This may include:

- Alternatives the violated boundaries.
- Alternatives eliminated through research.

- Alternatives that did not meet the outlined goals and objectives.
- Alternatives that could help meet the goals and objectives.
- Any other alternatives you may be recommending.

Note: Be very descriptive in defining your alternatives. The audience you are presenting this to will have not been as immersed in this subject as you. You do not want to lose them at this point or question why you have come to your conclusion. Be convincing.

Financial Summary

Define any financial implications to the City and/or department(s). Are there future, predictable costs? Will there be future savings or revenue? Use graphs, tables, charts, etc. How holistically, from a financial perspective, will your conclusion affect the City.

Finally, have fun pulling this all together and presenting what is sure to be a comprehensive analysis of your objective, complete with a clearly justified recommendation.



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Inverness Culvert Replacement		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: <input checked="" type="checkbox"/>
Engineering and Public Works		Other (Please explain in description):	

CAPITAL COST	Quantity:	1	Unit Cost:	100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Remove and Replacement two segments of 600 mm CSP pipe adjacent to Webber Road Community Centre

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure:	<input type="text"/>	Start Date:	<input type="text"/>	Completion Date:	<input type="text"/>
Renewal Infrastructure:	<input type="text"/>	In Service Date:	<input type="text"/>	Funding Source if Known:	<input type="text"/>

In 2017, 2018 and 2019 the City experienced flooding at a section of pipe adjacent to Webber Road Community Centre. In 2020, the City repaired the inlet and outlet of the pipe. These works were recoverable up to 80% by Disaster Financial Assistance.

A CCTV inspection of the drainage pipe adjacent to Webber Road Community Centre was performed on June 27th, 2019. The inspection indicated that the pipe is deformed by ~10% of the pipe diameter immediately upstream of the manhole, and that the corrugated metal has been stretched/deformed out of shape as a result an impact. The inspection also indicated that the pipe is deformed by ~50% of the culvert diameter immediately downstream of the culvert. Given the location underneath the Webber Road Community Center parking lot and play area, the staff are recommending mitigation of the risk of pipe failure and consequential sink holes. This portion of the work was determined as non recoverable as part of the DFA program due to likelihood that the deformation was NOT a result of the recent flooding events.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

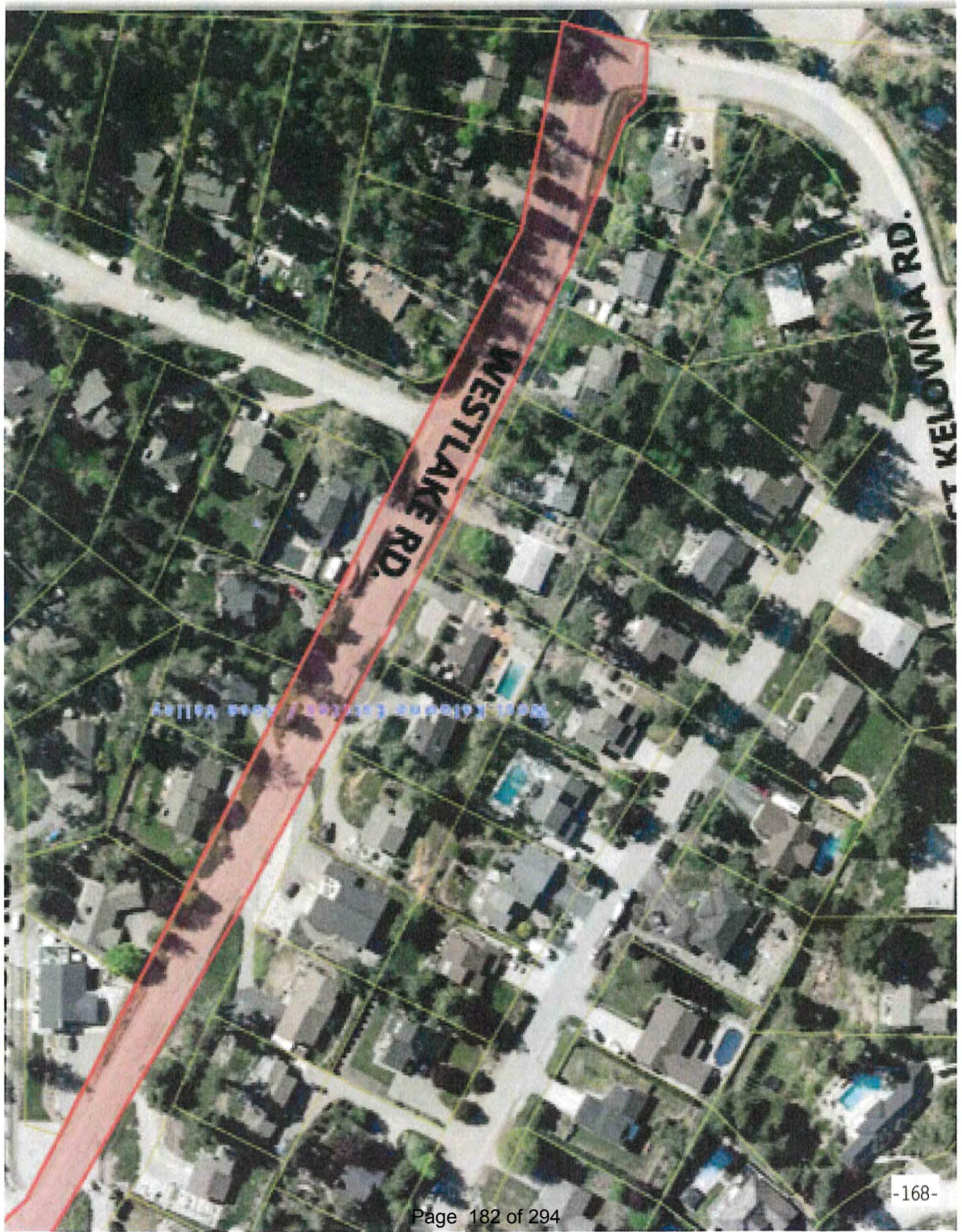
VERIFIED BY: Department Director/Manager: <input type="text" value="AF"/> CAO: <input type="text"/> Purchasing: <input type="text"/>	Budgetary Pricing Attached: <input type="text" value="NO"/> Business Case/Other Backup Attached: <input type="text" value="NO"/> Project Code (To be assigned by Finance): <input type="text" value="C2021-29"/>
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
2021 Pedestrian Program		Strategic Priority:	<input type="checkbox"/> Infrastructure <input type="checkbox"/> Health & Safety:		
DEPARTMENT		Master Plan:	<input type="checkbox"/> Ped & Bike <input type="checkbox"/> Equipment Replacement:		
		Other (Please explain in description)			
CAPITAL COST	Quantity: 1	Unit Cost: 1,200,000	Total Cost: \$ 1,200,000		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			TOTAL \$ 1,200,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
<p>Construction contract to secure a civil construction contractor for the completion of pedestrian facilities on Westlake Road and to secure a consultant to design the 2022 Pedestrian program.</p>					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="checkbox"/> No	Start Date:	Apr 2021		
Completion Date:	Nov 2021				
Renewal Infrastructure:	<input type="checkbox"/> Yes	In Service Date:	Nov 2021		
Funding Source if Known:					
<p>West Kelowna is continuing the commitment by Council to improve the pedestrian infrastructure network. The Pedestrian and Bicycle Infrastructure Plan was adopted in January 2016 to prioritize the implementation of the on-street facilities. In the fall of 2019 Council adopted a 10 year plan to continue the improvements to the network.</p> <p>The 2020 program will construct sidewalks on Westlake Road from West Kelowna Road to Parkinson Road. The works will include sidewalk, street lighting, curb and gutter with an underground drainage system. The construction contract will be completed in summer 2021 as it is near Rose Valley Elementary school. Construction costs are estimated by the consultant based on the conceptual design drawings. Also included in this request is the design for the 2022 project will be on Horizon Drive. Any carry forward funds will be used to expedite the pedestrian program and advance the Council approved priorities.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-30"/>		



West Kelowna Council / West Valley



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Recreational Trails Improvements		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Engineering and Public Works		X	
		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Per the recommendations in the Recreational Trails Master Plan, \$100,000 is recommended to be allocated towards trail construction and improvement within the City over the next 10 years.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Spring 2021	Completion Date:	Fall 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The 2013 Recreational Trails Master Plan recommends approximately 53.3km of new trail to be constructed in the first 10 years of the Plan, with a total budget estimate of approx. \$994,000. Specific trail alignments are shown in Table 2 of the Internal Addendum of the Recreational Trails Master Plan. The City has trail counters on the Mt. Boucherie Rush Trail and the Gellatly Walkway. Each of these respective trail systems are averaging 374 and 960 users per day.

Expenditure of these funds have been budgeted for in the 10 Year Capital Plan, however, they were not identified as a Council priority for 2019 or 2020. In order to fulfill the intent and purpose of the 2013 Recreational Trails Master Plan it is recommended that improvements to the highest priority trail be completed in 2021.

Short-term trail alignments that could be achieved during the 2021 budget year include:

- In partnership with the Gellatly Bay Trails & Parks Society, completion of pedestrian improvements on the north shoulder of Whitworth Road. This section follows the proposed 'Trails 2000' trail alignment.
- Improvements to the Flint Man Trail on Mt. Boucherie once final dedication of additional parkland is completed in association with the adjacent development, and;
- Implementation of Operational Actions, including installation of 2 new trail counters and creation of a trail map of the entire trails system.

Note : Staff will complete as much as possible with the budget available.

Maintenance costs are dependent on trail standard and/or ability to implement an adopt a trail program; however, the City has had recent success developing partnerships with the West Kelowna Trails Crew and Gellatly Bay Trails and Parks Society. Additionally, a recently launched Mountain Bike Course at Mount Boucherie Secondary School is also incorporating trail maintenance as a core part of the course curriculum, and has expressed interest in helping maintain local trails.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:			
Department Director/Manager	AF	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-31



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Infield Soil Replacement - Ranch		Strategic Priority:	<input type="checkbox"/>
DEPARTMENT		Health & Safety:	<input type="checkbox"/>
Parks		Master Plan:	<input type="checkbox"/>
		Equipment Replacement:	<input type="checkbox"/>
		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	12,000	Total Cost:	\$ 12,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 12,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Replace Baseball Infield Shale

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="checkbox"/>	Start Date:	<input type="checkbox"/>	Completion Date:	<input type="checkbox"/>
Renewal Infrastructure:	x	In Service Date:	<input type="checkbox"/>	Funding Source if Known:	<input type="checkbox"/>

The infield is currently filled with rocks and weeds. Rocks represent a hazard to the players from scraps and cuts and also from balls skipping and misdirecting causing injury. Staff intend to dig out the top 6" of the current fill. Fresh pink shale will be trucked in to replenish and improve the playing surface.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	AF	Budgetary Pricing Attached
CAO:	<input type="checkbox"/>	Business Case/Other Backup Attached
Purchasing:	<input type="checkbox"/>	NO
		NO
		C2021-32

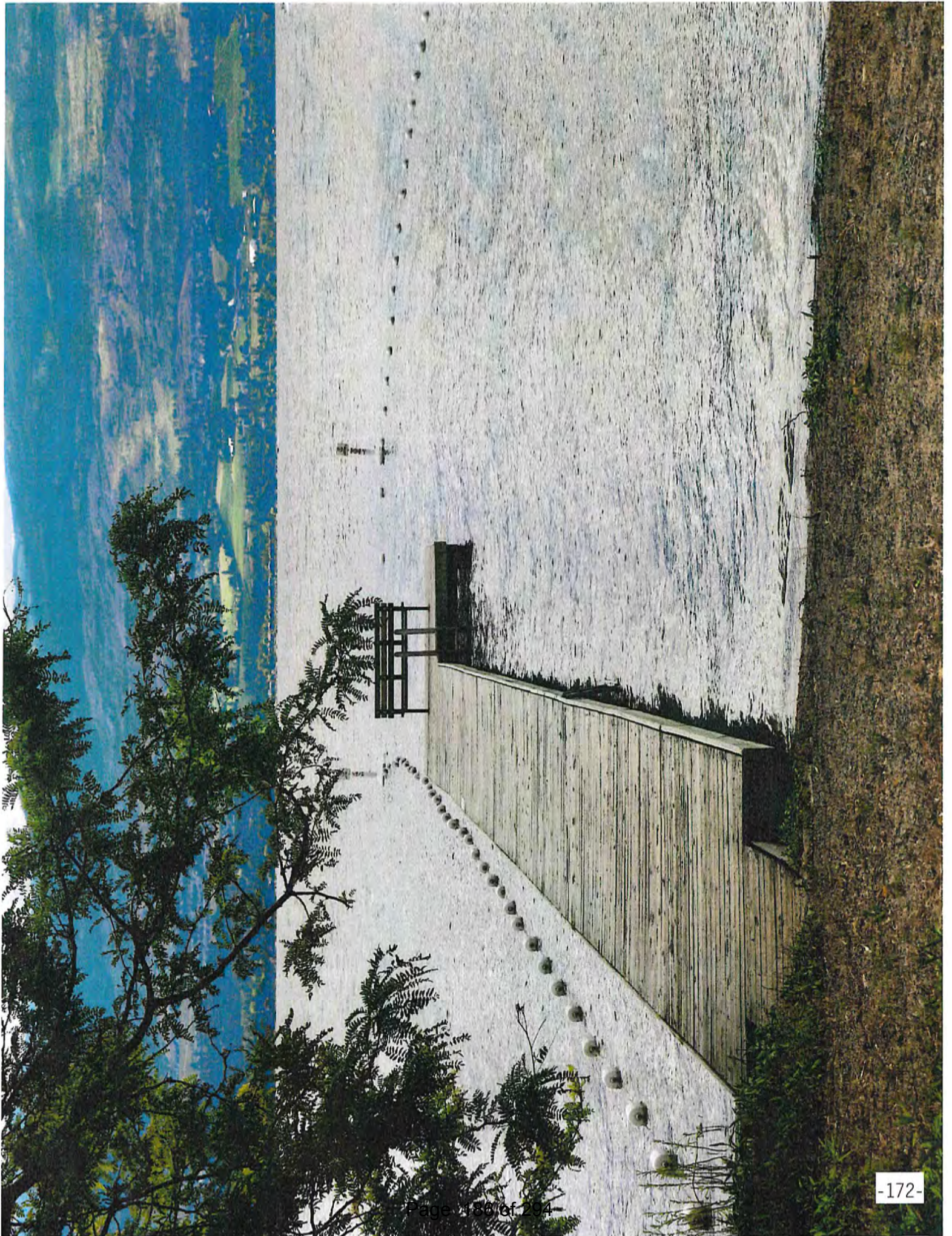
2021 Budget

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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Casa Loma Dock		Strategic Priority:	Health & Safety:		
DEPARTMENT		Master Plan:	Equipment Replacement:		
Engineering and Public Works		Other (Please explain in description)			
CAPITAL COST	Quantity: 1	Unit Cost: 137,000	Total Cost: \$ 137,000		
			\$ -		
			\$ -		
			\$ -		
TOTAL			\$ 137,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
To fund the replacement of Casa Loma dock and associated park improvements, as per the recommendations of the Parks Master Plan and Waterfront Master Plan					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure:		Start Date:	Completion Date:		
Renewal Infrastructure:		In Service Date:	Funding Source If Known:		
<p>The 2016 Parks Master Plan recommends that improvements to Casa Loma Dock are completed as described in the Waterfront Plan including:</p> <ul style="list-style-type: none"> - Dock safety upgrades (redecking) - Parking - Beach improvements - Trail to beach - Landscaping - Seating and picnicking areas <p>Expenditure of these funds have been budgeted for in the 10 Year Capital Plan, however, they have been not identified as a Council priority over the last 5 years. The dock has had several repairs by the Parks Department over the years but its decking is now nearing its end of life. In order to fulfill the intent and purpose of the 2011 Waterfront Plan it is recommended that improvements be completed in 2021.</p> <p>Casa Loma Dock Park was identified in the 2011 Waterfront Plan as the next priority area for improvement. The Casa Loma Residents Association has been requesting improvements to this lake access for over 5 years and have even suggested that they may have funding available to partner in the completion of the park improvements. While further consultation with the Casa Loma residents will assist in the final park design, possible improvements could include: dock repairs, landscaping & irrigation, furnishings and pathway construction.</p> <p>The City also has \$30,000 from an adjacent development (Z 18-07) earmarked for waterfront parks in Casa Loma, that could be used towards this park improvement if needed.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:	1,000	1,020	1,030	1,040	1,050
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ 1,000	\$ 1,020	\$ 1,030	\$ 1,040	\$ 1,050
VERIFIED BY:					
Department Director/Manager:	AF	Budgetary Pricing Attached:	NO		
CAO:		Business Case/Other Backup Attached:	NO		
Purchasing:		Project Code (To be assigned by Finance):	C2021-33		









**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Playground Repairs		Strategic Priority:	Health & Safety: <input checked="" type="checkbox"/>
DEPARTMENT		Master Plan:	Equipment Replacement:
Engineering and Public Works		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 50,000	Total Cost: \$ 50,000
			\$ -
		TOTAL	\$ 50,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Installation of new and replacement components of various types of structures at varying locations. Types of equipment that are designed to move such as swings and rope climbers are very expensive to repair. So much so that staff are careful when choosing them at the purchase phase. For example, the climbing rope assembly at Marina Park is \$10,000 to replace. The components are very manufacturer specific and generally can not be used in differing applications. However, the hazard rating on a risk scale for children's play structures is very high and the replacement of broken or damaged play equipment is a high priority.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="text"/>	Start Date:	<input type="text"/>	Completion Date:	<input type="text"/>
Renewal Infrastructure:	<input type="text"/>	In Service Date:	<input type="text"/>	Funding Source if Known:	<input type="text"/>

As part of the 2016 Parks Master Plan, it is recommended that the City continue with its playground upgrade program (CR #2).

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager

AF

Budgetary Pricing Attached

NO

CAO:

Business Case/Other Backup Attached

NO

Purchasing:

Project Code (To be assigned by Finance)

C2021-34



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Beach Access Property Alignments		Strategic Priority:	<input checked="" type="checkbox"/> Health & Safety: <input type="checkbox"/>		
DEPARTMENT		Master Plan:	<input checked="" type="checkbox"/> Equipment Replacement: <input type="checkbox"/>		
Parks		Other (Please explain in description)			
CAPITAL COST	Quantity: 1	Unit Cost: 50,000	Total Cost: \$ 50,000		
			\$ -		
			\$ -		
			\$ -		
TOTAL			\$ 50,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
<p><i>In 2021, staff intend to address several Beach Access property line realignment issues. The lack of definition as to what a City Park is and what is private land limits staffs ability to do capital improvements and in many cases smaller operational improvements that would greatly expand the publics ability to access the waterfront. This request is for associated expenses such as surveys, chain link fencing and potential legal costs. Having a clearly defined park property line will clarify any potential trespass on our neighbors property and give staff clarity as to where we can install signage, trail accesses and beach improvements. Having a clearly defined line would also give staff the tool to have informed conversations with our neighbors should it either be park use has migrated onto private land or private land use that has migrated onto Public land.</i></p>					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="text"/>	Start Date:	<input type="text"/>		
Completion Date:	<input type="text"/>				
Renewal Infrastructure:	<input type="text"/>	In Service Date:	<input type="text"/>		
Funding Source If Known:	<input type="text"/>				
7. NEW YEARLY OPERATING EXPENSES:					
Staffing:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Maintenance:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Utility Costs:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contracts:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Annual Licensing Fees:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Miscellaneous:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-35"/>		



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Hall #32 Parking Lot Paving		Strategic Priority:	<input type="checkbox"/>	Health & Safety:	<input checked="" type="checkbox"/> x
DEPARTMENT		Master Plan:	<input type="checkbox"/>	Equipment Replacement:	<input type="checkbox"/>
Parks		Other (Please explain in description)			
CAPITAL COST	Quantity:	1	Unit Cost:	24,000	Total Cost:
					\$ 24,000
					\$ -
					\$ -
					\$ -
				TOTAL	\$ 24,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
<p>The Parks Dept. looks after all facility parking lots. When in particularly poor shape the dislodged asphalt pieces can become a tripping hazard. The term 'allgatorred' refers to asphalt broken into many different pieces. These pieces dislodge in winter freeze and thaw and may be scrapped up when plowing snow. This is the case at Fire Hall #32. When the trucks are parked outside response can be hurried and watching footing an unnecessary hazard. This request is to replace the asphalt lot in front of Fire Hall #32. Although at some point in the future, this hall is scheduled to move, the date is unknown. Continuing with this unsafe surface poses a risk and liability both for staff and the visiting public.</p>					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure:	<input type="text"/>	Start Date:	<input type="text"/>	Completion Date:	<input type="text"/>
Renewal Infrastructure:	<input type="text"/>	In Service Date:	<input type="text"/>	Funding Source If Known:	<input type="text"/>
7. NEW YEARLY OPERATING EXPENSES:					
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$	-	\$	-	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="YES"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-36"/>		



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Geese Deterrent Laser Lights		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
		Other (Please explain in description)	
CAPITAL COST	Quantity: 5	Unit Cost: 1,500	Total Cost: \$ 7,500
			\$ -
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 7,500

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Rotating solar powered lazer beam lights

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

This request is for the purchase of five (5) moveable lazer beam goose deterrent lights. The lights are intentionally short in stature to be at a geese eye height. The lazer beam rotates 360 degrees and covers several hundred square feet. Geese feel threatened and find this annoying and move away from the area. Keeping geese away from park grass area results in less feces to clean up and a much better park appearance. These lights were trialed in 2020 at Pritchard park. The contractor hired to pick up the feces has reported much less feces in the areas where the lazars were installed. As a result, contractor fees were reduced and more importantly any health concerns attributed to feces on the grass was substantially reduced. The lazars have a vandal proof enclosure and staff found no issues with them.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager

AF

Budgetary Pricing Attached

NO

CAO:

Business Case/Other Backup Attached

NO

Purchasing:

Project Code (To be assigned by Finance)

C2021-37



Away With Geese

Geese gone!

Away With Geese features an amber 360° solar-powered light that flashes every two seconds, all night, year-round. The light is scarcely noticeable to humans but is very disruptive to the sleep of the geese, causing them to no longer feel secure. After just a few anxious nights, they find another habitat. There is an Away With Geese unit for every type of landscape.



ENVIRONMENT FRIENDLY



Our units are environmentally friendly and have no impact on the natural landscape.

MAINTENANCE FREE



Our products are maintenance free. The lights are solar powered and the photo cell automatically activates at dusk and deactivates at sunrise. The units require no upkeep.

UNTROUBLING TO PEOPLE



Our units do NOT effect people. The light proves very annoying to geese, as they have incredibly sensitive eyesight, but to humans the light is dim and scarcely noticeable.

HUMANE FOR THE GEES



Our products offer a humane solution to goose problems. Though they annoy the geese enough to relocate, they have no ill effect on them.

COST EFFECTIVE & SUSTAINABLE



Our products offer a long lasting, cost effective solution to goose problems. Once properly installed, they will put an end to the problem, once and for all.

Each unit covers a 75-meter radius. Contact us for an recommendation of what is right for your property today!

Away With Geese

Placement Study

Coverage Info

Away with Geese is the most effective, humane, and environmentally friendly way to eliminate your geese problems. Available for land or water, each unit is solar powered and emits an amber colored light, disrupting the sleeping pattern of geese, ultimately encouraging them to move to a new location. A single unit will effectively protect an area of 6.5 acres. It protects the property continuously with no maintenance. There is simply no other method available that measures up in effectiveness, safety, cost, or reliability.



Placement Example 1



Placement Example 2



Pond Placement Example 1



Pond Placement Example 2



Each unit covers a 75-meter radius. Contact us for an recommendation of what is right for your property today!



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Christmas Display Improvements		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Parks		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$ 40,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 40,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Xmas Lights/ Banner illumination/ Ornaments

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:		Completion Date:	
Renewal Infrastructure:	x	In Service Date:		Funding Source if Known:	

This request is for replacing some of our old faded lights as well as making modest additions to our program. It is hoped that the Brown Rd light up tradition will resume in 2021 and we can make it extra special. In addition, some of the old banner illumination arms are faded and broken and need replacing.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	AF	Budgetary Pricing Attached
CAO:		Business Case/Other Backup Attached
Purchasing:		Project Code (To be assigned by Finance)
		C2021-38



CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST

PROJECT ITEM Boucherie Parking Lot Landscape Islands		PRIORITY (check one) Strategic Priority: <input type="checkbox"/> Health & Safety: <input type="checkbox"/> Master Plan: <input type="checkbox"/> Equipment Replacement: <input type="checkbox"/> Other (Please explain in description): <input type="text"/>		
DEPARTMENT Parks and Fleet Operations				
CAPITAL COST	Quantity: 1	Unit Cost:	Total Cost: \$ 20,000	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			TOTAL \$ 20,000	
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary) Irrigation upgrades, new plant material and mulch				
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)				
New Infrastructure	<input type="text"/>	Start Date: <input type="text"/>	Completion Date: <input type="text"/>	
Renewal Infrastructure:	<input type="text"/>	In Service Date: <input type="text"/>	Funding Source if Known: <input type="text"/>	
The Mount Boucherie/City Hall parking lot has several landscaped islands that should be updated as the landscaping has passed its lifespan. The old landscaping will be removed and new shrubs, trees and mulch will be installed to beautify the area. The irrigation is also outdated and will be replaced with new technology that is point source (directed at the plant only and not all over, promoting weeds). The intention is to renew and refresh these landscape features.				
7. NEW YEARLY OPERATING EXPENSES:				
Staffing:				
Maintenance:				
Utility Costs:				
Contracts:				
Annual Licensing Fees:				
Miscellaneous:				
Total Additional Operating Costs:				
	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:				
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>	
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>	
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-39"/>	



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Bear Resistant Garbage Containers		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Bear Resistant Garbage Containers		Other (Please explain in description)	

CAPITAL COST	Quantity: 6	Unit Cost: 2000	Total Cost:	\$ 12,000
				\$ -
				\$ -
				\$ -
TOTAL				\$ 12,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Discovery Brand - Bear resistant refuse bins (Standard colour - neufeld green)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

There are two perspectives for the utilization of bear proof cans. From staffs perspective, they would eliminate the potential for scattered garbage contents and a messy park appearance. It may also help reduce any human/bear interactions. From the bears perspective, habitual garbage feeding habits often result in a negative outcome. The practice of trapping and relocating is seldom used vs an unfortunate ending. The cans will be installed in some of the Parks that are in the interface areas of the City such as Tallus Ridge, Smith Creek and Rose Meadows.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-40
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Parks Master Plan Update		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Engineering and Public Works		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 80,000	Total Cost: \$ 80,000
			\$ -
		TOTAL	\$ 80,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Per the recommendations in the Parks Master Plan, it is recommended that a five-year review and update of the Parks Master Plan which was last updated in 2016 be completed.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Spring 2021	Completion Date:	End of 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The 2016 Parks Master Plan recommends that a five-year review and update of the Parks Master Plan be completed (OR #2) that:

- Includes a public process to determine how community priorities have changed.
- Evaluates accomplishments of the 2016 plan.
- Develops actions to complete outstanding priorities.
- Considers new opportunities that have been identified for possible parks improvements.
- Evaluates new project ideas against the vision and goals of the community.
- Completes a review of athletic field provision and needs.
- Reviews / updates community park and waterfront park acquisition opportunities.
- Reviews / updates parks provision and identifies needs for expansion and community growth.
- Updates the asset inventory.

Expenditure of these funds have been budgeted for in the 10 Year Capital Plan.

A Recreation Programming and Facilities Trends Summary Report is currently underway and is set to be completed by the end of 2020. As part of the Parks Master Plan update, this report will be appended to produce one overarching document for the City's Parks and Recreation system.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager

AF

Budgetary Pricing Attached

NO

CAO:

Business Case/Other Backup Attached

YES

Purchasing:

Project Code (To be assigned by Finance)

C2021-41



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM	PRIORITY (check one)
Irrigation Upgrades	Strategic Priority: <input type="checkbox"/> Health & Safety: <input type="checkbox"/>
DEPARTMENT	Master Plan: <input type="checkbox"/> Equipment Replacement: <input checked="" type="checkbox"/>
Parks and Fleet Operations	Other (Please explain in description): <input type="text"/>

CAPITAL COST	Quantity: 1	Unit Cost: 40,000	Total Cost:	\$ 40,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 40,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Valves, mainline replacements, meters, blowouts and other components of a systems point of connection.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="text"/>	Start Date:	<input type="text"/>	Completion Date:	<input type="text"/>
Renewal Infrastructure:	<input type="text"/>	In Service Date:	<input type="text"/>	Funding Source if Known:	<input type="text"/>

This request is consistent with the Parks masterplan recommendation and a continuance of previous requests identified in the 10 year capital plan. OR #14
Old and worn components of our numerous irrigation systems are changed out as time permits. This ensures backflow devices are secure, meters accurate and valves can be closed and sealed tight. Water breaks at the point of connection can be expensive and very damaging. Staying ahead of these potential failures is good preventative maintenance practice.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached <input type="text" value="NO"/>
CAO:	<input type="text"/>	Business Case/Other Backup Attached <input type="text" value="NO"/>
Purchasing:	<input type="text"/>	Project (Please include project number) <input type="text" value="C2021-42"/>



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Playground Equipment Replacements		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: <input checked="" type="checkbox"/>
Parks and Fleet Operations		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 75,000	Total Cost: \$ 75,000
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 75,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

The establishment of a \$125,000 playground replacement program fund for years 2021 - 2025. Depending on the location, this may include: climbers, slides, swings, safety surfacing, and containment borders.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="checkbox"/>	Start Date:	<input type="checkbox"/>	Completion Date:	<input type="checkbox"/>
Renewal Infrastructure:	<input checked="" type="checkbox"/>	In Service Date:	<input type="checkbox"/>	Funding Source if Known:	<input type="checkbox"/>

This is for the complete replacement of an old and out of compliance playground in its entirety. Playground equipment has significantly increased in cost over the past 10 years, staff estimate costs have almost doubled. In some cases, the required repairs are a safety issue with potential liability exposure. This request is to establish a replacement program for the next 5 years. Two locations have been identified with aged equipment and they include Devon Park and Last Mountain Park. This request will be added to the \$125,000 frozen in 2020 for a \$200,000 upgrade split between the two Parks.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:			
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="NO"/>
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>
Purchasing:	<input type="text"/>	Project Code (for budgeting/finance)	<input type="text" value="C2021-43"/>



















**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Mount Boucherie Courtyard Surface Replacement		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
City Hall		Other (Please explain in description):	

CAPITAL COST	Quantity:	1	Unit Cost:	75,000	Total Cost:	\$ 75,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 75,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Poured Concrete, broom finish, drain tiles, subsurface french drain.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:	x	In Service Date:		Funding Source if Known:	

The Mount Boucherie courtyard between the arenas and City Hall is currently surfaced in prefabricated sidewalk slabs. The slabs were installed approximately 13 years ago with the intention of being temporary. In combination with a falling drain system, the slabs have disintegrated and shifted creating a trip hazard.

Should the facility remain as City Hall or eventually convert back to a Community Centre the importance of a low maintenance, safe surface around the facility should be ensured. Staff have also researched the option of paving stones. The price was very similar although the stones are not as secure for operating snow equipment on and over time may move and be an ongoing maintenance issue. The quote is for an all-in removal of the existing surface and the installation and finish of the new concrete surface. The project contingency is quite high as we choose a stamped pattern or slight colouration to the pavement. If not the money wont be spent. We may also save money by having staff remove and dispose of the existing patio stones. This installation will provide for a long term durable court yard surfacing for the facilities future.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager	AF	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Cost to be Budgeted (Finance)	C2021-44



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Asset Management Plan Implementation		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -
	TOTAL					\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Implementation of the recommendations outlined in the Asset Management Plan

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

Implementation of the recommendations contained within the Asset Management to develop and implement a risk and critical infrastructure framework that prioritizes projects based off the development of a condition assessment program. By building on AM data review recently completed as part of the AMP and focusing efforts on defining methodology for condition and performance testing we will develop capacity information for key assets in different asset groups based on condition and risk of failure. Backend GIS database management, data collection and validation will focus attention on Critical Assets, and give the City information on asset performance, which will aid cross functional teams with planning, collection and implementation of the AMP and long term Financial Planning. This project will require stakeholder involvement from the City's Facilities, Parks, Operations, Engineering, Finance, GIS and Development teams. A grant has been applied for up to \$50,000 for this project. Any funding received would reduce the overall funding request for this work.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	AF	Budgetary Pricing Attached
CAO:		Business Case/Other Backup Attached
Purchasing:		Project Code (To be assigned by Finance)
		C2021-45



CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST

PROJECT ITEM		PRIORITY (check one)			
Fire Hall 31 - Fall Protection		Strategic Priority:	<input type="checkbox"/>	Health & Safety:	<input checked="" type="checkbox"/>
DEPARTMENT		Master Plan:	<input type="checkbox"/>	Equipment Replacement:	<input type="checkbox"/>
Facilities		Other (Please explain in description)			
CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$	60,000
Structure Gear				\$	-
Wild Land PPE				\$	-
Structure Helmets				\$	-
			TOTAL	\$	60,000
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input checked="" type="checkbox"/>	Start Date:	July, 2021	Completion Date:	October, 2021
Renewal Infrastructure:	<input type="checkbox"/>	In Service Date:		Funding Source if Known:	
A fall protection assessment has been completed at Fire Hall 31 and there are areas that have been identified where fall protection is being recommended. These safety measures include installing guard rails in areas that have a high risk of falls and injury					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="WE"/>	Budgetary Pricing Attached	<input type="text" value="YES"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by finance)	<input type="text" value="C2021-46"/>		

**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Fire Hall 31 - Dorm Renovation		Strategic Priority: <input type="checkbox"/>	Health & Safety: <input type="checkbox"/>
DEPARTMENT		Master Plan: <input type="checkbox"/>	Equipment Replacement: <input checked="" type="checkbox"/>
Facilities		Other (Please explain in description): <input type="text"/>	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$ 25,000
Structure Gear				\$ -
Wild Land PPE				\$ -
Structure Helmets				\$ -
			TOTAL	\$ 25,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:	July, 2021	Completion Date:	October, 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

Fire Hall 31 is a career fire hall that operates 24hrs per day, 7 days per week.

Above the truck bays on the second floor there is a sleeping quarters, kitchen, dining area, living room, work out space, and office. It has been almost 11 years since it last seen a major renovation and the floors, countertops, and other finishes are needing to upgraded or replaced.

Budget Request: \$25,000

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: <input style="width: 100px;" type="text" value="WE"/> CAO: <input style="width: 100px;" type="text"/> Purchasing: <input style="width: 100px;" type="text"/>	Budgetary Pricing Attached: <input style="width: 100px;" type="text" value="YES"/> Business Case/Other Backup Attached: <input style="width: 100px;" type="text" value="NO"/> Project Code (To be assigned by Finance): <input style="width: 100px;" type="text" value="C2021-47"/>
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Fire Hall 31 - Security Fence and Gate		Strategic Priority: <input type="checkbox"/>	Health & Safety: <input checked="" type="checkbox"/>		
DEPARTMENT		Master Plan: <input type="checkbox"/>	Equipment Replacement: <input type="checkbox"/>		
Facilities		Other (Please explain in description):			
CAPITAL COST	Quantity:	Unit Cost:	Total Cost: \$ 15,000		
			\$ -		
			\$ -		
			\$ -		
		TOTAL	\$ 15,000		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input checked="" type="checkbox"/>	Start Date: July, 2021	Completion Date: October, 2021		
Renewal Infrastructure:	<input type="checkbox"/>	In Service Date:	Funding Source if Known:		
<p>Over the past few years the parking and training areas of Fire Hall 31 have been subject to staff vehicle break ins and homeless people sleeping in and amongst the training area. The health and safety of the firefighters working on this site is compromised by the unknown of what they may encounter when exiting the back of the hall to enter their vehicles, take out the garbage, or use the space for training. The addition of a fence and gate system to secure this area will assist with some of these security concerns and will prevent outside influences from entering the fenced off area.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="WE"/>	Budgetary Pricing Attached	<input type="text" value="YES"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-48"/>		



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Fire Hall 32 - Construction Drawings		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Facilities		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$	750,000
	Structure Gear			\$	-
	Wile Land PPE			\$	-
	Structure Helmets			\$	-
			TOTAL	\$	750,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input checked="" type="checkbox"/>	Start Date:	July, 2021	Completion Date:	Oct-21
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

In preparation for a potential future fire hall facility, staff is proposing to finalize a site location and bring forward a concept plan for Council's consideration.

If the concept plan is approved by Council, the CVR then could create architectural drawings for the project so that the project is shelf ready, in the event it were to be considered for construction in the future.

Creating a shelf ready project would allow the project to be considered for future grant opportunities offered by the Provincial or Federal governments.

Currently, Fire Hall 32 has been identified as needing to be replaced and that construction of a new Fire Hall should be considered.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:			
Department Director/Manager	<input type="text" value="WE"/>	Budgetary Pricing Attached	<input type="text" value="YES"/>
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-49"/>



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM	PRIORITY (check one)		
JBMAC - Fitness Equipment	Strategic Priority:	<input type="checkbox"/>	Health & Safety:
DEPARTMENT	Master Plan:	<input type="checkbox"/>	Equipment Replacement:
Facilities	Other (Please explain in description)	x	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	
Structure Gear			\$	18,000
Wild Land PPE			\$	-
Structure Helmets			\$	-
			\$	-
			TOTAL	\$ 18,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	s	Start Date:	July, 2021	Completion Date:	October, 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

To keep up with aging equipment and fitness trends, the CWK sets aside about \$18,000 every three years to replace fitness equipment at Johnson Bentley Memorial Aquatic Centre.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:			
Department Director/Manager	WE	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-50



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Mt Boucherie - Ammonia Chiller		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Facilities		Other (Please explain in description)	
CAPITAL COST	Quantity: 1	Unit Cost: 450,000.00	Total Cost: \$ 450,000
			\$ -
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 450,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)			
New Infrastructure	x	Start Date:	July, 2021
Renewal Infrastructure:		Completion Date:	October, 2021
		In Service Date:	
		Funding Source if Known:	

The ammonia chiller inside the refrigeration ice plant at the Mt Boucherie Complex serves both Jim Lind Arena and Royal LePage Place. The existing chiller was installed in 1999 and has an anticipated lifespan is 20 to 25 years.

To meet today's Technical Safety BC safety requirements, it is being recommended that this ammonia chiller be replaced.

The CWK has applied for a grant through the Community Economic Recovery Infrastructure Program. If successful, the CWK could receive up 100% funding for this project. All grant application projects must start by Dec 31, 2021 and end before March 31, 2023.

Due to this project having an impact on public safety, it is being recommended that the project still be completed even if the CWK was not successful in getting the grant.

Estimated cost of the project: \$442,200

This project will take about 10 weeks to complete. The CWK would normally shut down the arena for a period of 6 weeks to complete annual maintenance. However, an additional 4 weeks will be required to complete this project. To minimize the impact to user groups and CWK revenue, it is being proposed the work take place during the months of May, June, and July.

Estimated lost revenues: \$30,000

Staff is recommending that this project be granted early approval so that equipment can be ordered and project can be completed during the proposed 2021 arena shutdown.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	WE	Budgetary Pricing Attached YES
CAO:		Business Case/Other Backup Attached NO
Purchasing:		Project Code (To be assigned by Finance) C2021-51



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Senior Centre - Air Conditioner Replacement		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: <input checked="" type="checkbox"/>
Facilities		Other (Please explain in description):	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$ 25,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 25,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input checked="" type="checkbox"/>	Start Date:	June, 2021	Completion Date:	July, 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

There are two air conditioning units at the Senior Centre that have been identified as needing to be replaced.
The existing units are estimated to be more than 25 years old and will be replaced by a more energy efficient system.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: WE CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-52
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Public Works Yard - Preliminary Site Work		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Facilities		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$ 275,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 275,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:	June, 2021	Completion Date:	July, 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

In 2020, the CWK negotiated a site works agreement with Emil Anderson Construction for the future Public Works Yard located at 2515 Bartley Road.

This agreement includes, but is not limited to: Emil Anderson applying for a mining permit to remove up to 300,000 cubic meters of material, clearing and grubbing of vegetation, excavating and compaction of the materials, slope trimming and final grading of the site.

Estimated cost to complete the work: \$657,366

There is also approximately 180,000 cubic meters of gravel that the CWK will be selling to Emil Anderson during the completion of this work..

Estimated Gravel Profits: \$401,278

CWK net costs to Pay EAC: \$256,087.54

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: WE CAO: Purchasing: 	Budgetary Pricing Attached: NO Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-53
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
City Hall - Construction Drawings & Consultant Services		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Facilities		x	
		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$ 2,000,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 2,000,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

In preparation for a potential future City Hall, staff is proposing to finalize a site location and bring forward a concept plan for Council's consideration.

If the concept plan is approved by Council, the CWK then could create architectural drawings for the project so that the project is shelf ready for future construction consideration.

Between 2016 – 2020, the CWK completed multiple space addition projects that included, but was not limited to the following: purchased additional temporary portable trailer systems, renovated existing spaces into additional workspaces, leased office space, and created a work from home program for special circumstances when working from the office was not possible. Currently staff are spread across 4 different sites throughout the community.

On October 6, 2020 Council approved a borrowing bylaw for the CWK to borrow up to \$11M to build a City Hall. The City has an additional \$7M in reserves to bring the total project budget to \$18M.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: WE	Budgetary Pricing Attached: NO
CAO: 	Business Case/Other Backup Attached: NO
Purchasing: 	Project No. (To be assigned by Finance): C2021-54



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Self Contained Breathing Apparatus (SCBA) Replacement		Strategic Priority:	Health & Safety:
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DEPARTMENT		Master Plan:	Equipment Replacement:
West Kelowna Fire Rescue		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:
SCBA Harness	75.00	9,200	\$ 690,000
Bluetooth Coms	75.00	925	\$ 69,375
C5 Mask	75.00	400	\$ 30,000
Cylinders	150.00	1,600	\$ 240,000
Retro fit and Continge	1.00	42,625	\$ 42,625
			TOTAL
			\$ 1,072,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

3M SCOTT X3 Pro c/w snap change cylinders, C5 High Temperature Mask with built in Bluetooth communications and EZ Flo regulator SCBA's manufactured in accordance with the changes to NFPA 1981 & 1982 are concentrating on Cleanability, Comfort, & Connectivity with an emphasis on the end user being able to remove and wash the soft goods attached to the SCBA.

New harness materials offer a greater resistance to chemical exposure and less water absorption to minimize contamination. New harness designs reduce fatigue with greater range of motion and a better more balanced weight distribution. The new face pieces provide a wider field of vision, better communications, and a larger safety margin to high temperature thermal insult.

WKFR manages a fleet of SCBA cylinders as per the WorksafeBC, CSA, and manufacturer recommendations. Worksafe BC Part 31.25 states;

(1) When self-contained breathing apparatus are used, the employer must ensure there are at least 4 apparatus available.

(2) At least one spare compressed air cylinder, having a rated minimum duration of 30 minutes, must be maintained at full rated capacity and available for each self-contained breathing apparatus.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

See Attached Business Case

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department Director/Manager	JB	Budgetary Pricing Attached	YES
CAO:		Business Case/Other Backup Attached	YES
Purchasing:		Project Code (To be assigned by finance)	C2021-55



SCOTT

Fire & Safety

3M™ Scott™ Air-Pak™ X3 Pro

Self-Contained Breathing Apparatus

NFPA 1981/1982, 2018 Edition



Air-Pak™ X3 Pro SCBA

More than ready.

3M™ Scott™ Fire & Safety has been committed to serving the fire service for more than 85 years. In that time, our purpose and focus has remained unchanged – to provide the most reliable and durable personal protective equipment to ensure the safety of firefighters and first responders. The result is an Air-Pak SCBA built with quality and precision that you can trust to perform in the most demanding conditions. This level of proven, trusted performance has been carried forward with our latest Air-Pak SCBA platform.

Building on this tradition, 3M Scott Fire & Safety is proud to announce the continuation of the Air-Pak™ X3 Pro platform with its latest NFPA 1981/1982, 2018 Edition offering.

NFPA 1981/1982, 2018 Editions Standards Highlights

Second Stage Regulator Retention & Removal

- Strength of interface test added to verify the connection between the facepiece and second stage regulator
- If the SCBA incorporates a removable regulator, two distinct actions for disconnection are required prior to removal of the regulator

Pneumatic Data-logging

- All SCBA shall incorporate data-logging and, at a minimum, the following events and data points shall be identified and recorded with a date and time stamp for each event:
 - Initial activation pressure
 - SCBA pressure on the high-pressure side of the first stage pressure reducer
 - Data-logging at 30 second intervals
 - Transmission of HUD visual information signals for cylinder breathing air
 - 100%, 75%, 50%, and 35% (EOSTI)
 - Breathing rate at 30 second intervals
 - HUD deactivation pressure

Universal Emergency Breathing Safety System (UEBSS)

- New standardized fittings (Rectus type) for all manufacturers

Universal PASS Tone

- All PASS devices have a universal sound regardless of the manufacturer
 - This requirement was originally incorporated into the NFPA 1982, 2013 Edition standard as part of a Tentative Interim Amendment (TIA)



Universal UEBSS



Air-Pak™ X3 Pro SCBA

More than ready.

The Air-Pak™ X3 Pro SCBA is built on a foundation of redundant safety features, providing unparalleled performance to protect the family of firefighters who expect the best in the most demanding conditions, with a focus on enhancing Cleanability, Comfort, and Connectivity to ensure the security and comfort of today's firefighter.

With the new As Long As You Own It Air-Pak SCBA Warranty, customers will have peace of mind knowing that their most important investment is backed for the lifetime ownership of the product.



**Proven. Trusted.
Performance.**

- New harness materials offer greater resistance to chemical exposure and less water absorption to help minimize contamination
- Easy-to-remove harness allows for cleaning and decontamination to help with exposure reduction
- New shoulder harness design improves the ease of donning and minimizes pressure points to help reduce user fatigue
- Natural articulation (i.e. waist pad) promotes greater range of motion to the user, while transferring weight to the hips for a more balanced load
- Proven regulator design offers low breathing resistance to help reduce user burden and improve operational efficiencies
- Redundant safety features afford firefighters peace of mind knowing that the SCBA will perform in the toughest environments
- 3M™ Scotchlite™ Reflective Material delivers enhanced visibility of the SCBA when operating in low light conditions, improving safety and accountability on the fireground.
- Bluetooth® enabled electronics support wireless connectivity between devices for improved configurability, data transmission/retrieval, firefighter safety and fireground accountability
- Electronic PAR (ePAR) provides wireless, bi-directional communication between the firefighter and incident command (using Monitor Pro telemetry software) to help improve fireground accountability and communications
- System Integrity Alarm provides visual and audible alerts to notify SCBA wearer and incident command (using Monitor Pro telemetry software) of impending electronics degradation due to elevated temperature.
- Integrated RFID tags provide local storage of SCBA information that can be wirelessly interrogated for asset tracking
- Proudly "Made in the USA" with attention to quality and workmanship

Safety and Performance From All Sides



Safety and Performance From All Sides



Providing Value To Our Customers

Stay Connected To Your Most Important Assets

Two of the most critical components of a successful fireground operation are maintaining personnel accountability and effective communications. These also happen to be two of the biggest challenges that fire departments are faced with today. As an incident commander, there is no greater fear than losing track of one of your firefighters and not being able to communicate. This is where 3M Scott Fire & Safety's latest SCBA solution comes in.

The Air-Pak™ X3 Pro SCBA incorporates an ePAR feature that enables an incident commander to check the PAR status of a firefighter without the need to broadcast over the radio network. Utilizing SEMS II Pro with Monitor Pro telemetry software, a PAR request is sent to the firefighter with an audible and visual alert notification. With a simple click of a button on the PASS console, the firefighter sends an acknowledgment back to incident command. By reducing excess radio traffic and relying on data transmission through the SEMS II wireless telemetry system, accountability is preserved while helping to maintain effective radio communications for when it matters most.

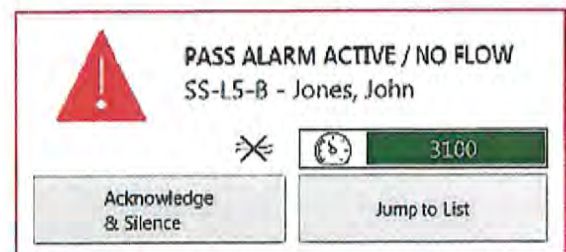
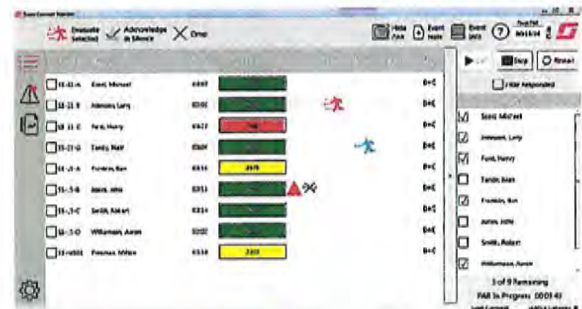


Improving Accountability One Firefighter at a Time

The Monitor telemetry software solution puts critical, real-time responder SCBA information at incident command's fingertips. Designed for use on modern, touch-enabled PCs, this easy-to-understand air management solution allows incident command to see air, PASS and EVAC data available while establishing and maintaining command. Additional alert notifications – high flow or no flow condition at full alarm PASS – provide incident command with enhanced situational intelligence to guide critical decision making.

Monitor Pro Package, paired with SEMS II Pro, further enhances communications by giving incident command the ability to electronically call for PAR (ePAR) with a simple click or tap of a button on the user interface, reducing excess radio traffic while still maintaining personnel accountability.

Monitor's automated design complements existing accountability and incident command SOGs without the burden of additional work.



Providing Value To Our Customers

Communicate Clearly



It's a no brainer. Clear radio communications on the fireground is a must-have when it comes to the safety of firefighters and other first responders. Not only is it essential that firefighters have the ability to communicate reliably between one another, but also with command and dispatch units. We all know that background noise is a fact of life on the fireground. There are noisy sirens, saws, positive pressure ventilation fans and other noise-producing equipment. Unfortunately, all of this noise compounds the firefighter's ability to hear in high noise situations, including over the radio. That's where 3M Scott Fire & Safety has stepped in.

The EPIC 3 RDI voice amplifier provides clear and loud SCBA and radio voice communications on the fireground for improved firefighter situational awareness and safety. Integrated noise suppression technology reduces environmental ambient noise from the facepiece and radio voice communications, allowing first responders to be clearly heard and understood when communicating with incident victims, team members, incident commanders, and remote dispatchers. Clear communication shouldn't be something that happens by chance. The EPIC 3 RDI offers confidence in clear communications that you can trust.



Innovation at First Sight

When you wear 3M™ Scott Sight, you get more than constant thermal vision. You get your hands back. That's because unlike other thermal imaging devices integrated into the SCBA, Sight combines a camera with a display in the facepiece without the need for reaching down and lifting a camera up. Firefighters now have both hands free for effective communication, victim extraction and carrying tools. Maintaining visibility is the key to reducing search times, hazard identification, interior accountability, navigation and egress. With the Sight in-mask thermal imager, you will never miss a thing as it is always present, always visible and hands-free. 3M Scott Sight takes situational awareness to a whole new level – Situational Intelligence!

Sight Goes Pro

Sight Pro Package is the next evolution of the industry's first in-mask, hands-free thermal imaging solution. Pro Package enables new, advanced features to provide firefighters with greater situational awareness during fireground operations.

Features:

Hot-Spot Tracker

Immediately identify the hottest part of the scene and display its relative temperature. Ideal for overhaul, search and rescue, and risk assessment.

Cold-Spot Tracker

Immediately identify the coldest part of the scene and display its relative temperature. Ideal for hazmat environments.

Tactical Video Recording (TVR)

Automatically record all the information shown on the IMD for review later.

Our Promise to the Fire Service

As the fire services industry leader in self-contained breathing apparatus (SCBA), our role at 3M™ Scott™ Fire & Safety is not only to provide the best equipment to protect firefighters and first responders in their daily jobs, but to do our part through product design, messaging, and strategic partnerships to educate and protect the long-term health of firefighters around the world. We take that responsibility seriously and are committed to instituting change. Not only for the firefighters of today, but for the firefighters of tomorrow.

Changing the way We Think

3M Scott Fire & Safety is committed to supporting the extensive cancer research that is being done across the country and around the world to better understand the exposure risks faced by firefighters. These risks are not just present during tactical fireground operations, but also during overhaul and rehab. Just as important are the exposure risks faced when not operating on the fireground, including, but not limited to, riding in the apparatus with contaminated gear and equipment or storing contaminated gear in fire station living quarters.

Changing the way We Act

3M Scott Fire & Safety makes a promise to participate directly in the development of best practices to minimize those exposure risks faced by firefighters. Whether that be proper air monitoring procedures, respiratory protection usage during overhaul, gross decon after an incident, routine cleaning procedures, or alternative storage methods of contaminated PPE, we are committed to supporting the development of new practices, and recognizing and sharing those best practices, no matter where in the world they may originate.

Changing the way We Advocate

3M Scott Fire & Safety will lend our voice to this very important cause. Working with the First Responder Center for Excellence, a National Fallen Firefighter's Foundation affiliate, the Firefighter Cancer Support Network, and the Fire Service Occupational Cancer Alliance, we will use our knowledge and expertise to promote better awareness across the fire services as to the long-term exposure risks and the best practices to help reduce those risks.

Changing the way We Lead

At 3M Scott Fire & Safety, our commitment extends beyond education and advocacy, to the products that we design and deliver. Our promise is that every new SCBA we develop will be offered with a removable harness and webbing to aid and enhance decon procedures, both on the fireground and at the fire station. 3M Scott Fire & Safety will continue to develop industry leading respiratory protective products that will assist in preventing dangerous contaminants from being inhaled during all parts of firefighting – suppression, overhaul, clean up, and investigation. Furthermore, we will invest in sensing technologies that deliver awareness not only of immediate threats to a firefighter's life and health, but also to the long-term threats from the environment surrounding them.

More than ready.



3M™ Scott™ Fire & Safety

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SCOTT™
Fire & Safety

3M™ Scott™ Vision C5 Facepiece with E-Z Flo C5 Regulator

See more.

PPE Interface

Face seal provides wider landing area with ridges to help improve interface with protective hood.

Wider Field of View

Helps to improve situational awareness.

Single Reflex Face Seal

Designed for enhanced comfort and easier donning.

Modular Design

Enables future upgradeability, improves serviceability and provides a platform for use across multiple respiratory applications.

Removable 5-Point Head Harness

Helps provide secure fit while minimizing adjustment during donning and is easily removable for cleaning.

Dual Voicemitters

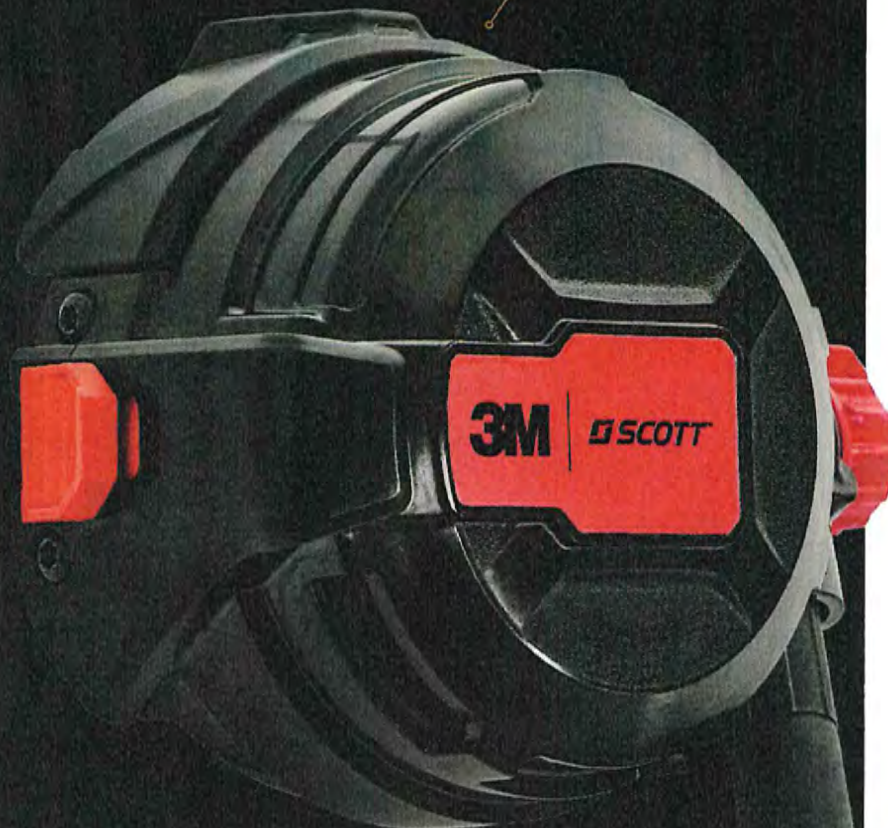
Enhanced voice transmission—exceeds STI requirements for NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services, 2018 Edition.



**The new face
of firefighting.**

Designed using a platform approach, the Vision C5 facepiece with E-Z Flo C5 regulator incorporates the latest technology to enhance situational intelligence, while providing a customizable solution to meet the changing needs of today's firefighter.

Breathe easier.



Recessed Heads-Up Display.

Helps improve downward view through facepiece.



Additional Features

Enhanced Breathability

Helps reduce user burden and improve operational efficiencies.

Enhanced Communications

Reduced frequency Vibralert helps improve two-way radio communications.

Expanded Heads-Up Display

Additional status icons provide visual alerts to SCBA wearer for electronic personnel accountability report (ePAR), EVAC and System Integrity Alarm (when using 3M™ Scott™ Air-Pak™ X3 Pro SCBA configured with SEMS II Pro Wireless SCBA Telemetry).

Auto Air-Saver

Simplifies operation and helps prevent inadvertent air loss during removal from the facepiece.

External “Buddy” Lights

Assist with remote identification of a user's SCBA air remaining.

Proven Design

Quarter-Turn Design

Provides secure connection to the facepiece.

Vibralert End-of-Service Time Indicator (EOSTI)

Audible and tactile low air warning for immediate recognition on the fireground.

Air Spray Bar

Provides separate inhalation air path and helps to reduce fogging during use.



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The new face of firefighting.
3M.ca/ScottFire

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SCOTT
Fire & Safety

3MTM ScottTM Cylinders





3M™ Scott™ Fire & Safety Cylinders

Over the years, breathing air cylinders have been providing SCBA users with a supply of fresh air. The original cylinders were made of steel and quite heavy. But today, advances in technology have enabled cylinders to become much lighter and less burdensome to the SCBA wearer. 3M Scott offers a complete assortment of cylinders to meet the needs and demands of all SCBA users – aluminum cylinders for infrequently used SCBA to carbon-wrapped cylinders for daily use. In addition, 3M Scott offers cylinders in 30', 45', 60' and 75' durations (a 3M Scott Fire & Safety exclusive).

5.5 Cylinder: The lightest and smallest cylinders used on self-contained breathing apparatus

The best way to understand the needs of Air-Pak SCBA users is to simply listen. 3M Scott Fire & Safety did just that by visiting SCBA users from across North America. The participants included fire chiefs, SCBA technicians, safety officers and firefighters. It was not exclusive to the fire service as representatives from the military, general industry and law enforcement were also included. The overwhelming attribute that users requested was a reduction in weight followed closely by a reduction in profile.

The engineers of 3M Scott Fire & Safety determined the best manner to accomplish this was to increase the pressure of the cylinders to 5500 psig, which created the new 5.5 cylinders, an "industry first."

The result is a cylinder that has more than a 10% reduction in weight and profile in a traditional form familiar to SCBA users.

Another benefit to the 5.5 cylinder offering is the ease of integration into your department without the need of costly infrastructure changes. 3M Scott Fire & Safety has worked with leading truck seat and SCBA bracket manufacturers to ensure these products work with the existing products in the market. The construction continues to be an aluminum liner wrapped with layers of carbon fibers and fiberglass all sealed with a protective epoxy resin coating which makes the cylinder easier to clean. The 5.5 cylinders are available in 30', 45', 60' and 75' durations.

The overall result is a lighter Air-Pak SCBA that reduces fatigue of the wearer, increases productivity and decreases injuries.

Accessory Items: Customs Logo I.D. Bands

3M Scott offers its customers the ability to customize their new carbon cylinders by adding a personalized logo. This custom logo is printed on white paper, and protected by the fiberglass wrap and epoxy resin.

- Maltese cross or customer-provided graphic
- Greater visibility
- Easy to identify
- Reduces cylinders being misplaced in mutual aid scenarios
- Twenty-five cylinder minimum order



Cylinder Offerings

Aluminum Cylinder

- Aluminum Cylinders are built to the Department of Transportation (DOT) and Transport Canada (TC) specifications
- 2216 psig working pressure
- Rated for 30-minute duration based on NIOSH breathing rates
- Hydrostatic testing to be performed every five years
- Unlimited life expectancy

Carbon Cylinder

- Carbon Cylinders are built to DOT and TC specifications
- 2216, 3000, 4500 and 5500 psig working pressures
- Lightweight, composite cylinder consisting of an aluminum alloy inner shell with a total overwrap of carbon fiber, fiberglass and an epoxy resin
- Rated for 30', 45', 60' and 75' (5.5 only) durations based on NIOSH breathing rates
- Luminescent band provides greater visibility
- 75' cylinder is ideal for RIT and extended duration operations
- Hydrostatic testing to be performed every five years
- 15-year life expectancy

ST7 Tough Cylinder

- ST7 Tough Cylinders are built to DOT and TC specifications
- Built extremely tough and durable
- Provides added protection against abrasion and abuse
- 4500 psig working pressure
- Rated for 30', 45', and 60' durations based on NIOSH breathing rate
- Luminescent band provides greater visibility
- Hydrostatic testing to be performed every five years
- 15-year life expectancy

30-Year Life Cylinder

- 30-Year Life Cylinders are built to DOT specifications
- 4500 psig working pressure
- Lightweight, composite cylinder consisting of an aluminum alloy inner shell with a total overwrap of carbon fiber, fiberglass and an epoxy resin
- Rated for 30', 45', and 60' durations based on NIOSH breathing rates
- Luminescent band provides greater visibility
- Hydrostatic testing to be performed every five years
- Up to a 30-year life expectancy

Cylinder Valves



CGA Threaded
Cylinders



ACS Cylinders



Snap-Change
Cylinders

Accessory Items:

To help prevent damage and improve durability of the cylinder, 3M Scott offers several protective solutions.

Cylinder Sleeves

Protective sleeves are offered for 2216 psi, 4500 psi, and 5500 psi carbon cylinders and will accommodate multiple cylinder sizes, to include 30', 45', and 60' rated durations.

- Constructed of a specially compounded fire retardant grade of clear, high durometer, PVC/Plastisol that meets or exceeds the flammability standards of the ASTM D-568
- Easy to use and install over the cylinder, forming a thick barrier and watertight seal
- Improves durability and extends cylinder life
- NFPA 1981, 2013 compliant as an accessory for our Air-Pak X3 Pro, Air-Pak X3 SCBA and Air-Pak 75 SCBA

Cylinder End Caps

Protective end caps are offered for 4500 psi carbon cylinders and will accommodate 30' and 45' rated durations.

- Protects the crown areas of carbon cylinders
- Easy to install and remains firmly adhered to cylinder
- Easily removed and reused as necessary (i.e. hydrostatic testing)
- Can be purchased individually or as a set
- Improves durability and extends cylinder life
- NFPA 1981, 2013 compliant as an accessory for our Air-Pak X3 Pro, Air-Pak X3 SCBA and Air-Pak 75 SCBA

Specifications and Ordering information

Description		Duration	Air Capacity		Volume	Dimensions			Weight	
Part Number	Pressure	Minutes (at 40 lpm)	SCF	Liters	H ₂ O (in3)	Length in Inches (less Valve)	Length in Inches (with Valve)	Diameter in Inches	With Valve (Empty)	With Valve (Full)
CGA Threaded Cylinders										
Aluminum										
804101-01	2216	30	45	1274	517	20.95	24.05	6.75	17.85	21.29
Carbon-Wrapped										
804840-01	2216	30	45	1274	514	20.45	23.55	6.59	8.15	11.59
805044-01	3000	30	62	1756	521	20.70	23.80	6.78	10.35	15.09
804721-01	4500	30	45	1274	285	18.40	21.50	5.44	7.65	11.09
804722-01	4500	45	65	1841	418	20.30	23.40	6.26	10.05	15.02
804723-01	4500	60	87	2464	550	21.65	24.75	6.90	12.65	19.31
200930-01	5500	30	45	1274	223	19.10	22.20	4.94	6.84	10.28
200969-01	5500	45	66	1869	349	19.12	22.22	6.00	8.94	13.98
200972-01	5500	60	87	2464	465	21.43	24.53	6.53	11.04	17.69
200975-01	5500	75	111	3143	581	22.41	25.51	7.15	13.74	22.23
Carbon-Wrapped Short & Stubby										
804722-01A	4500	45	65	1841	416	18.00	21.10	6.79	10.35	15.32
Carbon-Wrapped ST7										
804721-11	4500	30	45	1274	285	18.40	21.50	5.47	7.75	11.19
804722-11	4500	45	65	1841	418	20.30	23.40	6.29	10.05	15.02
804723-11	4500	60	87	2464	550	21.60	24.70	6.93	12.75	19.41
Carbon-Wrapped 30-Year										
804721-35	4500	30	45	1274	285	18.40	21.50	5.49	8.05	11.49
804722-35	4500	45	65	1841	418	20.30	23.40	6.31	10.55	15.52
804723-35	4500	60	87	2464	550	21.65	24.75	7.00	13.95	20.61
Snap-Change Cylinders										
Carbon-Wrapped										
200131-01	2216	30	45	1274	514	20.45	23.70	6.59	8.50	11.94
200128-01	4500	30	45	1274	285	18.40	21.50	5.44	8.00	11.44
200129-01	4500	45	65	1841	418	20.30	23.40	6.26	10.40	15.37
200130-01	4500	60	87	2464	550	21.65	24.75	6.90	13.00	19.66
200967-01	5500	30	45	1274	223	19.10	22.20	4.94	7.15	10.59
200970-01	5500	45	66	1869	349	19.12	22.22	6.00	9.25	14.30
200973-01	5500	60	87	2464	465	21.43	24.53	6.53	11.35	18.01
200976-01	5500	75	111	3143	581	22.41	25.51	7.15	14.05	22.54
Carbon-Wrapped Short & Stubby										
200129-01A	4500	45	65	1841	416	18.00	21.30	6.79	10.70	15.67
Carbon-Wrapped ST7										
200128-11	4500	30	45	1274	285	18.40	21.50	5.47	8.10	11.54
200129-11	4500	45	65	1841	418	20.30	23.40	6.29	10.40	15.37
200130-11	4500	60	87	2464	550	21.60	24.70	6.93	13.10	19.76
Carbon-Wrapped 30-Year										
200128-35	4500	30	45	1274	285	18.40	21.50	5.49	8.40	11.84
200129-35	4500	45	65	1841	418	20.30	23.40	6.31	10.90	15.87
200130-35	4500	60	87	2464	550	21.65	24.75	7.00	14.30	20.96
ACS Cylinders										
Aluminum										
200874-01	2216	30	45	1274	517	20.95	24.05	6.75	18.00	21.44
Carbon-Wrapped										
200873-01	2216	30	45	1274	514	20.45	23.70	6.59	8.30	11.74
200870-01	4500	30	45	1274	285	18.40	21.50	5.44	7.80	11.24
200871-01	4500	45	65	1841	418	20.30	23.40	6.26	10.20	15.17
200872-01	4500	60	87	2464	550	21.65	24.75	6.90	12.80	19.46



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City of West Kelowna

Business Case – Fire Department

Replacement Self Contained Breathing Apparatus (SCBA)

General Overview

The current 2015 to 2024 Capital Plan has identified the replacement of our Self Contained Breathing Apparatus (SCBA) in the 2021 budget year. There is a continual need to actively manage this life safety equipment in order to protect the health and safety of workers, maximize service life and comply with industry standards.

CWK has a moral and legal obligation to protect its workers under WorkSafe BC Regulations. WKFR must provide its firefighters personal protective equipment that is able to meet the threats faced while serving the public. This replacement is essential to meet those threats and maintain the safety of firefighters and ensure CWK complies with all legislative requirements.

Background

West Kelowna Fire Rescue (WKFR) continually strives to meet National Standards and Industry Best Practices in all aspects of service delivery. The National Fire Protection Association (NFPA) has developed Standard 1981- Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services - 2019 Edition. The purpose of NFPA 1981 is to establish minimum levels of protection for emergency services personnel from atmospheres that are categorized as immediately dangerous to life and health (IDLH). WorkSafe BC Part 31 (31.19) states, "Firefighters who may be exposed to an oxygen deficient atmosphere or to harmful concentrations of air contaminants must wear a self-contained breathing apparatus of a positive pressure type having a rated minimum duration of 30 minutes. Parts 31.20-31.26 speak to the Fitness to use, Operation (Respirators must be used in accordance with [*CSA Standard CAN/CSA-Z94.4-02, Selection, Use, and Care of Respirators*](#), Clause 9.1), Testing, Maintenance and Record keeping related to the overall respiratory protection program.

These standards apply to the design, manufacturing, and certification of new SCBA and replacement parts. WKFR's current fleet of SCBA meet the NFPA 2007 standard but does not meet the changes in the last two revision cycles (2013 and 2019). The significant changes starting in 2013 that differ from our current fleet of 65 SCBA are as follows:

- New Universal Personal Alert Safety System (PASS) sound across all SCBA manufacturers
- New End-of-Service-Time Indicator (EOSTI) Low air alarm level activation (from 25% cylinder air remaining to 33% cylinder air remaining)
- Universal Emergency Breathing Safety System (UEBSS) across all SCBA manufacturers
- New voice communications requirements and Bluetooth communication connectivity
- New Strength of interface between face piece and second stage regulator
- New water immersion requirements for electronic devices

- New thermal insult requirements for fabrics and mask face pieces
- Increased pack visibility with additional lighting (color coded), reflective striping, and photo luminescent materials
- New Data logging requirements (initial activation pressure and at 30 second intervals, wearers breathing rate in L/min, 36 hours of data before being overwritten)

WKFR constantly manages the cleanliness and condition of our fleet of SCBA to reduce the exposure to the carcinogens created by the products of combustion and to ensure our equipment is properly repaired and maintained. As part of this commitment to our fleet of SCBA, WKFR trained members to the technician level and entered into an In-House Repair Center Agreement (IRC) with the current SCBA manufacturer to ensure we have the knowledge, skills, and ability to clean and repair our current fleet of SCBA's. The technician level training and records management program will also be used to ensure the new fleet will be properly maintained for maximum service life and reliability.

Emerging Trends

SCBA's manufactured in accordance with the changes to NFPA 1981 & 1982 are concentrating on Cleanability, Comfort, & Connectivity with an emphasis on the end user being able to remove and wash the soft goods attached to the SCBA to help reduce exposure to job related cancers.

New harness materials offer a greater resistance to chemical exposure and less water absorption to minimize contamination. New harness designs reduce fatigue with greater range of motion and a better more balanced weight distribution. The new face pieces provide a wider field of vision, better communications, and a larger safety margin to high temperature thermal insult.



WKFR manages a fleet of SCBA cylinders as per the WorksafeBC, CSA, and manufacturer recommendations. Worksafe BC Part 31.25 states;

(1) When self-contained breathing apparatus are used, the employer must ensure there are at least 4 apparatus available.

(2) At least one spare compressed air cylinder, having a rated minimum duration of 30 minutes, must be maintained at full rated capacity and available for each self-contained breathing apparatus.

These carbon cylinders require hydrostatic testing every five (5) years with a total life expectancy of 15 years. Our current fleet will require the replacement of approximately 100 cylinders between 2021 and 2027 at the current cost of \$1600.00/cylinder. By doing a capital replacement of SCBA (harness, mask, and cylinder) we would no longer require these future cylinder replacements. The inventory of cylinders

that are included in this purchase would last the expected serviceable life of the new SCBA. The advantage to CWK is having the ability to identify the next replacement in the Capital Plan year 2036.

Financial Breakdown

Budget Cost: **\$1,072,000 CAD**

SCBA Harness (75 units)	\$ 9,200.00 x 75	\$ 690,000.00
SCBA Cylinder	\$ 1,600.00 x 150	\$ 240,000.00
SCBA Face Piece	\$ 400.00 x 75	\$ 30,000.00
SCBA Wireless Radio interface	\$ 925.00 x 75	\$ 70,000.00
Retrofit of current SCBA components and contingency		\$ 42,000.00
(Ladder air universal connections, confined space air carts, confined space supplied air escape SCBA, Rapid Intervention Team (RIT) firefighter rescue bags, and compressed cylinder storage)		

This compliment of SCBA ensures we have 4 packs and spare cylinders as per Worksafe BC on all firefighting apparatus, for our three (3) fire prevention/investigators, the four (4) Chief Officers, and spare packs for when the frontline packs need testing, cleaning, and repair.

Staff's Recommendation

Staff's recommendation is that the Council approve the replacement purchase of Self Contained Breathing Apparatus (SCBA) in the 2021 budget.



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
WKFR Ppe		Strategic Priority:	<input checked="" type="checkbox"/>	Health & Safety:	<input checked="" type="checkbox"/>
DEPARTMENT		Master Plan:	<input checked="" type="checkbox"/>	Equipment Replacement:	<input checked="" type="checkbox"/>
Personal Protective Gear / Structure Gear/ Wildland Gear		Other (Please explain in description)			

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$	-
Structure Gear	20.00	3,500		\$	70,000
Wild Land PPE	15.00	800		\$	12,000
Structure Helmets	20.00	400		\$	8,000
TOTAL				\$	90,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

West Kelowna Fire Rescue (WKFR) is obligated to protect its workers under Work Safe BC Regulations. WKFR must provide its firefighters personal protective equipment (PPE) that is able to meet the complex threats faced while training and responding to emergencies.

This request is for \$90,000 to purchase structural firefighting turnout gear, including helmets and Wildland PPE for existing and new members (Paid on Call 2020 and 2021 recruits)

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

Please refer to attached business case.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: JB CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: YES Project Code (To be assigned by Finance): C2021-56	
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City of West Kelowna

Business Case – Fire Department



Ongoing Replacement Structural Firefighting / Wildland PPE

General Overview

West Kelowna Fire Rescue (WKFR) is obligated to protect its workers under Work Safe BC Regulations. WKFR must provide its firefighters personal protective equipment (PPE) that is able to meet the complex threats faced while training and responding to emergencies.

Staff recommends that the Council grant approval for \$90,000 to purchase structural firefighting turnout gear, including helmets and Wildland PPE for existing and new members (Paid on Call 2020 and 2021 recruits)

Over the past decade there has been a increase in call volume and training demands placed on WKFR personnel and their structural firefighting/Wildland clothing (referred to as Personal Protective Equipment). Annually, National Fire Protection Association (NFPA) compliant third party cleaning and inspection is conducted by Certified Ensemble Services (CES).

CES is widely regarded as the leading turnout gear cleaning and inspection facility in Western Canada. This annual risk management process revealed that a significant portion of WKFR's current compliment of turnout gear was in poor condition. Twenty (20) sets of turnout gear per year were identified as needing annual replacement to replace the ongoing turnover of worn and damaged gear.

Career members are issued two sets of Structural protective gear one primary and one secondary to reduce the exposure to carcinogens that contaminate their PPE. The primary gear is normally their newest set and when purchased has a maximum life of 10 years. Their secondary set is usually their previous primary set that has been repurposed and after it reaches it 10 year max must be replaced. At present we have 40 career firefighters and 40 Paid on call members along with 4 Chief Officers 3 Fire prevention staff. The total turnout gear issued to staff is 127 sets.

Wildland PPE is replaced on an as needed bases. This includes Nomex Shirts and Pants, along with Wildland boots, Helmet Headlamp and goggles.

Background

CWK has a legal obligation to protect its workers under Work Safe BC Regulations. WKFR must provide its firefighters Personal Protective Equipment (PPE) that is able to meet the complex threats faced while training and responding to emergencies. This request for replacement PPE is essential to meet those threats, maintain the safety of WKFR firefighters, and to ensure legislative compliance.

Over the past nine years, WKFR has used the services of CES. This has led to increased diligence within WKFR regarding the critical safety issues pertaining to the care and maintenance of turnout gear. Through

this relationship, WKFR constantly manages the cleanliness and condition of turnout gear to protect firefighters from chronic exposure to harmful substances, as well as acute exposure to thermal, chemical and biological threats. This integrated cleaning, inspection and repair program follows all applicable NFPA standards and is 100% compliant with Work Safe BC standards. Furthermore, this program complies with accepted industry best practices, prolongs the in-service life of WKFR's turnout gear, and ensures firefighter health and safety.

Through this rigorous program it has become evident that the average lifespan of WKFR structural firefighting turnout gear is approximately five years. The maximum allowable lifespan of structural firefighting suits within the North American firefighting industry is ten years. The leading factors cited in the rapid breakdown of WKFR turnout gear is the operational tempo created by high call volumes and the significant number of hours WKFR firefighters dedicate to training each year. Our firefighters literally wear their PPE out because they work hard and train hard.

Emerging Trends

Over the past decade, WKFR has dedicated resources into the research, analysis and development of a 'Simple and Tough Solution' for turnout gear design. This design has been optimized for high visibility while working on roadways and highways. The outer shell, thermal liner and blood-borne pathogen/chemical protective liner have all been extensively researched and field-tested to provide a balance between the best combination of safety, ergonomics, durability and overall value for the CWK.

Based on the need for increased durability, the turnout gear specification for career firefighters (whose utilization is far higher) costs approximately 17% more than the paid-on-call (POC) firefighter specification. Both turnout gear designs provide firefighters with the same level of protection, but the "career spec" is better suited to daily, hard, usage.

'Retired' turnout gear is placed into the Mt. Boucherie Senior Secondary Fire Academy 12 Program. This cycling of PPE allows WKFR's 'Junior Firefighters' the opportunity to safely participate in realistic training environments at minimal overall cost to the CWK.



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Core Server Replacement		Strategic Priority: <input type="checkbox"/>	Health & Safety: <input type="checkbox"/>
DEPARTMENT		Master Plan: <input type="checkbox"/>	Equipment Replacement: <input checked="" type="checkbox"/>
Information Services		Other (Please explain in description): <input type="text"/>	

CAPITAL COST	Quantity: 2	Unit Cost: 18000	Total Cost:	\$ 36,000
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 36,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

2 x Nutanix server nodes including the associated license and support

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="checkbox"/>	Start Date: May-21	Completion Date: May-21
Renewal Infrastructure:	<input checked="" type="checkbox"/>	In Service Date: May-21	Funding Source if Known:

Two of the existing core server nodes are nearing end of support and are in need of replacement. These servers are of critical importance as they host business applications, infrastructure and public facing software. In order to keep the core server infrastructure reliable, well-performing and secure it is recommended to replace these servers in 2021.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Support:	9,700	9,700	9,700	9,700	9,700
Annual Licensing Fees:	15,000	15,000	15,000	15,000	15,000
Miscellaneous:					
Total Additional Operating Costs:	24,700	24,700	24,700	24,700	24,700

VERIFIED BY:		
Department Director/Manager	<input type="text" value="PG"/>	Budgetary Pricing Attached <input type="text" value="NO"/>
CAO:	<input type="text"/>	Business Case/Other Backup Attached <input type="text" value="NO"/>
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance) <input type="text" value="C2021-57"/>



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)		
Network Replacement - Access Switches		Strategic Priority:	<input type="checkbox"/>	Health & Safety:
DEPARTMENT		Master Plan:	<input type="checkbox"/>	Equipment Replacement:
Information Services		Other (Please explain in description)	x	

CAPITAL COST	Quantity:	15	Unit Cost:	Total Cost:	\$ 43,275
					\$ -
					\$ -
					\$ -
				TOTAL	\$ 43,275

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Access Switches x 15

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input type="checkbox"/>	Start Date:	<input type="text"/>	Completion Date:	<input type="text"/>
Renewal Infrastructure:	x	In Service Date:	<input type="text"/>	Funding Source if Known:	<input type="text"/>

The majority of the network access switches are aging and past due for replacement. In the interests of keeping the IT network current, well-performing, reliable and secure and supported by the manufacturer, it is recommended to replace this equipment in 2021.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Switch License Fee	6,260	6,260	6,260	6,260	6,260
Total Additional Operating Costs:	6,260	6,260	6,260	6,260	6,260

VERIFIED BY:

Department Director/Manager	PG	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-58



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Network Replacement - Wireless Access Points		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Information Services		Other (Please explain in description)	
CAPITAL COST	Quantity: 17	Unit Cost: 794	Total Cost: \$ 13,600
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 13,600

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

WIFI Access Points x 17

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	May 21	Completion Date:	Dec 21
Renewal Infrastructure:	x	In Service Date:	Dec 21	Funding Source if Known:	

The majority of the wireless access points are aging and past due for replacement. In the interests of keeping the IT network current, well-performing, reliable and secure and supported by the manufacturer, it is recommended to replace this equipment in 2021.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Access Point License Fee	7,175	7,175	7,175	7,175	7,175
Switch License Fee					
Total Additional Operating Costs:	7,175	7,175	7,175	7,175	7,175

VERIFIED BY:

Department Director/Manager

PG

Budgetary Pricing Attached

NO

CAO:

Business Case/Other Backup Attached

NO

Purchasing:

Project Code (To be assigned by Finance)

C2021-59



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
GIS Data - 2021 Aerial Photography, Orthophotography and Photogrammetric Product Update DEPARTMENT Information Services		Strategic Priority:	
		Master Plan:	
		Health & Safety:	
		Equipment Replacement:	
		Other (Please explain in description)	x

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$40,000
				\$ -
				\$ -
				\$ -
	TOTAL			\$ 40,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

2021 Aerial Photography, Orthophotography and Photogrammetric Product Update (GIS). This includes new imagery for the entire City of West Kelowna and WFN, updates to our DEM (Digital Elevation Model), and derived topographic contour data and building outline update.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:		Completion Date:	
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

In 2019, the City of West Kelowna (CWK) acquired an update to their Aerial Photography, Orthophotography and Photogrammetric products. This included orthorectified aerial imagery of the entire CWK and WFN at a 10cm resolution, as well as updates to the CWK's DEM (Digital Elevation Model), building footprints and derived topographic contour data (2m). As primary components of the foundation of the GIS at the CWK, these spatial products are valuable for both the public use and internal decision makers. CWK GIS datasets are tied into these products, and the currency of much of our GIS is dependant upon the currency of this information. Out of date orthophotos require additional ground truthing by staff which results in reduced application processing efficiencies. 2021 has been scheduled for updating these products based on the 2-year update cycle approved in 2017. This would also be consistent with neighbouring jurisdictions who have confirmed to be updating these products in 2021 (RDCO, City of Kelowna). We will be exploring partnership options with these local governments to reduce project costs and administration for all involved.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		
Department Director/Manager	PG	Budgetary Pricing Attached
CAO:		NO
Purchasing:		NO
		Project Code (To be assigned by Finance) C2021-60



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
External Endpoint Management		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Information Services		Other (Please explain in description)	X

CAPITAL COST	Quantity:	3 days of effort	Unit Cost:	\$200 /hour	Total Cost:	\$	5,500
						\$	-
						\$	-
						\$	-
					TOTAL	\$	5,500

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

External Endpoint Management

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:	Apr-21	Completion Date:	May-21
Renewal Infrastructure:		In Service Date:	May-21	Funding Source if Known:	

At present the endpoint management system responsible for managing Windows-based devices such as workstations, laptops and servers is only capable of managing devices that are located on-premise. When laptops or other windows-based mobile devices are taken off-network there is no management available for these devices. This impacts the City's ability to patch Windows, antivirus, deploy applications, inventory software among other functionality. This introduces a security risk for devices that are off network for long periods that are brought back into the City's network as there is potential for security vulnerabilities to be present due to the lack of patching. Many of the external devices are in high risk groups, such as management, SCADA and Information Services, therefore if they were to become compromised due to lack of patching, the impact could be high. In addition to this, it is difficult to produce accurate inventory reports and perform upgrades on devices that are off network. External Endpoint Management will allow the Information Services department to remotely manage Windows-based devices when they are taken off-network.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing/usage Fees:	5,700	5,700	5,700	5,700	5,700
Miscellaneous:					
Total Additional Operating Costs:	5,700	5,700	5,700	5,700	5,700

VERIFIED BY:		
Department Director/Manager	PG	Budgetary Pricing Attached
CAO:		NO
Purchasing:		Business Case/Other Backup Attached
		NO
		Project Code (To be assigned by Finance)
		C2021-61



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Non-Microsoft Application Patching		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Information Services		Other (Please explain in description)	x

CAPITAL COST	Quantity:	1	Unit Cost:	Total Cost:	\$	5,300
					\$	-
					\$	-
					\$	-
				TOTAL	\$	5,300

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Non-Microsoft application patching for Windows-based workstations/laptops and servers

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:	Apr-21	Completion Date:	May-21
Renewal Infrastructure:		In Service Date:	May-21	Funding Source if Known:	

The Information Services department does not have an automated process to patch non-Microsoft applications on the workstations/laptops or servers. These applications are patched manually, in some cases automatically and in other cases not at all. There is also no current mechanism to report on patch status for these applications. 3rd party applications can at times have serious security vulnerabilities that require immediate response in the form of application patches, without effective reporting to confirm current patch levels of non-Microsoft applications and the ability to rapidly patch these devices, it puts the organization at risk of a security breach.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:	1,200	1,200	1,200	1,200	1,200
Miscellaneous:					
Total Additional Operating Costs:	1,200	1,200	1,200	1,200	1,200

VERIFIED BY:			
Department Director/Manager	PG	Budgetary Pricing Attached	NO
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-62



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Datacentre - Power Distribution Units		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Information Services		Other (Please explain in description)	
CAPITAL COST	Quantity: 6	Unit Cost: 2,200	Total Cost: \$ 13,200
			\$ -
			\$ -
			\$ -
		TOTAL	\$ 13,200

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Eaton Power Distribution Units

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Jun-21	Completion Date:	Jun-21
Renewal Infrastructure:	x	In Service Date:	Jun-21	Funding Source if Known:	

The power distribution units in the primary data centre are aging and were installed when the primary data centre was initially commissioned. The power outlets are a legacy connector type that requires additional cabling to be purchased each time that a new device is implemented. It is recommended to replace the power distribution units in order to modernize the units so that they are compatible with new devices, add functionality found in newer models and to mitigate the risk of equipment failure due to running core IS infrastructure on legacy power hardware.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY:		Budgetary Pricing Attached	NO
Department Director/Manager	PG	Business Case/Other Backup Attached	NO
CAO:		Project Code (To be assigned by Finance)	C2021-63
Purchasing:			



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
CityView Portal enhancement for online permit applications		Strategic Priority:	<input checked="" type="checkbox"/> Economic Growth and Prosperity <input type="checkbox"/> Health & Safety:
DEPARTMENT		Master Plan:	<input type="checkbox"/> Equipment Replacement:
Development Services		Other (Please explain in description)	COVID - Enhanced Services
CAPITAL COST	Quantity: 1	Unit Cost: 40,000	Total Cost: \$ 40,000
			\$ -
			\$ -
			TOTAL \$ 40,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

CityView Portal re-Configuration, Document storage integration with SharePoint, and Implementation of the Online Payment Processing solution. Quoted in July 2020.

The Building Department Revenue is expected to fund the one time cost.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input checked="" type="checkbox"/> Yes	Start Date:	Q1, 2021	Completion Date:	Q3, 2021
Renewal Infrastructure:	<input type="checkbox"/>	In Service Date:		Funding Source if Known:	

Frequently the Building Department has been asked by clients for on line permitting ability. During the pandemic, the request to apply for permits remotely has substantially increased due to the in person health risks.

The original implementation of the CityView Portal was provisioned with a limited view into the Building Permit Application Process, and there is no current ability to take applications online.

With the additional proposed configuration, and one time cost, the Building Permit applications process would be accessible online, at the customer's convenience adding access 24/7 service. The service would save clients time and costs with a remote service, as well as reduce front counter visits and potential exposure for all parties during the pandemic.

The service would also provide better staff efficiency with the data entry being completed by the permit applicants for those applications made online. Front Counter service would still be made available.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:		\$ -	\$ -	\$ -	\$ -

VERIFIED BY:

Department
Director/Manager

MK

Budgetary Pricing Attached

YES

CAO:

Business Case/Other Backup Attached

NO

Purchasing:

Project Code (To be assigned by Finance)

C2021-64



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Budget Software		Strategic Priority:	<input checked="" type="checkbox"/> Economy	Health & Safety:	<input type="checkbox"/> No
DEPARTMENT		Master Plan:	<input type="checkbox"/> No	Equipment Replacement:	<input type="checkbox"/> No
Finance		Other (Please explain in description)			

CAPITAL COST	Quantity:	1	Unit Cost:	100,000	Total Cost:	\$ 100,000
						\$ -
						\$ -
						\$ -
						\$ -
				TOTAL		\$ 100,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)
 See attached quote from Questica Software
 This is a widely used budgeting software solution but there are other manufacturers offering similar capabilities and CWK would go out to RFP to find the best solution
 There are also budgeting solutions that are based on structured spreadsheet environments that would prove to be cheaper and equally powerful that would be looked at

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	<input checked="" type="checkbox"/> Yes	Start Date:	Apr 21	Completion Date:	31-Jul-21
Renewal Infrastructure:	<input checked="" type="checkbox"/> x	In Service Date:	01-Aug-21	Funding Source if Known:	Capital Reserves

- City of West Kelowna's history of budgeting has been favouring complicated spreadsheets. These are
 - Hard to maintain
 - Prone to errors which creep in over time
 - Cause duplication with data entry
- Finance has been migrating the budgeting process from spreadsheet to system based approach to improve data integrity and budgeting efficiency
- Also with a system approach you can retain notes, justifications and reasoning for each budget line
- The Vadim system is a secure environment for budgeting but is mediocre at best for entering and producing reports for budget use
- Not all components of financial planning can move onto the system as the Vadim budget module is not sophisticated enough for
 - Payroll - all the nuances of the CBA can't be captured and forecasted
 - Multi year Capital planning with funding sources tied in
- Budget systems are designed to overlay the main financial system and provide ease of use plus well integrated tools for budgeting:
 - Powerful tools
 - Multi year operating and capital budgets supported
 - Has staffing and payroll budgeting component
- With CWK system there is no way to move away from spreadsheets - too complicated for Vadim budgeting module
- What if scenario decision making
- Departmental allocations supported - CWK applies administration charges to other departments
- These systems typically tie into financial statement software and allow auditors to review electronically

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
Miscellaneous:					
Total Additional Operating Costs:	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00

VERIFIED BY:			
Department Director/Manager	<input checked="" type="checkbox"/> WE	Budgetary Pricing Attached	<input checked="" type="checkbox"/> YES
CAO:	<input type="checkbox"/>	Business Case/Other Backup Attached	<input type="checkbox"/> NO
Purchasing:	<input type="checkbox"/>	Project Code (To be assigned by Finance)	<input checked="" type="checkbox"/> C2021-65



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Win-911 Emergency Call-out Upgrade		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: x
Public Works - Powers Creek Water Treatment Plant		Other (Please explain in description)	

CAPITAL COST	Quantity:	1	Unit Cost:	35,000	Total Cost:	\$ 35,000
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 35,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Upgrade to the legacy emergency call-out hardware and software.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Q2 2021	Completion Date:	Q3 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The legacy equipment currently installed at the Lateral 1 Pump Station is the original SPX dialer which has reached the end of its life cycle. The new Win-911 system would be integrated with the DeltaV system and would be capable to receive the current 75+ emergency alarms the plant is capable of creating. At the same time as integrating this platform, all alarm points will be reviewed for legitimacy and removed or added depending on importance.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-66
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Air Compressor Replacement		Strategic Priority:	<input type="checkbox"/>	Health & Safety:	<input type="checkbox"/>
DEPARTMENT		Master Plan:	<input type="checkbox"/>	Equipment Replacement:	x
Public Works - Powers Creek Water Treatment Plant		Other (Please explain in description)			
CAPITAL COST	Quantity:	1	Unit Cost:	43,100	Total Cost: \$ 43,100
	Install	1		1,000	\$ 1,000
					\$ -
					\$ -
				TOTAL	\$ 44,100
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
<p>The two air compressors that feed the Saturators and instrument air for the plant to be supplied and installed as per attached proposal from Wiseworth.</p>					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<input type="checkbox"/>	Start Date:	Q1 2021	Completion Date:	Q2 2021
Renewal Infrastructure:	x	In Service Date:		Funding Source if Known:	
<p>The air compressors that run the saturators which supply the air for the dissolved air floatation clarifiers are at the end of their life cycle (over 50,000 hours), and were recommended to be replaced by our service technicians at the beginning of 2020 after the budget process. These air compressors are a critical piece of infrastructure essential for operating the plant.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<input type="text" value="AF"/>	Budgetary Pricing Attached	<input type="text" value="YES"/>		
CAO:	<input type="text"/>	Business Case/Other Backup Attached	<input type="text" value="NO"/>		
Purchasing:	<input type="text"/>	Project Code (To be assigned by Finance)	<input type="text" value="C2021-67"/>		

PROPOSAL: Compressed Air Equipment

PRESENTED TO: Sean Lefebvre

REFERENCE: City of West Kelowna
Powers Creek Water Treatment Plant
3184 Shetler Drive
West Kelowna, British Columbia
Canada, V4T 1M4



PREPARED BY: Cody Cage
Technical Sales and Service Representative

WISEWORTH CANADA INDUSTRIES (1996) LTD.
Unit 101, 19298 21st Avenue
Surrey, British Columbia, Canada, V3Z 3M3
P (604) 536-0343 | F (604) 536-9208
wiseworth.com

PROPOSAL NO: CC200203-1.1

DATE: October 6, 2020



WISEWORTH CANADA INDUSTRIES (1996) LTD.
Unit 101, 19298 21st Avenue
Surrey, British Columbia, Canada, V3Z 3M3
P (604) 536-0343 | F (604) 536-9208 | wiseworth.com

Your source for the world's finest air products and services

Sean,

Wiseworth Canada as an authorized distributor for Ingersoll Rand is pleased to provide the enclosed proposal for your consideration.

We appreciate your interest in quality Ingersoll Rand compressed air equipment. We trust that the following proposal is complete and accurate for order purposes.

If you have questions or need additional information, please do not hesitate to contact me at your convenience. You can reach me through my cell at (250) 575-3767.

Sincerely,

Cody Cage
Technical Sales and Service Representative
Wiseworth Canada Industries



Proposal: CC200203-1.1
Page: 1



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Cybersecurity Assessment		Strategic Priority:	
DEPARTMENT		Health & Safety:	
Public Works - Powers Creek Water Treatment Plant		Master Plan:	
		Equipment Replacement:	
		Other (Please explain in description) x	

CAPITAL COST	Quantity:	<u>1</u>	Unit Cost:	<u>30,000</u>	Total Cost:	\$ <u>30,000</u>
						\$ -
						\$ -
						\$ -
						\$ -
TOTAL						\$ 30,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

A Cybersecurity Assessment is needed to assess the control system and SCADA infrastructure (see attached).

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Q1 2021	Completion Date:	Q3 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

A Cybersecurity Assessment is needed to assess the control system and SCADA infrastructure. This is specialized equipment and the assessment will be done by a specific contractor in consultation with the CWK's IS Dept. The assessment could recommend improvements such as Network Topology updates, hardware upgrades, software upgrades, remote access issues, SCADA interface, as well as anti-virus and patching. The control system and SCADA infrastructure is an integral part of the water treatment plant and should be protected, this assessment will also identify any potential security holes or threats in the system.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached YES Business Case/Other Backup Attached NO Project Code (To be assigned by Finance) C2021-68
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Flash Mix Repair/Upgrade		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement: <input checked="" type="checkbox"/>
Public Works - Powers Creek Water Treatment Plant		Other (Please explain in description):	

CAPITAL COST	Quantity: <u>1</u>	Unit Cost: <u>43600</u>	Total Cost:	\$ <u>43,600</u>
	<u> </u>	<u> </u>		\$ -
	<u> </u>	<u> </u>		\$ -
	<u> </u>	<u> </u>		\$ -
	<u> </u>	<u> </u>	TOTAL	\$ <u>43,600</u>

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

An inspection and upgrade to the chemical line and mixing nozzle in the flash mix area located in the 32" pipe (see attached email from AECOM).

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

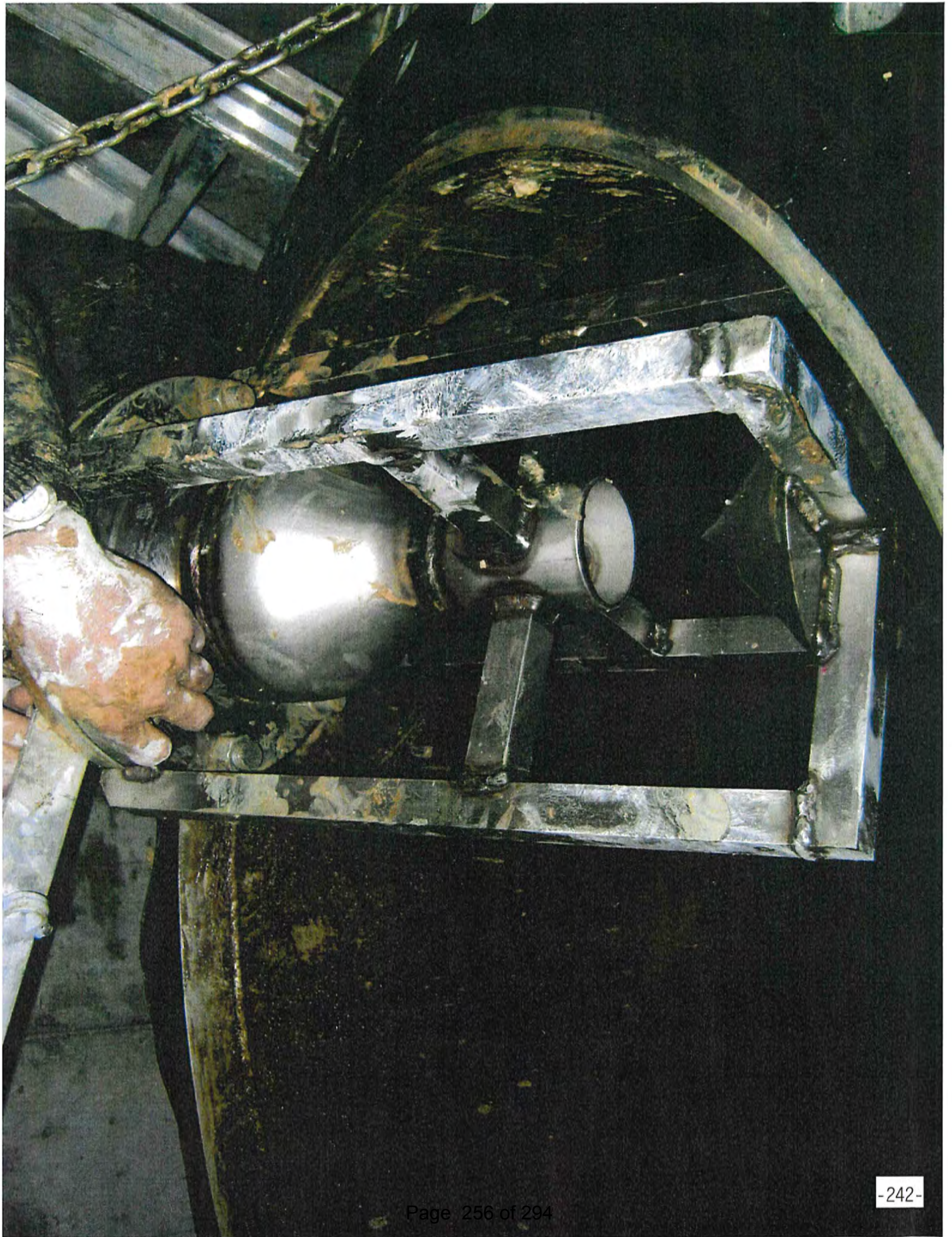
New Infrastructure:	<input type="checkbox"/>	Start Date:	<u>Q2 2021</u>	Completion Date:	<u>Q2 2021</u>
Renewal Infrastructure:	<input checked="" type="checkbox"/>	In Service Date:	<u> </u>	Funding Source if Known:	<u> </u>

Based on the feedback from the staff at the plant there appears to be an imbalance in the coagulation experienced at the plant. It is assumed that this situation occurs due to a lack of sufficient mixing energy during low flow in the main supply pipe into the plant. It is expected that changing the flash mixer will result in more mixing energy at the point of the coagulant addition. Better mixing at the location of the coagulant addition should result in improved coagulation. Improved coagulation will result in lower chemical usage and improved plant performance.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: <u>AF</u> CAO: <u> </u> Purchasing: <u> </u>	Budgetary Pricing Attached: <u>YES</u> Business Case/Other Backup Attached: <u>YES</u> Project Code (To be assigned by Finance): <u>C2021-69</u>
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Power Meter		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Public Works - Powers Creek Water Treatment Plant		Other (Please explain in description)	x

CAPITAL COST	Quantity:	<u>1</u>	Unit Cost:	<u>17,215</u>	Total Cost:	\$ 17,215
	installation costs	<u>1</u>		<u>5000</u>		\$ 5,000
						\$ -
						\$ -
					TOTAL	\$ 22,215

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Eaton Power Xpert 8000 (see attached).

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	x	Start Date:	Q1 2021	Completion Date:	Q3 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

Please see the attached "benefits of a metered system" document. It should be noted that this capital request also includes \$5000 for related installation costs.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-70
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CITY OF WEST KELOWNA

BYLAW NO. 281, 2020

A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST OF
CONSTRUCTING THE ROSE VALLEY WATER TREATMENT PLANT

WHEREAS it is deemed desirable and expedient to construct the Rose Valley Water Treatment Plant; and,

WHEREAS the estimated cost of constructing the Rose Valley Water Treatment Plant including expenses incidental thereto is the sum of \$75,000,000 of which the sum of \$23,500,000 is the amount of debt intended to be borrowed by this bylaw; and,

WHEREAS the borrowing proposed by council initiative in accordance with sections 217 (1)(b) and 213 of the *Community Charter*, and no sufficient petition against the Rose Valley Water Treatment Plant or the borrowing has been received by Council within the required timeframe;

NOW THEREFORE, the Council of the City of West Kelowna in open meeting assembled enacts as follows:

1. Title

This Bylaw may be cited as the "CITY OF WEST KELOWNA ROSE VALLEY WATER TREATMENT PLANT LOAN AUTHORIZATION BYLAW NO. 281, 2020."

2. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of the Rose Valley Water Treatment Plant generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

a) To borrow upon the credit of the Municipality a sum not exceeding \$23,500,000.

b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the Rose Valley Water Treatment Plant.

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.

READ A FIRST, SECOND AND THIRD TIME THIS 14TH DAY OF JULY, 2020.

RECEIVED the approval of the Inspector of Municipalities this 12TH DAY OF AUGUST, 2020.

ADOPTED THIS 13TH DAY OF OCTOBER, 2020.

MAYOR

CITY CLERK

C2021-71



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Facilities Backflow Prevention purchase, installation & testing		Strategic Priority:	Health & Safety:
DEPARTMENT		Master Plan:	Equipment Replacement:
Facilities & Public Works - Utilities		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:
	Multiple Backflow Assemblies of various sizes		\$ 14,000
	Plumbing Installations		\$ 5,000
	Testing		\$ 2,000
	Contingency		\$ 4,000
			TOTAL \$ 25,000

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Approved Backflow Prevention Assemblies, dual check valves and vacuum breakers needed as per the 2018 Cross Connection Program Site Surveys of City owned Facilities. In-house compliance with the Survey Reports conducted by a qualified third party is an important the first step prior to the deployment of the City wide Cross Connection Control Program.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure		Start Date:	Q1 2021	Completion Date:	Q4 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The purchase, installation & testing of Approved Backflow Prevention Assemblies in City owned Facilities. As per the 2018 site surveys of City owned facilities, lift stations and pump houses, there are 14 sites identified as potential threats to the City's water supply due to inadequate Cross Connection Protection or non-existent Cross Connection Protection. In order to adhere to the City's Bylaws, follow provincial regulations and building codes, the City must maintain it's own facilities in order to insure the protection of the potable water supply. This also includes the ongoing annual testing of all testable Backflow Prevention assemblies owned by the City.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Testing Fees: 40 devices	5,000	5,000	5,000	5,000	5,000
Miscellaneous:					
Total Additional Operating Costs:	5,000	5,000	5,000	5,000	5,000

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: YES Business Case/Other Backup Attached: Select: Project Code (To be assigned by Finance): C2021-72
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**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
CWK Water System Fire Hydrant Extensions for Fire Hydrants Not Meeting Acceptable Grade		Strategic Priority:	x
DEPARTMENT		Master Plan:	
Public Works - Utilities		Other (Please explain in description)	
CAPITAL COST	Quantity:	Unit Cost:	Total Cost:
	#20 Slide gate 12" extension	47	547
	C-71P 12" extension	49	516
	Canada Valve 12" extensions	3	625
	Clow M67/M93 12" extensions	3	686
	Installation Costs		
			\$ -
			\$ 25,709
			\$ 25,284
			\$ 1,875
			\$ 2,057
			\$ 30,000
		TOTAL	\$ 84,925
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)			
There are many fire hydrants within the CWK that require raising and other basic improvements due to original installation being below acceptable grade, or as a result of landscaping in the surrounding area over time. The hydrants need to be raised for visibility/accessibility purposes to allow proper use by the Fire Department and for maintenance by the Utilities Department. There are 96 hydrants identified not in compliance across the City of West Kelowna. The installation will be performed by the Utilities Department.			
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)			
New Infrastructure		Start Date:	Q2 2021
Renewal Infrastructure:		In Service Date:	
		Completion Date:	Q4 2021
		Funding Source If Known:	
7. NEW YEARLY OPERATING EXPENSES:			
	2021 Budget	2022 Budget	2023 Budget
Staffing:			
Maintenance:			
Utility Costs:			
Contracts:			
Annual Licensing Fees:			
Miscellaneous:			
Total Additional Operating Costs:	\$ -	\$ -	\$ -
VERIFIED BY:			
Department Director/Manager	AF	Budgetary Pricing Attached	YES
CAO:		Business Case/Other Backup Attached	NO
Purchasing:		Project Code (To be assigned by Finance)	C2021-73



**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)	
Phase 10 Backup Generator Installation		Strategic Priority:	X
DEPARTMENT		Master Plan:	
Public Works - Utilities/Water Distribution		Other (Please explain in description)	

CAPITAL COST	Quantity:	Unit Cost:	Total Cost:	\$	
	Ph10 Generator Purchase	1	\$45,000		\$45,000
	Installation of generators.	1	\$51,000		\$51,000
	Automatic transfer switch	1	\$6,000		\$6,000
	Engineering & Contingency	1	\$20,400		\$20,400
			TOTAL	\$	122,400

5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)

Phase 10 Booster Station and reservoir: Complete installation of a 80kW backup generator system including automatic transfer switch, generator, PLC programming and integration into existing SCADA and electrical systems. This will allow both domestic water service and fire flow to be maintained during a planned or emergency outage.

6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)

New Infrastructure	Yes	Start Date:	Q2 2021	Completion Date:	Q4 2021
Renewal Infrastructure:		In Service Date:		Funding Source if Known:	

The installation of a generator at Phase 10 reservoir will allow for domestic water service and fire flow to be maintained during planned and unplanned BC Hydro power outages, it will also allow Utilities to maintain SCADA communications to the sites and monitor levels and pressures of critical infrastructure.

7. NEW YEARLY OPERATING EXPENSES:

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:	3,000	3,000	3,000	3,000	3,000
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:	300	300	300	300	300
Total Additional Operating Costs:	3,300	3,300	3,300	3,300	3,300

VERIFIED BY: Department Director/Manager: AF CAO: Purchasing: 	Budgetary Pricing Attached: NO Business Case/Other Backup Attached: NO Project Code (To be assigned by Finance): C2021-74
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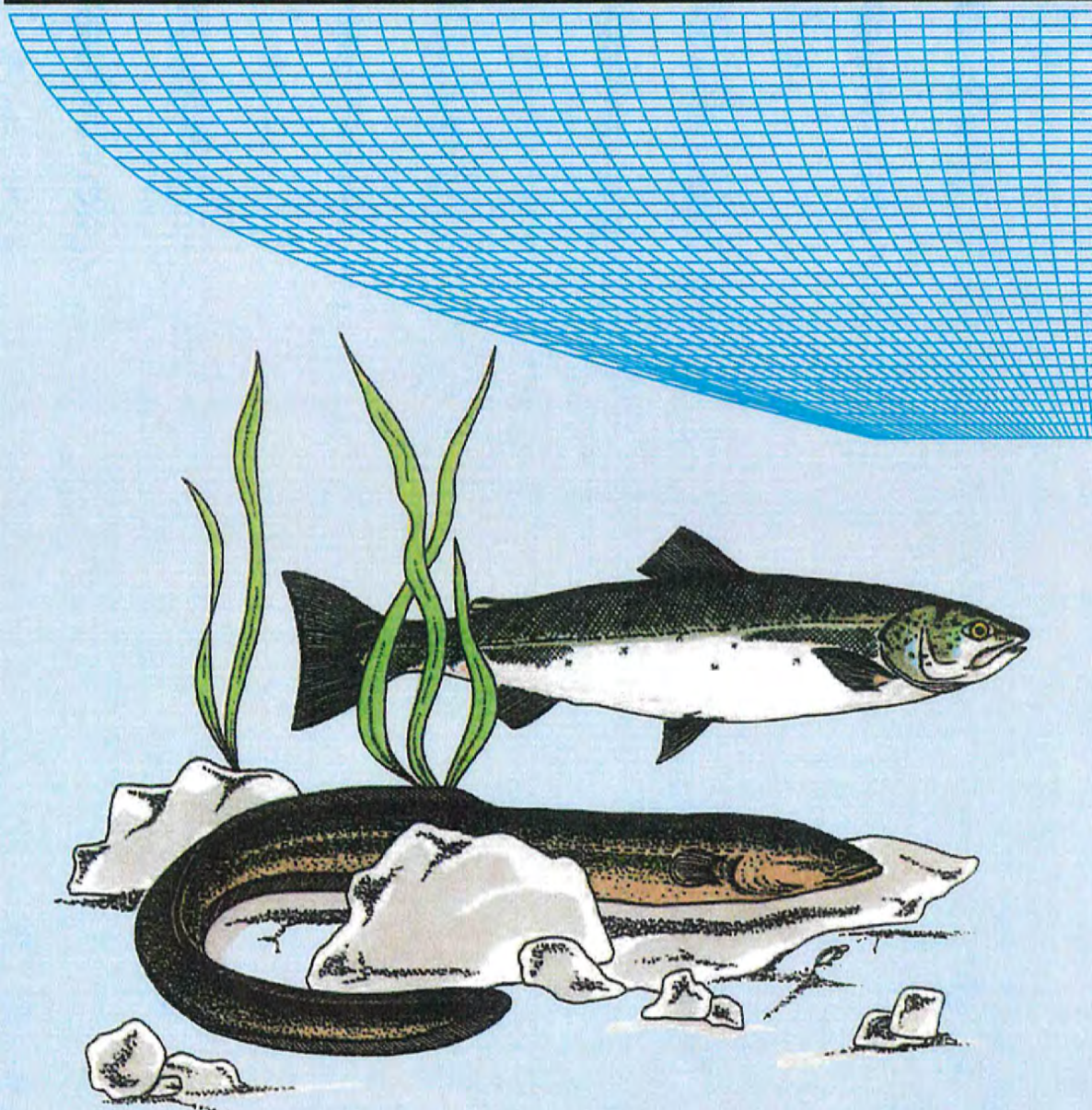


**CITY OF WEST KELOWNA
2021 CAPITAL FUNDING REQUEST**

PROJECT ITEM		PRIORITY (check one)			
Sunnyside Intake Screen Replacement		Strategic Priority:	<div style="border: 1px solid black; width: 50px; height: 20px; margin: 2px;"></div>		
DEPARTMENT		Master Plan:	<div style="border: 1px solid black; width: 50px; height: 20px; margin: 2px;"></div>		
Public Works - Utilities		Other (Please explain in description)	<div style="border: 1px solid black; width: 100%; height: 20px; margin: 2px;"></div>		
CAPITAL COST	Quantity:	Unit Cost:	Total Cost: \$ -		
	Contract		\$ 60,250		
			\$ -		
	Contingency		\$ 5,000		
			\$ 65,250		
5. DESCRIPTION Desired Manufacturer/Model (attach additional pages/brochure if necessary)					
Design and installation will be as per the attached DFO Fish Screen Guideline.					
6. CAPITAL EXPENDITURE RATIONALE AND STRATEGIC IMPORTANCE (attach additional pages as required)					
New Infrastructure	<div style="border: 1px solid black; width: 80px; height: 20px;"></div>	Start Date:	Q2 2021		
Completion Date:	Q3 2021				
Renewal Infrastructure:	<div style="border: 1px solid black; width: 80px; height: 20px;"></div>	In Service Date:			
Funding Source if Known:					
<p>Based on recent dive inspections, it appears that the existing Sunnyside intake screen is deteriorating and has tilted toward the bottom floor of the lake, leaving it risky to adjust back into position. Further investigation indicates that the screen dimensions are not meeting the Department of Fisheries Freshwater Intake End-of-Pipe Screen Design Guidelines. As such, it appears the screen needs to be replaced with one that meets the guidelines to be able to provide sufficient capacity to match the intake pump-rates within the DFO Guidelines. It should be noted, that despite the current construction of the Rose Valley Water Treatment Plant, the Sunnyside Raw Water Intake is identified as key infrastructure for the CWK in the Water Master Plan, and ongoing investments at this location are warranted.</p>					
7. NEW YEARLY OPERATING EXPENSES:					
	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Staffing:					
Maintenance:					
Utility Costs:					
Contracts:					
Annual Licensing Fees:					
Miscellaneous:					
Total Additional Operating Costs:	\$ -	\$ -	\$ -	\$ -	\$ -
VERIFIED BY:					
Department Director/Manager	<div style="border: 1px solid black; width: 80px; height: 20px; text-align: center;">AF</div>	Budgetary Pricing Attached	<div style="border: 1px solid black; width: 150px; height: 20px; text-align: center;">NO</div>		
CAO:	<div style="border: 1px solid black; width: 80px; height: 20px;"></div>	Business Case/Other Backup Attached	<div style="border: 1px solid black; width: 150px; height: 20px; text-align: center;">NO</div>		
Purchasing:	<div style="border: 1px solid black; width: 80px; height: 20px;"></div>	Project Code (To be assigned by Finance)	<div style="border: 1px solid black; width: 150px; height: 20px; text-align: center;">C2021-75</div>		

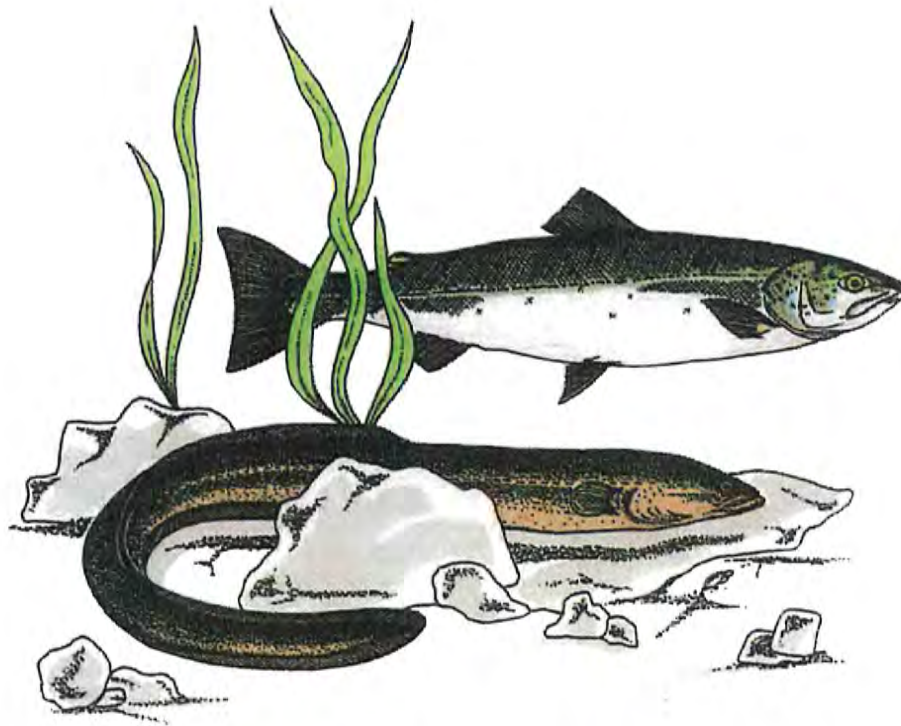
Department of Fisheries and Oceans

Freshwater Intake End-of-Pipe Fish Screen Guideline



Department of Fisheries and Oceans

Freshwater Intake End-of-Pipe Fish Screen Guideline



Fisheries Pêches
and Oceans et Océans

Canada

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1.0

Introduction

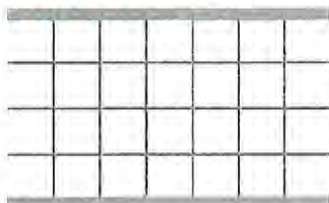


The Department of Fisheries and Oceans (DFO) has prepared the **Freshwater Intake End-of-Pipe Fish Screen Guideline** to assist proponents in the design and installation of fish screens for the protection of anadromous and resident fish where freshwater is extracted from fish-bearing waters. This guideline will also assist regulatory agencies in the review of fish screen proposals.

A requirement for fish screening is stated under Section 30 of the *Fisheries Act*, where every water intake, ditch, channel, or canal in Canada constructed or adapted for conducting water from any Canadian fisheries waters must provide for a fish guard or a screen, covering, or netting over the entrance or intake so as to prevent the passage of fish into such water intake, ditch, channel or canal. Other sections of the *Fisheries Act*, or other Federal, Provincial, or Municipal Legislation and Policy may also apply to associated water extraction activities. Proponents are advised to contact the appropriate regulatory agencies regarding approvals or permits.

2.0

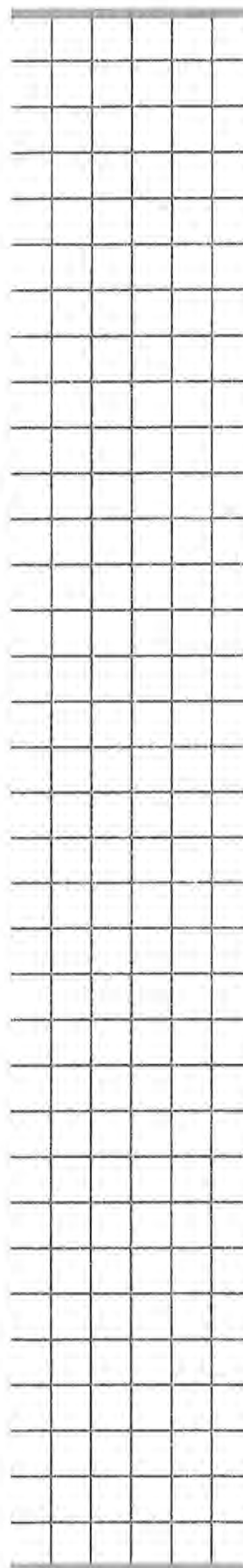
Guideline Objective



The objective of the guideline is to provide a National standard-of-practice and guidance for end-of-pipe fish screens at freshwater intakes to prevent potential losses of fish due to entrainment or impingement. Entrainment occurs when a fish is drawn into a water intake and cannot escape. Impingement occurs when an entrapped fish is held in contact with the intake screen and is unable to free itself. The severity of the impact on the fisheries resource and habitat depends on the abundance, distribution, size, swimming ability, and behaviour of the organisms in the vicinity of the intake, as well as, water velocity, flow and depth, intake design, screen mesh size, installation and construction procedures and other physical factors.

The **Freshwater Intake End-of-Pipe Fish Screen Guideline** deals exclusively with the sizing and design of fixed screens that are often placed at the end of a pipe used to extract water up to 0.125 m/s, or 125 litres per second (L/s) (i.e., 2000 US gallons per minute (US gpm)). The guideline is intended for use in addressing fish screens for small permanent and temporary withdrawals for irrigation, construction, small municipal and

private water supplies, etc. It is *not* intended for application to hydroelectric or canal screen designs; however, such proposals can be considered by regulatory agencies on a site-specific basis. The guideline focuses on the technical aspects of intake screens and the protection of fish rather than on policy, legislation, or environmental assessment processes and their application. This guideline has been developed to provide protection of freshwater fish with a minimum fork length of 25 mm (approximately 1 inch) since most eggs and fish larvae remain in bottom substrates until they reach the fry stage (i.e., 25 mm fork length). Other designs, in addition to intake screens, may be appropriate to address fish and fish habitat protection associated with water withdrawals. Such proposed designs should be addressed with the appropriate regulatory agencies on a site-specific basis.



3.0

Information Requirements for Evaluation of Intake Screens

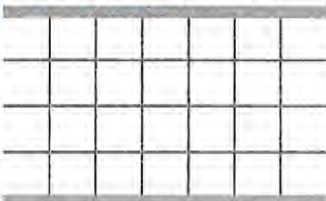


Information that should be provided to facilitate evaluation of an end-of-pipe intake screen design intended for fish protection during a freshwater withdrawal is highlighted below. Types of information requirements that may also be applicable to the water intake project as a whole are identified in Appendix A.

- fish presence, species, and possible fish size or fish habitat conditions at the project site
- rate or ranges of rates of withdrawal from the watercourse
- screen open and effective areas
- physical screen open parameters with respect to the intake and the watercourse
- screen material, method of installation and supporting structures
- screen maintenance, cleaning, or other special requirements

4.0

Design, Installation, & Maintenance of Freshwater Intake End-of-Pipe Fish Screens



The appropriate design of a fish screen is largely dependent upon the species and the size of fish requiring protection. Appropriate installation and maintenance/cleaning of the screen are also important in keeping approach velocities low and ensuring satisfactory operation of the screen. For the purposes of this guideline, emphasis is placed on the protection of freshwater fish with a minimum fork length of 25 mm from entrainment and impingement due to water extraction activities. Depending upon site-specific circumstances, a case may be made whereby the minimum fork length size of fish to be protected is greater than 25 mm. In this instance, the fish screen criteria for open screen area (Table 2 and Figure 1) and screen mesh size (2.54 mm) presented here do not apply. Fish screen criteria and guidance for the protection of fish larger than 25 mm is provided by Katopodis (1992).

The following sections address the appropriate design of fixed freshwater intake end-of-pipe fish screens for the protection of fish with a minimum fork length of 25 mm. Guidance on

installation, cleaning, and maintenance is provided. Common types of intake screens and associated intakes are also presented. Appendix B presents a sample calculation utilizing the guideline to determine the appropriate end-of-pipe intake screen size for the protection of freshwater fish.

4.1 Fish Screen Criteria

To protect fish from impingement or entrainment, the approach velocity (i.e., the water velocity into, or perpendicular to, the face of an intake screen) should not exceed certain values based on the swimming mode (i.e., subcarangiform or anguilliform) of the fish present in the watercourse. The subcarangiform group includes fish that swim like a trout or salmon, and move through the water by undulating the posterior third to half of their bodies. The anguilliform group includes fish that swim like an eel, and move through the water by undulating most or all of their body. Table 1 presents the swimming modes of most common fish species in Canada. Contact DFO or provincial fisheries agencies regarding fish species that are not included in Table 1.

Envelope curves for approach velocities were developed for each swimming mode corresponding to a minimum fork length of 25 mm and a maximum endurance time of 10 minutes (the time the fish is in front of the face of the screen before it can elude it). To satisfy approach velocities of approximately 0.11 m/s and 0.038 m/s for the subcarangiform and anguilliform groups respectively, curves indicating the required open screen areas, based on fish swimming performance data, including fish species and size (Katopodis, 1990) and related to flows/extractions, were developed. Table 2 presents the required open screen area, in both metric and non-metric units, for end-of-pipe intake screens with a capacity up to 125 L/s (2000 US gpm). The open screen area is the area of all open spaces on the screen available for the free flow of water. The same information is presented graphically in Figure 1.

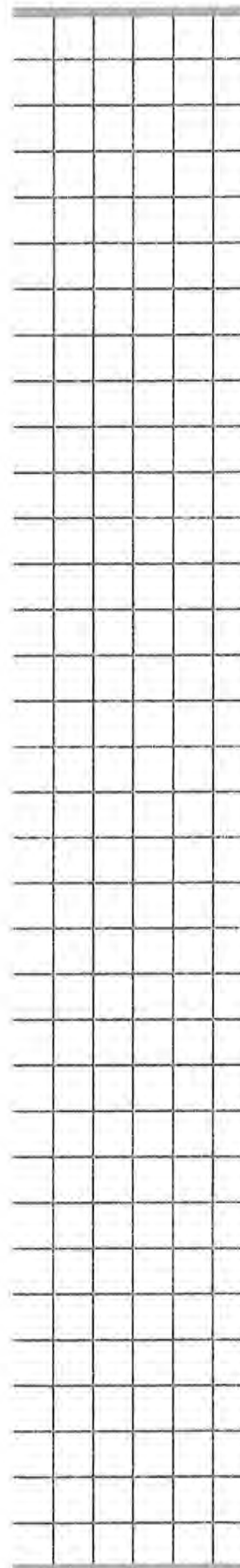


Table 1
Summary of
Common Fish
Species and
Swimming Modes

SUBCARANGIFORM SWIMMING MODE

Common Name	Scientific Name
Alewife (Gaspereau)	<i>Alosa pseudoharengus</i>
Arctic Char	<i>Salvelinus alpinus</i>
Arctic Grayling	<i>Thymallus arcticus</i>
Atlantic Salmon	<i>Salmo salar</i>
Broad Whitefish	<i>Coregonus nasus</i>
Brook Trout	<i>Salvelinus fontinalis</i>
Brown Trout	<i>Salmo trutta</i>
Carp	<i>Cyprinus carpio</i>
Channel Catfish	<i>Ictalurus punctatus</i>
Chinook Salmon	<i>Oncorhynchus tshawytscha</i>
Chum Salmon	<i>Oncorhynchus keta</i>
Cisco	<i>Coregonus artedii</i>
Coho Salmon	<i>Oncorhynchus kisutch</i>
Cutthroat Trout	<i>Oncorhynchus clarki clarki</i>
Dolly Varden	<i>Salvelinus malma</i>
Goldeye	<i>Hiodon alosoides</i>
Green Sturgeon	<i>Acipenser medirostris</i>
Inconnu	<i>Stenodus leucichthys</i>
Kokanee	<i>Oncorhynchus nerka</i>
Lake Sturgeon	<i>Acipenser fulvescens</i>
Lake Trout	<i>Salvelinus namaycush</i>
Lake Whitefish	<i>Coregonus clupeaformis</i>
Largemouth Bass	<i>Micropterus salmoides</i>
Longnose Sucker	<i>Catostomus catostomus</i>
Mooneye	<i>Hiodon tergisus</i>
Mountain Whitefish	<i>Prosopium williamsoni</i>
Ouananiche	<i>Salmo salar ouananiche</i>
Pink Salmon	<i>Oncorhynchus gorbuscha</i>
Rainbow Smelt	<i>Osmerus mordax</i>
Rainbow Trout	<i>Oncorhynchus mykiss</i>
Sauger	<i>Stizostedion canadense</i>
Smallmouth Bass	<i>Micropterus dolomieu</i>
Sockeye Salmon	<i>Oncorhynchus nerka</i>
Walleye	<i>Stizostedion vitreum</i>
White Bass	<i>Morone chrysops</i>
White Perch	<i>Morone americana</i>
White Sturgeon	<i>Acipenser transmontanus</i>
White Sucker	<i>Catostomus commersoni</i>
Yellow Perch	<i>Perca flavescens</i>

ANGUILLIFORM SWIMMING MODE

Common Name	Scientific Name
American Eel	<i>Anguilla rostrata</i>
Burbot	<i>Lota lota</i>
Sea Lamprey	<i>Petromyzon marinus</i>

Note: The few data points available for Northern Pike (*Esox lucius*) are close to the anguilliform group.

4.2 Design of Fixed End-of-Pipe Fish Screens

Once the required open area has been found from Table 2 or Figure 1, the effective screen area must be calculated. It is the area occupied by the open spaces (i.e., open screen area) and the screen material available for the free flow of water. The effective screen area should be provided at the intake location and is determined as follows:

$$\text{Effective Screen Area (m}^2 \text{ or ft}^2\text{)} = \frac{\text{Open Screen Area (Table 2)}}{\left(\frac{\% \text{ Open Area (Table 3)}}{100} \right)}$$

It should be noted that if the percent (%) open screen area is maximized, then the effective screen area required for a given flow is minimized. The narrowest dimension of any opening on the screen is referred to as the design opening, regardless of opening shape. The maximum design opening for a fish of 25 mm fork length is estimated at 2.54 mm (0.10 inches). Guidance on screen openings and materials is presented below.

- The screen openings may be round, square, rectangular, or any combination thereof, but should not have any protrusions that could injure fish.
- Screen materials may include brass, bronze, aluminum, monel metal, galvanized or stainless steel, and plastics. The screen material should be resistant to corrosion and UV light.
- Note: clogging due to corrosion is minimized with the use of stainless steel.
- Welded wedge wire screens offer reduced debris clogging and increased open area and screen stiffness, in comparison to round wire mesh and punch plate.

Table 3 presents several common types of screening material that meet the requirements of wire diameter, clear opening width and percent open area,

The dimensions of the fish screen can be calculated after the correct shape, configuration, location, and method of installation have been determined. This will usually be determined after a site investigation and a review of these guidelines. Included in Figure 2 are common screen shapes and the associated

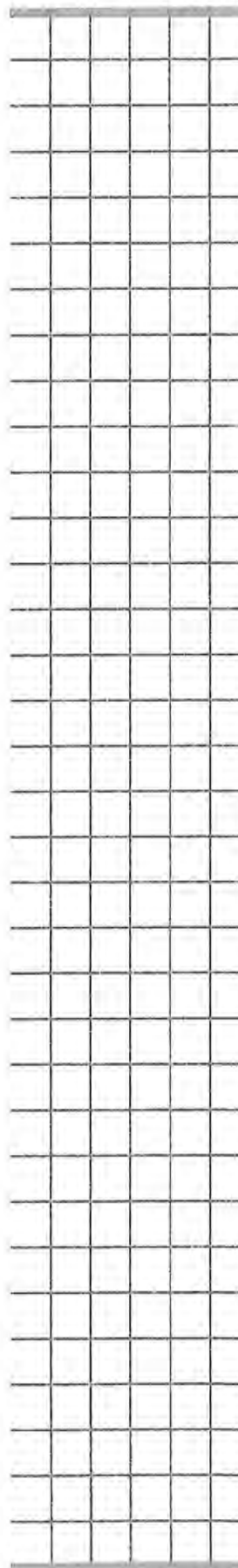


Table 2
Open Screen Area
Required for End-
of-Pipe Water
Intakes

Metric Units			Non-Metric Units		
Flow (L/s)	Subcarangiform (m ²)	Anguilliform (m ²)	Flow (US gpm)	Subcarangiform (ft ²)	Anguilliform (ft ²)
1	0.01	0.03	10	0.1	0.2
5	0.05	0.13	50	0.3	0.9
6	0.06	0.16	100	0.6	1.8
8	0.07	0.21	150	0.9	2.7
10	0.09	0.26	200	1.3	3.6
12	0.11	0.31	250	1.6	4.5
14	0.13	0.37	300	1.9	5.4
15	0.14	0.39	350	2.2	6.2
16	0.15	0.42	400	2.5	7.1
18	0.17	0.47	450	2.8	8.0
20	0.18	0.52	500	3.2	8.9
22	0.20	0.58	550	3.5	9.8
24	0.22	0.63	600	3.8	10.7
25	0.23	0.65	650	4.1	11.6
26	0.24	0.68	700	4.4	12.5
28	0.26	0.73	750	4.7	13.4
30	0.28	0.79	800	5.0	14.3
32	0.30	0.84	850	5.4	15.2
34	0.31	0.89	900	5.7	16.0
35	0.32	0.92	950	6.0	16.9
36	0.33	0.94	1000	6.3	17.8
38	0.35	0.99	1050	6.6	18.7
40	0.37	1.05	1100	6.9	19.6
45	0.42	1.18	1150	7.2	20.5
50	0.46	1.31	1200	7.6	21.4
55	0.51	1.44	1250	7.9	22.3
60	0.55	1.57	1300	8.2	23.2
65	0.60	1.70	1350	8.5	24.1
70	0.65	1.83	1400	8.8	25.0
75	0.69	1.96	1450	9.1	25.8
80	0.74	2.09	1500	9.4	26.7
85	0.78	2.23	1550	9.8	27.6
90	0.83	2.36	1600	10.1	28.5
95	0.88	2.49	1650	10.4	29.4
100	0.92	2.62	1700	10.7	30.3
110	1.02	2.88	1750	11.0	31.2
120	1.11	3.14	1800	11.3	32.1
125	1.16	3.30	1850	11.6	33.0
			1900	12.0	33.9
			1950	12.3	34.8
			2000	12.6	35.7

Table 3
Examples of Screen
Material

Material	Wire Thickness	Opening Width	% Open Area
8x 8 Stainless Steel Alloy Mesh	0.711 mm (0.028")	2.44 mm (0.096")	60
#7 Mesh Wire Cloth	1.025mm (0.041")	2.54 mm (0.100")	51
#8 Mesh Wire Cloth	0.875 mm (0.035")	2.25 mm (0.089")	52
#8 Mesh Wire Cloth	0.700mm (0.028")	2.54 mm (0.100")	62
#60 Wedge Wire Screen	1.50mm (0.059")	2.54 mm (0.100")	63
#45Wedge Wire Screen	1.10mm (0.080")	2.54 mm (0.100")	69

dimensions and area formulae. These are just examples of the many shapes and sizes in which fish screens can be fabricated. Screens are instream structures and, as such, should have sufficient strength and durability, and be capable of withstanding any potential large forces and impacts. Figure 3, 4, and 5 illustrate some of the various configurations, applications, and screen material types of end-of-pipe fish screens.

4.3 Installation

- Screens should be located in areas and depths of water with low concentrations of fish throughout the year.
- Screens should be located away from natural or man-made structures that may attract fish that are migrating, spawning, or in rearing habitat.
- The screen face should be oriented in the same direction as the flow.
- Ensure openings in the guides and seals are less than the opening criteria to make "fish tight".
- Screens should be located a minimum of 300 mm (12 in.) above the bottom of the watercourse to prevent entrainment of sediment and aquatic organisms associated with the bottom area.
- Structural support should be provided to the screen panels to prevent sagging and collapse of the screen.
- Large cylindrical and box-type screens should have a manifold installed in them to ensure even water velocity distribution across the screen surface. The ends of the structure should be made out of solid materials and the end of the manifold capped.
- Heavier cages or trash racks can be fabricated out of bar or grating to protect the finer fish screen, especially where there is debris loading (woody material, leaves, algae mats, etc.). A 150 mm (6 in.) spacing between bars is typical.

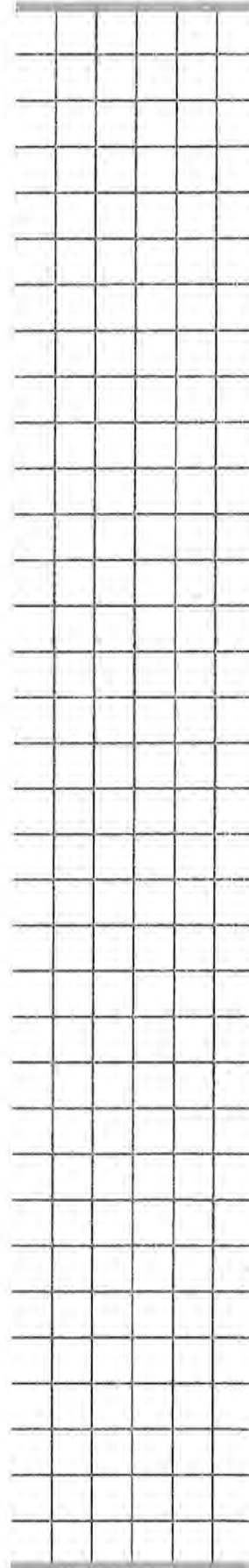


Figure 1
Open Screen Area
for End-of-Pipe
Water Intake Flow

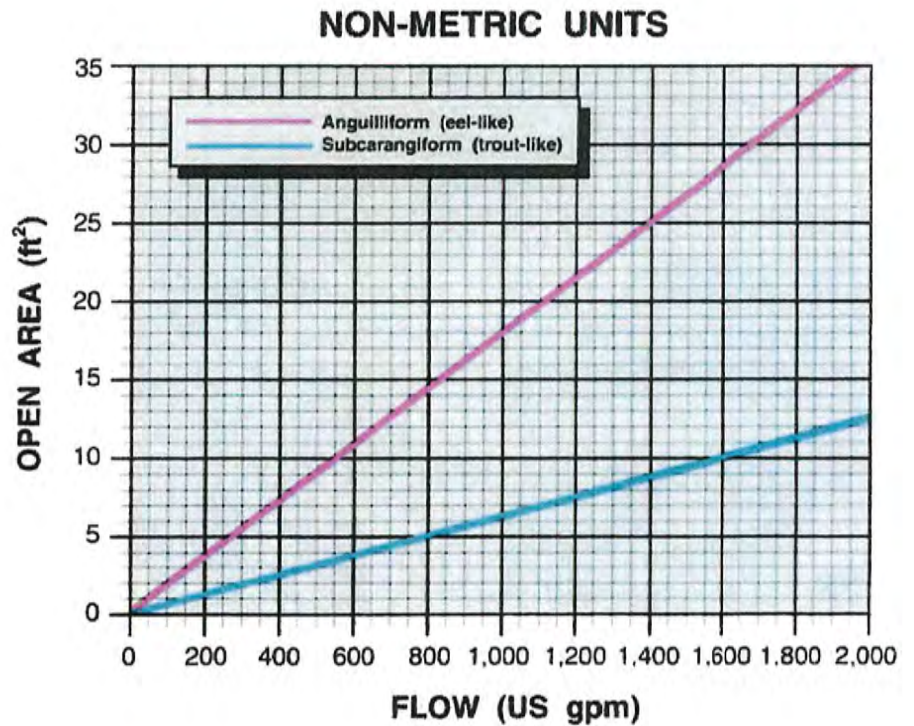
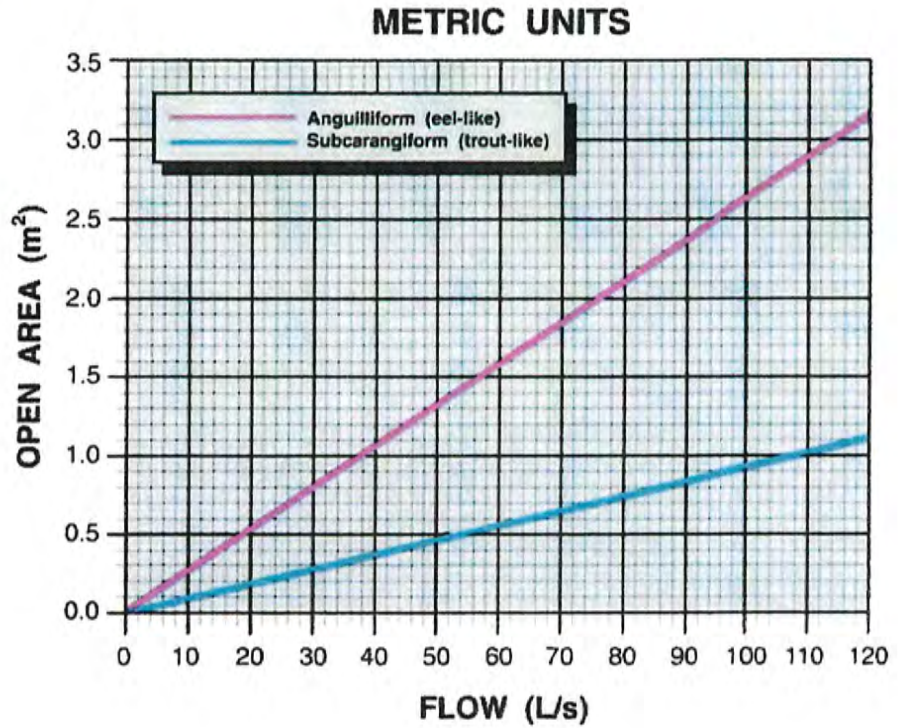
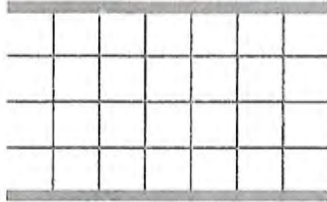
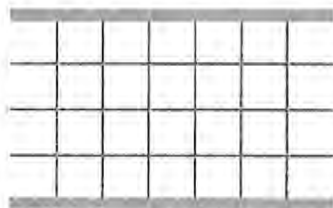
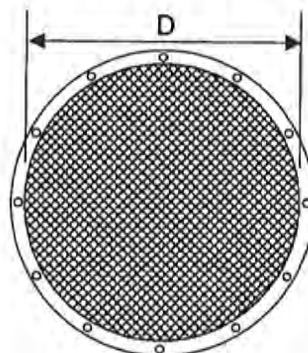


Figure 2
Common Screen
Shapes and Area
Formulae

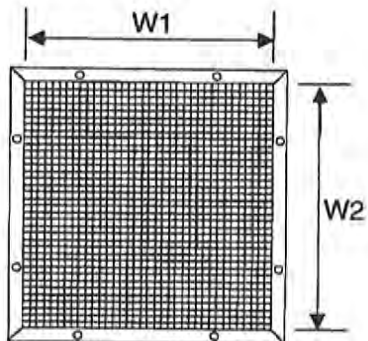


CIRCULAR SCREEN



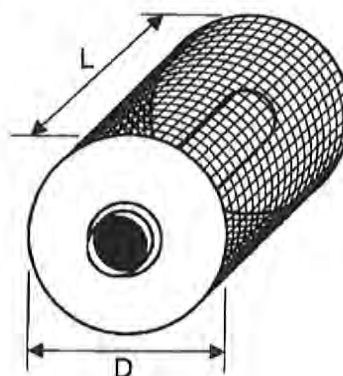
$$\text{Area} = \frac{\pi}{4} D^2$$

SQUARE SCREEN



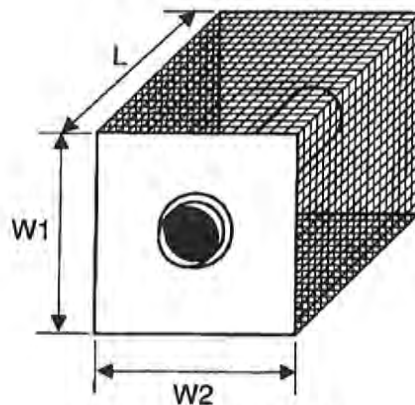
$$\text{Area} = W1 \times W2$$

CYLINDRICAL SCREEN



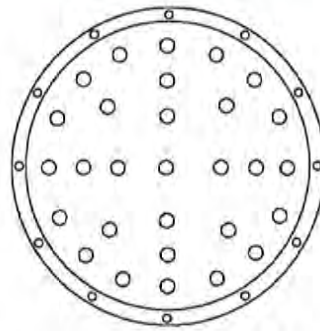
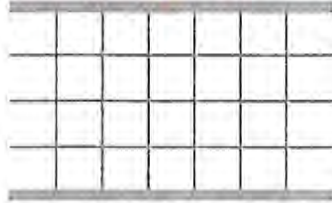
$$\text{Area} = \pi DL$$

BOX SCREEN

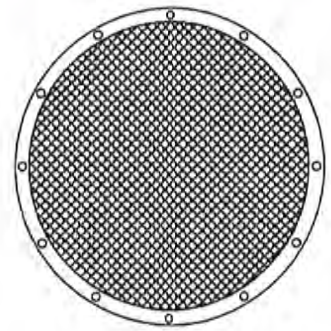


$$\text{Area} = 2L(W1 + W2)$$

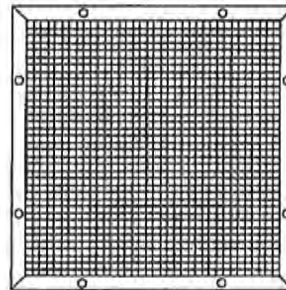
Figure 3
Typical Applications
and Features of
End-of-Pipe Screens



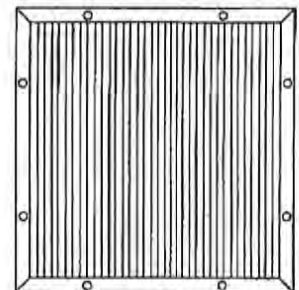
**PERFORATED PLATE
(PUNCHED)**



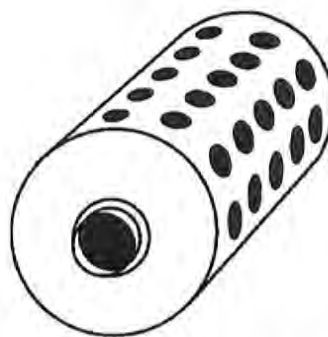
**CIRCULAR MESH
SCREEN**



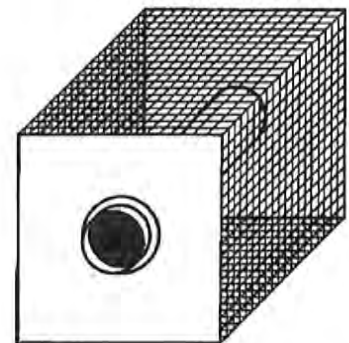
**SQUARE MESH
SCREEN**



**SQUARE WEDGE WIRE
SCREEN**

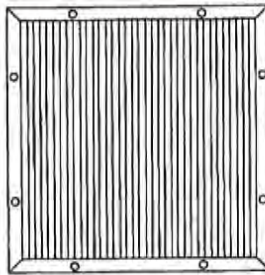
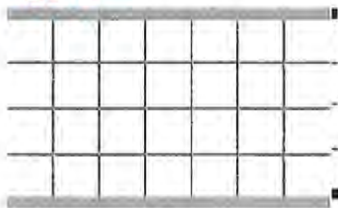


**DRUM OR CYLINDER
WITH PERFORATED PIPE**

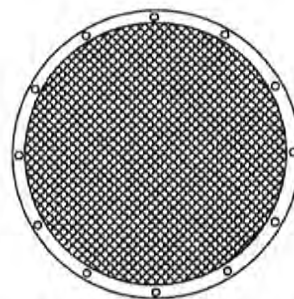
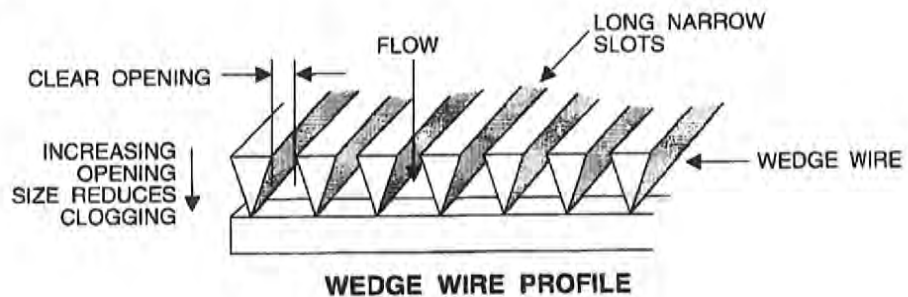


**BOX-TYPE WITH
MESH SCREEN**

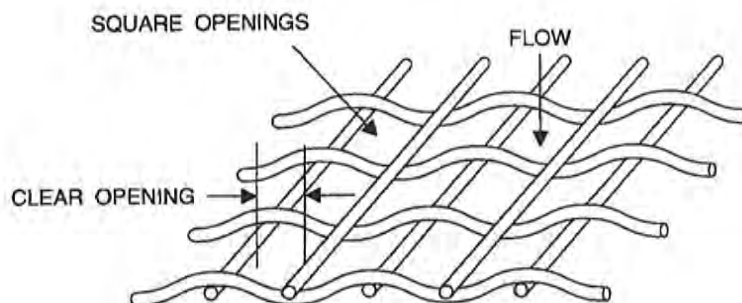
Figure 4
Examples of Typical
Screen and Material
Types



SQUARE WEDGE WIRE SCREEN

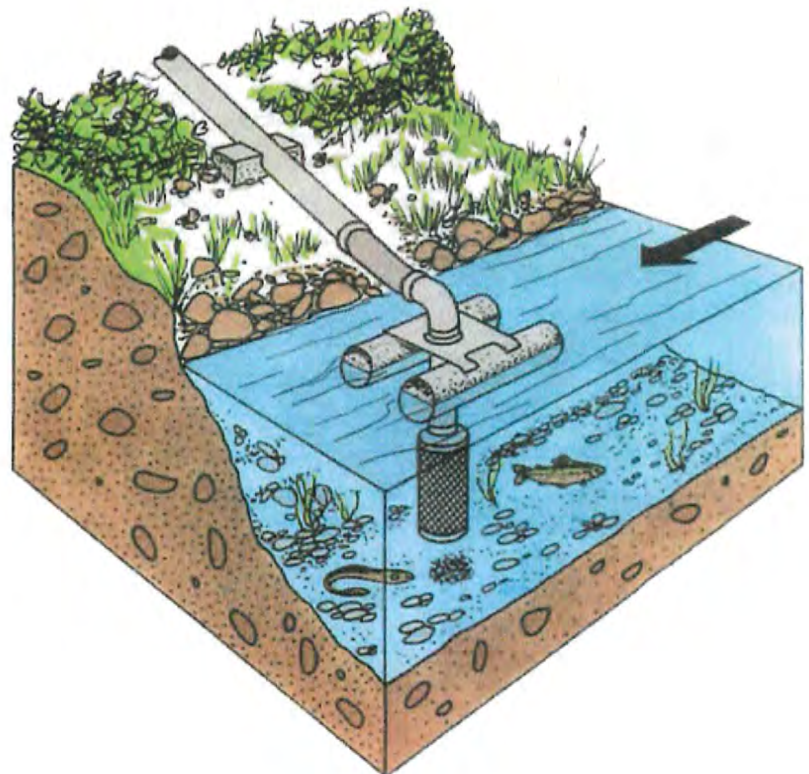
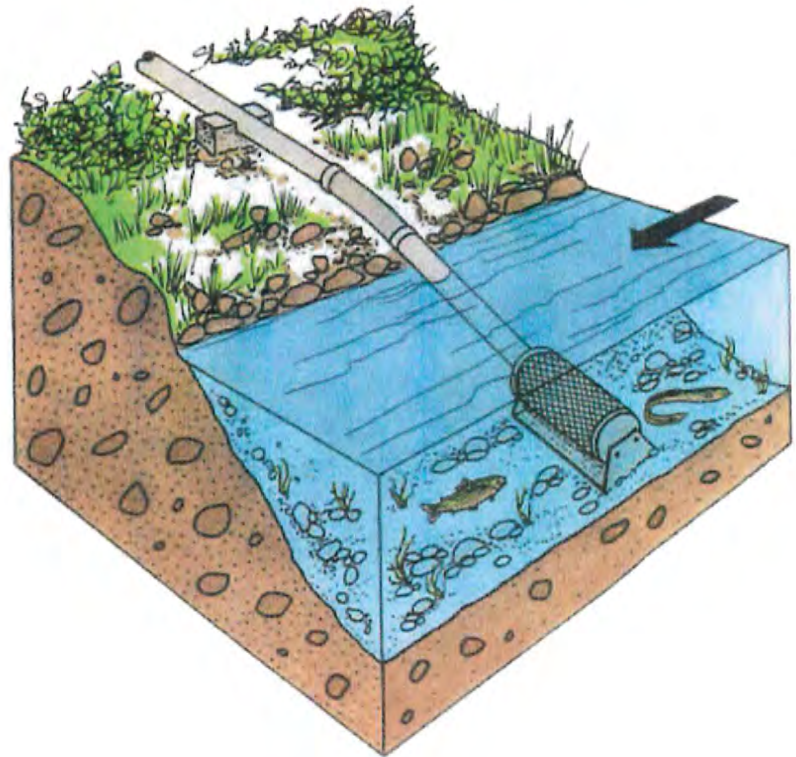
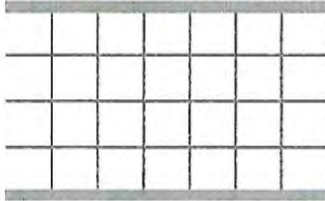


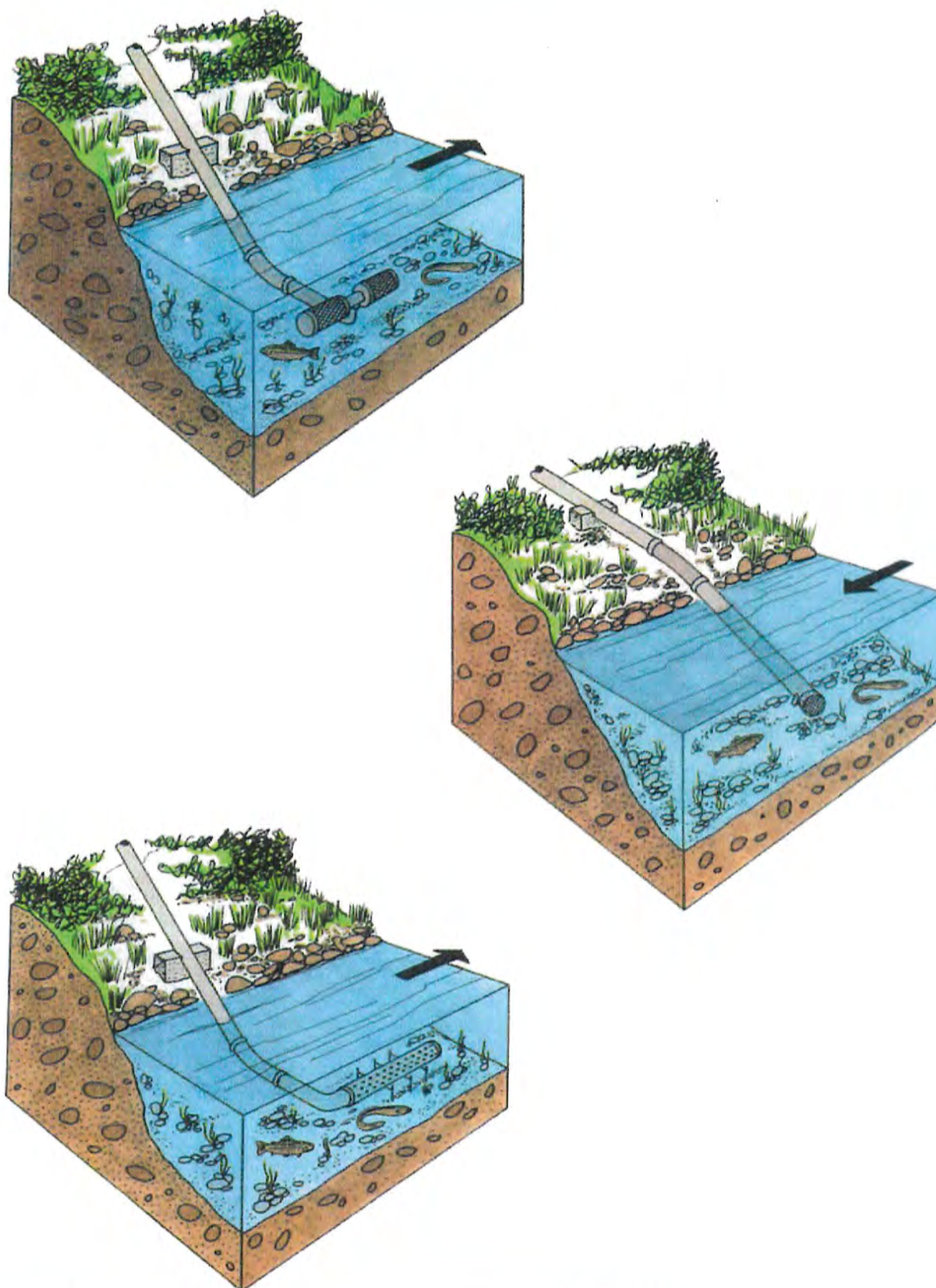
CIRCULAR MESH SCREEN



WOVEN WIRE MESH PROFILE

Figure 5
Examples of Typical
Installations of End-
of-Pipe Screen





4.4 Cleaning and Maintenance

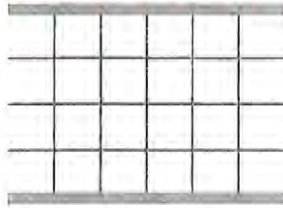
- Provision should be made for the removal, inspection, and cleaning of screens.
- Ensure regular maintenance and repair of cleaning apparatus, seals, and screens is carried out to prevent debris-fouling and impingement of fish.
- Pumps should be shut down when fish screens are removed for inspection and cleaning.
- Screens may be cleaned by methods such as air or water, backwashing, removal and pressure washing or scrubbing.
- Under certain site-specific winter conditions, it may be appropriate to remove screens to prevent screen damage.
- Flexible suction pipe may be used instead of solid, fixed piping for ease of screen removal and cleaning.
- Pump suction pressure can be measured to assess the need for screen cleaning.

To facilitate intake screen cleaning/maintenance, design and installation features such as orientation of the screen (e.g., in a cove) or variation in mesh shape (i.e., square wire/bars versus round wire/bars), etc. may be considered for regularly cleaned screens. For screens that will not be cleaned regularly, provision of considerably more open screen area (e.g., four times more) than determined from Table 2/Figure 1 may be considered. Such design/installation features should be addressed with the appropriate regulatory agencies on a site-specific basis.

Appendix C presents a list of units of conversion.

For more information on the appropriate design of freshwater intake end-of-pipe fish screens, contact the nearest DFO office. In addition, a list of DFO Regional contacts is presented in Appendix D. Other appropriate regulatory agencies should also be contacted.

References



Fish Screening Directive. 1990. Department of Fisheries and Oceans, Ottawa, Ontario,

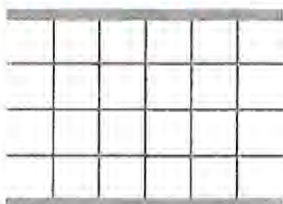
Katopodis, C. 1990. *Advancing the art of engineering fishways for upstream migrants*. Proceedings of International Symposium on Fishways '90, Oct. 8-10, 1990, Gifu, Japan, p. 19-28.

Katopodis, C. 1992. *Fish screening guide for water intakes*. Working Document, Freshwater Institute, Winnipeg, Manitoba.

Katopodis, C. 1994. *Analysis of ichthyomechanical data for fish passage or exclusion system design*. Proc. International Fish Physiology Symposium, July 16-21, 1994, Vancouver, B.C. American Fisheries Society and Fish Physiology Association.

Katopodis, C. and R. Gervais, 1991. *Ichthyomechanics*, Working Document, Department of Fisheries and Oceans, Freshwater Institute, Winnipeg, Manitoba.

Glossary



Anadromous:	Fish species that migrate from the sea to freshwater systems in order to spawn.
Anguilliform:	The type of swimming mode for fish that swim like an eel, and move through the water by undulating most or all of their body.
Effective Screen Area:	The area occupied by the open spaces (i.e., open screen area) and screen material available for the free flow of water.
Entrainment:	Occurs when a fish is drawn into a water intake and cannot escape.
Fork Length:	The straight line distance measured from the tip of the nose to the fork of the tail of a fish.
Impingement:	Occurs when an entrapped fish is held in contact with the intake screen and is unable to free itself.
Open Screen Area:	The area of all open spaces on the screen available for the free flow of water.
Subcarangiform:	The type of swimming mode for fish that swim like trout or salmon, and move through the water by undulating the posterior third to half of their body.

Appendix A Information Requirements

Appendix A Information Requirements

Types of information requirements that may be applicable to a freshwater intake proposal are highlighted below. While this listing is not intended to be all inclusive, it indicates information that may be necessary to enable regulatory agencies to review a water intake and fish screen proposal. The information highlighted below considers Section 30 and other sections of the *Fisheries Act*. These information requirements may also address other Federal, Provincial, and Municipal legislation and policies.

General and Site Information

- gazette or common name of the watercourse
- location of the watercourse
- type of watercourse (e.g., pond or stream)
- type of water intake
- other activities associated with the development or construction of the intake/screen structure

Biophysical Information

- fish presence, species, and possible fish size or fish habitat conditions at the protect site
- physical description of the watercourse at the intake site, including channel width and depth, direction and velocity of water currents, variations in wafer levels, sediment transport processes, lateral or channel grade movement, debris loading, etc.
- location and position of the intake within the watercourse, including dimensions, alignment, depth in the water column, wetted area, etc.
- description of the site features and characteristics, including site access

Water Use Information

- purpose of water withdrawal

Appendix B

Sample Calculation

A proponent wishes to withdraw water at a rate of 0.075 m³/s from a nearby pond. The pond supports populations of brown trout, brook trout, and American eel. The intake is proposed to be cylindrical with the ends solid and #60 wedge wire screen around the cylinder.

What size must the intake screen be to satisfy the guideline requirements?

There are 4 steps to finding the answer:

1. Determine the fish swimming mode.
2. Determine the open screen area.
3. Determine the effective screen area.
4. Determine the dimensions necessary to produce the effective screen area.

1. Fish Swimming Mode

The fish swimming mode is found from Table 1. Brook trout and brown trout are listed as subcarangiform swimmers, while the American eel is an anguilliform swimmer.

2. Open Screen Area

Table 2 lists the required open screen area for both subcarangiform and anguilliform swimmers under flows up to 125 L/s (2000 US gpm). To use the table, it is necessary first to convert the flow from cubic metres per second to litres per second.

$$0.075 \frac{\text{m}^3}{\text{s}} \times \frac{1000 \text{ L}}{1 \text{ m}^3} = 75 \frac{\text{L}}{\text{s}}$$

For a flow of 75 L/s, Table 2 indicates that the open screen area must be:

- 0.69 m² for subcarangiform swimmers, and
- 1.96 m² for anguilliform swimmers.

The higher number (1.96 m²) is the more stringent requirement, therefore, it is used in the calculation of effective screen area,

3. Effective Screen Area

The screen material in this case is # 60 Wedge Wire. A review of Table 3 indicates that the % Open Area for this material is 63%. With this value and the previously determined area from Step 2, the following formula is used to determine the Effective Screen Area.

$$\begin{aligned}\text{Effective Screen Area} &= \frac{\text{Open Screen Area}}{\left(\frac{\% \text{ Open Area}}{100}\right)} \\ &= \frac{1.96 \text{ m}^2}{\left(\frac{63}{100}\right)} \\ &= 3.111 \text{ m}^2\end{aligned}$$

4. Dimensions of Intake Screen

Figure 2 lists several common screen shapes and their respective area formulae. For a cylindrical screen where the ends are solid and screening is around the cylinder, the following formula applies:

$$\text{Area} = \pi DL$$

The unknown dimensions are diameter (D) and length (L). These dimensions are determined by choosing a value for one and solving the equation for the other.

If the diameter is 0.600 m, then the length follows as:

$$\text{Area} = \pi DL$$

$$3.111 \text{ m}^2 = (0.600 \text{ m})L$$

$$3.111 \text{ m}^2 = (1.885 \text{ m})L$$

$$L = \frac{3.111 \text{ m}^2}{1.885 \text{ m}}$$

$$L = 1.65 \text{ m}$$

A 0.600 m diameter, 1.65 m long cylindrical screen would meet the design requirements. It should be noted that the dimensions given are representative of the screening area only; they do not include any screen that may be blocked by framing, etc. By comparison, if the pond only supported trout (subcarangiform), a 0.600 m diameter, 0.58 m long cylindrical screen would meet the design requirements.

Appendix C

Units of Conversion

To Convert	Into	Multiply By
cubic feet per second	cubic metres per second	0.0283
cubic feet per second	litres per second	28.3
cubic feet per second	US gallons per minute	448.9
cubic metres per second	cubic feet per second	35.3
cubic metres per second	US gallons per minute	15850
litres per second	cubic feet per second	0.0353
litres per second	cubic feet per minute	2.12
litres per second	cubic metres per second	0.001
litres per second	US gallons per minute	15.85
square metre	square foot	10.76
square metre	square inch	1550
square foot	square metre	0.0929
US gallons per minute	litres per second	0.0631
US gallons per minute	cubic feet per second	0.00223
US gallons per minute	Imperial gallons per minute	0.833
Imperial gallons per minute	litres per second	0.0758

Appendix D DFO Regional Contacts

NEWFOUNDLAND REGION	Habitat Management Division P.O. Box 5667 St. John's NF A1C 5X1 Tel: 709-772-6157 Fax: 709-772-5562
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GULF REGION	Habitat Management Division P.O. Box 5030 Moncton NB E1C 9B6 Tel: 506-851-6252 Fax: 506-851-6579
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SCOTIA-FUNDY REGION	Habitat Management Division P.O. Box 550 Halifax NS B3J 2S7 Tel: 902-426-6027 Fax: 902-426-1489
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QUEBEC REGION	Fish Habitat Management P.O. Box 15550 Quebec QC G1K 7Y7 Tel: 418-648-4092 Fax: 418-648-7777
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CENTRAL & ARCTIC REGION	Habitat Management 501 University Crescent Winnipeg MB R3T 2N6 Tel: 204-983-5181 Fax: 204-984-2404
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PACIFIC REGION	Habitat Management 555 W. Hastings St. Vancouver BC V6B 5G3 Tel: 604-666-6566 Fax: 604-666-7907
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Local DFO offices should be contacted. Other appropriate regulatory agencies should also be contacted.



COUNCIL REPORT

To: Paul Gipps, CAO

Date: December 10, 2020

From: Lisa Siavashi, Financial Services Manager
Warren Everton, Chief Financial Officer

Subject: **2021 Financial Plan Early Approval Requests**

RECOMMENDATION

THAT Council authorize staff to proceed with the capital expenditures, supplemental FTE's and supplemental requests on the attached Schedules A and B; and

THAT Council authorize staff to distribute the approved 2021 Cash Grants-in-Aid.

BACKGROUND

This report presents capital, supplemental FTE and supplemental items that staff request Council to consider giving early approval to proceed prior to the adoption of the Financial Plan:

Schedule A – 2021 Capital Early Approval Requests

Schedule B – 2021 Supplemental FTE and Supplemental Requests

The request for early approval is historically due to timing, where a delay will cause operational inefficiencies.

Early approval and distribution of approved cash Grants-in-Aid will allow the recipient organizations to proceed with their projects and programs.

FINANCIAL IMPLICATIONS

The financial impact of all items requested for early budget approval has been included in the budget. Only budgeted costs will be incurred because of early approval requests.

Alternate Motions:

#1

THAT Council grant approval of an amended number of priority Capital, Supplemental, Supplemental FTEs and Grant-in-Aid payments.

#2

THAT Council postpone consideration of early approvals.

REVIEWED BY

Warren Everton, Director of Finance/CFO

Shelley Schnitzler, Legislative Services Manager/Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

Powerpoint: Yes ☐ No ☒

Attachments: Schedule A – 2021 Early Capital Approval Requests
Schedule B – 2021 Early Supplemental Approval Requests

SCHEDULE A

2021 Early Capital Approval Requests

2021 Project Codes	Project Title	2021 Recommended
C2021-01	Road Rehab Program	1,200,000
C2021-03	Gellatly Road North & Carrington Road Intersection Improvements	2,500,000
C2021-04	Shannon Lake Bartley & Stevens Roads Intersection Improvements	2,800,000
C2021-05	Shannon View Slope Improvements	440,000
C2021-06	Bridges Maintenance - Per Stantec Bridge Maintenance Report	190,000
C2021-08	Parks Maintenance Equipment	44,700
C2021-09	Sidewalk Snow Bower Attachment	23,000
C2021-10	Utilities Truck Replacements Pickups (2)	90,000
C2021-11	Plate Compactor	22,000
C2021-12	New Trailer	18,000
C2021-13	Utilities Truck Replacement - Cube truck	93,000
C2021-14	Backhoe Replacement	160,000
C2021-15	Bobcat Replacement	95,000
C2021-16	Hook Truck	100,000
C2021-17	Asphalt Hot-Box and Equipment	103,000
C2021-18	Zamboni Replacement	200,000
C2021-22	Official Community Plan Review	135,000
C2021-30	Pedestrian Improvement Program - Sidewalks	1,200,000
C2021-32	Infield Soil Replacements - Ranch CR1-A.5	12,000
C2021-36	Repave Fire Hall #32 Front Lot	24,000
C2021-40	Bear Proof Garbage Cans	12,000
C2021-41	Parks Master Plan - Five Year Update	80,000
C2021-44	Mount Boucherie Courtyard Surface Replacement	75,000
C2021-50	Arena - Jim Lind - Ammonia Chiller Replacement	450,000
C2021-52	Public Works Yard Site Preparation and Tender Drawings	275,000
C2021-53	City Hall - Concept Plan, Tender Drawings & Consulting Services	2,000,000
C2021-54	Self Contained Breathing Apparatus	1,072,000
C2021-55	Personal Protective Equipment	90,000
C2021-56	Annual Orthophoto/DEM/Contour Update	40,000
C2021-60	External Endpoint Management	5,500
C2021-61	Non-Microsoft Patching	5,300
C2021-62	CityView Software Enhancement - Online Permit Application	40,000
C2021-64	PCWTP Emergency Call Out Upgrade	35,000
C2021-66	PCWTP Compressor Replacement	44,100
C2021-67	PCWTP Cybersecurity Upgrade	30,000
C2021-68	PCWTP Flash Mix Repair/Upgrade	43,600
C2021-69	PCWTP Power Meter	22,215
C2021-70	WKW-Phase 10 Generator	122,400
C2021-74	WKW-Sunnyside Intake Screen Replacement	65,250
Total 2021 Capital Early Approvals		\$ 13,957,065

SCHEDULE B
2021 Early Supplemental Approval Requests

2021 Code	Position	2021 Recommended	
FTE2021-1	Business Licensing Supervisor	\$	90,672.50
FTE2021-2	Engineering Tech II	\$	74,790.83
FTE2021-4	Relief Mechanic	\$	54,161.67
FTE2021-6	Term: Communications Advisor	\$	90,672.50
FTE2021-7	Human Resources Assistant	\$	28,086.67
Total 2021 FTE Supplemental Early Approvals		\$	338,384.17

2021 Code	Description	2021 Recommended	
S2021-1	Material Disposal Costs	\$	10,000
S2021-2	Winter Salt and Sand Purchase	\$	8,000
S2021-6	Critical Spare/Emergency Equipment	\$	75,000
Total 2021 Supplemental Early Approvals		\$	93,000