



2025 Capital Budget Discussion

AGENDA

- Reserve and Surplus Policy
- Preliminary Reserve Balances
- Capital Projects by Department
- Capital Project Overview
- Impact of Capital Projects on Reserves
- Questions

RESERVE AND SURPLUS POLICY 3.18

Purpose

- ❖ Provide guidance on the development, maintenance and use of financial reserve funds

Primary Objective

- ❖ Ensure adequate levels of reserve balances to mitigate current and future risks
- ❖ Ensure stable tax rates
- ❖ Demonstrate financial commitments to long range infrastructure and master plans

RESERVE AND SURPLUS POLICY 3.18

Types of Reserves

Statutory Reserve Funds

- ❖ Funds set aside for specific purposes as required by legislation as per Section 188(2) of the *Community Charter*
 - ❖ *Parkland Reserve*

Reserve Funds

- ❖ Funds set aside for a specified purpose by Council pursuant to subsection 188(1) of the *Community Charter*

PRELIMINARY RESERVE BALANCES

Reserve Name	Est. Value at Dec 31, 2024
<i>Capital Reserve Funds</i>	
General Capital *for one-time general capital projects and capital not specifically funded by other reserves * can includes capital and building upgrades and replacement	3,727,214
Capital Renewal *annual 2% capital levy *rehabilitation, renewal or replacement of existing infrastructure	1,253,695
Vehicle & Equipment Replacement *fleet vehicles and equipment	2,277,836
Fire Dept Vehicle & Equipment Replacement *fire department vehicles and equipment	494,908
Northern Capital & Planning Grant *capital and long-term planning purposes	942,569
Community Works Gas Tax *pursuant to the community works agreement * includes road paving, communications, infrastructure	390,000

CAPITAL PROJECTS

GENERAL GOVERNMENT

2025 Projects identified in the 2024-2028 Amended Financial Plan Bylaw – Schedule D

	2025
IT Upgrades	10,000
Municipal Office - Condensor Unit Replacement	31,117
Municipal Office - Vinyl Sheet Floor Replacement	12,240
TOTAL	53,357

Projects Removed

- ❖ 31,117 Condensor Unit Replacement – moved to 2026
- ❖ 12,240 Vinyl Sheet Floor Replacement – moved to 2026

GENERAL GOVERNMENT

Projects Listed

Computer Hardware Replacement (IT Upgrades)

- ❖ Second phase of replacement for computers from 2015/2016/2017

Impact if the project does not move forward

- ❖ Windows 10 is being phased out in 2025, and there may be some technical issues encountered as the older computers usually don't support newer software versions
- ❖ Usually a grace period during implementation
- ❖ Move to 2026

Cost: \$10,000

Funding Source: Capital Renewal Reserve

General Government Proposed 2025 Capital

	2025
Computer Hardware Replacement	10,000
TOTAL	10,000

FIRE SERVICES

2025 Projects identified in the 2024-2028 Amended Financial Plan Bylaw – Schedule D

	2025
Turnout Gear	45,000
Air Bag System	10,000
TOTAL	55,000

Projects Carried Over from 2024

- ❖ 394,099 Fire Hall Project – complete outside works
- ❖ 6,620 Ladder Equipment – last items to purchase
- ❖ 224,242 Wildland Fire Truck – delivery early spring

Projects Removed

- ❖ 45,000 Turnout Gear – all required gear purchased in 2024
- ❖ 10,000 Air Bag System – moved to 2027

FIRE SERVICES

Proposed Projects to be Added

Structural Protection Unit (SPU#3)

- ❖ First grant received in 2023 to begin building a SPU
 - ❖ Community Resiliency Investment (CRI) funding stream
- ❖ 2025 grant received from Union of BC Municipalities (UBCM)
 - ❖ Purchase equipment/trailer
- ❖ Project approved by Council on November 25, 2025

Cost: \$50,000

Funding Source: Grant funded through UBCM CRI

Fire Services Proposed 2025 Capital

	2025
Fire Hall Project (carry-over)	394,099
Ladder Equipment (carry-over)	6,620
Wildland Fire Truck (carry-over)	224,242
Structural Protection Unit #3	50,000
TOTAL	674,961

PUBLIC WORKS

2025 Projects identified in the 2024-2028 Amended Financial Plan Bylaw – Schedule D

	2025
Vacuum Trailer	31,375
Toolcat Replacement	80,000
Lawnmower Replacement	65,000
Public Works Building Expansion	1,500,000
Bylaw Van Replacement	60,000
TOTAL	1,736,375

Projects Removed

- ❖ 65,000 Lawnmower Replacement – moved to 2026
- ❖ 1,500,000 Public Works Building Expansion – removed

PUBLIC WORKS

Projects Listed

Sewer Flusher/Trailer (Sewer Trailer)

- ❖ Sewer Flusher is 22 years old and at end of lifecycle
- ❖ Replace sewer flusher with a flusher/trailer that would allow staff to maintain porta potties in the field, rather than bring back to the yard – safer and more efficient

Impact if the project does not move forward

- ❖ Porta potties maintenance remain inefficient
- ❖ Clogged lines would have to be contracted out

Cost: \$130,000

Funding Source: Vehicle & Equipment Replacement Reserve

PUBLIC WORKS

Projects Listed

Replace 2017 Toolcat

- ❖ Extensive repairs to the structural integrity of components in 2023/2024
- ❖ Heavy rust making it difficult to repair
- ❖ Used year round

Impact if the project does not move forward

- ❖ Hinder operations – used for snow removal, haul sand/salt, operational projects
- ❖ Move purchase to 2026

Cost: \$110,000

Funding Source: Vehicle & Equipment Replacement Reserve

PUBLIC WORKS

Projects Listed

2015 Bylaw Van Replacement

- ❖ Vehicle is not functional in this area for its intended purpose
- ❖ Repairs have become costly

Impact if the project does not move forward

- ❖ Move purchase to 2026

Cost: \$60,000

Funding Source: Vehicle & Equipment Replacement Reserve

PUBLIC WORKS

Proposed Projects to be Added

Quick Attach Forks (Loader)

- ❖ Existing forks repaired many times and degrades the integrity of the equipment
- ❖ Used for unloading/loading of equipment and supplies
- ❖ Purchase approved by Council on January 13, 2025

Cost: \$16,010

Funding Source: Vehicle & Equipment Replacement Reserve

Road Paving

- ❖ Paving works as identified in the paving plan with consultation from engineer

Impact if the project does not move forward

- ❖ Roads will deteriorate further and become more costly to repair

Cost: \$1,000,000

Funding Source: General Capital Reserve

PUBLIC WORKS

Proposed Projects to be Added

Replace 1995 Boom Flail

- ❖ At end of lifecycle
- ❖ Used to mow grass along highways and green spaces

Impact if the project does not move forward

- ❖ Downtime as most parts are discontinued due to age of equipment

Cost: \$30,000

Funding Source: Vehicle & Equipment Replacement Reserve

Replace 2016 Water/Sewer Truck

- ❖ Due to configuration of the truck it is over legal weight limit
- ❖ Does not allow any additional tools/equipment to be transported

Impact if the project does not move forward

- ❖ Time to get projects completed will continue to take longer

Cost: \$107,000

Funding Source: Vehicle & Equipment Replacement Reserve

PUBLIC WORKS

Proposed Projects to be Added

Dump Truck Tailgate Replacement

- ❖ End of lifecycle, rusted and cannot be repaired anymore
- ❖ Non functionable
- ❖ Ordered in summer 2024 – Delivery spring 2025

Cost: \$14,000

Funding Source: Vehicle & Equipment Replacement Reserve

Motorized Gates

- ❖ Install 2 motorized gates at Public Works and 1 motorized and 1 non-motorized gate at Airport
- ❖ Current non-motorized gates are at end of their lifecycle and are having issues closing properly
- ❖ Airport gate to be motorized to ensure we meet airport regulations for safety and security

Impact if the project does not move forward

- ❖ Move purchase to 2026
- ❖ Purchase non-motorized gates at Public Works

Cost: \$110,000

Funding Source: Capital Renewal Reserve, Apply for grant funding to cover costs at the airport

PUBLIC WORKS

Projects under Consideration

- ❖ New Dog Park
 - ❖ Funded through grants or other sources of funding

Public Works Proposed 2025 Capital

	2025
Vacuum Flusher/Trailer	130,000
Toolcat Replacement	110,000
Bylaw Van Replacement	60,000
Quick Attach Forks (Loader)	16,010
Road Paving	1,000,000
Boom Flail Replacement	30,000
Water/Sewer Truck Replacement	107,000
Dump Truck Tailgate Replacement	14,000
Motorized Gates	110,000
TOTAL	1,577,010

RECREATION SERVICES

2025 Projects identified in the 2024-2028 Amended Financial Plan Bylaw – Schedule D

	2025
Rec Centre Upgrades	50,000
Park/Beach Master Plan	25,000
TOTAL	75,000

Projects Carried Over from 2024

- ❖ 228,339 Energy Reductions Project – deficiencies
- ❖ 375,010 Rec Centre Facility Upgrade – purchase and install pool slide and upgrade main washroom for accessibility

Projects Removed

- ❖ 50,000 Rec Centre Upgrades – specific projects have been identified
- ❖ 25,000 Parks/Beach Master Plan – moved to future year

RECREATION SERVICES

Proposed Projects to be Added

Arena Handrail Upgrade

- ❖ Install additional handrails in the arena bleachers to meet building code

Impact if the project does not move forward

- ❖ District may be liable open to risk if there is an injury

Cost: \$21,263

Funding Source: General Capital Reserve, Apply for accessible funding

Building Surge Protection

- ❖ Protects equipment in the building from damage caused by power losses or bumps
- ❖ Downtime experienced in fall 2024 due to power surge that caused electrical failures in equipment

Impact if the project does not move forward

- ❖ Downed equipment, staff time to diagnose problem as well as costly repair

Cost: \$20,000

Funding Source: General Capital Reserve

RECREATION SERVICES

Proposed Projects to be Added

Outdoor Rink Boards

- ❖ Install boards to improve quality of outdoor play

Impact if the project does not move forward

- ❖ Wait until grant funding can be secured

Cost: \$37,029

Funding Source: Grants

Arena Dehumidifier Wheel Replacement

- ❖ Wheel to be replaced every 10 years – originally purchased in 2014
- ❖ Failure of system in 2024

Impact if the project does not move forward

- ❖ Potential for condensation to form on arena ceiling and drop onto ice creating low ice quality

Cost: \$53,334

Funding Source: Capital Renewal Reserve

RECREATION SERVICES

Proposed Projects to be Added

Arena Emergency Exit Door Replacement

- ❖ Replace 8 emergency exit doors
- ❖ Reached end of lifecycle – poorly sealed and issues with closing properly

Impact if the project does not move forward

- ❖ Potential of safety issues during an emergency if doors don't open properly

Cost: \$100,000

Funding Source: Capital Renewal Reserve

RECREATION SERVICES

Projects under Consideration

- ❖ Arena Insulation Replacement (\$623,019)
 - ❖ 2026 project
 - ❖ Apply for grant funding to complete
- ❖ Spirit Square Upgrade (\$1,446,427)
 - ❖ 2026 project
 - ❖ Identified in the Active Transportation Plan
 - ❖ Must be grant funded to move forward

RECREATION SERVICES

Recreation Services Proposed 2025 Capital

	2025
Energy Reductions Project (carry-over)	228,339
Rec Centre Facility Upgrade (carry-over)	375,010
Arena Handrail Upgrade	21,263
Building Surge Protection	20,000
Outdoor Rink Boards	37,029
Arena Dehumidifier Wheel Replacement	53,340
Arena Emergency Exit Doors Replacement	100,000
TOTAL	834,981

2025 CAPITAL PROJECT OVERVEIW

	2025 BUDGET	FUNDING SOURCE
GENERAL GOVERNMENT		
Computer Hardware Replacement	10,000	Capital Renewal Reserve
TOTAL GENERAL GOVERNMENT	10,000	
FIRE SERVICES		
Fire Hall Project (carry-over)	394,099	Northern Capital Planning Grant Reserve
Ladder Equipment (carry-over)	6,620	Fire Dept Vehicle & Equipment Reserve
Wildland Fire Truck (carry-over)	224,242	Fire Dept Vehicle & Equipment Reserve
Structural Protection Unit #3	50,000	Community Resiliency Investment (CRI)
TOTAL FIRE SERVICES	674,961	
PUBLIC WORKS		
Vacuum Flusher/Trailer	130,000	Vehicle & Equipment Reserve
Toolcat Replacement	110,000	Vehicle & Equipment Reserve
Bylaw Van Replacement	60,000	Vehicle & Equipment Reserve
Quick Attach Forks (Loader)	16,010	Vehicle & Equipment Reserve

2025 CAPITAL PROJECT OVERVEIW

	2025 BUDGET	FUNDING SOURCE
PUBLIC WORKS cont		
Road Paving	1,000,000	General Capital Reserve
Boom Flail Replacement	30,000	Vehicle & Equipment Reserve
Water/Sewer Truck Replacement	107,000	Vehicle & Equipment Reserve
Dump Truck Tailgate Replacement	14,000	Vehicle & Equipment Reserve
Motorized Gates	110,000	Capital Renewal Reserve
TOTAL PUBLIC WORKS	1,577,010	
RECREATION SERVICES		
Energy Reductions Project (carry-over)	228,339	Capital Renewal Reserve/Grants
Rec Centre Facility Upgrade (carry-over)	375,010	Capital Renewal Reserve/Grants
Arena Handrail Upgrade	21,263	General Capital Reserve/Grants
Building Surge Protection	20,000	General Capital Reserve
Outdoor Rink Boards	37,029	Grants
Arena Dehumidifier Wheel Replacement	53,340	Capital Renewal Reserve

2025 CAPITAL PROJECT OVERVEIW

	2025 BUDGET	FUNDING SOURCE
RECREATION SERVCIES cont		
Arena Emergency Exit Doors Replacement	100,000	Capital Renewal Reserve
TOTAL RECREATION SERVICES	834,981	
TOTAL GENERAL CAPITAL	3,096,952	

\$ 2,485,189 Funded by reserves

\$ 611,763 Funded by grants

IMPACT OF CAPITAL PROJECTS ON RESERVES

Reserve Name	Est. Value at Dec 31, 2024	2025 Estimated Annual Transfers	2025 Estimated Allocations to Projects	2025 Estimated Remaining Balance
<i>Capital Reserve Funds</i>				
General Capital	3,727,214	200,000	(1,041,263)	2,885,951
Capital Renewal	1,253,695	697,367	(351,955)	1,599,107
Vehicle & Equipment Replacement	2,277,836	399,928	(467,010)	2,210,754
Fire Dept Vehicle & Equipment Replacement	494,908	167,000	(230,862)	431,046
Northern Capital & Planning Grant	942,569		(394,099)	548,470
Community Works Gas Tax	390,000	214,521		604,521



QUESTIONS