



# **TOWN OF SIDNEY**

**2018-2022**

## **FINANCIAL PLAN**

Approved February 13, 2018

**TOWN OF SIDNEY**  
**FINANCIAL PLAN - 2018-2022**  
**INTRODUCTION**

The Community Charter requires that Sidney Council adopt a Five-Year Financial Plan bylaw each year, prior to adoption of the annual property tax bylaw. This document provides an overview of the draft financial plan that was introduced to Council and the public on January 15<sup>th</sup>.

The Town's budget is broken out into the following components:

- General Operating Fund
- Water Fund
- Sewer Fund
- Capital

This supporting document provides the following information on the above components:

- Proposed tax increase and summary of major budget impacts
- Table summary of Revenues and Expenditures by type for each fund
- Net budget summary, listing total budget and yearly changes for each department within each fund
- Total Revenues and Expenditures by department, with major changes explained
- Listing of Supplemental Items
- Listing of Capital projects included in the Financial Plan.

**The Town's website has additional budget information and resources, including copies of staff presentations and reports to Council. Please also refer to these resources for a more detailed understanding of the budget and its approval process. This information may be found under the *Financial Services/Budget* section of our website.**

## **Town of Sidney 2018-2022 Financial Plan**

Town staff is pleased to present a financial plan that was developed to maintain or enhance existing levels of service to taxpayers, and to support Council's strategic goals. Staff always look for internal efficiencies first, before bringing forward any proposal for a tax increase. Despite our best intentions, general cost increases, as well as the desire to respond to the demands for more and better services, make it difficult to avoid a modest tax increase.

The draft financial plan started out with a proposed general tax increase of 4.1%. This amount included several internal and external requests that had not yet been approved by Council, and was simply a starting point for budget deliberations. At the February 5<sup>th</sup> budget meeting, **Council reduced the proposed tax increase to 2.43%** by deferring a number of capital projects, and identifying alternate (non-tax) funding for several others. The amended plan was then approved by Council on February 13<sup>th</sup>.

The summary below provides a high level overview of some of the major factors that have influenced the development of the draft financial plan.

- No Across-the-board Inflationary Adjustments for 2018

Direction to staff in preparing their 2018 budget was that no across the board inflationary increases were to be factored in. This is the ninth year in a row that there has not been a general inflationary increase to all areas of the budget. Managers have to think hard about any required increases, rather than simply applying inflation to all their accounts. Some areas, such as utilities, contracts with external parties, or personnel costs governed by collective or other agreements, have required adjustments. And, like every year, funding is moved around between different focus areas to accommodate the work that has to be done. Increases above a certain reasonable level always have to be explained, and most of these are highlighted through the budget process. While this practice allows us to minimize tax impacts, certain increases each year are necessary in order to maintain or enhance levels of service to the community.

- New Funding Sources

In developing the draft budget, staff made every effort to take advantage of all available funding sources. This is an effective way to decrease our reliance on property taxes, though they remain by far the Town's primary source of revenue. The renewed Community Works Fund (Gas Tax) Agreement that was signed in 2014 expanded the eligibility criteria for the use of gas tax funding. For the previous two years, we have tried to take advantage of this additional funding in the financial plan, while also keeping in mind potential future priorities. For 2018, the amount of unallocated Gas Tax funding was limited; therefore, a higher reliance on current (property tax) funding for capital projects was necessary. (Note: the amount of tax funding for capital was reduced during budget deliberations; this was the largest factor in reducing the tax increase).

- Community Safety Building

A key strategic priority for Council is the construction of a Community Safety Building (CSB) to replace the existing Fire Hall. The existing hall was completed in 1989 for volunteer firefighters to provide fire services to a smaller community with less density and fewer multi-storey buildings. Since that time, Sidney's population, demographics and fire service needs and risks have changed. The existing hall has seismic deficiencies and space limitations; residents of Sidney relying on emergency services require better assurance that the Fire Department will be able to respond when expected. BC Ambulance Service is also expected to move into the new building, ensuring that ambulance service remains within the community, while providing an ongoing revenue stream to help pay for the construction of the building.

Construction began in the spring of 2017 on a site adjacent to the Mary Winspear Centre, and is expected to take about 18 months in total to complete. Borrowing will be the main – but not the only – funding source for the project. Proceeds from the sale of the existing fire hall site are projected as the second largest funding source. The highly-competitive construction market in Greater Victoria has resulted in significant cost escalation, with the project now expected to cost approximately \$15M (up from the original estimate of up to \$10M). Original borrowing projections were in the range of \$5 million to \$8 million to fund this project; it is now apparent that the ultimate borrowing amount will be closer to the high end of that range, unless the proceeds of the sale of the site are higher than expected. Debt servicing costs are part of the budget impact for 2018; increases are expected over the next two years as well, though these may be mitigated by expected growth in the tax base.

- Supplemental Requests

These are defined as changes to existing services, or one-time projects or studies that cannot be funded through existing budgets. While some of these items are discussed in this section, additional details are provided on pages 18-26 to better describe each item, and to quantify the total impact on the financial plan. Please note that the cost of the Supplementals is reflected in the projected budget increase. If any of the items are not approved, the tax impact would be reduced.

- Community Support

The Town provides support to many community organizations on an annual basis. The most significant local organizations supported by the Town are the Mary Winspear Centre, the Sidney Museum & Archives Society and the Shaw Centre for the Salish Sea. Funding of economic development initiatives is also included under Community Support.

Additional Community Support funding represents a total impact of \$140,000 for 2018. Some of these increases have previously been approved; however, \$95,400 remains to be approved through consideration of Supplemental Requests.

- Strategic Plan

In late 2015, Council adopted a Strategic Plan for the next three years, outlining Council's top strategic priorities. The Strategic Plan is reviewed and updated each year, prior to the budget process. This financial plan supports Council's priorities with the appropriate level of funding.

- Personnel Impacts

There is only one new position included in the budget for 2018, and it has no impact on property taxes. One additional position is required in the Public Works department to assist with the high volume of recoverable, third-party work, as well as reserve-funded infrastructure replacement projects.

- Firefighter Hiring Plan Implementation

In 2013, Council approved a phased hiring plan to gradually add full time firefighters to our department. This plan was put in place to address the lack of daytime, weekday coverage, to ensure proper response times to emergencies. Having additional full-time firefighters not only increases the level of service to residents and businesses, but ensures our home and business fire insurance rates do not increase due to lack of firefighting capacity.

The fourth and final full time firefighter started in early 2016. There are ongoing cost impacts associated with this plan, as the new firefighters earn the increments that will take them to the top of their competitive pay scale. The estimated tax impact for the first three years of this financial plan is just over 1/3<sup>rd</sup> of one percent each year.

- RCMP Contract

Communities with a population between 5,000 and 15,000 that are served by the RCMP pay 70% of the cost of each officer; the remaining 30% is subsidized by the two senior governments. Even with this subsidy, the cost per officer is up to over \$121,000. This cost includes not just the officer, but also vehicles and all of the equipment required for duty. Despite the cost, the RCMP model remains less expensive overall than the creation of a municipal force. The Town shares an RCMP Detachment with North Saanich, one of several cost-shared services with our neighbouring municipalities.

For the first time in many years, there is no increase projected in the RCMP contract. The RCMP operating budget remains at roughly the same level as in 2017. However, there are a number of capital projects over the next three years, relating to the maintenance of the RCMP building. The building is now 20 years old, and requires some attention. These costs will be shared with the District of North Saanich and the Province.

- Reserve Funds and Infrastructure Replacement

The Town remains committed to a high level of investment in replacement reserves for much of its infrastructure and equipment assets. General Fund contributions to the infrastructure replacement reserves increase by \$54,000 for 2018, plus an additional \$13,500 in the Utility Funds. Additional analysis of the sufficiency of existing reserve contributions is an ongoing effort. There is a modest increase of \$11,000 in the Water and Sewer funds to supplement the annual contributions to the vehicle replacement reserve.

- Surplus Funding

The level of Surplus funding has been increased to \$300,000 for the first year of this 5-year financial plan, to assist in the funding of two term positions that were added in 2017; for the last four years, it decreases to \$250,000. Use of Surplus is a common and effective way to reduce the tax increases. Under this budgeting method, we are still fully expecting to break even in a typical year. This is achieved through savings in various expenditure areas, or increases in conservatively budgeted revenues. While operating deficits will inevitably occur from time to time, there are sufficient accumulated surpluses from prior years to cover the potential annual deficit. The Town has an established policy in place to ensure that sufficient levels of accumulated surplus are maintained.

- Growth in the Tax Base

Another factor that helps to keep the tax increase down is growth in the tax base, which is primarily from new construction. Not only does this additional development volume produce building permit revenues, but it also generates additional taxes each year. This growth revenue is the first offset against budget increases, before any general tax increase is applied.

Growth revenue will be approximately \$115,000 for 2018. This is lower than last year's expectations, primarily due to the delays in major commercial development. \$200,000 is projected for years 2 and 3 of the current financial plan, and \$150,000 for the last 2 years. However, these figures are deemed to be conservative given the potential for continued development, especially commercial. Rather than including a higher estimate at this time, tax base growth will be carefully monitored over the coming years, and there is a realistic chance that the tax increase projections for future years will be reduced through additional development. This new revenue will also help to fund the Community Safety Building.

- Proposed Tax Increase

The 2018 budget has an overall increase in property tax revenues of \$382,269. This includes \$115,000 in tax revenues from new construction, which helps to reduce the amount required from existing taxpayers to \$267,769; this equates to a net impact to existing taxpayers of 2.43%, which represents just under \$34 for the average residence (about \$2.82 per month).

Analysis of Tax Impacts

<b>Town of Sidney - 2018 Financial Plan</b>		<b>Required Tax Revenue</b>	<b>% Tax Increase</b>
<b>2017 Taxes</b>		<b>10,976,638</b>	
<b>Add: Changes to core budget</b>			
Miscellaneous operational increases	114,000		
Net increase in Debt servicing	98,000		
Increase in Community Support payments	75,700		
Increase in reserve transfers	54,000		
Decrease in tax funded capital	(61,500)	280,200	<b>2.55%</b>
<b>Add: Incremental items</b>			
Supplementals - one time	134,500		
Supplementals - continuous	17,500		
Less: 2017 one-time Supplementals	(50,000)	102,000	<b>0.93%</b>
<b>Deduct: Offsets</b>			
2018 Tax Base growth (non-market) revenue	(115,000)	(115,000)	<b>-1.05%</b>
<b>2018 Property tax increase to existing taxpayers</b>		<b>267,200</b>	<b>2.43%</b>

Note: 1% increase in taxes = \$109,766 in additional revenue.

Each 1% tax increase represents approximately \$1.16 per month for the average residence.

**Impact on Average Residential Tax Bill**

- In 2017, the “average” residential property (valued at \$513,775) paid \$1,392 in municipal property taxes.
- Applying a 2.43% tax increase would take this figure to \$1,426 (2018 value for average residential property: \$618,773).
- No changes are proposed for the Parcel Taxes, meaning that the overall increase in municipal charges on the tax notice are estimated at \$34 for the year for the average residence.

	2017				2018		
	Annual	Monthly	Daily		Annual	Monthly	Daily
<b>Municipal Taxes</b>	<b>1,392</b>	<b>116</b>	<b>3.81</b>	<b>Municipal Taxes</b>	<b>1,426</b>	<b>119</b>	<b>3.91</b>
<b>Water Parcel Tax</b>	<b>60</b>	<b>5</b>	<b>0.16</b>	<b>Water Parcel Tax</b>	<b>60</b>	<b>5</b>	<b>0.16</b>
<b>Sewer Parcel Tax</b>	<b>120</b>	<b>10</b>	<b>0.33</b>	<b>Sewer Parcel Tax</b>	<b>120</b>	<b>10</b>	<b>0.33</b>
<b>Total</b>	<b>1,572</b>	<b>131</b>	<b>4.31</b>	<b>Total</b>	<b>1,606</b>	<b>134</b>	<b>4.40</b>
				<b>Increase</b>	<b>\$ 33.83</b>	<b>\$ 2.82</b>	<b>\$ 0.09</b>
				<b>Overall % increase on municipal charges</b>			<b>2.15%</b>

Please note: the impact on any individual property will vary, depending on its change in assessed value from the previous year, as compared to the average residential assessment change of +20%.

Please also note that municipal taxes represent only a portion of your total tax bill. The Town also collects levies on behalf of several other agencies, such as School Taxes for the Province, the Library Levy, and Regional levies for the CRD. The CRD Levy pays for Panorama Recreation services, regional parks, and many other shared services.

## Town of Sidney 2018 Financial Plan: Fund Summary

**FUND:** General Operating Fund

**DESCRIPTION:** Property Tax funded general operating fund for the Town of Sidney.

**PROGRAM DETAILS:** General operations of the Town, operating under local government legislative guidelines. Includes Administration, Planning, Finance, Engineering & Works and Parks & Cultural functions.

FINANCIAL SUMMARY	2017 YTD Actual	Budget 2017	2018	2019	2020	2021	2022
<b>Other Revenue</b>							
TAXES	548,246.	541,706.	587,482.	600,722.	614,264.	628,114.	642,280.
FEES, RATES & SERVICE CHARGES	2,685,478.	2,449,863.	2,554,644.	2,596,377.	2,653,437.	2,695,523.	2,755,758.
GOVERNMENT TRANSFERS	1,345,370.	1,505,944.	1,552,632.	1,504,431.	1,463,410.	1,472,566.	1,481,906.
INVESTMENT EARNINGS	242,488.	191,000.	215,000.	215,000.	215,000.	215,000.	215,000.
GIFTS & CONTRIBUTIONS	241,867.	65,000.	.	.	.	.	.
PENALTIES & INTEREST ON TAXES	93,807.	85,000.	85,000.	86,700.	88,434.	90,203.	92,007.
RESERVE & INTERFUND TRANSFERS (R)	164,945.	455,160.	534,645.	275,132.	265,435.	265,743.	278,058.
OTHER REVENUE	24,601.	8,800.	8,500.	8,670.	8,843.	9,020.	9,200.
<b>Total Revenue before Property Taxes</b>	<b>5,346,802.</b>	<b>5,302,473.</b>	<b>5,537,903.</b>	<b>5,287,032.</b>	<b>5,308,823.</b>	<b>5,376,169.</b>	<b>5,474,209.</b>
<b>Operating Expenditures</b>							
PERSONNEL	6,880,161.	6,953,825.	7,169,835.	7,137,665.	7,291,573.	7,457,633.	7,642,009.
CONTRACTED SERVICES & EQUIPMENT	4,692,002.	5,263,746.	5,307,431.	5,283,103.	5,253,612.	5,387,085.	5,703,803.
MATERIALS, SUPPLIES & EQUIPMENT	1,162,729.	1,114,892.	1,143,122.	1,147,665.	1,170,405.	1,193,607.	1,222,785.
OTHER EXPENSES & ALLOCATIONS	221,750.	162,781.	447,508.	338,018.	338,572.	339,177.	339,835.
DEBT & LEASE FINANCING	325,437.	317,916.	415,891.	511,092.	760,064.	755,475.	702,525.
RESERVE & INTERFUND TRANSFERS	2,527,517.	2,248,931.	2,257,484.	2,325,981.	2,447,228.	2,546,385.	2,593,954.
CAPITAL FUNDING	217,020.	217,020.	155,539.	432,862.	433,951.	398,225.	217,725.
<b>Total Expenditures</b>	<b>16,026,616.</b>	<b>16,279,111.</b>	<b>16,896,810.</b>	<b>17,176,386.</b>	<b>17,695,405.</b>	<b>18,077,587.</b>	<b>18,422,636.</b>
PROPERTY TAX	10,976,638.	10,976,638.	11,358,907.	11,889,354.	12,386,582.	12,701,418.	12,948,427.
Increase in Tax			382,269.	530,447.	497,228.	314,836.	247,009.
Percentage Change			3.48%	4.67%	4.18%	2.54%	1.94%
		Non-market Change	115,000	200,000	200,000	150,000	150,000
		General Increase	267,269	330,447	297,228	164,836	97,009
			382,269	530,447	497,228	314,836	247,009
		<b>General Increase Percentage</b>	<b>2.43%</b>	<b>2.91%</b>	<b>2.50%</b>	<b>1.33%</b>	<b>0.76%</b>

## Town of Sidney 2018 Financial Plan: Fund Detail

### FUND: General Operating Fund

<b>FUNCTION</b>	<b>2017 Net Budget</b>	<b>2018 Net Budget</b>	<b>2019 Net Budget</b>	<b>2020 Net Budget</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>
<b>Revenue</b>						
<b>01-General Revenue</b>	(12,819,631.)	(13,260,374.)	(13,748,482.)	(14,253,524.)	(14,576,330.)	(14,831,467.)
<i>change from prior year</i>		(440,743.)	(488,108.)	(505,042.)	(322,806.)	(255,137.)
<b>Net Expenditures</b>						
<b>11-Legislative Services</b>	228,958.	233,058.	235,547.	240,128.	244,796.	249,560.
<i>change from prior year</i>		4,100.	2,489.	4,581.	4,668.	4,764.
<b>12-Finance &amp; Administration</b>	1,575,678.	1,614,124.	1,671,136.	1,648,400.	1,699,654.	1,721,283.
<i>change from prior year</i>		38,446.	57,012.	(22,736.)	51,254.	21,629.
<b>19-Elections</b>	4,000.	4,000.	4,000.	4,000.	4,000.	4,000.
<i>change from prior year</i>		.	.	.	.	.
<b>21-Police Protection</b>	2,393,897.	2,392,255.	2,456,531.	2,520,030.	2,583,757.	2,646,724.
<i>change from prior year</i>		(1,642.)	64,276.	63,499.	63,727.	62,967.
<b>22-Court House</b>	30,590.	34,276.	34,802.	35,641.	36,499.	37,374.
<i>change from prior year</i>		3,686.	526.	839.	858.	875.
<b>23-Fire Protection</b>	1,384,893.	1,461,083.	1,524,254.	1,584,055.	1,633,757.	1,687,713.
<i>change from prior year</i>		76,190.	63,171.	59,801.	49,702.	53,956.
<b>24-Emergency Measures (PEMO)</b>	40,500.	40,500.	41,310.	42,137.	42,979.	43,838.
<i>change from prior year</i>		.	810.	827.	842.	859.
<b>26-Building &amp; Bylaw Enforcement</b>	73,000.	53,300.	(34,058.)	(34,858.)	(35,695.)	(36,573.)
<i>change from prior year</i>		(19,700.)	(87,358.)	(800.)	(837.)	(878.)
<b>31-Common Services - Transportation</b>	1,015,035.	1,020,271.	973,376.	972,699.	992,404.	1,012,517.
<i>change from prior year</i>		5,236.	(46,895.)	(677.)	19,705.	20,113.
<b>32-Roads</b>	918,565.	927,665.	942,356.	960,318.	979,523.	999,117.
<i>change from prior year</i>		9,100.	14,691.	17,962.	19,205.	19,594.
<b>34-Public Transit</b>	5,709.	5,690.	5,874.	6,061.	6,252.	6,446.
<i>change from prior year</i>		(19.)	184.	187.	191.	194.
<b>35-Parking Lots</b>	(19,771.)	(29,271.)	(29,857.)	(30,455.)	(31,064.)	(31,685.)
<i>change from prior year</i>		(9,500.)	(586.)	(598.)	(609.)	(621.)

## Town of Sidney 2018 Financial Plan: Fund Detail

### FUND: General Operating Fund

<b>FUNCTION</b>	<b>2017 Net Budget</b>	<b>2018 Net Budget</b>	<b>2019 Net Budget</b>	<b>2020 Net Budget</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>
<b>Net Expenditures</b>						
<b>36-Dock &amp; Port Facilities</b>	(190,930.)	(213,254.)	(215,887.)	(218,791.)	(223,028.)	(226,600.)
<i>change from prior year</i>		(22,324.)	(2,633.)	(2,904.)	(4,237.)	(3,572.)
<b>37-Storm Drains</b>	198,525.	204,703.	208,796.	212,971.	217,228.	221,572.
<i>change from prior year</i>		6,178.	4,093.	4,175.	4,257.	4,344.
<b>38-Hydrants</b>	38,690.	38,690.	39,464.	40,254.	41,058.	41,879.
<i>change from prior year</i>		.	774.	790.	804.	821.
<b>43-Solid Waste &amp; Environmental Services</b>	141,435.	150,535.	158,447.	156,417.	159,447.	162,539.
<i>change from prior year</i>		9,100.	7,912.	(2,030.)	3,030.	3,092.
<b>51-Municipal Planning</b>	376,850.	433,400.	431,070.	398,893.	406,873.	415,011.
<i>change from prior year</i>		56,550.	(2,330.)	(32,177.)	7,980.	8,138.
<b>62-Parks</b>	1,172,408.	1,161,813.	1,177,815.	1,200,198.	1,223,701.	1,247,663.
<i>change from prior year</i>		(10,595.)	16,002.	22,383.	23,503.	23,962.
<b>63-Library</b>	(28,449.)	(28,376.)	(29,363.)	(29,951.)	(30,550.)	(31,162.)
<i>change from prior year</i>		73.	(987.)	(588.)	(599.)	(612.)
<b>64-Senior's Centre</b>	120,430.	120,368.	122,776.	125,230.	127,735.	130,289.
<i>change from prior year</i>		(62.)	2,408.	2,454.	2,505.	2,554.
<b>65-Museums</b>	127,036.	126,633.	129,165.	131,748.	134,383.	137,071.
<i>change from prior year</i>		(403.)	2,532.	2,583.	2,635.	2,688.
<b>70-Fiscal Services</b>	2,995,562.	3,353,372.	3,468,066.	3,854,448.	3,964,396.	4,175,166.
<i>change from prior year</i>		357,810.	114,694.	386,382.	109,948.	210,770.
<b>Total Net Expenditures</b>	<b>(217,020.)</b>	<b>(155,539.)</b>	<b>(432,862.)</b>	<b>(433,951.)</b>	<b>(398,225.)</b>	<b>(217,725.)</b>
<i>change from prior year</i>		61,481.	(277,323.)	(1,089.)	35,726.	180,500.

## 2017 to 2018 Revenue & Expenditure Comparison by Function

	Subfunction	2017 Budget			2018 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>1 Corporate Services</b>									
	11010 Council	-	223,958	223,958	-	228,058	228,058	4,100	Town Crier, New Year's Tea
	11020 Committees	-	5,000	5,000	-	5,000	5,000	-	
	<b>11 Legislative</b>	-	228,958	228,958	-	233,058	233,058	4,100	1.8%
	12020 Administration	57,138	635,906	578,768	42,996	631,855	588,859	10,091	Legal Fees
	12050 Financial Management	42,733	704,165	661,432	46,007	717,505	671,498	10,066	
	12060 Driver Services	320,000	254,900	(65,100)	340,000	260,000	(80,000)	(14,900)	Higher Revenues
	12080 Common Services	6,000	128,572	122,572	2,400	149,733	147,333	24,761	Insurance and valuation
	12090 Computer Services	12,000	500,028	488,028	-	494,428	494,428	6,400	
	12610 Yards and Grounds - Town Hall	9,800	30,500	20,700	9,800	30,500	20,700	-	
	12620 Building Mtce - Town Hall	-	93,020	93,020	-	84,095	84,095	(8,925)	Janitorial decrease
	12710 Fiscal Services - Transfers	-	(323,742)	(323,742)	-	(312,789)	(312,789)	10,953	Reduced O/H allocation
	<b>12 General Administration</b>	447,671	2,023,349	1,575,678	441,203	2,055,327	1,614,124	38,446	1.8%
	<b>19 Elections</b>	-	4,000	4,000	20,000	24,000	4,000	-	
<b>2 Protective Services</b>									
	21020 Administration	282,023	644,100	362,077	302,458	692,400	389,942	27,865	
	21070 Prevention and Protection	-	1,973,022	1,973,022	-	1,941,741	1,941,741	(31,281)	
	21690 Buildings	64,394	123,192	58,798	65,639	126,211	60,572	1,774	
	<b>21 Police Protection</b>	346,417	2,740,314	2,393,897	368,097	2,760,352	2,392,255	(1,642)	-0.1%
	22610 Yards and Grounds	-	4,006	4,006	-	4,000	4,000	(6)	
	22620 Building	17,165	43,749	26,584	17,848	48,124	30,276	3,692	
	<b>22 Court House</b>	17,165	47,755	30,590	17,848	52,124	34,276	3,686	12.0%
	23020 Administration	650	270,625	269,975	650	278,205	277,555	7,580	
	23030 Training	-	194,120	194,120	-	201,520	201,520	7,400	
	23060 Fire Investigation/Prevention	-	106,050	106,050	-	107,960	107,960	1,910	
	23070 Fire Communication Systems	-	97,075	97,075	-	113,508	113,508	16,433	Dispatch
	23080 Fire Fighters	-	476,353	476,353	-	514,663	514,663	38,310	FF Hiring Plan
	23610 Yards and Grounds	-	2,776	2,776	-	2,776	2,776	-	
	23620 Building Mtce	-	44,244	44,244	-	43,476	43,476	(768)	
	23640 Equipment	-	17,325	17,325	-	18,325	18,325	1,000	
	23650 Vehicles and Mobile Equipment	-	39,675	39,675	-	44,000	44,000	4,325	
	23710 Fiscal Services	-	137,300	137,300	-	137,300	137,300	-	
	<b>23 Fire Protection</b>	650	1,385,543	1,384,893	650	1,461,733	1,461,083	76,190	5.5%
	24020 Administration	33,000	49,500	16,500	46,000	69,000	23,000	6,500	
	24050 Emergency Programs	-	24,000	24,000	-	17,500	17,500	(6,500)	
	<b>24 Emergency Measures</b>	33,000	73,500	40,500	46,000	86,500	40,500	-	0.0%
	26000 General Revenue	90,900	-	(90,900)	90,900	-	(90,900)	-	
	26060 Building Inspection	375,250	336,300	(38,950)	410,250	347,100	(63,150)	(24,200)	Higher Revenue projections
	26080 Animal Control	16,000	53,000	37,000	16,500	54,800	38,300	1,300	
	26100 Bylaw Enforcement	31,500	194,350	162,850	31,700	197,750	166,050	3,200	
	26650 Vehicles and Mobile Equipment	-	3,000	3,000	-	3,000	3,000	-	
	<b>26 Bylaw Enforcement</b>	513,650	586,650	73,000	549,350	602,650	53,300	(19,700)	-27.0%

## 2017 to 2018 Revenue & Expenditure Comparison by Function

	Subfunction	2017 Budget			2018 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>3</b>	<b>Engineering &amp; Works</b>								
	31020 Administration	20,000	257,163	237,163	20,000	259,513	239,513	2,350	
	31030 Training	-	33,150	33,150	-	33,150	33,150	-	
	31060 Engineering Services	-	440,646	440,646	11,900	471,221	459,321	18,675	
	31410 Vandalism & Graffiti	-	19,574	19,574	-	19,574	19,574	-	
	31510 Public Washrooms	5,000	29,108	24,108	5,000	24,153	19,153	(4,955)	
	31610 Yards and Grounds - P/W	-	57,491	57,491	-	66,280	66,280	8,789	
	31620 Buildings	-	88,798	88,798	-	94,575	94,575	5,777	
	31630 Small Tools - P/W	-	10,870	10,870	-	10,870	10,870	-	
	31635 Safety Equipment	-	7,283	7,283	-	7,283	7,283	-	
	31640 Equipment - P/W	-	35,365	35,365	-	35,365	35,365	-	
	31650 Vehicles & Mobile Equipment	-	49,886	49,886	-	24,486	24,486	(25,400)	Moved vehicle transfer to Fiscal Services
	31660 Welding Shop	-	10,701	10,701	-	10,701	10,701	-	
	<b>31 Common Services - Transport</b>	<b>25,000</b>	<b>1,040,035</b>	<b>1,015,035</b>	<b>36,900</b>	<b>1,057,171</b>	<b>1,020,271</b>	<b>5,236</b>	<b>0.5%</b>
	32020 Administration	-	138,758	138,758	-	144,858	144,858	6,100	
	32070 Traffic Services	-	117,457	117,457	-	117,457	117,457	-	
	32080 Street Lighting	5,300	155,428	150,128	-	153,128	153,128	3,000	
	32120 Patching and Shouldering	-	162,216	162,216	-	162,216	162,216	-	
	32130 Curb and Gutter Repairs	-	32,587	32,587	-	32,587	32,587	-	
	32210 Boulevard & Cul-de-Sacs	-	47,457	47,457	-	47,457	47,457	-	
	32220 Boulevard Trees	-	67,093	67,093	-	67,093	67,093	-	
	32230 Storm Damage	-	17,914	17,914	-	17,914	17,914	-	
	32240 Retaining Walls	-	18,303	18,303	-	18,303	18,303	-	
	32310 Sidewalks, Walkways & Lanes	-	97,403	97,403	-	97,403	97,403	-	
	32410 Snow Clearing and Removal	-	35,588	35,588	-	35,588	35,588	-	
	32510 Street Sweeping	-	20,849	20,849	-	20,849	20,849	-	
	32650 Vehicles and Mobile Equipment	-	12,812	12,812	-	12,812	12,812	-	
	<b>32 Roads</b>	<b>5,300</b>	<b>923,865</b>	<b>918,565</b>	<b>-</b>	<b>927,665</b>	<b>927,665</b>	<b>9,100</b>	<b>1.0%</b>
	<b>33 Recoverable Work</b>	<b>275,000</b>	<b>275,000</b>	<b>-</b>	<b>275,000</b>	<b>275,000</b>	<b>-</b>	<b>-</b>	
	<b>34 Public Transit</b>	<b>4,500</b>	<b>10,209</b>	<b>5,709</b>	<b>4,500</b>	<b>10,190</b>	<b>5,690</b>	<b>(19)</b>	<b>-0.3%</b>
	<b>35 Parking Lots</b>	<b>25,000</b>	<b>5,229</b>	<b>(19,771)</b>	<b>35,000</b>	<b>5,729</b>	<b>(29,271)</b>	<b>(9,500)</b>	<b>48.1%</b>
	36020 Administration	-	26,000	26,000	-	26,200	26,200	200	
	36040 Griffith Road Wharf	-	8,090	8,090	5,000	8,082	3,082	(5,008)	
	36050 Beacon Wharf	37,560	18,406	(19,154)	157,400	123,371	(34,029)	(14,875)	Higher lease revenues
	36100 Oil Spill Recovery	-	3,692	3,692	-	3,692	3,692	-	
	36220 Ferry Terminal Operating	163,866	6,000	(157,866)	166,939	6,432	(160,507)	(2,641)	
	36670 Port Sidney Waterfront	126,900	75,208	(51,692)	126,900	75,208	(51,692)	-	
	<b>36 Dock and Port Facilities</b>	<b>328,326</b>	<b>137,396</b>	<b>(190,930)</b>	<b>456,239</b>	<b>242,985</b>	<b>(213,254)</b>	<b>(22,324)</b>	<b>11.7%</b>

## 2017 to 2018 Revenue & Expenditure Comparison by Function

	Subfunction	2017 Budget			2018 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
	<b>37020</b> Administration	-	54,800	54,800	-	55,700	55,700	900	
	<b>37110</b> Drainage Ditches	-	4,459	4,459	-	4,459	4,459	-	
	<b>37210</b> Preventative Maintenance	-	34,924	34,924	-	34,924	34,924	-	
	<b>37220</b> Storm Drain Repairs	-	92,620	92,620	-	92,620	92,620	-	
	<b>37230</b> Catch Basin Clearing	-	11,722	11,722	-	17,000	17,000	5,278	
	<b>37910</b> Service Connections	32,000	32,000	-	32,000	32,000	-	-	
	<b>37 Storm Drains</b>	32,000	230,525	198,525	32,000	236,703	204,703	6,178	3.1%
	<b>38810</b> Repair & Installation	-	38,690	38,690	-	38,690	38,690	-	
	<b>38910</b> Hydrants - New install	3,447	3,447	-	3,447	3,447	-	-	
	<b>38920</b> Summergate Hydrant	1,312	1,312	-	1,312	1,312	-	-	
	<b>38 Hydrants</b>	4,759	43,449	38,690	4,759	43,449	38,690	-	
		699,885	2,665,708	1,965,823	844,398	2,798,892	1,954,494	(11,329)	-0.6%
	<b>4 Environmental Services</b>								
	<b>43020</b> Administration	-	15,400	15,400	-	15,500	15,500	100	
	<b>43080</b> Solid Waste Disposal	579,875	579,875	-	591,835	591,835	-	-	
	<b>43090</b> Town Garbage Collection	-	117,620	117,620	-	126,620	126,620	9,000	Extra volume
	<b>43100</b> Recycling	-	5,915	5,915	-	5,915	5,915	-	
	<b>43310</b> Environmental Projects	-	2,500	2,500	70,000	72,500	2,500	-	
	<b>43 Garbage Collection &amp; Disposal</b>	579,875	721,310	141,435	661,835	812,370	150,535	9,100	6.4%
	<b>5 Development Services</b>								
	<b>51020</b> Administration	101,100	477,950	376,850	67,900	501,300	433,400	56,550	Supplemental - WSLAP
	<b>51 Municipal Planning</b>	101,100	477,950	376,850	67,900	501,300	433,400	56,550	15.0%
	<b>6 Parks &amp; Cultural</b>								
	<b>63020</b> Administration	107,251	-	(107,251)	107,344	-	(107,344)	(93)	
	<b>63610</b> Yards and Grounds	-	22,700	22,700	-	26,700	26,700	4,000	
	<b>63620</b> Building Mtce	4,000	60,102	56,102	-	52,268	52,268	(3,834)	
	<b>63 Library</b>	111,251	82,802	(28,449)	107,344	78,968	(28,376)	73	-0.3%
	<b>64620</b> Building Mtce	21,252	141,682	120,430	21,242	141,610	120,368	(62)	
	<b>64 Senior Citizens Centre</b>	21,252	141,682	120,430	21,242	141,610	120,368	(62)	-0.1%
	<b>65020</b> Historical Museum & Archives	-	113,367	113,367	-	113,320	113,320	(47)	
	<b>65620</b> Shaw Ocean Discovery Centre	-	13,669	13,669	-	13,313	13,313	(356)	
	<b>65 Museums</b>	-	127,036	127,036	-	126,633	126,633	(403)	-0.3%

## 2017 to 2018 Revenue & Expenditure Comparison by Function

	Subfunction	2017 Budget			2018 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
	62020 Administration	-	194,682	194,682	-	202,186	202,186	7,504	
	62030 Training	-	17,630	17,630	-	17,630	17,630	-	
	62110 Iroquois Park Buildings	5,494	43,697	38,203	5,528	32,170	26,642	(11,561)	
	62120 Tulista Park Buildings	-	27,347	27,347	-	21,223	21,223	(6,124)	
	62130 Small Parks	-	69,463	69,463	-	74,412	74,412	4,949	
	62140 Bevan/Beacon Triangle Park	-	23,505	23,505	-	22,746	22,746	(759)	
	62150 Brethour	-	7,122	7,122	-	7,115	7,115	(7)	
	62160 Iroquois	-	65,320	65,320	-	77,715	77,715	12,395	
	62170 Raey Creek	-	10,166	10,166	-	10,166	10,166	-	
	62180 Resthaven Park & Island	5,000	17,748	12,748	5,000	17,706	12,706	(42)	
	62190 Tulista Park	-	53,691	53,691	-	58,252	58,252	4,561	
	62200 Memorial Rose Garden	-	23,368	23,368	-	29,783	29,783	6,415	
	62210 Berms, Greens & Beach Access	-	13,244	13,244	-	13,244	13,244	-	
	62220 Lochside Walkway Maintenance	-	39,020	39,020	-	39,100	39,100	80	
	62230 Tulista Boat Ramp	70,850	45,760	(25,090)	69,900	43,827	(26,073)	(983)	
	62240 Seaport Park	-	42,754	42,754	-	42,754	42,754	-	
	62250 Little League Baseball Fields	34,715	63,930	29,215	36,054	65,607	29,553	338	
	62280 Well Site Maintenance	-	605	605	-	603	603	(2)	
	62290 Eastview Park	-	20,761	20,761	-	20,761	20,761	-	
	62300 Seaside Walkway	-	25,608	25,608	-	25,608	25,608	-	
	62310 Fishing Pier Maintenance	-	16,231	16,231	-	15,916	15,916	(315)	
	62340 Rotary Waterpark	-	12,500	12,500	-	-	-	(12,500)	Budget consolidated with Iroquois Park
	62350 Skateboard Park	-	5,782	5,782	-	-	-	(5,782)	Budget consolidated with Tulista Park
	62360 Pat Bay Highway Sign	-	8,674	8,674	-	8,663	8,663	(11)	
	62370 Beacon Park	-	43,038	43,038	-	33,921	33,921	(9,117)	
	62400 Cul-de-Sac Program	10,000	20,462	10,462	10,000	20,462	10,462	-	
	62410 Downtown Maintenance	60	78,377	78,317	60	78,427	78,367	50	
	62420 Flags, Banners, Etc.	-	10,463	10,463	-	18,463	18,463	8,000	
	62430 Nursery	-	3,749	3,749	-	3,749	3,749	-	
	62440 Christmas Program	-	64,395	64,395	-	64,395	64,395	-	
	62510 Community Celebrations	32,540	57,520	24,980	-	13,612	13,612	(11,368)	
	62520 Sidney Days	-	28,633	28,633	-	28,633	28,633	-	
	62590 Park Furniture	13,077	13,077	-	13,077	13,077	-	-	
	62600 Playground Equipment	-	20,804	20,804	-	20,784	20,784	(20)	
	62610 Yards and Grounds	-	29,912	29,912	-	34,312	34,312	4,400	
	62620 Buildings	-	21,596	21,596	-	20,900	20,900	(696)	
	62630 Small Tools	-	9,729	9,729	-	9,729	9,729	-	
	62640 Equipment	-	40,863	40,863	-	40,863	40,863	-	
	62650 Vehicles and Mobile Equipment	-	52,918	52,918	-	52,918	52,918	-	
<b>62</b>	<b>Parks</b>	<b>171,736</b>	<b>1,344,144</b>	<b>1,172,408</b>	<b>139,619</b>	<b>1,301,432</b>	<b>1,161,813</b>	<b>(10,595)</b>	<b>-0.9%</b>

## 2017 to 2018 Revenue & Expenditure Comparison by Function

Subfunction	2017 Budget			2018 Budget			Net	Comments
	Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>7 Fiscal Services</b>								
<b>01 General Revenue</b>	12,819,631	-	(12,819,631)	13,260,374	-	(13,260,374)	(440,743)	Additional revenue (not all Taxes).
<b>70000</b> Transfers	60,000	2,130,506	2,070,506	-	2,203,574	2,203,574	133,068	Increase in Reserve transfers (some offsets)
<b>70040</b> Union Negotiations	3,000	4,000	1,000	3,000	4,000	1,000	-	
<b>70100</b> Debt Servicing	-	305,847	305,847	-	403,798	403,798	97,951	CSB Draw #1; end of S/T pmts.
<b>70200</b> Other Fiscal Services	-	73,500	73,500	-	68,000	68,000	(5,500)	
<b>70300</b> Community Support	352,828	897,537	544,709	347,950	1,024,950	677,000	132,291	Supplementals
<b>70 Fiscal Services</b>	415,828	3,411,390	2,995,562	350,950	3,704,322	3,353,372	357,810	11.9%
	16,279,111	16,062,091	(217,020)	16,896,810	16,741,271	(155,539)	61,481	
<b>9 Capital</b>								
<b>Capital Funding</b>	10,400,470	10,617,490	217,020	16,786,956	16,942,495	155,539	(61,481)	Decrease in Tax funded capital projects.
<b>91 General</b>	10,400,470	10,617,490	217,020	16,786,956	16,942,495	155,539	(61,481)	-28.3%
<b>Total General Fund</b>	26,679,581	26,679,581	-	33,683,766	33,683,766	-		

**SUPPLEMENTAL REQUESTS**

<b><u>One Time Requests</u></b>	<b>Budget Impacts</b>				
	2018	2019	2020	2021	2022
New Year's Day Tea	2,000	-	-	-	-
Annual Report Template	6,000	-	-	-	-
Canora Road Alignment Design	7,500	-	-	-	-
Beacon Wharf Surveys	105,000	-	-	-	-
Boat Launch Trust funding for 4 Plans	(105,000)	-	-	-	-
Flood Hazard Guidelines	30,000	-	-	-	-
Urban Forest Strategy	20,000	-	-	-	-
Coastal Engineering Study	20,000	-	-	-	-
Active Transportation Plan	-	50,000	-	-	-
CWF (Gas Tax) funding for 4 Plans	(70,000)	(50,000)	-	-	-
Seagull Control Study	-	5,000	-	-	-
West Side LAP Village Master Plan	50,000	-	-	-	-
Purchase chairs for events at the park	1,000	-	-	-	-
Purchase new banners for Banner Program	8,000	-	-	-	-
Shaw Centre financial/engineering studies	60,000	-	-	-	-
Citizen Survey	-	15,000	-	-	-
Civic Site Analysis	-	30,000	-	-	-
Trolley Service Consultant	-	20,000	-	-	-
Minor OCP Review	-	40,000	-	-	-
Total one-time	134,500	110,000	-	-	-
<b><u>Ongoing Requests</u></b>					
ArtSea annual funding	10,500	10,500	10,500	10,500	10,500
Increase in Grant-in-Aid Budget	4,900	4,900	4,900	4,900	4,900
Increase in Town Crier Honorarium	2,100	2,100	2,100	2,100	2,100
Transfers to Ferry Reserve	-	-	50,000	75,000	76,500
Increase in Vehicle Reserve contributions	-	-	-	-	-
Construction Crew Chief position	-	-	-	-	-
Total ongoing	17,500	17,500	67,500	92,500	94,000
<b>Less: Previous year's one-time requests</b>	(50,000)	(147,000)	(105,000)	-	-
<b>Net 2018 impact:</b>	<b>\$ 102,000</b>	<b>\$ (19,500)</b>	<b>\$ (37,500)</b>	<b>\$ 92,500</b>	<b>\$ 94,000</b>

SUPPLEMENTAL ITEM DESCRIPTIONS

**ONE-TIME REQUESTS – 2018**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
Administration	<p><b>New Year’s Day Tea</b></p> <p>Increase budget for this Town event by \$2,000. Theme for most recent event was a review of 2017 Canada 150 celebrations.</p>	<b>\$2,000</b>
Administration	<p><b>Annual Report Template</b></p> <p>Contract with local communications design company to enhance the layout and format of the Town’s annual report. Once a new template is in place, Town staff would be able to update it annually.</p>	<b>\$6,000</b>
Engineering	<p><b>Beacon Wharf Surveys</b></p> <p>Further to direction from the Town’s Strategic Plan, undertake four surveys related to the replacement/upgrade of Beacon Wharf. This information will be necessary for consideration of future projects to replace and possibly enlarge the footprint of Beacon Wharf.</p> <ul style="list-style-type: none"> <li>• Condition Assessment: Hire specialist engineering consultant to update condition assessment of Beacon Wharf marine structural elements. This study will be used to assess the remaining lifespan of the current wharf.</li> <li>• Depth Survey: This survey will provide an accurate map of water depths in the vicinity of Beacon Wharf.</li> <li>• Geotechnical Survey: This survey will provide information about the soil types under the seafloor in the vicinity of Beacon Wharf.</li> <li>• Environmental Survey: This survey will provide information about the vegetation and seafloor life in the vicinity of Beacon Wharf.</li> </ul>	<p style="text-align: center;"><b>\$0 tax impact</b> (Boat Launch Reserve)</p> <p style="text-align: center;">\$15,000</p> <p style="text-align: center;">\$20,000</p> <p style="text-align: center;">\$50,000</p> <p style="text-align: center;">\$20,000</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

**ONE-TIME REQUESTS – 2018**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Engineering</b></p>	<p><b>Canora Road Alignment Design</b></p> <p>To hire a traffic engineering consultant to investigate the layout of Canora/E. Saanich/Rotary Park access. This needs to be done prior to planned consultation and future upgrades to Canora Road. North Saanich is expected to contribute 50% or \$7,500 towards this item.</p>	<p><b>\$7,500</b></p>
<p><b>Environmental Services</b></p>	<p><b>Flood Hazard Guidelines</b></p> <p>This item is to hire an engineering consultant to refine flood level planning for development. A Flood Construction Level map would be created to identify safe building elevations specific to different areas of Town.</p> <p>This is one of the initial stages of the Town’s Sea Level Rise planning.</p>	<p><b>\$0 tax impact</b></p> <p>\$30,000 (Gas Tax)</p>
<p><b>Environmental Services</b></p>	<p><b>Urban Forestry Strategy</b></p> <p>As recommended in the Parks Master Plan, the Urban Forest Strategy will inventory existing trees, identify priority areas for tree planting in parks, and include guidance for management of urban street trees.</p>	<p><b>\$0 tax impact</b></p> <p>\$20,000 (Gas Tax)</p>
<p><b>Environmental Services</b></p>	<p><b>Coastal Engineering Study</b></p> <p>As recommended by the Ports &amp; Waterfront Committee in 2017, a study to examine the Sidney coastline and identify/prioritize long-term protection improvements.</p>	<p><b>\$0 tax impact</b></p> <p>\$20,000 (Gas Tax)</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONE-TIME REQUESTS – 2018

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Development Services</b></p>	<p><b>West Side Local Area Plan (LAP) Village Master Plan</b></p> <p>Following on from the Local Area Plan finalized in 2017, additional funding is required to undertake the next phase of the recommendations. The purpose of the Village Master Plan is to refine and detail:</p> <ol style="list-style-type: none"> <li>1) the future location and scale of the new greenway (pedestrian/bicycle corridor) and green space network, including park space;</li> <li>2) the technical details of area-specific streetscape elements such as light standards, paving/pavers, street furniture and landscaping, taking into account OCP policies and design guidelines for new development in the area; and</li> <li>3) the tools/mechanisms for achieving the plan in a viable and effective manner. It may also include the development of a neighbourhood wayfinding strategy for the area.</li> </ol> <p>This will provide a valuable guide for staff and applicants which will facilitate the creation of the Village area’s critical social and green infrastructure in a cohesive and viable manner.</p>	<p><b>\$50,000</b></p>
<p><b>Parks</b></p>	<p><b>Purchase chairs for events at Beacon Park</b></p> <p>To allow for the ongoing implementation of a successful pilot program stemming from the Waterfront Vision. Chairs are to be placed in Beacon Park for public use throughout the summer. Some of these have to be replaced due to damage.</p>	<p><b>\$1,000</b></p>
<p><b>Parks</b></p>	<p><b>Banner Program</b></p> <p>The Town has now taken over the annual banner program. A number of new banners are required in order to carry this out.</p>	<p><b>\$8,000</b></p>

SUPPLEMENTAL ITEM DESCRIPTIONS

<p><b>Fiscal Services – Community Support</b></p>	<p><b>Shaw Centre for the Salish Sea Financial/Engineering Studies</b></p> <p>The Town was recently approached for an increase in the annual financial support to the Shaw Centre for the Salish Sea. Prior to considering this ongoing request, the Shaw Centre was asked to provide detailed backup to support their longer-term plans. They require supplemental funding for professional assistance in order to meet the Town’s request.</p> <p>\$35,000 is requested to help better define and quantify their potential markets, and to provide assistance in the formulation of a strategic plan and associated budgets.</p> <p>\$15,000 is requested for a professional engineering assessment of the future costs of maintaining, replacing and upgrading capital equipment.</p> <p>\$10,000 is requested to replace two critical items of capital equipment.</p>	<p style="text-align: right;"><b>\$60,000</b></p>
---	---	---

SUPPLEMENTAL ITEM DESCRIPTIONS

**ONGOING REQUESTS – 2018**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<b>Fiscal Services – Community Support</b>	<p><b>Increase in annual funding to ArtSea</b></p> <p>ArtSea, formerly known as the Community Arts Council of the Saanich Peninsula, receives \$4,500 in ongoing, annual funding through the Town budget. In 2017, this was increased by \$5,500 (for a total of \$10,000) on a one-time basis, upon request. They are now requesting a permanent increase to \$15,000 in annual funding.</p>	<b>\$10,500</b>
<b>Fiscal Services – Community Support</b>	<p><b>Increase in Grants-In-Aid Budget</b></p> <p>Through a recommendation from the Audit &amp; Finance Committee, the Town’s modest annual budget for Grants-In-Aid is being increased to a total of \$15,000.</p>	<b>\$4,900</b>
<b>Administration</b>	<p><b>Increase in Town Crier Honorarium</b></p> <p>Through a recommendation from the Audit &amp; Finance Committee, the annual honorarium for the appointed Town Crier is being increased to \$3,600 to cover the costs associated with the increasing number of events being attended on behalf of the Town.</p>	<b>\$2,100</b>
<b>Fiscal Services – Water and Sewer Funds</b>	<p><b>Increase in Annual Contributions to the Vehicle Replacement Reserve</b></p> <p>The annual review of the Vehicle Replacement Reserve identified the need to increase the contribution for vehicles and specialized equipment dedicated to the Utility funds. This is primarily due to the increasing cost of specialized equipment that is essential to operations. The proposed increase is \$10,000 in the Sewer fund, and \$1,000 in the Water fund.</p>	<p style="text-align: center;"><b>\$0 tax impact</b></p> <p style="text-align: center;">\$11,000 (Water &amp; Sewer)</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

**ONGOING REQUESTS – 2018**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Engineering &amp; Works</b></p>	<p><b>Construction Crew Chief</b></p> <p>A new staffing position in the Public Works department to assist with growing volumes of infrastructure and recoverable, third-party work. The amount of third-party work (utility connections and Town-commissioned off-site works) has increased due to the high volume of development in recent years; there is no sign of abatement. This increase in volume has also created challenges in carrying out the annual maintenance work that is essential to maximizing the life of our infrastructure.</p> <p>This new position would be funded from the recoveries on third-party work, and by Infrastructure Replacement Reserves. The net cost of the position would otherwise be \$85,000.</p>	<p><b>\$0 tax impact</b></p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONE-TIME REQUESTS – 2019

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Engineering</b></p>	<p><b>Active Transportation Plan</b></p> <p>Development of a plan for sidewalks, transit, and bicycle networks throughout the Town to improve accessibility and reduce the reliance on vehicular travel. Estimated cost: \$50,000.</p>	<p style="text-align: right;"><b>\$0</b></p> <p style="text-align: right;"><b>Gas Tax funding</b></p>
<p><b>Environmental Services</b></p>	<p><b>Seagull Control Study</b></p> <p>This item is to hire a specialist consultant to investigate and recommend measures for limiting the number of seagulls in the downtown core. This is to address complaints about seagull droppings and noise, and the perception that the seagull population has increased in recent years.</p>	<p style="text-align: right;"><b>\$5,000</b></p>
<p><b>Administration</b></p>	<p><b>Citizen Survey</b></p> <p>Commissioning of an updated syndicated survey of citizens to gauge satisfaction with municipal services. The last survey was completed in 2013, and has helped inform the budget process since that time.</p>	<p style="text-align: right;"><b>\$15,000</b></p>
<p><b>Administration</b></p>	<p><b>Civic Site Analysis</b></p> <p>Hiring a consultant to assist with planning and consultation around the potential replacement of certain civic facilities. As our municipal buildings age, additional work and investment is required to maintain them. It is prudent to consider the expected lifespans of certain buildings prior to undertaking expensive repairs or upgrades.</p>	<p style="text-align: right;"><b>\$30,000</b></p>

SUPPLEMENTAL ITEM DESCRIPTIONS

**ONE-TIME REQUESTS – 2019**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Engineering</b></p>	<p><b>Trolley Service Pilot Project</b></p> <p>Hiring of a transit consultant to assist with planning and analysis for a pilot trolley service to connect downtown Sidney with the West Side.</p>	<p><b>\$20,000</b></p>
<p><b>Development Services</b></p>	<p><b>Minor Official Community Plan Review</b></p> <p>The Town’s current Official Community Plan Bylaw (OCP) was adopted in May 2007, over ten years ago. Since then, development patterns and community expectations of the Town have evolved, and principles of sustainable development have become more commonly incorporated into OCPs. Economic, environmental, social, and cultural issues should be addressed in more detail within the Town’s OCP, with objectives and policies that accurately represent Sidney’s goals for the future. Development Permit Areas and associated Design Guidelines should also be reviewed to ensure the best outcomes over time for the community.</p> <p>The OCP will likely have to be reviewed in the next few years in order to ensure that the document is generally in concordance with the Regional Growth Strategy, currently being finalized by the CRD. The updated RGS will trigger a requirement for all member municipalities in the CRD to update the Regional Context Statement in each of their OCPs, which states how a municipality’s OCP is in concordance with the overall regional plan for the area.</p>	<p><b>\$40,000</b></p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONGOING REQUESTS – 2020

<b>Fiscal Services</b>	<b>Transfers to Ferry Reserve</b> <p>The Town renewed its lease agreement with Washington State Ferries (WSF) in 2011, for a term of up to 35 years. During lease negotiations, a lifecycle costing study of the terminal was undertaken. It was agreed by the parties that annual lease payments by WSF were to be based on 80% of the lifecycle cost of the terminal assets. The Town should be setting aside funds each year to fulfil its own 20% obligation. This cost-sharing is based on the fact that there are financial benefits of the ferry route on both sides of the border, and therefore both parties should be responsible for a share of the replacement of the assets.</p> <p>The ferry terminal property generates taxes each year; the municipal portion of these taxes is approximately \$77,000. It was envisioned during lease development that the Town would use these tax funds generated from the terminal to fund its own contributions to the Ferry Reserve; that way, the property would continue to self-fund. Reallocating these funds away from general revenue does have an impact on the taxes remaining for other purposes.</p> <p>It is proposed that the first contribution to the Ferry Reserve begin with a \$50,000 allocation in 2020. This would increase to \$75,000 the following year, and by inflation in each year thereafter. The sufficiency of the reserve contributions will be reviewed periodically, to ensure that replacement funds are in place when required.</p>	<b>\$50,000</b>
------------------------	---	-----------------

**Town of Sidney  
2018-2022 Financial Plan**

*Water and Sewer Fund Summaries*

**Water Operating**

The Water Operating Fund provides for the purchase of bulk water from the CRD, as well as the maintenance and replacement of the distribution system. While the Water Utility is generally in good shape, revenue fluctuations from changes in water consumption continue to affect our ability to predictably forecast revenues. These fluctuations have been stabilizing in recent years, allowing for more accurate budgeting. Revenues for the last three years were up due to the warm summers and extended watering seasons; this was partially offset by having to buy more bulk water from the CRD to service the increased demand.

Both the Water Parcel Tax and User Rates will remain at the same level as last year: \$60 for the Parcel Tax and \$6.27 per 1,000 gallons consumed for the User Rates. Additionally, there is no change at this time for the minimum quarterly charge of \$20 per account. Although the CRD bulk water rates continue to increase on an annual basis, we have been successful in not passing these additional costs on to customers. The Town's water user rate has not increased since 2011. Expenditure reductions, internal efficiencies and a healthy water fund balance have made it possible for the Town to keep rates stable. Any increased costs to customers result from additional water use.

A significant challenge facing both Water and Sewer utilities is the need to develop better methodology for rate setting, to ensure more effective recovery of both fixed and variable costs of operating the utilities. Until this review is complete, no significant changes are expected to the rate structure.

**Sewer Operating**

The Sewer Operating Fund provides for Sidney's share of operating the Unified Treatment Plant, which has provided sewage treatment to the Peninsula for close to 20 years, as well as the maintenance and replacement of the collection system. The Sewer Utility is currently in a healthy financial position, which allowed us to reduce both the Sewer Parcel Tax and User Rates in 2015. No changes are recommended for 2018. There is no change at this time for the minimum quarterly charge of \$25 per account.

The recent cost of infrastructure replacement projects may require that annual transfers to the replacement reserve be increased within the next few years to ensure consistent asset management. Additional information will be brought forward with the next financial plan.

**It should be noted that the combined minimum quarterly charge for Water and Sewer amounts to \$45. This equates to \$15 per month, or 50 cents per day, to have water coming to your home and being treated on the way out.**

### Town of Sidney 2018 Financial Plan: Fund Summary

**FUND:** Water Operating Fund

**DESCRIPTION:** Operations of the Water Utility for the Town, with net funding from water user fees and parcel taxes.

**PROGRAM DETAILS:** Net operating expenditures for the Town of Sidney's Water Utility.

FINANCIAL SUMMARY	2017	Budget 2017	2018	2019	2020	2021	2022
	YTD Actual						
<b>Other Revenue</b>							
TAXES	355,500.	354,000.	360,000.	362,000.	364,000.	366,000.	368,000.
FEES, RATES & SERVICE CHARGES	199,572.	92,000.	123,000.	125,460.	127,970.	130,530.	133,141.
RESERVE & INTERFUND TRANSFERS	.	64,407.	120,861.	132,290.	141,822.	151,731.	161,914.
OTHER REVENUE	5,024.	5,000.	5,000.	5,100.	5,202.	5,306.	5,412.
<b>Total Revenue before User Charges</b>	<b>560,096.</b>	<b>515,407.</b>	<b>608,861.</b>	<b>624,850.</b>	<b>638,994.</b>	<b>653,567.</b>	<b>668,467.</b>
<b>Operating Expenditures</b>							
PERSONNEL	342,241.	330,539.	345,739.	352,648.	359,697.	366,886.	374,219.
CONTRACTED SERVICES & EQUIPMENT	42,365.	43,308.	46,144.	47,067.	48,007.	48,967.	49,945.
MATERIALS, SUPPLIES & EQUIPMENT	1,240,444.	1,193,748.	1,272,398.	1,297,409.	1,323,357.	1,349,824.	1,376,818.
OTHER EXPENSES & ALLOCATIONS	258,745.	269,562.	252,280.	257,326.	262,473.	267,723.	273,077.
RESERVE & INTERFUND TRANSFERS	266,600.	278,250.	292,300.	302,400.	310,100.	318,100.	326,300.
<b>Total Expenditures</b>	<b>2,150,395.</b>	<b>2,115,407.</b>	<b>2,208,861.</b>	<b>2,256,850.</b>	<b>2,303,634.</b>	<b>2,351,500.</b>	<b>2,400,359.</b>
USER CHARGES	<b>1,610,510.</b>	1,600,000.	1,600,000.	1,632,000.	1,664,640.	1,697,933.	1,731,892.
Percentage Change			0.00%	2.00%	2.00%	2.00%	2.00%

### Town of Sidney 2018 Financial Plan: Fund Summary

**FUND:** Sewer Operating Fund

**DESCRIPTION:** Operations of the Sewer Utility for the Town, with net funding from sewer user fees and parcel taxes.

**PROGRAM DETAILS:** Net operating expenditures for the Town of Sidney's Sewer Utility.

FINANCIAL SUMMARY	2017	Budget 2017	2018	2019	2020	2021	2022
	YTD Actual						
<b>Other Revenue</b>							
TAXES	507,120.	507,000.	510,000.	512,000.	515,000.	518,000.	520,000.
FEES, RATES & SERVICE CHARGES	44,083.	35,061.	35,500.	36,210.	36,934.	37,673.	38,426.
RESERVE & INTERFUND TRANSFERS	.	.	19,963.	52,288.	79,570.	97,825.	118,067.
OTHER REVENUE	5,578.	6,000.	6,000.	6,120.	6,242.	6,367.	6,494.
<b>Total Revenue before User Charges</b>	<b>556,781.</b>	<b>548,061.</b>	<b>571,463.</b>	<b>606,618.</b>	<b>637,746.</b>	<b>659,865.</b>	<b>682,987.</b>
<b>Operating Expenditures</b>							
PERSONNEL	220,227.	264,861.	270,061.	275,456.	280,958.	286,570.	292,291.
CONTRACTED SERVICES & EQUIPMENT	1,437,287.	1,457,179.	1,492,030.	1,521,870.	1,552,308.	1,583,355.	1,615,023.
MATERIALS, SUPPLIES & EQUIPMENT	99,559.	91,024.	91,963.	93,803.	95,677.	97,589.	99,539.
OTHER EXPENSES & ALLOCATIONS	137,495.	87,680.	84,009.	85,689.	87,403.	89,151.	90,934.
RESERVE & INTERFUND TRANSFERS	237,200.	297,317.	293,400.	289,800.	296,400.	303,200.	310,200.
<b>Total Expenditures</b>	<b>2,131,768.</b>	<b>2,198,061.</b>	<b>2,231,463.</b>	<b>2,266,618.</b>	<b>2,312,746.</b>	<b>2,359,865.</b>	<b>2,407,987.</b>
USER CHARGES	<b>1,662,500.</b>	1,650,000.	1,660,000.	1,660,000.	1,675,000.	1,700,000.	1,725,000.
Percentage Change			0.61%	0.00%	0.90%	1.49%	1.47%

## Town of Sidney 2018 Financial Plan: Fund Summary

### FUND: Water Operating

SUB-FUNCTION	2017 Net Budget	2018 Net Budget	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget
<b>Net Expenditures</b>						
<b>81000-Water General Revenue</b>	(2,023,407.)	(2,085,861.)	(2,131,390.)	(2,175,664.)	(2,220,970.)	(2,267,218.)
<i>change from prior year</i>		(62,454.)	(45,529.)	(44,274.)	(45,306.)	(46,248.)
<b>81020-Water Administration</b>	1,489,953.	1,537,871.	1,568,628.	1,600,001.	1,632,001.	1,664,641.
<i>change from prior year</i>		47,918.	30,757.	31,373.	32,000.	32,640.
<b>81030-Water Training</b>	16,571.	16,571.	16,903.	17,242.	17,587.	17,938.
<i>change from prior year</i>		.	332.	339.	345.	351.
<b>81050-Water Customer Billing &amp; Collection</b>	31,500.	31,500.	32,130.	32,772.	33,427.	34,096.
<i>change from prior year</i>		.	630.	642.	655.	669.
<b>81110-Water Main Flushing</b>	21,475.	21,475.	21,905.	22,343.	22,790.	23,246.
<i>change from prior year</i>		.	430.	438.	447.	456.
<b>81120-Water Valve Maintenance</b>	23,955.	24,005.	24,485.	24,975.	25,474.	25,984.
<i>change from prior year</i>		50.	480.	490.	499.	510.
<b>81130-Water Meter Repair &amp; Replacement</b>	18,160.	.	.	.	.	.
<i>change from prior year</i>		(18,160.)	.	.	.	.
<b>81140-Water System Repairs</b>	108,556.	126,716.	129,250.	131,833.	134,470.	137,159.
<i>change from prior year</i>		18,160.	2,534.	2,583.	2,637.	2,689.
<b>81620-Water Buildings</b>	6,774.	7,210.	7,354.	7,502.	7,652.	7,804.
<i>change from prior year</i>		436.	144.	148.	150.	152.
<b>81630-Water Small Tools &amp; Safety Supplies</b>	5,513.	5,513.	5,618.	5,725.	5,834.	5,945.
<i>change from prior year</i>		.	105.	107.	109.	111.
<b>81635-Water Safety Equipment</b>	2,040.	2,040.	2,081.	2,123.	2,165.	2,208.
<i>change from prior year</i>		.	41.	42.	42.	43.
<b>81640-Water Equipment</b>	5,939.	5,939.	5,621.	5,734.	5,849.	5,966.
<i>change from prior year</i>		.	(318.)	113.	115.	117.
<b>81650-Water Vehicles &amp; Mobile Equipment</b>	14,721.	14,721.	15,015.	15,316.	15,623.	15,935.
<i>change from prior year</i>		.	294.	301.	307.	312.
<b>81710-Water Fiscal Services-Transfers</b>	278,250.	292,300.	302,400.	310,100.	318,100.	326,300.
<i>change from prior year</i>		14,050.	10,100.	7,700.	8,000.	8,200.
<b>Total Net Expenditures</b>	.	.	.	.	.	.
<i>change from prior year</i>		.	.	.	.	.

## Town of Sidney 2018 Financial Plan: Fund Summary

### FUND: Sewer Operating

SUB-FUNCTION	2017 Net Budget	2018 Net Budget	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget
<b>Net Expenditures</b>						
<b>82000-Sewer General Revenue</b>	(2,163,000.)	(2,195,963.)	(2,230,408.)	(2,275,812.)	(2,322,192.)	(2,369,561.)
<i>change from prior year</i>		(32,963.)	(34,445.)	(45,404.)	(46,380.)	(47,369.)
<b>82020-Sewer Administration</b>	163,388.	164,781.	168,077.	171,438.	174,866.	178,363.
<i>change from prior year</i>		1,393.	3,296.	3,361.	3,428.	3,497.
<b>82030-Sewer Training</b>	16,657.	16,657.	16,990.	17,330.	17,677.	18,031.
<i>change from prior year</i>		.	333.	340.	347.	354.
<b>82050-Sewer Customer Billing &amp; Collection</b>	5,116.	5,116.	5,218.	5,322.	5,428.	5,536.
<i>change from prior year</i>		.	102.	104.	106.	108.
<b>82110-Sewer Preventative Maintenance</b>	30,642.	30,642.	31,256.	31,882.	32,520.	33,171.
<i>change from prior year</i>		.	614.	626.	638.	651.
<b>82120-Sewer System Repairs</b>	72,463.	72,463.	73,912.	75,390.	76,897.	78,434.
<i>change from prior year</i>		.	1,449.	1,478.	1,507.	1,537.
<b>82130-Inflow &amp; Infiltration</b>	57,121.	57,121.	58,264.	59,430.	60,619.	61,831.
<i>change from prior year</i>		.	1,143.	1,166.	1,189.	1,212.
<b>82210-Preventative Mtce-Lift Stations</b>	51,938.	51,336.	52,362.	53,409.	54,477.	55,565.
<i>change from prior year</i>		(602.)	1,026.	1,047.	1,068.	1,088.
<b>82220-Repairs - Lift Stations</b>	29,036.	29,036.	29,617.	30,209.	30,814.	31,431.
<i>change from prior year</i>		.	581.	592.	605.	617.
<b>82610-Sewer Yards &amp; Grounds</b>	1,362.	1,362.	1,389.	1,417.	1,445.	1,473.
<i>change from prior year</i>		.	27.	28.	28.	28.
<b>82630-Sewer Small Tools &amp; Safety Supplies</b>	6,184.	6,184.	6,301.	6,420.	6,542.	6,665.
<i>change from prior year</i>		.	117.	119.	122.	123.
<b>82640-Sewer Equipment</b>	7,481.	7,481.	7,630.	7,781.	7,937.	8,096.
<i>change from prior year</i>		.	149.	151.	156.	159.
<b>82650-Sewer Vehicles &amp; Mobile Equipment</b>	42,825.	42,825.	43,682.	44,555.	45,445.	46,353.
<i>change from prior year</i>		.	857.	873.	890.	908.
<b>82710-Sewer Fiscal Services - Transfers</b>	1,678,787.	1,710,959.	1,735,710.	1,771,229.	1,807,526.	1,844,613.
<i>change from prior year</i>		32,172.	24,751.	35,519.	36,297.	37,087.
<b>Total Net Expenditures</b>	.	.	.	.	.	.
<i>change from prior year</i>		.	.	.	.	.

## 2017 to 2018 Revenue & Expenditure Comparison by Function

	Subfunction	2017 Budget			2018 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>81</b>	<b>Water Operating</b>								
	<b>81000</b> Water-General Revenue	2,023,407	-	(2,023,407)	2,085,861	-	(2,085,861)	(62,454)	
	<b>81020</b> Water-Administration	-	1,489,953	1,489,953	-	1,537,871	1,537,871	47,918	Bulk water
	<b>81030</b> Water-Training	-	16,571	16,571	-	16,571	16,571	-	
	<b>81050</b> Water-Customer Billing&Collect	-	31,500	31,500	-	31,500	31,500	-	
	<b>81110</b> Water-Flushing	-	21,475	21,475	-	21,475	21,475	-	
	<b>81120</b> Water-Valve Maintenance	-	23,955	23,955	-	24,005	24,005	50	
	<b>81130</b> Water-Meter Repair&Replacemnt	-	18,160	18,160	-	-	-	(18,160)	Budget consolidated with System Repairs
	<b>81140</b> Water-System Repairs	-	108,556	108,556	-	126,716	126,716	18,160	
	<b>81620</b> Water-Buildings	-	6,774	6,774	-	7,210	7,210	436	
	<b>81630</b> Water-Small Tools	-	5,513	5,513	-	5,513	5,513	-	
	<b>81635</b> Water Safety Equipment	-	2,040	2,040	-	2,040	2,040	-	
	<b>81640</b> Water-Equipment	-	5,939	5,939	-	5,939	5,939	-	
	<b>81650</b> Water-Vehicles	-	14,721	14,721	-	14,721	14,721	-	
	<b>81710</b> Water-Fiscal Services-Transfrs	-	278,250	278,250	-	292,300	292,300	14,050	Reserve transfers
	<b>81910</b> Water-Service Connections	68,000	68,000	-	84,000	84,000	-	-	
	<b>81920</b> WO-New Water Meters	24,000	24,000	-	39,000	39,000	-	-	
	<b>81 Water Operating</b>	<b>2,115,407</b>	<b>2,115,407</b>	<b>-</b>	<b>2,208,861</b>	<b>2,208,861</b>	<b>-</b>	<b>-</b>	
<b>82</b>	<b>Sewer Operating</b>								
	<b>82000</b> Sewer-General revenue	2,163,000	-	(2,163,000)	2,195,963	-	(2,195,963)	(32,963)	
	<b>82020</b> Sewer-Administration	-	163,388	163,388	-	164,781	164,781	1,393	
	<b>82030</b> Sewer-Training	-	16,657	16,657	-	16,657	16,657	-	
	<b>82050</b> Sewer-Customer Billing&Collect	-	5,116	5,116	-	5,116	5,116	-	
	<b>82110</b> Sewer-Preventative Maintenance	-	30,642	30,642	-	30,642	30,642	-	
	<b>82120</b> Sewer-Repairs	-	72,463	72,463	-	72,463	72,463	-	
	<b>82130</b> Sewer-Inflow & Infiltration	-	57,121	57,121	-	57,121	57,121	-	
	<b>82210</b> Sewer-Lift Statn Prevnt Maint	-	51,938	51,938	-	51,336	51,336	(602)	
	<b>82220</b> Sewer-Lift Station Repairs	-	29,036	29,036	-	29,036	29,036	-	
	<b>82610</b> Sewer-Yards & Grounds	-	1,362	1,362	-	1,362	1,362	-	
	<b>82630</b> Sewer-Small Tools	-	6,184	6,184	-	6,184	6,184	-	
	<b>82640</b> Sewer-Equipment	-	7,481	7,481	-	7,481	7,481	-	
	<b>82650</b> Sewer-Vehicles	-	42,825	42,825	-	42,825	42,825	-	
	<b>82710</b> Sewer-Fiscal Services-Tranfrs	-	1,678,787	1,678,787	-	1,710,959	1,710,959	32,172	Reserve, capital transfers; CRD contract.
	<b>82910</b> Connections	32,000	32,000	-	32,000	32,000	-	-	
	<b>82920</b> Summergate Lift	3,061	3,061	-	3,500	3,500	-	-	
	<b>82 Sewer Operating</b>	<b>2,198,061</b>	<b>2,198,061</b>	<b>-</b>	<b>2,231,463</b>	<b>2,231,463</b>	<b>-</b>	<b>-</b>	

## **CAPITAL BUDGETS**

The Town undertakes varying levels of capital expenditure from year to year. These expenditures are generally for either the renewal or replacement of existing assets, such as our infrastructure network, or for the purchase and addition of new assets.

Capital expenditures are funded from a variety of sources, including internal reserves, grants, borrowing, and a small amount of current taxes and user fees.

The major capital items included in this financial plan include the ongoing construction of a new Community Safety Building (\$11M) and infrastructure renewal projects (\$9.6M over 5 years).

Borrowing incurred for the Community Safety Building over the next two budget years will be the largest budget impact for 2019 and 2020, as we begin to repay the debt. However, new tax revenues from growth in the tax base should help to offset these cost impacts.

The information presented below focuses mostly on 2018 capital projects. For more detailed information, please refer to the Town's website.

## 5 Year Capital Project Listing

General	2018	2019	2020	2021	2022
Annual Workspace Efficiency Upgrades	5,000	5,000	5,000	5,000	5,000
PEARL - Asset Management Software Upgrades	10,000				
PEARL - Asset Performance Module	20,000				
Council Chamber Upgrades	5,000	5,000			
Town Hall Fitness Room Flooring	2,500				
Computer Replacement Plan	170,000	160,000	70,000	145,000	27,000
Computer Equipment Fund	5,000	5,000	5,000	5,000	5,000
Tempest - Prospero Mobile Inspections	18,000				
Tempest - Our City	12,500				
Diamond - GP 2018 Upgrade	10,000				
Tempest - Conversion to .NET	16,500				
Ferry Terminal Marine Structures	305,000				300,000
Ferry Building Improvements	300,000				
Fishing Pier Metal Painting			500,000		
Ferry Terminal Dock Metal Painting	300,000				
Infrastructure Plan Projects 2019-22		235,500	594,400	614,700	327,600
Infra Plan-Ardwell Ave Storm	700,000				
White Birch Road Storm Drain Repair	20,000				
Infra Plan-Stirling Way Storm	18,600				
Town Hall Foundation Drainage				100,000	
Stormwater Model Calibration	60,000				
Infra Plan-Epco Dr Storm	163,200				
Infra Plan-Third St Storm	77,300				
Infra Plan-McDonald Park Rd Storm	81,400				
Shoreacres/Rothesay Outfall Replacement	100,000				
Engineering Equipment	4,500	4,500	4,500	4,500	4,500
DCC Bylaw	10,000				
Fire Department Small Equipment	43,245	26,745	26,745	26,745	26,745
Fire Vehicle Replacement Plan	50,000				1,100,000
Community Safety Building	11,000,000				
CSB Access Easement	80,000	80,000	80,000	80,000	33,333
SCBA Air Cylinder Replacement				65,000	
Library Front Entrance Sidewalks		20,000			

### 5 Year Capital Project Listing (continued)

General	2018	2019	2020	2021	2022
RCMP Furnishings	10,000	10,000	10,000	10,000	10,000
RCMP Sidewalk Extension	7,000				
RCMP General Duty Section Reorganization	16,000				
RCMP Garage Door Replacement	6,500				
RCMP Staff Entry Door	5,000				
RCMP Interior Painting		50,000			
RCMP Kitchen Upgrades		15,000			
RCMP Cell Block Painting		5,000			
RCMP Roof Replacement			200,000		
RCMP Heating System Replacement			50,000		
RCMP Window Replacement			30,000		
Parks Equipment	10,000	10,000	10,000	10,000	10,000
Parks Vehicles	80,000	30,000	235,000	80,000	20,000
Reay Creek Dam Assessment & Remediation	22,150	500,000			
Waterfront Walkway Upgrade	28,700				
Totem Park Shelter and Trees		20,000			
Rotary Park Irrigation Replacement	30,000	30,000	30,000	30,000	
Tulista Park Volley Ball Court	30,000				
Melville Park Path-Resurface Overlay		20,000			
Irrigation Upgrades	25,000	25,000	25,000		
Central Irrigation Monitoring	15,000				
Fifth Street Medians Landscaping				16,500	
Tulista Park Sidewalk Improvements	150,000				
Melissa Park Improvements	12,000				
Multi Court Lighting	20,000				
Rotary Park Chain Link Fence	7,500				
Boulder Park	50,000				
Skate Park Sidewalk	15,000				
Rathdown Park Playground Equipment		60,000			
Solar Lights Maryland Park & Melville Park		10,000			
Resthaven Park-Propeller					10,000
Mermaid Park - Playground Equipment				60,000	
Parks Building Generator					50,000
Underground Wiring	20,000	20,000	20,000	20,000	20,000
Town Hall Sidewalks			50,000		

### 5 Year Capital Project Listing (continued)

General	2018	2019	2020	2021	2022
Green Technology Applications	10,000	10,000	10,000	10,000	10,000
Public Works Equipment	10,000	10,000	10,000	10,000	10,000
Transportation Vehicles		445,000	30,000	145,000	12,000
Water Fountain Stations Downtown	15,000				
Public Works Admin Building			25,000		
Scissor Lift			20,000		
Small Packer Garbage Truck				100,000	
Public Works Compound Extension and Fencing	86,000				
Public Works Wash Bay		100,000			
Wheel Loader	160,000				
Workyard Solar Project	80,000				
Replace 4th St Washrooms		100,000			
Parks Building Storage Mezzanine			25,000		
Town Hall Roof Replacement & HVAC			350,000		
Tourist Info Centre Roof Replacement				19,000	
Decorative Street Lighting		30,000	30,000	30,000	30,000
Infrastructure Plan Projects 2019-22		699,500	720,500	747,200	793,600
Seventh Street Sidewalk			18,000		
McDonald Park Road Sidewalk	65,000				
Bowerbank Road Sidewalk			17,000		
Orchard Ave Sidewalk-2nd Street to 3rd Street		14,000			
Wayfinding Signage	29,000				
Beacon Ave Curb Returns - Third St & Fourth St			45,000		
Malaview Ave Sidewalk, Melissa St to Resthaven Dr	108,000				
First Street Sidewalk, First St-Second St		42,000			
Downtown Employee Parking Lot	900,000	300,000			
McDonald Park Rd Pave Van Kam Shoulders	3,000				
Resthaven Curb Returns - Allbay Rd & Harbour Rd	20,000				
Infra Plan Pave-Stirling Way, Ocean to Beacon			218,300		
White Birch Road Cul De Sac Improvements	60,000				
Sidney Ave Inlaid Crosswalks			17,000		
Ocean Ave Sidewalk & Curb, Fifth St to First St			240,400		
Bike Path West Side of Highway	250,000				
Infra Plan-Resthaven-Henry to Mills	120,000				
Infra Plan-Second St-Bevan Ave-Sidney Ave	246,200				

## 5 Year Capital Project Listing (continued)

General	2018	2019	2020	2021	2022
Infra Plan-Wesbrook-Northbrook to Eastbrook	177,000				
Infra Plan-Resthaven-Malaview to Amherst	43,800				
Bevan Park Reader Board				30,000	
Galaran Sidewalk	350,000				
Bevan Sidewalk Replacement		30,000			
Ocean Avenue Curb Realignment	30,000				
Canora Rd Improvements,Ocean Ave - Summergate Blvd				2,400,000	
Sidewalk – Malaview from 3rd to 5th		40,000			
Seaport Place Traffic Circle Improvements					40,000
Senior Centre Flooring	26,300				
Bus Stop Improvements	5,600				
	<b>16,942,495</b>	<b>3,167,245</b>	<b>3,721,845</b>	<b>4,763,645</b>	<b>2,844,778</b>
Water Equipment	10,000	10,000	10,000	10,000	10,000
Hydrant Upgrades	10,000	10,000	10,000	10,000	10,000
Meter Replacement Program	125,000	125,000			
White Birch Loop Watermain and Fire Road	150,000				
Infra Plan Water-Epco Dr-Weiler to Ocean	241,400				
Infra Plan Water-McDonald Park Rd, End of Mills	23,800				
Water Vehicles		30,000			
Infrastructure Plan Projects 2019-22		189,000	269,900	488,000	287,100
	<b>560,200</b>	<b>364,000</b>	<b>289,900</b>	<b>508,000</b>	<b>307,100</b>
Sewer Equipment	10,000	10,000	10,000	10,000	10,000
Sewer Vehicles	45,000		510,000		
Access Hatches-Pump Stations	20,000	20,000	20,000	20,000	20,000
Town Hall Service Connections	10,000				
Siddall Sewer & Drain Reno	30,000				
Frost Pump Station Kiosk Replacement	15,000				
Ardwell Ave. Sanitary Sewer	300,000				
Sewer Camera Replacement	15,000				
Ocean Pump Station/Utility Kiosk Wrap	15,000				
Infra Plan Sewer-Harbour Pump Station	63,600	400,000			
Infrastructure Plan Projects 2019-22		65,400	201,600	594,700	
	<b>523,600</b>	<b>495,400</b>	<b>741,600</b>	<b>624,700</b>	<b>30,000</b>
	<b>18,026,295</b>	<b>4,026,645</b>	<b>4,753,345</b>	<b>5,896,345</b>	<b>3,181,878</b>

## 2018 Capital Projects with Funding Sources

Project	Budget	Funding Sources											Total Funding	
		Property		Computer	Vehicle	Infra.	Other	Reserves	Gas Tax	Grants	Debt	Fees/ Other		
		Tax	RFFC											
Annual Workspace Efficiency Upgrades	5,000	5,000												5,000
PEARL - Asset Management Software Upgrades	10,000			10,000				10,000						10,000
PEARL - Asset Performance Module	20,000			20,000				20,000						20,000
Council Chamber Upgrades	5,000	5,000												5,000
Town Hall Fitness Room Flooring	2,500	2,500												2,500
Computer Replacement Plan	170,000			170,000				170,000						170,000
Computer Equipment Fund	5,000	500	4,500											5,000
Tempest - Prospero Mobile Inspections	18,000			18,000				18,000						18,000
Tempest - Our City	12,500			12,500				12,500						12,500
Diamond - GP 2018 Upgrade	10,000			10,000				10,000						10,000
Tempest - Conversion to .NET	16,500			16,500				16,500						16,500
Ferry Terminal Marine Structures	305,000						305,000	305,000						305,000
Ferry Building Improvements	300,000						300,000	300,000						300,000
Ferry Terminal Dock Metal Painting	300,000						300,000	300,000						300,000
Infra Plan-Ardwell Ave Storm	700,000					700,000		700,000						700,000
White Birch Road Storm Drain Repair	20,000					10,000		10,000				10,000		20,000
Infra Plan-Stirling Way Storm	18,600					18,600		18,600						18,600
Stormwater Model Calibration	60,000								60,000					60,000
Infra Plan-Epco Dr Storm	163,200					163,200		163,200						163,200
Infra Plan-Third St Storm	77,300					77,300		77,300						77,300
Infra Plan-McDonald Park Rd Storm	81,400					81,400		81,400						81,400
Shoreacres/Rothesay Outfall Replacement	100,000					100,000		100,000						100,000
Engineering Equipment	4,500	4,500												4,500
DCC Bylaw	10,000					10,000		10,000						10,000
Fire Department Small Equipment	43,245	26,745	16,500											43,245
Fire Vehicle Replacement Plan	50,000				50,000			50,000						50,000
Community Safety Building	11,000,000						3,500,000	3,500,000	500,000		4,600,000	2,400,000		11,000,000
CSB Access Easement	80,000						80,000	80,000						80,000
RCMP Furnishings	10,000		6,480									3,520		10,000
RCMP Sidewalk Extension	7,000	3,357										3,643		7,000
RCMP General Duty Section Reorganization	16,000	7,672										8,328		16,000
RCMP Garage Door Replacement	6,500	3,117										3,383		6,500
RCMP Staff Entry Door	5,000	2,398										2,602		5,000
Parks Equipment	10,000	6,000	4,000											10,000
Parks Vehicles	80,000				80,000			80,000						80,000
Reay Creek Dam Assessment & Remediation	22,150		22,150											22,150
Waterfront Walkway Upgrade	28,700						9,050	9,050	19,650					28,700

## 2018 Capital Projects with Funding Sources

Project	Budget	Funding Sources											
		Property		Computer	Vehicle	Infra.	Other	Reserves	Gas Tax	Grants	Debt	Fees/	Total
		Tax	RFFC									Other	Funding
Rotary Park Irrigation Replacement	30,000		15,000									15,000	30,000
Tulista Park Volley Ball Court	30,000					30,000		30,000					30,000
Irrigation Upgrades	25,000					25,000		25,000					25,000
Central Irrigation Monitoring	15,000					15,000		15,000					15,000
Tulista Park Sidewalk Improvements	150,000								150,000				150,000
Melissa Park Improvements	12,000					12,000		12,000					12,000
Multi Court Lighting	20,000								20,000				20,000
Rotary Park Chain Link Fence	7,500		3,750									3,750	7,500
Boulder Park	50,000								50,000				50,000
Skate Park Sidewalk	15,000	-							15,000				15,000
Underground Wiring	20,000	2,750	17,250										20,000
Green Technology Applications	10,000								10,000				10,000
Public Works Equipment	10,000	3,000	7,000										10,000
Water Fountain Stations Downtown	15,000						15,000	15,000					15,000
Public Works Compound Extension/Trail Relocation	86,000	50,000	36,000										86,000
Wheel Loader	160,000				160,000			160,000					160,000
Workyard Solar Project	80,000		5,000						75,000				80,000
McDonald Park Road Sidewalk	65,000								65,000				65,000
Wayfinding Signage	29,000		29,000										29,000
Malaview Ave Sidewalk, Melissa St to Resthaven Dr	108,000								108,000				108,000
Downtown Employee Parking Lot	900,000								900,000				900,000
McDonald Park Rd Pave Van Kam Shoulders	3,000	3,000											3,000
Resthaven Curb Returns - Allbay Rd & Harbour Rd	20,000	-							20,000				20,000
White Birch Road Cul De Sac Improvements	60,000		60,000										60,000
Bike Path West Side of Highway	250,000								250,000				250,000
Infra Plan-Resthaven-Henry to Mills	120,000					120,000		120,000					120,000
Infra Plan-Second St-Bevan Ave-Sidney Ave	246,200					246,200		246,200					246,200
Infra Plan-Wesbrook-Northbrook to Eastbrook	177,000					177,000		177,000					177,000
Infra Plan-Resthaven-Malaview to Amherst	43,800					43,800		43,800					43,800
Galaran Sidewalk	350,000	30,000					320,000	320,000					350,000
Ocean Avenue Curb Realignment	30,000	-						30,000					30,000
Senior Centre Flooring	26,300							26,300					26,300
Bus Stop Improvements	5,600	-	5,600										5,600
	<b>3,169,400</b>	<b>88,750</b>	<b>178,600</b>	<b>-</b>	<b>160,000</b>	<b>669,000</b>	<b>391,300</b>	<b>1,220,300</b>	<b>1,663,000</b>	<b>-</b>	<b>-</b>	<b>18,750</b>	<b>3,169,400</b>

## 2018 Capital Projects with Funding Sources

Project	Budget	Funding Sources											Total Funding		
		Property Tax	RFFC	Computer	Vehicle	Infra.	Other	Reserves	Gas Tax	Grants	Debt	Fees/Other			
Water Equipment	10,000	10,000													10,000
Hydrant Upgrades	10,000	7,400	2,600												10,000
Meter Replacement Program	125,000						125,000	125,000							125,000
White Birch Loop Watermain and Fire Road	150,000						150,000	150,000							150,000
Infra Plan Water-Epco Dr-Weiler to Ocean	241,400					241,400		241,400							241,400
Infra Plan Water-McDonald Park Rd, End of Mills	23,800					23,800		23,800							23,800
	<b>560,200</b>	<b>17,400</b>	<b>2,600</b>	<b>-</b>	<b>-</b>	<b>265,200</b>	<b>275,000</b>	<b>540,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>560,200</b>
Sewer Equipment	10,000	10,000													10,000
Sewer Vehicles	45,000				45,000			45,000							45,000
Access Hatches-Pump Stations	20,000		20,000												20,000
Town Hall Service Connections	10,000		10,000												10,000
Siddall Sewer & Drain Reno	30,000		6,600				23,400	23,400							30,000
Frost Pump Station Kiosk Replacement	15,000					15,000		15,000							15,000
Ardwell Ave. Sanitary Sewer	300,000					300,000		300,000							300,000
Sewer Camera Replacement	15,000	15,000													15,000
Ocean Pump Station/Utility Kiosk Wrap	15,000	15,000													15,000
Infra Plan Sewer-Harbour Pump Station	63,600		63,600												63,600
	<b>523,600</b>	<b>40,000</b>	<b>100,200</b>	<b>-</b>	<b>45,000</b>	<b>315,000</b>	<b>23,400</b>	<b>383,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>523,600</b>
	<b>18,026,295</b>	<b>212,939</b>	<b>335,030</b>	<b>257,000</b>	<b>335,000</b>	<b>2,409,700</b>	<b>5,183,750</b>	<b>8,185,450</b>	<b>2,242,650</b>	<b>-</b>	<b>4,600,000</b>	<b>2,450,226</b>	<b>-</b>	<b>-</b>	<b>18,026,295</b>

## 2018 Capital Project Descriptions

Title	Description	<b>2018 Project Cost</b>
Annual Workspace Efficiency Upgrades	Annual budget to provide for occasional replacement and improvement of work spaces.	5,000
Asset Management Software Upgrades	<p>Ongoing enhancements to the Town's Asset and Work Management software to provide additional functionality to Engineering/Operations staff as well as to Finance.</p> <p>2018 - Tempest Integration of Calls for Service 2018 - AP Data entry screen to include WO field</p>	10,000
Asset Performance Module	This module is an advanced tool for decision support and analysis.	20,000
Council Chambers Upgrades	Replacement of audience chairs and new laminate desk tops/door in the Council Chambers. Budget also allows for the purchase of indigenous art elements.	5,000
Town Hall Fitness Room Flooring	Installation of rubber tiles to replace existing carpet that remains in a portion of the fitness room. When the fitness room was originally installed, only half of the flooring was done with the rubber tiles, which protects the equipment when dropped and is easy to clean dirt & sweat. This project will complete the fitness room flooring with all rubber tiles.	2,500
Computer Replacement Plan	A plan for the replacement of the Town's Computer Equipment and Printers. The plan, outlined in Policy #FN-015, covers replacement of equipment only. Purchases of new equipment for a new user, or a new use that is not replacing an existing piece of equipment, must be budgeted for separately, including the cost of software and licensing.	170,000
Computer Equipment Fund	Centralized addition of new computer equipment from all departments for planned new positions, or requirements that arise during the year.	5,000
Tempest - Prospero Mobile Inspections	Tempest's Mobile Inspections application for Prospero allows inspectors in the field to track inspection results and look up information about Prospero folders, properties, and contacts and provides access to maps. In addition, inspectors can attach photos to deficiencies and record comments and status updates then email the inspection results to the builder. All of this information is automatically updated in Prospero where failed inspections will automatically create new inspection tasks. There is also an alert feature for properties that may require special attention.	18,000

## 2018 Capital Project Descriptions

Title	Description	<b>2018 Project Cost</b>
Tempest - Our City	<p>OurCity is a responsive web application that is linked to the Town’s website, allowing the community to serve itself, reducing requests for information and freeing up valuable staff time. Information comes directly from Prospero, Tempest’s Permitting and Applications system, providing the latest details about active development in Sidney. Users can look up details on permits and applications, and track their progress through a simple and intuitive interface.</p> <p>OurCity employs a streamlined interface for intuitive navigation from desktops and laptops, as well as modern touch based devices, such as smartphones and tablets. Run from a web browser and employing the latest in responsive design, the interface shifts elegantly to fit multiple screen sizes and layouts. This means that no matter what device visitors are using, the interface will seamlessly adjust to display information in a clear and appealing layout.</p>	12,500
Diamond - GP 2018 Upgrade	This project involves upgrading the Town's financial software from the current 2013 version to 2018.	10,000
Tempest Conversion .NET	Tempest currently uses a web application development platform called ColdFusion for products such as eHOG, MySidney & eCom. Tempest has indicated that they will be discontinuing support for this platform and are requiring customers, such as Sidney, to upgrade to the new platform called .NET by the end of 2018.	16,500
Ferry Terminal Marine Structures	Miscellaneous works related to the Marine Structures at the Sidney Ferry Terminal, including major maintenance and capital replacement.	305,000
Ferry Terminal Building Improvements	<p>Site and building improvements at the Sidney International Ferry Terminal.</p> <p>2018/19: Replacement of the U.S. Customs Building, and minor upgrades to the Canadian Customs building.</p>	300,000
Ferry Terminal Dock Metal Painting	The metal beams and piles supporting the Washington State Ferry Dock were inspected in 2014 and found to be lacking the original protective coating in many places. With the exposure to waves and salt water, corrosion is a concern. This item is to remove surface rust and apply new coat of protective paint to extend the life of the asset.	300,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Infra Plan Ardwell Ave Storm	Realigning of 525mm, 600mm and 750mm storm mains on Ardwell Avenue, Ardwell Easement, Patricia Place Easement and Courser Drive Easement, and Melville Park with 675mm and 900mm pipe.	700,000
White Birch Road Storm Drain Repair	The existing storm drain system at 2040 White Birch road has deteriorated to the point of replacement. Investigations shows that the existing main is not located in a registered easement. There is a parallel main in good condition and in a registered easement that would provide the most cost effective method of connecting the apartment building. This work cannot proceed until the condo building has completed onsite upgrades first.	20,000
Infra Plan-Stirling Way Storm	Replacement of 15.6m of storm main pipe on Stirling Way, from the culvert from the flight path trail to the east side of Stirling way.	18,600
Stormwater Model Calibration	Hire consultant to complete an in depth storm water Model Calibration on the entire storm sewer system.	60,000
Plan-Epco Drive Storm	Replacement of 105m of storm main pipe on Epco Dr., from Brethourpark Way to Westleigh Way. We will also be installing Inspection Chambers and replacing services on all of Epco. May also include some Sewer Inspection Chambers.	163,200
Infra Plan-Third St Storm	Replacement of 105m of storm main pipe on Third St., from Ocean Ave. to Orchard Ave.	77,300
Infra Plan-McDonald Park Rd Storm	Replacement of 105.2m of storm main pipe on McDonald Park Rd., from Firelane#2 to Malaview Ave.	81,400
Shoreacres/Rothesay Outfall Replacement	To remove and replace badly corroded and collapsing 300mm diameter storm drain pipe from MH295A (manhole) to the ocean.	100,000
Engineering Equipment	Allocation of \$4,500 per year to replace existing engineering equipment. Also, with changes in technology, new equipment may be required.	4,500

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
DCC Bylaw	To update the Town's DCC Bylaw. The existing bylaw was created 18 years ago and many things have changed since then, including the OCP and zoning bylaw. Updated utility modeling in 2016 shows very few water or sanitary sewer capacity issues. Storm modeling is being calibrated in 2018. When all the modelling is complete, it will be used as the basis for the new DCC Bylaw. Alternatively, a DCC Bylaw may not be necessary if capacity issues are rare.	10,000
Fire Department Equipment	Replacement of essential Fire Department equipment, including: Nozzles and Hose Fittings; Turnout Gear; SCBA; other specified equipment.	43,245
Fire Vehicle Replacement Plan	To provide for the timely replacement of Fire Vehicles, as per Council Policy FN-019: Vehicle Replacement Plan – Fire Department.  2019: Inspection vehicle.	50,000
Community Safety Building	Construction of a new, post-disaster fire hall, emergency operations centre and training facility, with space for a BC Ambulance station.	11,000,000
CSB Easement Access	Compensation to Memorial Park Society for perpetual use of easement access across their lands, from Bevan Avenue to the new Community Safety Building.	80,000
RCMP Furnishings	Required replacement of old workstations and chairs for ergonomic, configuration and productivity purposes. Project is cost shared with North Saanich.	10,000
RCMP Sidewalk Extension	New sidewalk between main building and annex in court house building.	7,000
RCMP General Duty Section Reorganization	Reorganization of General Duty section of RCMP Building to improve workflow and deal with space shortages.	16,000
RCMP Garage Door Replacement	Replace garage door leading to RCMP building.	6,500
RCMP Staff Entry Door	Replace staff entry door at RCCP building.	5,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Parks Equipment	Replacement of Parks small equipment.	10,000
Parks Vehicles	To provide for the timely replacement of Town Vehicles, as per Council Policy FN-022: Mobile Equipment Replacement Plan. Funding is set aside for these replacements.	80,000
Reay Creek Dam Assessment & Remediation	Detailed evaluation of options to either repair, replace or remove the Reay Creek Dam. Transport Canada is examining options for sediment removal and habitat restoration, which would logically happen at the same time as Dam remediation/replacement.	22,150
Waterfront Walkway Upgrade (Eastview to First St Access)	Completion of accessibility improvements along an uneven and storm impacted section of the Town's waterfront walkway stretching between the south end of Eastview Park and the access corridor to First St.	28,700
Rotary Park Irrigation Replacement	Phased upgrades of irrigation system at Rotary Park. Existing system is grossly inadequate and inefficient. The original system has been expanded over the years, (as have several ball fields) from 12 zones, to 28 zones.	30,000
Tulista Park Volley Ball Court	To install grass or sand volley ball courts at Tulista Park. Budget has been increased to meet Volleyball Canada standards for sand courts.	30,000
Irrigation Upgrades	To be determined after per Parks Master Plan development. Modern irrigation systems will provide better coverage and use less water.	25,000
Central Irrigation Monitoring	To be determined as per master parks plan development. Central control of irrigation systems can lead to more efficient use of water. Decisions about whether to water (e.g. no watering required due to rainy day) could be made and communicated to systems in different locations.	15,000
Tulista Park Sidewalk Improvements	Raise grade, widen and improve sidewalk at Tulista Park to prevent winter flooding. Given the high usage and number of attractions in this park, a 3.0m wide sidewalk is planned to allow for multiple users (pedestrians, scooters, skateboards, BMX bikes).	150,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Melissa Park Improvements	Install irrigation, resurface the path and extension of improvements to the North section.	12,000
Multi Court Lighting	New LED lighting for the multi-sport court at Iroquois Park.	20,000
Rotary Park Chain Link Fence	Replacement of field chain link fencing: 90 feet of 7-foot fence and 210 feet of 4-foot fence at Rotary Park.	7,500
Boulder Park	Playground and park amenity improvements.	50,000
Skate Park Sidewalk	Second sidewalk access to skate park at southeast corner.	15,000
Underground Wiring	To allow the Town to participate in underground wiring projects, jointly funded by adjacent developments. \$20,000 annually.	20,000
Green Technology Applications	Funding to explore (through small pilot projects etc.) practical applications of green and sustainable technologies in Town operations, with the goal of reducing energy consumption and the Town's carbon emissions. The use of lower energy fixtures, solar energy, LED lighting and biofuels, etc. is to be investigated.	10,000
Public Works Equipment	Allocation of \$10,000 per year for public works equipment in the 5 year financial plan. This funding will be used to replace existing equipment and also, with changes in technology, new equipment may be required.	10,000
Water Fountain Stations Downtown	Install public water fountain stations in the downtown core.	15,000
Public Works Compound Extension/Trail Relocation	Fencing and clearing of the expanded works yard leased storage and transfer station opposite the works yards, and relocation of the Lochside Trail connection.	86,000
Wheel Loader	A full size wheel loader with variable attachments (4 in 1 bucket, fork lift, and snow plow) is a much more efficient and versatile piece of equipment than some of what the Town currently has to replace. A wheel loader is also an invaluable tool for emergency response, as it relates to the Town's ability to disasters. The intent is to replace units 155,177,178 and 284.	160,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Works Yard Solar Project	Completion of the installation of a 37.4 kWdc solar array on top of the new Parks building.	800,000
McDonald Park Road Sidewalk	To extend the sidewalk from Henry Ave to Mills Rd on the West side of Sidney. In accordance with recommendations from 2017 West Side Local Area Plan.	65,000
Wayfinding Signage	Installation of pedestrian-oriented wayfinding signage in and near downtown.	29,000
Malaview Ave Sidewalk, Melissa St. to Resthaven Drive	To upgrade sidewalk to current standards on north side of Malaview Avenue, from Melissa Street to Resthaven Drive	108,000
Downtown Employee Parking Lot	Phased construction of an employee parking lot on land leased from the Memorial Park Society, adjacent Mary Winspear Centre.	900,000
McDonald Park Rd Pave Van Kam Shoulders	Paving of McDonald Park Road shoulder by Van Kam to reduce required maintenance frequency of gravel shoulder.	3,000
Resthaven Curb Returns - Allbay Rd & Harbour Rd	Upgrading curb drops to current standards on Resthaven Drive, at intersections on Allbay Road and Harbour Road.	20,000
White Birch Road Cul-de-Sac Improvements	Cul-de-sac upgrades to the eastern end of White Birch Road to include sidewalk, curb & gutter, paving and landscaping, cost shared with developer of 2060 White Birch.	60,000
Bike Path West Side of Highway	Resurface and rebuild portions the West Sidney highway bike trail, as recommended in the 2017 West Side Local Area Plan.	250,000
Infra Plan-Resthaven-Henry to Mills	Replacement of 12m of curb & gutter on of Resthaven Dr., from Henry Ave. to Mills Rd. Replacement of 55m of sidewalk on Resthaven Dr., from Henry Ave. to the north Paving one road segment of Resthaven Dr., from Henry Ave. to Mills Rd.	120,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Infra Plan-Second St-Bevan Ave-Sidney Ave	Replacement of 100m of curb & gutter on of Second St., from Bevan Ave. to Sidney Ave. Replacement of 12m of sidewalk on Second St., from Bevan Ave. to Beacon Ave. Replacement of 12m of sidewalk on Second St., from Beacon Ave. to Landmark Paving 4 road segments on Second St., from Bevan Ave. to Mt. Baker Ave.	246,200
Infra Plan - Wesbrook: Northbrook to Eastbrook	Replacement of 65m of curb & gutter on of Wesbrook Dr., from Northbrook Dr. to Eastbrook Dr. Paving 3 road segments on Wesbrook Dr., from Northbrook Dr. to Eastbrook Dr.	177,000
Infra Plan-Resthaven-Malaview to Amherst	Paving 1 road segment on Resthaven Dr., from Malaview Ave. to Amherst Ave.	43,800
Galaran Sidewalk	New Sidewalk along Galaran Road, as recommended in the West Side Local Area Plan.	350,000
Ocean Avenue Curb Realignment	Remove asphalt and realign curb along a portion of Ocean Avenue adjacent to Totem Park.	30,000
Sewer Equipment	Annual allocation for sewer equipment. Funds are to be used to replace existing equipment, and also, with the changes in technology, new equipment may be required.	10,000
Sewer Vehicles	To provide for the timely replacement of Town Vehicles, as per Council Policy FN-022: Mobile Equipment Replacement Plan. Funding is set aside for these replacements.	45,000
Access Hatches-Pump Stations	Improved confined space entry hatches, to comply with Worksafe regulations. We have 10 pump stations and the improvements would be phased over 5 years.	20,000
Town Hall Service Connections	New sanitary sewer service connection to Town Hall.	10,000
Siddall Sewer & Drain Repair	To repair existing protruding service connections that are reducing capacity of storm and sanitary mains along Siddall Road.	30,000
Frost Pump Station Kiosk Replacement	Complete the replacement of electrical kiosk for pump station motor controls and remote monitoring appliances.	15,000
Ardwell Ave. Sanitary Sewer	Replacement of Sanitary Sewer main in conjunction with Storm Sewer work in the area. Budget increased to reflect current tender prices.	300,000

## 2018 Capital Project Descriptions

Title	Description	2018 Project Cost
Sewer Camera Replacement	To replace the Town's existing sewer camera, which is over 10 years old.	15,000
Ocean Pump Station/Utility Kiosk Wraps	Vinyl wrap of new Ocean pump station kiosk to better blend into neighborhood. Also, replace several of the older utility kiosk wraps in the downtown. Approximately 5 box wraps along Beacon Avenue and within the first block south along Fifth and Fourth Streets need replacement.	15,000
Infra Plan Sewer-Harbour Pump Station	2018-for consultant fees to evaluate, design, tender and inspect the construction of a complete lift station replacement in 2019. 2019: complete lift station replacement.	63,600
Senior Centre Flooring	Replacement of old flooring at Seniors (Shoal) Centre over a 2-year period.	26,300
Bus Stop Improvements	Yearly program to install new or upgrade existing bus transit stops.	5,600
Water Equipment	Annual allocation for new equipment for the Water Department. Funds to be used to replace existing equipment, and also, with the change in technology, new equipment may be needed.	10,000
Hydrant Upgrades	Annual program to upgrade hydrants and install one new hydrant in a location to be determined by the Fire Department.	10,000
Meter Replacement Program	Ongoing 3 year program to replace outdated/failing meters.	125,000
White Birch Loop Watermain	Water main efficiency upgrades as identified in the 20-year plan.	150,000
Infra Plan-Water: Epcos Drive, Weiler Ave. to Ocean Ave.	Replacement of 345m of 200mm water main pipe on Epcos Drive, from Weiler Ave. W to Ocean Ave. W.	241,400
Infra Plan-Water: McDonald Park Road, at end of Mills	Replacement of 35m of 350mm water main pipe on McDonald Park Road, at the end of Mills.	23,800
		<b>18,111,295</b>