



City of Prince Rupert

AGENDA

For the **Special COMMITTEE OF THE WHOLE MEETING** of Council to be held on December 13, 2021 at 3:00 p.m. in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

THAT the Agenda for the Committee of the Whole Meeting of December 13, 2021 be adopted as circulated.

3. PETITIONS & DELEGATIONS

1. Report from the Chief Financial Officer Re: 2022 Capital Budget and Special Projects

(attached)

Recommended:

THAT Council recommend to the Regular Meeting of Council on December 13, 2021, the adoption of the 2022 Capital Budget and Special Projects as presented.

4. QUESTION PERIOD FROM THE PUBLIC

5. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

6. ADJOURNMENT TO RECONVENE REGULAR COUNCIL MEETING

2022

Capital Budget and Special Projects



Prepared for the
Committee of the Whole
December 13, 2021

City of Prince Rupert



2022 CAPITAL BUDGET AND SPECIAL PROJECTS

This capital budget document lays out the city's continuation of renewing assets necessary for service provision to the community. Staff have identified which projects are requested to be considered for enactment in the 2022 year after having considered the operational need and available funding options. Some projects are being worked on presently and are to be completed in 2022 while others are new to the project list.

The special projects budget document is proposed to enable staff to begin work on certain projects that are either time sensitive, and/or, have been identified as Council priorities and procurement of services necessary to fulfill these tasks in 2022 must be undertaken early in the fiscal year.

The City's operations are split into four funds, the General Fund, Water Fund, Wastewater Fund and Solid Waste Fund. The last three are funded through utility fees. The General Fund is funded by user fees, special grants, taxes in lieu (which applies to other levels of government) and as a last resort to balance, property taxation.

The taxation and utility fee impact of the requests for capital and special projects operated through all Funds is always taken into account when proposing how projects will be paid for. This year, projects funded through property taxation are \$200 thousand less than in 2021. Although the future of the City's taxation need is uncertain at this time, taxes are not expected to increase as a result of the projects proposed in this document.

Structure of document

This document begins with a summary of all category requests, split between capital and special project. The total funding allocation for each category is also presented.

Following is a more detailed summary for the capital budget requests by category and by project. The individual funding allocation for each project is presented. Page numbers are indicated on the left of the detailed summary which reference the justification page for each project.

Finally, each category summary is presented with the same project itemization and page numbers which reference the justification page immediately behind the category summary.

The same order is presented for the special projects after the capital requests section is ended.

Financial Plan

This document does not make up the full City of Prince Rupert budget. The budget will be released in late winter 2022 for Council and the public to consider in the formulation of the City's Five Year Financial Plan. Related bylaws affecting the forward looking financial plan and tax rate bylaw must be adopted by May 13, 2022.

2022 Capital Budget and Special Projects

Requests by Department (\$ thousands)

The following table provides a summary of the 2022 capital requests by each department and utility along with the proposed method of funding. Forms of funding are from Reserves, Borrowing, Grants, Dividends, Internal accruals and surplus, Utility fees and Taxation. Certain Special Projects have been included to authorize them so they can begin in the new year. Some have been approved as priorities by Council.

Category	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
Capital							
Fire	1,381	(206)	(1,000)	(175)	0	0	
Building	5,570	(4,220)	0	(300)	(1,000)	0	(50)
Policing	30,000	0	(30,000)	0	0	0	
Recreation	200	0	0	(48)	(12)	0	(140)
Real Estate	265	(80)	0	0	(185)	0	
Civic Improvements	11,065	(50)	0	(10,960)	0	0	(55)
Vehicles & Mobile Eq.	1,750	(1,450)	(300)	0	0	0	
Transportation	1,610	(210)	0	0	(200)	0	(1,200)
Total General Fund	51,841	(6,216)	(31,300)	(11,483)	(1,397)	0	(1,445)
Solid Waste	4,495	(1,594)	0	0	(2,801)	(100)	0
Water	11,370	(9,778)	0	0	(900)	(692)	0
Wastewater	2,675	(1,211)	0	(400)	0	(1,064)	0
Total Utility	18,540	(12,583)	0	(400)	(3,701)	(1,856)	0
Total Capital	70,381	(18,799)	(31,300)	(11,883)	(5,098)	(1,856)	(1,445)
Special Projects							
Civic Improvements	290	(160)	0	(65)	0	0	(65)
Vehicles & Mobile Eq.	25	0	0	0	0	0	(25)
Transportation	120	(30)	0	(90)	0	0	0
Human Resources	150	(50)	0	0	0	0	(100)
Legislated	20	(10)	0	(10)	0	0	0
Total Special Projects	605	(250)	0	(165)	0	0	(190)
Total All Funds	70,986	(19,049)	(31,300)	(12,048)	(5,098)	(1,856)	(1,635)

2022 Capital Budget Requests

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
Fire								
6	New Firehall Building Design	350,000	(175,000)	-	(175,000)	-	-	-
6	Reserve Pumper	1,000,000	-	(1,000,000)	-	-	-	-
7	Equipment - Drying Cabinet and Engine 5 Locker/Compartment Modification	31,000	(31,000)	-	-	-	-	-
Category Totals		1,381,000	(206,000)	(1,000,000)	(175,000)	-	-	-
Building								
9	City Hall - Boiler replacement and HVAC	100,000	(100,000)	-	-	-	-	-
9	Lester Centre - Roof Improvements	40,000	(40,000)	-	-	-	-	-
10	Library Boiler & Heating Controls Replacement	50,000	-	-	-	-	-	(50,000)
10	CN Building Revitalization	5,300,000	(4,000,000)	-	(300,000)	(1,000,000)	-	-
11	Condition assessment Building Envelope and City Roofs	80,000	(80,000)	-	-	-	-	-
Category Totals		5,570,000	(4,220,000)	-	(300,000)	(1,000,000)	-	(50,000)
Policing								
13	RCMP detachment	30,000,000	-	(30,000,000)	-	-	-	-
Category Totals		30,000,000	-	(30,000,000)	-	-	-	-
Recreation								
15	Arena - Brine Header Replacement	60,000	-	-	-	-	-	(60,000)
15	Pool - Tot Pool Slide and Water Feature	80,000	-	-	-	-	-	(80,000)
16	Civic - Upstairs Washroom Accessibility Upgrade	60,000	-	-	(48,000)	(12,000)	-	-
Category Totals		200,000	-	-	(48,000)	(12,000)	-	(140,000)
Real Estate								
18	Annual land purchase	50,000	(50,000)	-	-	-	-	-
18	Watson Island Power	35,000	-	-	-	(35,000)	-	-
18	Watson Island dam safety audit	150,000	-	-	-	(150,000)	-	-
19	Canfisco Warehouse parking improvements	30,000	(30,000)	-	-	-	-	-
Category Totals		265,000	(80,000)	-	-	(185,000)	-	-
Civic Improvements								
21	Streetlight Replacement Program	25,000	-	-	-	-	-	(25,000)
21	Waterfront development	10,900,000	-	-	(10,900,000)	-	-	-
21	Cemetery Sidewalks	20,000	-	-	-	-	-	(20,000)
22	Eidsvick Park Renewal	50,000	(50,000)	-	-	-	-	-
22	McBride Sport Court	70,000	-	-	(60,000)	-	-	(10,000)
Category Totals		11,065,000	(50,000)	-	(10,960,000)	-	-	(55,000)
Vehicles and Mobile Equipment								
24	Single Axle Dump Truck with Sander/Plow	300,000	-	(300,000)	-	-	-	-
24	GPS Truck System	50,000	(50,000)	-	-	-	-	-
25	F550 Garbage Truck Commercial	400,000	(400,000)	-	-	-	-	-
25	Landfill Dozer	1,000,000	(1,000,000)	-	-	-	-	-
Category Totals		1,750,000	(1,450,000)	(300,000)	-	-	-	-

2022 Capital Budget Requests

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
Transportation								
27	Bridge Condition & Safety Assessment	200,000	-	-	-	(200,000)	-	-
27	14th Street Retaining Wall	100,000	-	-	-	-	-	(100,000)
28	Seal Cove Sidewalk	60,000	(60,000)	-	-	-	-	-
28	Sidewalk Program	100,000	-	-	-	-	-	(100,000)
29	Annual Paving Program	1,000,000	-	-	-	-	-	(1,000,000)
29	Ditching improvements	150,000	(150,000)	-	-	-	-	-
Category Totals		1,610,000	(210,000)	-	-	(200,000)	-	(1,200,000)
Solid Waste								
31	240L Collection bins	130,000	(130,000)	-	-	-	-	-
31	Wantage Road landfill closure	100,000	-	-	-	-	(100,000)	-
32	Landfill Cell Closure	2,601,000	-	-	-	(2,601,000)	-	-
32	New Landfill Cell	1,664,000	(1,464,000)	-	-	(200,000)	-	-
Category Totals		4,495,000	(1,594,000)	-	-	(2,801,000)	(100,000)	-
Water								
34	Woodworth Dam Replacement	5,000,000	(4,100,000)	-	-	(900,000)	-	-
34	Water treatment Facility & Submarine Line Engineering Design	4,000,000	(4,000,000)	-	-	-	-	-
35	SCADA Upgrade	1,150,000	(1,150,000)	-	-	-	-	-
35	Park Avenue water repair paving	95,000	(95,000)	-	-	-	-	-
36	14th Steet renewal	200,000	(200,000)	-	-	-	-	-
36	11th Avenue 200 Blk to Alfred St. engineering & design	75,000	(75,000)	-	-	-	-	-
37	Flushing Program Section 2	50,000	(50,000)	-	-	-	-	-
37	Shawatlans Dock upgrades	50,000	(50,000)	-	-	-	-	-
38	Annual Water line replacement	750,000	(58,000)	-	-	-	(692,000)	-
Category Totals		11,370,000	(9,778,000)	-	-	(900,000)	(692,000)	-
Wastewater								
40	Liquid Waste Management Plan	750,000	(350,000)	-	(400,000)	-	-	-
40	SCADA upgrade	450,000	(300,000)	-	-	-	(150,000)	-
41	Hays Creek Replacement Study	100,000	(100,000)	-	-	-	-	-
41	Industrial Park Treatment Plant Upgrade (engineering)	100,000	(100,000)	-	-	-	-	-
41	14th Steet renewal	250,000	(211,000)	-	-	-	(39,000)	-
42	Outfall Camera Program	25,000	-	-	-	-	(25,000)	-
42	Outfall Repairs	100,000	-	-	-	-	(100,000)	-
42	Park Avenue wastewater engineering (1100-1300 blk)	150,000	(150,000)	-	-	-	-	-
43	Annual Wastewater line replacement	750,000	-	-	-	-	(750,000)	-
Category Totals		2,675,000	(1,211,000)	-	(400,000)	-	(1,064,000)	-
Grand Total - Capital Projects		70,381,000	(18,799,000)	(31,300,000)	(11,883,000)	(5,098,000)	(1,856,000)	(1,445,000)

2022 Capital Budget Requests Summary - Fire

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
6	New Firehall Building Design	350,000	(175,000)	-	(175,000)	-	-	-
6	Reserve Pumper	1,000,000	-	(1,000,000)	-	-	-	-
7	Equipment - Drying Cabinet and Engine 5 Locker/Compartment Modification	31,000	(31,000)	-	-	-	-	-
Category Totals		1,381,000	(206,000)	(1,000,000)	(175,000)	-	-	-

2022 Capital Request – Detail

Category: Fire

Title: New Fire Hall Building Design

Justification:

The current Fire Hall was built in 1989 and met the needs of the community for many decades. With changing apparatus configurations, new building code requirements and a hazardous materials risk assessment completed, the Fire Department is in need of a new Fire Hall. Firewise Consulting provided a report in 2012, referencing the 2011 City of Prince Rupert Infrastructure report and the 1996 Emergency Services Building Study by the architectural firm Dalla-Lana Griffin Dowling Knapp. In the Firewise report, the shortcomings identified building deterioration, non-compliance with the BC Building Code as a Post-Disaster Facility, insufficient space for function and apparatus, inability to expand the current location and the building is highly energy inefficient.

The National Fire Protection Association (NFPA) suggests future growth and development needs to be considered for the next 20 years when planning for a new Fire Hall. This design is meant to refresh the one conducted a decade ago to meet the needs of the Fire service and the community for the future.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
350,000	(175,000)	0	(175,000)	0	0	0

Category: Fire

Title: Reserve pumper

Justification:

Budget is requested for the replacement of Engine 7, the 1997 American LaFrance reserve pumper. The life expectancy of fire apparatus is 15 years for frontline service, and 5 more years as second line service (Fire Underwriters Canada). Use beyond 20 years is no longer recommended due to breakdown potential. The City mechanics team struggles to keep this reserve truck operational, with its emergency lights failing and parts replacement unavailable since American LaFrance folded in 2014.

New apparatus build times have extended to over a year due to supply chain and pandemic impacts, which have resulted in 5-7% annual increases in costs. The replacement of this apparatus is expected to be completed by the end of the third quarter of 2023.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
1,000,000	0	(1,000,000)	0	0	0	0

2022 Capital Request – Detail

Category: Fire

Title: Equipment – Drying Cabinet and Engine 5 Locker/Compartment Modification

Justification:

Drying Cabinet

Increased costs in Self Contained Breathing Apparatus (SCBA) repairs have been identified because of inability to properly dry equipment after fires. All equipment requires post-incident cleaning/decontamination and without an ability to properly dry this equipment, water enters the SCBA and has caused the air packs to fail. The Department does not have a surplus of SCBA and failed units are sent away to repair centres. This is an avoidable situation that leaves the Department short on air packs. At times, the Department is able to dry equipment on portable racks outside, but this is season/weather dependant and leaves expensive equipment at risk of theft when left unattended. The drying cabinet can also dry structural turnout gear (jackets, pants, gloves, and boots) after they are cleaned.

Engine 5 Modification

New auto extrication equipment was purchased in 2020 and requires compartment modification to safely secure heavy and bulky equipment and provide accessibility for responders. This will result in other essential equipment being relocated and secured in other compartments on the apparatus.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
31,000	(31,000)					

2022 Capital Budget Requests Summary - Building

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
9	City Hall - Boiler replacement and HVAC	100,000	(100,000)	-	-	-	-	-
9	Lester Centre - Roof Improvements	40,000	(40,000)	-	-	-	-	-
10	Library Boiler & Heating Controls Replacement	50,000	-	-	-	-	-	(50,000)
10	CN Building Revitalization Condition assessment	5,300,000	(4,000,000)	-	(300,000)	(1,000,000)	-	-
11	Building Envelope and City Roofs	80,000	(80,000)	-	-	-	-	-
Category Totals		5,570,000	(4,220,000)	-	(300,000)	(1,000,000)	-	(50,000)

2022 Capital Request – Detail

Category: Building

Title: City Hall Boiler Replacement and HVAC

Justification:

Budget is requested for replacement of the boilers, air handlers, heat radiators and other components of the City Hall's HVAC system. The current system is past its life expectancy resulting in frequent breakdowns and temperature complaints. Proposals for design have been obtained and work is to occur in 2022. A modernized HVAC system will provide cost-savings by eliminating the need for repairs, provide heat use efficiency, a reduction in energy use and provide a comfortable work environment for staff and users of City Hall.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(100,000)	0	0	0	0	0

Category: Building

Title: Lester Centre – Roof Improvements

Justification:

Budget is requested for roof improvements at the Lester Centre of the Arts. The funds obtained for this project will be targeted to the appropriate areas once the condition assessments of City buildings has been completed. Although one of the multiple roofs was replaced within the last decade, the other roofs are original. Roof leaks can result in flooding, as well as posing safety hazards such as slip & fall injuries, damage to equipment and damage to electrical components. The key areas of concern are the highest roof with the fusible link type smoke & fire vents, the roof over the Rehearsal room and Seam shop; and the roof over the small storage room beside the snack bar. The intent of this funding is to improve high risk areas while a replacement schedule is created for future consideration.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
40,000	(40,000)	0	0	0	0	0

2022 Capital Request – Detail

Category: Building

Title: Library Boiler & Heating Controls Replacement

Justification:

Budget is requested for replacing the controls of the library's boiler and heating system. During a recent inspection from Technical Safety BC, an informal notice was given to replace the controls. There is no visibility on the temperatures and there is no option available to change the temperatures. This deficiency is hindering basic maintenance and testing of the system. It is also causing inconvenience to the staff and the members of the public.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	0	0	0	0	0	(50,000)

Category: Building

Title: CN Building Revitalization

Justification:

The Economic Development department is overseeing the revitalization of the waterfront CN Rail Station. The City has entered into a lease with Wheelhouse Brewing as a tenant of the site. Renovations to the building will continue into 2022 with completion slated for Q4 2022. This is a carryover of an approved 2021 project.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
5,300,000	(4,000,000)	0	(300,000)	(1,000,000)	0	0

2022 Capital Request – Detail

Category: Building

Title: Condition assessment - Building Envelope and City Roofs

Justification:

Budget is requested for detailed engineering assessment of the building envelope and roofing condition of municipal buildings. The properties to be assessed are: the Lester Centre, Library, RCMP, Jim Ciccone Civic Centre & Earl Mah Aquatic Centre, City Hall, #1 Pacific Place, Kwinitsa Station and the Racquet Centre. Completion of a building envelope assessment will allow for proactive maintenance and capital planning. Due to the age of these buildings there are ongoing issues related to water ingress, roof leaks, and temperature imbalance. Ignoring the need for building envelope assessment may cause wall components to deteriorate, and the continuation of decay. In the early stages, these deficiencies can usually be remedied relatively inexpensively. As time progresses, costs increase substantially.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
80,000	(80,000)	0	0	0	0	0

2022 Capital Budget Requests Summary - Policing

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
13	RCMP detachment	30,000,000	-	(30,000,000)	-	-	-	-
Category Totals		30,000,000	-	(30,000,000)	-	-	-	-

2022 Capital Request – Detail

Department: Policing

Title: New Detachment

Justification:

The City is obligated under agreement with the Province to provide adequate accommodation for the RCMP. The City received notification years ago that the existing RCMP building is no longer adequate to accommodate the policing service in accordance with their regulated standards/requirements. To rectify the deficiencies, the City purchased land for the new detachment in 2020. Design is proposed to occur in 2022 with construction starting in 2023.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
30,000,000	0	(30,000,000)	0	0	0	0

2022 Capital Budget Requests Summary - Recreation

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
15	Arena - Brine Header Replacement	60,000	-	-	-	-	-	(60,000)
15	Pool - Tot Pool Slide and Water Feature	80,000	-	-	-	-	-	(80,000)
16	Civic - Upstairs Washroom Accessibility Upgrade	60,000	-	-	(48,000)	(12,000)	-	-
Category Totals		200,000	-	-	(48,000)	(12,000)	-	(140,000)

2022 Capital Request – Detail

Category: Recreation

Title: Arena – Brine Header Replacement

Justification:

The Header supports for the ammonia system in the arena are all in need of replacement and are original from 1996. Some patch work was done to allow this current season to proceed. This project will be conducted in the arena off-season. Failure of this system would require an arena shut-down for a number of months.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
60,000	0	0	0	0	0	(60,000)

Category: Recreation

Title: Pool – Tot Pool Slide and Water Feature

Justification:

The Tot Pool water feature cannot be repaired any further. If not replaced in 2022 the water feature will need to be removed from service. The slide has been slated for replacement for a couple years. Doing both at the same time will produce efficiencies and upgrade the experience in the Tot Pool. The project itself will take approximately one (1) month to complete and will result in downtime at the pool to facilitate the installation.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
80,000	0	0	0	0	0	(80,000)

2022 Capital Request – Detail

Category: Recreation

Title: Civic – Upstairs Washroom Accessibility Upgrade

Justification:

In 2016 an accessibility ramp was installed to provide lift access to the second floor, which includes access to the upper gym and arena bleachers, however, there is no accessibility washroom facility on this floor. This project would see this washroom being accessible to everyone and upgrade the components which are all original.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
60,000	0	0	(48,000)	(12,000)	0	0

2022 Capital Budget Requests

Summary - Real Estate

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
18	Annual land purchase	50,000	(50,000)	-	-	-	-	-
18	Watson Island Power	35,000	-	-	-	(35,000)	-	-
18	Watson Island dam safety audit	150,000	-	-	-	(150,000)	-	-
	Canfisco Warehouse							
19	Parking Improvements	30,000	(30,000)	-	-	-	-	-
Category Totals		265,000	(80,000)	-	-	(185,000)	-	-

2022 Capital Request – Detail

Category: Real Estate

Title: Annual Land Purchase

Justification:

The Operations Department requests funds to continue its Annual Land Purchase Program. This Program identifies properties that would be strategic for the City to own and allows staff to assess and purchase if necessary.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	(50,000)	0	0	0	0	0

Category: Real Estate

Title: Watson Island Power

Justification:

The Operations Department requests funds to complete the Watson Island Power Project. This Project aims to bring power to the Clarifier pump house and the Zanardi leachate pump station. These facilities are currently without standardized power, as they run off of a generator. Bringing power to these locations will reduce the overall operating costs for Watson Island.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
35,000	0	0	0	(35,000)	0	0

Category: Real Estate

Title: Watson Island Dam Safety Audit

Justification:

The Operations Department requests funds to complete the Watson Island Dam Safety Audit. Annually, the City must complete visual inspections on the Watson Island Dams; however, every five years, the City must complete a more comprehensive assessment called a Dam Safety Audit. The City must complete its five-year Dam Safety Audit evaluation in 2022.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
150,000	0	0	0	(150,000)	0	0

2022 Capital Request – Detail

Category: Real Estate

Title: Canfisco Warehouse Parking Improvements

Justification:

Improvements to this leased space include safety upgrades (exterior floodlights and barriers) and roadway maintenance, engineering design and environmental permitting for future paving and tie-in with the adjacent lot in the Rushbrook area.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
30,000	(30,000)	0	0	0	0	0

2022 Capital Budget Requests Summary - Civic Improvements

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
21	Streetlight Replacement Program	25,000	-	-	-	-	-	(25,000)
21	Waterfront development	10,900,000	-	-	(10,900,000)	-	-	-
21	Cemetery Sidewalks	20,000	-	-	-	-	-	(20,000)
22	Eidsvick Park Renewal	50,000	(50,000)	-	-	-	-	-
22	McBride Sport Court	70,000	-	-	(60,000)	-	-	(10,000)
Category Totals		11,065,000	(50,000)	-	(10,960,000)	-	-	(55,000)

2022 Capital Request - Detail

Category: Civic Improvements

Title: Streetlight Replacement Program

Justification:

The Operations Department requests funds to continue the Streetlight Replacement Program. This successful Program targets streetlights that need replacement due to corrosion at the base. This Program also feeds data into the City's Asset Management Program to track replacements.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
25,000	0	0	0	0	0	(25,000)

Category: Civic Improvements

Title: Waterfront Development

Justification:

The Operations Department proposes constructing a new multi-faceted waterfront development by the Kwinitsa Station. This development includes a new airport ferry dock that will enhance transportation capacity to and from the Prince Rupert airport. Additional features include park and parking upgrades and overall aesthetic improvements.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
10,900,000	0	0	(10,900,000)	0	0	0

Category: Civic Improvements

Title: Cemetery Sidewalks

Justification:

The Operations Department requests funds to continue work on the cemetery sidewalks. The cemetery sidewalks are in dire need of replacement; therefore, this Program targets the problem areas to deal with the health and safety concerns.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
20,000	0	0	0	0	0	(20,000)

2022 Capital Request - Detail

Category: Civic Improvements

Title: Eidsvick Park Renewal

Justification:

The Operations Department proposes park renewal at the Eidsvick Park on Atlin Avenue. Most of the equipment in the Eidsvick Park was removed several years back due to liability purposes; however, at the time, Westview School still had playground equipment for use by the residents in the area. Westview School has since removed its equipment, and now that section of town is without a localized play park. The Operations Department proposes to undertake upgrades to the Eidsvick Park with support from the neighbourhood residents.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	(50,000)	0	0	0	0	0

Category: Civic Improvements

Title: McBride Sport Court

Justification:

The Operations Department is proposing to resurface the McBride Street Tennis Courts. This Project was initially approved for 2021; however, due to the COVID-19 pandemic, weather conditions, and contractor delays, it was unable to be completed. This Department is requesting to carry these funds forward to 2022 and undertake the project.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
70,000	0	0	(60,000)	0	0	(10,000)

2022 Capital Budget Requests

Summary - Vehicles and Mobile Equipment

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
24	Single Axle Dump Truck with Sander/Plow	300,000	-	(300,000)	-	-	-	-
24	GPS Truck System	50,000	(50,000)	-	-	-	-	-
25	F550 Garbage Truck Commercial	400,000	(400,000)	-	-	-	-	-
25	Landfill Dozer	1,000,000	(1,000,000)	-	-	-	-	-
Category Totals		1,750,000	(1,450,000)	(300,000)	-	-	-	-

2022 Capital Request - Detail

Category: Vehicles and Mobile Equipment

Title: Single Axle Dump Truck with Sander/Plow

Justification:

The Operations Department requests funds to purchase a new single axle dump truck with sander and plow attachments. The single axle dump truck is Public Works' most heavily used and versatile piece of equipment. Most months, this truck is used daily to bring in new material and haul spoil material off of sites. However, in the winter, this is the Departments' primary truck to sand and plow the streets. This proposed single axle dump truck will replace the existing one as it has been deemed unfit to continue with service and has been taken off of the road. The Public Works Department is currently renting one to continue with our required daily use.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
300,000	0	(300,000)	0	0	0	0

Category: Vehicles and Mobile Equipment

Title: GPS Truck System

Justification:

The Operations Department requests to purchase a GPS System for the Public Works fleet. This system would track all of the Department's fleet for asset management and health and safety purposes. This is very common practice for municipalities in their fleet management programs.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	(50,000)	0	0	0	0	0

2022 Capital Request - Detail

Category: Vehicles and Mobile Equipment

Title: F550 Garbage Truck Commercial

Justification:

The Operations Department requests funds to purchase a new F550 commercial garbage truck. The F550 garbage truck, or “Little Red” as it is known to staff, is a staple in the solid waste fleet. This truck can serve the downtown core and residents in areas that the larger garbage truck can’t. With the newly expanded recycling service, the Department requires a second smaller truck to assist, augment, and back up the larger dual-bay trucks if needed. Additionally, the existing F550 truck is near the end of its useful life, and this truck will provide relief and succession planning.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
400,000	(400,000)	0	0	0	0	0

Category: Vehicles and Mobile Equipment

Title: Landfill Dozer

Justification:

The Operations Department requests funds to purchase a dozer for the Landfill. For several years, the Landfill has been renting an excavator to place and compact refuse on the active face. Using an excavator to complete this work is inefficient. A dozer can spread consistent lifts reliably and track pack as it goes. This is an essential piece of equipment to distribute waste at the landfill and utilize airspace efficiently.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
1,000,000	(1,000,000)	0	0	0	0	0

2022 Capital Budget Requests Summary - Transportation

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
27	Bridge Condition & Safety Assessment	200,000	-	-	-	(200,000)	-	-
27	14th Street Retaining Wall	100,000	-	-	-	-	-	(100,000)
28	Seal Cove Sidewalk	60,000	(60,000)	-	-	-	-	-
28	Sidewalk Program	100,000	-	-	-	-	-	(100,000)
29	Annual Paving Program	1,000,000	-	-	-	-	-	(1,000,000)
29	Ditching improvements	150,000	(150,000)	-	-	-	-	-
Category Totals		1,610,000	(210,000)	-	-	(200,000)	-	(1,200,000)

2022 Capital Request - Detail

Category: Transportation

Title: Bridge Condition & Safety Assessment

Justification:

The Operations Department requests funds to complete the Bridge Condition & Safety Assessment. Annually, the City must complete visual inspections on all of its bridges; however, every five years, the City must complete a more comprehensive assessment that includes coring and up-close inspections of each structural member. The City is must complete its five-year comprehensive evaluation in 2022.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
200,000	0	0	0	(200,000)	0	0

Category: Transportation

Title: 14th Street Retaining Wall

Justification:

The Operations Department proposes replacing the 14th Street Retaining Wall between 2nd Avenue and Atlin Avenue. This Project would see the retaining wall, sewer utility, water utility, and most of the road and drainage replaced. This wall is distressed and shows signs of semi-failure. This justification is for the Project's road, drainage, and retaining wall portion.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	0	0	0	0	0	(100,000)

2022 Capital Request - Detail

Category: Transportation

Title: Seal Cove Sidewalk

Justification:

The Operations Department is requesting funds for the Seal Cove Sidewalk Upgrades. The City committed these upgrades to establish safe passage from the Rushbrook Trail to the new Seal Cove Waterfront Park. This Project was initially approved for 2021; however, due to Covid, weather conditions, and contractor delays, it was unable to be completed. This Department is requesting to carry these funds forward to 2022.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
60,000	(60,000)	0	0	0	0	0

Category: Transportation

Title: Sidewalk Program

Justification:

The Operations Department is requesting funds for the community annual sidewalk renewal program. Much like the paving program, this program targets sidewalk problem areas, sidewalk repairs for health and safety occurrences, and sidewalk upgrades to maintain standards in heavily used areas.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	0	0	0	0	0	(100,000)

2022 Capital Request - Detail

Category: Transportation

Title: Annual Paving

Justification:

The Operations Department is requesting funds for the community annual paving program. This program targets problem areas, repairs for health and safety, and upgrades to maintain standards on bus and emergency service routes.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
1,000,000	0	0	0	0	0	(1,000,000)

Category: Transportation

Title: Industrial Park Ditching Improvements

Justification:

The Operations Department is requesting funds for the ditching improvements in the Industrial Site. Stormwater overcomes the existing ditch and culvert system in the Industrial Site during heavy and prolonged rains. This project would see upgrades to the ditches and installation of larger culverts in specific problem areas.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
150,000	(150,000)					

2022 Capital Budget Requests

Summary - Solid Waste

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
31	240L Collection bins	130,000	(130,000)	-	-	-	-	-
31	Wantage Road landfill closure	100,000	-	-	-	-	(100,000)	-
32	Landfill Cell Closure	2,601,000	-	-	-	(2,601,000)	-	-
32	New Landfill Cell	1,664,000	(1,464,000)	-		(200,000)		
Category Totals		4,495,000	(1,594,000)	-	-	(2,801,000)	(100,000)	-

2022 Capital Request - Detail

Category: Solid Waste

Title: 240L Collection Bins

Justification:

The Operations Department requests funds to purchase 1,000, 240L solid waste collection bins. This Department understands that some households may require a larger solid waste collection bin than the City provided as part of the community's new Recycling Program. Under the new Solid Waste Bylaw, a household will have an option to swap out their bin for a larger one.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
130,000	(130,000)	0	0	0	0	0

Category: Solid Waste

Title: Wantage Road Landfill Closure

Justification:

The Operations Department requests funds to complete environmental monitoring on the City's Wantage Road Landfill. In 2020 the Ministry of Environment unilaterally re-permitted the old dumpsite, which required the City to monitor and eventually close the site. Staff is working with the Ministry to review operational options for this site; however, the City will be required to monitor and report as per the new Permit until an Agreement can be struck.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	0	0	0	0	(100,000)	0

2022 Capital Request - Detail

Category: Solid Waste

Title: Landfill Cell Closure

Justification:

The Operations Department requests funds to complete additional landfill cell closure. This Department has already started the closure of the East Berm and wants to continue with the closure of the West Berm of the current cell. The closure of the current cell is critical as it keeps the precipitation out and away from the treatment lagoon, which is designed to operate in concert with the new cell.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
2,601,000	0	0	0	(2,601,000)	0	0

Category: Solid Waste

Title: New Landfill Cell

Justification:

The Operations Department requests funds to finish off the New Landfill Cell Project. This request includes funds to finish the storm drainage settling pond, the new liquid waste facility, and cover overages for environmental monitoring wells and reporting. Much like the City's Wantage Road site, in 2020, the Ministry of Environment increased the City's requirement to report and monitor the site, and therefore, there are increased costs.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
1,664,000	(1,464,000)	0	0	(200,000)	0	0

2022 Capital Budget Requests

Summary - Water

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
34	Woodworth Dam Replacement	5,000,000	(4,100,000)	-	-	(900,000)	-	-
34	Water treatment Facility & Submarine Line Engineering Design	4,000,000	(4,000,000)	-	-	-	-	-
35	SCADA Upgrade	1,150,000	(1,150,000)	-	-	-	-	-
35	Park Avenue water repair paving	95,000	(95,000)	-	-	-	-	-
36	14th Steet renewal	200,000	(200,000)	-	-	-	-	-
36	11th Avenue 200 Blk to Alfred St. engineering & design	75,000	(75,000)	-	-	-	-	-
37	Flushing Program Section 2	50,000	(50,000)	-	-	-	-	-
37	Shawatlans Dock upgrades	50,000	(50,000)	-	-	-	-	-
38	Annual Water line replacement	750,000	(58,000)	-	-	-	(692,000)	-
Category Totals		11,370,000	(9,778,000)	-	-	(900,000)	(692,000)	-

2022 Capital Request - Detail

Category: Water

Title: Woodworth Dam Replacement

Justification:

The Woodworth Dam Replacement Project is currently under construction and envisioned to be completed in March of 2022. This Project was initially scheduled for completion in 2021; however, due to the COVID-19 pandemic, severe weather conditions, flooding, and contractor delays, it was unable to be completed as scheduled. This Department requests to carry forward unused funds from 2021 to 2022 and top up with the identified amount.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
5,000,000	(4,100,000)	0	0	(900,000)	0	0

Category: Water

Title: Water Treatment Facility & Submarine Line Engineering Design

Justification:

The Operations Department is requesting funds to start the Water Treatment Facility & Submarine Line Engineering Design. The City has received matched grant funding from the Provincial Government to construct a new water treatment facility with SCADA upgrades and a new submarine transmission line. To develop and build this Project, the Department must initiate and complete the engineering design.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
4,000,000	(4,000,000)	0	0	0	0	0

2022 Capital Request - Detail

Category: Water

Title: SCADA upgrade

Justification:

The Operations Department is requesting funds to complete SCADA upgrades. SCADA, short for Supervisory Control and Data Acquisition, is an industrial control system designed to monitor the City's sewer and water pump station operations on-site or remotely. The City's current system is archaic and susceptible to failure as it is so old, they no longer make parts for it. SCADA System upgrades in sewer and water are mandatory as a failure is imminent. If SCADA failed for any length of time, the community would see a complete shutdown of its water and wastewater system.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
1,150,000	(1,150,000)	0	0	0	0	0

Category: Water

Title: Park Avenue Water Repair Paving

Justification:

The Operations Department requests funds to complete paving on Park Avenue near the ferry terminals. In 2021, Public Works completed a water main repair. Unfortunately, due to weather and contractor delay, the Department could only achieve a sacrificial lift of pavement to maintain highway use. This is a Ministry-controlled Highway; therefore, this Department must remove that lift and place the required specification and thickness to comply with Highway Standards.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
95,000	(95,000)	0	0	0	0	0

2022 Capital Request - Detail

Category: Water

Title: 14th Street Retaining Wall

Justification:

The Operations Department proposes replacing the 14th Street Retaining Wall between 2nd Avenue and Atlin Avenue. This Project would see the retaining wall, sewer utility, water utility, and most of the road and drainage replaced. This wall is distressed and shows signs of semi-failure. This justification is for the water utility portion of the Project.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
200,000	(200,000)	0	0	0	0	0

Category: Water

Title: 11th Avenue 200 Blk to Alfred St. Engineering & Design

Justification:

The Operations Department requests funds to complete water main engineering and design for portions of 11th Avenue East. The Operations Department has noted a significant increase in breaks on the 11th Ave main in the last few years. During recent repairs, it was noted that the type and condition of this main, along with the substandard installation methods used when installed, have likely reduced its useful life. This main will continue to break over time; therefore, this Department believes a proactive approach is best. The Department envisions designing and engineering the Project this year and replacing it in 2023.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
75,000	(75,000)	0	0	0	0	0

2022 Capital Request – Detail

Category: Water

Title: Flushing Program Section 2

Justification:

The Operations Department requests funds to complete a flushing program in Section 2. Section 2 is the farthest away from the community's water source and is prone to low chlorine residuals. A flushing program scours the water main to remove bio-films that decrease the chlorine residuals in the pipe. This flushing program will assist with better water quality in that area and reduce the risk for boil water notices.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	(50,000)	0	0	0	0	0

Category: Water

Title: Shawatlans Dock Upgrades

Justification:

The Operations Department requests funds to complete Shawatlans dock upgrades. The dock at Shawatlans is in need of immediate repair due to age and rugged daily wear and tear. This dock must be repaired to ensure the Department can maintain the community's water system and safely unload equipment and chlorine for treatment.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	(50,000)	0	0	0	0	0

2022 Capital Request - Detail

Category: Water

Title: Annual Water

Justification:

The Operations Department is requesting funds for the Annual Water Line Repair Program. This Program's funding envelope targets ad hoc water breaks. As the bulk of this community's infrastructure is in a semi-failure state, it is almost impossible to complete budgeted planned renewal. This Program allows the Public Works Department to tackle water breaks as they present themselves.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
750,000	(58,000)	0	0	00	(692,000)	0

2022 Capital Budget Requests

Summary - Wastewater

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
40	Liquid Waste Management Plan	750,000	(350,000)	-	(400,000)	-	-	-
40	SCADA upgrade	450,000	(300,000)	-	-	-	(150,000)	-
41	Hays Creek Replacement Study	100,000	(100,000)	-	-	-	-	-
41	Industrial Park Treatment Plant Upgrade (engineering)	100,000	(100,000)	-	-	-	-	-
41	14th Steet renewal	250,000	(211,000)	-	-	-	(39,000)	-
42	Outfall Camera Program	25,000	-	-	-	-	(25,000)	-
42	Outfall Repairs	100,000	-	-	-	-	(100,000)	-
42	Park Avenue wastewater engineering (1100-1300 blk)	150,000	(150,000)	-	-	-	-	-
43	Annual Wastewater line replacement	750,000	-	-	-	-	(750,000)	-
Catgory Totals		2,675,000	(1,211,000)	-	(400,000)	-	(1,064,000)	-

2022 Capital Request - Detail

Category: Wastewater

Title: Liquid Waste Management Plan

Justification:

The Operations Department requests funds to complete the engineering and design for a liquid waste wetland treatment system. This Department envisions that engineering and design be completed in 2022 with construction in 2023. This green and innovative pilot project will serve a small population and will be used to ensure that approvals from both the provincial and federal regulatory bodies can be secured.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
750,000	(350,000)	0	(400,000)	0	0	0

Category: Wastewater

Title: SCADA upgrade

Justification:

The Operations Department is requesting funds to complete SCADA upgrades. SCADA, short for Supervisory Control and Data Acquisition, is an industrial control system designed to monitor the City's sewer and water pump station operations on-site or remotely. The City's current system is archaic and susceptible to catastrophic failure as it is so old, they no longer make parts for it. SCADA System upgrades in sewer and water are mandatory as a failure is imminent. If SCADA failed for any length of time, the community would see a complete shutdown of its water and wastewater system.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
450,000	(300,000)	0	0	0	(150,000)	0

2022 Capital Request - Detail

Category: Wastewater

Title: Hays Creek Replacement Study

Justification:

The Operations Department requests funds to complete the Hays Creek Sewer Replacement Study. Currently, a sewer main runs along and at some points through Hays Creek in McClymont Park. This Study would review and design a solution to relocate the sewer main out of the riparian area.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(100,000)	0	0	0	0	0

Category: Wastewater

Title: Industrial Park Treatment Plant Upgrade (engineering)

Justification:

The Operations Department requests funds to complete the engineering and design for a new wastewater treatment plant in the Industrial Site. The wastewater treatment plant is over 40 years old and past its intended life. Stormwater floods the treatment plant and the surrounding area during heavy and prolonged rains. The plant is outdated and requires renewal that is resistant to flooding.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(100,000)	0	0	0	0	0

Category: Wastewater

Title: 14th Street Retaining Wall

Justification:

The Operations Department proposes replacing the 14th Street Retaining Wall between 2nd Avenue and Atlin Avenue. This Project would see the retaining wall, sewer utility, water utility, and most of the road and drainage replaced. This wall is distressed and shows signs of semi-failure. This justification is for the sewer utility portion of the Project.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
250,000	(211,000)	0	0	0	(39,000)	0

2022 Capital Request - Detail

Category: Wastewater

Title: Outfall Camera Program

Justification:

The Operations Department requests funds to continue with its Outfall Camera Program. The Federal Government requires this Program under the Liquid Waste Management Plan to ensure our outfalls are operating as they should.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
25,000	0	0	0	0	(25,000)	0

Category: Wastewater

Title: Outfall Repairs

Justification:

The Operations Department requests funds to continue with its Outfall Repair Program. The Federal Government requires this program under the Liquid Waste Management Plan to ensure our outfalls are operating as they should. In 2022 the Public Works Department will be repairing the Seal Cove Outfall.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	0	0	0	0	(100,000)	0

Category: Wastewater

Title: Park Avenue Wastewater Engineering (1100-1300 blk)

Justification:

The Operations Department requests funds to complete engineering and design on Park Avenue sewer main crossing at 11 Street. The Public Works Department has noted that this crossing is in a semi-failure state and will likely fail soon. This Department wants to be proactive and ensure this deep and heavily used main does not have an unplanned catastrophic failure.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
150,000	(150,000)	0	0	0	0	0

2022 Capital Request - Detail

Category: Wastewater

Title: Annual Wastewater

Justification:

The Operations Department is requesting funds for the Annual Wastewater Line Repair Program. This program's funding envelope targets ad hoc sewer breaks. As the bulk of this community's infrastructure is in a semi-failure state, it is almost impossible to complete budgeted planned renewal. This program allows the Public Works Department to tackle sewer breaks as they present themselves.

Asset Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
750,000	0	0	0	0	(750,000)	0

Special Projects Budget requests

Page	Description	Cost	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
Civic Improvements								
46	Survey benchmarks and Rights of Way	65,000	-	-	-	-	-	(65,000)
46	Asset Management Strategy	65,000	-	-	(65,000)	-	-	-
47	Public Realm Streetscape Standards	60,000	(60,000)	-	-	-	-	-
47	Parks and Open Space Master Plan	100,000	(100,000)	-	-	-	-	-
Category Totals		290,000	(160,000)	-	(65,000)	-	-	(65,000)
Vehicles and Mobile Equipment								
49	Fleet Management Report	25,000	-	-	-	-	-	(25,000)
Category Totals		25,000	-	-	-	-	-	(25,000)
Transportation								
51	Active Transportation Strategy	100,000	(20,000)	-	(80,000)	-	-	-
51	Electric Vehicle Charging stations	20,000	(10,000)	-	(10,000)	-	-	-
Category Totals		120,000	(30,000)	-	(90,000)	-	-	-
Human Resources								
53	Public Works HR Assessment Report	50,000	-	-	-	-	-	(50,000)
53	Safe Work Procedures, Field Hazard Assessment & Training	100,000	(50,000)	-	-	-	-	(50,000)
Category Totals		150,000	(50,000)	-	-	-	-	(100,000)
Legislated								
55	Housing Needs Assessment	20,000	(10,000)	-	(10,000)	-	-	-
Category Totals		20,000	(10,000)	-	(10,000)	-	-	-
Grand Total - Special Projects		605,000	(250,000)	-	(165,000)	-	-	(190,000)

2022 Special Projects Requests Summary - Civic Improvements

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
46	Survey benchmarks and Rights of Way	65,000	-	-	-	-	-	(65,000)
46	Asset Management Strategy	65,000	-	-	(65,000)	-	-	-
47	Public Realm Streetscape Standards	60,000	(60,000)	-	-	-	-	-
47	Parks and Open Space Master Plan	100,000	(100,000)	-	-	-	-	-
Category Totals		290,000	(160,000)	-	(65,000)	-	-	(65,000)

2022 Special Projects - Detail

Category: Civic Improvements

Title: Survey Benchmarks and Right of Ways

Justification:

The Operations Department requests funds to continue its Survey Benchmark and Right of Ways Program. This program identifies utilities that are in trespass on private property and allows the Department to either plan to relocate the utility or purchase a Right of Way from the property owner. Additionally, the Public Works Department installs new survey benchmarks for more accurate surveying under this Program.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
65,000	0	0	0	0	0	(65,000)

Category: Civic Improvements

Title: Asset Management Strategy

Justification:

The Operations Department requests funds to develop the City's Asset Management Strategy. A comprehensive asset management strategy will help the Department to understand the overall "health" of the community's valuable assets to make informed decisions for the future. Additionally, Asset Management Plans are now requirements for all Provincial and Federal grant funding applications.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
65,000	0	0	(65,000)	0	0	0

2022 Special Projects – Detail

Category: Civic Improvements

Title: Public Realm Streetscape Standards

Justification:

The Operations Department requests funds to develop Public Realm Streetscape Standards for the downtown core. Staff have been working with stakeholders on a downtown revitalization plan, and new Public Realm Streetscape Standards are the next step in the process.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
60,000	(60,000)	0	0	0	0	0

Category: Civic Improvements

Title: Parks and Open Space Master Plan

Justification:

The Operations Department requests funds to complete a Parks and Open Space Master Plan for the community. This plan intends to guide staff on a systematic approach for parks, undeveloped lands, open green spaces, and outdoor recreational services.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(100,000)	0	0	0	0	0

2022 Special Projects Requests

Summary - Vehicle and Mobile Equipment

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
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49	Fleet Management Report	25,000	-	-	-	-	-	(25,000)
Category Totals		25,000	-	-	-	-	-	(25,000)

2022 Special Projects – Detail

Category: Vehicles and Mobile Equipment

Title: Fleet Management Report

Justification:

The Operations Department requests funds to complete a 3rd party Fleet Management Report. This Report would establish a comprehensive review of the Department's entire fleet and recommend a tracking system for asset management. This type of Report is very common for municipalities in their fleet management program and is used towards a structured fleet renewal process.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
25,000	0	0	0	0	0	(25,000)

2022 Special Projects Requests Summary - Transportation

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
51	Active Transportation Strategy	100,000	(20,000)	-	(80,000)	-	-	-
51	Electric Vehicle Charging stations	20,000	(10,000)	-	(10,000)	-	-	-
Category Totals		120,000	(30,000)	-	(90,000)	-	-	-

2022 Special Projects – Detail

Category: Transportation

Title: Active Transportation Strategy

Justification:

The Operations Department requests funds to complete an Active Transportation Strategy for the community. This plan would identify how to improve roads and trails to make it easier and safer for people to walk and cycle in the community. This is a high-level plan that guides staff in advancing active transportation initiatives.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(20,000)	0	(80,000)	0	0	0

Category: Transportation

Title: Electric Vehicle Charging Stations

Justification:

The Operations Department proposes installing two new Electric Vehicle Charging Stations in the community. These two stations are proposed to be installed at the Civic Centre and in Cow Bay. This initiative is part of a Provincial Grant to see several electric vehicle charging stations installed along the Highway 16 corridor.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
20,000	(10,000)	0	(10,000)	0	0	0

2022 Special Projects Requests Summary - Human Resources

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
53	Public Works HR Assessment Report	50,000	-	-	-	-	-	(50,000)
53	Safe Work Procedures, Field Hazard Assessment & Training	100,000	(50,000)	-	-	-	-	(50,000)
Category Totals		150,000	(50,000)	-	-	-	-	(100,000)

2022 Special Projects – Detail

Category: Human Resources

Title: Public Works HR Assessment Report

Justification:

The Operations Department requests funds to continue the Public Works HR Assessment Reports. These reports include a collaborative cultural assessment that evaluates Public Works' employee's expectations, experiences, philosophies, mission, and values. The results from these reports will help to craft future decisions about the culture and determine whether any shifts are necessary to strengthen the Department.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
50,000	0	0	0	0	0	(50,000)

Category: Human Resources

Title: Standard Work Procedures, Field Hazard Assessment & Training

Justification:

The Operations Department requests funds to complete new standard work procedures, field hazard assessment procedures, and required staff training. Industry procedures for safety and field assessments are ever-changing; therefore, this Department is required to keep its procedures and policies current to ensure employees' safety.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
100,000	(50,000)	0	0	0	0	(50,000)

2022 Special Projects Requests Summary - Legislated

Page	Description	Asset	Reserve/ Surplus	Borrow	Grant	Dividend/ Accrual	Utility	Taxation
55	Housing Needs Assessment	20,000	(10,000)	-	(10,000)	-	-	-
Category Totals		20,000	(10,000)	-	(10,000)	-	-	-

2022 Special Projects – Detail

Department: Legislated

Title: Housing Needs Assessment

Justification:

The *Local Government Act* was amended to include the necessity for local governments to conduct a housing needs assessment by April 2022 and every five years thereafter. The purpose of the change was to help local governments and the Province obtain a better understanding of housing needs in BC communities. The City applied for and received a grant for \$10,000 to contribute towards the assessment. The remaining ask is to fund the balance of the estimated cost of the assessment and meet the new requirements by the deadline. Council identified the assessment as a priority and passed a resolution to fund out of Surplus.

Project Cost	Reserve/Surplus	Borrow	Grant	Dividend/Accrual	Utility Fee	Taxation
20,000	(10,000)	0	(10,000)	0	0	0
