



TOWN OF SIDNEY

2020-2024

FINANCIAL PLAN

As approved by Council on Feb. 18, 2020

Please note: the budgetary increase approved on February 18th was subsequently reduced to assist with the financial impacts of the COVID-19 pandemic. These late reductions are not reflected in this document. The changes may be summarized as follows:

- Reduction in property tax revenue of \$576,038, with offsetting increase in funding from surplus.

TOWN OF SIDNEY
FINANCIAL PLAN – 2020-2024
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 20th, and ultimately approved on February 18th.

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 2020-2024 Financial Plan

Town staff are pleased to present a draft 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 2.98%. 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. Over the course of the budget process, Council deferred, cancelled or reduced certain projects and initiatives, resulting in a final general tax increase of 1.79%.

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 2020**

Direction to staff in preparing their 2020 budget was that no across the board inflationary increases were to be factored in. This is the eleventh year in a row that there has not been a general inflationary increase to all areas of the budget. Managers must 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 must 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.

- **Proposed Tax Increase**

The approved budget includes a net increase in property tax revenues of \$344,153. This includes \$130,000 in tax revenues from new construction, which helps to reduce the amount required from existing taxpayers to \$214,153; this equates to a net impact to existing taxpayers of 1.79%, which represents approximately \$27 for the average residence (about \$2.27 per month).

- Community Safety Building

A key strategic priority for the Town has been the construction of a Community Safety Building (CSB) to replace the old Fire Hall. The old 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 old hall had seismic deficiencies and space limitations; residents of Sidney relying on emergency services required better assurance that the Fire Department will be able to respond when expected. A custom-built home for BC Emergency Health Services (BCEHS) is also a key feature of 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 the Fire Department moved to the new location in June of 2019; BCEHS followed shortly thereafter.

Borrowing and the proceeds from the sale of the old fire hall site were the main funding sources for the project (roughly equal). Another important funding source is the lease revenue received from BCEHS; these payments will completely pay for the construction of their space in the new building over the initial term of the lease.

While the construction cost of the project was much higher than anticipated (just under \$17 million, as opposed to initial projections of \$10 million) due to the highly-competitive construction market in Greater Victoria, as well as the increased scope of the BCEHS component, the final borrowing for the building remained on the lower end of the original projections. It was estimated that the Town portion of borrowing would be in the range of \$5 million to \$8 million, and the final number came in at \$6 million. This was possible due to the sale proceeds from the old fire hall site and adjacent parking lot. The Town did much better than anticipated on this sale, as the process benefited from the same real estate market that drove up the costs of construction. As a result, the Town now has a state of the art, seismically-sound building to serve the community for at least the next 50 years, at a net cost to the taxpayer roughly equivalent to a 2% tax increase. Most of this impact has already been built into the budget in past years, but there will be a final lift in 2021.

In terms of operating impact, the new building is slightly more costly in terms of operations and maintenance, due to its increased size and scope. The 2020 budget includes an increase of approximately \$30,000 for this purpose.

- Supplemental Requests

These are defined as changes to existing services, or one-time projects or studies that cannot be funded through existing budgets. These requests are itemized and described on pages 14-21.

- 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 increased by \$45,600 for 2020, plus an additional \$15,500 in the Utility Funds. Additional analysis of the sufficiency of existing reserve contributions is an ongoing effort.

- 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 taxes 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. In recent budgets, we have tried to take advantage of this additional funding in the financial plan, while also keeping in mind potential future priorities. In 2019, an additional, one-time allocation of Gas Tax funding was made by the federal government. This has been helpful in funding additional capital projects.

In 2019, the Town completed the sale of the old fire hall site. The majority of sale proceeds went to funding the new Community Safety Building; however, close to \$2 million was set aside for other projects. This funding source, along with ongoing Amenity contributions from developers, was helpful in easing the burden on property taxes for capital purposes.

- 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. Following a number of requests for additional funding in 2019, which had an impact on last year's tax increase, the 2020 budget includes only one new request (plus incremental amounts and inflationary increases to prior years' items). Total Community Support payments are just over \$1 million, and represent 8.1% of the operating budget.

- Personnel Impacts

There are no new positions included in the budget for 2020, but a term position (Climate Action Coordinator – 2-year term) is included for 2021. 2020 impacts include two position upgrades/reorganizations (described under Supplemental Requests), a 2% increase for existing personnel, and pay grade step increases where applicable. Also included in the budget is the conversion of a term Engineering Technician position to permanent, to help address the ongoing volume of work in the department and allow us to enhance our asset management capabilities.

- 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 \$128,650. This cost includes not just the officer, but also vehicles and all the equipment required for duty. Despite the high 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. The projected increase in the RCMP contract for 2020 is only \$29,000 though, as anticipated staffing vacancies are factored in.

In addition, there are a number of capital projects over the next five years, relating to the maintenance of the RCMP building and improvements to building security. The building is now 20 years old, and requires some attention. The Detachment also underwent a security audit last year, leading to a long list of suggested improvements that are still being costed and prioritized. All of the building-related costs will be shared with the District of North Saanich and the Province.

- Surplus Funding

The level of Surplus funding has been maintained at \$350,000 for the first year of this 5-year financial plan, decreasing to \$250,000 thereafter. 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 \$130,000 for 2020. With a number of significant development projects still underway or yet to start, an even higher level of new taxes (\$200,000) is anticipated for the remaining four years of this financial plan. This new revenue will help to fund existing services and mitigate future cost pressures.

Analysis of Tax Impacts

Town of Sidney - 2020 Financial Plan		Required Tax Revenue	% Tax Increase
2019 Taxes		11,961,965	
Add: Changes to core budget			
Miscellaneous Operational increases	223,722		
Net decrease in Debt servicing	(112,272)		
Increase in Reserve transfers	80,600		
Decrease in tax funded Capital	(6,339)	185,711	1.55%
Add: Incremental items			
Supplementals - one time	113,370		
Supplementals - continuous	188,875		
Less: 2019 one-time Supplementals	(143,803)	158,442	1.32%
Deduct: Offsets			
2020 Tax Base growth (non-market) revenue	(130,000)	(130,000)	-1.09%
2020 Property tax increase to existing taxpayers		214,153	1.79%
<p>Note: 1% increase in taxes = \$119,620 in additional revenue.</p> <p>Each 1% tax increase represents approximately \$1.27 per month for the average residence.</p>			

Impact on Average Residential Tax Bill

- In 2019, the “average” residential property (valued at \$693,941) paid \$1,518 in municipal property taxes.
- Applying a 1.79% tax increase would take this figure to \$1,546 (2020 value for average residential property: \$695,126).
- No changes are being proposed for Water and Sewer Parcel Taxes, which are also collected on the annual tax notice. Including these parcel taxes, the overall increase in municipal charges is estimated at \$27 for the year for the average residence.

	2019				2020		
	Annual	Monthly	Daily		Annual	Monthly	Daily
Municipal Taxes	1,518	127	4.16	Municipal Taxes	1,546	129	4.23
Water Parcel Tax	65	5	0.18	Water Parcel Tax	65	5	0.18
Sewer Parcel Tax	130	11	0.36	Sewer Parcel Tax	130	11	0.36
Total	1,713	143	4.69	Total	1,741	145	4.77
				Increase	\$ 27	\$ 2.26	\$ 0.07
				Overall % increase on municipal charges			1.59%

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.

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 2020 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	2019 YTD Actual	Budget 2019	2020	2021	2022	2023	2024	
Other Revenue								
TAXES	585,648.	583,648.	596,186.	609,675.	623,471.	637,586.	646,494.	
FEES, RATES & SERVICE CHARGES	3,014,126.	11,744,627.	3,014,744.	3,060,975.	3,108,155.	3,139,768.	3,180,496.	
GOVERNMENT TRANSFERS	1,994,272.	1,447,904.	1,444,899.	1,453,160.	1,461,666.	1,495,341.	1,504,192.	
INVESTMENT EARNINGS	413,017.	230,000.	300,000.	300,000.	300,000.	300,000.	300,000.	
GIFTS & CONTRIBUTIONS	309,315.	
PENALTIES & INTEREST ON TAXES	104,018.	90,000.	95,000.	96,900.	98,838.	100,815.	102,831.	
RESERVE & INTERFUND TRANSFERS	1,208,245.	741,732.	713,576.	251,577.	281,237.	275,224.	287,443.	
OTHER REVENUE	8,167,401.	8,500.	11,000.	9,180.	9,364.	9,551.	9,742.	
Total Revenue before Property Taxes	15,796,042.	14,846,411.	6,175,405.	5,781,467.	5,882,731.	5,958,285.	6,031,198.	
Operating Expenditures								
PERSONNEL	7,513,603.	7,431,793.	7,721,685.	7,932,531.	8,124,218.	8,199,559.	8,339,113.	
CONTRACTED SERVICES & MATERIALS, SUPPLIES & EQUIPMENT	4,924,375.	5,506,004.	5,713,026.	5,491,339.	5,554,607.	5,915,822.	6,135,531.	
OTHER EXPENSES & ALLOCATIONS	1,164,882.	1,159,772.	1,200,497.	1,217,281.	1,247,349.	1,265,895.	1,290,931.	
DEBT & LEASE FINANCING	621,803.	523,197.	570,494.	599,863.	602,002.	604,224.	616,002.	
RESERVE & INTERFUND TRANSFERS	592,060.	631,849.	603,987.	666,020.	613,190.	608,295.	608,295.	
CAPITAL FUNDING	12,489,589.	11,350,998.	2,473,410.	2,571,019.	2,652,779.	2,748,778.	2,805,921.	
Total Expenditures	27,511,075.	26,808,376.	18,481,523.	18,725,700.	19,264,869.	19,707,232.	20,070,452.	
PROPERTY TAX	11,715,033.	11,961,965.	12,306,118.	12,944,233.	13,382,138.	13,748,947.	14,039,254.	
Increase in Tax			344,153.	638,115.	437,905.	366,809.	290,307.	
Percentage Change			2.88%	5.19%	3.38%	2.74%	2.11%	
			Non-market Change	130,000	200,000	200,000	200,000	200,000
			General Increase	214,153	438,115	237,905	166,809	90,307
				344,153	638,115	437,905	366,809	290,307
			General Increase Percentage	1.79%	3.56%	1.84%	1.25%	0.66%

Town of Sidney 2020 Financial Plan: Fund Detail

FUND: General Operating Fund

FUNCTION	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget	2023 Net Budget	2024 Net Budget
Revenue						
01-General Revenue	(13,942,149.)	(14,334,105.)	(14,904,884.)	(15,350,686.)	(15,750,551.)	(16,049,076.)
<i>change from prior year</i>		(391,956.)	(570,779.)	(445,802.)	(399,865.)	(298,525.)
Net Expenditures						
11-Legislative Services	216,258.	222,786.	227,090.	231,482.	235,958.	240,525.
<i>change from prior year</i>		6,528.	4,304.	4,392.	4,476.	4,567.
12-Finance & Administration	1,675,983.	1,747,452.	1,754,351.	1,746,345.	1,795,680.	1,819,432.
<i>change from prior year</i>		71,469.	6,899.	(8,006.)	49,335.	23,752.
19-Elections	5,000.	6,000.	6,000.	6,000.	6,000.	6,000.
<i>change from prior year</i>		1,000.
21-Police Protection	2,456,929.	2,510,432.	2,599,270.	2,663,345.	2,727,659.	2,793,220.
<i>change from prior year</i>		53,503.	88,838.	64,075.	64,314.	65,561.
22-Court House	33,789.	31,171.	31,690.	32,468.	33,261.	34,071.
<i>change from prior year</i>		(2,618.)	519.	778.	793.	810.
23-Fire Protection	1,551,336.	1,642,336.	1,687,922.	1,728,749.	1,769,392.	1,804,062.
<i>change from prior year</i>		91,000.	45,586.	40,827.	40,643.	34,670.
24-Emergency Measures (PEMO)	42,500.	50,000.	50,450.	50,909.	51,377.	51,854.
<i>change from prior year</i>		7,500.	450.	459.	468.	477.
26-Building & Bylaw Enforcement	(1,800.)	13,700.	13,925.	14,128.	14,313.	13,278.
<i>change from prior year</i>		15,500.	225.	203.	185.	(1,035.)
31-Common Services - Transportation	1,099,993.	1,090,018.	1,108,652.	1,151,024.	1,153,826.	1,177,110.
<i>change from prior year</i>		(9,975.)	18,634.	42,372.	2,802.	23,284.
32-Roads	825,751.	821,585.	839,285.	856,066.	873,187.	890,655.
<i>change from prior year</i>		(4,166.)	17,700.	16,781.	17,121.	17,468.
34-Public Transit	5,692.	148.	221.	295.	370.	447.
<i>change from prior year</i>		(5,544.)	73.	74.	75.	77.
35-Parking Lots	(25,771.)	(24,771.)	(25,267.)	(25,773.)	(26,288.)	(26,814.)
<i>change from prior year</i>		1,000.	(496.)	(506.)	(515.)	(526.)

Town of Sidney 2020 Financial Plan: Fund Detail

FUND: General Operating Fund

FUNCTION	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget	2023 Net Budget	2024 Net Budget
Net Expenditures						
36-Dock & Port Facilities	(244,645.)	(242,997.)	(245,436.)	(248,441.)	(251,922.)	(255,498.)
<i>change from prior year</i>		1,648.	(2,439.)	(3,005.)	(3,481.)	(3,576.)
37-Storm Drains	218,103.	226,433.	222,801.	227,256.	231,801.	236,437.
<i>change from prior year</i>		8,330.	(3,632.)	4,455.	4,545.	4,636.
38-Hydrants	38,690.	43,690.	39,464.	40,254.	41,059.	41,880.
<i>change from prior year</i>		5,000.	(4,226.)	790.	805.	821.
43-Solid Waste & Environmental Services	187,035.	182,435.	242,335.	269,703.	205,688.	186,243.
<i>change from prior year</i>		(4,600.)	59,900.	27,368.	(64,015.)	(19,445.)
51-Municipal Planning	533,700.	564,270.	579,290.	539,887.	550,698.	561,723.
<i>change from prior year</i>		30,570.	15,020.	(39,403.)	10,811.	11,025.
62-Parks	1,290,949.	1,326,020.	1,387,331.	1,409,895.	1,438,007.	1,466,678.
<i>change from prior year</i>		35,071.	61,311.	22,564.	28,112.	28,671.
63-Library	(6,200.)	(25,325.)	(49,623.)	(48,215.)	(46,779.)	(45,314.)
<i>change from prior year</i>		(19,125.)	(24,298.)	1,408.	1,436.	1,465.
64-Senior's Centre	126,178.	127,525.	130,076.	132,676.	135,330.	138,035.
<i>change from prior year</i>		1,347.	2,551.	2,600.	2,654.	2,705.
65-Museums	128,938.	152,042.	154,683.	157,375.	160,122.	162,924.
<i>change from prior year</i>		23,104.	2,641.	2,692.	2,747.	2,802.
70-Fiscal Services	3,578,978.	3,670,731.	3,902,727.	3,944,534.	4,287,153.	4,477,469.
<i>change from prior year</i>		91,753.	231,966.	41,807.	342,619.	190,316.
Total Net Expenditures	(204,763.)	(198,424.)	(247,647.)	(470,724.)	(364,659.)	(274,659.)
<i>change from prior year</i>		6,339.	(49,223.)	(223,077.)	106,065.	90,000.

2019 to 2020 Revenue & Expenditure Comparison by Function

	Subfunction	2019 Budget			2020 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
1	Corporate Services								
	11010 Council	-	211,258	211,258	-	217,786	217,786	6,528	
	11020 Committees	-	5,000	5,000	-	5,000	5,000	-	
	11 Legislative	-	216,258	216,258	-	222,786	222,786	6,528	
	12020 Administration	37,390	658,590	621,200	56,810	758,700	701,890	80,690	\$50K Supplemental; \$15K Legal.
	12050 Financial Management	50,191	738,127	687,936	59,699	762,000	702,301	14,365	
	12060 Driver Services	360,000	273,500	(86,500)	375,000	280,900	(94,100)	(7,600)	
	12080 Common Services	3,000	149,329	146,329	3,000	156,576	153,576	7,247	
	12090 Computer Services	-	519,550	519,550	-	503,050	503,050	(16,500)	20% FTE moved to RCMP
	12610 Yards and Grounds - Town Hall	8,840	29,640	20,800	8,840	26,800	17,960	(2,840)	
	12620 Building Mtce - Town Hall	-	90,145	90,145	-	85,300	85,300	(4,845)	
	12710 Fiscal Services - Transfers	-	(323,477)	(323,477)	-	(322,525)	(322,525)	952	
	12 General Administration	459,421	2,135,404	1,675,983	503,349	2,250,801	1,747,452	71,469	
	19 Elections	-	5,000	5,000	-	6,000	6,000	1,000	
2	Protective Services								
	21020 Administration	299,954	685,800	385,846	321,846	735,500	413,654	27,808	20% FTE moved from IT
	21070 Prevention and Protection	100,000	2,105,060	2,005,060	100,000	2,135,282	2,035,282	30,222	
	21690 Buildings	71,437	137,460	66,023	66,952	128,448	61,496	(4,527)	
	21 Police Protection	471,391	2,928,320	2,456,929	488,798	2,999,230	2,510,432	53,503	
	22610 Yards and Grounds	-	4,000	4,000	-	4,000	4,000	-	
	22620 Building	17,735	47,524	29,789	17,862	45,033	27,171	(2,618)	
	22 Court House	17,735	51,524	33,789	17,862	49,033	31,171	(2,618)	
	23020 Administration	650	295,705	295,055	650	302,105	301,455	6,400	
	23030 Training	-	219,170	219,170	-	220,930	220,930	1,760	
	23060 Fire Investigation/Prevention	-	114,760	114,760	-	221,460	221,460	106,700	
	23070 Fire Communication Systems	-	104,300	104,300	-	102,300	102,300	(2,000)	
	23080 Fire Fighters	-	567,352	567,352	-	489,972	489,972	(77,380)	
	23100 Tri-Muni Confined Space Rescue	-	-	-	10,000	15,000	5,000	5,000	
	23610 Yards and Grounds	-	5,500	5,500	-	15,500	15,500	10,000	
	23620 Building Mtce	-	44,674	44,674	12,000	82,694	70,694	26,020	New CSB
	23640 Equipment	-	16,325	16,325	-	16,325	16,325	-	
	23650 Vehicles and Mobile Equipment	-	44,200	44,200	-	48,700	48,700	4,500	
	23710 Fiscal Services	-	140,000	140,000	-	150,000	150,000	10,000	
	23 Fire Protection	650	1,551,986	1,551,336	22,650	1,664,986	1,642,336	91,000	
	24020 Administration	-	27,500	27,500	-	27,500	27,500	-	
	24050 Emergency Programs	29,895	44,895	15,000	25,000	47,500	22,500	7,500	Supplemental
	24 Emergency Measures	29,895	72,395	42,500	25,000	75,000	50,000	7,500	
	26000 General Revenue	90,900	-	(90,900)	90,650	-	(90,650)	250	
	26060 Building Inspection	425,250	341,000	(84,250)	445,250	359,500	(85,750)	(1,500)	
	26080 Animal Control	17,000	56,000	39,000	17,000	57,800	40,800	1,800	
	26100 Bylaw Enforcement	33,800	165,150	131,350	34,000	180,300	146,300	14,950	\$6K Supplemental
	26650 Vehicles and Mobile Equipment	-	3,000	3,000	-	3,000	3,000	-	
	26 Bylaw Enforcement	566,950	565,150	(1,800)	586,900	600,600	13,700	15,500	

2019 to 2020 Revenue & Expenditure Comparison by Function

	Subfunction	2019 Budget			2020 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
3	Engineering & Works								
	31020 Administration	20,000	273,713	253,713	20,000	267,863	247,863	(5,850)	
	31030 Training	-	33,150	33,150	-	33,150	33,150	-	
	31060 Engineering Services	-	473,721	473,721	-	481,971	481,971	8,250	Staff Development
	31410 Vandalism & Graffiti	-	19,574	19,574	-	19,574	19,574	-	
	31510 Public Washrooms	5,000	24,156	19,156	5,000	23,460	18,460	(696)	
	31610 Yards and Grounds - P/W	-	66,780	66,780	-	67,180	67,180	400	
	31620 Buildings	-	102,094	102,094	-	89,015	89,015	(13,079)	
	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	-	67,586	67,586	-	68,586	68,586	1,000	
	31660 Welding Shop	-	10,701	10,701	-	10,701	10,701	-	
	31 Common Services - Transport	25,000	1,124,993	1,099,993	25,000	1,115,018	1,090,018	(9,975)	
	32020 Administration	-	145,908	145,908	-	147,130	147,130	1,222	
	32070 Traffic Services	-	117,457	117,457	76,000	177,457	101,457	(16,000)	
	32080 Street Lighting	-	153,128	153,128	-	163,128	163,128	10,000	
	32120 Patching and Shouldering	30,000	192,216	162,216	29,400	192,216	162,816	600	
	32130 Curb and Gutter Repairs	-	32,587	32,587	-	32,587	32,587	-	
	32230 Storm Damage	-	24,500	24,500	-	24,500	24,500	-	
	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	-	35,600	35,600	12	
	32510 Street Sweeping	-	25,849	25,849	-	25,849	25,849	-	
	32650 Vehicles and Mobile Equipment	-	12,812	12,812	-	12,812	12,812	-	
	32 Roads	30,000	855,751	825,751	105,400	926,985	821,585	(4,166)	
	33 Recoverable Work	278,447	278,447	-	303,447	303,447	-	-	
	34 Public Transit	4,500	10,192	5,692	5,500	5,648	148	(5,544)	
	35 Parking Lots	35,000	9,229	(25,771)	40,000	15,229	(24,771)	1,000	
	36020 Administration	-	28,500	28,500	-	28,800	28,800	300	
	36030 Tulista Boat Ramp	65,050	43,694	(21,356)	65,150	47,484	(17,666)	3,690	
	36040 Griffith Road Wharf	5,000	8,176	3,176	5,000	8,187	3,187	11	
	36050 Beacon Wharf	142,400	107,913	(34,487)	52,400	17,958	(34,442)	45	
	36060 Fishing Pier Maintenance	-	16,784	16,784	-	17,032	17,032	248	
	36100 Oil Spill Recovery	-	3,692	3,692	-	3,692	3,692	-	
	36220 Ferry Terminal Operating	170,808	6,454	(164,354)	173,500	6,000	(167,500)	(3,146)	
	36670 Port Sidney Waterfront	151,600	75,000	(76,600)	180,100	104,000	(76,100)	500	
	36 Dock and Port Facilities	534,858	290,213	(244,645)	476,150	233,153	(242,997)	1,648	

2019 to 2020 Revenue & Expenditure Comparison by Function

	Subfunction	2019 Budget			2020 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
	37020 Administration	-	69,100	69,100	-	71,600	71,600	2,500	
	37110 Drainage Ditches	-	4,459	4,459	-	4,459	4,459	-	
	37210 Preventative Maintenance	-	34,924	34,924	-	40,724	40,724	5,800	
	37220 Storm Drain Repairs	-	92,620	92,620	-	92,650	92,650	30	
	37230 Catch Basin Clearing	-	17,000	17,000	-	17,000	17,000	-	
	37910 Service Connections	32,000	32,000	-	32,000	32,000	-	-	
37	Storm Drains	32,000	250,103	218,103	32,000	258,433	226,433	8,330	
	38810 Repair & Installation	15,000	53,690	38,690	10,000	53,690	43,690	5,000	
	38920 Summergate Hydrant	1,312	1,312	-	1,312	1,312	-	-	
38	Hydrants	16,312	55,002	38,690	11,312	55,002	43,690	5,000	
4	Environmental Services								
	43020 Administration	-	16,000	16,000	-	16,400	16,400	400	
	43080 Solid Waste Disposal	582,000	582,000	-	584,500	584,500	-	-	
	43090 Town Garbage Collection	-	137,620	137,620	-	147,620	147,620	10,000	Additional downtown pickup
	43100 Recycling	-	5,915	5,915	-	5,915	5,915	-	
	43310 Environmental Projects	120,000	147,500	27,500	100,000	112,500	12,500	(15,000)	
43	Garbage Collection & Disposal	702,000	889,035	187,035	684,500	866,935	182,435	(4,600)	
5	Development Services								
51	Municipal Planning	60,700	594,400	533,700	87,530	651,800	564,270	30,570	
6	Parks & Cultural								
	63020 Administration	48,800	-	(48,800)	94,675	-	(94,675)	(45,875)	
	63610 Yards and Grounds	-	13,350	13,350	-	26,350	26,350	13,000	
	63620 Building Mtce	-	29,250	29,250	-	43,000	43,000	13,750	
63	Library	48,800	42,600	(6,200)	94,675	69,350	(25,325)	(19,125)	
64	Senior Citizens Centre	18,025	144,203	126,178	18,218	145,743	127,525	1,347	
	65020 Historical Museum & Archives	-	115,620	115,620	-	138,041	138,041	22,421	Supplemental
	65620 Shaw Ocean Discovery Centre	-	13,318	13,318	-	14,001	14,001	683	
65	Museums	-	128,938	128,938	-	152,042	152,042	23,104	

2019 to 2020 Revenue & Expenditure Comparison by Function

	Subfunction	2019 Budget			2020 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
6	Parks & Cultural								
	62020 Administration	3,490	197,295	193,805	13,283	218,150	204,867	11,062	Supplemental
	62030 Training	-	17,630	17,630	-	17,630	17,630	-	
	62110 Iroquois Park Buildings	5,551	31,819	26,268	5,574	33,184	27,610	1,342	
	62120 Tulista Park Buildings	-	35,723	35,723	-	30,341	30,341	(5,382)	
	62125 Green Spaces	17,000	535,206	518,206	7,000	535,763	528,763	10,557	Supplemental
	62250 Little League Baseball Fields	47,005	84,010	37,005	47,025	84,049	37,024	19	
	62380 Public Space Trees	-	67,093	67,093	3,000	78,821	75,821	8,728	
	62400 Cul-de-Sac Program	-	10,462	10,462	8,000	18,462	10,462	-	
	62410 Downtown Maintenance	60	78,427	78,367	60	78,427	78,367	-	
	62420 Flags, Banners, Etc.	-	18,463	18,463	-	18,463	18,463	-	
	62430 Nursery	-	3,749	3,749	-	3,749	3,749	-	
	62440 Christmas Program	-	64,395	64,395	3,460	69,395	65,935	1,540	
	62510 Community Celebrations	-	13,612	13,612	5,323	25,612	20,289	6,677	Supplemental
	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	8,000	28,790	20,790	-	24,806	24,806	4,016	
	62610 Yards and Grounds	-	30,212	30,212	-	30,412	30,412	200	
	62620 Buildings	-	23,026	23,026	-	19,338	19,338	(3,688)	
	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	-	
	62 Parks	94,183	1,385,132	1,290,949	105,802	1,431,822	1,326,020	35,071	
7	Fiscal Services								
	01 General Revenue	13,942,149	-	(13,942,149)	14,334,105	-	(14,334,105)	(391,956)	Additional revenue (not all Taxes).
	70000 Transfers	9,000,000	11,268,143	2,268,143	-	2,395,335	2,395,335	127,192	\$50K Supplemental
	70040 Union Negotiations	3,000	4,000	1,000	3,000	4,000	1,000	-	
	70100 Debt Servicing	86,324	623,811	537,487	174,971	600,186	425,215	(112,272)	
	70200 Other Fiscal Services	-	80,500	80,500	-	95,000	95,000	14,500	
	70300 Community Support	351,036	1,042,884	691,848	335,354	1,089,535	754,181	62,333	\$80K Supplemental
	70 Fiscal Services	9,440,360	13,019,338	3,578,978	513,325	4,184,056	3,670,731	91,753	
		26,808,376	26,603,613	(204,763)	18,481,523	18,283,099	(198,424)	6,339	
9	Capital								
	Capital Funding	11,481,924	11,686,687	204,763	8,268,473	8,466,897	198,424	(6,339)	Decrease in Tax funded capital projects.
	91 General	11,481,924	11,686,687	204,763	8,268,473	8,466,897	198,424	(6,339)	
		38,290,300	38,290,300	-	26,749,996	26,749,996	-	1.79%	Final Tax Increase

SUPPLEMENTAL REQUESTS

	Budget Impacts				
	2020	2021	2022	2023	2024
<u>One Time Requests</u>					
Civic Site Analysis	50,000	-	-	-	-
Beacon Avenue West Traffic Study (\$60K - Gas Tax funded)	-	-	-	-	-
Tsehum Harbour Environmental Management	10,000	-	-	-	-
Comprehensive OCP Review	45,370	50,000	-	-	-
West Side Utility Study (\$25K total - 2/3 Utility funded)	8,000	-	-	-	-
Emergency Water Supply Study (\$30K - Water Fund)	-	-	-	-	-
Citizen Survey	-	20,000	-	-	-
Town Hall Drainage Assessment	-	20,000	-	-	-
Climate Action Coordinator Term Position	-	66,550	90,500	23,000	-
BC 150 Celebrations	-	5,000	-	-	-
Trolley Service Consultant	-	-	20,000	-	-
Total one-time	113,370	161,550	110,500	23,000	-
<u>Ongoing Requests</u>					
Position Upgrade to Fire Dept. and Emergency Mgmt Office Services Coordinator	7,500	7,650	7,803	7,959	8,118
Short Term Rental Data Collection & Enforcement	6,000	6,000	6,000	6,000	6,000
Engineering Tech. to Permanent Status	-	88,725	90,500	92,300	94,150
Restructure Gardener & Arborist Positions	12,375	16,830	17,167	17,510	17,860
Reay Creek Dam Operations and Maintenance	-	9,000	9,000	9,000	9,000
Sculpture Walk Operations & Maintenance	3,000	3,000	3,000	3,000	3,000
Parks Environmental Stewardship Events	5,000	5,100	5,202	5,306	5,412
Portable Washroom Rentals to Support Community Events	5,000	5,100	5,202	5,306	5,412
Additional Funding for Enhanced Museum & Archives Operations	20,000	20,000	20,000	20,000	20,000
Additional Grant - Shaw Centre for the Salish Sea	80,000	140,000	140,000	140,000	140,000
Transfers to Ferry Reserve	50,000	75,000	76,500	78,030	79,591
Total ongoing	188,875	376,405	380,374	384,411	388,544
Less: Previous year's one-time requests	(143,803)	(113,370)	(161,550)	(110,500)	(23,000)
Net impact:	\$ 158,442	\$ 424,585	\$ 329,324	\$ 296,911	\$ 365,544

SUPPLEMENTAL ITEM DESCRIPTIONS

ONE-TIME REQUESTS – 2020

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p>Administration</p>	<p>Civic Site Analysis</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. Depending on the project scope, and results of a preliminary investigation, similar funding may be required in 2021.</p>	<p>\$50,000</p>
<p>Engineering</p>	<p>Beacon Avenue West Traffic Study</p> <p>Undertake a study of projected traffic impacts from growth related to the West Side Local Area Plan, as well as commercial/industrial development on Airport lands and in North Saanich. The VAA may provide partial funding.</p>	<p>\$0 tax impact (Gas Tax)</p>
<p>Engineering</p>	<p>Install Seagull Deterrents on Light Poles</p> <p>A Seagull Study undertaken in 2019 identified a series of low cost measures that may be undertaken to mitigate the impact of seagulls in the downtown.</p>	<p>Not approved</p>
<p>Environmental Services</p>	<p>Tsehum Harbour Environmental Management</p> <p>The intent of this first phase of the project is to explore options for the Town to collaborate with other jurisdictions and/or local governments on increasing regulation in Tsehum Harbour for the purpose of addressing derelict vessels, mooring buoys and debris, and possible environmental enhancements.</p>	<p>\$10,000</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONE-TIME REQUESTS – 2020

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p>Planning</p>	<p>Comprehensive Official Community Plan (OCP) Review</p> <p>A comprehensive review of the Town’s key planning document/policy that will guide future development in Sidney. The plan will be undertaken with the assistance of outside consultants, and will include significant community consultation. An additional \$95,370 is proposed over the current and following year, to increase the total budget to \$150,000. If additional funding is deemed to be required, a request will be brought forward next year.</p>	<p>\$95,370</p> <p>(over 2 years)</p>
<p>Engineering</p>	<p>West Side Utility Study</p> <p>Update the existing utility study to accommodate for growth as a result of the West Side Local Area Plan. The existing utility study was completed in 2014, prior to completion of the WSLAP. This revised west side utility study will provide guidance for upsizing utilities due to development.</p>	<p>\$25,000</p> <p>(\$8,000 tax impact)</p>
<p>Engineering</p>	<p>Emergency Water Supply Study</p> <p>Study to determine the best method of providing Sidney residents with potable water in the case of an emergency impacting the water distribution system. Part of emergency planning for the Town.</p>	<p>\$30,000</p> <p>(\$0 tax impact - Water Fund)</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONGOING REQUESTS – 2020

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
Fire & Emergency Services	<p>Administrative Position Upgrade</p> <p>Upgrade and expand the existing Fire Department Administrative Assistant position to Fire Department and Emergency Management Office Services Coordinator. This is to recognize the incremental contribution of the incumbent, and expand the role to capture important Emergency Management duties that have gradually increased due to the Town’s focus on this area subsequent to the AGLG audit.</p>	\$7,500
Bylaw Enforcement	<p>Short Term Rental Data Collection & Enforcement</p> <p>Contracted services for research and data collection to support short term rental bylaw enforcement. This is a time-consuming task for an individual, where short term rental enforcement companies run algorithms to collect the data very quickly. Several other municipalities in BC have contracted out these services.</p>	\$6,000
Parks	<p>Restructure Gardener and Arborist Positions</p> <p>In recognition of the growing responsibilities in the areas of parks and tree maintenance, as well as the recommendations from the Parks Master Plan and Urban Forestry Strategy, a restructure of existing positions is being proposed. A Gardener/Junior Arborist position will be created through the restructure. In addition, the Gardener positions will become 3-tiered (currently one tier) to provide incentive and recognition to those incumbents with additional training and experience. There is no addition to Parks personnel at this time; this is strictly a reorganization.</p>	\$12,375
Parks	<p>Sculpture Walk Operations & Maintenance</p> <p>Provide a small budget to fund the Town’s obligations with respect to Sculpture Walk.</p>	\$3,000

SUPPLEMENTAL ITEM DESCRIPTIONS

ONGOING REQUESTS – 2020

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
Parks	<p>Environmental Stewardship Events</p> <p>Will cover costs associated with 3 environmental stewardship events. This includes coordinating with a volunteer organization, providing day-of support if required, and disposing of any waste produced as a result of the event. Events could include ivy pulls, beach cleanups, etc.</p>	\$5,000
Public Works / Parks	<p>Portable Washroom Rentals to Support Community Events</p> <p>The need for additional washroom facilities during large community events has become more prominent over the past few years, as the number and success of events has increased. External organizations putting on events in the Town will be asked to provide rented, portable facilities at their expense; however, the Town will sometimes have to provide or supplement these facilities at our cost.</p>	\$5,000
Sidney Historical Museum	<p>Additional Funding for Enhanced Museum and Archives Operations</p> <p>The Sidney Historical Museum has made a request for a \$20,000 increase to their annual funding, in order to fund increases in their scope of operation, as well as allowing for succession planning. The additional funding would take their annual total to approximately \$110,000. A similar request is being made to North Saanich.</p>	\$20,000
Fiscal Services – Community Support	<p>Shaw Centre for the Salish Sea Annual Funding Increase (Phase II)</p> <p>Additional increase in annual funding of \$80,000 to supplement 2019 increase of \$60,000 (new total of \$205,000). Additional funding is required to support the ongoing operation of the Centre, and keep it sustainable as an educational and tourism resource.</p>	\$80,000

SUPPLEMENTAL ITEM DESCRIPTIONS

ONGOING REQUESTS – 2020

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p>Fiscal Services</p>	<p>Transfers to Ferry Reserve</p> <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 \$80,000. 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>	<p>Fiscal Services</p>

SUPPLEMENTAL ITEM DESCRIPTIONS

ONE-TIME REQUESTS – 2021 to 2024

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
Administration	<p>Citizen Survey (2021)</p> <p>Commissioning of an updated 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>	\$20,000
Engineering	<p>Town Hall Drainage Assessment and Maintenance (2021)</p> <p>Undertake an investigation of drainage issues at Sidney Town Hall, and perform some minor maintenance to address the most pressing problems. A potential capital project to make more major improvements may follow, if specific actions are identified and the building is expected to continue to be occupied in the longer-term.</p>	\$20,000
Engineering	<p>Trolley Service Pilot Project (2022)</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>	\$20,000
Environmental Services	<p>Climate Action Coordinator Term Position (2021-2023)</p> <p>Hiring of a 2-year-term Climate Action Coordinator (approximate term: April 1, 2021 to March 31, 2023) to assist the Town with initiatives to help combat climate change. Full impact over the 2 years is estimated to be approximately \$180,000, but staff will explore the potential of grant funding to assist with the cost.</p>	<p>\$66,550</p> <p>(\$180,000 over 2 years)</p>
Parks	<p>BC 150 Celebrations (2021)</p> <p>To plan events in celebration of British Columbia’s 150th anniversary in 2021.</p>	\$5,000

SUPPLEMENTAL ITEM DESCRIPTIONS

ONGOING REQUESTS – 2021 to 2024

<p>Engineering</p>	<p>Convert Engineering Technician to Permanent Status (2021)</p> <p>The Town hired an Engineering Technician in 2017 for a 2-year term to assist with work associated with the high volume of development in the community. The term was extended by an additional 2 years, ending in 2020. The department continues to recover from the development activity and temporary vacancies in management and other technical areas. In addition, the work to enhance asset management capacities continues. There is an ongoing need for additional assistance in the department, and converting the term position to permanent is the best way to keep a trained, valuable staff member at a time of increased competition for technical staff.</p>	<p>\$88,725</p>
<p>Parks</p>	<p>Creation of Reay Creek Dam Reserve for Operations and Maintenance (2021)</p> <p>To maintain a dam in BC, BC Dam Safety Regulations require annual inspections and Dam Emergency Plan reviews, Dam Safety Reviews every 7-10 years, and updates of the OMS Manual and Dam Emergency Plan every 10 years. A consultant will be hired to perform these reviews and updates.</p> <p>To ensure that funding is available for these obligations, a \$9,000 annual transfer to an informal Reay Creek Dam Reserve is required. \$9,000 is the estimated average cost per year. In some years, some of the allocation will simply be set aside as an accumulation for a future, larger expenditure.</p>	<p>\$9,000</p>

Town of Sidney
2020-2024 Financial Plan

Water Operating Fund Summary

The Water Operating Fund, financed entirely through a Parcel Tax and User Fees, 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.

The general health of the Water Utility has allowed us to keep the Parcel Tax and User Rates relatively stable over the last several years. Prior to a small increase last year, the User Rate had not changed since 2011. There was also a small increase (\$5) to the Parcel Tax last year. No changes are proposed to either rate for 2020.

The rates will be as follows for 2020:

- The Parcel Tax will remain at \$65.
- The User Rate will remain at \$6.50 per 1,000 gallons of water used.
- The minimum quarterly charge for Water will remain at \$20.

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. This review began in 2018, and is expected to conclude in 2020, resulting in a more sustainable rate structure for both funds.

Town of Sidney 2020 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	2019 YTD Actual	Budget 2019	2020	2021	2022	2023	2024
Other Revenue							
TAXES	392,665.	389,870.	393,250.	401,115.	409,137.	417,320.	425,666.
FEES, RATES & SERVICE CHARGES	233,004.	123,000.	123,000.	125,460.	127,970.	130,530.	133,141.
RESERVE & INTERFUND TRANSFERS	.	110,766.	153,278.	122,889.	127,138.	131,507.	136,097.
OTHER REVENUE	5,544.	5,000.	5,000.	5,100.	5,202.	5,306.	5,412.
Total Revenue before User Charges	631,213.	628,636.	674,528.	654,564.	669,447.	684,663.	700,316.
Operating Expenditures							
PERSONNEL	302,385.	348,776.	351,290.	358,310.	365,472.	372,776.	380,228.
CONTRACTED SERVICES & EQUIPMENT	37,246.	51,166.	92,829.	50,683.	51,656.	52,648.	53,661.
MATERIALS, SUPPLIES & EQUIPMENT	1,226,842.	1,322,731.	1,322,731.	1,349,185.	1,376,167.	1,403,689.	1,431,761.
OTHER EXPENSES & ALLOCATIONS	247,879.	256,163.	256,163.	261,286.	266,512.	271,843.	277,279.
RESERVE & INTERFUND TRANSFERS	282,400.	299,800.	301,515.	318,100.	326,300.	334,700.	343,400.
Total Expenditures	2,096,752.	2,278,636.	2,324,528.	2,337,564.	2,386,107.	2,435,656.	2,486,329.
USER CHARGES	1,465,539.	1,650,000.	1,650,000.	1,683,000.	1,716,660.	1,750,993.	1,786,013.
Percentage Change			0.00%	2.00%	2.00%	2.00%	2.00%

Town of Sidney 2020 Financial Plan: Function Summary

FUND: Water Operating

SUB-FUNCTION	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget	2023 Net Budget	2024 Net Budget
Net Expenditures						
81000-Water General Revenue	(2,155,636.)	(2,201,528.)	(2,212,104.)	(2,258,137.)	(2,305,126.)	(2,353,188.)
<i>change from prior year</i>		(45,892.)	(10,576.)	(46,033.)	(46,989.)	(48,062.)
81020-Water Administration	1,599,854.	1,638,454.	1,630,280.	1,662,846.	1,696,064.	1,729,945.
<i>change from prior year</i>		38,600.	(8,174.)	32,566.	33,218.	33,881.
81030-Water Training	16,571.	19,571.	16,903.	17,242.	17,587.	17,938.
<i>change from prior year</i>		3,000.	(2,668.)	339.	345.	351.
81050-Water Customer Billing & Collection	31,500.	32,000.	32,640.	33,293.	33,958.	34,638.
<i>change from prior year</i>		500.	640.	653.	665.	680.
81110-Water Main Flushing	21,475.	23,489.	23,959.	24,438.	24,927.	25,426.
<i>change from prior year</i>		2,014.	470.	479.	489.	499.
81120-Water Valve Maintenance	24,105.	24,105.	24,587.	25,079.	25,580.	26,092.
<i>change from prior year</i>		.	482.	492.	501.	512.
81140-Water System Repairs	126,716.	126,716.	129,250.	131,833.	134,470.	137,159.
<i>change from prior year</i>		.	2,534.	2,583.	2,637.	2,689.
81620-Water Buildings	7,768.	7,831.	7,987.	8,147.	8,309.	8,475.
<i>change from prior year</i>		63.	156.	160.	162.	166.
81630-Water Small Tools & Safety Supplies	5,513.	5,513.	5,618.	5,725.	5,834.	5,945.
<i>change from prior year</i>		.	105.	107.	109.	111.
81635-Water Safety Equipment	2,040.	2,040.	2,081.	2,123.	2,165.	2,208.
<i>change from prior year</i>		.	41.	42.	42.	43.
81640-Water Equipment	4,876.	4,876.	4,973.	5,073.	5,174.	5,278.
<i>change from prior year</i>		.	97.	100.	101.	104.
81650-Water Vehicles & Mobile Equipment	15,418.	15,418.	15,726.	16,040.	16,360.	16,688.
<i>change from prior year</i>		.	308.	314.	320.	328.
81710-Water Fiscal Services-Transfers	299,800.	301,515.	318,100.	326,300.	334,700.	343,400.
<i>change from prior year</i>	7,500.	1,715.	16,585.	8,200.	8,400.	8,700.
Total Net Expenditures	-	-	-	-	-	-
<i>change from prior year</i>	

2019 to 2020 Revenue & Expenditure Comparison by Function

		2019 Budget			2020 Budget			Net	
Subfunction		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	Comments
81	Water Operating								
	81000 Water-General Revenue	2,155,636	-	(2,155,636)	2,201,528	-	(2,201,528)	(45,892)	
	81020 Water-Administration	-	1,599,854	1,599,854	-	1,638,454	1,638,454	38,600	Supplementals
	81030 Water-Training	-	16,571	16,571	-	19,571	19,571	3,000	
	81050 Water-Customer Billing&Collect	-	31,500	31,500	-	32,000	32,000	500	
	81110 Water-Flushing	-	21,475	21,475	-	23,489	23,489	2,014	
	81120 Water-Valve Maintenance	-	24,105	24,105	-	24,105	24,105	-	
	81130 Water-Meter Repair&Replacemnt	-	-	-	-	-	-	-	
	81140 Water-System Repairs	-	126,716	126,716	-	126,716	126,716	-	
	81620 Water-Buildings	-	7,768	7,768	-	7,831	7,831	63	
	81630 Water-Small Tools	-	5,513	5,513	-	5,513	5,513	-	
	81635 Water Safety Equipment	-	2,040	2,040	-	2,040	2,040	-	
	81640 Water-Equipment	-	4,876	4,876	-	4,876	4,876	-	
	81650 Water-Vehicles	-	15,418	15,418	-	15,418	15,418	-	
	81710 Water-Fiscal Services-Transfrs	-	299,800	299,800	-	301,515	301,515	1,715	
	81910 Water-Service Connections	84,000	84,000	-	84,000	84,000	-	-	
	81920 WO-New Water Meters	39,000	39,000	-	39,000	39,000	-	-	
81	Water Operating	2,278,636	2,278,636	-	2,324,528	2,324,528	-	-	

**Town of Sidney
2020-2024 Financial Plan**

Sewer Operating Fund Summary

The Sewer Operating Fund provides for Sidney's share of operating the Unified Treatment Plant, which has provided sewage treatment to the Peninsula for over 20 years, as well as the maintenance and replacement of the collection system. The Sewer Utility has recently enjoyed a healthy financial position, which allowed us to reduce both the Sewer Parcel Tax and User Rates in 2015.

The recent cost of infrastructure replacement projects has increased long-term cost projections for maintaining our Sewer assets, including both the collection mains and pump stations. To ensure that the Sewer Fund remains financially sustainable, the annual transfer to the replacement reserve was increased last year. Additional increases are likely in future, but have not yet been built into the budget, as we work to determine the correct amount.

No changes are proposed to Sewer User or Parcel Tax rates for 2020. The rates will be as follows for 2020:

- The Parcel Tax for Strata properties will remain at \$65 per parcel.
- The Parcel Tax for all other properties will remain at \$130 per parcel.
- The User Fee will remain at \$7.40 per 1,000 gallons of water used.
- The minimum quarterly charge for Sewer will remain at \$25.

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. This review began in 2018, and is expected to conclude in 2020, resulting in a more sustainable rate structure for both funds.

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 into your home and being treated on the way out.

Town of Sidney 2020 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	2019 YTD Actual	Budget 2019	2020	2021	2022	2023	2024
Other Revenue							
TAXES	557,050.	556,264.	560,000.	571,200.	582,624.	594,276.	606,162.
FEES, RATES & SERVICE CHARGES	20,003.	35,500.	35,500.	36,210.	36,934.	37,673.	38,426.
RESERVE & INTERFUND TRANSFERS	.	132,025.	126,238.	122,805.	95,987.	99,264.	102,737.
OTHER REVENUE	5,673.	6,000.	6,000.	6,120.	6,242.	6,367.	6,494.
Total Revenue before User Charges	582,726.	729,789.	727,738.	736,335.	721,787.	737,580.	753,819.
Operating Expenditures							
PERSONNEL	236,509.	279,786.	270,286.	275,685.	281,192.	286,808.	292,535.
CONTRACTED SERVICES & EQUIPMENT	1,482,632.	1,559,626.	1,571,560.	1,590,597.	1,622,357.	1,654,753.	1,687,799.
MATERIALS, SUPPLIES & EQUIPMENT	71,597.	92,963.	92,963.	94,823.	96,719.	98,652.	100,623.
OTHER EXPENSES & ALLOCATIONS	82,367.	90,814.	90,814.	92,630.	94,483.	96,372.	98,299.
RESERVE & INTERFUND TRANSFERS	300,000.	366,600.	362,115.	375,800.	354,100.	362,600.	371,400.
Total Expenditures	2,173,105.	2,389,789.	2,387,738.	2,429,535.	2,448,851.	2,499,185.	2,550,656.
USER CHARGES	1,590,379.	1,660,000.	1,660,000.	1,693,200.	1,727,064.	1,761,605.	1,796,837.
Percentage Change			0.00%	2.00%	2.00%	2.00%	2.00%

Town of Sidney 2020 Financial Plan: Function Summary						
FUND: Sewer Operating						
SUB-FUNCTION	2019 Net Budget	2020 Net Budget	2021 Net Budget	2022 Net Budget	2023 Net Budget	2024 Net Budget
Net Expenditures						
82000-Sewer General Revenue	(2,354,289.)	(2,352,238.)	(2,393,325.)	(2,411,917.)	(2,461,512.)	(2,512,230.)
<i>change from prior year</i>		2,051.	(41,087.)	(18,592.)	(49,595.)	(50,718.)
82020-Sewer Administration	181,959.	189,913.	184,378.	188,014.	191,722.	195,506.
<i>change from prior year</i>		7,954.	(5,535.)	3,636.	3,708.	3,784.
82030-Sewer Training	16,657.	19,657.	16,990.	17,330.	17,677.	18,031.
<i>change from prior year</i>		3,000.	(2,667.)	340.	347.	354.
82050-Sewer Customer Billing & Collection	5,116.	5,116.	5,218.	5,322.	5,428.	5,536.
<i>change from prior year</i>		.	102.	104.	106.	108.
82110-Sewer Preventative Maintenance	30,642.	30,642.	31,256.	31,882.	32,520.	33,171.
<i>change from prior year</i>		.	614.	626.	638.	651.
82120-Sewer System Repairs	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.
82130-Inflow & Infiltration	57,121.	57,121.	58,264.	59,430.	60,618.	61,830.
<i>change from prior year</i>		.	1,143.	1,166.	1,188.	1,212.
82210-Preventative Mtce-Lift Stations	58,464.	58,606.	59,777.	60,973.	62,192.	63,436.
<i>change from prior year</i>		142.	1,171.	1,196.	1,219.	1,244.
82220-Repairs - Lift Stations	29,036.	29,036.	29,617.	30,209.	30,814.	31,431.
<i>change from prior year</i>		.	581.	592.	605.	617.
82610-Sewer Yards & Grounds	1,362.	1,362.	1,389.	1,417.	1,445.	1,473.
<i>change from prior year</i>		.	27.	28.	28.	28.
82630-Sewer Small Tools & Safety Supplies	6,184.	6,184.	6,301.	6,420.	6,542.	6,665.
<i>change from prior year</i>		.	117.	119.	122.	123.
82640-Sewer Equipment	7,481.	7,481.	7,630.	7,782.	7,938.	8,096.
<i>change from prior year</i>		.	149.	152.	156.	158.
82650-Sewer Vehicles & Mobile Equipment	42,825.	42,825.	43,682.	44,555.	45,445.	46,353.
<i>change from prior year</i>		.	857.	873.	890.	908.
82710-Sewer Fiscal Services - Transfers	1,844,979.	1,831,832.	1,874,911.	1,883,193.	1,922,275.	1,962,269.
<i>change from prior year</i>		(13,147.)	43,079.	8,282.	39,082.	39,994.
Total Net Expenditures
<i>change from prior year</i>	

2019 to 2020 Revenue & Expenditure Comparison by Function

		2019 Budget			2020 Budget			Net	
Subfunction		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	Comments
82	Sewer Operating								
	82000 Sewer-General revenue	2,354,289	-	(2,354,289)	2,350,938	-	(2,350,938)	3,351	
	82020 Sewer-Administration	-	181,959	181,959	-	189,913	189,913	7,954	Supplemental
	82030 Sewer-Training	-	16,657	16,657	-	19,657	19,657	3,000	
	82050 Sewer-Customer Billing&Collect	-	5,116	5,116	-	5,116	5,116	-	
	82110 Sewer-Preventative Maintenance	-	30,642	30,642	-	30,642	30,642	-	
	82120 Sewer-Repairs	-	72,463	72,463	-	72,463	72,463	-	
	82130 Sewer-Inflow & Infiltration	-	57,121	57,121	-	57,121	57,121	-	
	82210 Sewer-Lift Statn Prevnt Maint	-	58,464	58,464	-	58,606	58,606	142	
	82220 Sewer-Lift Station Repairs	-	29,036	29,036	-	29,036	29,036	-	
	82610 Sewer-Yards & Grounds	-	1,362	1,362	-	1,362	1,362	-	
	82630 Sewer-Small Tools	-	6,184	6,184	-	6,184	6,184	-	
	82640 Sewer-Equipment	-	7,481	7,481	-	7,481	7,481	-	
	82650 Sewer-Vehicles	-	42,825	42,825	-	42,825	42,825	-	
	82710 Sewer-Fiscal Services-Tranfrs	-	1,844,979	1,844,979	-	1,830,532	1,830,532	(14,447)	Lower CRD treatment costs
	82910 Connections	32,000	32,000	-	32,000	32,000	-	-	
	82920 Summergate Lift	3,500	3,500	-	3,500	3,500	-	-	
82	Sewer Operating	2,389,789	2,389,789	-	2,386,438	2,386,438	-	-	

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 certain amount of current taxes and user fees. The level of current taxes being applied to capital projects has been reduced over the past three years, as the Town took advantage of external funding sources; however, as those external sources are limited, the financial plan has included more property tax funding over the past two years, which has an impact on the proposed tax increase.

Included in this section are the following materials to support the capital budget in the 2020-2024 Financial Plan:

- 5-year listing of all projects to be undertaken.
- Capital projects by year for 2020; shows total cost for the year, as well as the funding sources.
- Brief descriptions of all 2020 capital projects.

5 Year Capital Project Listing

		2020	2021	2022	2023	2024
ADM-08-001	Annual Workspace Efficiency Upgrades	5,000	5,000	5,000	5,000	5,000
ADM-20-001	Tempest - Utility Account Change Management	5,000				
ADM-20-002	Town Fitness Room Equipment Upgrades	2,500	5,000			
ADM-20-003	Tempest - Utility eApply Auto Debit	17,700				
BLD-20-001	Tempest - eInspections	10,500				
COM-16-005	Tempest - Our City	13,000				
COM-20-002	Tempest - Calls for Service Mobile	10,000				
COM-08-003	Computer Replacement Plan	148,250	153,000	194,000	125,000	35,000
COM-09-003	Computer Equipment Fund	5,000	5,000	5,000	5,000	5,000
DNP-13-002	Ferry Terminal Marine Structures	35,000		281,500	121,000	
DNP-13-003	Ferry Terminal Building Improvements	100,000	800,000	100,000	200,000	
DNP-15-001	Fishing Pier Metal Painting	500,000				
DNP-19-001	Beacon Wharf Repairs	142,330				
DNP-21-001	Tulista Boat Launch Float Replacement		110,000			
DRA-12-003	Infrastructure Plan Projects 2021-24		256,900	313,100	504,100	519,600
DRA-13-001	Infra Plan Patricia Place Storm	680,000				
DRA-14-002	White Birch Road Storm Drain Repair	20,000				
DRA-16-005	Infra Plan-Stirling Way Storm	18,600				
DRA-17-001	Town Hall Foundation Drainage					100,000
DRA-18-003	Infra Plan-McDonald Park Rd Storm			161,700		
DRA-20-002	Infra Plan-Allbay Rd Drainage, 10382 Allbay Rd to Resthav	203,000				
DRA-20-003	Infra Plan-Fire Lane #4 Drainage, McDonald Park Rd-East	67,800				
DRA-20-004	Infra Plan-James White Drainage, Seventh St to Swiftsure	15,000	486,600			
DRA-20-005	Infra Plan Drainage-Amelia Ave, Melissa St to Grove Cres	10,000	388,100			
ENG-08-003	Engineering Equipment	4,500	4,500	4,500	4,500	4,500
ENG-15-001	DCC Bylaw	10,000				
FIR-08-003	Fire Department Equipment	30,000	26,750	26,750	26,750	26,750
FIR-08-004	Fire Vehicle Replacement Plan	-			1,800,000	
FIR-17-008	CSB Easement Access	80,000	80,000	33,333		
FIR-20-001	SCBA Air Cylinder Replacement		274,000			
POL-09-005	RCMP Furnishings	10,000	10,000	10,000	10,000	10,000
POL-18-005	RCMP Staff Entry Door	30,000				
POL-20-001	RCMP Roof Replacement	350,000				
POL-20-002	RCMP Heating System	50,000				
POL-20-003	RCMP Window Replacement	30,000				
POL-20-004	RCMP Cell/Interview Room Renovations	20,000				
POL-20-005	RCMP Garage Door	20,000				
POL-21-001	RCMP Internal Door Security		30,000			
POL-21-002	RCMP Outside Security Upgrade		15,000			
POL-19-001	RCMP Interior Painting			50,000		
POL-19-002	RCMP Kitchen Upgrades			15,000		
POL-22-001	RCMP Misc. Security Upgrades			50,000	50,000	50,000

5 Year Capital Project Listing (continued)

		2020	2021	2022	2023	2024
PRK-08-005	Parks Equipment	10,000	10,000	10,000	10,000	10,000
PRK-08-008	Parks Vehicles	250,000	80,000	98,000	27,000	138,500
PRK-14-001	Reay Creek Dam & Remediation	900,000				
PRK-15-009	Totem Park -Refurbish Totem Pole			20,000		
PRK-16-010	Rotary Park Irrigation Replacement	30,000	30,000	30,000	30,000	
PRK-17-002	Melville Park Path-Resurface Overlay			20,000		
PRK-17-003	Irrigation Upgrades	25,000				
PRK-17-005	Fifth Street Medians Landscaping		16,500			
PRK-17-006	Tulista Park Sidewalk Improvements	200,000				
PRK-18-010	Rotary Park Chain Link Fence	15,000	15,000	15,000		
PRK-18-013	Skatepark Improvements	15,000				
PRK-19-001	Rathdown Park Playground Redevelopment	200,000			180,000	
PRK-19-002	Solar Lights-Maryland Park & Melville Park	10,000				
PRK-19-003	Resthaven Park-Propeller			10,000		
PRK-19-005	Mermaid Park- Playground Equipment		60,000			
PRK-19-006	Parks Building Generator			50,000		
PRK-19-007	Event Tent & Chairs	8,600				
PRK-19-008	Eastview Park Improvements				100,000	
PRK-20-001	Iroquois Path Paving	20,000				
PRK-20-002	Off-leash dog park	-		30,000		
PRK-20-003	Annual Tree Planting Program	20,000	20,000	20,000	20,000	20,000
PRK-20-004	Sculpture Purchases	10,000	15,000	15,000	15,000	15,000
PWG-08-005	Underground Wiring	20,000	20,000	20,000	20,000	20,000
PWG-08-011	Green Technology Applications	10,000	10,000	10,000	10,000	10,000
PWG-09-002	Public Works Equipment	10,000	10,000	10,000	10,000	10,000
PWG-09-003	Transportation Vehicles	340,000	145,000	97,000	185,000	90,000
PWG-16-003	Public Works Administration Building Design	-	25,000			
PWG-16-005	Scissor Lift	10,000				
PWG-16-006	Small Packer-Garbage Truck				100,000	
PWG-16-014	Public Works Compound Extension/Trail Relocation	50,000				
PWG-17-003	Public Works Wash Bay			100,000		
PWG-17-004	Wheel Loader	160,000				
PWG-17-017	Replace 4th St Washrooms	100,000				
PWG-18-003	Town Hall Roof Replacement and HVAC	425,000				
PWG-19-001	Annual Workspace Efficiency-Public Works/Parks	3,000	3,000	3,000	3,000	3,000
PWG-19-002	Solar Panels-Iroquois Food Bank		80,000			
PWG-19-003	Third & Sidney Underground Wiring	1,189,762				
PWG-20-001	Survey Equipment-Engineering	45,000				
PWG-20-002	Public Washrooms-Portland Loos	150,000		150,000		
PWG-20-003	EV Chargers at Works Yard	5,000				

5 Year Capital Project Listing (continued)

		2020	2021	2022	2023	2024
PWG-20-004	Bike Storage in Downtown Sidney	20,000				
PWG-20-005	Computers/Tablet for Field Use	10,000				
PWG-20-006	Downtown Garbage Containers	5,000				
PWG-21-001	Tourist Info Centre Roof Replacement & Solar Panels		25,000	80,000		
RDS-08-010	Decorative Street Lighting	30,000	30,000	30,000	30,000	30,000
RDS-12-011	Infrastructure Plan Projects 2021-24		1,696,800	890,600	1,089,000	864,000
RDS-15-006	Seventh Street Sidewalk				18,000	
RDS-15-008	McDonald Park Road Sidewalk			132,100		
RDS-15-009	Bowerbank Road Sidewalks	17,000				
RDS-15-011	Orchard Ave Sidewalk-2nd Street to 3rd Street		14,000			
RDS-16-001	Beacon Ave Curb Returns	22,500	22,500	22,500		
RDS-16-030	Hydro Box Revitalization	5,000	5,000	5,000	5,000	5,000
RDS-17-036	Infra Plan Pave-Stirling Way, Ocean to Beacon				218,300	
RDS-17-037	White Birch Road cul de sac improvements	60,000				
RDS-18-002	Ocean Ave Sidewalk & Curb, Fifth St to First St	240,400				
RDS-18-009	Bike Path West Side of Highway	50,000	500,000			
RDS-18-014	Bevan Park Reader Board		30,000			
RDS-18-015	Street light replacement	20,000	20,000	20,000	20,000	20,000
RDS-18-016	Galaran Sidewalk			25,000	315,000	
RDS-18-017	Bevan Sidewalk Replacement	40,000				
RDS-19-002	Canora Rd Improvements,Ocean Ave - Summergate Blvd				2,400,000	
RDS-19-012	Sidewalk – Malaview from 3rd to 5th		40,000			
RDS-19-013	Seaport Place Traffic Circle Improvements			40,000		
RDS-19-015	Expand Tulista Parking Lot			-	75,000	
RDS-19-016	First Street Sidewalk (West Side)		70,000			
RDS-19-017	Infra Plan-McDonald Park-Fire Lane#2-Pat Bay Hwy		30,000	445,300		
RDS-19-024	Ardwell Paving	150,000				
RDS-20-001	5th Street Underground Wiring Project	557,055				
RDS-20-002	Eighth Street Sidewalk Extension	35,000	315,000			
RDS-20-003	Bike Lanes on Resthaven Drive	38,000	342,000			
RDS-20-005	Infra Plan-Griffith Rd-Harbour to End	29,300				
RDS-20-006	Infra Plan-Vallis Pl, Bowerbank to End	114,100				
RDS-20-007	Infra Plan Paving-Lane 4, Ocean Ave-Orchard Ave	21,400				
RDS-20-008	Infra Plan Paving-Lane 5, Orchard Ave-Oakville Ave	20,300				
RDS-20-009	Infra Plan-McDonald Park RD, Resthaven Dr to Boundary					64,600
RDS-20-011	Infra Plan Sidewalk-Third St, Mt. Baker to Henry	41,800				
RDS-20-012	Infra Plan Sidewalk-Brethourpark Way, Epco Dr to 2092	47,300				
SNR-17-001	Senior Centre Flooring	16,200				
TRN-15-001	Bus Stop Improvements	2,000				
		8,466,897	6,329,650	3,648,383	7,731,650	2,055,950

5 Year Capital Project Listing (continued)

		2020	2021	2022	2023	2024
Water						
WAT-08-001	Water Equipment	10,000	10,000	10,000	10,000	10,000
WAT-08-004	Water Vehicles	40,000				
WAT-12-003	Infrastructure Plan Projects 2021-24		461,800	272,300	255,600	573,600
WAT-15-001	Hydrant Upgrades	10,000	10,000	10,000	10,000	10,000
WAT-17-001	Meter Replacement Program	100,000	100,000	100,000		
WAT-19-002	Infra Plan Water-Oakville Ave-Sixth to Fifth	54,400				
WAT-19-003	Infra Plan Water-Vallis Pl-Bowerbank to End	54,400				
WAT-20-001	Lochside Watermain Replacement	50,000	500,000			
WAT-20-002	Infra Plan Water-Amelia Ave, Bowerbank Rd-Pleasant St	10,000	234,300			
		328,800	1,316,100	392,300	275,600	593,600
Sewer		-	-	-	-	-
SEW-08-001	Sewer Equipment	10,000	10,000	10,000	10,000	10,000
SEW-08-004	Sewer Vehicles	475,000			30,000	
SEW-12-002	Infrastructure Plan Projects 2021-24		206,800	103,500	434,200	307,100
SEW-15-001	Pump Station Spare Pump	20,000				
SEW-16-001	Access Hatches-Pump Stations	20,000	20,000	20,000	20,000	20,000
SEW-17-008	Patricia Place Sanitary Sewer	460,000				
SEW-18-003	Infra Plan Sewer-Harbour Pump Station	63,600	300,000			
SEW-19-001	Sewer Pump Station Condition Assessments	100,000				
SEW-19-002	Infra Plan Sewer-Rothesay Pump Station	61,800				
SEW-20-001	Town-owned SCADA System	66,000				
SEW-20-002	Infra Plan-James White Sewer, Seventh St to James White V	15,000	653,300			
SEW-20-003	Infra Plan Sewer-Amelia Ave, Almond St to Melissa St	10,000	53,000			
		1,301,400	1,243,100	133,500	494,200	337,100
		-	-	-	-	-
		10,097,097	8,888,850	4,174,183	8,501,450	2,986,650

2020 Capital Projects with Funding Sources

General	Description	Budget	Funding Sources								Total Funding	
			Property Tax	RFFC	Reserves	Gas Tax	Grants	Debt	Surplus	Fees/Other		
ADM-08-001	Annual Workspace Efficiency Upgrades	5,000	2,230	2,770								5,000
ADM-20-001	Tempest - Utility Account Change Management	5,000		5,000								5,000
ADM-20-002	Town Fitness Room Equipment Upgrades	2,500	2,500									2,500
ADM-20-003	Tempest - Utility eApply Auto Debit	17,700		17,700								17,700
BLD-20-001	Tempest - eInspections	10,500		10,500								10,500
COM-08-003	Computer Replacement Plan	148,250			148,250							148,250
COM-09-003	Computer Equipment Fund	5,000		5,000								5,000
COM-16-005	Tempest - Our City	13,000	13,000									13,000
COM-20-002	Tempest - Calls for Service Mobile	10,000		10,000								10,000
DNP-13-002	Ferry Terminal Marine Structures	35,000			35,000							35,000
DNP-13-003	Ferry Terminal Building Improvements	100,000			100,000							100,000
DNP-15-001	Fishing Pier Metal Painting	500,000				500,000						500,000
DNP-19-001	Beacon Wharf Repairs	142,330		9,000	66,105					67,225		142,330
DRA-13-001	Infra Plan Ardwell Ave Storm	680,000			680,000							680,000
DRA-14-002	White Birch Road Storm Drain Repair	20,000			20,000							20,000
DRA-16-005	Infra Plan-Stirling Way Storm	18,600			18,600							18,600
DRA-20-002	Infra Plan-Allbay Rd Drainage, 10382 Allbay Rd to Resthaven	203,000			203,000							203,000
DRA-20-003	Infra Plan-Fire Lane #4 Drainage, McDonald Park Rd-East	67,800			67,800							67,800
DRA-20-004	Infra Plan-James White Drainage, Seventh St to Swiftsure Pl	15,000			15,000							15,000
DRA-20-005	Infra Plan Drainage-Amelia Ave, Melissa St to Grove Cres	10,000			10,000							10,000
ENG-08-003	Engineering Equipment	4,500	4,500									4,500
ENG-15-001	DCC Bylaw	10,000			10,000							10,000
FIR-08-003	Fire Department Equipment	30,000	22,600	7,400								30,000
FIR-17-008	CSB Easement Access	80,000			80,000							80,000
POL-09-005	RCMP Furnishings	10,000	6,474							3,526		10,000
POL-18-005	RCMP Staff Entry Door	30,000		14,361			5,060			10,579		30,000
POL-20-001	RCMP Roof Replacement	350,000		49,047	118,500		59,036			123,417		350,000
POL-20-002	RCMP Heating System	50,000		23,935			8,434			17,631		50,000
POL-20-003	RCMP Window Replacement	30,000		14,361			5,060			10,579		30,000
POL-20-004	RCMP Cell/Interview Room Renovations	20,000		9,575			3,373			7,052		20,000
POL-20-005	RCMP Garage Door	20,000		9,575			3,373			7,052		20,000
PRK-08-005	Parks Equipment	10,000	5,170	4,830								10,000
PRK-08-008	Parks Vehicles	250,000			250,000							250,000
PRK-14-001	Reay Creek Dam & Remediation	900,000			900,000							900,000
PRK-16-010	Rotary Park Irrigation Replacement	30,000		15,000						15,000		30,000
PRK-17-003	Irrigation Upgrades	25,000			25,000							25,000

2020 Capital Projects with Funding Sources

General	Description	Budget	Funding Sources								Total Funding	
			Property Tax	RFFC	Reserves	Gas Tax	Grants	Debt	Surplus	Fees/ Other		
PRK-17-006	Tulista Park Sidewalk Improvements	200,000				200,000						200,000
PRK-18-010	Rotary Park Chain Link Fence	15,000	7,500								7,500	15,000
PRK-18-013	Skatepark Improvements	15,000		1,092							13,908	15,000
PRK-19-001	Rathdown Park Playground Redevelopment	200,000	-			180,000					20,000	200,000
PRK-19-002	Solar Lights-Maryland Park & Melville Park	10,000				10,000						10,000
PRK-19-007	Event Tent & Chairs	8,600	8,600									8,600
PRK-20-001	Iroquois Path Paving	20,000	20,000									20,000
PRK-20-003	Annual Tree Planting Program	20,000	20,000									20,000
PRK-20-004	Sculpture Purchases	10,000			10,000							10,000
PWG-08-005	Underground Wiring	20,000	2,900	17,100								20,000
PWG-08-011	Green Technology Applications	10,000				10,000						10,000
PWG-09-002	Public Works Equipment	10,000	9,300	700								10,000
PWG-09-003	Transportation Vehicles	340,000			340,000							340,000
PWG-16-005	Scissor Lift	10,000	-	10,000								10,000
PWG-16-014	Public Works Compound Extension/Trail Relocation	50,000		50,000								50,000
PWG-17-004	Wheel Loader	160,000			160,000							160,000
PWG-17-017	Replace 4th St Washrooms	100,000		21,750	78,250							100,000
PWG-18-003	Town Hall Roof Replacement and HVAC	425,000			425,000							425,000
PWG-19-001	Annual Workspace Efficiency-Public Works/Parks	3,000		3,000								3,000
PWG-19-003	Third & Sidney Underground Wiring	1,189,762			129,082		383,000				677,680	1,189,762
PWG-20-001	Survey Equipment-Engineering	45,000						45,000				45,000
PWG-20-002	Public Washrooms-Portland Loos	150,000			150,000							150,000
PWG-20-003	EV Chargers at Works Yard	5,000	5,000									5,000
PWG-20-004	Bike Storage in Downtown Sidney	20,000	20,000									20,000
PWG-20-005	Computers/Tablet for Field Use	10,000	10,000									10,000
PWG-20-006	Downtown Garbage Containers	5,000	5,000									5,000
RDS-08-010	Decorative Street Lighting	30,000	28,650	1,350								30,000
RDS-15-009	Bowerbank Road Sidewalks	17,000				17,000						17,000
RDS-16-001	Beacon Ave Curb Returns	22,500		22,500								22,500
RDS-16-030	Hydro Box Revitalization	5,000	5,000									5,000
RDS-17-037	White Birch Road cul de sac improvements	60,000		60,000								60,000
RDS-18-002	Ocean Ave Sidewalk & Curb, Fifth St to First St	240,400		160,000		60,400					20,000	240,400
RDS-18-009	Bike Path West Side of Highway	50,000				50,000						50,000
RDS-18-015	Street Light Replacement	20,000			5,000	15,000						20,000
RDS-18-017	Bevan Sidewalk Replacement	40,000			40,000							40,000
RDS-19-024	Ardwell Paving	150,000			150,000							150,000
RDS-20-001	5th Street Underground Wiring Project	557,055			200,000		157,055				200,000	557,055
RDS-20-002	Eighth Street Sidewalk Extension (Design)	35,000			35,000							35,000
RDS-20-003	Bike Lanes on Resthaven Drive (Design)	38,000			38,000							38,000

2020 Capital Projects with Funding Sources

General	Description	Budget	Funding Sources								Total Funding	
			Property Tax	RFFC	Reserves	Gas Tax	Grants	Debt	Surplus	Fees/ Other		
RDS-20-005	Infra Plan-Griffith Rd-Harbour to End	29,300			29,300							29,300
RDS-20-006	Infra Plan-Vallis Pl, Bowerbank to End	114,100			114,100							114,100
RDS-20-007	Infra Plan Paving-Lane 4, Ocean Ave-Orchard Ave	21,400			21,400							21,400
RDS-20-008	Infra Plan Paving-Lane 5, Orchard Ave-Oakville Ave	20,300			20,300							20,300
RDS-20-011	Infra Plan Sidewalk-Third St, Mt. Baker to Henry	41,800			41,800							41,800
RDS-20-012	Infra Plan Sidewalk-Brethourpark Way, Epco Dr to 2092	47,300			47,300							47,300
SNR-17-001	Senior Centre Flooring	16,200			16,200							16,200
TRN-15-001	Bus Stop Improvements	2,000		2,000								2,000
		8,466,897	198,424	557,546	4,797,987	1,042,400	624,391	45,000	-	1,201,149		8,466,897
Water												
WAT-08-001	Water Equipment	10,000	1,415	8,585								10,000
WAT-08-004	Water Vehicles	40,000			40,000							40,000
WAT-15-001	Hydrant Upgrades	10,000	10,000									10,000
WAT-17-001	Meter Replacement Program	100,000			100,000							100,000
WAT-19-002	Infra Plan Water-Oakville Ave-Sixth to Fifth	54,400			54,400							54,400
WAT-19-003	Infra Plan Water-Vallis Pl-Bowerbank to End	54,400			54,400							54,400
WAT-20-001	Lochside Watermain Replacement	50,000			50,000							50,000
WAT-20-002	Infra Plan Water-Amelia Ave, Bowerbank Rd-Pleasant St	10,000			10,000							10,000
		328,800	11,415	8,585	308,800	-	-	-	-	-		328,800
Sewer												
SEW-08-001	Sewer Equipment	10,000	3,215	6,785								10,000
SEW-08-004	Sewer Vehicles	475,000			475,000							475,000
SEW-15-001	Pump Station Spare Pump	20,000	20,000									20,000
SEW-16-001	Access Hatches-Pump Stations	20,000		20,000								20,000
SEW-17-008	Ardwell Ave. Sanitary Sewer	460,000			460,000							460,000
SEW-18-003	Infra Plan Sewer-Harbour Pump Station	63,600						63,600				63,600
SEW-19-001	Sewer Pump Station Condition Assessments	100,000						100,000				100,000
SEW-19-002	Infra Plan Sewer-Rothesay Pump Station	61,800			61,800							61,800
SEW-20-001	Town-owned SCADA System	66,000	31,100	34,900								66,000
SEW-20-002	Infra Plan-James White Sewer, Seventh St to James White W.	15,000			15,000							15,000
SEW-20-003	Infra Plan Sewer-Amelia Ave, Almond St to Melissa St	10,000			10,000							10,000
		1,301,400	54,315	61,685	1,021,800	-	-	-	163,600	-		1,301,400
		10,097,097	264,154	627,816	6,128,587	1,042,400	624,391	45,000	163,600	1,201,149		10,097,097

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
ADM-08-001	Annual Workspace Efficiency Upgrades	Annual budget to provide for occasional replacement and improvement of work spaces.	5,000
ADM-20-001	Tempest - Utility Account Change Management	Tempest tool that allows for the mass update of utility account charges when making adjustments to rate structures.	5,000
ADM-20-002	Town Fitness Room Equipment Upgrades	As part of the Town's objective to support health and wellness in the workplace, the employee Fitness Room is well used by staff from the Town Hall, Public Works, Fire and RCMP. The Fitness Room maintains two treadmills that are approximately 6 years old and approaching the end of their useful lives; one of the treadmills is failing more than the other and requires replacement in 2020. Given constant feedback from users of the Fitness Room for alternative cardio equipment, one of the treadmills will be replaced in 2020 with a stationary bicycle. In 2021, the other treadmill will be replaced with a new treadmill.	2,500
ADM-20-003	Tempest - Utility eApply Auto Debit	Utility eApply Auto Debit allows utility customers to maintain their auto banking withdrawals online. Currently, all pre-authorized bank withdrawals for utility payments are administered by Town staff using a manual systems of forms and entries in PAWS. The functionality being proposed will allow citizens and businesses a secure online option to initiate and manage their automated banking payments for Town utility accounts through their MySidney account. Specifically, it will allow customers to sign up for PAWS online, change bank accounts and stop automatic withdrawals.	17,700
BLD-20-001	Tempest - eInspections	Tempest module to allow property owners and builders to schedule, cancel, and reschedule building inspections on line.	10,500
COM-08-003	Computer Replacement Plan	A plan for the replacement of the Town's Computer Equipment. The plan, outlined in Policy #FN-015, covers replacement of existing computer equipment only. Purchases of new equipment must be budgeted for separately, including the cost of software and licensing.	148,250
COM-20-002	Tempest - Calls for Service Mobile	Purchase Mobile Calls for Service module for Bylaw Enforcement Officer.	10,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
COM-09-003	Computer Equipment Fund	Centralized addition of new computer equipment from all departments for planned new positions, or requirements that arise during the year. The cost for a new computer or laptop on the network is \$2,500, which includes software licensing. The amount required will vary from year to year, depending on needs and possible new positions.	5,000
COM-16-005	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>	13,000
DNP-13-002	Ferry Terminal Marine Structures	Miscellaneous works related to the Marine Structures at the Sidney Ferry Terminal, including major maintenance and capital replacement. 2020 project is the reattachment of a floating lead chain.	35,000
DNP-13-003	Ferry Terminal Building Improvements	Site and building improvements at the Sidney International Ferry Terminal. 2020 project is the initial design and site preparation for the replacement of the U.S. Customs Building, for conformance with new standards imposed under a Pre-clearance agreement. This work will continue into 2021, and will be followed by improvements to the Canada Customs building.	100,000
DNP-15-001	Fishing Pier Metal Painting	The metal beams and piles supporting the Fishing Pier 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.	500,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
DNP-19-001	Beacon Wharf Repairs	Beacon Wharf Repairs as per condition assessment report. This work was initiated in late 2019.	142,330
DRA-13-001	Infra Plan - Patricia Place 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.	680,000
DRA-14-002	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
DRA-16-005	Infra Plan-Stirling Way Storm	Replacement of 15.6m of storm main pipe on Stirling Way, from the culvert on the flight path trail to the east side of Stirling Way.	18,600
DRA-20-002	Infra Plan-Allbay Rd Drainage, 10382 Allbay Rd to Resthaven Dr	Replacement of 135m of storm main pipe on Allbay Rd, from 10382 Allbay Rd to 10344 Resthaven.	203,000
DRA-20-003	Infra Plan-Fire Lane #4 Drainage, McDonald Park Rd-East	Fill 94m of storm ditch on Fire Lane #4, from McDonald Park Rd east to Pat Bay Hwy.	67,800
DRA-20-004	Infra Plan-James White Drainage, Seventh St to Swiftsure Pl	Replacement of 335m of storm main pipe on James White, from Seventh St. to Swiftsure Pl.	15,000
DRA-20-005	Infra Plan Drainage-Amelia Ave, Melissa St to Grove Crescent	Replacement of 285m of storm main pipe on Amelia Ave, from Melissa St. to Grove Cres.	10,000
ENG-08-003	Engineering Equipment	This recurring yearly budget item is to replace existing engineering equipment. Also, with changes in technology, new equipment may be required.	4,500

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
ENG-15-001	DCC Bylaw	To update the Town's DCC Bylaw. The existing bylaw was created 20 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 was recently calibrated. When all the modelling is complete, it will be used as the basis for a new DCC Bylaw. Alternatively, a DCC Bylaw may not be necessary if capacity issues are rare.	10,000
FIR-08-003	Fire Department Equipment	Annual budget for the ongoing replacement of equipment needed for the Fire Department. This includes: Nozzles and Hose Fittings; Turnout Gear; SCBA; other specified equipment.	30,000
FIR-17-008	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. Third of five payments.	80,000
POL-09-005	RCMP Furnishings	Required replacement of old workstations and chairs for ergonomic, configuration and productivity purposes.	10,000
POL-18-005	RCMP Staff Entry Door	Replace staff entry door at RCMP building.	30,000
POL-20-001	RCMP Roof Replacement	Replace the flat portion of the roof on the RCMP Building.	350,000
POL-20-002	RCMP Heating System	Replace the heating system at the RCMP Building.	50,000
POL-20-003	RCMP Window Replacement	Replace the windows at the RCMP Building.	30,000
POL-20-004	RCMP Cell/Interview Room Renovations	Modifications to the cells and the interview room to meet current RCMP standards.	20,000
POL-20-005	RCMP Garage Door	Modifications to garage door serving the RCMP parking area.	20,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
PRK-08-005	Parks Equipment	Replacement of Parks small equipment.	10,000
PRK-08-008	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.	250,000
PRK-14-001	Reay Creek Dam & Remediation	Replacement of the Reay Creek Dam, following remediation by Transport Canada.	900,000
PRK-16-010	Rotary Park Irrigation Replacement	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. If the issue is not addressed, the excessive water hammer will burst the pipes, resulting in extensive water damage to the building, and will force the issue of upgrading. A 4-phase project is proposed to improve the system gradually, with 50% of the funding coming from North Saanich.	30,000
PRK-17-003	Irrigation Upgrades	Upgrades to irrigation systems to provide better coverage and use less water.	25,000
PRK-17-006	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).	200,000
PRK-18-010	Rotary Park Chain Link Fence	Replacement of field chain link fencing at Rotary Park.	15,000
PRK-18-013	Skatepark Improvements	<p>Since construction of the Skatepark in 2017, staff have been observing where users and spectators tend to congregate, with a view to providing a seating area. Staff have also been in touch with the Kiwanis Club of Sidney, who have already raised \$5,000 for improvements, and intend to continue fundraising in the future.</p> <p>Staff recommend that the area shown above be developed as a seating area for users and spectators. Specifically, the area will include 3 benches and 2 picnic tables (handicap accessible), and will cost approximately \$20,000 in total. The \$5,000 already received from Kiwanis was applied to the construction of the first picnic table. Subsequent donations will be used to construct the remaining elements.</p>	15,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
PRK-19-001	Rathdown Park Playground Redevelopment	Phased redevelopment of Rathdown Park, as identified in Parks Master Plan and subsequent conceptual designs. In 2020, the work will feature drainage design and installation, as well as playground design and installation. The final phase in 2023 will be the installation of a sports court.	200,000
PRK-19-002	Solar Lights-Maryland Park & Melville Park	Solar lights are less expensive to operate and a greener option because they do not require electricity from BC Hydro.	10,000
PRK-19-007	Event Tent & Chairs	Purchase of a 20x20 event tent, as well as 40 chairs for various community events that occur throughout the year.	8,600
PRK-20-001	Iroquois Path Paving	Pave existing Iroquois Path.	20,000
PRK-20-003	Annual Tree Planting Program	Annual program of planting trees on municipal land and possibly on private lands to increase Sidney's tree canopy.	20,000
PRK-20-004	Sculpture Purchases	Acquisition of artworks along the Town's Sculpture Walk.	10,000
PWG-08-005	Underground Wiring	To allow the Town to participate in underground wiring projects, jointly funded by adjacent developments. \$20,000 annually.	20,000
PWG-09-002	Public Works Equipment	This recurring yearly budget is for replacement of public works equipment and upgrading to new technology, as required.	10,000
PWG-08-011	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

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
PWG-09-003	Transportation 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.	340,000
PWG-16-005	Scissor Lift	Purchase scissor lift, to be used for installing Christmas decorations and banners in the downtown core.	10,000
PWG-16-014	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.	50,000
PWG-17-004	Wheel Loader	Replace 4 existing vehicles with a much more efficient and versatile piece of equipment.	160,000
PWG-17-017	Replace 4th St Washrooms	Replace Public washrooms at Fourth Street	100,000
PWG-18-003	Town Hall Roof Replacement and HVAC	Replacement of the entire Town Hall roof and HVAC systems.	425,000
PWG-19-001	Annual Workspace Efficiency-Public Works/Parks	Annual budget to provide for occasional replacement and improvement of work spaces.	3,000
PWG-19-003	Third & Sidney Underground Wiring	Relocation of overhead utility wiring to underground, in conjunction with three specific development projects in the vicinity of Third Street and Sidney Avenue. The developers and BC Hydro would pay for the majority of this project.	1,189,762
PWG-20-001	Survey Equipment-Engineering	To purchase robotic total station to improve in-house survey efficiency.	45,000
PWG-20-002	Public Washrooms-Portland Loos	To purchase and install a permanent, accessible and low maintenance washroom (Portland Loo) in downtown Sidney. One to be installed in 2020, and if successful, another in 2022.	150,000
PWG-20-003	EV Chargers at Works Yard	Install two Level 2 EV Chargers at Town Works Yard.	5,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
PWG-20-004	Bike Storage in Downtown Sidney	Design and install covered bike storage in downtown Sidney.	20,000
PWG-20-005	Computers/Tablet for Field Use	Field laptops for public works, engineering and bylaw enforcement staff to assist with mobile data collection and maintenance.	10,000
PWG-20-006	Downtown Garbage Containers	Purchase additional garbage containers for the downtown and surrounding area.	5,000
RDS-08-010	Decorative Street Lighting	Yearly recurring budget item to install Decorative Street Lights in the Downtown core.	30,000
RDS-15-009	Bowerbank Road Sidewalks	To extend the sidewalk on the west side of Bowerbank from Vallis Pl north to the Bus Stop. To extend the sidewalk on the west side of Bowerbank from Malaview Ave south to the bus stop.	17,000
RDS-16-001	Beacon Ave Curb Returns	To improve curb returns and let downs to improve accessibility on Beacon Avenue, at Third Street, Fourth Street & Fifth Street. One corner to be done per year, over three years.	22,500
RDS-16-030	Hydro Box Revitalization	Vinyl wrap of several of the older utility kiosks in the downtown for aesthetic improvement. The program would have a local First Nation focus where possible, featuring Coast Salish artwork by each of the four Peninsula W'sanec groups.	5,000
RDS-17-037	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
RDS-17-038	Sidney Ave. Thermoplastic Crosswalks	Installation of thermoplastic crosswalk markings.	Cancelled

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
RDS-18-002	Ocean Ave Sidewalk & Curb, Fifth St. to First St.	To install new curb and sidewalk on the north side of Ocean Avenue from Fifth to First.	240,400
RDS-18-009	Bike Path West Side of Highway	Resurface and rebuild additional portions the west Sidney highway bike trail, as recommended in the 2017 West Side Local Area Plan.	50,000
RDS-18-015	Street Light Replacement	Program to replace Town owned HPS lighting in residential areas with efficient LED lighting.	20,000
RDS-18-017	Bevan Sidewalk Replacement	Replace 75 meters of sidewalk and remove pine trees along north side of 2300 block of Bevan avenue (behind SaveOn Foods). Removal of overgrown pine shrubs will allow provision of additional parallel parking along Bevan Avenue.	40,000
RDS-19-024	Ardwell Paving	Ardwell paving overlay (grinding and patch paving). Road is broken up due to increased traffic.	150,000
RDS-20-001	Fifth Street Underground Wiring Project	Removal of hydro pole at the corner of Fifth and Bevan and placement of hydro lines underground.	557,055
RDS-20-002	Eighth Street Sidewalk Extension	Make improvements that include a sidewalk, fencing and boulevard trees on the west side of Eighth Street in front of the Works Yard, and a crosswalk between Iroquois Park and Eighth Street. Design in 2020, with construction to follow in 2021.	35,000
RDS-20-003	Bike Lanes on Resthaven Drive	Concept & detailed designs for bike lanes on Resthaven Drive from McDonald Park Road to Beacon Avenue. This will include community engagement. Construction would follow in 2021.	38,000
RDS-20-005	Infra Plan-Griffith Rd-Harbour to End	Replacement of 24m of curb & gutter on Griffith Rd, from Harbour to End; Replacement of 24m of sidewalk on Griffith Rd, from Harbour to End; Paving 1 segment on Griffith Rd, from Harbour to End.	29,300

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
RDS-20-006	Infra Plan-Vallis Pl, Bowerbank to End	Replacement of 210m of curb & gutter on Vallis Pl, from Bowerbank to End; Paving 1 segment on Vallis Pl, from Bowerbank to End.	114,100
RDS-20-007	Infra Plan Paving-Lane 4, Ocean Ave-Orchard Ave	Paving 1 segment on Lane 4, from Ocean Ave-Orchard Ave.	21,400
RDS-20-008	Infra Plan Paving-Lane 5, Orchard Ave-Oakville Ave	Paving 1 segment on Lane 5, from Orchard Ave-Oakville Ave.	20,300
RDS-20-011	Infra Plan Sidewalk-Third St, Mt. Baker to Henry	Replacement of 135m of sidewalk on Third St, from Mt. Baker to Henry	41,800
RDS-20-012	Infra Plan Sidewalk-Brethourpark Way, Epco Dr to 2092	Replacement of 153m of sidewalk on Brethourpark Way, from Epco Dr to 2092 Brethourpark Way	47,300
SNR-17-001	Senior Centre Flooring	Completion of 4-year program to replace old flooring at Seniors (Shoal) Centre.	16,200
TRN-15-001	Bus Stop Improvements	Yearly program to install new or upgrade existing bus transit stops.	2,000
WAT-08-001	Water Equipment	This recurring yearly budget is used to replace existing equipment, and also, with the change in technology, new equipment may be needed.	10,000
WAT-08-004	Water 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.	40,000
WAT-15-001	Hydrant Upgrades	Annual program to upgrade hydrants and install one new hydrant in a location to be determined by the Fire Department.	10,000
WAT-17-001	Meter Replacement Program	Ongoing 3-year program to replace outdated/failing meters.	100,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
WAT-19-002	Infra Plan Water-Oakville Ave-Sixth to Fifth	Replacement of 80m of 150mm water main pipe on Oakville Ave, from Sixth St to Fifth St.	54,400
WAT-19-003	Infra Plan Water-Vallis Pl-Bowerbank to End	Replacement of 80m of 150mm water main pipe on Vallis Dr, from Bowerbank Rd to End.	54,400
WAT-20-001	Lochside Watermain Replacement	Replacing the existing 100mm AC and 300mm permastrand watermain along Lochside Drive with new watermain. This new watermain will be hardened to withstand seismic activity, and be an emergency water source to the east side of Sidney. Design to be developed in 2020, with construction in 2021.	50,000
WAT-20-002	Infra Plan Water-Amelia Ave, Bowerbank Rd-Pleasant St	Replacement of 344m of 150mm water main pipe on Amelia Ave, Bowerbank Rd-Pleasant St and Amelia Cul de Sac.	10,000
SEW-08-001	Sewer Equipment	This recurring yearly budget is used to replace existing equipment, and also, with the changes in technology, new equipment may be required.	10,000
SEW-08-004	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.	475,000
SEW-15-001	Pump Station Spare Pump	Purchase of shelf ready spare sewer pump. It is good practice to have spare pumps on hand in order to respond to unexpected failures. Some pumps have lengthy delivery times, and expensive temporary measures could be required if a replacement pump cannot be found quickly.	20,000
SEW-16-001	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
SEW-17-008	Patricia Place Sanitary Sewer	Replacement of Sanitary Sewer main in conjunction with Storm Sewer work in the area. Budget increased to reflect current tender prices.	460,000

2020 Capital Project Descriptions

Project #	Title	Description	2020 Project Cost
SEW-18-003	Infra Plan Sewer-Harbour Pump Station	Consultant fees to evaluate, design, tender and inspect the construction of a complete lift station replacement in 2021.	63,600
SEW-19-001	Sewer Pump Station Condition Assessments	Asset condition assessments, auxiliary power demands and confined space risk review required for sewer pump stations.	100,000
SEW-19-002	Infra Plan Sewer-Rothesay Pump Station	Waterfront pump station with heightened environmental sensitivity is over 30 years old and needs to be replaced. New station will need to be designed to current standards, including on-site backup power and larger retention capacity. Climate change and rising sea levels will also need to be considered.	61,800
SEW-20-001	Town-owned SCADA System	Implement and take over SCADA management from CRD.	66,000
SEW-20-002	Infra Plan-James White Sewer, Seventh St to James White West	Replacement of 618m of sewer main pipe on James White Sewer, from Seventh St to James White West.	15,000
SEW-20-003	Infra Plan Sewer-Amelia Ave, Almond St to Melissa St.	Replacement of 71m of sewer main pipe on Amelia Ave, from Almond St to Melissa St.	10,000
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