



**Town of Osoyoos**  
**2024 Operating and 5 Year Capital/Project**  
**Plan**

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**FINANCIAL / BUDGET INFORMATION**

August 31, 2023

# Table of Contents

	Pages
<b>General Budget</b>	
Overview	6-7
Budget Framework Principals	8
1386 Five Year Financial Plan Bylaw	9-13
1370.02 Waste Management Services and Regulations Amendment Bylaw	14-16
2024 Highlighted Changes to Operating Budget	17-19
General Budget Income Statement	20-31
Operating Requests – Landfill FTE	32
Fire Department Budget	33-43
RCMP Budget	44-45
2024 General Capital Projects	46-47
• Land	
○ Cemetery Needs Assessment/Master Plan	48
• Planning	
○ DCC Bylaw Update	49-50
○ Lake Health and Buoy Capacity Assessment Project	51-52
• Office Equipment	
○ Computer Equipment	53
• Roads	
○ Main St. Park Place to Bridge Deck	54
○ Harbour Key Dr. – Cottonwood to End	55
○ Sidewalk Condition Assessment	56
○ Pedestrian Movement Assessment – Roads	57
○ Transportation Master Plan/Asset Mgmt Plan/Condition Assess	58-59
○ Active Transportation Network Improvements	60
• Airport	
○ Runway Painting	61
• Accessibility	
○ Age Friendly Accessibility Upgrades	62
• Equipment	
○ 2004 Ford ½ Ton Pickup	63
○ 2004 Ford ¾ Ton Pickup	63
○ New Utilities Van	64
○ New Light Truck/Ops Tech/Bylaw	65
• Community Services	
○ Southeast Meadowlark Playground	66
○ Kinsmen Park Equipment	67

○ Outdoor Pickleball Court Improvements	68-69
○ Fitness Equipment – Weight Room	70
○ Squash Court Repair – Desert Park	71
○ Desert Park Roof	72-73
○ Desert Park – Exterior Door Replacement	74
• Parks-Trails	
○ Placement of Sand – Gyro	75
○ Irrigation Upgrades – Parks	76-77
• Buildings	
○ Increased Material and Equipment Storage Operations	78-79
○ Increased Office Space Operations	80
○ Housing Initiative	81-82
• Other	
○ Solid Waste Projects	83-84
2024-2028 General Capital Projects	85-98
MFA Equipment Financing	99
General Reserve Balances	100-103
Community Works Fund	104
General DCC's	105

## **Sewer Budget**

2024 Highlighted Changes to Sewer Operating Budget	106-107
Sewer Fees Bylaw 1368.03, 2023	108-111
Sewer Budget Income Statement	112-113
Operating Request – 1 FTE positions Water/Sewer	114
2024 Sewer Capital Projects	115
WWTL Auxilliary Power	116
• Replacement of Walton (Gala Cres) WWPS	117-118
• Magnolia Place	119
• SCADA Upgrades	120-121
• WWTP Upgrade Preliminary Design & Planning	122-123
• Manhole Smart Covers	124-125
• Kingfisher Foreshore Relining	126
• Pump Renewal – 44 <sup>th</sup> Ave & Maple Dr WWPS	127
• Marina WWPS	128-129

2024-2028 Sewer Capital Projects	130
Sewer Reserves	131-132
Sewer DCC's	133
Sewer User Rate Changes	134

## **Water Budget**

2024 Highlighted Changes to Water Operating Budget	135-136
1355.04 Water Rates and Regulations amendment Bylaw	137-139
1357.05 Osoyoos Water District Rates and Regulations amendment Bylaw	140-143
Water Budget Income Statement	144-146
Operating Request – 1 FTE positions Water/Sewer	147
2024 Water Capital Projects	148
• 74 <sup>th</sup> Ave Water Main Upsizing	149
• Wells Auxilliary Power	150
• Wells #9 & #10	151
• Water Facility Chlorine Upgrades	152-153
• Water Conservation Update	154
• Groundwater Protection Plan	155
• Magnolia Place	156
• SCADA Upgrades	157-158
• 340-402 Booster Station	159
• Water Metering	160-161
• Treatment Plant	162-163
• Central 74 <sup>th</sup>	164
• Heron Lane and Loon Crescent	164
2024-2028 Water Capital Projects	165
Water Reserves	166-167



Water DCC's	168
Water User Rate Changes	169
Water District User Rate Changes	170
Proposed Long Term Debt as per 2024-2028 Budget	171
Town additional services provided for the Community	172
Potential Additional Staffing Requirements	173-174

## **Sun Bowl**

2024 Highlights for Sun Bowl Budget	175
Sun Bowl Budget Income Statement	176-178
2024-2028 Capital	179
• Heat Recovery Exchanger	180-181
• Refrigeration Plant Annual Maintenance	182
• Oil Separator	183

This past year has been very productive and successful. Three significant grants were received:

- Water Treatment Plant- \$9M – will assist in addressing water quality issues.
- 85<sup>th</sup> Street Plaza – \$550K – will assist in the beautification and attraction to businesses in the downtown core.
- Infrastructure Grant \$2.5M – will assist with the beautification/rehabilitation of a portion of Main Street from the bridge to the Shoppers Drug Mart corner.

This funding was a result of hard work, strategic planning, and commitments to our residents, businesses, and the provincial government. The projects will assist essential infrastructure requirements and enhancement of our main corridor that improves the Town's image to promote tourism and the resulting commerce.

Council has also established Strategic Priorities and Infrastructure Priorities that provide direction on and assist in decision making in developing the proposed budget.

Administration has provided Council with critical information regarding asset management plans for water, sewer, and fleet management. Plans for buildings (ie Sonora Centre, Town Hall, Desert Sun Counseling, Town Hall, streets (includes street lights, storm drains, sidewalks), recreation (includes parks, trails, park benches, irrigation systems), and non-potable water will be produced over the next couple of years. These plans are critical from a financial management perspective and provide a sustainable municipality that provides predictable asset repairs and replacement.

The provincial and federal governments have been pressing municipalities to do and implement these plans for some time. Not doing so has and will continue to reduce the Town's ability to obtain grants, which is vital to our ongoing infrastructure requirements.

The asset management plans for water and wastewater were very clear in that there is no alternative but to start replacing this critical aging infrastructure. The financial impact on users will be significant, but there is no alternative other than to replace and borrow as pieces of the infrastructure fail. This unplanned approach would not only cost significantly more but would also create significant hardship on the community.

The Public Service Accounting Board has implemented a new standard, which in effect, means we must have dedicated reserves sufficient to remove our buildings/infrastructure and reclaim the site at the end of its life. Administration will need to conduct reviews of our assets and provide estimates, which will need to be incorporated into the budget. This will result in a potential \$2-\$4 million financial impact.

The current financial situation is not conducive to a sustainable municipality. However, plans currently in place and those that are being completed over the next 2 years will provide a framework that will provide the required replacement and maintenance of our infrastructure, which 5,550 + residents and businesses count on every day, as well as the 100,000's of tourist that visit our community annually.

It is important to note that the required financial commitment is substantial, which will undoubtedly place hardship on some property owners and/or tenants. However, it is also important to note that our taxes and utilities have been significantly less than the typical residential dwelling within the valley for a prolonged period of time. This significant prolonged discount of approximately \$800 annually contributed to our infrastructure deficit, which needs to

be recouped. Unfortunately, this now means our taxes and utilities will need to increase to well above what the average single-family dwelling pays within the region to make up for the difference.

Another challenge is dealing with the substantial inflationary increases that have occurred over the past couple of years, which create significant uncertainty in our asset plan and 5-year financial plan. Unfortunately, due to the age and condition of many of our assets, infrastructure failures not within the financial plan are imminent, which will cause amendments and disruption to our services.

We are in an unavoidable situation that will result in scrutiny from our residents and businesses. On the positive side, this budget is taking steps to provide a positive long-term outlook for infrastructure, which our customers rely on every day. This budget starts to align our revenues with our infrastructure deficit.

## **2024 Budget Framework Principles:**

- 1. Ensure service levels in all operations and facilities are cost effective and meeting expectations of residents and visitors.**
- 2. Complete priority projects identified by Council and department Directors.**
- 3. Identify sufficient contingency to respond to unforeseen expenditures.**
- 4. Adjust capital expenditures to maintain current service levels.**
- 5. Link the Town's financial plan to other planning processes such as strategic, land-use, asset management and business planning.**
- 6. To stimulate long-term thinking - to allow decision makers to examine and consider the long-range financial implications of current day decisions.**
- 7. To stimulate 'big-picture' thinking - to enable the Town to step back and think more strategically and holistically about the Town's financial position and requirements.**
- 8. To create dialogue - to create an avenue for dialogue about the Town's future with all stakeholders, i.e. Town Council, management, the public, other impacted organizations, etc.**
- 9. To create transparency and understanding - to make the public and taxpayers fully aware of the Town's financial outlook including its related challenges and constraints.**
- 10. To strategically take advantage of grant opportunities to acquire, replace and renew capital infrastructure.**

**TOWN OF OSOYOOS**  
**BYLAW NO. 1386, 2023**

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*A Bylaw of the Town of Osoyoos respecting the five-year financial plan.*

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The Council of the Town of Osoyoos in open meeting assembled **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited for all purposes as the “5 Year Financial Plan Bylaw No. 1386, 2023”.
2. Schedule "A" attached hereto and forming part of this bylaw is hereby declared to be the 5 Year Financial Plan of the Town of Osoyoos for the years 2024-2028.
3. Schedule “B” attached hereto and forming part of this bylaw is hereby declared to be the Statement of Objectives and Policies for the Five-Year Financial Plan of the Town of Osoyoos for the years 2024-2028.
4. Authority to make expenditures in accordance with the 5-year financial plan is hereby delegated to the following Officers:
  1. Chief Administrative Officer (C.A.O)
  2. Director of Finance/ Deputy C.A.O.
  3. Director of Corporate Services
  4. Director of Planning & Development Services
  5. Director of Operational Services
  6. Director of Community Services
  7. Fire Chief
5. This bylaw comes into effect on January 1, 2024 at such time, Financial Plan Bylaw No. 1381, 2023 is hereby repealed.

Read a first, second and third time this      day of      , 2023.

Adopted this      day of      , 202\_.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**Town of Osoyoos**  
**2024 - 2028 Financial Plan**  
**Schedule "A" of Bylaw No. 1386, 2023**

	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>REVENUES</b>					
<b>Property Taxes – Municipal</b>	4,299,151	4,428,126	4,560,970	4,697,799	4,838,733
<b>Property Taxes - Policing</b>	1,325,950	1,422,740	1,450,070	1,477,950	1,506,380
<b>Property Taxes – General Debt</b>	30,500	169,999	316,473	657,470	884,156
<b>Property Taxes – Fire Protection</b>	847,317	932,709	939,260	950,647	1,013,896
<b>Property Taxes – Fire Hall Debt</b>	173,561	173,561	173,561	173,561	173,561
<b>Utility Taxes</b>	134,440	137,140	139,900	142,710	145,580
<b>Parcel Taxes</b>	536,190	536,190	536,190	536,190	536,190
<b>USER FEES &amp; CHARGES</b>					
<b>Sale of Services</b>	2,000,510	2,039,552	2,073,238	2,107,578	2,142,582
<b>Other</b>	645,900	618,400	620,970	623,580	626,240
<b>User Fees</b>	12,252,244	12,547,330	12,849,830	13,159,920	13,477,800
<b>BORROWING PROCEEDS</b>	8,100,000	5,220,000	7,400,000	2,925,000	20,730,000
<b>OTHER REVENUE</b>					
<b>Interest/Donations</b>	320,000	320,000	320,000	320,000	320,000
<b>Grants</b>	9,339,564	3,553,578	3,652,431	573,141	573,461
<b>Other</b>	747,642	1,800,767	3,994,746	799,490	843,721
<b>TRANSFERS FROM FUNDS</b>					
<b>Reserve Funds</b>	10,010,437	6,149,142	9,095,327	3,676,915	1,634,173
<b>Development Cost Charge Fund</b>	0	0	0	0	0
<b>Accumulated Surplus</b>	2,825,511	763,621	900,000	600,000	410,000
<b>TOTAL</b>	<b>53,588,917</b>	<b>40,812,855</b>	<b>49,022,966</b>	<b>33,421,951</b>	<b>49,856,473</b>
<b>EXPENDITURES</b>					
<b>Debt Interest</b>	292,453	636,703	831,778	1,146,278	1,270,590
<b>Debt Principal</b>	329,588	613,082	773,729	1,032,724	1,135,098
<b>Capital Expenses</b>	31,154,357	17,846,784	26,130,111	9,930,109	25,345,700
<b>OTHER MUNICIPAL PURPOSES</b>					
<b>General</b>	6,176,652	6,288,150	6,389,770	6,489,910	6,638,310
<b>Fire Protection</b>	1,120,700	1,265,190	1,276,270	1,295,540	1,402,560
<b>Policing</b>	1,360,950	1,387,740	1,415,070	1,442,950	1,471,380
<b>Water</b>	2,556,490	2,616,990	2,680,150	2,739,230	2,804,830
<b>Sewer</b>	2,047,026	2,095,760	2,145,880	2,197,500	2,246,570
<b>TRANSFER TO</b>					
<b>Reserve Funds</b>	8,542,101	8,053,856	7,371,608	7,139,110	7,532,835
<b>Other Government</b>	8,600	8,600	8,600	8,600	8,600
<b>TOTAL</b>	<b>53,588,917</b>	<b>40,812,855</b>	<b>49,022,966</b>	<b>33,421,951</b>	<b>49,856,473</b>

**Town of Osoyoos  
2024-2028 Financial Plan  
Statement of Objectives and Policies  
Schedule 'B' of Bylaw No. 1386, 2023**

In accordance with Section 165(3.1) of the *Community Charter*, the Town of Osoyoos (Town) is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

**Funding Sources**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2024. Property taxes form a large proportion of revenue of the municipality. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, bylaw enforcement, parks maintenance, snow removal, recreation, roads maintenance, sidewalks and street lighting.

Sale of Service and User Fees are another large portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, cemetery, landfill and sale of services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

**Objective**

- Over the next four years, the Town will increase the proportion of revenue that is received from user fees and charges by at least 3 percent over the current levels.

**Policies**

- The Town will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the Town will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

**Table 1: Sources of Revenue**

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes - Municipal	8.02%	\$4,299,151
Property Taxes - Policing	2.47%	\$1,325,950
Property Taxes – General Debt	0.06%	\$30,500
Property Taxes – Fire Protection	1.58%	\$847,317
Property Taxes – Fire Hall Debt	0.32%	\$173,561
Utility Taxes	0.25%	\$134,440
Parcel Taxes	1.00%	\$536,190
Sales of Services	3.73%	\$2,000,510
Fees and Charges - Other	1.21%	\$645,900
User Fees	22.86%	\$12,252,244

Borrowing	15.12%	\$8,100,000
Interest/Donations	0.60%	\$320,000
Grants	17.43%	\$9,339,564
Other sources	1.40%	\$747,642
Transfer from Funds	23.95%	\$12,835,948
<b>Total</b>	<b>100.00%</b>	<b>\$53,588,917</b>

### Distribution of Municipal Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

### Objectives

- Over the next four years, keep the property tax increase close to the cost of living, with adjustments for PSAB, asset management plans, service level deficiencies and emergent situations..
- Maintain the property tax rate for business and other (Class 6) at the current ratio of 1.9 times the residential rate.

### Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community.
- Regularly review and compare the Town's distributions of tax burden relative to other municipalities in the South Okanagan.

**Table 2: Distribution of Property Tax Rates**

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	82.37%	\$3,540,994
Utilities (2)	0.15%	\$6,618
Social Housing (3)	0.00%	\$0.00
Major Industrial (4)	0.00%	\$0.00
Light Industrial (5)	0.47%	\$20,373
Business and Other (6)	16.86%	\$724,902
Recreation/Non-profit (8)	0.13%	\$5,419
Farmland (9)	0.02%	\$845
<b>Total</b>	<b>100.00%</b>	<b>\$4,299,151</b>

### Permissive Tax Exemptions

The Town has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The tax exemption must demonstrate benefit to the community and residents of the Town by enhancing the quality of life (economically, socially and culturally) within the community.



- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Town.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial and private gain.
- Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the Town; (b) the potential demands for Town services or infrastructure arising from the property; and (c) the amount of revenue that the Town will lose if the exemption is granted.

### **Objective**

- The Town will continue to provide permissive tax exemptions to non-profit societies. Over the next three years, the Town will look at expanding its offering of permissive tax exemptions to include revitalization tax exemptions targeted at green development for the purposes of encouraging development that will meet our *Climate Action Charter* commitments.

### **Policies**

- Expand the permissive tax exemption policy to include eligibility requirements for green revitalization tax exemptions.
- Develop a revitalization tax exemption program which details the kind of green activities that the exemption program will target.

**TOWN OF OSOYOOS  
BYLAW NO. 1370.02, 2023**

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*A Bylaw to amend Waste Management Services and Regulation Bylaw No.  
1370, 2020*

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**WHEREAS** Council deems it necessary and desirable to amend, Waste Management Services and Regulations Bylaw No. 1370, 2020;

**NOW THEREFORE, BE IT RESOLVED THAT** the Council of the Town of Osoyoos, in open meeting assembled **ENACTS AS FOLLOWS:**

1. This Bylaws may be cited as "Waste Management Services and Regulations Amendment Bylaw No. 1370.02, 2023".
2. That Schedule "A" of "Waste Management Services and Regulations Bylaw No. 1370, 2020" is deleted in its entirety and replaced with a revised Schedule "A" that is attached to, and forms a part of, this Bylaw.
3. This bylaw comes into effect on January 1, 2024.

Read a first, second and third time this     day of     , 2023.

Adopted this     day of     , 2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**TOWN OF OSOYOOS  
BYLAW No. 1370, 2020  
SCHEDULE "A"**

Garbage Collection and Recycle Collection	\$191.59 / residential dwelling / year
Garbage Tags	\$3.00 / tag to collect up to 80 litres of garbage in one container.
Landfill Tipping Fees	\$114.99 per tonne, with a minimum charge of \$6.50, which must be paid to the designated landfill operator before exiting the facility.
Assessed Demolition and Renovation Mixed Load	\$525.00 per tonne, with a \$25.00 minimum charge.
Non-Assessed Demolition and Renovation Mixed Load	\$730.00 per tonne, with a \$50.00 minimum charge.
Construction Mixed Load	\$730.00 per tonne, with a \$50.00 minimum charge.
Controlled Waste	\$210.00 per tonne, for all items other than septic tank liquid waste, with a \$50.00 minimum charge.
Recyclable Gypsum Board	\$120.00 per tonne, with a \$10.00 minimum charge.
Tires (not oversized)	Free
Oversized Tires	\$525.00 per tonne.
Tires with Rims	\$5.00 per Tire with rim.
Yard Waste	Tipping fees are waived on Type "A" compostables and chippables under 5" for loads weighing 100 kg or less, loads over 100 kg are charged \$60.00 per tonne for the portion of the load over weight, with a \$6.50 minimum charge.
Compostable Waste Sales	\$60.00 per tonne (volumes less than 5 tonnes) and \$30.00 per tonne (volumes greater than 5 tonnes) as measured by weight on the scale provided at the site by the Town of Osoyoos with a minimum charge of \$6.50.
Prepaid Landfill Tipping Fees	Persons may prepay tipping fees by depositing an amount of not less than \$200.00 with the Town of Osoyoos.
Appliance Charge at Landfill	\$15.00 per appliance containing Freon.
Mattresses & Box-springs	\$15.00 per mattress of any size and \$15.00 per box-spring of any size.

Liquid Waste Handling Facility Fee	\$40.50 per tonne.
Depositing of Recyclable Waste	Fee for depositing loads containing more than 1% Recyclable or Compostable Waste in non-compliance areas: \$10.00 or double the normal Landfill Tipping Fees.
Non adherence to Section 6(f)	\$10.00 or double the normal Landfill Tipping Fees for loads not adequately covered and secured, whichever is greater.

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** **Highlighted changes for the 2024-2028 General Operating Budget**

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## BACKGROUND

Budget presentation for the 2024-2028 General Operating Fund, highlighted changes in the budget.

## OVERVIEW

### Operating Environment change:

- CPI (Consumer Price Index Vancouver) estimated 5.6% as per July stats.
- TCPI (Transportation Consumer Price Index) 3.0% (maximum as per Waste contract).
- CUPE contract expires December 31, 2023.

### Highlighted changes:

- Real Property Levy – Municipal will increase by \$22.58 per month (\$270.92 annually) for 2024 for an average single-family residence.

<b>Municipal Taxation</b>				
Property Taxation	\$187,871	5.88%	\$46.11	\$3.84
Vehicle Fleet Funding	\$355,870	11.14%	\$87.40	\$7.28
Transportation, Recreation & Buildings	\$159,781	5.00%	\$39.20	\$3.27
Continue with Additional Sustainability Fund as per financial plan.	\$150,000	4.69%	\$36.82	\$3.07
<i>PSAB3280</i>	<i>\$250,000</i>	<i>7.82%</i>	<i>\$61.39</i>	<i>\$5.12</i>
			<i>Total</i>	<i>\$22.58</i>

- Real Property Levy – Fire Protection will increase by \$4.61 per month (\$55.34 annually) for 2024 for an average single family residence.

<b>Fire Protection</b>				
Operations	\$9,654		\$2.54	\$0.21
Vehicle Fleet Funding	\$338,000	52.28%	\$52.80	\$4.40
			Total	\$4.61

- Real Property Levy – Policing increasing by \$2.85 per month (\$34.15 annually) for an average single-family residence.
- Garbage and Recycling Fees increasing \$0.88 per month (\$10.57 annually) for a single-family residence. This increase is to offset the increase in CPI and TCPI costs.

- Significant Operating Expenditure Increases/Decreases
  - Increase of \$20,990 in Fortis Franchise Fees.
  - Boat Trailer Parking revenues increasing by \$6,080 to offset increase in rates as established by Bylaw amendment 1274.05, 2020.
  - Return on Investments increased by \$50,000.
  - Community Services Revenues increased by \$50,205, \$25,000 for memorial benches and the remainder for program revenues.
  - Provincial Municipal Grant increased by \$27,000
  - \$9,250 in Administrative costs.
  - \$25,165 increase to Data Processing and Support Costs.
  - \$5,000 increase for office Staff Training.
  - \$138,880 increase for RCMP, includes \$78,843.65 for retroactive salaries and \$60,036.00 Operating increase.
  - \$5,000 increase for Occupational Health and Safety.
  - \$5,000 increase for Operational Services Training
  - \$21,720 increase for Transportation Maintenance.
  - \$50,870 increase for Landfill and Garbage/Recycling costs, offset by decrease to Parks maintenance costs.
  - \$42,285 increase for Community Services, includes \$25,000 for memorial benches.
  - \$57,962 decrease to Parks maintenance costs, offset by increase to Landfill Wages.

**Transfers to Reserves:**

- General Fund
 

○ Fleet Equipment	\$426,000
○ Transportation, Recreation & Buildings	\$159,781
○ General Sustainability Fund	\$330,063
○ PSAB 3280	\$250,000
○ Fire Department Fleet	\$338,000

• Avg Class 1 Assessment		2023				
Land		\$304,475				
Improvements		\$416,060				
Total		\$720,535				
Mill Rates (Class 1)		2024 Amount	2023 Mill Rate	2023 Amount	Increase/Decrease	% Increase
Municipal		\$1,055.87		\$784.95	\$270.92	34.51%
Library	*	\$66.58		\$66.58	\$0.00	
Regional District *	*	\$202.47		\$202.47	\$0.00	
Hospital *	*	\$125.52		\$125.52	\$0.00	
School *	*	\$1,078.86		\$1,078.86	\$0.00	
Police		\$325.75		\$291.60	\$34.15	11.71%
BC Assessment Authority *	*	\$24.21		\$24.21	\$0.00	
Municipal Finance Authority *	*	\$0.14		\$0.14	\$0.00	
Debt		\$7.49		\$7.49	\$0.00	
<b>Total (land and improvements)</b>		<b>\$2,886.89</b>		<b>\$2,581.82</b>	<b>\$305.07</b>	<b>11.82%</b>
Sterile Insect Release*(land only)	*	\$10.05		\$10.05	\$0.00	
911 *(improvements only)	*	\$23.38		\$23.38	\$0.00	
Fire (improvements only)		\$226.26		\$170.92	\$55.34	32.38%
Fire Hall Debt (improvements only)		\$45.89		\$45.89	\$0.00	
<b>Avg. Residential Property Taxes</b>		<b>\$3,192.47</b>		<b>\$2,832.06</b>	<b>\$360.41</b>	<b>12.73%</b>
<ul style="list-style-type: none"> <li>* Requisition unknown from other taxing authority. Estimate only. Mill rates may also change accordingly based on revised assessment roll and requisition changes.</li> </ul>						
<b>User Fees</b>						
<b>Garbage/Recycling</b>		<b>\$191.59</b>		<b>\$181.02</b>	<b>\$10.57</b>	<b>5.84%</b>
<b>Sewer</b>		<b>\$858.74</b>		<b>\$379.82</b>	<b>\$478.92</b>	<b>126.09%</b>
<b>Water</b>		<b>\$1,166.06</b>		<b>\$459.55</b>	<b>\$706.51</b>	<b>153.74%</b>
<b>Total User Fees</b>		<b>\$2,216.39</b>		<b>\$1,020.39</b>	<b>\$1,196.00</b>	<b>117.21%</b>
<b>Total Taxes and User Fees avg. SFD</b>		<b>\$5,408.86</b>		<b>\$3,852.45</b>	<b>\$1,556.41</b>	<b>40.40%</b>

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>General Rev Operating</b>						
<b>TAXES - REAL PROPERTY LEVY</b>						
1-1-105-000 REAL PROPERTY LEVY	-4,299,151	-3,195,629	-1,103,522	34.53	-3,193,793.91	-2,824,502.74
1-1-105-001 REAL PROPERTY LEVY - DEBT SERVICE	-30,500	-30,500	0	0.00	-30,499.27	-30,670.48
1-1-105-002 REAL PROPERTY LEVY - FIRE PROTECTION	-847,317	-646,498	-200,819	31.06	-646,068.66	-532,984.88
1-1-105-003 REAL PROPERTY LEVY - FIRE HALL DEBT	-173,561	-173,561	0	0.00	-173,440.20	-175,064.04
1-1-105-100 REAL PROPERTY LEVY - POLICING	-1,325,950	-1,187,070	-138,880	11.70	-1,186,412.78	-1,146,647.93
<b>Total TAXES - REAL PROPERTY LEVY</b>	<b>-6,676,479</b>	<b>-5,233,258</b>	<b>-1,443,221</b>	<b>27.58</b>	<b>-5,230,214.82</b>	<b>-4,709,870.07</b>
<b>TAXES - COLLECTED FOR OTHER GOV'TS</b>						
1-1-106-000 TAXES COLLECTED - B C A A	-110,278	-110,278	0	0.00	-110,153.41	-99,923.86
1-1-106-001 TAXES COLLECTED - M F A	-622	-622	0	0.00	-620.69	-537.44
1-1-106-002 TAXES COLLECTED - HOSPITAL	-538,602	-538,602	0	0.00	-538,477.42	-522,623.00
1-1-106-003 TAXES COLLECTED - SCHOOL DISTRICT #5	-4,592,124	-4,592,124	0	0.00	-4,595,514.90	-4,178,759.46
1-1-106-006 TAXES COLLECTED - OK REG. LIBRARY	-271,014	-271,014	0	0.00	-270,757.30	-271,013.84
1-1-106-007 TAXES COLLECTED - R.D.O.S.	-1,026,168	-1,026,168	0	0.00	-1,026,269.69	-912,447.45
1-1-106-008 TAXES COLLECTED - S.I.R. ASSESSMENT	-4,832	-4,832	0	0.00	-4,831.81	-4,716.55
<b>Total TAXES - COLLECTED FOR OTHER GOV'T</b>	<b>-6,543,640</b>	<b>-6,543,640</b>	<b>0</b>	<b>0.00</b>	<b>-6,546,625.22</b>	<b>-5,990,021.60</b>
<b>TAXES - COLLECTED FROM UTILITIES</b>						
1-1-107-000 UTILITY TAXES - TELUS 1% LEVY	-12,430	-12,430	0	0.00	-12,434.06	-12,341.88
1-1-107-001 UTILITY TAXES - FORTIS GAS 1% LEVY	-25,830	-25,830	0	0.00	-25,831.58	-21,939.28
1-1-107-002 UTILITY TAXES - EASTLINK 1% LEVY	-12,470	-12,030	-440	3.66	-12,471.22	-12,030.03
1-1-107-003 UTILITY TAXES - FORTIS 1% LEVY	-83,710	-83,710	0	0.00	-83,709.65	-75,318.05
<b>Total TAXES - COLLECTED FROM UTILITIES</b>	<b>-134,440</b>	<b>-134,000</b>	<b>-440</b>	<b>0.33</b>	<b>-134,446.51</b>	<b>-121,629.24</b>
<b>CEMETERY</b>						
1-1-110-000 CEMETERY - INTEREST ON INVESTMENT	-4,000	-1,500	-2,500	166.67	-3,032.72	-2,395.11
1-1-110-001 CEMETERY - LINERS SOLD	-9,200	-9,250	50	-0.54	-3,949.00	-6,823.00
1-1-110-002 CEMETERY - OPENING & CLOSING	-29,300	-29,300	0	0.00	-11,146.00	-25,123.00
1-1-110-003 CEMETERY - PLACING MEMORIALS	-4,680	-4,680	0	0.00	-2,160.00	-5,095.00
1-1-110-004 CEMETERY - SALE OF PLOTS	-17,640	-17,640	0	0.00	-2,710.20	-17,584.00
1-1-110-005 CEMETERY - TOWN GRANT	-3,000	-3,000	0	0.00	-3,000.00	-3,000.00
1-1-110-006 CEMETERY - RDOS GRANT	-1,000	-1,000	0	0.00	-1,000.00	-1,000.00
<b>Total CEMETERY</b>	<b>-68,820</b>	<b>-66,370</b>	<b>-2,450</b>	<b>3.69</b>	<b>-26,997.92</b>	<b>-61,020.11</b>
<b>LICENSES/PERMITS/RENTALS</b>						
1-1-112-000 OTHER REVENUE - BUSINESS LICENCES	-52,000	-57,000	5,000	-8.77	-52,877.10	-49,917.09
1-1-112-001 OTHER REVENUE - DOG TAGS & FINES	-10,000	-12,000	2,000	-16.67	-10,595.00	-11,492.50
1-1-112-007 OTHER REVENUE - BOAT TRAILER PARKING	-67,000	-66,880	-120	0.18	-26,860.01	-47,270.50
1-1-112-008 OTHER REVENUE - LIBRARY RENT	-52,050	-52,050	0	0.00	-34,701.36	-52,052.04
1-1-112-010 OTHER REVENUE - EQUIPMENT RENT	-2,500	-2,500	0	0.00	-2,500.00	-2,500.00
1-1-112-012 OTHER REVENUE - GYRO PARK LEASE REI	-6,300	-6,300	0	0.00	-4,305.00	-6,300.00
1-1-112-013 OTHER REVENUE - RENTAL INCOME MARIN	-23,000	-25,000	2,000	-8.00	-23,000.00	-25,000.00
1-1-112-023 OTHER REVENUE - ARTS BLDG. RENT	-4,000	-4,000	0	0.00	0.00	0.00
1-1-112-026 OTHER REVENUE - DESERT SUN COUNSEL	-9,600	-9,600	0	0.00	-5,600.00	-9,600.00



**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>Total LICENSES/PERMITS/RENTALS</b>	<b>-226,450</b>	<b>-235,330</b>	<b>8,880</b>	<b>-3.77</b>	<b>-160,438.47</b>	<b>-204,132.13</b>
<b>MISCELLANEOUS</b>						
1-1-115-009 GENERAL - ACTUARIAL ADJUSTMENT	0	0	0	0.00	0.00	-21,823.89
1-1-115-014 OTHER REVENUE - TRANSIT FARES & DON	0	0	0	0.00	-57.14	0.00
1-1-115-015 OTHER REVENUE - FIRE DEPT RECOVERIE	-25,000	-25,000	0	0.00	-21,876.83	-28,557.44
1-1-115-016 OTHER REVENUE - MISC. RECOVERIES	-35,000	-35,000	0	0.00	-31,940.04	-39,625.28
1-1-115-017 OTHER REVENUE - PENALTIES EARNED	-80,000	-60,000	-20,000	33.33	-93,883.05	-76,766.98
1-1-115-018 OTHER REVENUE - INTEREST ON O/S TAXE	-15,000	-10,000	-5,000	50.00	-7,635.66	-9,760.91
1-1-115-019 OTHER REVENUE - BASIC SCHOOL TAX CC	-7,000	-6,200	-800	12.90	0.00	-6,181.45
1-1-115-020 OTHER REVENUE - MISC INCOME	-80,000	-80,000	0	0.00	-29,358.94	-78,527.53
1-1-115-022 OTHER REVENUE - TICKET FINES (MTI)	-1,700	-1,700	0	0.00	-4,392.00	-4,401.00
1-1-115-023 OTHER REVENUE - RCMP TRAFFIC FINE	-35,000	-35,000	0	0.00	-5,425.68	-30,325.78
1-1-115-024 OTHER REVENUE - BYLAW INFRACTION FI	-3,000	-3,000	0	0.00	-3,099.50	-3,009.07
1-1-115-027 OTHER REVENUE - FRANCHISE FEE - FOR	-104,700	-83,710	-20,990	25.07	-104,631.69	-77,494.79
1-1-115-028 OTHER REVENUE - ADMIN CHARGE WATEF	-125,000	-125,000	0	0.00	-125,000.00	-125,000.00
1-1-115-029 OTHER REVENUE - ADMIN CHARGE SEWEI	-120,000	-120,000	0	0.00	-120,000.00	-120,000.00
1-1-115-030 OTHER REVENUE - ADMIN CHARGE CEMET	-1,500	-1,500	0	0.00	-1,500.00	-1,500.00
1-1-115-032 OTHER REVENUE - RECOVERY FROM CUS	-30,000	0	-30,000	0.00	-27,160.90	-480.00
<b>Total MISCELLANEOUS</b>	<b>-662,900</b>	<b>-586,110</b>	<b>-76,790</b>	<b>13.10</b>	<b>-575,961.43</b>	<b>-623,454.12</b>
<b>SOLID WASTE MANAGEMENT</b>						
1-1-114-000 REVENUE - RESIDENTIAL REFUSE COLLEC	-393,300	-371,600	-21,700	5.84	-374,677.17	-348,298.85
1-1-114-001 REVENUE - LANDFILL TIPPING FEES	-570,000	-570,000	0	0.00	-327,603.26	-531,781.20
1-1-114-002 REVENUE - LANDFILL SEPTAGE FEES	-130,000	-130,000	0	0.00	-57,891.25	-205,102.00
1-1-114-005 REVENUE - MMBC	-79,500	-79,500	0	0.00	-46,681.11	-86,928.23
<b>Total SOLID WASTE MANAGEMENT</b>	<b>-1,172,800</b>	<b>-1,151,100</b>	<b>-21,700</b>	<b>1.89</b>	<b>-806,852.79</b>	<b>-1,172,110.28</b>
<b>DEVELOPMENT AND BUILDING SERVICE</b>						
1-1-113-001 PLAN INSPECTION FEES	-2,000	-2,000	0	0.00	0.00	0.00
1-1-113-002 BUILDING PERMIT FEES	-160,000	-160,000	0	0.00	-135,721.70	-320,555.70
1-1-113-003 PLUMBING PERMIT FEES	-7,000	-7,000	0	0.00	-2,712.00	-10,308.00
1-1-113-004 DEMOLITION PERMIT FEES	-400	-400	0	0.00	-180.00	-540.00
1-1-113-005 REZONING FEES	-8,000	-8,000	0	0.00	-1,000.00	-5,000.00
1-1-113-006 SUBDIVISION FEES	-4,000	-4,000	0	0.00	0.00	-2,500.00
1-1-113-007 DEVELOPMENT PERMIT FEES	-20,000	-20,000	0	0.00	-1,750.00	-54,902.50
1-1-113-008 ALC APPLICATION FEES	-1,500	-1,500	0	0.00	-1,000.00	-1,000.00
1-1-113-010 REVENUE - CUSTOMER LOT CLEANING	-1,000	-1,000	0	0.00	0.00	0.00
1-1-113-011 RECOVERY FROM UTILITIES	-20,000	-19,000	-1,000	5.26	-19,000.00	-18,430.00
1-1-113-012 LANDSCAPE FEES	-1,000	-1,000	0	0.00	0.00	-350.00
1-1-113-013 MISCELLANEOUS - FEES	-2,500	-2,500	0	0.00	-5,660.00	-2,626.75
<b>Total DEVELOPMENT AND BUILDING SERVICE</b>	<b>-227,400</b>	<b>-226,400</b>	<b>-1,000</b>	<b>0.44</b>	<b>-167,023.70</b>	<b>-416,212.95</b>
<b>INVESTMENT INCOME &amp; DONATIONS</b>						
1-1-117-000 REVENUE - BANK INVESTMENT INCOME	-300,000	-250,000	-50,000	20.00	-1,035,222.20	-942,530.56
1-1-117-001 REVENUE - DONATIONS RECEIVED	-20,000	-20,000	0	0.00	-18,142.84	-24,329.51

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>Total INVESTMENT INCOME &amp; DONATIONS</b>	<b>-320,000</b>	<b>-270,000</b>	<b>-50,000</b>	<b>18.52</b>	<b>-1,053,365.04</b>	<b>-966,860.07</b>
<b>LAND &amp; EQUIPMENT SALES</b>						
1-1-118-001 REVENUE - SALE OF SURPLUS EQUIPMENTS	-10,000	-10,000	0	0.00	-5,955.80	-17,736.19
<b>Total LAND &amp; EQUIPMENT SALES</b>	<b>-10,000</b>	<b>-10,000</b>	<b>0</b>	<b>0.00</b>	<b>-5,955.80</b>	<b>-17,736.19</b>
<b>COMMUNITY SERVICES - FACILITY REVENUE</b>						
1-1-120-000 SQUASH COURT REVENUE	0	-765	765	-100.00	0.00	0.00
1-1-120-001 MEMBERSHIP REVENUE	-61,200	-60,000	-1,200	2.00	-17,069.37	-55,829.03
1-1-120-002 GYM RENTAL	-6,630	-5,000	-1,630	32.60	-7,208.63	-5,814.36
1-1-120-007 NON RECREATIONAL ROOM RENTAL	-30,600	-30,000	-600	2.00	-23,875.29	-46,396.90
1-1-120-009 FIELD RENTAL REVENUE	-510	-2,000	1,490	-74.50	-204.29	-405.72
<b>Total COMMUNITY SERVICES - FACILITY RE</b>	<b>-98,940</b>	<b>-97,765</b>	<b>-1,175</b>	<b>1.20</b>	<b>-48,357.58</b>	<b>-108,446.01</b>
<b>COMMUNITY SERVICES - PROGRAM REVENUE</b>						
1-1-121-000 SWIM PROGRAM REVENUE	-8,670	-8,000	-670	8.38	-6,579.48	-7,931.00
1-1-121-001 PLAYGROUND PROGRAM REVENUE	-38,250	-25,500	-12,750	50.00	-36,329.75	-24,939.24
1-1-121-002 RDOS RECREATION GRANT	-70,000	-70,000	0	0.00	-70,000.00	-70,000.00
1-1-121-006 MISC. REVENUE - COMMUNITY SERVICES	-15,300	-8,000	-7,300	91.25	-14,291.63	-10,310.17
1-1-121-007 DONATIONS COMMUNITY SERVICES	-26,020	-1,000	-25,020	2,502.00	0.00	0.00
1-1-121-010 PRESCHOOL PROGRAMS	-3,570	-3,570	0	0.00	-1,714.35	-3,722.75
1-1-121-011 CHILDRENS PROGRAMS	-12,240	-12,000	-240	2.00	-9,117.75	-16,738.50
1-1-121-012 TEEN PROGRAMS	-5,100	-4,000	-1,100	27.50	-4,174.79	-4,609.98
1-1-121-013 ADULT PROGRAMS	-22,440	-20,000	-2,440	12.20	-16,914.49	-23,437.10
1-1-121-014 SPECIAL EVENTS	-510	-1,000	490	-49.00	-951.16	-2,532.60
<b>Total COMMUNITY SERVICES - PROGRAM REV</b>	<b>-202,100</b>	<b>-153,070</b>	<b>-49,030</b>	<b>32.03</b>	<b>-160,073.40</b>	<b>-164,221.34</b>
<b>UNCONDITIONAL TRANSFERS FROM GOV'TS</b>						
1-1-125-000 FEDERAL - GRANTS IN LIEU	-14,680	-14,000	-680	4.86	-14,680.50	-19,023.49
1-1-125-005 PROV - MUNICIPAL GRANT	-527,000	-500,000	-27,000	5.40	-527,000.00	-631,000.00
<b>Total UNCONDITIONAL TRANSFERS FROM GOV</b>	<b>-541,680</b>	<b>-514,000</b>	<b>-27,680</b>	<b>5.39</b>	<b>-541,680.50</b>	<b>-650,023.49</b>
<b>CONDITIONAL TRANSFERS FROM GOV'TS</b>						
1-1-126-002 CONDITIONAL - PROV STREET LIGHT GRANT	-2,150	-2,150	0	0.00	-558.27	-2,233.08
1-1-126-006 CONDITIONAL - RDOS ARENA ADMINISTRATION	-12,000	-12,000	0	0.00	-12,000.00	-12,000.00
1-1-126-009 FIRE PROTECTION - O.R.F.P.D.	-344,009	-259,968	-84,041	32.33	-107,115.33	-172,634.90
1-1-126-010 FIRE-HALL DEBT - O.R.F.P.D.	-53,605	-53,605	0	0.00	-38,293.49	-53,236.67
1-1-126-012 CONDITIONAL - RESORT MUNICIPALITY PROGRAMS	-473,000	-473,000	0	0.00	-38,642.78	-511,134.85
1-1-126-013 FIRE PROTECTION - O.I.B.	-264,804	-202,010	-62,794	31.08	-198,031.27	-175,520.82
1-1-126-014 FIRE-HALL DEBT - OIB	-54,224	-54,224	0	0.00	-60,088.65	-53,184.63
1-1-126-015 CONDITIONAL - GRANTS	-3,761,000	-1,257,873	-2,503,127	199.00	-835,363.40	-634,031.16
<b>Total CONDITIONAL TRANSFERS FROM GOV'T</b>	<b>-4,964,792</b>	<b>-2,314,830</b>	<b>-2,649,962</b>	<b>114.48</b>	<b>-1,290,093.19</b>	<b>-1,613,976.11</b>
<b>BORROWINGS AND TRANSFERS FROM OWN FUND</b>						
1-1-128-000 TRANSFER FROM SURPLUS	-1,500,000	-1,650,786	150,786	-9.13	0.00	-337,891.21
1-1-128-001 TRANSFER FROM OWN FUNDS	-381,385	-105,278	-276,107	262.26	0.00	-328,698.79

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
1-1-128-007 GENERAL - MFA BORROWING	-1,800,000	0	-1,800,000	0.00	0.00	0.00
1-1-128-010 TRANSFER FROM COVID RESTART FUND	0	-217,918	217,918	-100.00	0.00	-578,189.85
1-1-128-011 TRANSFER FROM RESORT MUNICIPALITY F	-785,504	-1,693,964	908,460	-53.63	-65,541.84	-121,327.30
1-1-128-012 TRANS IN FROM FIRE DEPT RESERVES	-77,570	-132,892	55,322	-41.63	0.00	-38,115.00
1-1-128-013 TRANSFER IN FROM SEWER RESERVE FUI	-60,000	0	-60,000	0.00	0.00	-67,000.00
1-1-128-014 TRANSFER IN FROM WATER RESERVE FUI	-40,000	0	-40,000	0.00	0.00	-67,000.00
1-1-128-015 FIRE DEPT - MFA BORROWING	0	-731,000	731,000	-100.00	0.00	0.00
<b>Total BORROWINGS AND TRANSFERS FROM OW</b>	<b>-4,644,459</b>	<b>-4,531,838</b>	<b>-112,621</b>	<b>2.49</b>	<b>-65,541.84</b>	<b>-1,538,222.15</b>
<b>Total General Rev Operating</b>	<b>-26,494,900</b>	<b>-22,067,711</b>	<b>-4,427,189</b>	<b>20.06</b>	<b>-16,813,628.21</b>	<b>-18,357,935.86</b>
<b>General Rev Expense</b>						
<b>GENERAL GOV'T - LEGISLATIVE</b>						
1-2-210-002 COUNCIL - U.B.C.M. DUES	4,200	3,930	270	6.87	3,831.91	3,739.14
1-2-210-006 COUNCILLOR KING -TRAVEL & SEMINARS	8,000	8,000	0	0.00	1,198.10	4,098.71
1-2-210-007 COUNCILLOR - CHEONG - TRAVEL & SEMIN	8,000	8,000	0	0.00	1,015.05	0.00
1-2-210-008 COUNCILLOR PORTURICA - TRAVEL & SEM	8,000	8,000	0	0.00	2,939.88	0.00
1-2-210-010 COUNCILLOR BENNETT - TRAVEL & SEMIN	8,000	8,000	0	0.00	1,945.98	4,614.39
1-2-210-011 COUNCILLOR RHODES - TRAVEL & SEMINA	0	0	0	0.00	0.00	400.00
1-2-210-012 MAYOR MCKORTOFF - TRAVEL & SEMINAR	11,000	11,000	0	0.00	2,638.98	4,524.93
1-2-210-400 COUNCIL - STIPEND	67,430	64,220	3,210	5.00	41,584.11	57,173.94
<b>Total GENERAL GOV'T - LEGISLATIVE</b>	<b>114,630</b>	<b>111,150</b>	<b>3,480</b>	<b>3.13</b>	<b>55,154.01</b>	<b>74,551.11</b>
<b>GENERAL GOV'T - ADMINISTRATIVE</b>						
1-2-212-002 AUDIT	35,000	28,200	6,800	24.11	24,902.50	31,310.00
1-2-212-003 LEGAL	50,000	50,000	0	0.00	42,786.45	45,988.94
1-2-212-004 OFFICE SUPPLIES/STATIONERY/EQUIP MAI	32,000	31,100	900	2.89	20,470.38	31,020.64
1-2-212-005 POSTAGE & COURIER SERVICES	13,900	13,260	640	4.83	11,808.86	10,577.03
1-2-212-006 DUES - SUBSCRIPTIONS - REGISTRATIONS	8,200	7,800	400	5.13	7,704.71	8,033.24
1-2-212-007 RECEPTION & ENTERTAINMENT	14,000	14,000	0	0.00	8,698.10	14,566.97
1-2-212-008 VOLUNTEER APPRECIATION	6,500	6,500	0	0.00	0.10	3,011.91
1-2-212-009 MISCELLANEOUS EXPENSE	35,000	35,000	0	0.00	14,725.24	35,791.06
1-2-212-200 ADVERTISING	17,510	17,000	510	3.00	12,457.66	17,865.32
1-2-212-500 CORPORATE SERVICES - WAGE EXPENSE	428,250	407,860	20,390	5.00	165,428.92	359,043.64
1-2-212-800 TELEPHONE	15,000	15,000	0	0.00	7,321.40	10,139.72
<b>Total GENERAL GOV'T - ADMINISTRATIVE</b>	<b>655,360</b>	<b>625,720</b>	<b>29,640</b>	<b>4.74</b>	<b>316,304.32</b>	<b>567,348.47</b>
<b>GENERAL GOV'T - CIVIC BUILDINGS</b>						
1-2-214-000 VISITOR INFO CENTRE - REP. & MAINT	1,030	1,000	30	3.00	0.00	0.00
1-2-214-001 CIVIC HALL - MAINTENANCE (MATE	14,420	14,000	420	3.00	11,149.54	21,850.11
1-2-214-002 ARTS BLDG - REPAIRS, MAIT.	1,030	1,000	30	3.00	0.00	18.67
1-2-214-003 RENTAL UNIT - REP, MAINT. & UTILITIES	5,150	5,000	150	3.00	359.60	1,568.90
1-2-214-500 CIVIC HALL REP. & MAINT. - WAGES	28,030	25,920	2,110	8.14	7,167.27	10,420.86
1-2-214-501 VISITOR INFO CENTRE - MTNC WAGES	2,770	2,640	130	4.92	0.00	0.00
1-2-214-502 ARTS BLDG MTNC WAGES	1,360	1,300	60	4.62	0.00	0.00
1-2-214-800 CIVIC BUILDINGS UTILITIES	19,260	18,700	560	2.99	11,157.28	20,351.32

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>Total GENERAL GOV'T - CIVIC BUILDINGS</b>	<b>73,050</b>	<b>69,560</b>	<b>3,490</b>	<b>5.02</b>	<b>29,833.69</b>	<b>54,209.86</b>
<b>GENERAL GOV'T - DATA PROCESSING</b>						
1-2-216-000 DATA PROCESSING & SUPPORT COSTS	155,665	130,500	25,165	19.28	110,534.22	123,182.60
<b>Total GENERAL GOV'T - DATA PROCESSING</b>	<b>155,665</b>	<b>130,500</b>	<b>25,165</b>	<b>19.28</b>	<b>110,534.22</b>	<b>123,182.60</b>
<b>GENERAL GOV'T - INSURANCE</b>						
1-2-218-000 INSURANCE - LIABILITY (M.I.A.)	67,760	61,600	6,160	10.00	67,590.92	60,957.08
1-2-218-001 INSURANCE - BUILDINGS, B&M, CRIME	120,390	107,000	13,390	12.51	109,446.00	101,877.00
1-2-218-004 INSURANCE - VEHICLES	35,230	31,200	4,030	12.92	32,026.00	27,866.00
1-2-218-006 INSURANCE - CLAIMS EXPENSE	20,000	20,000	0	0.00	25,000.00	12,382.23
<b>Total GENERAL GOV'T - INSURANCE</b>	<b>243,380</b>	<b>219,800</b>	<b>23,580</b>	<b>10.73</b>	<b>234,062.92</b>	<b>203,082.31</b>
<b>GENERAL GOV'T - ELECTIONS</b>						
1-2-222-001 ELECTIONS - SUPPLIES	0	0	0	0.00	0.00	9,173.08
1-2-222-200 ELECTIONS - ADVERTISING	0	0	0	0.00	0.00	2,916.00
1-2-222-600 ELECTIONS - WAGES	0	0	0	0.00	0.00	12,718.30
<b>Total GENERAL GOV'T - ELECTIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>24,807.38</b>
<b>GENERAL GOV'T - TRAVEL</b>						
1-2-224-000 TRAVEL- CAO	10,000	10,000	0	0.00	6,661.77	3,290.98
1-2-224-001 TRAVEL - OTHER	9,000	9,000	0	0.00	582.15	2,470.56
1-2-224-002 STAFF TRAINING EXPENSE	15,000	10,000	5,000	50.00	5,619.74	10,219.81
1-2-224-003 TRAVEL & TRAINING - DIR OF FIN	4,000	4,000	0	0.00	839.00	1,132.70
1-2-224-004 TRAVEL & TRAINING - DIR OF CORP SERVIK	4,000	4,000	0	0.00	1,052.01	4,099.13
1-2-224-005 TRAVEL - CAO	0	0	0	0.00	0.00	225.15
<b>Total GENERAL GOV'T - TRAVEL</b>	<b>42,000</b>	<b>37,000</b>	<b>5,000</b>	<b>13.51</b>	<b>14,754.67</b>	<b>21,438.33</b>
<b>MUNICIPAL EVENTS / CELEBRATIONS</b>						
1-2-225-000 FESTIVE DECOR - MATERIAL	15,450	15,000	450	3.00	9,458.50	14,170.36
1-2-225-500 FESTIVE - WAGES	21,950	20,900	1,050	5.02	9,697.34	21,999.59
<b>Total MUNICIPAL EVENTS / CELEBRATIONS</b>	<b>37,400</b>	<b>35,900</b>	<b>1,500</b>	<b>4.18</b>	<b>19,155.84</b>	<b>36,169.95</b>
<b>GENERAL GOV'T - GRANTS ISSUED</b>						
1-2-226-001 GRANTS - OTHER	64,000	64,000	0	0.00	62,425.68	56,544.47
1-2-226-002 GRANTS - DESTINATION OSOYOOS	75,000	75,000	0	0.00	75,000.00	75,000.00
1-2-226-003 GRANTS - CEMETERY	3,000	3,000	0	0.00	3,000.00	3,000.00
1-2-226-005 GRANTS - COMM. EVENTS INSURANCE	3,000	3,000	0	0.00	166.50	2,552.50
1-2-226-007 GRANTS - MUSEUM	60,000	60,000	0	0.00	60,000.00	60,000.00
1-2-226-008 GRANTS - DESERT CENTER	15,000	15,000	0	0.00	15,000.00	15,000.00
1-2-226-009 GRANTS - OSOYOOS ARTS COUNCIL	4,000	4,000	0	0.00	0.00	0.00
<b>Total GENERAL GOV'T - GRANTS ISSUED</b>	<b>224,000</b>	<b>224,000</b>	<b>0</b>	<b>0.00</b>	<b>215,592.18</b>	<b>212,096.97</b>
<b>PUBLIC WORKS BUILDING</b>						
1-2-228-000 OP FACILITIES - MAINT MAT'LS	33,840	32,850	990	3.01	24,288.00	31,958.48
1-2-228-500 OP FACILITIES - WAGES	44,970	42,830	2,140	5.00	17,906.89	31,131.56

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
1-2-228-800 OP FACILITIES - UTILITIES	22,660	22,000	660	3.00	21,006.14	23,308.94
<b>Total PUBLIC WORKS BUILDING</b>	<b>101,470</b>	<b>97,680</b>	<b>3,790</b>	<b>3.88</b>	<b>63,201.03</b>	<b>86,398.98</b>
<b>OLD SHOP BUILDING</b>						
1-2-229-001 OLD SHOP - REPAIRS& MAITENANCE	0	0	0	0.00	0.00	598.65
1-2-229-800 OLD WORKSHOP - UTILITIES	0	0	0	0.00	0.00	1,738.97
<b>Total OLD SHOP BUILDING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>2,337.62</b>
<b>PROT. SERVICES - FIRE DEPARTMENT</b>						
1-2-230-000 FIRE - BENEFITS	40,500	40,500	0	0.00	18,790.95	33,509.32
1-2-230-001 FIRE - BUILDING RENTAL	18,100	18,100	0	0.00	12,628.44	16,205.55
1-2-230-002 FIRE - EQUIPMENT GAS & OIL	10,100	10,000	100	1.00	8,088.26	10,293.01
1-2-230-003 FIRE - VEHICLE INSURANCE	10,500	10,500	0	0.00	6,497.00	5,558.00
1-2-230-004 FIRE - EQUIP. MAINT. & REPLACEMENT	66,000	76,000	-10,000	-13.16	57,060.81	61,395.83
1-2-230-005 FIRE - EQUIPMENT FINANCING	202,800	209,800	-7,000	-3.34	86,377.26	46,005.90
1-2-230-006 FIRE - HALL - MAINT & JANITORIAL	15,000	12,000	3,000	25.00	11,713.70	7,116.08
1-2-230-007 FIRE - HALL- GROUNDS MAINT	5,500	5,500	0	0.00	1,657.75	9,988.87
1-2-230-008 FIRE - TRAINING	45,000	46,000	-1,000	-2.17	30,017.64	42,525.80
1-2-230-009 FIRE - DUES/MEMBERSHIP & LICENCES	7,100	7,100	0	0.00	4,144.71	868.00
1-2-230-010 FIRE - ANNUAL TESTING & MAINTENANCE	5,600	5,600	0	0.00	5,623.09	10,633.38
1-2-230-011 FIRE - RADIOS & PAGERS	3,500	3,500	0	0.00	1,607.92	434.42
1-2-230-012 FIRE - CRITICAL INCIDENT STRESS MGMT	1,000	1,200	-200	-16.67	0.00	0.00
1-2-230-013 FIRE - FIRE PREVENTION	3,500	3,500	0	0.00	2,662.98	0.00
1-2-230-014 FIRE - FIRE PREVENTION PROGRAMS	4,000	6,000	-2,000	-33.33	0.00	0.00
1-2-230-101 FIRE - ENGINE 191 - MAINT & REP	4,500	4,500	0	0.00	3,949.16	7,303.11
1-2-230-102 FIRE - ENGINE 192 - MAINT & REP	4,500	4,500	0	0.00	3,838.35	1,550.19
1-2-230-103 FIRE - ENGINE 193 - MAINT & REP	2,000	3,000	-1,000	-33.33	1,968.78	1,075.24
1-2-230-105 FIRE - TENDER 192 - MAINT & REP	2,000	2,500	-500	-20.00	5,404.19	1,480.87
1-2-230-106 FIRE - TENDER 191 - MAINT & REP	3,000	2,500	500	20.00	2,762.30	0.00
1-2-230-107 FIRE - RESCUE 191 - MAINT & REP	2,000	2,500	-500	-20.00	723.69	2,331.60
1-2-230-108 FIRE - BUSH/SQUAD 191 - MAINT & REP	0	0	0	0.00	359.40	0.00
1-2-230-110 FIRE - CAR 191 - MAINT & REP	2,000	2,000	0	0.00	258.55	468.03
1-2-230-111 FIRE - CAR 192 - MAIN & REP	2,000	2,000	0	0.00	585.90	401.52
1-2-230-112 FIRE - BRUSH 191 - MAINT & REP	2,000	2,000	0	0.00	2,508.43	759.70
1-2-230-584 FIRE - TRAINING WAGES	0	0	0	0.00	0.00	16,683.89
1-2-230-585 FIRE - WAGES - Volunteers	160,000	160,600	-600	-0.37	65,932.59	108,003.10
1-2-230-586 FIRE - WAGES - SALARIED	433,500	412,870	20,630	5.00	222,660.91	372,543.58
1-2-230-587 FIRE - WAGES - ADMIN SUPPORT	40,000	39,450	550	1.39	19,567.27	20,193.93
1-2-230-800 FIRE - UTILITIES	25,000	25,000	0	0.00	16,293.31	28,957.44
1-2-230-999 TRANS OF CAPITAL LEASE TO EQUITY	0	0	0	0.00	0.00	-40,041.80
<b>Total PROT. SERVICES - FIRE DEPARTMENT</b>	<b>1,120,700</b>	<b>1,118,720</b>	<b>1,980</b>	<b>0.18</b>	<b>593,683.34</b>	<b>766,244.56</b>
<b>PROT. SERVICES - POLICING</b>						
1-2-232-001 POLICING - RCMP	1,339,450	1,200,570	138,880	11.57	544,574.24	1,193,479.10
1-2-232-002 VICTIM SERVICES - TOWN CONTRIBUTION	21,500	21,500	0	0.00	0.00	19,870.67
<b>Total PROT. SERVICES - POLICING</b>	<b>1,360,950</b>	<b>1,222,070</b>	<b>138,880</b>	<b>11.36</b>	<b>544,574.24</b>	<b>1,213,349.77</b>

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>PROT. SERVICES - ANIMAL CONTROL</b>						
1-2-234-200 BYLAW ENFORCEMENT - MATERIALS	15,000	15,000	0	0.00	7,590.90	12,715.57
1-2-234-500 BYLAW - WAGES	241,540	230,040	11,500	5.00	133,947.65	146,322.73
<b>Total PROT. SERVICES - ANIMAL CONTROL</b>	<b>256,540</b>	<b>245,040</b>	<b>11,500</b>	<b>4.69</b>	<b>141,538.55</b>	<b>159,038.30</b>
<b>PROT. SERVICES - COMMUNITY DEVELOPMENT</b>						
1-2-236-000 COMMUNITY DEVELOPMENT - MATERIALS	10,000	10,000	0	0.00	1,117.41	479.00
1-2-236-010 ECONOMIC DEVELOPMENT	85,000	85,000	0	0.00	23,600.00	3,424.00
<b>Total PROT. SERVICES - COMMUNITY DEVEL</b>	<b>95,000</b>	<b>95,000</b>	<b>0</b>	<b>0.00</b>	<b>24,717.41</b>	<b>3,903.00</b>
<b>PROT. SERVICES - BUILDING INSP &amp; DEVEL</b>						
1-2-240-000 DEVELOPMENT SERVICES - SURVEYS/APP	10,000	10,000	0	0.00	0.00	0.00
1-2-240-004 DEVELOPMENT SERVICES - SUPPLIES	11,000	11,000	0	0.00	8,324.32	6,269.48
1-2-240-005 DEVELOPMENT SERVICES - TRAVEL & SEM	6,300	6,300	0	0.00	8,332.78	3,679.93
1-2-240-006 DEVELOPMENT SERVICES - VEHICLE ALLO	2,800	2,800	0	0.00	878.00	1,140.13
1-2-240-007 DEVELOPMENT SERVICES - CONTRACTS	20,000	20,000	0	0.00	17,729.75	17,594.44
1-2-240-010 DEV SERVICES - FILING/APPLICATION FEE'S	2,000	2,000	0	0.00	1,200.00	400.00
1-2-240-200 DEVELOPMENT SERVICES - ADVERTISING	12,000	12,000	0	0.00	6,540.00	10,696.94
1-2-240-500 DEVELOPMENT SERVICES - WAGES	276,760	263,580	13,180	5.00	157,784.54	241,797.85
1-2-240-800 DEVELOPMENT SERVICES - TELEPHONE	2,000	2,000	0	0.00	417.64	1,176.66
<b>Total PROT. SERVICES - BUILDING INSP &amp;</b>	<b>342,860</b>	<b>329,680</b>	<b>13,180</b>	<b>4.00</b>	<b>201,207.03</b>	<b>282,755.43</b>
<b>PROT. SERVICES - JOINT SAFETY COMMITTEE</b>						
1-2-242-000 OHSC - PROGRAM MAINTENANCE AND DE'.	37,500	32,500	5,000	15.38	13,390.15	22,672.04
1-2-242-002 OHSC - SAFETY EQUIPMENT SUPPLIES/MA	15,000	15,000	0	0.00	3,072.64	9,000.30
<b>Total PROT. SERVICES - JOINT SAFETY CO</b>	<b>52,500</b>	<b>47,500</b>	<b>5,000</b>	<b>10.53</b>	<b>16,462.79</b>	<b>31,672.34</b>
<b>TRANSPORTATION - ENGINEERING SERVICES</b>						
1-2-244-000 ENGINEERING	15,000	15,000	0	0.00	27,828.45	15,920.50
1-2-244-001 TRAVEL, SEMINARS, TRAINING - P.W. STAFF	25,000	20,000	5,000	25.00	10,789.17	24,657.98
1-2-244-002 GIS	3,500	3,500	0	0.00	1,762.82	0.00
1-2-244-550 EQUIPMENT - SUPERVISORS SALARIES	36,020	34,300	1,720	5.01	18,276.93	29,695.97
<b>Total TRANSPORTATION - ENGINEERING SER</b>	<b>79,520</b>	<b>72,800</b>	<b>6,720</b>	<b>9.23</b>	<b>58,657.37</b>	<b>70,274.45</b>
<b>TRANSPORTATION - GENERAL EQUIPMENT</b>						
1-2-245-000 EQUIPMENT - GAS & OIL	116,390	113,000	3,390	3.00	62,320.09	103,110.63
1-2-245-001 EQUIP - TOOLS & SHOP	15,000	15,000	0	0.00	3,747.37	14,063.23
1-2-245-002 EQUIPMENT - MAINTENANCE (MATERIAL)	103,000	100,000	3,000	3.00	61,573.28	96,341.04
1-2-245-003 EQUIPMENT - SHOP (MATERIAL)	6,800	6,800	0	0.00	2,476.31	7,486.11
1-2-245-004 GENERAL - EQUIPMENT COSTS	28,200	45,900	-17,700	-38.56	32,795.96	54,999.06
1-2-245-500 EQUIPMENT - MAINTENANCE (WAGES)	137,130	130,600	6,530	5.00	57,655.16	99,535.78
1-2-245-999 TRANS OF CAPITAL LEASE TO EQUITY	0	0	0	0.00	0.00	-49,186.07
<b>Total TRANSPORTATION - GENERAL EQUIPME</b>	<b>406,520</b>	<b>411,300</b>	<b>-4,780</b>	<b>-1.16</b>	<b>220,568.17</b>	<b>326,349.78</b>
<b>TRANSPORTATION - STORM DRAINS</b>						
1-2-246-000 STORM DRAINS - MATERIAL	14,710	14,280	430	3.01	5,398.59	828.51

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
1-2-246-001 STORM DRAIN - MAJOR MAINT.	10,000	0	10,000	0.00	0.00	0.00
1-2-246-500 STORM DRAINS - WAGES	19,190	18,270	920	5.04	4,688.54	5,849.23
<b>Total TRANSPORTATION - STORM DRAINS</b>	<b>43,900</b>	<b>32,550</b>	<b>11,350</b>	<b>34.87</b>	<b>10,087.13</b>	<b>6,677.74</b>
<b>TRANSPORTATION - TRAFFIC SIGNS</b>						
1-2-248-000 TRAFFIC SIGNS - MATERIAL	10,160	8,160	2,000	24.51	8,600.19	8,227.02
1-2-248-500 TRAFFIC SIGNS - WAGES	7,520	7,160	360	5.03	3,770.06	2,068.83
<b>Total TRANSPORTATION - TRAFFIC SIGNS</b>	<b>17,680</b>	<b>15,320</b>	<b>2,360</b>	<b>15.40</b>	<b>12,370.25</b>	<b>10,295.85</b>
<b>TRANSPORTATION - ROAD MARKING</b>						
1-2-249-000 ROAD MARKING - MATERIAL	46,350	45,000	1,350	3.00	59,579.32	35,416.18
1-2-249-500 ROAD MARKING - WAGES	1,470	1,400	70	5.00	0.00	0.00
<b>Total TRANSPORTATION - ROAD MARKING</b>	<b>47,820</b>	<b>46,400</b>	<b>1,420</b>	<b>3.06</b>	<b>59,579.32</b>	<b>35,416.18</b>
<b>TRANSPORTATION - ROAD MAINTENANCE</b>						
1-2-250-000 ROAD MAINTENANCE - MATERIAL	42,860	41,610	1,250	3.00	41,621.49	41,657.72
1-2-250-500 ROAD MAINTENANCE - WAGES	43,440	41,370	2,070	5.00	25,769.67	41,288.24
<b>Total TRANSPORTATION - ROAD MAINTENANCE</b>	<b>86,300</b>	<b>82,980</b>	<b>3,320</b>	<b>4.00</b>	<b>67,391.16</b>	<b>82,945.96</b>
<b>TRANSPORTATION - SIDEWALK MAINTENANCE</b>						
1-2-251-000 SIDEWALK MAINTENANCE - MATERIAL	10,000	10,000	0	0.00	3,893.59	2,417.78
1-2-251-500 SIDEWALK MAINTENANCE - WAGES	20,310	19,350	960	4.96	3,530.45	6,347.43
<b>Total TRANSPORTATION - SIDEWALK MAINTENANCE</b>	<b>30,310</b>	<b>29,350</b>	<b>960</b>	<b>3.27</b>	<b>7,424.04</b>	<b>8,765.21</b>
<b>TRANSPORTATION - SNOW REMOVAL</b>						
1-2-252-000 SNOW REMOVAL - MATERIAL	27,500	20,000	7,500	37.50	11,022.15	27,632.78
1-2-252-500 SNOW REMOVAL - WAGES	50,930	48,500	2,430	5.01	22,881.60	92,534.36
<b>Total TRANSPORTATION - SNOW REMOVAL</b>	<b>78,430</b>	<b>68,500</b>	<b>9,930</b>	<b>14.50</b>	<b>33,903.75</b>	<b>120,167.14</b>
<b>TRANSPORTATION - STREET LIGHTING</b>						
1-2-254-000 STREET LIGHTING - MAINTENANCE & MATERIALS	37,080	36,000	1,080	3.00	38,487.50	36,074.64
1-2-254-500 STREET LIGHTING - WAGES	1,800	1,710	90	5.26	47.27	0.00
1-2-254-850 STREET LIGHT POWER	90,640	88,000	2,640	3.00	49,492.99	95,281.52
<b>Total TRANSPORTATION - STREET LIGHTING</b>	<b>129,520</b>	<b>125,710</b>	<b>3,810</b>	<b>3.03</b>	<b>88,027.76</b>	<b>131,356.16</b>
<b>TRANSPORTATION - AIRPORT</b>						
1-2-256-000 AIRPORT - MAINTENANCE (MATERIALS)	2,160	2,100	60	2.86	0.00	1,980.22
1-2-256-500 AIRPORT MAINTENANCE (WAGES)	2,760	2,630	130	4.94	0.00	0.00
<b>Total TRANSPORTATION - AIRPORT</b>	<b>4,920</b>	<b>4,730</b>	<b>190</b>	<b>4.02</b>	<b>0.00</b>	<b>1,980.22</b>
<b>ENVIRON. HEALTH - GARBAGE</b>						
1-2-258-000 LANDFILL - SITE MAINTENANCE MATERIALS	42,030	40,800	1,230	3.01	47,062.25	48,763.49
1-2-258-001 REFUSE - LANDFILL CONTRACTOR	474,830	461,000	13,830	3.00	229,764.10	455,055.80
1-2-258-002 REFUSE - COLLECTION CONTRACTOR	349,170	339,000	10,170	3.00	180,818.30	239,732.91
1-2-258-003 RECYCLING PROGRAM	193,640	188,000	5,640	3.00	110,732.03	190,436.12
1-2-258-004 LANDFILL - ENGINEERING	20,000	0	20,000	0.00	0.00	158.88

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
1-2-258-006 LANDFILL - POST CLOSURE	35,000	35,000	0	0.00	0.00	11,519.16
1-2-258-500 LANDFILL - SITE MAINTENANCE WAGES	144,270	82,270	62,000	75.36	45,873.00	69,560.86
<b>Total ENVIRON. HEALTH - GARBAGE</b>	<b>1,258,940</b>	<b>1,146,070</b>	<b>112,870</b>	<b>9.85</b>	<b>614,249.68</b>	<b>1,015,227.22</b>
<b>ENVIRON. HEALTH - TOWN CLEANUP</b>						
1-2-260-000 TOWN CLEANUP - MATERIAL & GARBAGE C	10,000	5,000	5,000	100.00	4,252.72	2,472.46
1-2-260-500 TOWN CLEANUP - WAGES	43,150	41,100	2,050	4.99	25,708.60	0.00
<b>Total ENVIRON. HEALTH - TOWN CLEANUP</b>	<b>53,150</b>	<b>46,100</b>	<b>7,050</b>	<b>15.29</b>	<b>29,961.32</b>	<b>2,472.46</b>
<b>HEALTH &amp; WELFARE - CEMETERY</b>						
1-2-264-000 CEMETERY - LINERS PURCHASED	7,720	7,500	220	2.93	3,863.00	3,954.56
1-2-264-001 CEMETERY - MAINTENANCE (MATERIAL)	7,210	7,000	210	3.00	9,585.15	8,967.36
1-2-264-002 CEMETERY - ADMINISTRATION	1,500	1,500	0	0.00	1,500.00	1,500.00
1-2-264-003 CEMETERY - EQUIPMENT	2,500	2,500	0	0.00	2,500.00	2,500.00
1-2-264-500 CEMETERY - MAINTENANCE (WAGES)	20,320	19,350	970	5.01	6,437.77	17,649.64
1-2-264-501 CEMETERY - OPEN & CLOSE WAGES	16,650	15,860	790	4.98	7,430.28	16,709.88
<b>Total HEALTH &amp; WELFARE - CEMETERY</b>	<b>55,900</b>	<b>53,710</b>	<b>2,190</b>	<b>4.08</b>	<b>31,316.20</b>	<b>51,281.44</b>
<b>COMMUNITY SERVICES - DESERT PARK</b>						
1-2-265-000 DESERT PARK - PROJECT	0	0	0	0.00	0.00	62.26
1-2-265-002 DESERT PARK - BLDG/GROUNDS MAINT.	8,160	6,000	2,160	36.00	7,472.29	9,382.01
1-2-265-800 DESERT PARK - UTILITIES & TELEPHONE	8,364	8,160	204	2.50	7,471.98	14,678.13
<b>Total COMMUNITY SERVICES - DESERT PARK</b>	<b>16,524</b>	<b>14,160</b>	<b>2,364</b>	<b>16.69</b>	<b>14,944.27</b>	<b>24,122.40</b>
<b>COMMUNITY SERVICES - SONORA</b>						
1-2-266-000 SONORA - MAINTENANCE	27,285	26,520	765	2.88	16,283.59	22,584.51
1-2-266-800 SONORA - UTILITIES	40,800	40,800	0	0.00	30,001.55	48,962.60
<b>Total COMMUNITY SERVICES - SONORA</b>	<b>68,085</b>	<b>67,320</b>	<b>765</b>	<b>1.14</b>	<b>46,285.14</b>	<b>71,547.11</b>
<b>COMMUNITY SERVICES - OTHER EXPENSE</b>						
1-2-268-000 EQUIPMENT & SUPPLIES - COMM. SERVICE	18,360	16,830	1,530	9.09	11,024.79	11,017.02
1-2-268-001 VEHICLE EXPENSE - COMM. SERVICES	7,340	7,140	200	2.80	4,066.66	7,742.84
1-2-268-003 BUS MAINTENANCE	4,590	4,080	510	12.50	1,984.05	564.81
1-2-268-004 OFFICE EXPENSE - COMM. SERVICES	8,360	8,160	200	2.45	3,952.41	8,303.77
1-2-268-005 MEMORIAL BENCHES	25,000	0	25,000	0.00	0.00	0.00
1-2-268-007 YOUTH INITIATIVE	0	0	0	0.00	75.00	0.00
1-2-268-010 PRESCHOOL PROGRAMS	3,570	4,590	-1,020	-22.22	3,323.43	5,858.77
1-2-268-011 CHILDRENS PROGRAMS	15,600	15,300	300	1.96	13,421.82	20,810.98
1-2-268-012 TEEN PROGRAM	1,020	1,020	0	0.00	121.32	198.31
1-2-268-013 ADULT PROGRAMS	22,440	15,810	6,630	41.94	20,471.24	24,916.45
1-2-268-014 SPECIAL EVENTS	5,100	1,530	3,570	233.33	3,546.36	7,989.58
1-2-268-200 ADVERTISING - COMM. SERVICES	15,100	14,790	310	2.10	8,494.77	15,133.92
<b>Total COMMUNITY SERVICES - OTHER EXPEN</b>	<b>126,480</b>	<b>89,250</b>	<b>37,230</b>	<b>41.71</b>	<b>70,481.85</b>	<b>102,536.45</b>
<b>COMMUNITY SERVICES - FIELDS</b>						
1-2-269-000 FIELD MAINT. - MATERIALS	3,060	2,040	1,020	50.00	2,466.40	2,113.92



**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
1-2-269-500 FIELD MAINTENANCE - WAGES	19,280	18,360	920	5.01	11,415.15	16,157.86
<b>Total COMMUNITY SERVICES - FIELDS</b>	<b>22,340</b>	<b>20,400</b>	<b>1,940</b>	<b>9.51</b>	<b>13,881.55</b>	<b>18,271.78</b>
<b>COMMUNITY SERVICES - WAGES &amp; INSTRUCTI</b>						
1-2-270-001 PROGRAM INSTRUCTORS	56,100	56,100	0	0.00	40,525.52	45,266.03
1-2-270-005 EQUIP REPAIRS & MAINT. - COMM. SERVICE	17,340	16,830	510	3.03	21,992.10	20,757.93
1-2-270-006 STAFF TRAINING - COMM. SERVICES	14,800	14,280	520	3.64	7,409.00	8,988.72
1-2-270-007 MISC. EXPENSE - COMM. SERVICES	2,630	2,550	80	3.14	623.71	1,095.74
1-2-270-500 COMMUNITY SERVICES - WAGES	466,200	444,000	22,200	5.00	286,722.49	407,231.89
<b>Total COMMUNITY SERVICES - WAGES &amp; INS</b>	<b>557,070</b>	<b>533,760</b>	<b>23,310</b>	<b>4.37</b>	<b>357,272.82</b>	<b>483,340.31</b>
<b>PUBLIC WORKS BLDGS - MUSEUM</b>						
1-2-272-000 MUSEUM - MAINTENANCE (MATERIALS)	0	3,000	-3,000	-100.00	772.96	1,628.33
1-2-272-500 MUSEUM - MAINTENANCE (WAGES)	0	3,200	-3,200	-100.00	0.00	0.00
<b>Total PUBLIC WORKS BLDGS - MUSEUM</b>	<b>0</b>	<b>6,200</b>	<b>-6,200</b>	<b>-100.00</b>	<b>772.96</b>	<b>1,628.33</b>
<b>PUBLIC WORKS - PARKS</b>						
1-2-273-000 PARKS - MAINTENANCE (MATERIAL)	60,000	50,000	10,000	20.00	85,234.27	54,061.39
1-2-273-001 PARKS - TREES	15,000	15,000	0	0.00	8,237.59	1,890.27
1-2-273-002 PARKS - WASHROOM MAINTENANCE MATE	22,440	20,400	2,040	10.00	15,278.37	23,253.36
1-2-273-003 MARINA - MAINTENANCE	8,670	8,500	170	2.00	2,665.24	9,954.04
1-2-273-004 PARKS - IRRIGATION	10,000	0	10,000	0.00	0.00	0.00
1-2-273-005 PARKS - SEASONAL VEGETATION	27,500	25,000	2,500	10.00	0.00	0.00
1-2-273-010 PARKS - VANDALISM MATERIALS	8,000	8,000	0	0.00	3,916.45	7,369.39
1-2-273-500 PARKS - MAINTENANCE (WAGES)	345,578	432,600	-87,022	-20.12	258,626.82	413,034.69
1-2-273-503 MARINA - WAGES	0	0	0	0.00	133.59	0.00
1-2-273-510 PARKS - VANDALISM WAGES	10,190	9,700	490	5.05	627.60	322.49
1-2-273-520 PARKS - WASHROOM - WAGES	81,110	77,250	3,860	5.00	47,092.25	75,180.68
<b>Total PUBLIC WORKS - PARKS</b>	<b>588,488</b>	<b>646,450</b>	<b>-57,962</b>	<b>-8.97</b>	<b>421,812.18</b>	<b>585,066.31</b>
<b>PUBLIC WORKS - WEATHER STATION</b>						
1-2-274-000 PARKS - WEATHER STATION COSTS	0	500	-500	-100.00	0.00	0.00
<b>Total PUBLIC WORKS - WEATHER STATION</b>	<b>0</b>	<b>500</b>	<b>-500</b>	<b>-100.00</b>	<b>0.00</b>	<b>0.00</b>
<b>PUBLIC WORKS - SPRAYING</b>						
1-2-275-000 SPRAYING - MATERIAL	12,620	12,250	370	3.02	2,716.09	6,037.85
1-2-275-500 SPRAYING - WAGES	31,960	30,430	1,530	5.03	9,495.46	10,508.82
<b>Total PUBLIC WORKS - SPRAYING</b>	<b>44,580</b>	<b>42,680</b>	<b>1,900</b>	<b>4.45</b>	<b>12,211.55</b>	<b>16,546.67</b>
<b>PUBLIC WORKS - TREE PRUNING</b>						
1-2-276-000 TREE PRUNING - MATERIAL & RENTALS	5,150	5,000	150	3.00	0.00	625.06
1-2-276-500 TREE PRUNING - WAGES	4,070	3,870	200	5.17	10,771.93	15,878.30
<b>Total PUBLIC WORKS - TREE PRUNING</b>	<b>9,220</b>	<b>8,870</b>	<b>350</b>	<b>3.95</b>	<b>10,771.93</b>	<b>16,503.36</b>
<b>SOUTH OKANAGAN EMERGENCY PREPAREDNESS</b>						
1-2-290-102 SOEP - TELEPHONE	2,400	2,400	0	0.00	476.11	2,012.36

**INCOME & EXPENDITURE STATEMENT**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>Total SOUTH OKANAGAN EMERGENCY PREPARE</b>	<b>2,400</b>	<b>2,400</b>	<b>0</b>	<b>0.00</b>	<b>476.11</b>	<b>2,012.36</b>
<b>EMERGENCY SOCIAL SERVICES</b>						
1-2-292-002 ESS - DIRECTOR FEES	2,400	2,400	0	0.00	600.00	2,400.00
1-2-292-100 E.S.S. - TRAINING/TRAVEL	2,000	2,000	0	0.00	0.00	0.00
1-2-292-101 E.S.S. - SUPPLIES & MISC	300	300	0	0.00	0.00	0.00
<b>Total EMERGENCY SOCIAL SERVICES</b>	<b>4,700</b>	<b>4,700</b>	<b>0</b>	<b>0.00</b>	<b>600.00</b>	<b>2,400.00</b>
<b>FISCAL SERVICES - DEBT CHARGES</b>						
1-2-280-000 GENERAL - INTEREST BYLAW 1258	2,520	2,520	0	0.00	1,258.67	2,517.34
1-2-280-001 GENERAL - PRINCIPAL BYLAW 1258	7,250	7,230	20	0.28	0.00	7,229.82
1-2-280-002 GENERAL - INTEREST BYLAW 1290	11,100	11,100	0	0.00	5,529.56	11,059.12
1-2-280-003 GENERAL - PRINCIPAL BYLAW 1290	9,650	9,650	0	0.00	0.00	9,646.36
1-2-280-004 GENERAL - FIRE-HALL - DEBT - INTEREST	160,730	160,730	0	0.00	80,362.06	160,724.12
1-2-280-005 GENERAL - FIRE-HALL - DEBT - PRINCIPAL	120,660	120,660	0	0.00	120,653.64	120,653.64
1-2-280-008 BAD DEBT EXPENSE	0	0	0	0.00	300.00	0.00
1-2-280-900 DEPRECIATION EXPENSE	0	0	0	0.00	0.00	1,716,508.00
1-2-280-999 TRANSFER OF PRINCIPAL DEBT TO EQUITY	0	0	0	0.00	0.00	-137,529.82
<b>Total FISCAL SERVICES - DEBT CHARGES</b>	<b>311,910</b>	<b>311,890</b>	<b>20</b>	<b>0.01</b>	<b>208,103.93</b>	<b>1,890,808.58</b>
<b>FISCAL SERVICES - TRANSFER OF TAXES</b>						
1-2-282-000 TRANS OF TAXES - SCHOOL DISTRICT #53	4,592,124	4,592,124	0	0.00	3,720,437.24	4,183,748.70
1-2-282-001 TRANS OF TAXES - SCHOOL GRANT IN LIEU	8,200	8,200	0	0.00	0.00	5,930.98
1-2-282-003 TRANS OF TAXES - BCAA	110,278	110,278	0	0.00	110,153.23	99,923.86
1-2-282-004 TRANS OF TAXES - MFA	622	622	0	0.00	620.69	537.44
1-2-282-005 TRANS OF TAXES - BCAA GRANT IN LIEU	400	400	0	0.00	172.64	163.99
1-2-282-006 TRANS OF TAXES - R.D.O.S. GENERAL	1,031,000	1,031,000	0	0.00	1,031,000.00	917,164.00
1-2-282-007 TRANS OF TAXES - OK LIBRARY BOARD	271,014	271,014	0	0.00	212,481.54	271,013.84
1-2-282-008 TRANS OF TAXES - R.D.O.S. HOSPITAL	538,602	538,602	0	0.00	538,602.00	522,623.00
<b>Total FISCAL SERVICES - TRANSFER OF TA</b>	<b>6,552,240</b>	<b>6,552,240</b>	<b>0</b>	<b>0.00</b>	<b>5,613,467.34</b>	<b>6,001,105.81</b>
<b>FISCAL SERVICES - CONTINGENCIES</b>						
1-2-284-000 CONTINGENCY	50,000	50,000	0	0.00	1,379.69	27,997.87
1-2-284-009 TRANSFER TO RESORT MUNICIPALITY FUN	473,000	473,000	0	0.00	38,642.78	511,134.85
1-2-284-010 TRANSFER TO RESERVES	1,165,844	250,193	915,651	365.98	250,193.00	311,661.00
1-2-284-011 TRANS TO RESERVE - FIRE DEPT. EQUIPMI	338,000	0	338,000	0.00	0.00	136,815.00
<b>Total FISCAL SERVICES - CONTINGENCIES</b>	<b>2,026,844</b>	<b>773,193</b>	<b>1,253,651</b>	<b>162.14</b>	<b>290,215.47</b>	<b>987,608.72</b>
<b>GENERAL CAPITAL EXPENDITURES</b>						
1-2-286-001 CAPITAL - CIVIC HALL EQUIPMENT	52,100	30,700	21,400	69.71	9,702.20	115,666.12
1-2-286-002 CAPITAL - CIVIC HALL BLDG IMPROVEMENT	380,000	94,400	285,600	302.54	1,889.48	71,465.21
1-2-286-013 ACCESSIBILITY UPGRADES	33,000	67,318	-34,318	-50.98	19,449.28	34,237.91
1-2-286-014 CAPITAL - PLANNING	115,000	422,265	-307,265	-72.77	99,758.16	71,170.52
1-2-286-015 CAPITAL - MAIN STREET IMPROVEMENTS	0	0	0	0.00	17,653.64	0.00
1-2-286-020 CAPITAL - AIRPORT UPGRADES	15,000	0	15,000	0.00	0.00	0.00
1-2-286-025 CAPITAL - CEMETERY NEEDS ASSESSMEN	75,000	0	75,000	0.00	0.00	0.00

## INCOME &amp; EXPENDITURE STATEMENT



For Period Ending 31-Dec-2023

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<b>GENERAL OPERATING FUND</b>						
1-2-286-040 CAPITAL - DESERT PARK COMPLEX	110,000	0	110,000	0.00	0.00	0.00
1-2-286-047 CAPITAL - PARKS/GREENSPACE	250,000	145,000	105,000	72.41	0.00	179,273.28
1-2-286-055 CAPITAL - FIRE DEPT EQUIPMENT	100,000	1,007,048	-907,048	-90.07	707,983.96	37,244.24
1-2-286-062 CAPITAL - LANDFILL UPGRADES	340,000	25,000	315,000	1,260.00	13,824.90	343,985.56
1-2-286-068 CAPITAL - ROADS	6,080,000	318,287	5,761,713	1,810.23	31,124.86	308,198.92
1-2-286-080 CAPITAL - SIDEWALKS	0	0	0	0.00	0.00	6,810.00
1-2-286-085 CAPITAL - STORM SEWERS	0	44,871	-44,871	-100.00	0.00	103,102.00
1-2-286-089 CAPITAL - SONORA UPGRADES	25,000	97,000	-72,000	-74.23	19,435.46	48,016.80
1-2-286-093 CAPITAL - PW EQUIPMENT	0	1,284,185	-1,284,185	-100.00	98,383.80	18,789.67
1-2-286-095 CAPITAL - PARKS AND TRAILS	320,000	453,820	-133,820	-29.49	388,293.62	463,245.33
1-2-286-096 CAPITAL - PARK IMPROVEMENTS	315,000	15,000	300,000	2,000.00	14,134.94	0.00
1-2-286-097 RMI - TRAILS	0	73,436	-73,436	-100.00	1,884.10	11,933.70
1-2-286-098 RMI - WAYFINDING INTERACTIVE SIGNAGE	0	28,000	-28,000	-100.00	0.00	0.00
1-2-286-099 RMI - BEACH CLEANER	19,000	18,000	1,000	5.56	3,684.85	4,568.95
1-2-286-100 RMI - PUBLIC ART HERITAGE DISPLAY	12,500	37,500	-25,000	-66.67	25,000.00	0.00
1-2-286-101 RMI - 45th STREET PEDESTRIAN CONNECT	0	231,500	-231,500	-100.00	0.00	0.00
1-2-286-102 RMI - BOAT TRAILER PARKING	20,000	20,000	0	0.00	17,683.85	19,025.91
1-2-286-103 RMI - WATERFRONT FACILITY ENHANCEME	692,004	649,142	42,862	6.60	345,159.04	693.75
1-2-286-105 RMI - VISITOR ACTIVITY ENHANCEMENT	25,000	99,386	-74,386	-74.85	54,317.51	56,541.00
1-2-286-106 RMI- COMMUNITY BEAUTIFICATION	0	10,000	-10,000	-100.00	5,783.40	0.00
1-2-286-107 RMI - DOWNTOWN REVITALIZATION	0	1,000,000	-1,000,000	-100.00	23,872.75	20,194.22
1-2-286-110 RMI - WATERFRONT SAFETY	8,000	8,000	0	0.00	5,473.05	8,000.00
1-2-286-111 RMI - PROGRAM ADMINISTRATION	4,000	4,000	0	0.00	0.00	1,023.37
1-2-286-112 RMI - ACCESSIBLE FISHING pIER AT SWIWS	0	50,000	-50,000	-100.00	0.00	0.00
1-2-286-114 RMI - ENVIRONMENTAL SUSTAINABILITY	5,000	15,000	-10,000	-66.67	0.00	0.00
1-2-286-999 TRANS OF TANGIBLE CAP ASSETS TO EQU	0	0	0	0.00	0.00	-1,567,199.00
<b>Total GENERAL CAPITAL EXPENDITURES</b>	<b>8,995,604</b>	<b>6,248,858</b>	<b>2,746,746</b>	<b>43.96</b>	<b>1,904,492.85</b>	<b>355,987.46</b>
<b>Total General Rev Expense</b>	<b>26,494,900</b>	<b>22,067,711</b>	<b>4,427,189</b>	<b>20.06</b>	<b>12,780,102.34</b>	<b>16,285,282.44</b>
<b>Total GENERAL OPERATING FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>-4,033,525.87</b>	<b>-2,072,653.42</b>

# REPORT

## Operating Budget Increase Request

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<b>Request YEAR:</b>	2024
<b>Increase NAME:</b>	Landfill FTE
<b>Budget Increase:</b>	\$ 62,000.00
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Jim Zakall, Deputy CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

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### Increase DESCRIPTION (What is to be completed)

Change the current partial FTE to a full FTE to allow the Landfill to be staffed by a single employee, with the support of two partial FTE's for hours beyond a 40 hour work week.

### PURPOSE/GOALS (Why do we need this project)

Staffing the Landfill has been a struggle over the last two (2) years due to the nature of the work. We are finding that either we are not offering enough hours or too many hours, which has resulted in a high turnover rate; four (4) staff in the past two (2) years. The high turnover results in an excessive number of training hours and requirements, inconsistency in process and procedures as well as concerns from our Landfill Contractor. The Landfill is a complex work site where staff need to understand a variety of waste streams, assess incoming loads as well ensure that the necessary financial reporting is being completed.

Moving to a fulltime FTE will allow for the following improvements:

- Ensure financial and regulatory reporting is completed accurately and on time.
- Provide assistance to the Landfill Contractor with public engagement.
- Provide assistance to the Operations Department with public engagement.
- Ensure that the Landfill and all related Solid Waste activities are following best practices and related regulations.
- Work with the Landfill Contractor on Landfill improvements.
- Provide oversight of Landfill Operations.
- Provide oversight of all Solid Waste Related activities such as curbside collection.
- Ensure that we meet our contractual obligations to Recycle BC.

### ESTIMATED TIME FRAME FOR COMPLETION

Post the position – First Quarter 2024.

Fill Position – Second Quarter 2024.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Landfill will continue to operate at its current staffing levels and continue to see high staff turnover. Both financial and regulatory reporting will continue to be reactive.

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** **Highlighted changes for the 2024-2028 Fire Department Budget**

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## BACKGROUND

Budget presentation for 2024-2028 Fire Department, highlighted changes in the budget.

## OVERVIEW

This budget is being presented to Council with a \$347,654 or (31.36%) increase in Fire Protection costs.

The majority of the increase is for the Vehicle Fleet Assessment & Replacement Strategy that was received in 2022 that states that there needs to be \$338,000 in annual funding for replacing the current fire department fleet. Currently we are setting aside \$0 annually. To fully fund the annual requirement fire protection would need to increase by \$338,000, which is an increase of \$0.1269/per \$1,000 assessed value on improvements for a single-family resident. The remaining \$9,654 are operational increases, which is an increase of \$0.0061/per \$1,000 assessed value on improvements for a single-family resident.

The effect on taxation, based on the 2023 Revised Assessment Roll would see an increase of \$0.1331 per \$1,000 of assessment for a class 1 residential property.

FIRE DEPARTMENT



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<b>GENERAL OPERATING FUND</b>								
<b>REVENUE</b>								
<b>TAXES - REAL PROPERTY LEVY</b>								
1-1-105-002 REAL PROPERTY LEVY - FIRE PROTECTIO	-847,317	-646,498	-200,819.00	31.06	-932,709	-939,260	-950,647	-1,013,895
1-1-105-003 REAL PROPERTY LEVY - FIRE HALL DEBT	-173,561	-173,561	0.00	0.00	-173,561	-173,561	-173,561	-173,561
<b>Total TAXES - REAL PROPERTY LEVY</b>	<b>-1,020,878</b>	<b>-820,059</b>	<b>-200,819.00</b>	<b>24.49</b>	<b>-1,106,270</b>	<b>-1,112,821</b>	<b>-1,124,208</b>	<b>-1,187,456</b>
<b>MISCELLANEOUS</b>								
1-1-115-015 OTHER REVENUE - FIRE DEPT RECOVERIE	-25,000	-25,000	0.00	0.00	-25,000	-25,000	-25,000	-25,000
<b>Total MISCELLANEOUS</b>	<b>-25,000</b>	<b>-25,000</b>	<b>0.00</b>	<b>0.00</b>	<b>-25,000</b>	<b>-25,000</b>	<b>-25,000</b>	<b>-25,000</b>
<b>CONDITIONAL TRANSFERS FROM GOV'TS</b>								
1-1-126-009 FIRE PROTECTION - O.R.F.P.D.	-344,009	-259,968	-84,041.00	32.33	-370,026	-361,519	-362,254	-386,258
1-1-126-010 FIRE-HALL DEBT - O.R.F.P.D.	-53,605	-53,605	0.00	0.00	-53,605	-53,605	-53,605	-53,605
1-1-126-013 FIRE PROTECTION - O.I.B.	-264,804	-202,010	-62,794.00	31.08	-291,492	-293,538	-297,097	-316,864
1-1-126-014 FIRE-HALL DEBT - OIB	-54,224	-54,224	0.00	0.00	-54,224	-54,224	-54,224	-54,224
<b>Total CONDITIONAL TRANSFERS FROM GOV'T</b>	<b>-716,642</b>	<b>-569,807</b>	<b>-146,835.00</b>	<b>25.77</b>	<b>-769,347</b>	<b>-762,886</b>	<b>-767,180</b>	<b>-810,951</b>
<b>BORROWINGS AND TRANSFERS FROM OWN FUND</b>								
1-1-128-012 TRANS IN FROM FIRE DEPT RESERVES	-77,570	-132,892	55,322.00	-41.63	-655,463	-92,453	-70,042	-975,042
1-1-128-015 FIRE DEPT - MFA BORROWING	0	-731,000	731,000.00	-100.00	-600,000	0	0	-1,330,000
<b>Total BORROWINGS AND TRANSFERS FROM OW</b>	<b>-77,570</b>	<b>-863,892</b>	<b>786,322.00</b>	<b>-91.02</b>	<b>-1,255,463</b>	<b>-92,453</b>	<b>-70,042</b>	<b>-2,305,042</b>
<b>Total REVENUE</b>	<b>-1,840,090</b>	<b>-2,278,758</b>	<b>438,668.00</b>	<b>-19.25</b>	<b>-3,156,080</b>	<b>-1,993,160</b>	<b>-1,986,430</b>	<b>-4,328,449</b>
<b>EXPENSES</b>								
<b>PROT. SERVICES - FIRE DEPARTMENT</b>								
1-2-230-000 FIRE - BENEFITS	40,500	40,500	0.00	0.00	41,310	42,140	43,000	43,860
1-2-230-001 FIRE - BUILDING RENTAL	18,100	18,100	0.00	0.00	18,470	18,840	19,220	19,610
1-2-230-002 FIRE - EQUIPMENT GAS & OIL	10,100	10,000	100.00	1.00	10,310	10,400	10,600	10,800
1-2-230-003 FIRE - VEHICLE INSURANCE	10,500	10,500	0.00	0.00	10,710	10,930	11,150	11,380
1-2-230-004 FIRE - EQUIP. MAINT. & REPLACEMENT	66,000	76,000	-10,000.00	-13.16	67,320	68,670	70,050	71,460
1-2-230-005 FIRE - EQUIPMENT FINANCING	202,800	209,800	-7,000.00	-3.34	328,900	321,200	321,200	408,600
1-2-230-006 FIRE - HALL - MAINT & JANITORIAL	15,000	12,000	3,000.00	25.00	15,300	15,610	15,930	16,250
1-2-230-007 FIRE - HALL- GROUND MAINT	5,500	5,500	0.00	0.00	5,610	5,730	5,850	5,970
1-2-230-008 FIRE - TRAINING	45,000	46,000	-1,000.00	-2.17	45,900	46,820	47,760	48,720
1-2-230-009 FIRE - DUES/MEMBERSHIP & LICENCES	7,100	7,100	0.00	0.00	7,250	7,400	7,550	7,710
1-2-230-010 FIRE - ANNUAL TESTING & MAINTENANCE	5,600	5,600	0.00	0.00	5,720	5,840	5,960	6,080
1-2-230-011 FIRE - RADIOS & PAGERS	3,500	3,500	0.00	0.00	3,570	3,650	3,730	3,810
1-2-230-012 FIRE - CRITICAL INCIDENT STRESS MGMT	1,000	1,200	-200.00	-16.67	1,020	1,050	1,080	1,110
1-2-230-013 FIRE - FIRE PREVENTION	3,500	3,500	0.00	0.00	3,570	3,650	3,730	3,810
1-2-230-014 FIRE - FIRE PREVENTION PROGRAMS	4,000	6,000	-2,000.00	-33.33	4,080	4,170	4,260	4,350
1-2-230-101 FIRE - ENGINE 191 - MAINT & REP	4,500	4,500	0.00	0.00	4,590	4,690	4,790	4,890
1-2-230-102 FIRE - ENGINE 192 - MAINT & REP	4,500	4,500	0.00	0.00	4,590	4,690	4,790	4,890
1-2-230-103 FIRE - ENGINE 193 - MAINT & REP	2,000	3,000	-1,000.00	-33.33	2,040	2,090	2,140	2,190
1-2-230-105 FIRE - TENDER 192 - MAINT & REP	2,000	2,500	-500.00	-20.00	2,040	2,090	2,140	2,190
1-2-230-106 FIRE - TENDER 191 - MAINT & REP	3,000	2,500	500.00	20.00	3,060	3,130	3,200	3,270

**TOWN OF OSOYOOS**  
**FIRE DEPARTMENT**



**For Period Ending 31-Dec-2023**

	<b>2024 BUDGET</b>	<b>2023 BUDGET</b>	<b>BUDGET VARIANCE \$</b>	<b>BUDGET VARIANCE %</b>	<b>2025 BUDGET</b>	<b>2026 BUDGET</b>	<b>2027 BUDGET</b>	<b>2028 BUDGET</b>
<b>GENERAL OPERATING FUND</b>								
1-2-230-107 FIRE - RESCUE 191 - MAINT & REP	2,000	2,500	-500.00	-20.00	2,040	2,090	2,140	2,190
1-2-230-110 FIRE - CAR 191 - MAINT & REP	2,000	2,000	0.00	0.00	2,040	2,090	2,140	2,190
1-2-230-111 FIRE - CAR 192 - MAIN & REP	2,000	2,000	0.00	0.00	2,040	2,090	2,140	2,190
1-2-230-112 FIRE - BRUSH 191 - MAINT & REP	2,000	2,000	0.00	0.00	2,040	2,090	2,140	2,190
1-2-230-585 FIRE - WAGES - Volunteers	160,000	160,600	-600.00	-0.37	163,200	166,470	169,800	173,200
1-2-230-586 FIRE - WAGES - SALARIED	433,500	412,870	20,630.00	5.00	442,170	451,020	460,050	469,260
1-2-230-587 FIRE - WAGES - ADMIN SUPPORT	40,000	39,450	550.00	1.39	40,800	41,620	42,460	43,310
1-2-230-800 FIRE - UTILITIES	25,000	25,000	0.00	0.00	25,500	26,010	26,540	27,080
<b>Total PROT. SERVICES - FIRE DEPARTMENT</b>	<b>1,120,700</b>	<b>1,118,720</b>	<b>1,980.00</b>	<b>0.18</b>	<b>1,265,190</b>	<b>1,276,270</b>	<b>1,295,540</b>	<b>1,402,560</b>
<b>FISCAL SERVICES - DEBT CHARGES</b>								
1-2-280-004 GENERAL - FIRE-HALL - DEBT - INTEREST	160,730	160,730	0.00	0.00	160,730	160,730	160,730	160,730
1-2-280-005 GENERAL - FIRE-HALL - DEBT - PRINCIPAL	120,660	120,660	0.00	0.00	120,660	120,660	120,660	120,660
<b>Total FISCAL SERVICES - DEBT CHARGES</b>	<b>281,390</b>	<b>281,390</b>	<b>0.00</b>	<b>0.00</b>	<b>281,390</b>	<b>281,390</b>	<b>281,390</b>	<b>281,390</b>
<b>FISCAL SERVICES - CONTINGENCIES</b>								
1-2-284-011 TRANS TO RESERVE - FIRE DEPT. EQUIPMI	338,000	0	338,000.00	0.00	338,000	338,000	338,000	338,000
<b>Total FISCAL SERVICES - CONTINGENCIES</b>	<b>338,000</b>	<b>0</b>	<b>338,000.00</b>	<b>0.00</b>	<b>338,000</b>	<b>338,000</b>	<b>338,000</b>	<b>338,000</b>
<b>GENERAL CAPITAL EXPENDITURES</b>								
1-2-286-055 CAPITAL - FIRE DEPT EQUIPMENT	100,000	1,007,048	-907,048.00	-90.07	1,271,500	97,500	71,500	2,306,500
<b>Total GENERAL CAPITAL EXPENDITURES</b>	<b>100,000</b>	<b>1,007,048</b>	<b>-907,048.00</b>	<b>-90.07</b>	<b>1,271,500</b>	<b>97,500</b>	<b>71,500</b>	<b>2,306,500</b>
<b>Total EXPENSES</b>	<b>1,840,090</b>	<b>2,407,158</b>	<b>-567,068.00</b>	<b>-23.56</b>	<b>3,156,080</b>	<b>1,993,160</b>	<b>1,986,430</b>	<b>4,328,450</b>
<b>Total GENERAL OPERATING FUND</b>	<b>0</b>	<b>128,400</b>	<b>-128,400.00</b>	<b>-100.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Total Surplus (-)/Deficit</b>	<b>0</b>	<b>128,400</b>	<b>-128,400.00</b>	<b>-100.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

# Equipment Financing Costs

## Municipal Finance Authority - Equipment Financing

Lease #	Description	Term	Finance Month	GL Distribution	Last Payment Date	2024	2025	2026	2027	2028	
EF Loan #0001	2010 Fire Pumper Truck	Renewed Dec 2020 10 Years		12230-005	11/30/2030	18,098.28	18,098.28	18,098.28	18,098.28	18,098.28	
EF Loan #0012	Crew Cab 4x4	5 Year - No AAP		12230-005	4/30/2025	18,789.48	7,664.48	0.00	0.00	0.00	
EF Loan #0016-0	Water Tender	5 Year - No AAP - \$381,000 - 3.67%	September	12230-005	31-08-2027	85,798.32	85,798.32	85,798.32	85,798.32	14,008.56	
Ordered expected in 2023	Rescue Truck	5 Year - No AAP - \$350,000 - 5.41%	January	12230-005	10/31/2028	80,050.56	80,050.56	80,050.56	80,050.56	66,708.80	
Proposed in 2025 budget	Engine 192 Replacement	5 Year (\$1,200,000-\$600,000) - 5.41%	January	12230-005	12/31/2030	0.00	137,229.48	137,229.48	137,229.48	137,229.48	
Proposed in 2028 budget	Aerial	10 Year - AAP - (\$2,300,000-\$970,000) - 5.41%	January	12230-005	1/31/2031	0.00	0.00	0.00	0.00	172,497.12	
<b>Total</b>						<u>202,736.64</u>	<u>328,841.12</u>	<u>321,176.64</u>	<u>321,176.64</u>	<u>408,542.24</u>	
						<b>Rounded up</b>	202,800	328,900	321,200	321,200	408,600



**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

24-Aug-23

## Fire Department

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028
Corey	Paving			16,000		
Corey	Overhead door replacement	65,000	65,000			
Corey	Turnout Gear	6,500	6,500	6,500	6,500	6,500
Corey	Ice Commanders (Ice Rescue)	20,500				
Corey	Hose Tower Ventilization	8,000				
Corey	Engine 192 Replacement		1,200,000			
Corey	Marine Rescue Craft			75,000		
Corey	Command Truck				65,000	
Corey	Aerial					2,300,000
		100,000	1,271,500	97,500	71,500	2,306,500

**Source of funding**

	Amount	Operating	GRANTS	MFA	RESERVES	OTHER	TOTAL
2024	100,000	0	0	0	77,570	22,430	100,000
2025	1,271,500	0	0	600,000	655,463	16,037	1,271,500
2026	97,500	0	0	0	92,453	5,047	97,500
2027	71,500	0	0	0	70,042	1,458	71,500
2028	2,306,500	0	0	1,330,000	975,042	1,458	2,306,500
	3,847,000	0	0	1,930,000	1,870,570	46,430	3,847,000

Cost Sharing	Town	59.10%
	ORFPD	22.43%
	OIB	18.47%

**Projects Carried forward**

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Firehall Overhead Door Replacement
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$65,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Corey Kortmeyer, Fire Chief

### PROJECT DESCRIPTION (What is to be completed)

Replace the existing glass overhead doors for poly-carbonate doors at firehall 191.

### PURPOSE/GOALS (Why do we need this project)

The current overhead doors are not closing securely. This has been an issue since they were installed in 2016. Investigating the deficiencies, administration has been informed that the glass doors are grossly overweight for the frames, the motors that lift and lower the doors and the hardware that secures the door to the firehall.

Switching the doors to a poly-carbonate door will solve two issues; the heat buildup during the summer months, where the temperature in the bays can reach upwards of 40 to 50 ` Celsius. It will also dramatically reduce the weight and excessive loads currently stressing on the door assemblies.

### ESTIMATED TIME FRAME FOR COMPLETION

The southern doors are slated to be replaced in 2024 and the northern doors to be completed in 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

A contractor will be required to complete the work.

### PUBLIC CONSULTATION (Will this be required)

Not needed at this time.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

We have had two contractors inspect the overhead doors and assemblies. They confirm the findings, that the doors are too heavy for the mounting brackets, motors and the tracks. This could result in a catastrophic failure which could lead to property damage, injury or death to an employee.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Firefighting Turnout Gear
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$20,500
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Corey Kortmeyer, Fire Chief

### PROJECT DESCRIPTION (What is to be completed)

Purchase five (5) full set(s) of Fire Fighter turn out gear.

### PURPOSE/GOALS (Why do we need this project)

In 2019 Osoyoos Fire Rescue carried out an NFPA & WorkSafe BC inspection of our structural firefighting personal protective equipment (PPE) - turnout gear, coat, pants, helmet, gloves and boots. OFR is operating with non-compliant PPE and has PPE nearing its operational lifespan which expires after ten years (10).

Five new sets of turnout gear were purchased in 2023 with 5 sets of gear being budgeted for each year subsequent. As our membership grows, we will need more PPE to accommodate and provide our firefighters with the necessary equipment to carry out firefighting duties safely. This will also ensure we are compliant with regulations pertaining to structural firefighting equipment.

### ESTIMATED TIME FRAME FOR COMPLETION

Ongoing

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

2024 internal purchase of five full sets of structural firefighter turnout gear.

### PUBLIC CONSULTATION (Will this be required)

Not needed at this time.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

OFR would be non-compliant with outdated structural fire PPE for some of our membership, or have equipment to equip new members. This action could cause harm or death to a firefighter

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Ice Rescue Program
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$20,500.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Corey Kortmeyer, Fire Chief

### PROJECT DESCRIPTION (What is to be completed)

Replace four sets of our ice rescue personal protective equipment (PPE) and supplemental materials.

### PURPOSE/GOALS (Why do we need this project)

Ensure Osoyoos Fire Rescue (OFR) personal is conducting ice rescue with compliant personal protective equipment and tools.

### ESTIMATED TIME FRAME FOR COMPLETION

2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

2024 internal purchase.

### PUBLIC CONSULTATION (Will this be required)

Not needed at this time.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

OFR would be non-compliant with expired PPE for conducting ice rescue operations, which is contrary to WorkSafe BC rules and/or regulations.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Firehall Hose Tower Ventilation
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$8,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Corey Kortmeyer, Fire Chief

### PROJECT DESCRIPTION (What is to be completed)

Install a form of ventilation in the "hose tower" at the firehall.

### PURPOSE/GOALS (Why do we need this project)

The ventilation would allow air exchange inside the tower for drying hose, equipment and tools.

### ESTIMATED TIME FRAME FOR COMPLETION

2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

A contractor will be required to complete the work.

### PUBLIC CONSULTATION (Will this be required)

Not needed at this time.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Presently, the hose tower does not have air circulation. The lack of airflow does not allow for proper drying of hose, equipment or tools. This results in a temperature buildup with an increase in humidity within the space. These conditions can lead to mold and mildew to be present in the tower and possibly tools and equipment.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Engine 192 Replacement
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$1,200,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Corey Kortmeyer, Fire Chief

### PROJECT DESCRIPTION (What is to be completed)

Purchase a replacement frontline engine.

### PURPOSE/GOALS (Why do we need this project)

The Town of Osoyoos fire engine 192 was placed into service in 2005. This unit has reached its 15-year service life. A frontline engine can be considered in insurance ratings until its fifteenth (15) year, with a five (5) year extension (if its pump is certified for fire flows every year until year twenty (20)). Then, this apparatus will either be phased out or kept in the fire department fleet as a “reserve” engine. A Front-Line engine is defined as any pumper that is 0 - 15 years in age. A Pumper that is 16 - 20 years of age is considered a Second Line engine (not a first responding pumper).

This engine/aerial replacement purchase was recommended in the “Town of Osoyoos – Fire Department Master Plan (2019)”. This expenditure has been identified in the 2023-2027 Fire Departments Five-Year Financial Plan for 2025, as an aerial (ladder), administration is now proposing an frontline engine replacement.

The replacement engine has been budgeted for in the 2025 fiscal year and pre-budget approval is being requested at this time to ensure a 2025 delivery date. In the budget for 2024, \$338,000 is being set aside for the Vehicle Fleet Assessment & Replacement Strategy for the fire department fleet. \$600,000 of this funding will be utilized in 2025 with the balance of \$600,000 being funded through MFA equipment financing over a five-year period.

### ESTIMATED TIME FRAME FOR COMPLETION

2025

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Request proposals from proponents to design and cost a frontline engine, select a proponent, work with the successful proponent to build, and invoice the structural engine for a 2025 delivery.

### PUBLIC CONSULTATION (Will this be required)

Not needed at this time.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The current Industry standard for front line engine replacement is a 15-year service life. There are two organizations that speak to replacement standards: The National Fire Protection Association (NFPA) and the Fire Underwriters Survey of Canada (FUS).

NFPA 1901 the Standard for Automotive Fire Apparatus; Annex D – The guideline for replacement of front line and reserve apparatus highlights are as follows;

- Intended to maximize fire fighter capabilities and minimize risk of injuries.
- Fire apparatus should be equipped with the latest safety features and operating capabilities.
- Apparatus more than 15 years old might include only a few of the safety upgrades required by the current editions of the NFPA Standards.
- Because the changes, upgrades, and fine tuning to NFPA 1901 have been truly significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to fire fighters of keeping fire apparatus more than 15 years old in first-line service.

The Fire Underwriters Survey – Technical Bulletin is a document used to determine rating for fire insurance coverage for our municipality and illustrates to standards set by the insurance industry for recommended apparatus placement. The document suggests:

- Fire apparatus should respond to first alarms for the first fifteen (15) years of service.
- For the next five years (to year twenty (20), it should be held in reserve status for use at major fires or used as a temporary replacement for out-of-service engines.
- Apparatus should be retired from service at twenty years of age.

We will be utilizing Engine 192 until its twentieth year. This will provide the Town time to weigh the merits of an aerial apparatus, also knowing we can rely on Engine 191 (placed into service 2011). Engine 191 will be replaced out in 2031.

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** **Highlighted changes for the 2024 RCMP Budget**

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## BACKGROUND

Budget presentation for 2024 RCMP, highlighted changes in the budget.

## OVERVIEW

This budget is being presented to Council with a 11.70% increase in Policing costs. This will increase revenues by \$138,880 to offset the net increase in operating expenditures of \$60,036 (5.06%), plus 50% of the retroactive RCMP pay of \$157,687.29 (6.64%).

The effect on taxation, based on the 2023 Revised Assessment Roll would see an increase of \$0.0474 per \$1,000 of assessment for a class 1 residential property.

The current staffing for the Osoyoos detachment are 1 Sergeant and 5 Constables, the municipality funds 70%.

The current RCMP reserve balance is \$1,094,852.



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>GENERAL OPERATING FUND</b>						
<b>Revenues</b>						
<b>TAXES - REAL PROPERTY LEVY</b>						
1-1-105-100 REAL PROPERTY LEVY - POLICING	-1,325,950	-1,187,070	-138,880	11.70	-1,186,412.78	-1,146,647.93
<b>Total TAXES - REAL PROPERTY LEVY</b>	<b>-1,325,950</b>	<b>-1,187,070</b>	<b>-138,880</b>	<b>11.70</b>	<b>-1,186,412.78</b>	<b>-1,146,647.93</b>
<b>MISCELLANEOUS</b>						
1-1-115-023 OTHER REVENUE - RCMP TRAFFIC FINE	-35,000	-35,000	0	0.00	-5,425.68	-30,325.78
<b>Total MISCELLANEOUS</b>	<b>-35,000</b>	<b>-35,000</b>	<b>0</b>	<b>0.00</b>	<b>-5,425.68</b>	<b>-30,325.78</b>
<b>Total Revenues</b>	<b>-1,360,950</b>	<b>-1,222,070</b>	<b>-138,880</b>	<b>11.36</b>	<b>-1,191,838.46</b>	<b>-1,176,973.71</b>
<b>Expenditures</b>						
<b>PROT. SERVICES - POLICING</b>						
1-2-232-001 POLICING - RCMP	1,339,450	1,200,570	138,880	11.57	544,574.24	1,193,479.10
<b>Total PROT. SERVICES - POLICING</b>	<b>1,339,450</b>	<b>1,200,570</b>	<b>138,880</b>	<b>11.57</b>	<b>544,574.24</b>	<b>1,193,479.10</b>
<b>PROT. SERVICES - POLICING</b>						
1-2-232-002 VICTIM SERVICES - TOWN CONTRIBUTION	21,500	21,500	0	0.00	0.00	19,870.67
<b>Total PROT. SERVICES - POLICING</b>	<b>21,500</b>	<b>21,500</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>19,870.67</b>
<b>Total Expenditures</b>	<b>1,360,950</b>	<b>1,222,070</b>	<b>138,880</b>	<b>11.36</b>	<b>544,574.24</b>	<b>1,213,349.77</b>
<b>Total GENERAL OPERATING FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>-647,264.22</b>	<b>36,376.06</b>
<b>Total Surplus (-)/Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>-647,264.22</b>	<b>36,376.06</b>

**General Fund**

**SOURCE OF FUNDING :**

Project Description	Responsible Director	GL Number	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL	Descriptions
<b>Land</b>											
Cemetery Consultant Review	Rod	12286-025	75,000	0			75,000			75,000	
<b>Planning</b>											
DCC Bylaw Update	Jared	12286-014	75,000	0			75,000			75,000	
Lake Health and Buoy Capacity Assessment Project	Gina	12286-014	40,000	0			40,000			40,000	
<b>Office Equipment</b>											
Computer Equipment	Jim	12286-001	52,100	52,100						52,100	
<b>Roads</b>											
Main St. - Park Place to Bridge Deck	Jared	12286-068	3,900,000	0	3,761,000		139,000			3,900,000	Prov Grant & CWF
Harbour Key Dr. - Cottonwood to End (Construction, Drainage & Resurfacing)	Jared	12286-068	1,800,000	0		1,800,000				1,800,000	
Sidewalk Condition Assessment	Scott	12286-068	30,000	0			30,000			30,000	
Pedestrian Movement Assessment - Roads	Jared	12286-068	75,000	0			75,000			75,000	
Transportation Master Plan/Asset Mgmt Plan/Condition Assessment	Jared	12286-068	200,000	0			200,000			200,000	
Active Transportation Network Improvements	Jared	12286-068	75,000	0			75,000			75,000	
<b>Airport</b>											
Runway Painting	Scott	12286-020	15,000	15,000						15,000	
<b>Accessibility</b>											
Age Friendly and Assessibility Upgrades	Gerald	12286-013	33,000	33,000						33,000	
<b>Equipment</b>											
2004 Ford 1/2 Ton Pickup	Jared	12286-095	60,000	0			60,000			60,000	
2004 Ford 3/4 Ton	Jared	12286-095	100,000	0			100,000			100,000	
New Van	Jared	12286-095	100,000	0					100,000	100,000	30%Water/10%WaterDistrict/60%Sewer
New Light Truck/SUV	Derek	12286-095	60,000	0			60,000			60,000	
<b>Community Services</b>											
Southeast Meadowlark Playground	Gerald	12286-096	90,000	0			90,000			90,000	
Kinsmen Park Equipment	Gerald	12286-096	125,000	0			125,000			125,000	
Outdoor Pickleball Court Improvements	Gerald	12286-047	250,000	0			220,000		30,000	250,000	Pickleball Club Fundraising
Fitness Equipment Weight Room	Gerald	12286-089	25,000	25,000						25,000	
Squash Court Repair - Desert Park	Gerald	12286-040	10,000	10,000						10,000	
Desert Park Roof	Gerald	12286-040	80,000	50,000			30,000			80,000	
Desert Park Exterior Door Replacements	Gerald	12286-040	20,000	20,000						20,000	
<b>Parks-Trails</b>											
Placement of Sand - Gyro	Derek	12286-096	25,000	25,000						25,000	
Irrigation Upgrades - Parks	Scott	12286-096	75,000	75,000						75,000	
<b>Buildings</b>											
Increased Material and Equipment Storage Operations	Jared	12286-002	200,000	25,000			175,000			200,000	
Increased Office Space Operations	Jared	12286-002	150,000	0			150,000			150,000	
Housing Initiative	Rod	12286-002	30,000	0			30,000			30,000	
<b>Other</b>											
Solid Waste Projects	Jared	12286-062	340,000	207,615			132,385			340,000	
<b>Fire Department</b>											
Overhead Door Replacement	Corey	12286-055	65,000	0			50,420		14,580	65,000	ORFPD 22.43%
Turnout Gear	Corey	12286-055	6,500	0			5,042		1,458	6,500	ORFPD 22.43%
Ice Commanders (Ice Rescue)	Corey	12286-055	20,500	0			15,902		4,598	20,500	ORFPD 22.43%
Hose Tower Ventilization	Corey	12286-055	8,000	0			6,206		1,794	8,000	ORFPD 22.43%
<b>Resort Municipality Projects</b>											
Waterfront Enhancement	Jared	12286-103	692,004	0					692,004	692,004	RMI Funding
Waterfront Safety Improvements	Gerald	12286-110	8,000	0					8,000	8,000	RMI Funding
Public Art/Heritage Display	Jared	12286-100	12,500	0					12,500	12,500	RMI Funding

**General Fund**

**SOURCE OF FUNDING :**

Project Description	Responsible	GL Number	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL	Descriptions
Environmental Sustainability	Rod	12286-114	5,000	0					5,000	5,000	RMI Funding
Boat Trailer Parking	Jared	12286-102	20,000	0					20,000	20,000	RMI Funding
Visitor Activity Enhancement	Gerald	12286-105	25,000	0					25,000	25,000	RMI Funding
Beach Cleaning	Jared	12286-099	19,000	0					19,000	19,000	RMI Funding
Program Administration	Gina	12286-111	4,000	0					4,000	4,000	RMI Funding
<b>Total</b>			<b>8,995,604</b>	<b>537,715</b>	<b>3,761,000</b>	<b>1,800,000</b>	<b>1,958,955</b>	<b>0</b>	<b>937,934</b>	<b>8,995,604</b>	

**Available Funds**

**537,715**

**Available Funds for 2023 \$544,391**

**Available Funds for 2022 \$516,629**

**Available Funds for 2021 \$474,036**

**Available Funds for 2020 \$522,068**

**Available Funds for 2019 \$552,068**

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Cemetery Consultant Review
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 75,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	
FROM:	Rod Risling, CAO

### PROJECT DESCRIPTION (What is to be completed)

The cemetery is nearing its capacity. Determining the Town's options as to legal obligations to provide and/or expansion options is an important step to establish a longer term strategy for the burial/mausoleum service.

### PURPOSE/GOALS (Why do we need this project)

To provide the Town of Osoyoos with a strategic document on how to proceed with future burials/mausoleum once the existing land area is used up. It is estimated that there are likely less than 10 years remaining on the existing site.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion would be end of 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

This project will be completed by a consultant.

### PUBLIC CONSULTATION (Will this be required)

May require consultation as part of the project or upon its completion.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Potential risk is that if additional land is to be acquired there are limited opportunities to do so. Therefore, having a plan and acting on it ensures a fiscally responsible planned approach to addressing an existing service.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Development Cost Charges (DCC) Bylaw Update
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/>
<b>PROJECT COSTS:</b>	\$75,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Update the Town's Development Cost Charges (DCC) Bylaw to reflect the projects identified in the 2023 Water and Wastewater Master Plans.

### PURPOSE/GOALS (Why do we need this project)

The current DCC Bylaw was adopted in 2016 and with the drafting of both a water master plan and a wastewater master plan the DCC bylaw needs updating to reflect those master plans. The projects identified in the current DCC technical memorandum are no longer relevant and do not reflect the current needs of the water and wastewater systems.

The current Development Cost Charges do not consider the current climate regarding construction costs and do not effectively fund development driven community improvements for water and sewer.

### ESTIMATED TIME FRAME FOR COMPLETION

Fall 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by TRUE Consulting, with the project being overseen by the Operational Services Department.

### PUBLIC CONSULTATION (Will this be required)

Discussion with key stakeholders will be part of the Bylaw's development.

### FUNDING MODEL

\$75,000.00 – General Operating Capital

## **POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

DCC values do not reflect current project needs or costs. Development will not contribute their fair share to community improvements.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Lake Health and Buoy Capacity Assessment Project
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/>
PROJECT COSTS:	\$40,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Gina MacKay, Director of Planning & Development

**PROJECT DESCRIPTION (What is to be completed)**  
Lake Health and Buoy Capacity Assessment Project.

**PURPOSE/GOALS (Why do we need this project)**  
The Town is in the process of updating the Foreshore and Lake Zoning Bylaw. As part of this process we have been discussing the proliferation of private buoys in front of public foreshore areas. In addition, the Town's Provincial foreshore leases do not allow the placement of buoys in these foreshore areas. These leases have been extended from the original expiry date of 2022 until mid 2024. The Town has an option to apply for new or amended leases to include provisions for a buoy lease program or areas for public buoys in general.

Prior to considering a buoy lease program (or buoy placement in general) it is prudent for the Town to determine current lake health and the impact that buoys and boat use are having on the lake.

**ESTIMATED TIME FRAME FOR COMPLETION**  
Fall 2024

**PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor)**  
The best case scenario is to begin studies of the lake health in summer of 2024 with an aim to complete project by the end of 2024.

External resources will be required to complete the assessment. Town resources will be utilized to support public consultation process(es).

**PUBLIC CONSULTATION (Will this be required)**  
Public consultation in the form of a public information forum would be an asset to this project and provide a good opportunity to educate the public on the effect of various uses on the lake as well as options for a buoy lease program.

## **POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

- Buoys placed within or near swimming areas are dangerous to swimmers.
- The number of buoys placed throughout the community is likely to increase over the coming years.
- In absence of public education there is little to no accountability for the effect that lake uses are having on overall lake health.



# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Computer Equipment
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$52,100
BUSINESS PLAN NO.:	FS1-2011-04
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jim Zakall, Director of Finance/Deputy CAO

### PROJECT DESCRIPTION (What is to be completed)

The Town of Osyoos' information technology infrastructure and systems are all operational and performing as expected. The older equipment has been refreshed economically in accordance with planned outcomes and users are fairly well supported. The IT system ran well during 2023 with very few problems and little downtime. The 2024 Capital Budget is \$52,100. The main goals for 2024 include:

1. Replacement of 4 workstations \$4,800.
2. Replacement of the Primary Server \$34,400.
3. Installation & Upgrades to Software \$12,900.

### PURPOSE/GOALS (Why do we need this project)

Provides staff with efficient equipment to get their jobs done.

### ESTIMATED TIME FRAME FOR COMPLETION

To plan to complete the majority of the goals by August 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

All these will be installed and set up by ONE Technologies. The hardware will be sourced as per the Town's purchasing policy.

### PUBLIC CONSULTATION (Will this be required)

No consultation required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

As computer equipment ages, systems work slower, less efficient and are not able to keep up to the ever changing technology.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Main Street Improvements – Park Place to Bridge Deck
<b>GRANT FUNDED:</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> \$ 3,761,000.00
<b>PROJECT COSTS:</b>	\$ 3,900,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Reconstruct the section of Main Street from Park Place to the Bridge Deck to facilitate wider sidewalks, address movement concerns, increase the tree canopy and availability for street furniture.

### PURPOSE/GOALS (Why do we need this project)

This section of Main Street has the highest number of movement concerns due to failing concrete work. This section of work would start to frame the look of Main Street.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion would be mid 2026.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Design services would be provided by a consultant.  
Procurement would be provided by a consultant.  
Construction would be completed by a contractor.

### PUBLIC CONSULTATION (Will this be required)

Engagement of key stakeholders would be required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Main will continue to require ongoing maintenance and the infrastructure will continue to degrade.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Harbour Key Drive – Road and Erosion Improvements
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 1,800,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Rehabilitate the road surface as well as address the ongoing erosion of the road structure next to the lake.

The project will be grant funding dependent and will proceed should the Town be successful in obtaining a portion of the erosion costs through grant programs. \$400,000.00 of the project cost is potentially grant eligible and would require a minimum \$120,000.00 municipal contribution plus the \$1.4 million for the rest of the project.

### PURPOSE/GOALS (Why do we need this project)

Harbour Key was identified by the Committee of the Whole at a March 14, 2023 meeting as being the next project to be addressed as part of the road rehabilitation program.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion would be mid 2026.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Design services would be provided by a consultant.  
Procurement would be provided by a consultant.  
Construction would be completed by a contractor.

### PUBLIC CONSULTATION (Will this be required)

Engagement of key stakeholders would be required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Harbour Key will continue to require ongoing maintenance and the infrastructure will continue to degrade.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Sidewalk Condition Assessment
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 30,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Scott Neil, Public Works Superintendent

### PROJECT DESCRIPTION (What is to be completed)

Complete a sidewalk condition assessment for the Town's Road network.

### PURPOSE/GOALS (Why do we need this project)

To provide the municipality with a condition assessment of the sidewalks and walkways within the Town of Osoyoos in order to identify and repair any defects and hazards detected and to establish priorities for repairs in accordance with the resources available. The data and reports will be used to develop a council approved sidewalk and walkway inspection policy and maintenance program that will need future funding.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion end of 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Inspection services to be completed by a consultant.

### PUBLIC CONSULTATION (Will this be required)

None will be required as part of this project.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Sidewalks and pathways in the Town of Osoyoos may have unidentified defects and hazards to pedestrians as with all infrastructure assets, sidewalks and walkways deteriorate over time.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Pedestrian Movement Assessment - Roads
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$75,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO Jared Brounstein, Director of Operational Services
FROM:	Scott Neil, Public Works Superintendent

### PROJECT DESCRIPTION (What is to be completed)

This assessment was identified as part of the development of the Active Transportation Network Planning and would be a document that will allow better discussion and planning for active transportation network implementation and engagement with the Ministry of Transportation and Infrastructure on pedestrian crossings.

### PURPOSE/GOALS (Why do we need this project)

To provide the municipality with an overall Pedestrian movement assessment, this data will be collected to provide the town with recommendations within the Town of Osoyoos to increase public safety and identify locations that may need infrastructure upgrades to allow the safe passage of pedestrians on roadways that have marked crosswalks and traffic crossings.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion end of 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Inspection services to be completed by a consultant.

### PUBLIC CONSULTATION (Will this be required)

None will be required as part of this project.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Pedestrian crossings and areas that allow pedestrian movement through town may not be up to current municipal safety standards and could potentially pose a risk to public safety.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Asset Management and Master Plan – Transportation
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/>
PROJECT COSTS:	\$ 200,000.00
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

To create a Master plan as well as an accompanying Asset Management Plan for the Town's Transportation Network, roads, sidewalks, and other related infrastructure. The project will address the following for the community:

- Master Plan
  - Assess Present and Future Requirements
  - Identify and Prioritize Capital Improvement Projects
- Asset Management
  - Review existing infrastructure
  - Assess life spans
  - Identify replacement schedules

Both the Master Plan and the Asset Management Plan will provide funding related information to achieve the specific goals identified in each plan.

### PURPOSE/GOALS (Why do we need this project)

#### Master Plan

*“Many municipalities undertake Transportation Master Plans (TMPs) to define their long-term transportation objectives as a supplement to transportation needs identified through their Official Plan development process. A Transportation Master Plan integrates existing and future land-use planning and the planning of transportation infrastructure with the principles of environmental assessment planning.”<sup>1</sup>*

<sup>1</sup> <https://municipalclassea.ca/manual/page35.html>

## Asset Management

*“Asset management helps communities manage municipal infrastructure assets and make better investment decisions. It also helps you reduce risks so you can provide reliable and affordable services and a high quality of life to the community.”<sup>2</sup>*

*These pieces of infrastructures have a defined service life. As these assets age and deteriorate the issue that municipalities are grappling with is how to manage them in such a way to ensure that the full service life is reached and to have in place a mechanism to enable their replacement.*

*The term asset management, is defined as “the application of sound technical, social and economic principles that considers present and future needs of users, and the service from the asset”.<sup>3</sup>*

The Committee of the Whole requested that a Transportation Master Plan be concerned at the March 14, 2023 meeting.

### ESTIMATED TIME FRAME FOR COMPLETION

Request for Proposals	First Quarter 2024
Data Collection	2024-25
Final Report	First Quarter 2026

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party engineering consultant and internal staff.

### PUBLIC CONSULTATION (Will this be required)

There will be a public engagement aspect of this project to allow for input with regards to capital planning, etc.

### BUDGET

General Revenue	\$200,000.00
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### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Town will continue to address capital renewal and asset management ineffectively and may further jeopardize our ability to apply for and be successful on federal and provincial grant funding.

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<sup>2</sup> <https://fcm.ca/en/programs/municipal-asset-management-program>

<sup>3</sup> [https://www.assetmanagementbc.ca/wpcontent/uploads/Guide\\_to\\_Developing\\_a\\_Municipal\\_Asset\\_Management\\_Policy\\_DRAFT-LGAMWG-October\\_2009-1.pdf](https://www.assetmanagementbc.ca/wpcontent/uploads/Guide_to_Developing_a_Municipal_Asset_Management_Policy_DRAFT-LGAMWG-October_2009-1.pdf)

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Active Transportation Network Improvements
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 75,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Provide neighborhood bikeway facilities (outlined as quick wins) as identified in the December 2022 Active Transportation Network Plan.

### PURPOSE/GOALS (Why do we need this project)

To start the transition to active transportation within the community. These projects were identified by the Committee of the Whole at May 23, 2023 meeting.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion would be early 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Design services would be provided by a consultant.  
Procurement would be provided by a consultant.  
Construction would be completed by a contractor.

### PUBLIC CONSULTATION (Will this be required)

Engagement of key stakeholders would be required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Active transportation improvements will not be made within the community.



# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Runway Painting – Airport
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 15,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO Jared Brounstein, Director of Operational Services
FROM:	Scott Neil, Public Works Superintendent

### PROJECT DESCRIPTION (What is to be completed)

Repaint the runway numbers and centerline markings at the Osoyoos Airport.

### PURPOSE/GOALS (Why do we need this project)

To provide the Town of Osoyoos Airport with runway painting to allow safer operation and higher visibility to users and operators of the airport and to meet current safety standards.

### ESTIMATED TIME FRAME FOR COMPLETION

Project completion would be end of 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

This project will be a combination of municipal staff and a contractor to perform the painting of the airport runway.

### PUBLIC CONSULTATION (Will this be required)

None will be required as part of this project.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Potential safety risk to users of the municipal airport and not meeting current safety standards.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>PROJECT NAME:</b>	Age Friendly and Accessibility Upgrades
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$33,000
<b>BUSINESS PLAN NO.:</b>	CI2-2017-02
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Gerald Davis, Director of Community Services

### PROJECT DESCRIPTION (What is to be completed)

Accessibility and Age Friendly upgrades to Town facilities. Projects are to be determined based on discussions with the Accessibility and Age Friendly committee and may include: accessible pathways in parks, adapted fitness equipment, accessible beach areas, adapted playground equipment and audible signals for pedestrians. These projects will be brought forward to Council for approval before proceeding.

### PURPOSE/GOALS (Why do we need this project)

To make the community and town facilities more accessible. As an official "Age Friendly" community we are obligated to monitor our accessible needs and keep a record of items that are completed. We intentioned a number of projects for 2023.

### ESTIMATED TIME FRAME FOR COMPLETION

Throughout the year

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Internal/Consultants/Contractor

### PUBLIC CONSULTATION (Will this be required)

No

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Accessibility takes time, but we are slowly making changes and do so every year. If funding not approved there will be no improvements to increase accessibility in our community.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Fleet – Light Truck Replacement
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 160,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Replacement of two of the Department's 2004 light trucks with similar units. Replacement is identified in the "Town of Osoyoos Vehicle Fleet Assessment and Replacement Strategy".

### PURPOSE/GOALS (Why do we need this project)

Replacing the 2004 Ford ½ ton light truck with similar. This unit is a pool vehicle and is used by the Public Works Department to complete common tasks such as inspections, park maintenance and other related activities.

Replacing the 2004 Ford ¾ ton light truck with similar. This unit is a pool vehicle and is used by the Public Works Department to complete common tasks such as inspections, park maintenance and other related activities.

Both trucks will be replaced with an extended cab, 4x4.

### ESTIMATED TIME FRAME FOR COMPLETION

We are anticipating a late 2025/26 delivery, as supply chain issues are still affecting equipment deliveries.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Procurement – Interior Purchasing Office  
Specifications – Operational Services  
Training – Operational Services

### PUBLIC CONSULTATION (Will this be required)

No public consultation is required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The units will continue to remain in the fleet, maintenance costs will start to rise, and aesthetics will start to become an issue.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	<b>Fleet – New Purchase Van</b>
<b>GRANT FUNDED:</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Pending</b> <input type="checkbox"/> <b>\$</b>
<b>PROJECT COSTS:</b>	<b>\$ 100,000.00</b>
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Additional (new) fleet purchase to fulfill the staffing increase in the Utilities Department.

The department will be looking to purchase an additional van.

### PURPOSE/GOALS (Why do we need this project)

Provide additional equipment to support the ongoing operational needs of the Utilities Department.

### ESTIMATED TIME FRAME FOR COMPLETION

We are anticipating a late 2025/26 delivery, as supply chain issues are still affecting equipment deliveries.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Procurement – Interior Purchasing Office

Specifications – Operational Services

Training – Operational Services

### PUBLIC CONSULTATION (Will this be required)

No public consultation is required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The staffing increases approved by Council will not be utilized to their full potential.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	New Vehicle – Ops Tech/Bylaw
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$60,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Derek Hesketh, Operations Technician

### PROJECT DESCRIPTION (What is to be completed)

Procure a new vehicle for use by Operations Technician and Bylaw Enforcement.

### PURPOSE/GOALS (Why do we need this project)

With new positions created in Operations and Bylaw an additional vehicle is required to perform inspections, data collection, bylaw enforcement and other related activities.

### ESTIMATED TIME FRAME FOR COMPLETION

Estimating early 2025 delivery depending on vehicle availability.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Procurement – Interior Purchasing Office  
Specifications – Operational Services  
Training – Operational Services

### PUBLIC CONSULTATION (Will this be required)

No public consultation is required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Vehicle shortage will continue to hamper Bylaw and Operational services performance.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Southeast Meadowlark Playground
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$90,000 for design of park
BUSINESS PLAN NO.:	CL4-2017-07
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Gerald Davis, Director of Community Services

### PROJECT DESCRIPTION (What is to be completed)

This is a carry forward project from 2020. Southeast Meadowlark playground will be completely fenced with benches onsite. This was discussed in the past and was forwarded for discussion in the 2021 and 2022 capital budgets. This project is being considered for 2024. The land identified at this site has increased in size as the adjacent property owners have dedicated more property to increase the park size. Staff has met with a few playground representatives who have provided a site plan and quote. Results from the Park Assessment Charrette will help with the progression of this project.

### PURPOSE/GOALS (Why do we need this project)

The Town has dedicated funding for parkland development and this would be a great enhancement to attract younger families with children. We have been contacted by local residents who are very interested on this development and would appreciate the project being completed ASAP.

### ESTIMATED TIME FRAME FOR COMPLETION

Summer, 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Consultant/Contractor/Internal

### PUBLIC CONSULTATION (Will this be required)

No

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Having a playground in place will be an excellent feature to showcase the new development. Will definitely have an effect on the people looking to purchase property and to provide services to families who have already bought homes in the development.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Kinsmen Park Playground Equipment Replacement
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$125,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis

### PROJECT DESCRIPTION (What is to be completed)

The playground equipment at Kinsmen Park is getting unsafe, is outdated and is beyond its life expectancy. Administration received a quote for a complete replacement of all equipment including installation and rubber fall surfacing. The project will be eligible for a number of grants, but none of which are guaranteed. The park will be accessible, safe and up to date.

In the past we have been successful in obtaining a number of grants. Some of which paid entirely for rubber fall surfacing and accessible equipment. We will have a better understanding of all parks when we complete our asset management plan. The recreation facilities and parks asset management plan will be getting underway in the Fall.

### PURPOSE/GOALS (Why do we need this project)

Outdated, unsafe equipment and not accessible. The equipment is past its life expectancy and should be brought up to better standards.

### ESTIMATED TIME FRAME FOR COMPLETION

September 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Request for Proposal Interior Purchasing/Contractor

Project will proceed as long as some grant funding can be obtained.

### PUBLIC CONSULTATION (Will this be required)

Budget

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Potential liability, unsafe, not accessible.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	West Bench Pickleball Court Improvement
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	2023 - \$120,000 - Approved 2024 Club Fundraising - \$30,000 <u>2024 Additional Request - \$100,000</u> Estimated Cost - \$250,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis

### PROJECT DESCRIPTION (What is to be completed)

At the 2022 budget planning session, staff received a quote to re-surface the outdoor pickleball courts. Council asked staff to get a further quote on re-doing the courts instead of just re-surfacing. The original quote to re-surface from Tomko was approximately \$17,000 (this included keeping everything the same, preparing the surface and painting) and the quote from Orca to redo the entire courts was approximately \$230,000. This included accessible pathway, drainage, new sub-base and asphalt, re-orientation of the courts and painting. Council approved a budget of \$25,000.

In preparing to follow through on the project for 2022, staff followed up with Orca to obtain a new quote to re-surface and make the orientation of the courts to a North/South direction. This quote included the resurfacing and moving of poles along with fencing to separate the courts. Unfortunately the new quote was well over budget and came in at \$100,000. Staff has consulted with the local pickle ball club and they have well over 200 members year round. They occupy the courts from 8am – 12 noon almost every day. They are constantly getting requests from their membership for more court time, whether at the Sonora Community Center, Desert Park or outdoors at West Bench.

The expense is approximately half the cost to fully re-do the entire court according to the installer and the life cycle can be incorporated for at least 10 years with regular maintenance. Depending on the extreme heat and weather the fully restored courts may last longer but cannot guarantee a duration longer than 10 years.

#### Update 2023:

The local Pickleball club has asked to postpone this project so they can fundraise and plan to replace the court surface rather than just doing an overlay. They have a number of fundraising activities in place and have targeted a fundraising goal of \$30,000. The estimated cost of the new configuration is \$250,000, leaving an additional \$100,000 as a request for 2024.

Administration met with the pickleball club and the tennis club to discuss options related to the use of the courts. Following this meeting the pickleball club asked to be a delegate at the Community Services Advisory Committee meeting. They presented their plan, which included the \$120,000 budget from 2022, their fundraising budget of \$30,000 and the additional request of \$100,000 for the 2024 budget year. This would ensure that the courts would be



completely done. During this meeting the club also asked about the possibility of using court # 3 on the tennis courts. They would like to expand and use that area to build 4 more courts. Another option was to expand towards the dog park to get an additional 2 courts. Results from the Park Assessment Charrette will help with the progression of this project and confirm the most suitable location.

The goal of the club would be to apply to Pickleball BC to host the provincials. One other aspect that was discussed had to do with accessing gaming grants. If the Town had a lease agreement with the club for the courts, they may be able to access grant funding. If the provincial completion was the goal and the Town leased the courts, gaming revenues could be 50 cent dollars. Ultimately a potential of \$250,000.

**PURPOSE/GOALS (Why do we need this project)**

Pickleball has been increasing in popularity for the last few years and shows no signs of slowing down. We have allocated 33 hours of time every week at Sonora and the club has booked a portion of the outdoor courts every day. They constantly ask for more.

**ESTIMATED TIME FRAME FOR COMPLETION**

Up to one month. Discussing this project with the local club, they are concerned about the time where they won't have outdoor courts, but we can't complete this project any sooner. The courts will need to cure once they are done.

**PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)**

This will be procured through Interior Purchasing and completed by a contractor. Project will not proceed until after a Park Assessment Charrette is completed to confirm the most suitable location.

**PUBLIC CONSULTATION (Will this be required)**

Na

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Insufficient facilities and potentially unsafe courts.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Fitness Equipment Weight Room Upgrades
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$25,000
BUSINESS PLAN NO.:	CI4-2017-05
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Gerald Davis, Director of Community Services

### PROJECT DESCRIPTION (What is to be completed)

Replacement for aging equipment. Some of the current equipment in the weight room is 9 to 10 years old. Based on the usage and popularity of the weight room the replacement of some of our older equipment would be beneficial.

### PURPOSE/GOALS (Why do we need this project)

Equipment to be replaced in 2024 includes:

- Multi Gym
- Leg Press
- Assisted Pull-up Machine
- Stair Climber
- Bar Bell Sets

### ESTIMATED TIME FRAME FOR COMPLETION

Summer 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Internal/Contractor

### PUBLIC CONSULTATION (Will this be required)

No

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Not be able to meet the needs of fitness room users.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Squash Courts – Desert Park
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$10,000
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling CAO
<b>FROM:</b>	Gerald Davis

### PROJECT DESCRIPTION (What is to be completed)

The squash courts at Desert Park are used throughout the year. There are dedicated patrons from the community who utilize it on a regular basis. The courts are accessible with a membership. Members can bring drop in participants who are supposed to pay onsite using a locked box. The courts themselves need work. The back panels can be replaced and the floors need to be repaired, sanded and refinished.

### PURPOSE/GOALS (Why do we need this project)

The courts are a hidden gem and most users are people who have been involved since the courts were built. Enhancing the building with exterior doors and a new roof will make this activity more viable and we can promote it to be used more efficiently. This would be another great activity that we can offer for programming and learn to play, rather than just the current drop in use.

The asset management program being conducted for recreation facilities would help identify what needs to be completed and when it needs to be completed. The courts have had only minor repairs over the last 10+ years. The infrastructure strategy for recreation facilities should also be part of how this project proceeds. Evaluating the condition of the building and the services that are offered along with the operational and capital project costs would determine how to proceed with this project.

### ESTIMATED TIME FRAME FOR COMPLETION

Spring 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Contractor. Project will not proceed until after a building assessment is completed and its' asset management plan to this project is cost effective in the long term to align with Council's Infrastructure Strategy "Amalgamated buildings/facilities where possible to save costs which include shared facilities with Oliver and others" and "Town owned facilities and services should be combined where it is fiscally responsible to do so."

### PUBLIC CONSULTATION (Will this be required)

Budget

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The courts will eventually not be suitable or safe for public drop in use or programming options.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Desert Park Roof Replacement
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$80,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis

### PROJECT DESCRIPTION (What is to be completed)

Desert Park Recreation building roof replacement.

### PURPOSE/GOALS (Why do we need this project)

The current roof is in dire need of repairs. Administration has completed a number of quick fixes over the last few years, but the roof needs to be replaced. The building continues to leak and if it isn't completed the building should be de-commissioned and closed permanently. If approved this project should be completed ASAP. Administration would be asking for pre-budget approval as the contractor who provided a quote stated that the roof would not last another winter.

This project would also be mandated by the outcome of the asset management program being completed for recreation facilities. As per the infrastructure strategy this project should also be investigated for cost savings related to maintenance and operations of a facility that is not being staffed.

### ESTIMATED TIME FRAME FOR COMPLETION

Spring, 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Contractor. Project will not proceed until after a building assessment is completed and its asset management plan to ensure this project is cost effective in the long term to align with Council's infrastructure Strategy – "Amalgamate buildings/facilities where possible to save costs which could include shared facilities with Oliver and others" and "Town owned facilities and services should be combined where it is fiscally responsible to do so."

### PUBLIC CONSULTATION (Will this be required)

Budget

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Water damage, unsafe use for a public building not being staffed.





# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
PROJECT NAME:	Desert Park Exterior Doors
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$20,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis

### PROJECT DESCRIPTION (What is to be completed)

Desert Park Recreation building exterior door replacement.

### PURPOSE/GOALS (Why do we need this project)

Following our most current fire inspection, the building was not compliant on a number of items. One of the outstanding items were the exterior doors. We have replaced some of the doors in the past but the doors that we need to be operational for fire purposes are not up to date. Doors have to be able to be accessed from the outside and the inside in order for the fire department to enter the building and also the public to be able to escape. We will be replacing only a select number of doors as we are not at capacity when the building is being used. This will allow us to be open for use of the building and to be compliant.

Administration is in the process of completing an asset management plan for recreation facilities. The outcome of the AM plan will provide a more detailed scenario of what is needed. The infrastructure strategy plan also identifies a number of options that should be investigated in more detail. This could include combining services, amalgamating buildings to save on operating and maintenance costs and looking at the cost benefits analysis of older buildings.

### ESTIMATED TIME FRAME FOR COMPLETION

Spring, 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Contractor. Project will not proceed until after a building assessment is completed and its asset management plan to ensure this project is cost effective in the long term to align with Council's Infrastructure Strategy "Amalgamated buildings/facilities where possible to save costs which could include shared facilities with Oliver and others" and "Town owned facilities and services should be combined where it is fiscally responsible to do so."

### PUBLIC CONSULTATION (Will this be required)

Budget

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Not meeting fire code, unsafe for public use and potentially cancelling recreation programs such as archery, squash and dog agility.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Sand Placement – Gyro Park & Legion Beach
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 25,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Derek Hesketh, Operations Technician

### PROJECT DESCRIPTION (What is to be completed)

Placement of additional washed sand at Gyro Park & Legion Beach.

### PURPOSE/GOALS (Why do we need this project)

To place approximately 100mm of sand along the entire shoreline fronting Gyro Beach and Legion Beach. This is to replace the sand that has been removed due to highwater events and natural migration.

### ESTIMATED TIME FRAME FOR COMPLETION

Application for work within the foreshore – early 2024  
Placement of washed sand – before May 15, 2024

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Application to Province – third party consultant  
Placement of sand – third party contractor and Operational Services staff.

### PUBLIC CONSULTATION (Will this be required)

No public consultation will be required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Gyro Beach and Legion Beach sand thickness will continue to diminish.



# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Irrigation Upgrades – Parks, Trails, Green Spaces
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 275,000.00 (\$75,000.00 in 2024)
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Scott Neil, Public Works Superintendent

### PROJECT DESCRIPTION (What is to be completed)

Irrigation upgrades to Town of Osoyoos parks, trails, and green spaces.

### PURPOSE/GOALS (Why do we need this project)

To provide the municipality with an overall integrated remote wireless irrigation system in parks, trails and green spaces to reduce the towns irrigation water usage and save on the amount of staff time working on the current system that is vulnerable to vandalism and breakage and requires heavy man hours to operate and make manual adjustments. These upgrades include replacing obsolete controllers and all irrigation infrastructure that has been problematic due to its age.

### ESTIMATED TIME FRAME FOR COMPLETION

This is a multi-year program with anticipated completion in 2029.

Operational Services is requesting \$75,000 in year one (1) and two (2), \$50,000 in years three (3) and four (4) and \$25,000 in year five (5).

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

This project will be a combination of municipal staff/consultant/contractor to perform irrigation infrastructure upgrades.

### PUBLIC CONSULTATION (Will this be required)

None will be required as part of this project.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED



Unable to pull data on water consumption in the Towns irrigation system, constant costly repairs to the current system to keep it operational, over watering of parks and green spaces, potential tree loss due to irrigation system down time, vulnerable to vandalism.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Material Storage Upgrades – Operational Services Yard
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 200,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Construct a structure to allow for the storage of materials and other equipment out of the elements.

### PURPOSE/GOALS (Why do we need this project)

Placement of a structure at the Operational Services Yard to allow for the storage of winter salt and sand. We will also look to place excavation backfill materials such as sand, road base and other related materials. The structure would also house soil, bark mulch and other park maintenance materials.

The construction of the new storage structure will allow for the removal of salt/sand storage next to the childcare facility as well as the salt being stored at the old Public Works building on Chickadee.

Provide a central location for all materials related to the operational activities of the department.

The area within the structure will be paved and any potential runoff from salts and other materials will be contained within the structure and piped to the sanitary sewer system.

The Department will be looking for an additional \$150,000.00 in 2024 to address further equipment storage needs.

The budget includes \$25,000.00 for the removal of sand/salt storage area next to the Child Care Centre on 89<sup>th</sup> Street.

### ESTIMATED TIME FRAME FOR COMPLETION

Source and confirm construction materials – Summer of 2024

Place foundations for structure type – Fall of 2024

Placement of permanent structure – Spring of 2025

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Request for Proposal for storage structure – Interior Purchasing

Installation of foundations and structure – Third part contractor

**PUBLIC CONSULTATION (Will this be required)**

No public consultation will be required.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Will continue to store materials in multiple locations, materials will continue to be impacted by the elements.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Increased Office Space – Operational Services Yard
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 150,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Complete a review and design to look at the costs and feasibility of increasing the usable space at the Operational Services Yard. The review and design will look at office place, change rooms, break area, HVAC upgrades, meeting/training room, etc.

### PURPOSE/GOALS (Why do we need this project)

As the department continues to grow, space is needed to house the additional staffing requirements. The current office is too small and does not provide sufficient space to allow for our growing team.

### ESTIMATED TIME FRAME FOR COMPLETION

Release an RFP for design services – Summer 2024  
Complete review and preliminary design include cost estimates – Spring 2025

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultant.

### PUBLIC CONSULTATION (Will this be required)

No public consultation will be required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Will continue to use the space provided which will result in Operational Service being housed at offsite locations.

# REPORT



## Capital Budget Project

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<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Staff Housing
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/>
<b>PROJECT COSTS:</b>	\$30,000 2024 and 1,570,000 in 2025
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	
<b>FROM:</b>	Rod Risling, CAO

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### PROJECT DESCRIPTION (What is to be completed)

Develop a 3/4 suites at 6227 – 97<sup>th</sup> Street to provide staff housing.

### PURPOSE/GOALS (Why do we need this project)

The Town owns the property at 6227 – 97<sup>th</sup> Street which has an older residence that is currently used for staff housing. The property has a reverter clause which in effect will transfer back to the province if the use changes to something that is not for the public good. The residence is in need of significant repairs so rather than repairing an underutilized site, now is the time to consider a longer-term solution. It is also situated on a parcel that could accommodate 3-4 dwelling units. Within the Town’s Infrastructure Strategy one of the considerations is “Other uses such as housing can be incorporated within Town facilities. Short term landing accommodations for Town staff and potentially other entities can be considered.”

Staff attraction is difficult to which one of the reasons is due to a lack of accommodations within the community. Providing temporary housing as a good attraction incentive for employee recruitment. It can also serve as an accommodation for temporary/seasonal help which we have not been able to recruit staff for. Other opportunities include working with other government organizations like interior health or the school board who may also be experiencing accommodation issues.

### ESTIMATED TIME FRAME FOR COMPLETION

Investigate potential development opportunity and investigate options for potential partnerships with other government organizations in 2024. Commence construction in 2025 with completion in 2026.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor)

Investigate opportunities with other government entities to determine whether there are opportunities to partner with the development to assist in initial or ongoing costs.

Council will be informed of potential opportunities, potential agreements, and final design prior to construction.

**PUBLIC CONSULTATION (Will this be required)**

Non required.

Will consult with Interior Health and the School Board.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Being a resort municipality creates significant operational challenges. Town staffing required to meet the needs of the community is critical. Attracting staff is difficult due to the housing challenges which are not expected to subside.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Solid Waste Projects
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 340,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Landfill - \$300,000.00

Open face berm development for waste containment.  
Review and update Landfill Closure/Operational/Development Plan.

Solid Waste Program - \$40,000.00

Development of a Major Appliance Recycling Roundtable (MARR) Program  
Development of a curbside Organic Collection Program

### PURPOSE/GOALS (Why do we need this project)

Berm development is a requirement of the operation of the landfill.  
Review and update of the Landfill Closure/Operational/Development Plan is a requirement of our Landfill operating permit and Provincial legislation.

The development of a MARR Program would provide consistency with other landfill operators in how the town receives and processes major appliances.

The development of a curbside Organic Collection Program would put the community in line with the surrounding areas.

### ESTIMATED TIME FRAME FOR COMPLETION

Landfill Berm mid 2024  
Landfill Closure/Operational/Development Plan 2025  
MARR Program mid 2024  
Curbside Organic Collection Program 2027

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Design services would be provided by a consultant.  
Procurement would be provided by a consultant.  
Construction would be completed by a contractor.

**PUBLIC CONSULTATION (Will this be required)**

Engagement of key stakeholders as required.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Landfill – will be out of compliance with Provincial Legislation.  
Solid Water Program – this is service level improvement.



**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

25-Aug-23

**Land**

**Director Responsible  
for Report**

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028
Rod	Cemetery Consultant Review	75,000				
Rod	Cemetery Land Acquisition			1,200,000		
<b>Totals</b>		75,000	0	1,200,000	0	0

Reserves  
Borrowing

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL
2024	75,000	0	0	0	75,000	0	0	75,000
2025	0	0	0	0	0	0	0	0
2026	1,200,000	0	0	1,200,000	0	0	0	1,200,000
2027	0	0	0	0	0	0	0	0
2028	0	0	0	0	0	0	0	0
Totals	1,275,000	0	0	1,200,000	75,000	0	0	1,275,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

17-Aug-23

**Planning**

**Director Responsible  
for Report**

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028
Jared	DCC Bylaw Update	75,000				
Jared	Subdivision and Land Development Bylaw Update				250,000	
Gina	Lake Health and Buoy Capacity Assessment Project	40,000				
Gina	Gyro Park Pier Finalization - 2019 CF		9,700			
<b>Totals</b>		115,000	9,700	0	250,000	0

Reserves  
Reserves  
Reserves  
Reserves

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	OTHER	TOTAL
2024	115,000	0	0	0	115,000	0	115,000
2025	9,700	0	0	0	9,700	0	9,700
2026	0	0	0	0	0	0	0
2027	250,000	0	0	0	250,000	0	250,000
2028	0	0	0	0	0	0	0
Totals	374,700	0	0	0	374,700	0	374,700

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

17-Aug-23

**Office Equipment**

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028
Jim	Computer Equipment	52,100	70,700	20,800	8,400	1,200
	<b>Totals</b>	52,100	70,700	20,800	8,400	1,200

Operating

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	OTHER	TOTAL
2024	52,100	52,100	0	0	0	0	52,100
2025	70,700	70,700	0	0	0	0	70,700
2026	20,800	20,800	0	0	0	0	20,800
2027	8,400	8,400	0	0	0	0	8,400
2028	1,200	1,200	0	0	0	0	1,200
Totals	153,200	153,200	0	0	0	0	153,200

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

18-Aug-23

**Roads**

Director Responsible

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028	
Jared	92nd Ave-87th to Hwy 97(Construction to Full Urban Standard)					4,400,000	Borrowing
Jared	89th St-70th to 62nd (Construction to Full Urban Standard)			3,200,000			Borrowing
Jared	Spartan Dr-Lions Park to 92nd (Design One Way with MUT)		50,000				Operating
Jared	Hummingbird (Design Resurface and MUT)		50,000				Operating
Jared	Maple Dr-Cottonwood to End (Design to Full Urban Standard)		60,000				Reserves
Jared	Spartan Dr-Lions Park to 92nd (Construction One Way with MUT)				400,000		Borrowing
Jared	Hummingbird (Construction Resurface and MUT)				200,000		Borrowing
Jared	Maple Dr-Cottonwood to End (Construction to Full Urban Standard)				475,000		Borrowing
Jared	Main St-Park Place to Bridge Deck (Construction)	3,900,000					CWF & Province Grant/Reserves
Jared	Harbour Key Dr-Cottonwood to End (Construction Drainage & Resurfacing)	1,800,000					Borrowing
Jared	Lakeshore to 45th St (New Intersection and Alignment Design)				350,000		Borrowing
Jared	Gala Cres. Resurfacing		75,000				Reserves
Jared	Finch Cres Resurfacing		120,000				Reserves
Scott	Sidewalk Condition Assessment	30,000					Reserves
Jared	Pedestrian Movement Assessment - Roads	75,000					Reserves
Jared	Pedestrian and Fire Dept Lighting-74th at Hwy97 (Design)		50,000				\$28,794Op/Reserves
Jared	Pedestrian and Fire Dept Lighting-74th at Hwy97 (Construction)				250,000		\$76,003Operating/Reserves
Jared	Seasonal Light Installations - Main Street		52,500				Operating
Jared	Transportation Master Plan/Asset Management Plan/Condition Assessment	200,000					Reserves
Jared	Active Transportation Network Improvements	75,000	125,000	600,000	450,000	450,000	\$649,597Operating/Reserves
		6,080,000	582,500	3,800,000	2,125,000	4,850,000	

Source of funding	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL
2024	6,080,000	0	3,761,000	1,800,000	519,000	0	0	6,080,000
2025	582,500	181,294			401,206	0	0	582,500
2026	3,800,000	387,004		3,200,000	212,996	0	0	3,800,000
2027	2,125,000	456,443		1,425,000	243,557	0	0	2,125,000
2028	4,850,000	212,321		4,400,000	237,679	0	0	4,850,000
Totals	17,437,500	1,237,062	3,761,000	10,825,000	1,614,438	0	0	17,437,500

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

## Airport

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028	
Scott	Runway Painting	15,000					Operating
<b>Totals</b>		15,000	0	0	0	0	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	OTHER	TOTAL
2024	15,000	15,000	0	0	0	0	15,000
2025	0	0	0	0	0	0	0
2026	0	0	0	0	0	0	0
2027	0	0	0	0	0	0	0
2028	0	0	0	0	0	0	0
<b>Totals</b>	15,000	15,000	0	0	0	0	15,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

## Accessibility

**Director Responsible  
for Report**

	<b>Project Description</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	
Gerald	Age Friendly and Assessibility Upgrades	33,000	33,000	33,000	33,000	33,000	Operating
Jared	Accessibility and Parking Imp.-West Bench-Design				50,000		Operating
Jared	Accessibility and Parking Imp.-West Bench-Construction					500,000	Operating
<b>Totals</b>		<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>83,000</b>	<b>533,000</b>	

**Source of funding**

	<b>Amount</b>	<b>Operating</b>	<b>GRANTS</b>	<b>BORROWING</b>	<b>RESERVES</b>	<b>TOTAL</b>
2024	33,000	33,000	0	0	0	33,000
2025	33,000	33,000	0	0	0	33,000
2026	33,000	33,000	0	0	0	33,000
2027	83,000	83,000	0	0	0	83,000
2028	533,000	533,000	0	0	0	533,000
Totals	715,000	715,000	0	0	0	715,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

28-Aug-23

## Equipment

Director Responsible

for Report	Unit #	Description	2024	2025	2026	2027	2028	
Jared	2	1989 Jacobsen - 720E Landscape Broom		10,000				Reserves
Jared	3	2004 Ford 1/2 Ton Pickup	60,000					Reserves
Jared	5	HPX Gator - John Deere (replace with Toolcat)		100,000				Reserves
Jared	6	2011 Chev 3500 HD 1 Ton (replace with Van)			125,000			Reserves
Jared	9	2009 Chevy Silverado 1/2 Ton (replace with Van)		100,000				1/3Sew 1/3WD1/3Wat
Jared	16	2014 GMC 2500HD (replace with Van)		100,000				Reserves
Jared	18	1980 Joy 125 CFM Air Compressor			25,000			Reserves
Jared	19	2017 Ford F550 Dump Truck					200,000	Reserves
Jared	20	2012 International Combination Vac Truck				775,000		Reserves
Jared	22	2004 Ford 3/4 Ton	100,000					Reserves
Jared	29	1999 International Dump Truck					375,000	Reserves
Jared	31	2014 Chev Silverado			100,000			Reserves
Jared	32	2015 Int Dump Truck (replace with F550)		275,000				Reserves
Jared	35	2008 Ford 1/2 Ton		60,000				Reserves
Jared	38	2007 F250		100,000				Reserves
Jared	41	2012 CAT Mini Excavator				139,163		Reserves
Jared	42	2009 Toyota Prius - Building Insp		75,000				Reserves
Jared	43	2010 Toyota Prius - CS Director			75,000			Reserves
Jared	44	1998 Chev 1/2 Ton - Arena (replace with Van)		60,000				Reserves
Jared	45	1992 Chev 1/2 Ton - Sonora (replace with Van)		60,000				Reserves
Jared		2009 Acura RDX (replace with SUV)			75,000			Reserves
Jared	2009-01	2019 F150 Extra Cab 4X2				65,000		Reserves
Jared	2021-03	Mow Deck - Tow Behind					30,000	Reserves
Jared		New Van	100,000					30%W10%WD60%S
Jared		New Van		100,000				60%W10%WD30%S
Derek		New Light Truck/SUV	60,000					Reserves
<b>Totals</b>			<b>320,000</b>	<b>1,040,000</b>	<b>400,000</b>	<b>979,163</b>	<b>605,000</b>	

Source of funding

	Amount	Operating	GRANTS	MFA Finance	RESERVES	Other	TOTAL
2024	320,000	0	0	0	220,000	100,000	320,000
2025	1,040,000	0	0	0	840,000	200,000	1,040,000
2026	400,000	0	0	0	400,000	0	400,000
2027	979,163	0	0	0	979,163	0	979,163
2028	605,000	0	0	0	605,000	0	605,000
Totals	3,344,163	0	0	0	3,044,163	300,000	3,344,163

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

**Community Services**

Director Responsible for Report	Description	2024	2025	2026	2027	2028	
<b>Park/Green space</b>							
Gerald	Marina Upgrades		10,000	10,000	10,000	10,000	Operating
Gerald	Power Upgrade to Desert Park Infield		25,000				Operating
Gerald	Southeast Meadowlark Playground	90,000					Reserve
Gerald	Cork Line/Buoys Replacement		10,000			10,000	Operating
Gerald	Dog Park Improvements		5,000		5,000		Operating
Gerald	Kinsmen Park Equipment	125,000					Reserve
Gerald	Outdoor Pickleball Court Improvements	250,000					Reserve/\$30,000Cust
Gerald	Disc Golf at West Bench		15,000				Operating
		465,000	65,000	10,000	15,000	20,000	
<b>Recreation Equipment</b>							
Gerald	Fitness Equipment Weight Room	25,000	20,000	25,000	20,000	25,000	Operating
Gerald	Squash Court Repair - Desert Park	10,000			10,000		Operating
Gerald	Outdoor Fitness Equipment			35,000			Operating
		35,000	20,000	60,000	30,000	25,000	
<b>Sonora - Desert Park Upgrades</b>							
Gerald	Desert Park Roof	80,000					Operating/\$30,000Reserves
Gerald	Sonora Painting		15,000		15,000		Operating
Gerald	Sonora Commercial Kitchen Freezer/Cooler			20,000		20,000	Operating
Gerald	Desert Park Exterior Door Replacements	20,000					Operating
Gerald	Sonora Roof Top Unit Replacement		15,000	15,000	15,000	15,000	Operating
		100,000	30,000	35,000	30,000	35,000	
	<b>Totals</b>	<b>600,000</b>	<b>115,000</b>	<b>105,000</b>	<b>75,000</b>	<b>80,000</b>	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	Other	TOTAL
2024	600,000	105,000	0	0	465,000	30,000	600,000
2025	115,000	115,000	0	0	0	0	115,000
2026	105,000	105,000	0	0	0	0	105,000
2027	75,000	75,000	0	0	0	0	75,000
2028	80,000	80,000	0	0	0	0	80,000
Totals	975,000	480,000	0	0	465,000	30,000	975,000



**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

**Parks - Trails**

**Director Responsible  
for Report**

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028	
Rod	Gyro Park Pier			750,000			Reserves
Derek	Placement of Sand Gyro	25,000					Operating
Scott	Irrigation Upgrades - Parks	75,000	75,000	50,000	50,000	25,000	Operating
<b>Totals</b>		100,000	75,000	800,000	50,000	25,000	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL
2024	100,000	100,000	0	0	0	0	0	100,000
2025	75,000	75,000	0	0	0	0	0	75,000
2026	800,000	50,000	0	0	750,000	0	0	800,000
2027	50,000	50,000	0	0	0	0	0	50,000
2028	25,000	25,000	0	0	0	0	0	25,000
Totals	1,050,000	300,000	0	0	750,000	0	0	1,050,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

28-Aug-23

## Buildings

Director Responsible  
for Report

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028	
	<b>Operations Yard</b>						
Jared	Increased Material and Equipment Storage	200,000	150,000				\$25,000Op/Reserves
Jared/Brianne	Animal Shelter		350,000				Borrowing
Jared	Increased Office Space	150,000					Reserves
Jared	Increased Office Space (Design)			25,000			Operating
Jared	Increased Office Space (Construction)				1,500,000		Borrowing
Jared	New Heavy Lift Hoist System		75,000				Operating
Rod	Housing Initiative	30,000	1,570,000				\$30,000Reserves/Borrowing
	<b>Civic Buildings</b>						
Rod	Town Hall - Design		125,000				Reserves
Rod	Town Hall - Construction					15,000,000	Borrowing
	<b>Totals</b>	<b>380,000</b>	<b>2,270,000</b>	<b>25,000</b>	<b>1,500,000</b>	<b>15,000,000</b>	

Source of funding

	Amount	Operating	GRANTS	BORROWING	RESERVES	OTHER	TOTAL
2024	380,000	25,000	0	0	355,000	0	380,000
2025	2,270,000	75,000	0	1,920,000	275,000	0	2,270,000
2026	25,000	25,000	0	0	0	0	25,000
2027	1,500,000	0	0	1,500,000	0	0	1,500,000
2028	15,000,000	0	0	15,000,000	0	0	15,000,000
Totals	19,175,000	125,000	0	18,420,000	630,000	0	19,175,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

## Stormwater Management

Director Responsible  
for Report

	Project Description	2024	2025	2026	2027	2028
Totals		0	0	0	0	0

Source of funding

	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL
2024	0	0	0	0	0	0	0	0
2025	0	0	0	0	0	0	0	0
2026	0	0	0	0	0	0	0	0
2027	0	0	0	0	0	0	0	0
2028	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

18-Aug-23

## Other Capital Projects

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028	
Jared	Solid Waste Bylaw and Rate Structure Re-development				25,000		Operating
Jared	Solid Waste Projects	340,000					\$132,385Res/Op
Jared	Organic Curb Side Collection Cart Purchase		120,000	120,000	120,000		Operating
<b>Totals</b>		340,000	120,000	120,000	145,000	0	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL
2024	340,000	207,615	0	0	132,385	0	0	340,000
2025	120,000	120,000	0	0	0	0	0	120,000
2026	120,000	120,000	0	0	0	0	0	120,000
2027	145,000	145,000	0	0	0	0	0	145,000
2028	0	0	0	0	0	0	0	0
Totals	725,000	592,615	0	0	132,385	0	0	725,000

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024 - 2028**

24-Aug-23

## Fire Department

Director Responsible for Report	Project Description	2024	2025	2026	2027	2028
Corey	Paving			16,000		
Corey	Overhead door replacement	65,000	65,000			
Corey	Turnout Gear	6,500	6,500	6,500	6,500	6,500
Corey	Ice Commanders (Ice Rescue)	20,500				
Corey	Hose Tower Ventilization	8,000				
Corey	Engine 192 Replacement		1,200,000			
Corey	Marine Rescue Craft			75,000		
Corey	Command Truck				65,000	
Corey	Aerial					2,300,000
		100,000	1,271,500	97,500	71,500	2,306,500

**Source of funding**

	Amount	Operating	GRANTS	MFA	RESERVES	OTHER	TOTAL
2024	100,000	0	0	0	77,570	22,430	100,000
2025	1,271,500	0	0	600,000	655,463	16,037	1,271,500
2026	97,500	0	0	0	92,453	5,047	97,500
2027	71,500	0	0	0	70,042	1,458	71,500
2028	2,306,500	0	0	1,330,000	975,042	1,458	2,306,500
	3,847,000	0	0	1,930,000	1,870,570	46,430	3,847,000

Cost Sharing	Town	59.10%
	ORFPD	22.43%
	OIB	18.47%

Projects Carried forward

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

**Resort Municipality Fund**

**Director Responsible  
for Report**

	<b>Project Description</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Jared	Waterfront Enhancement	692,004				
Gerald	Waterfront Safety Improvements	8,000				
	Public Art/Heritage Displays	12,500				
	Environmental Sustainability	5,000				
Jared	Boat Trailer Parking	20,000				
	Visitor Activity Enhancement	25,000				
Jared	Beach Cleaning	19,000				
Gina	Program Administration	4,000				
	<b>Totals</b>	<b>785,504</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

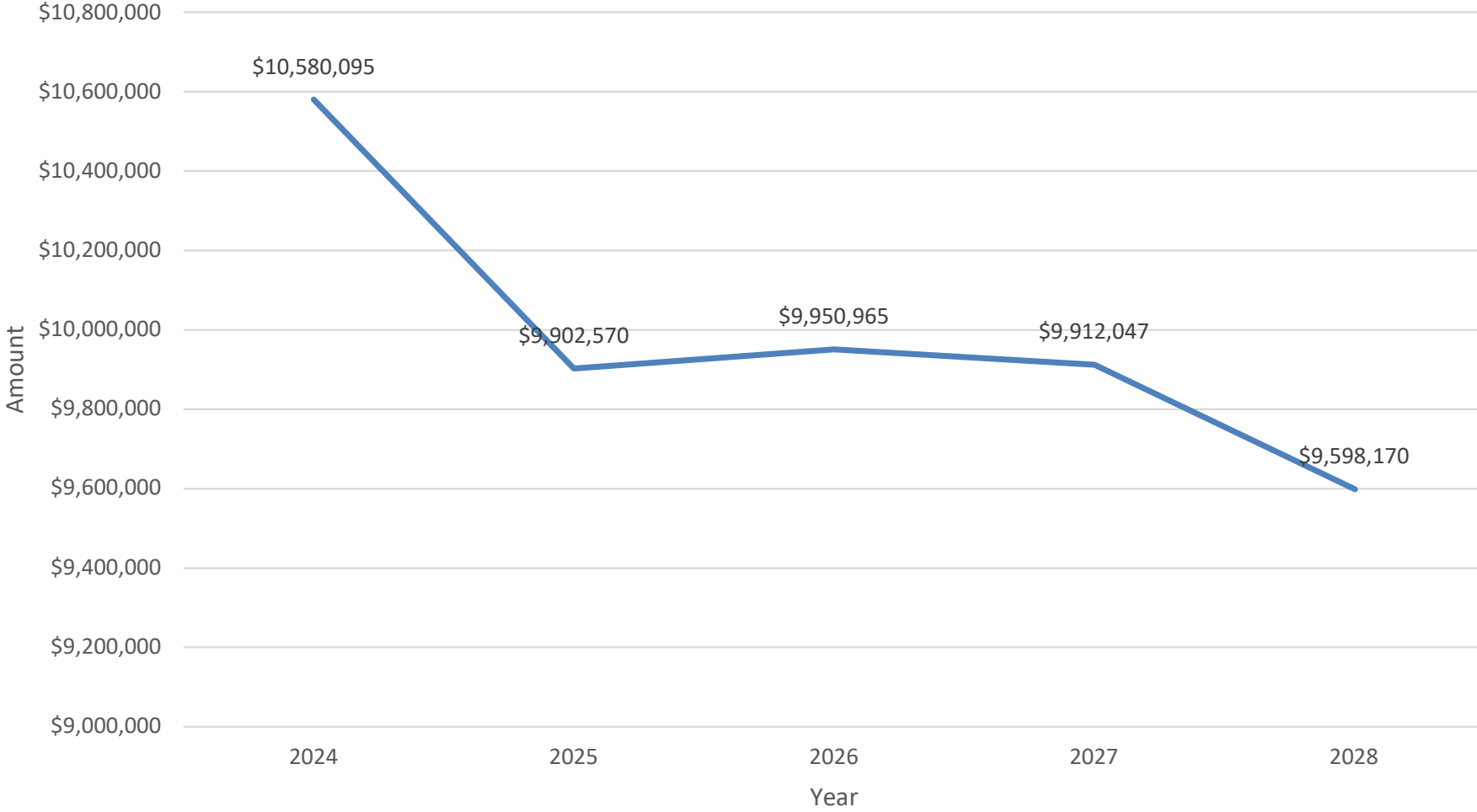
**Source of funding**

	<b>Amount</b>	<b>RMI Funding</b>	<b>Operating</b>	<b>Grant</b>	<b>Reserves</b>	<b>OTHER</b>	<b>TOTAL</b>
2024	785,504	785,504	0		0	0	785,504
2025	0	0	0	0	0	0	0
2026	0	0	0	0	0	0	0
2027	0	0	0	0	0	0	0
2028	0	0	0	0	0	0	0
Totals	785,504	785,504	0	0	0	0	785,504

# MFA Equipment Financing

Loan #	Description	GL Distribution	Last Payment					
			Date	2024	2025	2026	2027	2028
EF Loan 0001-2	2010 Fire Pumper Truck	12230-005 - Renewed Dec 1 2020 1.4825%	11/30/2030	18,098.28	18,098.28	18,098.28	18,098.28	18,098.28
EF Loan 0012-0	Crew Cab 4X4	12230-005	4/30/2025	18,789.48	7,604.13		0.00	0.00
EF Loan 0016-0	Water Tender	5 Year - No AAP - \$381,000 - 3.67%	1/31/2028	85,798.32	85,798.32	85,798.32	85,798.32	14,008.56
Ordered expected in 2023	Rescue Truck	5 Year - No AAP - \$350,000 - 5.41%	\$350,000	80,050.56	80,050.56	80,050.56	80,050.56	66,708.80
Proposed in 2025 budget	Engine 192 Replacement	5 Year (\$1,200,000-\$600,000) - 5.41%	\$1,700,000	0.00	137,229.48	137,229.48	137,229.48	137,229.48
Proposed in 2028 budget	Aerial	10 Year - AAP - (\$2,300,000-\$970,000) - 5.41%	\$75,000	0.00	0.00	0.00	0.00	172,497.12
EF Loan 0013-0	Bucket Truck - 2 Ton Platform	12245-004 - 0.94%	3/31/2026	28,105.08	28,105.08	15,901.13	0.00	0.00
EF Loan 0014-0	Light Duty Pick Up Truck	20%WD/30%W/50%S - 0.94%	10/31/2026	7,467.60	7,467.60	9,405.38	0.00	0.00
<b>Total</b>				<u>238,309.32</u>	<u>364,353.45</u>	<u>346,483.15</u>	<u>321,176.64</u>	<u>408,542.24</u>
			12230-005	202,736.64	328,780.77	321,176.64	321,176.64	408,542.24
			12245-004	28,105.08	28,105.08	15,901.13	0.00	0.00
			32297-012	3,733.80	3,733.80	4,702.69	0.00	0.00
			52290-009	1,493.52	1,493.52	1,881.08	0.00	0.00
			52291-007	2,240.28	2,240.28	2,821.61	0.00	0.00
				<u>238,309.32</u>	<u>364,353.45</u>	<u>346,483.15</u>	<u>321,176.64</u>	<u>408,542.24</u>
Rounded up to next 100 for budget			12230-005	202,800	328,800	321,200	321,200	408,600
			12245-004	28,200	28,200	16,000	0	0
			32297-012	3,800	3,800	4,800	0	0
			52290-009	1,500	1,500	1,900	0	0
			52291-007	2,300	2,300	2,900	0	0
				<u>238,600</u>	<u>364,600</u>	<u>346,800</u>	<u>321,200</u>	<u>408,600</u>

### General Reserves





**Reserve Balances**  
**25-Aug-23**

Account Number	Description	2022 Yearend	2023 Contributions	2023 Transfers	Balance Remaining	2024	2025	2026	2027	2028
<b>General Fund</b>										
14462000	Res. - Land Acquisition	1,560,990.00		1,500,000.00	60,990.00	60,990	11,973	11,973	11,973	11,973
	Contributions									
	Transfers					-49,017				
	Balance					11,973	11,973	11,973	11,973	11,973
14462001	Res. - Park Acquisition	21,733.26			21,733.26	21,733	21,733	21,733	21,733	21,733
	Contributions									
	Transfers									
	Balance					21,733	21,733	21,733	21,733	21,733
14462003	Res. - Desert Park	8,013.00			8,013.00	8,013	0	0	0	0
	Contributions									
	Transfers					-8,013				
	Balance					0	0	0	0	0
14462009	Res. - Cemetery	25,983.33			25,983.33	25,983	0	0	0	0
	Contributions									
	Transfers					-25,983				
	Balance					0	0	0	0	0
14462012	Res. - Joint Fire Dept.	22,770.61			22,770.61	22,771	360,771	98,771	361,771	634,771
	Contributions					338,000	338,000	338,000	338,000	338,000
	Transfers					0	-600,000	-75,000	-65,000	-970,000
	Balance					360,771	98,771	361,771	634,771	2,771
14462013	Res. - Town/OIB Fire Dept	291,612.00	10,000.00	133,086.00	168,526.00	168,526	90,956	35,493	18,040	12,998
	Contributions									
	Transfers					-77,570	-55,463	-17,453	-5,042	-5,042
	Balance					90,956	35,493	18,040	12,998	7,956
14462014	Res. - Waterfront Improvements	427,051.24			427,051.24	427,051	427,051	427,051	427,051	427,051
	Contributions									
	Transfers									
	Balance					427,051	427,051	427,051	427,051	427,051
14462015	Res. - General	1,687,362.61		840,278.00	847,084.61	847,085	958,494	1,182,369	1,529,154	1,666,215
	Contributions (Transportation, PSAB3280)					409,781	409,781	409,781	409,781	409,781
	Transfers					-298,372	-185,906	-62,996	-272,720	-32,679
	Balance					958,494	1,182,369	1,529,154	1,666,215	2,043,317

**Reserve Balances**  
**24-Aug-23**

Account Number	Description	2022 Yearend	2023 Contributions	2023 Transfers	Balance Remaining	2024	2025	2026	2027	2028
<b>General Fund</b>										
14462016	General Sustainability Fund	0.00	180,063.00		180,063.00	180,063	510,126	840,189	1,170,252	1,500,315
	Contributions					330,063	330,063	330,063	330,063	330,063
	Transfers									
	Balance					510,126	840,189	1,170,252	1,500,315	1,830,378
14462018	Res. - Bursaries	3,000.00			3,000.00	3,000	3,000	3,000	3,000	3,000
	Contributions									
	Transfers									
	Balance					3,000	3,000	3,000	3,000	3,000
14462020	Res. - Fleet Equipment	70,130.00	70,130.00		140,260.00	140,260	566,260	152,260	178,260	4,260
	Contributions					426,000	426,000	426,000	426,000	426,000
	Transfers						-840,000	-400,000	-600,000	-400,000
	Balance					566,260	152,260	178,260	4,260	30,260
14462025	Res. - Landfill - Future Site	220,000.00			220,000.00	220,000	220,000	220,000	220,000	220,000
	Contributions									
	Transfers									
	Balance					220,000	220,000	220,000	220,000	220,000
14462027	Res. - Environmental Projects	5,223.10			5,223.10	5,223	5,223	5,223	5,223	5,223
	Contributions									
	Transfers									
	Balance					5,223	5,223	5,223	5,223	5,223
14462029	Res. - Roads - Mariposa	83,000.00			83,000.00	83,000	83,000	83,000	83,000	83,000
	Contributions									
	Transfers									
	Balance					83,000	83,000	83,000	83,000	83,000
14462033	Res. - Marina	54,971.00			54,971.00	54,971	54,971	54,971	54,971	54,971
	Contributions									
	Transfers									
	Balance					54,971	54,971	54,971	54,971	54,971
14462034	Res. - RCMP	1,094,852.39			1,094,852.39	1,094,852	1,094,852	1,094,852	1,094,852	1,094,852
	Contributions									
	Transfers									
	Balance					1,094,852	1,094,852	1,094,852	1,094,852	1,094,852

**Reserve Balances**  
**24-Aug-23**

Account Number	Description	2022 Yearend	2023 Contributions	2023 Transfers	Balance Remaining	2024	2025	2026	2027	2028
<b>General Fund</b>										
14462035	Res. - Museum Land Restoration	34,014.00			34,014.00	34,014	34,014	34,014	34,014	34,014
	Contributions									
	Transfers									
	Balance					34,014	34,014	34,014	34,014	34,014
<hr/>										
14495000	Prior Year Surplus (cash)	6,317,879.38	720,577.00	1,650,786.00	5,387,670.38	5,387,670	3,887,670	3,387,670	2,487,670	1,887,670
	Contributions									
	Transfers					-1,500,000	-500,000	-900,000	-600,000	-410,000
	Balance					3,887,670	3,387,670	2,487,670	1,887,670	1,477,670
<hr/>										
	Total	11,928,585.92	980,770.00	1,874,150.00	11,035,205.92	10,580,095	9,902,570	9,950,965	9,912,047	9,598,170

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

## Community Works Fund Projects

	2024	2025	2026	2027	2028	
Heat Recovery Exchanger - Sun Bowl	250,000					\$170,000CWF
Main St. - Park Place to Bridge Deck	3,900,000					\$1,400,000CWF
<b>Totals</b>	<b>4,150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Estimated Carry forward	1,290,917	0	0	0	0
Funding	269,267	0	0	0	0
Interest	9,816	0	0	0	0
<b>Total</b>	<b>1,570,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Less: allocated for projects	1,570,000	0	0	0	0
<b>Total Available</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Development Cost Charges  
August 16, 2023**

<b>Date</b>	<b>Description</b>	<b>Receipt #</b>	<b>Parks</b>	<b>Roads</b>	<b>Storm Drain</b>
1-Jan-23	Balance Forward		1,128,571.67	798,746.14	4,474.34
23-Jan-23	Maskeen Projects	155626	9,960.00	4,805.00	475.00
12-May-23	Sterling Pacific Developments	156670	0.00	4,155.80	411.11
31-Dec-23	Interest	JV's	29,824.52	21,077.13	124.29
	2023 Expenditures		0.00	0.00	0.00
		Totals	1,168,356.19	828,784.07	5,484.74

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** Highlights for the 2024-2028 Sewer Operating Budget

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## BACKGROUND

Budget presentation for the 2024-2028 Sewer Operating Fund, highlighted changes in the budget.

## OVERVIEW

Sewer user fees will see a significant increase in 2024 and include the following increases:

SEWER FUND			<b>Annual</b>	<b>Monthly</b>
Operations	\$242,930	11.13%	\$42.29	\$3.52
Asset Management Plan	\$1,323,300	59.81%	\$227.16	\$18.93
Borrowing on Capital Projects	\$209,248	9.95%	\$37.79	\$3.15
Capital Contingency	\$500,000	22.60%	\$85.84	\$7.15
<i>PSAB3280</i>	<i>\$500,000</i>	<i>22.60%</i>	<i>\$85.84</i>	<i>\$7.15</i>
			<i>Total</i>	<i>\$39.90</i>

### Operations:

Operating expenditures, not including transfers to reserves have increased by \$242,930 as summarized below. This includes two additional staff in the Utilities Department. The Sewer Operating budget is \$2,407,026 for 2024. This is an increase of \$3.52/month.

- Wages \$187,156
- Training \$10,000
- Major Maintenance \$50,000
- Contingency \$20,000
- Power \$5,170

### Asset Management Plan:

In 2023 the Sewer Asset Management Plan was completed and with the age of the current infrastructure the report recommends the level of funding required for 2024 is an increase of \$18.93/month for an average single-family residence.

### Borrowing on Capital Projects:

\$2,700,000 will need to be borrowed in 2024-2028 Sewer capital budget, \$2,700,000 in 2025. With borrowing over a 20 year period at the current prescribed rate of 4.25%, sewer fees would need to be increased by \$209,248 (\$94,498 principal and \$114,750 interest). This is a 9.95% increase of \$37.79/per annum or \$3.15/month.

Capital Contingency:

To allow for price fluctuations a Capital contingency is being established. This is an increase of \$7.15/month.

PSAB3280:

Funding is being established as per the requirement of the Public Service Accounting Board. This is an increase of \$7.15/month.

These planned user rate increases are to put our utility in a financially sustainable position. Years of having well below average sewer rates, has impacted our ability to fund current and future infrastructure.

2024 to 2028 Sewer Capital Projects:

- Cottonwood Upsizing \$1,800,000
- WWTL Auxiliary Power \$218,000
- Ponderosa Maple Upsizing \$1,400,000
- Forcemain Upgrades near WWTL \$300,000
- Starlite Relocation \$3,700,000
- Cell #1 – Process Upgrades \$3,300,000
- Reclaimed Wastewater Storage & Irrigation \$109,000
- Replacement of Walton (Gala Cres) WWPS \$560,240
- Master Plan Review \$45,000
- Magnolia Place \$375,000
- SCADA Upgrades \$158,429
- WWTP Odour Control \$2,900,000
- Air Piping Upgrade - WWTL \$1,500,000
- WWTP Upgrade Preliminary Design & Planning \$1,000,000
- Manhole Smart Covers \$115,000
- CCTV Program \$560,000
- Golf Course Screen \$725,000
- Onsite Chlorine Gen. – WWTL \$2,200,000
- Reclaimed Water Chlorination Upgrade \$510,000
- Kingfisher Foreshore Relining \$1,100,000
- 89<sup>th</sup> Relining \$960,000
- Oleander/89<sup>th</sup> Foreshore Relining \$930,000
- Harbour Key Upgrades \$1,420,000
- Pump Renewal – 44<sup>th</sup> Ave & Maple Dr WWPS \$300,000
- Border & Cottonwood WWPS \$215,500
- Marina WWPS \$45,000

**TOWN OF OSOYOOS  
BYLAW NO. 1368.03, 2023**

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*A Bylaw to amend Sewer Fees Bylaw 1368, 2020.*

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**WHEREAS** Council deems it necessary and desirable to amend, Sewer Fees Bylaw 1368, 2020;

**NOW THEREFORE, BE IT RESOLVED THAT** the Council of the Town of Osoyoos, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as "Sewer Fees Amendment Bylaw No. 1368.03, 2023".
2. That Schedule "A" of "Sewer Fees Bylaw 1368, 2020" is deleted in its entirety and replaced with a revised Schedule "A" that is attached to, and forms a part of, this Bylaw.
3. That Schedule "B" of "Sewer Fees Bylaw 1368, 2020" is deleted in its entirety and replaced with a revised Schedule "A" that is attached to, and forms a part of, this Bylaw.
4. This Bylaw comes into effect on January 1, 2024.

Read a first time, second and third time this      day of      , 2023.

Adopted this      day of      , 2023.

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MAYOR

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CORPORATE OFFICER



**TOWN OF OSOYOOS  
BYLAW NO. 1368, 2020  
SCHEDULE "A"**

<b>A. USER RATES FOR SEWER SYSTEM</b>	<b>Annual Rates</b>
1. <u>FLAT RATES</u>	
a. Single and two family dwellings, per unit	858.74
b. Multiple dwellings over two units, per unit	858.74
c. All Retail Stores or Services, Offices, Medical Centres, Churches, Barber Shops, and Light Industrial	858.74
d. Cafes, Coffee Shops, Dining Rooms, Lounges, Legion, Golf Club House, Restaurants, Pubs - up to 50 seats	2,863.75
e. plus, for each additional 50 seats or part thereof	1,535.15
f. Rooming Houses, Hotels, Motels, Bed and Breakfast Care Facilities per unit	575.15
g. Campgrounds, R.V. Parks- per site	498.21
h. Beauty Parlours, Garages, Senior Centre, Service Stations, Supermarkets	1,628.32
i. Day Care Centre	2,393.89
j. R.C.M.P., Post Office, Health Centre, Curling Club, Desert Park Equestrian Centre, Sterile Insect Release Facility, Waterslide	3,345.75
k. Laundromats - per washing machine	340.24
l. Sun Bowl Arena	5,921.86
m. Precast Concrete Plant, Redi-Mix Plant	2,393.89
n. Car wash – per bay	3,345.75
o. Schools – per room	1,575.64
p. Joint Port of Entry – basis on the equivalent of 38 residential Units @ \$858.74/unit x US conversion (0.7300 + bank charges 0.03)	24,800.41US
q. O.I.B. Desert Centre – basis on the equivalent of 8 residential unit	6,869.92

## SCHEDULE "A" CONTINUED

Where two or more uses are made of a single property or building, multiples or combinations of the user rate shall apply. In the case there is a residence accompanying a commercial undertaking without a definite separation of fixtures available to each use, the applicable rate shall be the higher of the two rates but not both.

### 2. METERED RATES

- a. Sewer users with an effluent or sewage flow meter shall be charged at the rate of \$2.90 per cubic metre of measured effluent.
- b. For metered water users without effluent flow meters, the charge for use of the sewage system shall be calculated as 80% of the recorded volume of metered water used times a rate of \$2.90 per cubic metre.

**TOWN OF OSOYOOS  
BYLAW NO. 1368, 2020  
SCHEDULE "B"**

**B. USER RATES FOR RURAL SEWER SYSTEM**

**Annual Rates**

1. FLAT RATES

a. Single and two family dwellings, per unit	951.74
b. Rooming Houses, Hotels, Motels, Bed and Breakfast Care Facilities per unit	730.00
c. Light Industrial	951.74

Where two or more uses are made of a single property or building, multiples or combinations of the user rate shall apply. In the case there is a residence accompanying a commercial undertaking without a definite separation of fixtures available to each use, the applicable rate shall be the higher of the two rates but not both.

SEWER OPERATING AND CAPITAL



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>SEWER OPERATING FUND</b>						
<b>REVENUE</b>						
<b>SEWER UTILITY - REVENUE</b>						
3-1-134-000 SEWER - RATES EARNED	-4,869,478	-2,141,900	-2,727,578	127.34	-2,160,990.51	-1,694,524.14
3-1-134-001 SEWER - USER FEES - NW SECTOR	-131,100	-63,700	-67,400	105.81	-64,529.22	-52,884.00
3-1-134-002 SEWER - CON & INSPECTION FEES	-4,500	-4,500	0	0.00	-2,930.00	-12,328.64
3-1-134-005 SEWER - PARCEL TAX	-326,790	-349,785	22,995	-6.57	-357,473.91	-349,782.81
3-1-134-007 SEWER - OBWB FACILITY GRANT	-16,401	-16,401	0	0.00	0.00	-16,401.27
3-1-134-009 SEWER - ACTUARIAL ADJUSTMENT	0	0	0	0.00	0.00	-31,244.35
<b>Total SEWER UTILITY - REVENUE</b>	<b>-5,348,269</b>	<b>-2,576,286</b>	<b>-2,771,983</b>	<b>107.60</b>	<b>-2,585,923.64</b>	<b>-2,157,165.21</b>
<b>SEWER - CAPITAL REVENUE</b>						
3-1-135-000 SEWER - INFRASTRUCTURE GRANT	-1,933,333	-926,500	-1,006,833	108.67	0.00	0.00
3-1-135-001 SEWER - APPROPRIATED FROM SURPLUS	-626,533	-264,689	-361,844	136.71	0.00	0.00
3-1-135-004 SEWER - TRANSFER FROM RESERVE	-3,651,763	-1,143,976	-2,507,787	219.22	0.00	-115,748.00
<b>Total SEWER - CAPITAL REVENUE</b>	<b>-6,211,629</b>	<b>-2,335,165</b>	<b>-3,876,464</b>	<b>166.00</b>	<b>0.00</b>	<b>-115,748.00</b>
<b>Total REVENUE</b>	<b>-11,559,898</b>	<b>-4,911,451</b>	<b>-6,648,447</b>	<b>135.37</b>	<b>-2,585,923.64</b>	<b>-2,272,913.21</b>
<b>EXPENDITURES</b>						
<b>SEWER UTILITY OPERATING EXPENSE</b>						
3-2-297-001 SEWER - ENGINEERING	10,000	10,000	0	0.00	8,384.44	8,059.00
3-2-297-002 SEWER - TRAINING	20,000	10,000	10,000	100.00	5,409.81	7,576.55
3-2-297-003 SEWER - ADMINISTRATION	120,000	120,000	0	0.00	120,000.00	120,000.00
3-2-297-004 SEWER - GIS	3,500	3,500	0	0.00	0.00	0.00
3-2-297-005 SEWER - MAINTENANCE (MATERIAL)	85,000	85,000	0	0.00	71,171.08	115,082.22
3-2-297-006 SEWER - PUMP MAINTENANCE (MATERIAL)	50,000	50,000	0	0.00	28,822.77	30,509.46
3-2-297-007 SEWER - PUMPHOUSE MAINT. (MATERIAL)	10,000	10,000	0	0.00	5,123.18	189.31
3-2-297-008 SEWER - ODOR CONTROL	50,000	50,000	0	0.00	25,388.68	0.00
3-2-297-009 SEWER - RIGHT OF WAY & SURVEYS	2,040	2,040	0	0.00	0.00	0.00
3-2-297-011 SEWER - BLDG INSP/DEV SVS COSTS	10,000	9,500	500	5.26	9,500.00	9,215.00
3-2-297-012 SEWER - EQUIPMENT COSTS	3,800	5,600	-1,800	-32.14	4,635.69	9,759.95
3-2-297-013 SEWER - WWT - MAINTENANCE	70,000	70,000	0	0.00	69,687.41	94,223.39
3-2-297-014 SEWER - WWT - CHLORINE	35,000	35,000	0	0.00	7,885.60	24,459.59
3-2-297-015 SEWER - SCADA	10,000	10,000	0	0.00	5,179.23	5,269.99
3-2-297-016 SEWER - MAJOR MAINT.	50,000	0	50,000	0.00	0.00	0.00
3-2-297-400 SEWER - STIPEND	37,470	35,680	1,790	5.02	23,102.40	31,763.45
3-2-297-500 SEWER - SALARIES	600,820	572,210	28,610	5.00	289,345.74	504,186.12
3-2-297-501 SEWER - MAINTENANCE (WAGES)	651,846	494,490	157,356	31.82	142,785.31	187,882.23
3-2-297-850 SEWER - PUMP POWER	177,550	172,380	5,170	3.00	94,664.22	179,261.48
3-2-297-900 SEWER - CONTINGENCY	50,000	30,000	20,000	66.67	0.00	0.00
3-2-297-910 TRANSFER TO SEWER CAPITAL RESERVE	2,532,548	231,300	2,301,248	994.92	231,300.00	184,442.00
3-2-297-999 TRANSFER OF CAPITAL LEASE TO EQUITY	0	0	0	0.00	0.00	-8,996.47
<b>Total SEWER UTILITY OPERATING EXPENSE</b>	<b>4,579,574</b>	<b>2,006,700</b>	<b>2,572,874</b>	<b>128.21</b>	<b>1,142,385.56</b>	<b>1,502,883.27</b>
<b>SEWER UTILITY - DEBT CHARGES</b>						
3-2-298-000 SEWER - INTEREST BYLAW 1184	0	15,618	-15,618	-100.00	7,809.00	15,618.00



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL	2022 ACTUAL
<b>SEWER OPERATING FUND</b>						
3-2-298-001 SEWER - PRINCIPAL BYLAW 1184	0	16,573	-16,573	-100.00	0.00	16,572.94
3-2-298-022 SEWER - INTEREST BY-LAW 1347	78,400	78,400	0	0.00	39,200.00	78,400.00
3-2-298-023 SEWER - PRINCIPAL BY-LAW 1347	130,255	130,255	0	0.00	0.00	130,254.98
3-2-298-900 DEPRECIATION EXPENSE	0	0	0	0.00	0.00	581,355.00
3-2-298-999 TRANS OF PRINCIPAL DEBT TO EQUITY	0	0	0	0.00	0.00	-146,827.92
<b>Total SEWER UTILITY - DEBT CHARGES</b>	<b>208,655</b>	<b>240,846</b>	<b>-32,191</b>	<b>-13.37</b>	<b>47,009.00</b>	<b>675,373.00</b>
<b>SEWER - CAPITAL EXPENDITURES</b>						
3-2-299-000 SEWER - MAIN WASTEWATER PUMPING ST	0	0	0	0.00	13,776.58	35,046.76
3-2-299-001 SEWER - LAGOON	218,000	25,000	193,000	772.00	0.00	0.00
3-2-299-002 SEWER - REPLACEMENT WALTON WWPS	560,240	560,638	-398	-0.07	397.50	39,361.87
3-2-299-008 SEWER - Sodium Hypochlorite Bulk System	0	490,477	-490,477	-100.00	6,817.25	9,523.25
3-2-299-009 SEWER - ASSET MANAGEMENT/CAPITAL P	0	53,400	-53,400	-100.00	86,734.68	23,000.00
3-2-299-010 SEWER - SCADA UPGRADES	0	307,890	-307,890	-100.00	58,241.68	127,648.48
3-2-299-011 SEWER - MAIN UPGRADING (DESIGN)	0	0	0	0.00	0.00	26,676.46
3-2-299-014 CONDITION ASSESSMENT	0	0	0	0.00	0.00	22,470.76
3-2-299-015 EAST SECTOR STUDY	0	0	0	0.00	0.00	4,200.00
3-2-299-020 SEWER - FLOOD WORKS	0	926,500	-926,500	-100.00	0.00	0.00
3-2-299-035 SEWER - GOLF COURSE UPGRADES	0	300,000	-300,000	-100.00	300,000.00	0.00
3-2-299-201 SEWER - MAGNOLIA PLACE	375,000	0	375,000	0.00	0.00	0.00
3-2-299-202 SEWER - SCADA UPGRADES	158,429	0	158,429	0.00	0.00	0.00
3-2-299-203 SEWER - WWTP ODOUR CONTROL	2,900,000	0	2,900,000	0.00	0.00	0.00
3-2-299-205 SEWER - WWTP UPGRADE PRELIM DES &	1,000,000	0	1,000,000	0.00	0.00	0.00
3-2-299-206 SEWER - MANHOLE SMART COVERS	115,000	0	115,000	0.00	0.00	0.00
3-2-299-301 SEWER - KINGFISHER FORESHORE RELINI	1,100,000	0	1,100,000	0.00	0.00	0.00
3-2-299-305 SEWER - PUMP REN - 44TH AVE & MAPLE V	300,000	0	300,000	0.00	0.00	0.00
3-2-299-307 SEWER - MARINA WWPS	45,000	0	45,000	0.00	0.00	0.00
3-2-299-999 TRANS OF TANGIBLE CAP ASSETS TO EQU	0	0	0	0.00	0.00	-228,733.00
<b>Total SEWER - CAPITAL EXPENDITURES</b>	<b>6,771,669</b>	<b>2,663,905</b>	<b>4,107,764</b>	<b>154.20</b>	<b>465,967.69</b>	<b>59,194.58</b>
<b>Total EXPENDITURES</b>	<b>11,559,898</b>	<b>4,911,451</b>	<b>6,648,447</b>	<b>135.37</b>	<b>1,655,362.25</b>	<b>2,237,450.85</b>
<b>Total SEWER OPERATING FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>-930,561.39</b>	<b>-35,462.36</b>
<b>Total Surplus (-)/Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>-930,561.39</b>	<b>-35,462.36</b>

# REPORT

## Operating Budget Increase Request

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<b>Request YEAR:</b>	2024
<b>Increase NAME:</b>	Sewer FTE
<b>Budget Increase:</b>	\$ 132,626.00 (Sewer)
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, Chief Administrative Officer
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

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### Increase DESCRIPTION (What is to be completed)

Increase full-time staffing in the Utilities Department by two (2) full time FTE's in 2024.

### PURPOSE/GOALS (Why do we need this project)

To provide the necessary human resources to effectively maintain and operate our wastewater system, through mentorship, on the job training, etc. Provide the necessary staffing levels to minimize impacts from the approximately 400 hours (2.5 months) of banked overtime that is accrued over a given calendar year that is generally taken as time away from work.

A new water/wastewater operator position to provide the necessary resources to address the departments ongoing need to address the maintenance of the community's wastewater collection system through, system wide mainline flushing, pump station cleaning and maintenance, and any other related activities.

Both positions will start to help with the department being able to provide the necessary resources to effectively and efficiently address the following needed activities:

- Wastewater collection system flushing
- Hydrant maintenance
- Valve maintenance
- Uni-directional flushing program
- Regulatory monitoring of both the water and wastewater system
- Assist with the operational aspects of Capital Programs

### ESTIMATED TIME FRAME FOR COMPLETION

FTE recruitment first quarter of 2024.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Utilities Department will continue to operate on a reactive basis and the Department will continue to see operation and maintenance costs increase as a result of resource limitations.

Sewer Fund

Responsible

SOURCE OF FUNDING :

Project Description	Director	GL Number	Amount	Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER	TOTAL	Descriptions
WWTL Auxilliary Power	Jared	32299-001	218,000	16,040						218,000	
Replacement of Walton (Gala Cres) WWPS <b>2023CF</b>	Jared	32299-002	560,240	0						560,240	
Magnolia Place	Jared	32299-201	375,000	0						375,000	
SCADA Upgrades	Jared	32299-202	158,429	158,429						158,429	
WWTP Odour Control	Jared	32299-203	2,900,000	0	1,933,333					966,667	2,900,000
WWTP Upgrade Preliminary Design & Planning	Jared	32299-205	1,000,000	270,571						729,429	1,000,000
Manhole Smart Covers	Jared	32299-206	115,000	115,000							115,000
Kingfisher Foreshore Relining	Jared	32299-301	1,100,000	0					1,100,000		1,100,000
Pump Renewal - 44th Ave & Maple Dr. WWPS	Jared	32299-305	300,000	0					300,000		300,000
Marina WWPS	Jared	32299-307	45,000	0					45,000		45,000
<b>Total</b>			<b>6,771,669</b>	<b>560,040</b>	<b>1,933,333</b>	<b>0</b>	<b>4,278,296</b>	<b>0</b>	<b>0</b>	<b>6,771,669</b>	
<b>Available Funds</b>			<b>560,040</b>								
Available funds for 2023			\$328,740								
Available funds for 2022			\$326,054								
Available funds for 2021			\$314,290								
Available funds for 2020			\$314,049								
Available funds for 2019			\$521,530								
Available funds for 2018			\$495,195								

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Wastewater Treatment Lagoons Auxiliary Power
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 218,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Installation of a backup power generator at the Wastewater Treatment Lagoons (WWTL).

### PURPOSE/GOALS (Why do we need this project)

Currently, there is no backup power at the WWTL, and power outages greatly disrupt the treatment process. This project involves the supply and install of an onsite backup generator, and Supervisory Control and Data Acquisition (SCADA) integration.

This project is identified in the Wastewater Master Plan for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Second Quarter 2025

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

None required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The treatment process will continue to be interrupted by power outages, which may result in increased odors being generated by the lagoons.



# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>PROJECT NAME:</b>	Wastewater Pump Station Renewal – Gala Crescent
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 600,000.00 in 2022 additional \$50,000 in 2023 \$560,240 carried forward from 2023.
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Complete the necessary upgrades to an existing wastewater pump station to address:

- Confined space entry issues.
- Ease of maintenance for pumps and related piping.
- Upgrade electrical systems to current electrical code and standards.
- Improve data capture including flow, run times, and other related information.

### PURPOSE/GOALS (Why do we need this project)

The existing pump station does not meet current WorkSafeBC confined space entry requirements, as access is restrictive, and does not allow for effective entry by workers. The electrical systems are antiquated and are in need of replacement. The pumps and piping are reaching their life expectancy.

### ESTIMATED TIME FRAME FOR COMPLETION

Design – First Quarter 2022.

Construction – First and Second Quarter 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Project will be completed using third party consultants, contractors, etc.

### PUBLIC CONSULTATION (Will this be required)

Information will be provided to area residents about construction impacts, etc.

## **POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Station will continue to have operational challenges with confined space entry, electrical systems, and aging pipe work.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Sewer Mainline Improvements – Magnolia Place
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 375,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Replace the sanitary sewer mainline servicing the Magnolia Place to eliminate a section of pipe that causes ongoing maintenance and operational issues.

### PURPOSE/GOALS (Why do we need this project)

The existing sanitary collection pipe installed on Magnolia Drive has major failures and is causing large backups in the collection system.

This project is identified in the Wastewater Master Plan for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Second Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

We will engage area stakeholders as part of the construction process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

There will continue to be a section of sanitary sewer that requires continuous maintenance and leads to blockage and backup issues for the surrounding area.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2021 - 2027
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	<b>Electrical and Supervisory Control and Data Acquisition Upgrades Water-Wastewater</b>
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	<b>\$ 1,546,380 (\$1,040,141 Sewer, \$506,239 Water)</b>
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

To Complete a six (6) year upgrade program for the Town's Programmable Logic Controllers (PLC), Human-Machine Interface (HMI) and other related electrical systems that control the Town's water and wastewater systems (Supervisory Control And Data Acquisition - SCADA). Upgrades to the main HMI to allow for secure remote access to our control systems. Provide the ability for Town water and wastewater operators to control infrastructure remotely. Upgrade reporting and alarm functions for each site and to the system users.

This project will include all water and wastewater sites including the Agricultural Irrigation stations. We will address the communication shortfall of the current system where information is not being effectively transmitted and/or analyzed.

Phase 1 – Communication (SCADA HMI upgrade and a communication system renewal.)

Phase 2 - Critical Site Control Panel Updates (goal is to migrate all sites to a standardized design to allow for better uniformity and maintenance across all the Town's sites.)

Phase 3 through 7 – Expansion (Phase 3 and onwards will continue working from inside the Town outwards in all directions to perform upgrades.)

This project will only address sites with the older architecture; any new sites such as Bayview Wastewater Pump Station and the Main Wastewater Pump Station will not require any major upgrades as part of this program.

### PURPOSE/GOALS (Why do we need this project)

Provide the necessary resiliency in our SCADA system to continue effective operation for the next 10 to 15 years.

Reduce the potential for system issues due to aging components and software.

Allow for efficient operation of our water and wastewater systems due to increased reporting.

### ESTIMATED TIME FRAME FOR COMPLETION

Phase 1 - 2021

- Phase 2 - 2022
- Phase 3 - 2023
- Phase 4 - 2024**
- Phase 5 - 2025
- Phase 6 - 2026
- Phase 7 - 2027

**PROJECT IMPLEMENTATION** (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Project will be completed with the assistance of a third-party consultant as well the necessary contractors to complete any electrical work.

**PUBLIC CONSULTATION** (Will this be required)

Public consultation will not be required as this project addresses existing infrastructure.

**BUDGET**

Water-Wastewater system contribution to the project:

	Water	Wastewater
Phase 1 – 2021	\$ 57,770	\$ 57,770
Phase 2 – 2022	\$ 0	\$ 204,970
Phase 3 – 2023	\$ 95,704	\$ 193,429
<b>Phase 4 – 2024</b>	<b>\$ 95,704</b>	<b>\$ 158,429</b>
Phase 5 – 2025	\$ 95,704	\$ 158,429
Phase 6 – 2026	\$ 88,311	\$ 146,192
Phase 7 – 2027	\$ 73,046	\$ 120,922
Total	\$ 506,239	\$ 1,040,141

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

We will continue to fall behind on technology; potential for control system failures; vulnerability to outside influences.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	WWTP Upgrade Preliminary Design and Planning
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 1,000,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Start the preliminary design review and planning to address the treatment and odour concerns at the Wastewater Treatment Plant (WWTP), which will include Cell # 1 redesign, contact tank improvements, building retrofits, air supply improvements, general treatment improvements (Ultra Violet Disinfection), instrumentation improvements as well as increasing our green power generation options and initiatives.

### PURPOSE/GOALS (Why do we need this project)

Future flows and regulatory requirements will require treatment upgrades. Currently, it is anticipated that Cell 1 will be converted into a Moving Bed Biofilm Reactor to limit the need for sludge recirculation, however other processes may be pursued.

Existing Golf Course lift stations do not have screening, whereas all other wastewater is screened at the Main Wastewater Pump Station. Screened effluent is required for the Moving Bed Biofilm Reactor process therefore this must happen prior to any upgrades at the WWTP.

The Town would like to replace the existing system with a safer alternative to the chlorine gas, such as onsite chlorine generation. This will require bulk solids handling, a storage facility, as well as a generation system.

Expansion and/or recirculation will be needed on the reclaimed Wastewater contact chamber to ensure that the proper chlorine contact time is achieved.

This project is identified in the Wastewater Master Plan for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Fourth Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

**PUBLIC CONSULTATION (Will this be required)**

We will engage area stakeholders as part of the construction process.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

We will continue to experience treatment concerns at the WWTP.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	"Smartcover" Manhole Diagnostics
<b>GRANT FUNDED:</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Pending</b> <input type="checkbox"/> <b>\$</b>
<b>PROJECT COSTS:</b>	\$ 115 000
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Kelly McDonald, Utilities Superintendent

### PROJECT DESCRIPTION (What is to be completed)

Installation of smart hardware on manhole covers at strategic locations to monitor effluent flows and potential Sanitary Sewer Overflow's (SSO) (developing overflow conditions). These covers are also capable of detecting levels of hydrogen sulfide, (smell producing chemical).

### PURPOSE/GOALS (Why do we need this project)

This will allow us to acquire information with which to plan and develop proactive, (instead of reactive), solutions to future wastewater collection issues, as well as implement future infrastructure upgrades with confidence.

### ESTIMATED TIME FRAME FOR COMPLETION

Second quarter 2024.

### DETAILED BUDGET BREAK DOWN

One time purchase 2024 - \$ 115 000

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Smart cover hardware will be purchased and installed by operations staff and implemented by offsite technicians.

### PUBLIC CONSULTATION (Will this be required)



None required.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Future budget money may be utilized incorrectly regarding collection system upgrades, and potential developing problems may go unnoticed.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Kingfisher Foreshore Relining
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 1,100,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Relining the existing gravity sanitary sewer line in the foreshore paralleling Kingfisher Drive.

### PURPOSE/GOALS (Why do we need this project)

This project was identified in the Wastewater Master Plan as an Asset Management renewal project AM2 as the line has reached the end of its service life and is considered high risk due to its location.

### ESTIMATED TIME FRAME FOR COMPLETION

Third Quarter 2026.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors. Will involve Operational Services staff to locate existing manholes, etc.

### PUBLIC CONSULTATION (Will this be required)

Communication will be required with properties along Kingfisher Drive.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Infrastructure will continue to deteriorate; will continue to have operational impacts.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Pump Renewal Wastewater Pump Stations
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 300,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Replace aging submersible wastewater pumps.

### PURPOSE/GOALS (Why do we need this project)

This project was identified in the Wastewater Master Plan as an Asset Management renewal project AM14 as the pumps have reached the end of its service life.

### ESTIMATED TIME FRAME FOR COMPLETION

Third Quarter 2024.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by the Operational Services Department.

### PUBLIC CONSULTATION (Will this be required)

None required.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Infrastructure will continue to deteriorate; will continue to have operational impacts.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Marina Wastewater Pump Station upgrades
<b>GRANT FUNDED:</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Pending</b> <input type="checkbox"/> <b>\$</b>
<b>PROJECT COSTS:</b>	\$ 45,000.00
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO Jared Brounstein, Director of Operational Services
<b>FROM:</b>	Kelly McDonald, Utilities Superintendent

### PROJECT DESCRIPTION (What is to be completed)

Install upgraded Programmable Logic Controller (PLC) (computer controller) to add the marina pump station to our Supervisory Control And Data Acquisition (SCADA) (data acquisition) system and make the electronics more accessible.

### PURPOSE/GOALS (Why do we need this project)

Upgrades will allow us to see in real time the status of the marina pump station and alert us to any issues. Improvements will also make the electronics more accessible.

### ESTIMATED TIME FRAME FOR COMPLETION

3rd to 4th quarter 2024.

### DETAILED BUDGET BREAK DOWN

New programmable logic controller (PLC) and human machine interface (HMI) as well as cellular connectivity to our system. Projected cost - \$ 45 000.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Job will be planned and implemented by staff and our consulting team and third party contractors.

### PUBLIC CONSULTATION (Will this be required)

None needed.

### **POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Pump station overflows are currently known only to staff if a passerby calls it in on our 24hr line. The potential damage that could be caused to the environment and property could be greatly mitigated due to faster response with installation of these electronics and communications.

**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

**Sewer**

Director Responsible for Report			2024	2025	2026	2027	2028	
	<b>Growth</b>							
Jared		Cottonwood Upsizing			1,800,000			OIB
Jared		WWTL Auxilliary Power	218,000					Operating/\$201,960Reserves
Jared		Pondorosa Maple Upsizing			1,400,000			OIB
Jared		Forcemain Upgrades near WWTL				300,000		Operating
Jared		Starlight Relocation		3,700,000				\$1,000,000Developer/Borrowing
Jared		Cell #1 Process Upgrade			3,300,000			67% Grant Funding/Reserves
Jared		Reclaimed Wastewater Storage & Irrigation		109,000				Operating/\$104,510Reserves
	<b>OP</b>							
Jared	<b>CF2023</b>	Replacement of Walton (Gala Cres) WWPS	560,240					Reserves
Jared		Master Plan Review					45,000	Operating
Jared		Magnolia Place	375,000					Reserves
Jared		SCADA Upgrades	158,429					Operating
Jared		WWTP Odour Control	2,900,000					67% Grant Funding/Reserves
Jared		Air Piping Upgrade - WWTL		1,500,000				67%Grant/Res/\$195,238Operating
Jared		WWTP Upgrade Preliminary Design & Planning	1,000,000					\$270,571Operating/Reserves
Jared		Manhole Smart Covers	115,000					Operating
Jared		CCTV Program		140,000	140,000	140,000	140,000	Operating
Jared		Golf Course Screen		725,000				Operating/\$403,300Reserves
Jared		Onsite Chlorine Gen. - WWTL			2,200,000			Operating/\$1,576,262Reserves
	<b>Asset</b>							
Jared		Reclaimed Water Chlorination Upgrade			510,000			Reserves/\$2,200Operating
Jared		Kingfisher Foreshore Relining	1,100,000					Reserves
Jared		89th Relining					960,000	Operating/\$156,452Reserves
Jared		Oleander/89th Foreshore Relining				930,000		Operating/\$496,412Reserves
Jared		Harbour Key Upgrades		1,420,000				Reserves
Jared		Pump Renewal - 44th Ave & Maple Dr WWPS	300,000					Reserves
Jared		Border & Cottonwood WWPS			215,500			Reserves
Jared		Marina WWPS	45,000					Reserves
<b>Totals</b>			<b>6,771,669</b>	<b>7,594,000</b>	<b>9,565,500</b>	<b>1,370,000</b>	<b>1,145,000</b>	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	DCC	OTHER	TOTAL
2024	6,771,669	560,040	1,933,333	0	4,278,296	0	0	6,771,669
2025	7,594,000	661,428	1,000,000	2,700,000	2,232,572	0	1,000,000	7,594,000
2026	9,565,500	765,938	2,200,000	0	3,399,562	0	3,200,000	9,565,500
2027	1,370,000	873,588		0	496,412	0	0	1,370,000
2028	1,145,000	988,548		0	156,452	0	0	1,145,000
Totals	26,446,169	3,849,542	5,133,333	2,700,000	10,563,294	0	4,200,000	26,446,169

Projects Carried forward

# Sewer Reserves



**Reserve Balances**  
**18-Aug-23**

Account Number	Description	2022 Yearend	2023 Contributions	2023 Transfers	Balance Remaining	2024	2025	2026	2027	2028
<b>Sewer Fund</b>										
44478000	Res. - Sewer Capital Projects	1,696,275.77		583,736.00	1,112,539.77	1,112,540	0	509,248	0	1,000,000
	Contributions (Borrowing on Capital, Capital Contingency, PSAB3280)					1,209,248	1,209,248	1,000,000	1,000,000	1,000,000
	Transfers					-2,321,788	-700,000	-1,509,248		
	Balance					0	509,248	0	1,000,000	2,000,000
44478002	Sewer Sustainability Fund	0.00	231,300.00		231,300.00	231,300	164,625	-107,980	-674,994	151,894
	Contributions (Asset Management Plan)					1,323,300	1,323,300	1,323,300	1,323,300	1,323,300
	Transfers					-1,389,975	-1,595,905	-1,890,314	-496,412	-156,452
	Balance					164,625	-107,980	-674,994	151,894	1,318,742
34495000	Prior Year Surplus (cash)	861,222.43	30,000.00	264,689.00	626,533.43	626,533	0	0	0	0
	Contributions									
	Transfers					-626,533				
	Balance					0	0	0	0	0
	<b>Total</b>	<b>2,557,498.20</b>	<b>261,300.00</b>	<b>848,425.00</b>	<b>1,970,373.20</b>	<b>164,625</b>	<b>401,268</b>	<b>-674,994</b>	<b>1,151,894</b>	<b>3,318,742</b>



## Development Cost Charges August 16, 2023

Date	Description	Sewer
1-Jan-23	Balance Forward	345,975.16
23-Jan-23	Maskeen Projects	8,175.00
12-May-23	Sterling Pacific Developments	4,870.78
31-Dec-23	Interest	9,214.14
	2023 Expenditures	0.00
		368,235.08

## 2024 Sewer User Rate changes

Rate Code	Description	2023 Rate	Units	Sewer 31134-000	Rural Sewer 31134-001	Increase Sewer User Rates <b>126.09%</b>	Adjusted Total Sewer	Increase Rural Sewer User Rates <b>101.29%</b>	Adjusted Total Rural Sewer
Utility Billing									
S01	Rural Sewer - Single Family Dwelling	472.82	127.00		60,048.14			951.74	120,870.98
	New Construction	472.82	2.00		945.64			951.74	1,903.48
S02	Rural Sewer - Rooming House/Hotels/Motels	362.66	10.00		3,626.60			730.00	7,300.00
S03	Rural Sewer - Light Industrial	472.82	1.00		472.82			951.74	951.74
Town Property Tax									
S01	Sewer Usage	379.82	4008	1,522,318.56		858.74	3,441,829.92		
S03	Sewer Usage	379.82	40	15,192.80		858.74	34,349.60		
S04	Sewer Usage - Rest. - Basic	1,266.64	32	40,532.48		2,863.75	91,640.00		
S05	Sewer Usage - Rest. - Additional	679.00	37	25,123.00		1,535.15	56,800.55		
S06	Sewer Usage - per Unit/Site	254.39	813	206,819.07		575.15	467,596.95		
S07	Sewer Usage - Campground - RV Site	220.36	339	74,702.04		498.21	168,893.19		
S08	Sewer Usage	720.21	14	10,082.94		1,628.32	22,796.48		
S09	Sewer Usage	1,058.82	1	1,058.82		2,393.89	2,393.89		
S11	Sewer Usage	1,479.83	3	4,439.49		3,345.75	10,037.25		
S12	Sewer Usage - Laundramat	150.49	15	2,257.35		340.24	5,103.60		
S13	Sewer Usage - Sun Bowl	2,619.25	1	2,619.25		5,921.86	5,921.86		
S14	Sewer Usage	1,058.82	1	1,058.82		2,393.89	2,393.89		
S15	Sewer Usage - Car Wash - Bay	1,479.83	3	4,439.49		3,345.75	10,037.25		
Accounts Receivable									
	FGIL - Canada Post	1,479.83	1	1,479.83		3,345.75	3,345.75		
	FGIL - RCMP	1,479.83	1	1,479.83		3,345.75	3,345.75		
	Osoyoos Duty Free	379.82	1	379.82		858.74	858.74		
	Osoyoos Seniors	720.21	1	720.21		1,628.32	1,628.32		
	Osoyoos Health Centre AP_VEN_INVOICES@INTERIORHEALTH.CA	1,479.83	1	1,479.83		3,345.75	3,345.75		
	School District 53	696.91	22	15,332.02		1,575.64	34,664.08		
	Desert Park Exhibition Society	220.36	11	2,423.96		498.21	5,480.31		
	Nk'Mip Management Services	379.82	15	5,697.30		858.74	12,881.10		
	Pegasys Financial Services	379.82	38	14,433.16		858.74	32,632.12		
	Osoyoos Lake Sailing Club	379.82	1	379.82		858.74	858.74		
	Nk'Mip Campground & RV Park - Rec Veh Sites	220.36	405	89,245.80		498.21	201,775.05		
	Nk'Mip Cellars - Winery	379.82	1	379.82		858.74	858.74		
	Sonora Dunes	379.82	2	759.64		858.74	1,717.48		
	Spirit Ridge Vineyard Resort & Spa - Villas (phase 1)	379.82	30	11,394.60		858.74	25,762.20		
	Spirit Ridge Vineyard Resort & Spa - Apt (phase 1)	379.82	64	24,308.48		858.74	54,959.36		
	Spirit Ridge Vineyard Resort & Spa - Comm (phase 1)	379.82	6	2,278.92		858.74	5,152.44		
	Spirit Ridge Vineyard Resort & Spa - Building 1 (phase 2)	379.82	5	1,899.10		858.74	4,293.70		
	Spirit Ridge Vineyard Resort & Spa - Building 2 (phase 2)	379.82	19	7,216.58		858.74	16,316.06		
	Spirit Ridge Vineyard Resort & Spa - Building 3 (phase 2)	379.82	35	13,293.70		858.74	30,055.90		
	Spirit Ridge Vineyard Resort & Spa - Building 4 (phase 2)	379.82	25.5	9,685.41		858.74	21,897.87		
	Spirit Ridge Vineyard Resort & Spa - Building 5 (phase 2)	379.82	17	6,456.94		858.74	14,598.58		
	Spirit Ridge Vineyard Resort & Spa - Conference Centre	379.82	4	1,519.28		858.74	3,434.96		
	Spirit Ridge - Phase 3 (bill "RESI010")	379.82	42	15,952.44		858.74	36,067.08		
	Nk'Mip Gas and Convenience Store	720.21	1	720.21		1,628.32	1,628.32		
	OIB Indigenous Bloom	379.82	1	379.82		858.74	858.74		
	Nk'Mip Desert and Heritage Centre	379.82	8	3,038.56		858.74	6,869.92		
	Osoyoos Employee Housing	379.82	24	9,115.68		858.74	20,609.76		
	New Construction (partial year billings)	379.82	9	3,418.38		858.74	7,150.69		
				2,155,513.25	65,093.20		4,872,841.94		131,026.20
	Rounding			2,156,000.00	65,100.00		4,872,841.94		131,100.00
						2,716,841.94		66,000.00	

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** Highlights for the 2024-2028 Water Operating Budget

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## BACKGROUND

Budget presentation for the 2024-2028 Water Operating Fund, highlighted changes in the budget.

## OVERVIEW

Water user fees will see a significant increase in 2024. and include the following increases:

WATER FUND			Annual	Monthly
Operations – Water District	\$62,055	8.39%	\$49.03	\$4.09
Operations - Town	\$230,932	10.67%	\$49.03	\$4.09
Asset Management Plan	\$2,311,966	82.02%	\$376.92	\$31.41
Borrowing on Capital Projects	\$720,743	25.57%	\$117.51	\$9.79
Capital Contingency	\$500,000	17.74%	\$81.52	\$6.79
<i>Public Service Accounting Board (PSAB) 3280</i>	<i>\$500,000</i>	<i>17.74%</i>	<i>\$81.52</i>	<i>\$6.79</i>
			<i>Total</i>	<i>\$58.87</i>

### Operations:

Operating expenditures, not including transfers to reserves have increased by \$298,270 as summarized below. This includes two additional staff in the Utilities Department. The Water Operating budget is \$2,556,490 for 2024. This is an increase of \$4.09/month.

- Wages \$195,850
- Training \$10,000
- Major Maintenance \$50,000
- Contingency \$20,000
- Power \$10,530
- Maintenance \$11,890

### Asset Management Plan:

In 2023 the Water Asset Management Plan was completed and with the age of the current infrastructure the report recommends the level of funding required for 2024 is an increase of \$31.41/month for an average single-family residence.

### Borrowing on Capital Projects:

\$9,300,000 will need to be borrowed in the 2024-2028 Water capital budget, \$6,300,000 in 2024, and \$3,000,000 in 2026. With borrowing over a 20 year period at the current prescribed rate of 4.25%, water fees would need to be increased by \$720,743 (\$325,493 principal and \$395,250 interest). This

is an increase of \$9.79/month.

Capital Contingency:

To allow for price fluctuations a Capital contingency is being established. This is an increase of \$6.79/month.

PSAB3280:

Funding is being established as per the requirement of the Public Service Accounting Board. This is an increase of \$6.79/month.

These planned user rate increases are to put our utility in a financially sustainable position. Years of having well below average water rates, has impacted our ability to fund current and future infrastructure replacement.

2024 to 2028 Water Capital Projects:

- 74<sup>th</sup> Ave Water Main Upsizing \$675,000
- Wells Auxiliary Power \$1,500,000
- Wells #9 & #10 \$2,000,000
- Water Facilities Chlorine Upgrades \$137,380
- Master Plan Review \$25,000
- Water Conservation Update \$50,000
- Groundwater Protection Plan \$250,000
- Magnolia Place \$375,000
- SCADA Upgrades \$352,765
- 340-402 Booster \$1,700,000
- Water Metering \$3,204,000
- Water Rate Development and Implementation \$175,000
- Treatment Plant \$14,644,680
- 62<sup>nd</sup> Tie In – Looping \$250,000
- Central 74<sup>th</sup> \$1,000,000
- Heron Lane and Loon Crescent \$500,000
- 89<sup>th</sup> – 74<sup>th</sup> to Well #1 \$1,000,000
- South 89<sup>th</sup> – Osprey, east 62<sup>nd</sup> \$1,500,000
- Ponderosa Drive \$350,000
- Wells – Electrical & Pumps \$1,800,000
- Wells – Chlorine Upgrades \$580,000
- Hydrant Program \$550,000
- 340 Reservoir PRV \$325,000

These planned user rate increases will assist to put our utility in a financially sustainable position. Years of having well below average water rates, as illustrated below, has impacted our ability to fund infrastructure.

**TOWN OF OSOYOOS  
BYLAW NO. 1355.04, 2023**

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*A Bylaw to amend Water Rates and Regulations Bylaw No. 1355, 2019*

---

**WHEREAS** Council deems it necessary and desirable to amend, Water Rates and Regulations Bylaw No. 1355, 2019;

**NOW THEREFORE, BE IT RESOLVED THAT** the Council of the Town of Osoyoos, in open meeting assembled **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as "Water Rates and Regulations Amendment Bylaw No. 1355.04, 2023".
2. That Schedule "A" of "Water Rates and Regulations Bylaw 1355, 2019" is deleted in its entirety and replaced with a revised Schedule "A" that is attached to, and forms a part of, this Bylaw.
3. This bylaw comes into effect on January 1, 2024.

Read a first, second and third time this     day of     , 2023.

Adopted this     day of     , 2023.

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Mayor

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Corporate Officer

**TOWN OF OSOYOOS  
BYLAW NO. 1355, 2019  
SCHEDULE "A"**

A. USER RATES FOR WATER SYSTEM

Annual Rates

1. **FLAT RATES**

( 1)	Single and two family dwellings - per unit	1,166.06
( 2)	Multiple dwellings over two units - per unit	1,166.06
( 3)	All Retail Stores or Services, Offices, Medical Centres, Churches and Barber Shops	1,166.06
( 4)	Cafes, Coffee Shops, Dining Rooms, Lounges, Legion, Golf Club House, Restaurants, Pubs - up to 50 seats	2,263.21
( 5)	plus, for each additional 50 seats or part thereof	1,340.97
( 6)	Rooming Houses, Hotels, Motels, Bed and Breakfast Care Facilities per unit	513.14
( 7)	Campgrounds and R.V. Parks – site	423.95
( 8)	Beauty Parlours, Garages, Service Stations, Supermarkets	1,425.77
( 9)	Day Care Centre	2,098.89
(10)	Senior Centre	1,627.89
(11)	R.C.M.P., Post Office, Health Centre, Curling Club, Desert Park Equestrian Centre, Sterile Insect Release Facility, Waterslide	3,339.07
(12)	Laundromats - per washing machine	291.50
(13)	Sun Bowl Arena	5,014.03
(14)	Precast Concrete Plant, Redi-Mix Plant	5,014.03
(15)	Car wash - per bay	3,339.07
(16)	Schools - per room	1,627.89
(17)	Irrigation – Acre	674.82
(18)	Developers using Town water during subdivision construction will be charged the following water use charges -	
	1) \$73.42 connection fee	
	2) \$104.74 per day while connected regardless of whether the water is used or not.	

Where two or more uses are made of a single property or building, multiples or combinations of the user rate shall apply. In the case there is a residence accompanying a commercial undertaking without a definite separation of fixtures available to each use, the applicable rate shall be the higher of the two rates but not both.

## **2. METERED RATES**

5/8 Inch	\$ 573.58
3/4 Inch	\$ 862.14
1 Inch	\$1,285.76
1 1/2 Inch	\$3,080.64
2 Inch	\$5,918.19
3 Inch	\$8,456.52
4 Inch	\$19,084.83

In addition to the annual base charge, all consumption shall be charged at the rate of \$1.56 per cubic metre.

### **B. NEW CONNECTIONS**

**Water charges commence on a newly constructed or installed building immediately upon the expiration of six months (one month in the case of a renovated building) from the date of validation of the building permit, provided however, that this amount will be prorated from the effective date to December 31 of the year in which the building is built or renovated.**

**An extension to the 6-month period will be considered providing the builder applies in writing to the Building Official prior to the expiration of the 6-month period. Should a request come from a builder after the expiration of the six-month period, an extension may still be granted upon payment of an administration fee of \$49.37 for the first unit and \$20.46 for each additional unit in the same complex. Extensions will be in multiples of one-month periods, and are at the discretion of the Building Official based on projected construction completion date.**

**TOWN OF OSOYOOS  
BYLAW NO. 1357.05, 2023**

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*A Bylaw to amend Osoyoos Water District Rates and Regulations Bylaw 1357*

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**WHEREAS** Council deems it necessary and desirable to amend, Osoyoos Water District Rates and Regulations Bylaw No. 1357, 2019;

**NOW THEREFORE BE IT RESOVLED THAT** the Council of the Town of Osoyoos, in open meeting assembled **ENACTS AS FOLLOWS:**

- 1 This Bylaw may be cited as "Osoyoos Water District Rates and Regulations Amendment Bylaw 1357.05, 2023."
- 2 That Schedule "A" of "Osoyoos Water District Rates and Regulations Bylaw 1357, 2019 is deleted in its entirety and replaced with a revised Schedule "A" that is attached to, and forms part of, this Bylaw.
- 3 That Schedule "B" of "Osoyoos Water District Rates and Regulations Bylaw 1357, 2019 is deleted in its entirety and replaced with a revised Schedule "B" that is attached to, and forms part of, this Bylaw.
- 4 This bylaw comes into effect on January 1, 2024.

Read a first, second and third time this    day of            , 2023.

Adopted this    day of            , 2023.

---

Mayor

---

Corporate Officer



**Town of Osoyoos  
Bylaw No. 1357, 2019  
Schedule "A"**

**A. FLAT RATES**

<b>DESCRIPTION</b>	<b>BASE RATE</b>
Domestic use	\$1,225.97 per Dwelling unit
Campground use	\$302.16 per site
Commercial use	\$1,415.37 per Commercial unit
Heavy Commercial use	\$3,529.34 per Heavy Commercial unit
Parcel Irrigation Charge	\$560.38 multiplied by acreage
<b>COMMERCIAL GREENHOUSES</b>	<b>FLAT RATE</b>
250 – 500 square feet	\$126.24
501 – 1000 square feet	\$251.23
1001 – 2000 square feet	\$378.68
2001 – 3000 square feet	\$504.82
3001 – 5000 square feet	\$631.11
5001 – 8000 square feet	\$757.28
8001 – 12000 square feet	\$886.12
12001 – 16000 square feet	\$1,009.64
16001 – 20000 square feet	\$1,135.93
20001 – 24000 square feet	\$1,262.15
24001 - 28000 square feet	\$1,388.34
28001 – 32000 square feet	\$1,514.44
32001 – and up square feet	4.51 cents per square foot

- The base rate is charged for each property using the water service.
- If a property is served by more than one water service, multiples or combinations of the base rate shall apply.

**B. METERED RATES**

5/8 Inch	\$ 573.58
3/4 Inch	\$ 862.14
1 Inch	\$ 1,285.76
1 1/2 Inch	\$ 3,080.64
2 Inch	\$ 5,918.19
3 Inch	\$ 8,456.52
4 Inch	\$19,084.83

In addition to the annual base charge, all consumption shall be charged at the rate of \$1.56 per cubic metre.

**C. NEW CONNECTIONS**

Water charges commence on a newly constructed or installed building immediately upon the expiration of six months (one month in the case of a renovated building) from the date of validation of the building permit, provided however, that this amount will be prorated from the effective date to December 31 of the year in which the building is built or renovated.

An extension to the 6-month period will be considered providing the builder applies in writing to the Building Official prior to the expiration of the 6-month period. Should a request come from a builder after the expiration of the six-month period, an extension may still be granted upon payment of an administration fee of \$49.37 for the first unit and \$20.46 for each additional unit in the same complex. Extensions will be in multiples of one-month periods, and are at the discretion of the Building Official based on projected construction completion date.

**Town of Osoyoos  
Bylaw No. 1357, 2019  
Schedule "B" - User Fees**

DESCRIPTION	FEE
Installation of a new service where there is an existing water line on the street.	Minimum \$5,503.75 or actual cost, whichever is greater.
Upgrading of an existing service	Minimum \$5,503.75 or actual cost, whichever is greater.
Connection and inspection to Osoyoos Water District water system	Minimum \$380.00 or actual cost, whichever is greater.
Sealing off of abandoned line	Minimum \$380.00 or actual cost, whichever is greater.
Turn-on and turn-off of water at a time other than the beginning or end of the irrigation season.	\$467.00
Irrigation - Early turn-on (no more than 30 consecutive days prior to irrigation season start date)	\$3.12/ per acre/per day
Irrigation – Late turn-off for a maximum of one month (no more than 30 consecutive days immediately following the end of the irrigation season)	\$92.87 per acre

**WATER OPERATING AND CAPITAL**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>WATER OPERATING FUND</b>					
<b>REVENUES</b>					
<b>WATER UTILITY REVENUE - WATER DISTRICT</b>					
5-1-130-000 WATER DISTRICT - RATES EARNED	-769,119	-331,135	-437,984	132.27	-320,600.21
5-1-130-002 WATER DISTRICT - CONNECT/INSPECT FEI	-5,000	-5,000	0	0.00	0.00
5-1-130-003 WATER DISTRICT - PENALTIES & INTEREST	-8,000	-8,000	0	0.00	0.00
5-1-130-005 WATER DISTRICT - PARCEL IRRIGATION CH	-927,776	-395,715	-532,061	134.46	-393,110.37
<b>Total WATER UTILITY REVENUE - WATER DI</b>	<b>-1,709,895</b>	<b>-739,850</b>	<b>-970,045</b>	<b>131.11</b>	<b>-713,710.58</b>
<b>WATER UTILITY - REVENUE</b>					
5-1-131-000 WATER - RATES EARNED	-5,535,271	-2,163,940	-3,371,331	155.80	-2,182,397.47
5-1-131-002 WATER - CON & INSPECTION FEES	-10,000	-10,000	0	0.00	-27,850.88
5-1-131-005 WATER - PARCEL TAX	-209,400	-221,975	12,575	-5.67	-226,295.60
5-1-131-010 WATER - TRANS FROM CAP RESERVE	-5,014,215	-1,753,546	-3,260,669	185.95	0.00
<b>Total WATER UTILITY - REVENUE</b>	<b>-10,768,886</b>	<b>-4,149,461</b>	<b>-6,619,425</b>	<b>159.52</b>	<b>-2,436,543.95</b>
<b>WATER - CAPITAL REVENUES</b>					
5-1-132-000 WATER - APPROPRIATED FROM SURPLUS	-698,978	-915,083	216,105	-23.62	0.00
5-1-132-001 WATER - INFRASTRUCTURE GRANT	-2,600,000	-1,803,350	-796,650	44.18	-844,384.00
5-1-132-003 WATER - TRANSFER FROM D.C.C.	0	-160,000	160,000	-100.00	0.00
5-1-132-007 WATER - MFA BORROWING	-6,300,000	0	-6,300,000	0.00	0.00
<b>Total WATER - CAPITAL REVENUES</b>	<b>-9,598,978</b>	<b>-2,878,433</b>	<b>-6,720,545</b>	<b>233.48</b>	<b>-844,384.00</b>
<b>Total REVENUES</b>	<b>-22,077,759</b>	<b>-7,767,744</b>	<b>-14,310,015</b>	<b>184.22</b>	<b>-3,994,638.53</b>
<b>EXPENSES</b>					
<b>WATER UTILITY - WATER DISTRICT</b>					
5-2-290-000 WATER DISTRICT - SALARIES	151,100	143,900	7,200	5.00	70,267.86
5-2-290-002 WATER DISTRICT - ADMINISTRATION	20,000	20,000	0	0.00	20,000.00
5-2-290-003 WATER DISTRICT - MAINT. MATERIALS	91,840	91,840	0	0.00	90,803.64
5-2-290-004 WATER DISTRICT - PUMP MAINT. MATERIAL	52,000	52,000	0	0.00	50,960.16
5-2-290-005 WATER DISTRICT - PUMPHSE MAIT. MATER	3,120	3,120	0	0.00	1,459.09
5-2-290-009 WATER DISTRICT - EQUIPMENT COSTS	1,500	3,400	-1,900	-55.88	3,030.98
5-2-290-014 WATER DISTRICT - CHLORINE	50,000	50,000	0	0.00	41,516.93
5-2-290-015 WATER DISTRICT - SCADA	5,000	5,000	0	0.00	3,601.71
5-2-290-400 WATER DISTRICT - STIPEND	31,300	29,810	1,490	5.00	18,695.63
5-2-290-500 WATER DISTRICT - MAINTENANCE WAGES	316,540	301,460	15,080	5.00	108,976.90
5-2-290-850 WATER DISTRICT - PUMP POWER	252,150	244,800	7,350	3.00	108,379.82
<b>Total WATER UTILITY - WATER DISTRICT</b>	<b>974,550</b>	<b>945,330</b>	<b>29,220</b>	<b>3.09</b>	<b>517,692.72</b>
<b>WATER UTILITY - SUPPLY</b>					
5-2-291-000 WATER - ENGINEERING	12,500	10,000	2,500	25.00	11,350.10
5-2-291-001 WATER - ADMINISTRATION	105,000	105,000	0	0.00	105,000.00
5-2-291-002 WATER - MAINTENANCE (MATERIAL)	100,000	88,640	11,360	12.82	70,830.54
5-2-291-003 WATER - PUMP MAINTENANCE (MATERIAL)	42,030	40,800	1,230	3.01	6,751.46
5-2-291-004 WATER - PUMPHOUSE MAINT. (MATERIAL)	10,000	10,000	0	0.00	13,541.80
5-2-291-005 WATER - TRAINING	20,000	10,000	10,000	100.00	11,020.41

**WATER OPERATING AND CAPITAL**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>WATER OPERATING FUND</b>					
5-2-291-006 WATER - GIS	3,500	3,500	0	0.00	478.82
5-2-291-007 WATER - EQUIPMENT COSTS	2,300	4,100	-1,800	-43.90	4,131.22
5-2-291-009 WATER - CONTINGENCY	50,000	30,000	20,000	66.67	0.00
5-2-291-010 WATER - TRANSFER TO CAPITAL RESERVE	4,032,709	183,690	3,849,019	2,095.39	0.00
5-2-291-012 WATER - BLDG INSP/DEV SVC COSTS	10,000	9,500	500	5.26	217,320.49
5-2-291-014 WATER - CHLORINE	100,000	100,000	0	0.00	85,700.99
5-2-291-015 WATER - SCADA	10,000	10,000	0	0.00	5,018.12
5-2-291-016 WATER - MAJOR MAINT.	50,000	0	50,000	0.00	0.00
5-2-291-400 WATER - STIPEND	30,000	28,550	1,450	5.08	18,481.86
5-2-291-500 WATER - MAINTENANCE (WAGES)	511,600	360,770	150,830	41.81	191,665.01
5-2-291-550 WATER - SALARIES	415,710	395,910	19,800	5.00	210,246.14
5-2-291-850 WATER - PUMP POWER	109,300	106,120	3,180	3.00	60,634.12
<b>Total WATER UTILITY - SUPPLY</b>	<b>5,614,649</b>	<b>1,496,580</b>	<b>4,118,069</b>	<b>275.17</b>	<b>1,012,171.08</b>
<b>WATER UTILITY - DEBT CHARGES</b>					
5-2-292-000 WATER - INTEREST BYLAW 1185	0	8,664	-8,664	-100.00	4,332.00
5-2-292-001 WATER - PRINCIPAL BYLAW 1185	0	9,194	-9,194	-100.00	0.00
5-2-292-007 WATER - INTEREST BY-LAW 1348	39,703	39,703	0	0.00	19,851.28
5-2-292-008 WATER - PRINCIPAL BY-LAW 1348	61,773	61,773	0	0.00	0.00
<b>Total WATER UTILITY - DEBT CHARGES</b>	<b>101,476</b>	<b>119,334</b>	<b>-17,858</b>	<b>-14.96</b>	<b>24,183.28</b>
<b>WATER - CAPITAL EXPENSES</b>					
5-2-293-000 WATER - GROUNDWATER PRODUCTION W	0	160,000	-160,000	-100.00	165,980.62
5-2-293-001 WATER - TREATMENT PLANT - DESIGN	0	1,700,000	-1,700,000	-100.00	4,575.57
5-2-293-003 WATER - UNIVERSAL METERING IMPLEMEN	0	1,500,000	-1,500,000	-100.00	8,232.50
5-2-293-004 WATER - PUMP UPGRADE - PARK IRRIGATI	0	24,268	-24,268	-100.00	15,676.53
5-2-293-005 WATER - ASSET MANAGEMENT/MASTER PI	0	75,000	-75,000	-100.00	74,950.03
5-2-293-007 WATER - STANDBY POWER - WELLS/BOOS	0	118,000	-118,000	-100.00	1,918.76
5-2-293-008 WATER - OH&S UPGRADES-PROCESS REC	0	218,014	-218,014	-100.00	5,102.82
5-2-293-010 WATER - RESERVOIR UPGRADES - 340 RE	0	608,676	-608,676	-100.00	59,117.63
5-2-293-014 WATER - FLOOD WORKS	0	557,250	-557,250	-100.00	0.00
5-2-293-019 WATER - CHLORINATION	137,380	149,588	-12,208	-8.16	12,201.55
5-2-293-023 WATER - SCADA UPGRADES	0	95,704	-95,704	-100.00	16,661.14
5-2-293-030 WATER - RURAL AREA TWINNING	0	0	0	0.00	20,673.00
5-2-293-100 WATER - 74TH AVE WATER MAIN UPSIZING	675,000	0	675,000	0.00	0.00
5-2-293-101 WATER - WELLS AUXILLIARY POWER	1,500,000	0	1,500,000	0.00	0.00
5-2-293-102 WATER - WELL #9 & #10	2,000,000	0	2,000,000	0.00	0.00
5-2-293-201 WATER - CONSERVATION PLAN	50,000	0	50,000	0.00	0.00
5-2-293-202 WATER - GROUNDWATER PROTECTION PL	100,000	0	100,000	0.00	0.00
5-2-293-203 WATER - MAGNOLIA PLACE	375,000	0	375,000	0.00	0.00
5-2-293-204 WATER - SCADA UPGRADES	95,704	0	95,704	0.00	0.00
5-2-293-205 WATER - 340-402 BOOSTER	850,000	0	850,000	0.00	0.00
5-2-293-206 WATER - METERING	3,204,000	0	3,204,000	0.00	0.00
5-2-293-208 WATER - TREATMENT PLANT	4,900,000	0	4,900,000	0.00	0.00
5-2-293-300 WATER - CENTRAL 74TH	1,000,000	0	1,000,000	0.00	0.00
5-2-293-301 WATER - HERON LANE AND LOON CRESCE	500,000	0	500,000	0.00	0.00

**WATER OPERATING AND CAPITAL**



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>WATER OPERATING FUND</b>					
Total WATER - CAPITAL EXPENSES	15,387,084	5,206,500	10,180,584	195.54	385,090.15
Total EXPENSES	22,077,759	7,767,744	14,310,015	184.22	1,939,137.23
Total WATER OPERATING FUND	0	0	0	0.00	-2,055,501.30
Total Surplus (-)/Deficit	0	0	0	0.00	-2,055,501.30

# REPORT



## Operating Budget Increase Request

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<b>Request YEAR:</b>	2024
<b>Increase NAME:</b>	<b>Water FTE's</b>
<b>Budget Increase:</b>	<b>\$ 132,626.00</b>
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, Chief Administrative Officer
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

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### Increase DESCRIPTION (What is to be completed)

Increase full-time staffing in the Utilities Department by two (2) full-time FTE's in 2024.

### PURPOSE/GOALS (Why do we need this project)

To provide the necessary human resources to effectively maintain and operate our domestic water system, through mentorship, on the job training, etc. Provide the necessary staffing levels to minimize impacts from the approximately 400 hours (2.5 months) of banked overtime that is accrued over a given calendar year that is generally taken as time away from work.

A new water/wastewater operator position to provide the necessary resources to address the departments ongoing need to address the maintenance of the community's wastewater collection system through, system wide mainline flushing, pump station cleaning and maintenance, and any other related activities.

Both positions will start to help with the department being able to provide the necessary resources to effectively and efficiently address the following needed activities:

- Wastewater collection system flushing
- Hydrant maintenance
- Valve maintenance
- Uni-directional flushing program
- Regulatory monitoring of both the water and wastewater system
- Assist with the operational aspects of Capital Programs

### ESTIMATED TIME FRAME FOR COMPLETION

FTE recruitment first quarter of 2024

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Utilities Department will continue to operate on a reactive basis and the Department will continue to see operation and maintenance costs increase as a result of resource limitations.

**Water Fund**

**Responsible**

**SOURCE OF FUNDING :**

Project Description	Responsible		Amount	SOURCE OF FUNDING :						TOTAL	Descriptions
	Director	GL Number		Operating	GRANTS	BORROWING	RESERVES	D.C.C.'s	OTHER		
74th Ave Water Main Upsizing	Jared	52293-100	675,000	0			675,000			675,000	
Wells Auxilliary Power	Jared	52293-101	1,500,000	153,187			1,346,813			1,500,000	
Well #9 & #10	Jared	52293-102	2,000,000	0		2,000,000				2,000,000	
Water Facility Chlorine Upgrades 2023 CF	Jared	52293-019	137,380	0			137,380			137,380	
Water Conservation Update	Jared	52293-201	50,000	50,000						50,000	
Groundwater Protection Plan	Jared	52293-202	100,000	100,000						100,000	
Magnolia Place	Jared	52293-203	375,000	375,000						375,000	
SCADA Upgrades	Jared	52293-204	95,704	95,704						95,704	
340-402 Booster	Jared	52293-205	850,000	0			850,000			850,000	
Water Metering	Jared	52293-206	3,204,000	0		2,000,000	1,204,000			3,204,000	
Treatment Plant	Jared	52293-208	4,900,000	0	2,600,000	2,300,000				4,900,000	
Central 74th	Jared	52293-300	1,000,000	0			1,000,000			1,000,000	
Heron Lane and Loon Crescent	Jared	52293-301	500,000	0			500,000			500,000	
<b>Total</b>			<b>15,387,084</b>	<b>773,891</b>	<b>2,600,000</b>	<b>6,300,000</b>	<b>5,713,193</b>	<b>0</b>	<b>0</b>	<b>15,387,084</b>	
<b>Available Funds</b>			<b>773,891</b>								
Available funds for 2023			\$574,521								
Available funds for 2022			\$571,845								
Available funds for 2021			\$653,880								
Available funds for 2020			\$654,616								
Available funds for 2019			\$587,160								



# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Water – Capital Improvement Projects
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 675,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Supply and install approximately 180 m of 300 mm pipe on 74<sup>th</sup> Ave with applicable appurtenances and connection to the existing water system. Works also include re-instating impacted road surfaces, curb and gutters, and sidewalks.

### PURPOSE/GOALS (Why do we need this project)

There is not currently a continuous large diameter trunk main between the East and West portions of the Town. This limits distribution capacity for fire flows. This trunk main would enhance flow to the east side of the Town core and east of Osoyoos Lake, allowing flows to gravity flow more effectively from the 340 reservoirs (under non-pumping conditions). Also, these benefits will be critical to improve system performance when water treatment plants are implemented. Specifically, pumping from the WTP through the lake crossing and to the 340 reservoir would be severely constricted.

This project is identified in the Water Master Plan as C1 for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Third Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

We will engage area stakeholders as part of the construction process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Infrastructure will continue to deteriorate; will continue to have operational impacts.

# REPORT

## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Water Facilities – Standby Power Generation
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 1,500,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Installation of standby power generation at the following sites:

- Well 3
- Well 4/5
- Well 1
- 340 Booster Station
- Fairways Hills Booster Station

### PURPOSE/GOALS (Why do we need this project)

With the recent wildfire season, it was evident that power security in the south Okanagan can be compromised and with that, the ability of the Town to supply water. The NK'MIP wildfire had the potential and came close to cutting off power to the entire community. Standby power at each of the sites listed above will allow for critical systems to continue to supply water even with a loss of distribution power.

### ESTIMATED TIME FRAME FOR COMPLETION

This project will be completed over the next three (3) years.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by third party consultants, contractors, etc.

### PUBLIC CONSULTATION (Will this be required)

There will be no public consultation in relation to the project.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Town of Osoyoos will be unable to provide water to the community beyond our reservoir capacities should we endure an extended power supply disruption.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Water Facilities – Well # 9 and # 10
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 2,000,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

The development of domestic production wells number nine (9) and ten (10). Installation of full casings, pumps, motors, electrical, and associated building(s).

### PURPOSE/GOALS (Why do we need this project)

Current max day demands exceed our water production capabilities and in order to provide the necessary system redundancies and safety margins two (2) production wells are required.

### ESTIMATED TIME FRAME FOR COMPLETION

These wells will be completed in conjunction with the development of the new water treatment facility. We are anticipating completion in 2027.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by third party consultants, contractors, etc.

### PUBLIC CONSULTATION (Will this be required)

Public consultation will be completed as part of water treatment facility.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Town of Osoyoos will be unable to provide water to the community.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2022 - 2023					
PROJECT CARRY-OVER	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
PROJECT NAME:	Water Facilities – Chlorine System Upgrades					
GRANT FUNDED:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Pending	<input type="checkbox"/>
PROJECT COSTS:	\$ 200,000.00 (\$100,000.00/year)		\$137,380 Carried forward from 2023			
BUSINESS PLAN NO.:						
TO:	Mayor and Council					
CC:	Rod Risling, CAO					
FROM:	Jared Brounstein, Director of Operations					

### PROJECT DESCRIPTION (What is to be completed)

Chlorine system upgrades to the Agricultural Irrigation System Pump Stations. This would include automatic switch gear between gas cylinders, construction and installation of proper header manifolds and increased instrumentation reporting to the SCADA. These upgrades would also include updating our injection equipment and locations as well as other related upgrades. Purchase of additional equipment as on the shelf spares.

Agricultural Irrigation System 8 – 87<sup>th</sup> Street north of 120<sup>th</sup> Avenue (North of Town)  
Agricultural Irrigation System 9 – Acacia Court south of Oleander Drive (South of Town)

### PURPOSE/GOALS (Why do we need this project)

In an effort to reduce maintenance costs as well as increase operational simplicity, we would switch from De Nora chlorine gas equipment (existing equipment) to hydro. This would save maintenance costs in long term, as hydro equipment is far more robust, significantly cheaper to service, and a lot of the body pieces have a lifetime warranty since they are made out of a schedule 80 mold instead of a cheaper plastic injection mold.

We will also look to include redundancy in our chlorine injection systems as we currently rely on a single point of mixing, and should that system fail, we will be unable to meet our chlorine residual requirements.

The annual cost saving on equipment is approximately \$2,000.00, but need to ensure our chlorine injections system are robust and in good working is the real cost savings.

### ESTIMATED TIME FRAME FOR COMPLETION

These upgrades/updates would be completed over two years with year one (1) addressing only one of the two agricultural irrigation stations and year two (2) addressing the other station.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by third party consultants, contractors, etc.

### PUBLIC CONSULTATION (Will this be required)

There will be no public consultation in relation to the project.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Potential for chlorine gas equipment failure; continuing to address raising operation and maintenance costs over the long term with the existing systems.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Water – Water Conservation Plan Update
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 50,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Complete an update of the community's Water Conservation Plan.

### PURPOSE/GOALS (Why do we need this project)

Our current plan was last updated in 2010 and with the installation of water metering, a water treatment facility and other water improvements, the Conservation Plan needs to be updated to reflect our current water system.

### ESTIMATED TIME FRAME FOR COMPLETION

Third Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by third party consultants.

### PUBLIC CONSULTATION (Will this be required)

Stakeholder engagement will be part of the process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Town of Osoyoos may have issues with meeting grant funding requirements for future water related projects.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Water – Groundwater Protection Program
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 250,000.00 (100,000.00 in 2024)
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

The development of a Groundwater Protection Program to ensure water quality of the community's ground water aquifer and domestic production wells.

### PURPOSE/GOALS (Why do we need this project)

A groundwater protection program is a requirement of our water system operating permit issued by the Interior Health Authority.

The program will help the utility prevent or limit potential contamination to the community's drinking water supply.

### ESTIMATED TIME FRAME FOR COMPLETION

Fourth Quarter 2027.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Work will be completed by third party consultants.

### PUBLIC CONSULTATION (Will this be required)

Stakeholder engagement will be part of the process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The Town of Osoyoos will not meet the requirements of our water system operating permit, which will lead to further action by Interior Health.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Water Rehabilitation – Magnolia Place
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 375,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Rehabilitate the water system in conjunction with the sanitary system upgrades.

### PURPOSE/GOALS (Why do we need this project)

The sanitary system is being replaced in the area, so we are going to take advantage of the excavation work and complete some water system rehabilitation in the area.

This project is identified in the Water Master Plan for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Second Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

We will engage area stakeholders as part of the construction process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

The costs benefit to completing the water system work at the same time as the sanitary sewer replacement would be lost.



# REPORT

## Capital Budget Project

<b>PROJECT YEAR:</b>	2021 - 2027
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	<b>Electrical and SCADA Upgrades Water-Wastewater</b>
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	<b>\$ 1,546,380 (\$1,040,141 Sewer, \$506,239 Water)</b>
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

To Complete a six (6) year upgrade program for the Town's Programmable Logic Controllers (PLC), Human-Machine Interface (HMI) and other related electrical systems that control the Town's water and wastewater systems (Supervisory Control And Data Acquisition - SCADA). Upgrades to the main HMI to allow for secure remote access to our control systems. Provide the ability for Town water and wastewater operators to control infrastructure remotely. Upgrade reporting and alarm functions for each site and to the system users.

This project will include all water and wastewater sites including the Agricultural Irrigation stations. We will address the communication shortfall of the current system where information is not being effectively transmitted and/or analyzed.

Phase 1 - Communication (SCADA HMI upgrade and a communication system renewal.)

Phase 2 - Critical Site Control Panel Updates (goal is to migrate all sites to a standardized design to allow for better uniformity and maintenance across all the Town's sites.)

Phase 3 through 7 - Expansion (Phase 3 and onwards will continue working from inside the Town outwards in all directions to perform upgrades.)

This project will only address sites with the older architecture; any new sites such as Bayview Wastewater Pump Station and the Main Wastewater Pump Station will not require any major upgrades as part of this program.

### PURPOSE/GOALS (Why do we need this project)

Provide the necessary resiliency in our SCADA system to continue effective operation for the next 10 to 15 years.

Reduce the potential for system issues due to aging components and software.

Allow for efficient operation of our water and wastewater systems due to increased reporting.

### ESTIMATED TIME FRAME FOR COMPLETION

Phase 1 - 2021

Phase 2 - 2022

- Phase 3 - 2023
- Phase 4 - 2024**
- Phase 5 - 2025
- Phase 6 - 2026
- Phase 7 - 2027

**PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)**

Project will be completed with the assistance of a third-party consultant as well the necessary contractors to complete any electrical work.

**PUBLIC CONSULTATION (Will this be required)**

Public consultation will not be required as this project addresses existing infrastructure.

**BUDGET**

Water-Wastewater system contribution to the project:

	Water	Wastewater
Phase 1 – 2021	\$ 57,770	\$ 57,770
Phase 2 – 2022	\$ 0	\$ 204,970
Phase 3 – 2023	\$ 95,704	\$ 193,429
<b>Phase 4 – 2024</b>	<b>\$ 95,704</b>	<b>\$ 158,429</b>
Phase 5 – 2025	\$ 95,704	\$ 158,429
Phase 6 – 2026	\$ 88,311	\$ 146,192
Phase 7 – 2027	\$ 73,046	\$ 120,922
Total	\$ 506,239	\$ 1,040,141

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

We will continue to fall behind on technology; potential for control system failures; vulnerability to outside influences.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Water Rehabilitation – 402 Booster
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 1,700,000.00 (\$850,000.00 in 2024)
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Replace the existing reservoir mounted 402 booster station with a new standalone booster station that can pull water from both of the 340 reservoir cells.

### PURPOSE/GOALS (Why do we need this project)

This project will allow water to be pumped from both reservoir cells at any given time and will further allow replacement of the smaller 340 reservoir cell to be made in the near future without any disruption to the water distribution system. We will also be able to take the small (1960) reservoir to be taken offline to be cleaned, addressing the sediment buildup due to manganese.

This project is identified in the Water Master Plan for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Second Quarter 2027.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

We will engage area stakeholders as part of the construction process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

With an aging reservoir feeding the 402 pressure zone there is the potential of costly emergency maintenance requirements.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024 - 2027
<b>PROJECT CARRY-OVER</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>PROJECT NAME:</b>	Universal Water Metering
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$ 4,704,000.00
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling, CAO
<b>FROM:</b>	Jared Brounstein, Director of Operational Services

### PROJECT DESCRIPTION (What is to be completed)

Installation of meters on all domestic water services.

### PURPOSE/GOALS (Why do we need this project)

The Town of Osoyoos has prioritized reducing domestic water usage consistent with the Province of BC's Living Water Smart Initiative. Since about 2010, this goal has been formalized in the Town's water conservation planning initiatives. The objectives of the Water Conservation Plan (January 2010) for the Town of Osoyoos are:

- Achieve reductions in the maximum day demand such that source capacity upgrading beyond the current system capacity of 25.0 ML/day can be indefinitely deferred.
- Comply with the Province's goals from the Provincial Living Water Smart Initiative;
  - by year 2020 municipalities will be 33% more efficient; and
  - by year 2020, 50% of all new water for municipalities will come from conservation.

Measures taken to date to achieve these water conservation goals are summarized as follows:

- Install water meters on all major water users;
- Implement public education / information;
- Construct reclaimed water service to secondary school playing fields; and
- Construct alternative water services to parks (ongoing).

From the water conservation plan, further water conservation program measures to be completed by the Town were proposed to include the following:

- Hiring of a water conservation coordination / meter program project manager (part time);
- Proceeding with universal water metering;
  - Prepare universal water meter tender documents; and
  - Implement universal water meter program.
- Converting all accounts to metered rate structure; and
- Preparing Mock Billings on the basis of metered rate structure

### ESTIMATED TIME FRAME FOR COMPLETION

Fourth Quarter 2027.

**PROJECT IMPLEMENTATION** (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party procurement consultant, third party installation contractor, internal project manager.

**PUBLIC CONSULTATION** (Will this be required)

Public consultation is ongoing and will require further engagement once a successful installation contractor is engaged.

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

Universal water metering has been recommended as a means to decrease per capita water consumption and defer major capital infrastructure upgrades in the future, thus water demand will continue to increase, and the Town will need to invest in additional water production capacity.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2023-2027					
PROJECT CARRY-OVER	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>		
PROJECT NAME:	Groundwater Treatment Facility – Phase I Transmission, Distribution Upgrade and Facility Construction					
GRANT FUNDED:	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Pending	<input type="checkbox"/> \$ 9,000,000.00
PROJECT COSTS:	\$ 11,344,680.00					
BUSINESS PLAN NO.:						
TO:	Mayor and Council					
CC:	Rod Risling, CAO					
FROM:	Jared Brounstein, Director of Operations					

### PROJECT DESCRIPTION (What is to be completed)

This final step of Phase I will also include the construction of a new water treatment facility to address manganese removal as well as chlorination and UV treatment to provide dual disinfection.

The Maple Drive Water Treatment Plant is proposed to provide three methods of treatment for source water from Wells 1, 4, 5, and 8:

- Manganese removal through filtration
- Chlorine Contact
- UV disinfection

The treatment plant is proposed to be placed on our Maple Drive property.

Work will also include water distribution upgrades to facilitate transmission water mains to the treatment plant.

### PURPOSE/GOALS (Why do we need this project)

*Source water is supplied by six groundwater wells throughout the municipality, most of which have Manganese concentrations higher than the maximum allowable by current health regulation. In order to supply treated water that meets current health regulation, the Town must implement a treatment system with Chlorination, UV filtration, and Manganese removal.<sup>1</sup>*

This project will complete Phase I of our Manganese removal upgrades for our domestic water system.

### ESTIMATED TIME FRAME FOR COMPLETION

Final Design and Tendering	First Quarter 2025
Construction	Third Quarter 2025
Completion	2027

<sup>1</sup> Water Treatment & Manganese Removal Feasibility Study; TRUE Consulting, February 2020

**PROJECT IMPLEMENTATION** (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party engineering consultant, construction contractor and internal staff.

**PUBLIC CONSULTATION** (Will this be required)

We will look to complete this project in the shoulder season so as not to impact the use of the community in the summer.

**FUNDING MODEL**

Water Operating Capital/Reserves/Grant Funding	\$11,344,680.00
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**BUDGET**

2024	\$1,700,000.00
2025	\$4,900,000.00
2026	\$3,544,680.00
2027	\$1,200,000.00

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

The Town will continue to exceed Maximum Allowable Concentrations (MAC) for manganese in our drinking water system.

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Water – Asset Renewals
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$ 1,500,000.00
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling, CAO
FROM:	Jared Brounstein, Director of Operations

### PROJECT DESCRIPTION (What is to be completed)

Water replacements as identified in the Water Master Plan.

### PURPOSE/GOALS (Why do we need this project)

Watermain Project: Central 74th Street: The scope of this project partially overlaps with capital project C1 Capital - 74<sup>th</sup> Avenue Upsizing if this project is undertaken as a like for like replacement. Alternatively, there is an opportunity to upsize this water main to achieve the goal of Capital Project C1. The existing watermain is parallel to the proposed watermain upgrade in C1. It is likely that upsizing the main is more cost effective to reduce surface disturbance and other contract considerations. This should be confirmed during detailed design.

Watermain Project: South Heron Lane and Loon Crescent: Similar to Project R1, this project has overlapping scope with project C1. For this reason, it is recommended to be completed simultaneously.

This project is identified in the Water Master Plan as R1 for a 2024 implementation.

### ESTIMATED TIME FRAME FOR COMPLETION

Third Quarter 2025.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Third party consultants and contractors.

### PUBLIC CONSULTATION (Will this be required)

We will engage area stakeholders as part of the construction process.

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

Infrastructure will continue to deteriorate; will continue to have operational impacts.



**Town of Osoyoos  
5 Year Capital/Project Plan  
For the years 2024-2028**

17-Aug-23

**Water**

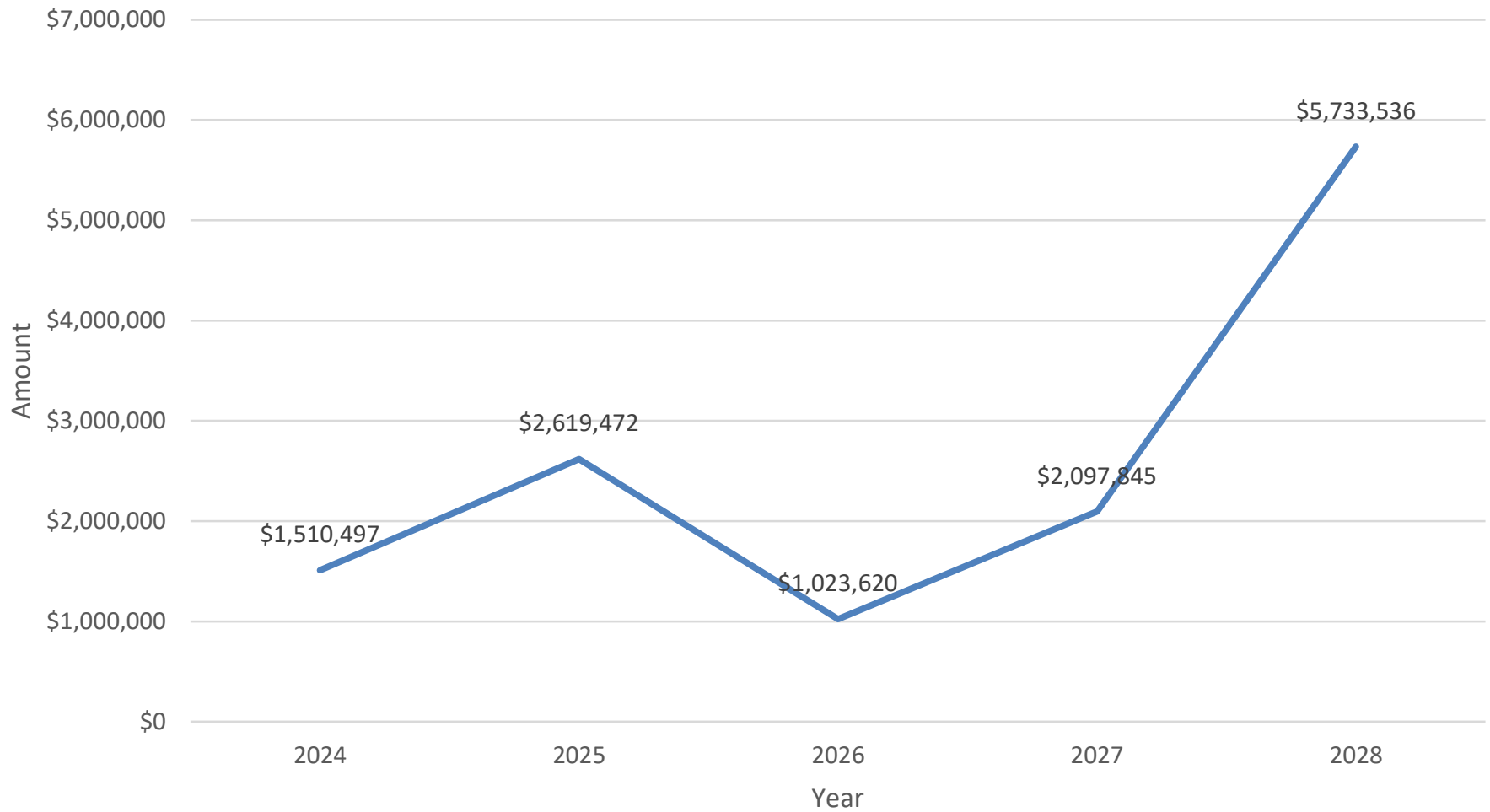
Responsible for Report		2024	2025	2026	2027	2028	
	<b>Growth</b>						
Jared	74th Ave Water Main Upsizing	675,000					Reserves
Jared	Wells Auxiliary Power	1,500,000					Operating/\$1,346,813Reserves
Jared	Well #9 & #10	2,000,000					Borrowing
Jared	89th Street Upgrades			775,000			Reserves
	<b>OP</b>						
Jared	<b>CF 2023</b> Water Facilities Chlorine Upgrades	137,380					Reserves
Jared	Master Plan Review					25,000	Operating
Jared	Water Conservation Update	50,000					Operating
Jared	Groundwater Protection Plan	100,000	50,000	50,000	50,000		Operating
Jared	Magnolia Place	375,000					Operating
Jared	SCADA Upgrades	95,704	95,704	88,311	73,046		Operating
Jared	340-402 Booster	850,000	850,000				Reserves
Jared	Water Metering	3,204,000					\$2,000,000Borrowing/Reserves
Jared	Water Rate Development and Implementation		125,000	50,000			Operating
Jared	Treatment Plant	4,900,000	3,544,680	6,200,000			Grant/Borrowing/Operating/Reserves
Jared	62nd Tie in - Looping				250,000		Operating
	<b>Asset</b>						
Jared	Central 74th	1,000,000					Reserves
Jared	Heron Lane and Loon Crescent	500,000					Reserves
Jared	89th - 74th to Well #1			1,000,000			Reserves
Jared	South 89th - Osprey, east 62nd				1,500,000		Reserves
Jared	Pondorosa Drive					350,000	Operating
Jared	Well #1 Elect and Pump			300,000			Reserves
Jared	Well #3 Elect and Pump			300,000			Reserves
Jared	Well #4 Elect and Pump			300,000			Reserves
Jared	Well #5 Elect and Pump			300,000			Reserves
Jared	Well #6 Elect and Pump			300,000			Reserves
Jared	Well #8 Elect and Pump			300,000			Reserves
Jared	Water Supply - Well #1				370,000		Reserves
Jared	Well #1 Chlorine Upgrade				240,000		Reserves
Jared	Well #6 Chlorine Upgrade				240,000		\$112,259Operating/Reserves
Jared	Hydrant Program				550,000		Operating
Jared	340 Reservoir PRV					325,000	Operating/\$70,000Reserves
Jared	Well #3 Chlorine Upgrade					100,000	Operating
	<b>Totals</b>	<b>15,387,084</b>	<b>4,665,384</b>	<b>9,963,311</b>	<b>3,273,046</b>	<b>800,000</b>	

**Source of funding**

	Amount	Operating	GRANTS	BORROWING	RESERVES	DCC	OTHER	TOTAL
2024	15,387,084	773,891	2,600,000	6,300,000	5,713,193	0	0	15,387,084
2025	4,665,384	858,515	1,508,047	0	2,298,822	0	0	4,665,384
2026	9,963,311	943,395	879,600	3,000,000	5,140,316	0	0	9,963,311
2027	3,273,046	1,035,305	0	0	2,237,741	0	0	3,273,046
2028	800,000	730,000	0	0	70,000	0	0	800,000
Totals	34,088,825	4,341,106	4,987,647	9,300,000	15,460,072	0	0	34,088,825

Projects Carried forward

## Water Reserves



**Reserve Balances**  
**18-Aug-23**

Account Number	Description	2022 Yearend	2023 Contributions	2023 Transfers	Balance Remaining	2024	2025	2026	2027	2028
<b>Water Fund</b>										
64475003	Res. - Water Capital Projects	2,909,637.60		1,116,166.00	1,793,471.60	1,793,472	-40,000	20,630	-105,968	656,291
	Contributions (Borrowing on Capital, Capital Contingency, PSAB3280)				1,720,743	1,232,498	1,232,498	1,232,498	1,000,000	1,393,725
	Transfers				-3,554,215	-1,171,868	-1,359,096	-237,741		0
	Balance					-40,000	20,630	-105,968	656,291	2,050,016
64475004	Res. - Water Pump & Motor Replac	81,220.00			81,220.00	81,220	81,220	81,220	0	0
	Contributions									
	Transfers							-81,220		
	Balance					81,220	81,220	0	0	0
64475005	Res. - Reservoir Cleaning	70,000.00			70,000.00	70,000	70,000	70,000	70,000	70,000
	Contributions									
	Transfers									-70,000
	Balance					70,000	70,000	70,000	70,000	0
64475006	Res. - Leak Detection/Line Cleanin	140,000.00			140,000.00	140,000	140,000	140,000	140,000	140,000
	Contributions									
	Transfers									
	Balance					140,000	140,000	140,000	140,000	140,000
64475007	Res. - Water Metering	500,000.00		500,000.00	0.00	0	0	0	0	0
	Contributions									
	Transfers									
	Balance					0	0	0	0	0
64475008	Water Sustainability Fund	0.00	183,690.00		183,690.00	183,690	995,656	2,307,622	919,588	1,231,554
	Contributions (Asset Management Plan)					2,311,966	2,311,966	2,311,966	2,311,966	2,311,966
	Transfers					-1,500,000	-1,000,000	-3,700,000	-2,000,000	
	Balance					995,656	2,307,622	919,588	1,231,554	3,543,520
54495000	Prior Year Surplus (cash)	1,817,681.90	60,000.00	915,083.00	962,598.90	962,599	263,621	0	0	0
	Contributions									
	Transfers					-698,978	-263,621			
	Balance					263,621	0	0	0	0
	<b>Total</b>	<b>5,518,539.50</b>	<b>243,690.00</b>	<b>2,531,249.00</b>	<b>3,230,980.50</b>	<b>1,510,497</b>	<b>2,619,472</b>	<b>1,023,620</b>	<b>2,097,845</b>	<b>5,733,536</b>

## Development Cost Charges August 16, 2023

Date	Description	Water	
1-Jan-23	Balance Forward	229,648.67	2,507,415.98
23-Jan-23	Maskeen Projects	2,030.00	
12-May-23	Sterling Pacific Developments	2,663.29	
31-Dec-23	Interest	6,068.93	
	2023 Expenditures	0.00	
		240,410.89	2,611,270.97
		54480-004	

53311-001

54480-004

## 2024 Water User Rate changes

Rate Code	Description	2023 Rate	Units	Town Water 51131-000	Increase Water User Rates <b>153.74%</b>	Adjusted Total Town Water 51131-000
Town Property Tax						
W01	Water Usage - Town	459.55	3,978	1,828,089.90	1,166.06	4,638,586.68
W03	Water Usage - Town	459.55	40	18,382.00	1,166.06	46,642.40
W04	Water Usage - Rest. - Basic	891.94	31	27,650.14	2,263.21	70,159.51
W05	Water Usage - Rest. - Additional	528.48	36	19,025.28	1,340.97	48,274.92
W06	Water Usage - site	202.23	779	157,537.17	513.14	399,736.06
W07	Water Usage - Campground - RV site*	167.08	293	48,954.44	423.95	124,217.35
W08	Water Usage	561.90	14	7,866.60	1,425.77	19,960.78
W09	Water Usage - Day Care	827.18	1	827.18	2,098.89	2,098.89
W11	Water Usage	1,315.94	2	2,631.88	3,339.07	6,678.14
W12	Water Usage - Laundramat	114.88	15	1,723.20	291.50	4,372.50
W13	Water Usage - Sun Bowl	1,976.05	1	1,976.05	5,014.03	5,014.03
W14	Water Usage	1,976.05	1	1,976.05	5,014.03	5,014.03
W15	Water Usage - Car Wash - Bay	1,315.94	3	3,947.82	3,339.07	10,017.21
W18	Water Irrigation	265.95	10	2,659.50	674.82	6,748.20
A/R						
FGIL - Canada Post		1,315.94	1	1,315.94	3,339.07	3,339.07
FGIL - RCMP		1,315.94	1	1,315.94	3,339.07	3,339.07
Osoyoos Seniors		641.56	1	641.56	1,627.89	1,627.89
Osoyoos Health Centre AP_VEN_INVOICES@INTERIORHEALTH.CA		1,315.94	1	1,315.94	3,339.07	3,339.07
Osoyoos Lake Sailing Club		459.55	1	459.55	1,166.06	1,166.06
Desert Park Exhibition Society		167.08	11	1,837.88	423.95	4,663.45
Nk'Mip Management services		265.95	1.71	454.77	674.82	1,153.94
Nk'Mip Management services		167.08	43	7,184.44	423.95	18,229.85
School District 53 (22 classrooms)		641.56	22	14,114.32	1,627.89	35,813.58
School District 53 Irrigation		265.95	6.92	1,840.37	674.82	4,669.75
School District 53 (15 classrooms)		641.56	15	9,623.40	1,627.89	24,418.35
Nk'Mip Gas and Convenience Store		561.90	1	561.90	1,425.77	1,425.77
OIB Indigenous Bloom		459.55	1	459.55	1,166.06	1,166.06
Osoyoos Employee Housing		459.55	24	11,029.20	1,166.06	27,985.44
New Construction (partial year billings)		459.55	13	5,974.15	1,166.06	15,412.78
				2,181,376.13		5,535,270.84
	Rounded			2,181,376.00		5,535,271.00
Inc. to Water Revenue						<u>3,353,895.00</u>

## 2024 Water District Rate changes

Rate Code	Description	2023 Rates	Units	Water District User Rates 51130-000	Increase WD User Rates <b>136.01%</b>	Water District User Rates Adjusted Total 51130-000	Water District Parcel Irrig 51130-005	Increase WD Parcel Irrig <b>136.01%</b>	Water District Parcel Irrig Adjusted Total 51130-005
Town Property Tax									
D10	Water District Residential Use	519.46	25	12,986.50	1,225.97	30,649.25			
D20	Water District Commercial Use	599.71	4	2,398.84	1,415.37	5,661.48			
D25	Residential Twinned	519.46	81	42,076.26	1,225.97	99,303.57			
D35	Commercial Twinned	599.71	5	2,998.55	1,415.37	7,076.85			
G9	Greenhouse, Nursery, Hydroponics	481.31	0	0.00	1,135.93	0.00			
G13	Greenhouse, Nursery, Hydroponics	0.0191	61,705	1,178.57	0.0451	2,782.90			
T10	Water District - Irrigation	237.44	146.62				34,813.45	560.38	82,162.92
Rural Water									
C20	Commercial	599.71	4	2,398.84	1,415.37	5,661.48			
C25	Commercial Twinned	599.71	9	5,397.39	1,415.37	12,738.33			
C30	Heavy Commercial	1,495.43	0	0.00	3,529.34	0.00			
C35	Heavy Commercial Twinned	1,495.43	1	1,495.43	3,529.34	3,529.34			
D10	Residential Unit	519.46	217	112,722.82	1,225.97	266,035.49			
D20	Residential Twinned	519.46	213	110,644.98	1,225.97	261,131.61			
D45	Mobile Homes/Apartments	519.46	4	2,077.84	1,225.97	4,903.88			
D50	Mobile Homes/Apartments - Twinned	519.46	31	16,103.26	1,225.97	38,005.07			
D70	Cabins	519.46	4	2,077.84	1,225.97	4,903.88			
D72	Cabins Twinned	519.46	2	1,038.92	1,225.97	2,451.94			
D75	Campsites - per unit	128.03	6	768.18	302.16	1,812.96			
D80	Campsites - per unit - Twinned	128.03	0	0.00	302.16	0.00			
G1	Greenhouse	53.49	0	0.00	126.24	0.00			
G2	Greenhouse	106.45	0	0.00	251.23	0.00			
G3	Greenhouse	160.45	1	160.45	378.68	378.68			
G4	Greenhouse	213.90	2	427.80	504.82	1,009.64			
G5	Greenhouse	267.41	3	802.23	631.11	1,893.33			
G6	Greenhouse	320.87	0	0.00	757.28	0.00			
G7	Greenhouse	375.46	0	0.00	886.12	0.00			
G8	Greenhouse	427.80	0	0.00	1,009.64	0.00			
G9	Greenhouse	481.31	2	962.62	1,135.93	2,271.86			
G10	Greenhouse	534.79	2	1,069.58	1,262.15	2,524.30			
G11	Greenhouse	588.26	0	0.00	1,388.34	0.00			
G12	Greenhouse	641.69	1	641.69	1,514.44	1,514.44			
G13	Greenhouse	0.0191	55,920	1,068.07	0.0451	2,520.76			
P10	Parcel Irrigation Charge	237.44	1,509.00				358,296.96	560.38	845,613.42
New Construction									
Accounts Receivable									
Early/Late Water									
				5,000.00		5,000.00			
				<u>328,766.71</u>		<u>769,118.55</u>	<u>393,110.41</u>		<u>927,776.34</u>
	Rounded			<u>328,767.00</u>		<u>769,119.00</u>	<u>393,110.00</u>		<u>927,776.00</u>

Increase    440,352.00

534,666.00

**Proposed Long Term Debt as per 2024-2028 Budget**

Project Name	Year	Borrowing	Annual Payments	Annual Increase per AVG SFD	Monthly Increase per avg SFD
<b>General Fund</b>					
Road - Harbour Key Dr. - Cottonwood to End	2024	1,800,000	139,499	34.30	2.86
Building - Dog Pound	2025	350,000	27,125	6.70	0.56
Building - Housing Initiative	2025	1,540,000	119,349	29.33	2.44
Land - Cemetery Land Acquisition	2026	1,200,000	92,999	22.84	1.90
Road - 89th St - 70th to 62nd	2026	3,200,000	247,998	60.96	5.08
Road - Lakeshore to 45th	2027	350,000	27,125	6.70	0.56
Building - Increased Office Space	2027	1,500,000	116,249	28.61	2.38
Road - Spartan Drive - Lions Park to 92nd	2027	400,000	31,000	7.64	0.64
Road - Hummingbird	2027	200,000	15,500	3.82	0.32
Road - Maple Dr. - Cottonwood to End	2027	475,000	36,812	9.08	0.76
Road - 92nd Ave - 87th to Hwy 97	2028	4,400,000	340,997	83.80	6.98
Building - Town Hall	2028	15,000,000	1,162,489	285.56	23.80
<b>Sewer Fund</b>					
Starlite Relocation	2025	2,700,000	209,248	37.79	3.15
<b>Water Fund</b>					
Well #9 & #10	2024	2,000,000	154,998	25.27	2.11
Water Metering	2024	2,000,000	154,998	25.27	2.11
Treatment Plant	2024	2,300,000	178,248	29.06	2.42
Treatment Plant	2026	3,000,000	232,498	37.91	3.16
			<u>720,742</u>	<u>117.51</u>	<u>9.79</u>

**Current Long Term Debt**

	2024	2025	2026	2027	2028
General Fund	5,048,002	4,873,282	4,693,114	4,507,328	4,315,746
Sewer Fund	2,808,459	2,657,457	2,501,926	2,341,729	2,176,726
Water Fund	1,349,339	1,283,302	1,215,779	1,146,737	1,076,141
	<u>9,205,799</u>	<u>8,814,041</u>	<u>8,410,819</u>	<u>7,995,793</u>	<u>7,568,612</u>

**Proposed NEW Long Term Debt as per 5 Year Financial Plan**

	2024	2025	2026	2027	2028
General Fund					
Sewer Fund	1,800,000	3,690,000	8,090,000	11,015,000	30,415,000
Water Fund	6,300,000	6,079,506	8,851,072	8,509,417	8,155,463
	<u>8,100,000</u>	<u>9,769,506</u>	<u>16,941,072</u>	<u>19,524,417</u>	<u>38,570,463</u>

Borrowing estimated at 4.25%

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*Public works services for the community -Annually*

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- Pioneer walkway – Weekly pick up of tarped trimmings – 100hrs annually.
- Pioneer walkway – annual purchase of tools and gardening supplies including bedding plants approx. 1000\$, and 2hrs staff time.
- Pole Banner installs on Main St – 24- 30hrs annual staff time.
- Equipment drop off and pic up for special events in town throughout the year, Barricades, traffic cones, picnic table relocation, snow fencing, assigning keys setting out garbage cans and pic up of extra garbage other items, coordinating with other departments and staff, purchasing new equipment for special events, coordinating irrigation clocks to be re-set. 117hrs staff time annually.
- Festival float relocation to site and storage, 4hrs staff time annually.
- Wine Country racing events at the airport, issuing NOTAM’s throughout the season, 2.5 hrs. annually.
- Sand top up volleyball court at Gyro, community services pay’s for the material, operations staff run the equipment 4hrs annually.
- wheel chair access matt deployment at legion and Gyro beach, 3hrs annually.
- Swim Dock -Gyro, 4hrs annually
- Swim dock – Legion on hold will try and budget for new dock.
- Line Buoy drop off – 6hrs
- Cottonwood beach debris bins -hotel strip. 60hrs annually.



# REPORT

## Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** Potential additional Staffing Requirements

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## BACKGROUND

There are a number of areas where administrative staff have realized that could utilize additional staff in specialized areas. These requirements are not incorporated within the budget but would assist in the overall operations of the Town.

Due to the tax/utility increase within the proposed budget, Administration did not include the skill sets identified below within the base budget. Not filling the positions increases the inherent risks within the identified area/subject. If Council would like to enhance a service and/or reduce the overall corporate risk, a motion could be made to increase the budget to support the resource.

## OVERVIEW

### Asset Management/Project Coordinator:

- The objective would be a longer term commitment to maintain the asset management program once completed. In the short term we are utilizing consultants to gather basic data. This requirement would assist with the ongoing maintenance. For the amount of time required this would be an increase of 1.0 FTE at an annual cost of \$110,000, including benefits.

### Communications:

- The objective would be to include news releases, eNews, facebook/twitter and updating corporate forms. For the amount of time required this would be an increase of 1.0 FTE at an annual cost of \$100,000, including benefits.

### Efficiency – program review/documentation of existing processes:

- The objective would be to document existing processes as well as identifying potential process improvements/efficiencies. For the amount of time required this would be an increase of 1.0 FTE at an annual cost of \$100,000, including benefits.

### Emergency Program Coordinator:

- The objective would be to have a dedicated person for the Town of Osoyoos. It is estimated that 12 hours per week would be required, however, the exact amount depends on the outcome of the RDOS EOC ECC review. For the amount of time required this would be an increase of 0.34 FTE at an annual cost of \$40,000, including benefits.

### Non-profit group coordinator/liaison:

- The objective of this position would be the contact for non-profits. They would also assist with finding and potentially assisting with grant applications. There is also an opportunity to assist with front line work to reduce staffing shortages which results in early closing of facilities. For the amount of time required this would be an increase of 1.0 FTE at an annual cost of \$90,000, including benefits, with approximately 10 hours per week allocated as the liaison, but would fluctuated based on the season.

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#### Occupational Health and Safety:

- The objective would be to administer the corporate OH&S requirements including updating policies and conducting research on best practices. For the amount of time required this would be an increase of 1.0 FTE at an annual cost of \$100,000, including benefits. Currently \$35,000 is in the budget to allow for some contracted services, therefore to incorporate this change, the budget would need to be increased by \$65,000.

#### Policy/Bylaw Review Updates:

- The objective of this position would assist with bylaw/policy reviews as well as complete grant applications as required when they become available. This would be in the form of a contract position at an annual cost of \$20,000.

#### Project Coordinator:

- The objective would be to have resources to research and implement new programs as well as assist in keeping projects on schedule. Operational Services has numerous projects that could require a full time position and other projects within the corporation could utilize support of 0.5 FTE. The cost of the 1.5 FTE's is \$180K.

# REPORT



Council

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**MEETING DATE:** August 21, 2023

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**TO:** Mayor and Council

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**CC:** Rod Risling, CAO

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**FROM:** Jim Zakall, Director of Financial Services

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**SUBJECT:** **Highlights for the 2024-2028 Sun Bowl Budget**

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## BACKGROUND

Budget presentation for the 2024-2028 Sun Bowl, highlighted changes in the budget.

## OVERVIEW

The requisition for the Sun Bowl arena for 2024 is budgeted to increase by 2.25%. Operating and capital expenditures have increased by \$27,496 and revenues are budgeted to increase by \$15,250 with the balance of \$12,246 coming from taxation.

2024 Sun Bowl Projects:

- Heat Recovery Exchanger \$250,000
- Refrigeration Plant Annual Maintenance \$25,000
- Oil Separator \$25,000

## SUN BOWL INCOME STATEMENT



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>SUN BOWL</b>					
<b>Sun Bowl Revenue</b>					
<b>SKATING REVENUE</b>					
8-1-110-000 PUBLIC SKATING REVENUE	-3,000	-2,850	-150.00	5.26	-2,850.00
8-1-110-001 FIGURE SKATING CLUB REVENUE	-30,000	-26,000	-4,000.00	15.38	-12,264.24
<b>Total SKATING REVENUE</b>	<b>-33,000</b>	<b>-28,850</b>	<b>-4,150.00</b>	<b>14.38</b>	<b>-15,114.24</b>
<b>HOCKEY REVENUE</b>					
8-1-112-000 MINOR HOCKEY REVENUE	-50,000	-46,600	-3,400.00	7.30	-18,874.17
8-1-112-001 HOCKEY SCHOOLS REVENUE	-2,730	-2,600	-130.00	5.00	0.00
8-1-112-003 MISC HOCKEY REVENUE	-50,000	-43,800	-6,200.00	14.16	-38,105.81
8-1-112-005 JUNIOR B HOCKEY CLUB REVENUE	-15,000	-14,400	-600.00	4.17	-5,391.03
<b>Total HOCKEY REVENUE</b>	<b>-117,730</b>	<b>-107,400</b>	<b>-10,330.00</b>	<b>9.62</b>	<b>-62,371.01</b>
<b>MAINTENANCE CONTRIBUTION</b>					
8-1-113-000 MAINTENANCE CONTRIBUTION	-9,450	-9,000	-450.00	5.00	-9,667.00
<b>Total MAINTENANCE CONTRIBUTION</b>	<b>-9,450</b>	<b>-9,000</b>	<b>-450.00</b>	<b>5.00</b>	<b>-9,667.00</b>
<b>CONCESSION REVENUE</b>					
8-1-114-000 CONCESSION REVENUE	-2,210	-2,100	-110.00	5.24	-787.50
<b>Total CONCESSION REVENUE</b>	<b>-2,210</b>	<b>-2,100</b>	<b>-110.00</b>	<b>5.24</b>	<b>-787.50</b>
<b>MEZZANINE RENTAL REVENUE</b>					
8-1-115-001 OTHER RINK RENTAL REVENUE	-2,160	-2,050	-110.00	5.37	-717.77
<b>Total MEZZANINE RENTAL REVENUE</b>	<b>-2,160</b>	<b>-2,050</b>	<b>-110.00</b>	<b>5.37</b>	<b>-717.77</b>
<b>ADVERTISING SIGN REVENUE &amp; DONATIONS</b>					
8-1-117-001 MISCELLANEOUS REVENUE/SKATE SHARP	-1,400	-1,300	-100.00	7.69	-590.48
8-1-117-002 BANK - INTEREST REVENUE	-800	-800	0.00	0.00	-226.32
<b>Total ADVERTISING SIGN REVENUE &amp; DONAT</b>	<b>-2,200</b>	<b>-2,100</b>	<b>-100.00</b>	<b>4.76</b>	<b>-816.80</b>
<b>REQUISITION - RESERVES - GRANTS</b>					
8-1-119-005 GRANTS	-250,000	-250,000	0.00	0.00	-178,900.00
<b>Total REQUISITION - RESERVES - GRANTS</b>	<b>-250,000</b>	<b>-250,000</b>	<b>0.00</b>	<b>0.00</b>	<b>-178,900.00</b>
<b>REQUISITION - RESERVES - GRANTS</b>					
8-1-119-000 R D O S - AREA A CONTRIBUTION	-174,425	-153,747	-20,678.00	13.45	-169,440.00
8-1-119-001 R D O S - OSOYOOS CONTRIBUTION	-378,275	-386,707	8,432.00	-2.18	-439,094.00
8-1-119-006 R.D.O.S. - GRANT IN LIEU	-4,000	-4,000	0.00	0.00	-3,977.62
<b>Total REQUISITION - RESERVES - GRANTS</b>	<b>-556,700</b>	<b>-544,454</b>	<b>-12,246.00</b>	<b>2.25</b>	<b>-612,511.62</b>
<b>Total Sun Bowl Revenue</b>	<b>-973,450</b>	<b>-945,954</b>	<b>-27,496.00</b>	<b>2.91</b>	<b>-880,885.94</b>
<b>Sun Bowl Expense</b>					
<b>WAGES &amp; BENEFITS - ARENA MANAGER</b>					
8-2-211-000 WAGES & BENEFITS - ARENA MANAGER	80,000	71,400	8,600.00	12.04	35,458.26

## SUN BOWL INCOME STATEMENT



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>SUN BOWL</b>					
8-2-211-001 WAGES & BENEFITS - ARENA PERSONNEL	350,000	311,100	38,900.00	12.50	210,850.33
8-2-211-002 WAGES - ARENA RELIEF/CASUAL STAFF	32,000	35,700	-3,700.00	-10.36	13,592.43
<b>Total WAGES &amp; BENEFITS - ARENA MANAGER</b>	<b>462,000</b>	<b>418,200</b>	<b>43,800.00</b>	<b>10.47</b>	<b>259,901.02</b>
<b>WEST KOOTENAY POWER (ARENA)</b>					
8-2-213-000 FORTIS BC (ARENA)	60,000	59,400	600.00	1.01	39,873.44
8-2-213-001 WATER/SEWER/GARBAGE	15,380	15,000	380.00	2.53	8,230.69
8-2-213-002 TERASEN GAS (ARENA)	33,000	32,100	900.00	2.80	15,235.61
<b>Total WEST KOOTENAY POWER (ARENA)</b>	<b>108,380</b>	<b>106,500</b>	<b>1,880.00</b>	<b>1.77</b>	<b>63,339.74</b>
<b>MEMBERSHIP DUES AND FEES</b>					
8-2-214-000 MEMBERSHIP DUES EXPENSE	1,500	1,200	300.00	25.00	0.00
8-2-214-001 SOCAN FEE EXPENSE	1,400	1,020	380.00	37.25	887.72
8-2-214-003 OTHER MISCELLANEOUS EXPENSE	1,000	1,020	-20.00	-1.96	48.82
8-2-214-004 EMPLOYEE UPGRADING EXPENSE	3,350	3,260	90.00	2.76	1,956.95
<b>Total MEMBERSHIP DUES AND FEES</b>	<b>7,250</b>	<b>6,500</b>	<b>750.00</b>	<b>11.54</b>	<b>2,893.49</b>
<b>ADMIN EXPENSE</b>					
8-2-216-000 POSTAGE EXPENSE	200	200	0.00	0.00	0.00
8-2-216-001 TELEPHONE EXPENSE	2,500	4,000	-1,500.00	-37.50	1,258.71
8-2-216-002 ADVERTISING EXPENSE	1,000	1,000	0.00	0.00	0.00
8-2-216-003 OFFICE SUPPLIES EXPENSE	2,570	2,500	70.00	2.80	1,163.59
8-2-216-004 INSURANCE (LIABILITY) EXPENSE	3,950	3,850	100.00	2.60	3,850.00
8-2-216-005 BANK INTEREST/SERVICE CHARGE EXPEN	4,100	4,000	100.00	2.50	464.03
8-2-216-006 ADMINISTRATION FEE - OSOYOOS	12,000	12,000	0.00	0.00	12,000.00
8-2-216-007 ADMINISTRATION FEE - RDOS	1,000	1,000	0.00	0.00	1,000.00
<b>Total ADMIN EXPENSE</b>	<b>27,320</b>	<b>28,550</b>	<b>-1,230.00</b>	<b>-4.31</b>	<b>19,736.33</b>
<b>BUILDING REPAIRS &amp; MAINTENANCE EXPENSE</b>					
8-2-217-000 BUILDING REPAIRS & MAINTENANCE EXPE	65,000	50,000	15,000.00	30.00	56,211.92
8-2-217-002 VEHICLE EXPENSE	3,500	5,100	-1,600.00	-31.37	1,003.54
8-2-217-010 MFA EQUIPMENT FINANCING	0	23,400	-23,400.00	-100.00	0.00
<b>Total BUILDING REPAIRS &amp; MAINTENANCE E</b>	<b>68,500</b>	<b>78,500</b>	<b>-10,000.00</b>	<b>-12.74</b>	<b>57,215.46</b>
<b>BUILDING REPAIRS &amp; MAINTENANCE EXPENSE</b>					
8-2-217-003 TRANSFER TO RESERVES - RDOS	0	37,704	-37,704.00	-100.00	0.00
<b>Total BUILDING REPAIRS &amp; MAINTENANCE E</b>	<b>0</b>	<b>37,704</b>	<b>-37,704.00</b>	<b>-100.00</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURES</b>					
8-2-218-000 CAPITAL EXPENDITURES	300,000	270,000	30,000.00	11.11	242,908.34
<b>Total CAPITAL EXPENDITURES</b>	<b>300,000</b>	<b>270,000</b>	<b>30,000.00</b>	<b>11.11</b>	<b>242,908.34</b>
<b>Total Sun Bowl Expense</b>	<b>973,450</b>	<b>945,954</b>	<b>27,496.00</b>	<b>2.91</b>	<b>645,994.38</b>
<b>Total SUN BOWL</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>-234,891.56</b>

SUN BOWL INCOME STATEMENT



For Period Ending 31-Dec-2023

	2024 BUDGET	2023 BUDGET	BUDGET VARIANCE \$	BUDGET VARIANCE %	2023 ACTUAL
<b>SUN BOWL</b>					
Total Surplus (-)/Deficit	0	0	0.00	0.00	-234,891.56

**SUN BOWL ARENA  
CAPITAL BUDGET**

<b><u>Sun Bowl Capital Purchases</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>
Concession Grill/Upgrades			\$5,000		
Roof Replacement		\$300,000			
Replace/Repair Rain Gutters			\$7,500		\$10,000
Replace Hot Water Tank			\$10,000	\$10,000	
Monofilament protective netting			\$5,000		\$5,000
Mezzanine Safety Glass Replacement			\$5,000		
Protective Flooring hallway			\$10,000		\$10,000
Protective Flooring Upgrade(main entrance)				\$25,000	
Heat Recovery Exchanger	\$250,000				
Refrigeration Plant Annual Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Scoreboard			\$25,000		
Music System Upgrades				\$10,000	
DDC system					\$7,000
Pick Up Truck			\$40,000		
Plate and Frame Chiller					
Seating - chair replacements (stands)			\$5,000		\$5,000
Floor scrubber					\$10,000
Dasherboard repairs			\$5,000		
Replace kickstrip			\$5,000		\$5,000
Parking lot paving			\$50,000	\$50,000	\$50,000
Technical Safety Requirements					
Relief System/Fire Line and ValveRemoval					
Oil Separator	\$25,000	\$20,000			
<b>Totals</b>	<b>\$300,000.00</b>	<b>\$345,000.00</b>	<b>\$197,500.00</b>	<b>\$120,000.00</b>	<b>\$127,000.00</b>

**Refrigeration overhaul - condenser eliminators, compressor rebuilds, NH3, CO and CH4 calibration**

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Heat Recovery Exchanger
GRANT FUNDED:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$250,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis Director of Community Services, Andrew Barnes Arena Leadhand

### PROJECT DESCRIPTION (What is to be completed)

The installation of an ammonia plate and frame de-super heater, hot water storage vessel, recirculation pumps, hydronic heaters in (dressing rooms x7, concession, offices x3, public washrooms x2, mezzanine, and board room), preheat domestic water for showers and Zamboni, heat exchanger for snow melt pit.

### PURPOSE/GOALS (Why do we need this project)

Currently when we operate the refrigeration plant at full capacity we produce in excess of 1.8 million BTU. That's the equivalent to heating 40 - 45 residential homes. By installing this system we can capture the wasted heat and use it in the building to heat areas that require it. Currently all our rooms outside of the mezzanine are heated with electric heaters, We also have 4 hot water tanks that is heated totaling 380 gallons. We would be able to remove the electric heaters and installing on demand boilers to increase water temps, which would result in lowering GHG. This project will be funded with Gas Tax Funding from both the Town and RDOS Area A.

In November of 2021, Building Energy Solutions LTD completed a Fortis BC Commercial Energy Assessment of the Sun Bowl Arena. It addressed a number of cost savings measures that could be implemented to reduce electrical and natural gas consumption as well as reduce our GHG emissions. On pages 3 and 4 of the report it highlights the proposed work to be completed. As we have upgraded our new Ammonia Chiller with a plate and frame unit we now have the available space to install a De-super heater and/or condensing plate and frame unit to reclaim heat that we would normally vent to the atmosphere outside.

- Pre-incentive Capital Costs Total \$85,818.93
- Applicable Incentives \$6,279.32
- Total Capital Costs \$79,539.61
- Estimated Annual Gas/Electric Savings \$12,288.53
- Simple Payback (yrs) 6.5yrs
- Estimated Total Project Capital, Design & Install \$173,220

The budget requested is \$250,000 as the cost of goods has gone up substantially for materials and labour since 2021. There is also a Comparative study of Refrigeration Systems for Ice Rinks by the Government of Canada. In Section 1.4 it highlights the importance of Ice Arenas to reclaim waste heat to heat the building, snow melt pit, and preheat the domestic water as well as reductions in GHG emissions.



**ESTIMATED TIME FRAME FOR COMPLETION**

The project will require 30 days to complete. This project needs to be completed during shut down.

**PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)**

This project will require a request for proposal and will require a certified refrigeration contractor, a class A high pressure welder and commercial electrician.

**PUBLIC CONSULTATION (Will this be required)**

Na

**POTENTIAL IMPACTS IF PROJECT NOT APPROVED**

The Sun Bowl Arena will continue to see higher utility costs with on demand purchasing for utilities.

# REPORT



## Capital Budget Project

<b>PROJECT YEAR:</b>	2024
<b>PROJECT CARRY-OVER</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>PROJECT NAME:</b>	Refrigeration Plant Annual Maintenance
<b>GRANT FUNDED:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
<b>PROJECT COSTS:</b>	\$25,000
<b>BUSINESS PLAN NO.:</b>	
<b>TO:</b>	Mayor and Council
<b>CC:</b>	Rod Risling CAO
<b>FROM:</b>	Gerald Davis - Director of Community Services, Andrew Barnes – Arena Leadhand

### PROJECT DESCRIPTION (What is to be completed)

Compressor #1 top end rebuild. (Oil & filter change, replace cooling hoses, remove cylinder heads and inspect valves and safety head valves).

Compressor #2 top and bottom rebuild. (Oil and filter change, replace cooling hoses, new piston sleeves & rings, new crankshaft and connecting rod bearings, new shaft seals and new safety head valves).

Condenser electric motor overhaul. (Remove electric motor and replace with new bearings, brushes and hot dip and wax windings, new belts).

### PURPOSE/GOALS (Why do we need this project)

This is yearly maintenance that we perform on the ammonia refrigeration plant based on manufacturer run time hours.

### ESTIMATED TIME FRAME FOR COMPLETION

Compressors 1 & 2 work can be completed in 5 – 6 working days while the plant is in operation in February.

Condenser motor will get removed once the season is completed, usually 1-2 weeks to rebuild.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

Compressors work to be completed by a certified refrigeration mechanic.

Condenser motor to be done internally.

### PUBLIC CONSULTATION (Will this be required)

Na

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

All the components are essential for successful operation of the refrigeration plant. Loss or breakdown of the ice or will ultimately cause ice cancellations. Major repair breakdowns will cause longer term cancellations..

# REPORT



## Capital Budget Project

PROJECT YEAR:	2024
PROJECT CARRY-OVER	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
PROJECT NAME:	Oil Separator
GRANT FUNDED:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pending <input type="checkbox"/> \$
PROJECT COSTS:	\$25,000
BUSINESS PLAN NO.:	
TO:	Mayor and Council
CC:	Rod Risling CAO
FROM:	Gerald Davis Director of Community Services, Andrew Barnes Arena Leadhand

### PROJECT DESCRIPTION (What is to be completed)

Removal and installation of new oil separators. (Isolate and remove ammonia from discharge line, cut out oil separators, weld in new oil separators, and pressure test system with nitrogen. Recharge system with ammonia once it is complete and in working order.)

### PURPOSE/GOALS (Why do we need this project)

The oil separators removes the oil that blows by the piston rings of the compressors and returns it to the crankcase. This stops excessive oil consumption and contamination of the ammonia evaporator/chiller and increases refrigeration efficiency.

### ESTIMATED TIME FRAME FOR COMPLETION

May-June, 2024. This an offseason project and has to be completed during shut down, between 6 – 8 working days.

### PROJECT IMPLEMENTATION (How will it be completed – Internally/Consultant/Contractor. | Identify known funding impacts/status report if carry-over project.)

This project needs to be completed by a contractor. (Certified ammonia refrigeration mechanic and high pressure certified class A welder.)

### PUBLIC CONSULTATION (Will this be required)

Na

### POTENTIAL IMPACTS IF PROJECT NOT APPROVED

By not replacing the oil separators it will decrease overall efficiency of the refrigeration plant and increase utility consumption and loss of oil. Worst case scenario may cause catastrophic repairs.