



COUNCIL REPORT

To: Mayor and Council

Date: December 19, 2024

From: Ron Bowles, CAO

Subject: **2025 Financial Plan Early Approval Request**

Report Prepared by: Lisa Siavashi, Financial Services Manager / Deputy CFO

RECOMMENDATION to Consider and Resolve:

THAT Council authorize staff to proceed with the capital expenditures and supplemental FTE staffing requests in Schedules A and B attached to the report titled “2025 Financial Plan Early Approval Requests” from the Financial Services Manager/Deputy CFO, dated December 19, 2024.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

BACKGROUND

This report presents capital and supplemental FTE items that staff request Council to consider giving early approval to proceed prior to the adoption of the Financial Plan:

Schedule A – 2024 Capital Early Approval Requests

Schedule B – 2024 FTE Approval Requests

Also included is a listing of the anticipated capital projects that have been previously approved and will continue to be worked on in 2025.

DISCUSSION

Capital Requests:

For many of the capital requests, the procurement process needs to occur within the first quarter of the year for work to start in the second quarter or later. Out of the total Capital

Budget of \$17,371,595, early approval is requested at 1st reading for projects totalling \$10,678,130.

Contained in the early request listing is \$1,693,000 is for vehicles and equipment. These early approval requests from the Fleet Department are directly related to the lengthy delivery time that is still occurring.

Road construction projects of \$2,500,000 and pedestrian improvements of \$1,000,000 are requested for early approval. These budgets will be combined with carry forwards from 2024 for a more efficient proposal for work in 2025.

Facility projects totalling \$2,195,000 request early approval to deal with scheduling times.

FTE Requests:

In the general fund there is \$648,997 of FTE requests asking for early approval out of a total of \$1,228,902.

Requests for early supplemental approval are historically due to timing, where a delay would cause operational inefficiencies. The early approvals for first reading include positions that were requested in 2023 and 2024 and have now reached a critical point where current staff cannot continue covering this work. Early approvals requested for second reading are positions that need to be hired and in place by the Spring.

In the water fund, the 2 Water Treatment and Supply positions presented are requesting early approval to help with the Rose Valley Water Treatment Plant as soon as possible.

Capital Project Status report:

As requested by Council, a listing of the capital projects that were previously approved and currently in process has been included. Some of these projects may be near completion and may be capitalized for 2024 - this analysis will occur during our year end process.

FINANCIAL IMPLICATIONS

The financial impact of all items requested for early approval have been included in the budget. Capital requests are funded from reserves, DCCs, grants and/or debt and do not affect the budgeted amount of property taxes.

Alternate Recommendation to Consider and Resolve:

#1 THAT Council grant approval of an amended number of priority Capital expenditures and Supplemental FTE staffing requests, as itemized from Schedules A and B, attached to the report titled "2025 Financial Plan Early Approval requests" dated December 19, 2024.

#2 THAT Council postpone consideration of early approvals of the 2025 Financial Plan.

REVIEWED BY

Warren Everton, Director of Finance/CFO

Trevor Seibel, Deputy CAO/Deputy Corporate Officer

APPROVED FOR THE AGENDA BY

Ron Bowles, CAO

PowerPoint: Yes No

Attachments: Schedule A – 2025 Early Capital Approval Requests
Schedule B – 2025 Supplemental and FTE Early Approvals
Capital Project Status report at Dec 11, 2024