



# **TOWN OF SIDNEY**

**2022-2026**

## **FINANCIAL PLAN**

**As approved by Council on February 22, 2022**

**TOWN OF SIDNEY**  
**FINANCIAL PLAN – 2022-2026**  
**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 financial plan that was approved by Council on February 22<sup>nd</sup>.

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

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

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

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

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

## **Town of Sidney 2022-2026 Financial Plan**

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

The 2022-2026 Financial Plan was introduced to Council and the public at the January 24th Council meeting, received initial consideration on February 7th, and was approved at a Special Council Meeting on February 22nd. The draft plan started out with a proposed general tax increase of 4.98%. 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 reduced the proposed tax increase to 3.76%, mainly by identifying alternate (non-tax) funding for several projects. The impact of a 3.76% tax increase to the average residence is about \$60 for the year, or \$5 per month.

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

- **Impacts of COVID-19**

In 2020, in response to the impacts of the COVID-19 pandemic, the Town reduced its taxes, while leaving its services intact. We rolled back the proposed 1.79% tax increase for all taxpayers, and further reduced taxes to the business community by 10%. We made up for the lost revenues by borrowing from our surplus. Later in the year, a grant was received to offset some of these revenue losses. This Safe Restart Grant not only allowed us to replenish the funds borrowed internally last year, but also to commit to keeping business taxes at the 2020 level (at least as a starting point, before any 2021 increases are applied).

However, once the Safe Restart Grant funding is all used up, we have to eventually bring our taxation levels up to where they were before; we must also account for the cost of new services that may be added over the next few years. The Town now has an important balancing act to manage, as we transition back to the required level of tax funding to ensure that important services to the community are not compromised. Keeping the tax increase artificially low this year will only make our job harder in the next two to three years.

- **Canada-BC Safe Restart Grant**

In late 2020, BC communities received one-time funding under a Canada-BC Safe Restart Agreement to assist with the financial impacts of COVID. The Town received just over \$2.7 million. This unexpected flow of funds has made a big difference as we plan our transition back to normal operations, including the replenishment of our tax revenues. Safe Restart funds will be a significant benefit as we make that transition, allowing us to phase in the increases, rather than having to apply them all at once. But once these funds run out, our budgets must be balanced through tax revenues once again.

- No Across-the-board Inflationary Adjustments for 2022

Direction to staff in preparing their 2022 budget was that no across the board inflationary increases were to be factored in. This is standard operating practice. 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.

- Final Tax Increase

The budget includes a net increase in property tax revenues of \$658,768. This includes \$200,000 in tax revenues from new construction, which helps to reduce the amount required from existing taxpayers to \$458,768; this equates to a net impact to existing taxpayers of 3.76%, which represents approximately \$60 for the average residence (about \$4.97 per month).

- 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 \$62,200 for 2022, plus an additional \$16,500 in the Utility Funds. Additional analysis of the sufficiency of existing reserve contributions is an ongoing effort.

- 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. Community Support makes up a substantial portion of the Town's operating budget. There are no significant tax-funded requests for this year.

- Personnel Impacts

There is one new positions included in the budget for 2022: a Manager of Human Resources, which is slated to start in September to lessen the initial impact. However, the 2022 budget is impacted by other personnel-related items, some of which were approved last year. Ongoing improvements to public safety require additional funding for Fire Department personnel. We are trying our best to leverage our volunteer firefighter base by gradually increasing their recognition incentives.

- 24-Hour Fire Department Coverage

A personnel impact for 2022 is the institution of 24-hour coverage for the Fire Department; this will be accomplished through funding for overnight and weekend shifts. Given our built form and our demographics, prompt Fire and First Responder response is critical to ensure public safety. With a largely volunteer department, response time under 10 minutes, at least 90% of the time is challenging. To address this need, stipends will be provided to ensure there are at least two personnel available at all times.

- 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 over \$133,500. 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 2022 is \$44,600. This increase will be offset for this year through savings carried forward from 2021. The 2021 savings were generated through ongoing shortages in the RCMP staffing, due to reassignments, injuries, and other leaves. To ensure that our Detachment can provide the required level of service, another officer will be requested. This new position is expected to impact the budget in 2023, but again will be offset by projected savings.

- RCMP Dispatch Services

We are expecting a downloading of the costs of RCMP Dispatch services from the Province, beginning in 2023. Current planning calls for a 3-year phase-in of the downloaded costs. If this transition plan is finalized as presented, we can expect to pay approximately \$330,000 per year for the service.

- Public Safety

The increases to Fire and Policing budgets outlined in this financial plan represent a high level of commitment to public safety. These two important functions represent nearly one-third of the tax funded expenditures of the Town; this percentage will be increasing over the next few years, with some of those impacts (RCMP contract costs and Dispatch downloads) outside of our control. As the Town grows and densifies, it is important to direct some of our additional tax revenues to public safety.

- Surplus Funding

The level of Surplus funding has been reduced by \$50,000 for 2022, to a total of \$450,000. For the remaining four years of this 5-year financial plan, the amount used decreases to a more traditional level of \$250,000. However, we will keep an eye on actual operating results, and potentially increase the amount of Surplus we use to balance the budget for future years. 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 \$200,000 for 2022. With a number of significant development projects still underway or yet to start, an even higher level of new taxes (\$250,000) is anticipated for the next two years of this financial plan. This new revenue, which may be higher than our conservative estimate, will help to fund existing services and mitigate future cost pressures.

Analysis of Tax Impacts

<b>Town of Sidney - 2022 Financial Plan</b>		<b>Required Tax Revenue</b>	<b>% Tax Increase</b>
<b>2021 Taxes</b>		<b>12,186,664</b>	
<b>Add: Changes to core budget</b>			
Miscellaneous Operational increases	164,100		
Increase in Reserve transfers	62,700		
Decrease in Tax funded Capital	(96,550)		
Decrease in Debt servicing	(64,700)	65,550	<b>0.54%</b>
<b>Add: Incremental items</b>			
Full year impact of 2021 additions	238,575		
Supplementals - one time	85,000		
Supplementals - continuous	208,840		
Less: 2021 one-time Supplementals	(137,200)	395,215	<b>3.24%</b>
<b>Deduct: Offsets</b>			
Decrease in Surplus funding	50,000		
Decrease in Safe Restart funding	148,000		
2022 Tax Base growth (non-market) revenue	(200,000)	(2,000)	<b>-0.02%</b>
<b>2022 Property tax increase to existing taxpayers</b>		<b>458,765</b>	<b>3.76%</b>
<p>Note: 1% increase in taxes = \$121,900 in additional revenue.</p> <p>Each 1% tax increase represents approximately \$1.32 per month for the average residence.</p>			

**Impact on Average Residential Tax Bill**

- In 2021, the “average” residential property (valued at \$706,500) paid \$1,586 in municipal property taxes.
- Applying a 3.76% tax increase would take this figure to \$1,646 (2022 value for average residential property: \$840,420).
- No changes are proposed for the Water and Sewer Parcel Taxes, which are also collected on the annual tax notice.
- The overall increase in municipal charges is estimated at \$60 for the year for the average residence.

	2021				2022		
	Annual	Monthly	Daily		Annual	Monthly	Daily
<b>Municipal Taxes</b>	<b>1,586</b>	<b>132</b>	<b>4.35</b>	<b>Municipal Taxes</b>	<b>1,646</b>	<b>137</b>	<b>4.51</b>
<b>Water Parcel Tax</b>	<b>75</b>	<b>6</b>	<b>0.21</b>	<b>Water Parcel Tax</b>	<b>75</b>	<b>6</b>	<b>0.21</b>
<b>Sewer Parcel Tax</b>	<b>130</b>	<b>11</b>	<b>0.36</b>	<b>Sewer Parcel Tax</b>	<b>130</b>	<b>11</b>	<b>0.36</b>
<b>Total</b>	<b>1,791</b>	<b>149</b>	<b>4.91</b>	<b>Total</b>	<b>1,851</b>	<b>154</b>	<b>5.07</b>
				<b>Increase</b>	<b>\$ 60</b>	<b>\$ 4.97</b>	<b>\$ 0.16</b>
				<b>Overall % increase on municipal charges</b>			<b>3.33%</b>

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

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 2022 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	2021 YTD Actual	Budget 2021	2022	2023	2024	2025	2026
<b>Other Revenue</b>							
TAXES	613,443.	611,640.	621,361.	635,328.	649,720.	664,441.	679,500.
FEES, RATES & SERVICE CHARGES	2,788,822.	3,012,623.	3,033,523.	2,986,951.	3,016,296.	3,065,628.	3,123,740.
GOVERNMENT TRANSFERS	2,191,352.	1,527,985.	1,543,391.	1,515,285.	1,524,711.	1,534,330.	1,544,320.
INVESTMENT EARNINGS	209,787.	200,000.	220,000.	224,400.	228,888.	233,466.	238,135.
GIFTS & CONTRIBUTIONS	455,353.	.	.	.	.	.	.
PENALTIES & INTEREST ON TAXES	96,184.	95,000.	100,000.	102,000.	104,040.	106,121.	108,243.
RESERVE & INTERFUND TRANSFERS	1,124,953.	2,087,450.	1,792,765.	775,850.	283,648.	280,261.	294,808.
DEBT PROCEEDS	265,000.	.	.	.	.	.	.
OTHER REVENUE	79,951.	10,000.	11,500.	11,690.	11,884.	12,082.	12,284.
<b>Total Revenue before Property Taxes</b>	<b>7,824,845.</b>	<b>7,544,698.</b>	<b>7,322,540.</b>	<b>6,251,504.</b>	<b>5,819,187.</b>	<b>5,896,329.</b>	<b>6,001,030.</b>
<b>Operating Expenditures</b>							
PERSONNEL	8,514,901.	8,263,705.	8,810,605.	8,997,484.	9,269,429.	9,608,886.	9,828,438.
CONTRACTED SERVICES &	5,061,707.	6,075,701.	6,071,841.	6,147,950.	6,101,278.	6,363,405.	6,522,613.
MATERIALS, SUPPLIES & EQUIPMENT	1,188,063.	1,186,083.	1,194,983.	1,201,946.	1,225,568.	1,249,569.	1,280,055.
OTHER EXPENSES & ALLOCATIONS	692,069.	788,180.	738,876.	564,947.	568,940.	573,059.	592,308.
DEBT & LEASE FINANCING	623,630.	674,878.	610,186.	604,804.	604,315.	597,512.	560,699.
RESERVE & INTERFUND TRANSFERS	3,924,078.	2,493,865.	2,589,081.	2,809,907.	2,876,872.	2,971,177.	3,026,822.
CAPITAL FUNDING	248,950.	248,950.	152,400.	350,057.	300,856.	203,442.	254,576.
<b>Total Expenditures</b>	<b>20,253,398.</b>	<b>19,731,362.</b>	<b>20,167,972.</b>	<b>20,677,095.</b>	<b>20,947,258.</b>	<b>21,567,050.</b>	<b>22,065,511.</b>
PROPERTY TAX	11,728,542.	12,186,664.	12,845,432.	14,425,591.	15,128,071.	15,670,721.	16,064,481.
Increase in Tax			658,768.	1,580,159.	702,480.	542,650.	393,760.
Percentage Change			5.41%	12.30%	4.87%	3.59%	2.51%
			200,000	250,000	250,000	200,000	200,000
			458,768	1,330,159	452,480	342,650	193,760
			658,768	1,580,159	702,480	542,650	393,760
<b>General Increase Percentage</b>			<b>3.76%</b>	<b>10.36%</b>	<b>3.14%</b>	<b>2.26%</b>	<b>1.24%</b>

## Town of Sidney 2022 Financial Plan: Fund Detail

### FUND: General Operating Fund

<b>FUNCTION</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>	<b>2023 Net Budget</b>	<b>2024 Net Budget</b>	<b>2025 Net Budget</b>	<b>2026 Net Budget</b>
<b>Revenue</b>						
<b>01-General Revenue</b>	(14,937,200.)	(15,469,167.)	(16,741,764.)	(17,056,933.)	(17,612,525.)	(18,019,486.)
<i>change from prior year</i>		(531,967.)	(1,272,597.)	(315,169.)	(555,592.)	(406,961.)
<b>Net Expenditures</b>						
<b>11-Legislative Services</b>	223,486.	225,786.	230,150.	234,603.	239,141.	243,772.
<i>change from prior year</i>		2,300.	4,364.	4,453.	4,538.	4,631.
<b>12-Finance &amp; Administration</b>	1,809,896.	2,035,921.	2,210,572.	2,182,004.	2,239,145.	2,271,381.
<i>change from prior year</i>		226,025.	174,651.	(28,568.)	57,141.	32,236.
<b>19-Elections</b>	6,000.	6,000.	6,000.	6,000.	6,000.	6,000.
<i>change from prior year</i>		.	.	.	.	.
<b>21-Police Protection</b>	2,631,105.	2,628,629.	2,849,268.	3,078,905.	3,267,813.	3,351,997.
<i>change from prior year</i>		(2,476.)	220,639.	229,637.	188,908.	84,184.
<b>22-Court House</b>	31,666.	24,380.	25,077.	25,747.	26,429.	27,126.
<i>change from prior year</i>		(7,286.)	697.	670.	682.	697.
<b>23-Fire Protection</b>	1,699,611.	1,976,000.	2,083,448.	2,248,703.	2,454,682.	2,513,146.
<i>change from prior year</i>		276,389.	107,448.	165,255.	205,979.	58,464.
<b>24-Emergency Measures (PEMO)</b>	50,500.	50,600.	51,062.	51,533.	52,014.	52,504.
<i>change from prior year</i>		100.	462.	471.	481.	490.
<b>26-Building &amp; Bylaw Enforcement</b>	(14,050.)	15,350.	158,576.	161,524.	164,531.	167,602.
<i>change from prior year</i>		29,400.	143,226.	2,948.	3,007.	3,071.
<b>31-Common Services - Transportation</b>	1,172,991.	1,186,801.	1,205,644.	1,224,794.	1,249,422.	1,279,554.
<i>change from prior year</i>		13,810.	18,843.	19,150.	24,628.	30,132.
<b>32-Roads</b>	829,069.	835,969.	886,369.	914,490.	932,981.	961,842.
<i>change from prior year</i>		6,900.	50,400.	28,121.	18,491.	28,861.
<b>34-Public Transit</b>	181.	258.	333.	409.	486.	566.
<i>change from prior year</i>		77.	75.	76.	77.	80.
<b>35-Parking Lots</b>	(24,271.)	(24,658.)	(12,757.)	(13,253.)	(13,757.)	(14,272.)
<i>change from prior year</i>		(387.)	11,901.	(496.)	(504.)	(515.)

<b>Town of Sidney 2022 Financial Plan: Fund Detail</b>						
<b>FUND: General Operating Fund</b>						
<b>FUNCTION</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>	<b>2023 Net Budget</b>	<b>2024 Net Budget</b>	<b>2025 Net Budget</b>	<b>2026 Net Budget</b>
<b>Net Expenditures</b>						
<b>36-Dock &amp; Port Facilities</b>	(239,517.)	(233,753.)	(203,759.)	(236,859.)	(239,829.)	(242,848.)
<i>change from prior year</i>		5,764.	29,994.	(33,100.)	(2,970.)	(3,019.)
<b>37-Storm Drains</b>	228,533.	280,733.	275,547.	250,458.	255,466.	260,574.
<i>change from prior year</i>		52,200.	(5,186.)	(25,089.)	5,008.	5,108.
<b>38-Hydrants</b>	42,440.	42,440.	43,289.	44,155.	45,038.	45,938.
<i>change from prior year</i>		.	849.	866.	883.	900.
<b>43-Solid Waste &amp; Environmental Services</b>	170,235.	170,435.	173,745.	177,122.	180,565.	184,078.
<i>change from prior year</i>		200.	3,310.	3,377.	3,443.	3,513.
<b>44-Environmental Services</b>	128,700.	92,900.	76,550.	2,601.	2,653.	2,706.
<i>change from prior year</i>		(35,800.)	(16,350.)	(73,949.)	52.	53.
<b>51-Municipal Planning</b>	565,382.	515,300.	562,458.	538,018.	548,791.	559,778.
<i>change from prior year</i>		(50,082.)	47,158.	(24,440.)	10,773.	10,987.
<b>62-Parks</b>	1,362,867.	1,392,819.	1,450,759.	1,479,780.	1,509,379.	1,539,391.
<i>change from prior year</i>		29,952.	57,940.	29,021.	29,599.	30,012.
<b>63-Library</b>	(33,984.)	(26,612.)	(15,862.)	(31,478.)	(32,107.)	(32,749.)
<i>change from prior year</i>		7,372.	10,750.	(15,616.)	(629.)	(642.)
<b>64-Senior's Centre</b>	128,708.	136,603.	139,335.	142,121.	144,965.	147,864.
<i>change from prior year</i>		7,895.	2,732.	2,786.	2,844.	2,899.
<b>65-Museums</b>	160,267.	164,622.	167,945.	171,334.	174,790.	178,315.
<i>change from prior year</i>		4,355.	3,323.	3,389.	3,456.	3,525.
<b>70-Fiscal Services</b>	3,758,435.	3,820,244.	4,027,958.	4,103,366.	4,200,485.	4,260,645.
<i>change from prior year</i>		61,809.	207,714.	75,408.	97,119.	60,160.
<b>Total Net Expenditures</b>	<b>(248,950.)</b>	<b>(152,400.)</b>	<b>(350,057.)</b>	<b>(300,856.)</b>	<b>(203,442.)</b>	<b>(254,576.)</b>
<i>change from prior year</i>		96,550.	(197,657.)	49,201.	97,414.	(51,134.)

## 2021 to 2022 Revenue & Expenditure Comparison by Function

	Subfunction	2021 Budget			2022 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
<b>1</b>	<b>Corporate Services</b>								
	11010 Council	-	218,486	218,486	-	220,786	220,786	2,300	
	11020 Committees	-	5,000	5,000	-	5,000	5,000	-	
	<b>11 Legislative</b>	-	223,486	223,486	-	225,786	225,786	2,300	
	12020 Administration	102,274	762,010	659,736	75,645	969,720	894,075	234,339	Supplementals; Comms. Manager
	12050 Financial Management	55,092	767,397	712,305	53,204	772,535	719,331	7,026	
	12060 Driver Services	385,000	287,200	(97,800)	390,000	292,600	(97,400)	400	
	12080 Common Services	3,000	176,308	173,308	3,000	181,871	178,871	5,563	Insurance
	12090 Computer Services	-	548,350	548,350	-	562,700	562,700	14,350	
	12610 Yards and Grounds - Town Hall	8,840	26,800	17,960	8,840	26,800	17,960	-	
	12620 Building Mtce - Town Hall	-	108,550	108,550	20,000	108,450	88,450	(20,100)	
	12710 Fiscal Services - Transfers	-	(312,513)	(312,513)	-	(328,066)	(328,066)	(15,553)	
	<b>12 General Administration</b>	554,206	2,364,102	1,809,896	550,689	2,586,610	2,035,921	226,025	
	<b>19 Elections</b>	-	6,000	6,000	24,000	30,000	6,000	-	
<b>2</b>	<b>Protective Services</b>								
	21020 Administration	355,185	814,300	459,115	365,635	839,000	473,365	14,250	
	21070 Prevention and Protection	100,000	2,208,264	2,108,264	150,000	2,240,176	2,090,176	(18,088)	
	21690 Buildings	69,214	132,940	63,726	71,263	136,351	65,088	1,362	
	<b>21 Police Protection</b>	524,399	3,155,504	2,631,105	586,898	3,215,527	2,628,629	(2,476)	
	22610 Yards and Grounds	-	4,000	4,000	-	4,000	4,000	-	
	22620 Building	17,976	45,642	27,666	19,725	40,105	20,380	(7,286)	
	<b>22 Court House</b>	17,976	49,642	31,666	19,725	44,105	24,380	(7,286)	
	23020 Administration	650	313,805	313,155	650	315,405	314,755	1,600	
	23030 Training	-	236,430	236,430	-	237,680	237,680	1,250	
	23060 Fire Investigation/Prevention	-	239,210	239,210	-	298,110	298,110	58,900	
	23070 Fire Communication Systems	-	110,735	110,735	-	101,495	101,495	(9,240)	
	23080 Fire Fighters	148,000	629,200	481,200	50,000	744,300	694,300	213,100	
	23100 Tri-Muni Confined Space Rescue	10,000	15,000	5,000	10,000	15,000	5,000	-	
	23610 Yards and Grounds	-	15,500	15,500	-	11,500	11,500	(4,000)	
	23620 Building Mtce	16,000	90,356	74,356	20,000	101,185	81,185	6,829	
	23640 Equipment	-	16,325	16,325	-	16,325	16,325	-	
	23650 Vehicles and Mobile Equipment	-	47,700	47,700	-	45,650	45,650	(2,050)	
	23710 Fiscal Services	-	160,000	160,000	-	170,000	170,000	10,000	
	<b>23 Fire Protection</b>	174,650	1,874,261	1,699,611	80,650	2,056,650	1,976,000	276,389	New and 2021 Supplementals
	24020 Administration	-	27,500	27,500	-	27,500	27,500	-	
	24050 Emergency Programs	16,400	39,400	23,000	16,400	39,500	23,100	100	
	<b>24 Emergency Measures</b>	16,400	66,900	50,500	16,400	67,000	50,600	100	
	26000 General Revenue	85,650	-	(85,650)	85,650	-	(85,650)	-	
	26060 Building Inspection	500,250	361,750	(138,500)	490,250	380,300	(109,950)	28,550	
	26080 Animal Control	17,000	59,000	42,000	18,000	60,200	42,200	200	
	26100 Bylaw Enforcement	54,000	219,100	165,100	34,000	200,100	166,100	1,000	
	26650 Vehicles and Mobile Equipment	-	3,000	3,000	-	2,650	2,650	(350)	
	<b>26 Bylaw Enforcement</b>	656,900	642,850	(14,050)	627,900	643,250	15,350	29,400	

## 2021 to 2022 Revenue & Expenditure Comparison by Function

	Subfunction	2021 Budget			2022 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>3</b>	<b>Engineering &amp; Works</b>								
	31020 Administration	20,000	312,563	292,563	20,000	302,763	282,763	(9,800)	
	31030 Training	-	33,150	33,150	-	33,150	33,150	-	
	31060 Engineering Services	-	496,160	496,160	-	512,960	512,960	16,800	
	31410 Vandalism & Graffiti	-	24,538	24,538	-	24,538	24,538	-	
	31510 Public Washrooms	20,000	40,340	20,340	-	21,771	21,771	1,431	
	31610 Yards and Grounds - P/W	-	67,280	67,280	-	68,280	68,280	1,000	
	31620 Buildings	-	89,856	89,856	-	93,835	93,835	3,979	
	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	-	89,086	89,086	-	89,486	89,486	400	
	31660 Welding Shop	-	6,500	6,500	-	6,500	6,500	-	
	<b>31 Common Services - Transport</b>	<b>40,000</b>	<b>1,212,991</b>	<b>1,172,991</b>	<b>20,000</b>	<b>1,206,801</b>	<b>1,186,801</b>	<b>13,810</b>	
	32020 Administration	-	150,630	150,630	-	157,530	157,530	6,900	
	32070 Traffic Services	95,000	196,641	101,641	105,000	206,641	101,641	-	
	32080 Street Lighting	-	153,128	153,128	-	153,128	153,128	-	
	32120 Patching and Shouldering	40,000	192,216	152,216	40,000	192,216	152,216	-	
	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	-	60,000	60,000	-	60,000	60,000	-	
	32510 Street Sweeping	-	25,849	25,849	-	25,849	25,849	-	
	32650 Vehicles and Mobile Equipment	-	12,812	12,812	-	12,812	12,812	-	
	<b>32 Roads</b>	<b>135,000</b>	<b>964,069</b>	<b>829,069</b>	<b>145,000</b>	<b>980,969</b>	<b>835,969</b>	<b>6,900</b>	
	<b>33 Recoverable Work</b>	<b>303,447</b>	<b>303,447</b>	<b>-</b>	<b>303,447</b>	<b>303,447</b>	<b>-</b>	<b>-</b>	
	<b>34 Public Transit</b>	<b>5,500</b>	<b>5,681</b>	<b>181</b>	<b>5,500</b>	<b>5,758</b>	<b>258</b>	<b>77</b>	
	<b>35 Parking Lots</b>	<b>40,000</b>	<b>15,729</b>	<b>(24,271)</b>	<b>50,000</b>	<b>25,342</b>	<b>(24,658)</b>	<b>(387)</b>	
	36020 Administration	-	29,700	29,700	-	29,900	29,900	200	
	36030 Tulista Boat Ramp	65,250	44,369	(20,881)	65,250	44,556	(20,694)	187	
	36040 Griffith Road Wharf	5,000	8,220	3,220	5,000	8,296	3,296	76	
	36050 Beacon Wharf	157,784	131,352	(26,432)	44,784	18,725	(26,059)	373	
	36060 Fishing Pier Maintenance	-	17,784	17,784	-	19,512	19,512	1,728	
	36100 Oil Spill Recovery	-	3,692	3,692	-	3,692	3,692	-	
	36220 Ferry Terminal Operating	176,500	6,000	(170,500)	176,500	6,000	(170,500)	-	
	36670 Port Sidney Waterfront	180,100	104,000	(76,100)	176,900	104,000	(72,900)	3,200	
	<b>36 Dock and Port Facilities</b>	<b>584,634</b>	<b>345,117</b>	<b>(239,517)</b>	<b>468,434</b>	<b>234,681</b>	<b>(233,753)</b>	<b>5,764</b>	
	37020 Administration	3,779	78,679	74,900	41,200	163,300	122,100	47,200	Supplementals
	37110 Drainage Ditches	-	4,459	4,459	-	4,459	4,459	-	
	37210 Preventative Maintenance	-	39,524	39,524	-	39,524	39,524	-	
	37220 Storm Drain Repairs	-	92,650	92,650	-	97,650	97,650	5,000	
	37230 Catch Basin Clearing	-	17,000	17,000	-	17,000	17,000	-	
	37910 Service Connections	32,000	32,000	-	32,000	32,000	-	-	
	<b>37 Storm Drains</b>	<b>35,779</b>	<b>264,312</b>	<b>228,533</b>	<b>73,200</b>	<b>353,933</b>	<b>280,733</b>	<b>52,200</b>	
	38810 Repair & Installation	6,250	48,690	42,440	-	42,440	42,440	-	
	38920 Summergate Hydrant	1,312	1,312	-	1,312	1,312	-	-	
	<b>38 Hydrants</b>	<b>7,562</b>	<b>50,002</b>	<b>42,440</b>	<b>1,312</b>	<b>43,752</b>	<b>42,440</b>	<b>-</b>	
		<b>1,151,922</b>	<b>3,161,348</b>	<b>2,009,426</b>	<b>1,066,893</b>	<b>3,154,683</b>	<b>2,087,790</b>	<b>78,364</b>	

## 2021 to 2022 Revenue & Expenditure Comparison by Function

	Subfunction	2021 Budget			2022 Budget			Net	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	
<b>4</b>	<b>Environmental Services</b>								
	43020 Administration	-	16,700	16,700	-	16,900	16,900	200	
	43080 Solid Waste Disposal	606,493	606,493	-	606,755	606,755	-	-	
	43090 Town Garbage Collection	-	147,620	147,620	-	147,620	147,620	-	
	43100 Recycling	-	5,915	5,915	-	5,915	5,915	-	
	<b>43 Waste Services</b>	<b>606,493</b>	<b>776,728</b>	<b>170,235</b>	<b>606,755</b>	<b>777,190</b>	<b>170,435</b>	<b>200</b>	
	44020 Environmental Projects	20,000	148,700	128,700	150,350	243,250	92,900	(35,800)	
	<b>44 Environmental Services</b>	<b>20,000</b>	<b>148,700</b>	<b>128,700</b>	<b>150,350</b>	<b>243,250</b>	<b>92,900</b>	<b>(35,800)</b>	Reduction in Supplementals
<b>5</b>	<b>Development Services</b>								
	51 Municipal Planning	144,318	709,700	565,382	72,900	588,200	515,300	(50,082)	OCP funding complete
<b>6</b>	<b>Parks &amp; Cultural</b>								
	62020 Administration	4,500	235,407	230,907	4,500	255,007	250,507	19,600	More unallocated wages
	62030 Training	-	17,630	17,630	-	17,630	17,630	-	
	62110 Iroquois Park Buildings	5,638	33,456	27,818	5,787	33,034	27,247	(571)	
	62120 Tulista Park Buildings	-	30,767	30,767	-	27,359	27,359	(3,408)	
	62125 Green Spaces	7,000	550,978	543,978	12,000	553,107	541,107	(2,871)	
	62250 Little League Baseball Fields	46,835	84,170	37,335	48,475	86,449	37,974	639	
	62380 Public Space Trees	3,000	88,821	85,821	8,000	113,821	105,821	20,000	Volume increase
	62400 Cul-de-Sac Program	18,000	28,924	10,924	18,000	28,924	10,924	-	
	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	-	69,395	69,395	-	69,395	69,395	-	
	62510 Community Celebrations	15,000	25,612	10,612	15,000	25,612	10,612	-	
	62520 Sidney Days	15,000	28,633	13,633	15,000	28,633	13,633	-	
	62590 Park Furniture	13,077	13,077	-	13,077	13,077	-	-	
	62600 Playground Equipment	-	29,609	29,609	-	29,609	29,609	-	
	62610 Yards and Grounds	-	30,512	30,512	-	31,012	31,012	500	
	62620 Buildings	-	19,837	19,837	-	18,900	18,900	(937)	
	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	-	49,918	49,918	(3,000)	
	<b>62 Parks</b>	<b>128,110</b>	<b>1,490,977</b>	<b>1,362,867</b>	<b>139,899</b>	<b>1,532,718</b>	<b>1,392,819</b>	<b>29,952</b>	
	63020 Administration	104,170	-	(104,170)	106,543	5,000	(101,543)	2,627	
	63610 Yards and Grounds	-	26,350	26,350	-	26,350	26,350	-	
	63620 Building Mtce	-	43,836	43,836	-	48,581	48,581	4,745	
	<b>63 Library</b>	<b>104,170</b>	<b>70,186</b>	<b>(33,984)</b>	<b>106,543</b>	<b>79,931</b>	<b>(26,612)</b>	<b>7,372</b>	
	<b>64 Senior Citizens Centre</b>	<b>18,387</b>	<b>147,095</b>	<b>128,708</b>	<b>16,000</b>	<b>152,603</b>	<b>136,603</b>	<b>7,895</b>	
	65020 Historical Museum & Archives	-	143,163	143,163	-	148,869	148,869	5,706	
	65620 Shaw Ocean Discovery Centre	-	17,104	17,104	-	15,753	15,753	(1,351)	
	<b>65 Museums</b>	<b>-</b>	<b>160,267</b>	<b>160,267</b>	<b>-</b>	<b>164,622</b>	<b>164,622</b>	<b>4,355</b>	

## 2021 to 2022 Revenue & Expenditure Comparison by Function

Subfunction		2021 Budget			2022 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
<b>7</b>	<b>Fiscal Services</b>								
	<b>01 General Revenue</b>	14,937,200	-	(14,937,200)	15,469,167	-	(15,469,167)	(531,967)	Additional revenue (not all Taxes).
	<b>70000</b> Transfers	-	2,379,056	2,379,056	-	2,470,256	2,470,256	91,200	
	<b>70040</b> Union Negotiations	3,000	4,000	1,000	3,000	4,000	1,000	-	
	<b>70100</b> Debt Servicing	174,971	674,878	499,907	174,971	610,186	435,215	(64,692)	
	<b>70200</b> Other Fiscal Services	25,000	122,000	97,000	-	99,000	99,000	2,000	
	<b>70300</b> Community Support	473,260	1,254,732	781,472	455,232	1,270,005	814,773	33,301	
	<b>70 Fiscal Services</b>	676,231	4,434,666	3,758,435	633,203	4,453,447	3,820,244	61,809	
		19,731,362	19,482,412	(248,950)	20,167,972	20,015,572	(152,400)	96,550	
<b>9</b>	<b>Capital</b>								
	<b>91 General</b>	7,111,070	7,360,020	248,950	11,855,364	12,007,764	152,400	(96,550)	
		26,842,432	26,842,432	-	32,023,336	32,023,336	-	3.76%	Tax Increase

**SUPPLEMENTAL REQUESTS**

	Budget Impacts				
	2022	2023	2024	2025	2026
<b>One Time Requests</b>					
Citizen Satisfaction Survey	-	30,000	-	-	-
Town Website Update	25,000	25,000	-	-	-
Trolley Service Consultant	-	20,000	-	-	-
Review & Update Engineering Standards and Related Bylaws	15,000	-	-	-	-
Downtown Parking Study	-	-	-	-	-
Pavement Condition Assessment	-	-	-	-	10,000
Beacon Wharf Inspections	-	30,000	-	-	-
Storm Drainage Management Alternatives Study	30,000	-	-	-	-
Mermaid Creek Storm Water Management Plan	-	30,000	-	-	-
West Side Utility Concept Design (Water, Sewer & Storm Drain - \$10K each)	10,000	-	-	-	-
Utility Modeling Updates (Water, Sewer & Storm Drain - \$41,200 each)	-	-	-	-	-
State of the Environment Report	-	50,000	-	-	-
Sea Level Rise Adaptation	-	-	-	-	-
Zoning Bylaw Update	-	35,000	-	-	-
Net Extension at Iroquois Park	-	-	-	-	-
Review of Library Services	5,000	15,000	-	-	-
Sewer Inflow & Infiltration Repairs (\$30K/yr for 2 years - Sewer Utility)	-	-	-	-	-
Emergency Water Supply Study (\$30K - Water Utility)	-	-	-	-	-
Total one-time	85,000	235,000	-	-	10,000
<b>Ongoing Requests</b>					
Human Resources Manager	45,000	136,000	138,720	141,494	144,324
Electronic Data & Records Management System (EDRMS)	24,740	44,000	28,000	28,000	28,000
RCMP Dispatch Services	-	92,000	207,000	333,000	345,000
16th RCMP Member	-	-	-	-	-
24-Hour Fire Department Staffing	64,600	79,050	80,631	82,244	83,888
Additional Full-time Firefighter	-	-	120,000	130,000	140,000
2nd Deputy Fire Chief	-	-	-	150,000	160,000
Public Washroom Maintenance	-	10,000	10,200	10,404	10,612
Additional Sewer Repairs (Storm and Sanitary - \$5K each)	5,000	5,100	5,202	5,306	5,412
Additional Tree Watering	5,000	5,100	5,202	5,306	5,412
Transfer to Climate Action Reserve	50,000	75,000	75,000	100,000	100,000
CRD Arts Voluntary Contribution	10,000	10,000	10,000	10,000	10,000
Increase Annual Funding to V.I. Film Commission	4,500	4,500	4,500	4,500	4,500
Total ongoing	208,840	460,750	684,455	1,000,254	1,037,149
<b>Less: Previous year's one-time requests</b>	(137,200)	(85,000)	(235,000)	-	-
<b>Net impact:</b>	<b>\$ 156,640</b>	<b>\$ 610,750</b>	<b>\$ 449,455</b>	<b>\$ 1,000,254</b>	<b>\$ 1,047,149</b>

**ONE-TIME REQUESTS – 2022**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<b>Administration</b>	<p><b>Town Website Update</b></p> <p>The Town of Sidney website is being reviewed for functionality and accessibility. This is in part due to frequent concerns raised from the public about information finding and compatibility with mobile devices. The project would complement broader efforts to connect and engage the public, and also support government transparency (e.g. how development applications are reviewed). Project costs would primarily involve website redesign services, and website migration if a new website provider is needed. Funding would also cover an external website audit to examine multiple aspects of the website, including current barriers to accessibility.</p>	<p><b>\$25,000</b>  (plus \$25K in 2023)</p>
<b>Engineering</b>	<p><b>Review &amp; Update Engineering Standards and Related Bylaws</b></p> <p>Hire a consultant to review and update engineering standards, including the Subdivision / Development Servicing agreements (Bylaw 1390).</p>	<p><b>\$15,000</b></p>
<b>Engineering</b>	<p><b>Downtown Parking Study</b></p> <p>Undertake an update of the Downtown Parking Study to assess existing parking conditions based on parking observations and data collection. The Study will act as an update to the previous study conducted in 2016 by WATT Consulting. Strategies will be developed to guide parking management for the downtown area to deal with existing issues and future needs.</p>	<p><b>\$0 tax impact</b> (Reserve Funded)</p>
<b>Storm Drainage</b>	<p><b>Storm Drainage Management Alternatives Study</b></p> <p>A study to look at alternatives for managing the impacts of anticipated climate change on the Town’s storm drainage network. Recent storm sewer modelling has identified the need for capacity upgrades in many areas of the Town. As an alternative to simply increasing the capacity of the Town’s drainage system (at great cost), a study will help us with innovate solutions for management of storm water.</p>	<p><b>\$30,000</b></p>

**ONE-TIME REQUESTS – 2022**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<p><b>Underground Infrastructure</b></p>	<p><b>West Side Utility Concept Designs (Water, Sewer, Drainage)</b>                      Use the recently completed utility model for Sidney’s West Side Local Area Plan to develop concept utility designs for the area. These concept designs will provide a complete picture of improvements required to facilitate future development in the area, and will ensure that utility improvements are done as a measured approach as development proceeds.</p>	<p><b>\$10,000</b> (each)</p>
<p><b>Underground Infrastructure</b></p>	<p><b>Utility Modeling Updates (Water, Sewer, Drainage)</b>                      Update the Town’s existing utility modelling to incorporate density changes (if any) from the new OCP, and any other zoning changes that have occurred since the last modelling project in 2016. This modelling will identify any existing and future capacity deficiencies in the Town’s storm, sewer and water utilities, and recommend new pipe diameters to improve the system.</p>	<p><b>\$0 tax impact</b> (Reserve Funded)</p>
<p><b>Parks</b></p>	<p><b>Net Extension at Iroquois Park</b>                      To increase the height of the fencing at the Iroquois soccer field by adding netting. This is to reduce the frequency of stray balls entering the adjacent residential yard.</p>	<p><b>\$0 tax impact</b> (Reserve Funded)</p>
<p><b>Library</b></p>	<p><b>Review of Library Services (2022/23)</b>                      Hiring of a consultant to assist with a review of services received through the Town’s contract with Vancouver Island Regional Library (VIRL).</p>	<p><b>\$5,000</b> (plus \$15K in 2023)</p>
<p><b>Sewer</b></p>	<p><b>Inflow &amp; Infiltration Repairs (3-Year Program)</b>                      Repair Inflow and Infiltration (I&amp;I) locations identified in CCTV inspections of our Sanitary Sewer mains. I&amp;I occurs when ground water enters sewer mains through cracks or holes that have formed in the main. These defects could have been caused by a number of issues, including the age of the pipe, tree roots, or construction work near the main. I&amp;I can also occur when storm drains are incorrectly or illegally connected to sewer mains. The CRD has identified high I&amp;I flows in Sidney, which should be addressed in order to limit the amount of storm water infiltrating into our sanitary sewer mains. Storm water does not need to be treated, so reducing I&amp;I will reduce the Town’s flow into the Treatment Plant, and therefore reduce our cost share of operating the facility and reduce the CRD’s need to eventually upsize the facility. \$30,000 per year is being set aside to supplement our regular, annual I&amp;I budget.</p>	<p><b>\$30,000</b> (\$0 tax impact - Sewer Fund)</p>

**ONGOING REQUESTS – 2022**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<b>Administration</b>	<p><b>Human Resources Manager</b></p> <p>Hire a Manager of Human Resources to assist with personnel and occupational health and safety responsibilities. Starting date of September 1<sup>st</sup> anticipated. Full year cost in 2023 is expected to be approximately \$136,000, including benefits and payroll taxes. The Town has over 80 employees, and it has become exceedingly challenging for senior staff to manage the critical HR function off the sides of their desk.</p>	<b>\$45,000</b>
<b>Administration</b>	<p><b>Electronic Data &amp; Records Management System (EDRMS)</b></p> <p>Software and consulting services to implement a robust electronic data and records management system for the Town, in order to meet legislative requirements for recordkeeping. Initial costs include purchase and implementation of software; ongoing costs include the annual licencing for the software.</p>	<b>\$24,740</b> (plus ongoing costs)
<b>RCMP</b>	<p><b>Additional RCMP Officer to increase Town’s Complement</b></p> <p>While the Town currently has 15 authorized RCMP officers, the Detachment is chronically short-staffed due to reassignments and other absences. Adding an additional member is seen as a way to supplement the number of officers available, even if there continue to be absences. It is expected that the additional officer will be funded mostly through anticipated savings on the RMCP contract.</p>	<b>\$0 tax impact</b> (To be offset with expected savings)
<b>Fire Dept.</b>	<p><b>24-Hour Staffing</b></p> <p>Implement an overnight and weekend staffing model – to ensure 24-hour coverage, seven days a week – by providing a modest stipend to volunteers to staff the CSB during the hours when staff and volunteer response is most challenging. This would help the department meet its goal of responding to calls within 10 minutes, 90% of the time.</p>	<b>\$64,600</b>

**ONGOING REQUESTS – 2022**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<b>Underground Infrastructure</b>	<p><b>Additional Sewer Repairs</b></p> <p>Increases to the Storm and Sanitary Sewer budgets to allow for additional repair and maintenance of mains and services. Video inspection of these underground utilities in 2021 identified a number of issues that must be prioritized for repair.</p>	<b>\$5,000</b> (each)
<b>Parks</b>	<p><b>Additional Tree Watering</b></p> <p>The Town continues to plant additional trees on public lands. These trees require watering and maintenance to thrive, especially in the first few years of life. The volume of trees, as well as the increasingly hot summer climate, make it necessary to water more frequently.</p>	<b>\$5,000</b>
<b>Fiscal Services</b>	<p><b>Transfer to Climate Action Reserve</b></p> <p>Set up annual transfer to the new Climate Action Reserve. Increase to \$75,000 in 2023, and \$100,000 in 2025. Funds are to be used as per policy adopted by Council last year to support climate action initiatives.</p>	<b>\$50,000</b>
<b>Community Support</b>	<p><b>Voluntary Contribution to the CRD Arts Service</b></p> <p>The Town used to be a member in the Regional Arts Service through the CRD, but left the service several years ago. An annual, voluntary contribution, in recognition of the benefits received by local residents from the programs and services offered elsewhere in the region, was approved for 2021 only last year. This item is being brought back for confirmation of ongoing funding.</p>	<b>\$10,000</b>
<b>Community Support</b>	<p><b>Increase Annual Funding to Vancouver Island Film Commission</b></p> <p>\$500 in annual funding has been included in the Town’s budget for a number of years; however, the Commission has requested that this annual commitment be increased to \$5,000. In a typical year, the Commission applies for additional funding through the Grants program, and sometimes receives more funding.</p>	<b>\$4,500</b>

**ONE-TIME REQUESTS – 2023 to 2026**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<b>Administration</b>	<p><b>Citizen Satisfaction Survey</b></p> <p>Undertake a syndicated survey on public satisfaction of municipal services, value received for taxes, and other related matters.</p>	<b>\$30,000</b>
<b>Engineering</b>	<p><b>Trolley Service Pilot Project (2023)</b></p> <p>Hiring of a transit consultant to assist with planning and analysis for a pilot trolley service to connect downtown Sidney with the West Side.</p>	<b>\$20,000</b>
<b>Engineering</b>	<p><b>Beacon Wharf Inspection (2023)</b></p> <p>Undertake a detailed assessment of Beacon Wharf to confirm its physical condition and identify any necessary repairs to keep the wharf safe for ongoing use.</p>	<b>\$30,000</b>
<b>Storm Drainage</b>	<p><b>Mermaid Creek Storm Water Management Plan (2023)</b></p> <p>Engage a consultant to assist with the development of a plan to manage storm water in the Mermaid Creek catchment area.</p>	<b>\$30,000</b>
<b>Environmental Services</b>	<p><b>State of the Environment Report (2023)</b></p> <p>Engage a consultant to assist with a baseline assessment of relevant environmental criteria. This data will be used by the Town in measuring progress on climate related initiatives. The scope for the report will be developed in the last quarter of 2022, but no costs are anticipated until a consultant is selected in early 2023.</p>	<b>\$50,000</b>
<b>Environmental Services</b>	<p><b>Sea Level Rise Adaptation (2023)</b></p> <p>Engage a consultant to assist the Town with the development of plans for the adaptation of local infrastructure to the impacts of sea level rise. The scope for the project will be developed in the last quarter of 2022, but no costs are anticipated until a consultant is selected in early 2023.</p>	<b>\$0 tax impact</b> (Reserve Funded)

**ONE-TIME REQUESTS – 2023 to 2026**

DEPARTMENT	DESCRIPTION OF REQUEST	AMOUNT
<p><b>Development Services</b></p>	<p><b>Zoning Bylaw Update (2023)</b>                      The Town’s Zoning Bylaw will have to be updated following completion of the current review of the Official Community Plan. Funding will be used for outside professional design consultants to assist with architectural and spatial analysis for each of the zones to be reviewed, as well as the production of graphics for inclusion in the final zoning bylaw. These graphics will be used to illustrate complex zoning concepts and make the document more user-friendly for the general public. Some of the funding will also be used toward public engagement activities (e.g. open houses, advertising and printing), legal review of the draft bylaw, and an environmental assessment of zones which fall under Environmentally Sensitive Areas as designated by the OCP.</p>	<p><b>\$35,000</b></p>
<p><b>Water</b></p>	<p><b>Emergency Water Supply Study (2023)</b>                      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><b>\$30,000</b>                      (\$0 tax impact - Water Fund)</p>
<p><b>Engineering</b></p>	<p><b>Pavement Condition Assessment (2026)</b>                      Undertake an updated assessment of the condition of the Town’s roads. This data will assist with prioritizing repairs and renewal of the Town’s road network.</p>	<p><b>\$10,000</b></p>

**ONGOING REQUESTS – 2023 to 2026**

<b>DEPARTMENT</b>	<b>DESCRIPTION OF REQUEST</b>	<b>AMOUNT</b>
<b>RCMP</b>	<p><b>RCMP Dispatch Services (2023)</b></p> <p>The Province has announced that they will no longer be paying for the costs of Police Dispatch services, starting with their 2022/23 fiscal year. A 3-year plan for downloading these costs to the benefitting police departments has been developed. The first year impact of \$92,000 is anticipated in 2023. Full cost will be approximately \$330,000, and is anticipated in the third year of implementation.</p>	<b>\$92,000</b>
<b>Public Works</b>	<p><b>Enhanced Public Washroom Maintenance (2023)</b></p> <p>With the completion of the waterfront washroom, which is to include Changing Places equipment, it is anticipated that additional maintenance, security and cleaning will be required.</p>	<b>\$10,000</b>
<b>Fire Department</b>	<p><b>Additional Full-time Firefighter (2024)</b></p> <p>Add an additional full-time firefighter to augment the Department’s capacity as population increases. The Town currently has four full-time firefighters, including two who are also fire inspectors. Additional firefighters will be required over time to supplement the Town’s dedicated volunteers.</p>	<b>\$120,000</b>
<b>Fire Department</b>	<p><b>Add 2<sup>nd</sup> Deputy Fire Chief (2025)</b></p> <p>Add a 2nd Deputy Chief to distribute the burden associated with managing a department of 35-40 full time and volunteer firefighters. The burden on the Chief and existing Deputy continues to increase as call volumes increase. A third Chief will help to ensure that senior Fire personnel are available at all times to lead incident response.</p>	<b>\$150,000</b>

**Town of Sidney  
2022-2026 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.

In order to ensure the financial sustainability of the Water Utility, a new water rate structure was implemented last year. The first year under the new rate structure produced the results we were expecting and hoping for. It appears that we are now collecting enough revenues each year to keep our Utility sustainable, regardless of the level of water consumption.

The only change to Water Rates for 2022 will be a slight increase to the Consumption Charge, to offset the rate increase for the purchase of bulk water from the CRD and Saanich Peninsula Water Commission.

## Town of Sidney 2022 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	2021 YTD Actual	Budget 2021	2022	2023	2024	2025	2026
<b>Other Revenue</b>							
TAXES	461,400.	460,000.	475,000.	484,500.	494,190.	504,074.	514,155.
FEES, RATES & SERVICE CHARGES	678,523.	597,000.	698,000.	711,960.	726,200.	740,725.	755,540.
RESERVE & INTERFUND TRANSFERS	4,779.	2,875.	41,200.	30,000.	.	.	.
OTHER REVENUE	6,133.	5,000.	5,000.	5,100.	5,202.	5,306.	5,412.
<b>Total Revenue before User Charges</b>	1,150,835.	1,064,875.	1,219,200.	1,231,560.	1,225,592.	1,250,105.	1,275,107.
<b>Operating Expenditures</b>							
PERSONNEL	306,172.	353,590.	360,090.	367,286.	374,628.	382,115.	389,754.
CONTRACTED SERVICES & EQUIPMENT	45,957.	60,043.	102,568.	82,395.	53,442.	54,510.	55,601.
MATERIALS, SUPPLIES & EQUIPMENT	1,476,905.	1,422,731.	1,472,731.	1,502,185.	1,532,227.	1,562,870.	1,594,126.
OTHER EXPENSES & ALLOCATIONS	241,305.	250,911.	254,291.	259,377.	264,565.	269,857.	275,253.
RESERVE & INTERFUND TRANSFERS	303,600.	303,600.	406,520.	424,857.	433,361.	442,037.	450,883.
<b>Total Expenditures</b>	2,373,939.	2,390,875.	2,596,200.	2,636,100.	2,658,223.	2,711,389.	2,765,617.
VARIABLE CHARGES	1,223,104.	1,326,000.	1,377,000.	1,404,540.	1,432,631.	1,461,284.	1,490,510.
Percentage Change			3.85%	2.00%	2.00%	2.00%	2.00%

<b>Town of Sidney 2022 Financial Plan: Function Summary</b>						
<b>FUND: Water Operating</b>						
<b>SUB-FUNCTION</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>	<b>2023 Net Budget</b>	<b>2024 Net Budget</b>	<b>2025 Net Budget</b>	<b>2026 Net Budget</b>
<b>Net Expenditures</b>						
<b>81000-Water General Revenue</b>	(2,263,096.)	(2,432,000.)	(2,480,640.)	(2,530,253.)	(2,580,859.)	(2,632,476.)
<i>change from prior year</i>		(168,904.)	(48,640.)	(49,613.)	(50,606.)	(51,617.)
<b>81020-Water Administration</b>	1,700,802.	1,766,482.	1,791,611.	1,827,444.	1,863,994.	1,901,274.
<i>change from prior year</i>		65,680.	25,129.	35,833.	36,550.	37,280.
<b>81030-Water Training</b>	16,571.	16,571.	16,903.	17,242.	17,587.	17,938.
<i>change from prior year</i>		.	332.	339.	345.	351.
<b>81050-Water Customer Billing &amp; Collection</b>	32,000.	32,000.	32,640.	33,293.	33,958.	34,638.
<i>change from prior year</i>		.	640.	653.	665.	680.
<b>81110-Water Main Flushing</b>	23,489.	23,489.	23,959.	24,438.	24,927.	25,426.
<i>change from prior year</i>		.	470.	479.	489.	499.
<b>81120-Water Valve Maintenance</b>	24,105.	24,105.	24,587.	25,079.	25,580.	26,092.
<i>change from prior year</i>		.	482.	492.	501.	512.
<b>81140-Water System Repairs</b>	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.
<b>81620-Water Buildings</b>	7,966.	8,270.	8,435.	8,604.	8,775.	8,951.
<i>change from prior year</i>		304.	165.	169.	171.	176.
<b>81630-Water Small Tools &amp; Safety Supplies</b>	5,513.	5,513.	5,618.	5,725.	5,834.	5,945.
<i>change from prior year</i>		.	105.	107.	109.	111.
<b>81635-Water Safety Equipment</b>	2,040.	2,040.	2,081.	2,123.	2,165.	2,208.
<i>change from prior year</i>		.	41.	42.	42.	43.
<b>81640-Water Equipment</b>	4,876.	4,876.	4,973.	5,073.	5,174.	5,278.
<i>change from prior year</i>		.	97.	100.	101.	104.
<b>81650-Water Vehicles &amp; Mobile Equipment</b>	15,418.	15,418.	15,726.	16,040.	16,360.	16,688.
<i>change from prior year</i>		.	308.	314.	320.	328.
<b>81710-Water Fiscal Services-Transfers</b>	303,600.	406,520.	424,857.	433,361.	442,037.	450,883.
<i>change from prior year</i>		102,920.	18,337.	8,504.	8,676.	8,846.
<b>Total Net Expenditures</b>	.	.	.	.	.	.
<i>change from prior year</i>		.	.	.	.	.

## 2021 to 2022 Revenue & Expenditure Comparison by Function

		2021 Budget			2022 Budget			Net	
Subfunction		Revenues	Expenses	Net	Revenues	Expenses	Net	Change	Comments
<b>81</b>	<b>Water Operating</b>								
	<b>81000</b> Water-General Revenue	2,263,096	-	(2,263,096)	2,432,000	-	(2,432,000)	(168,904)	Projected revenue increase
	<b>81020</b> Water-Administration	4,779	1,705,581	1,700,802	41,200	1,807,682	1,766,482	65,680	Bulk water
	<b>81030</b> Water-Training	-	16,571	16,571	-	16,571	16,571	-	
	<b>81050</b> Water-Customer Billing&Collect	-	32,000	32,000	-	32,000	32,000	-	
	<b>81110</b> Water-Flushing	-	23,489	23,489	-	23,489	23,489	-	
	<b>81120</b> Water-Valve Maintenance	-	24,105	24,105	-	24,105	24,105	-	
	<b>81140</b> Water-System Repairs	-	126,716	126,716	-	126,716	126,716	-	
	<b>81620</b> Water-Buildings	-	7,966	7,966	-	8,270	8,270	304	
	<b>81630</b> Water-Small Tools	-	5,513	5,513	-	5,513	5,513	-	
	<b>81635</b> Water Safety Equipment	-	2,040	2,040	-	2,040	2,040	-	
	<b>81640</b> Water-Equipment	-	4,876	4,876	-	4,876	4,876	-	
	<b>81650</b> Water-Vehicles	-	15,418	15,418	-	15,418	15,418	-	
	<b>81710</b> Water-Fiscal Services-Transfrs	-	303,600	303,600	-	406,520	406,520	102,920	Replenish Surplus
	<b>81910</b> Water-Service Connections	84,000	84,000	-	84,000	84,000	-	-	
	<b>81920</b> WO-New Water Meters	39,000	39,000	-	39,000	39,000	-	-	
<b>81</b>	<b>Water Operating</b>	<b>2,390,875</b>	<b>2,390,875</b>	<b>-</b>	<b>2,596,200</b>	<b>2,596,200</b>	<b>-</b>	<b>-</b>	

**Town of Sidney**  
**2022-2026 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 recently increased. Additional increases are likely in future, but have not yet been built into the budget, as we work to determine the correct amount.

The largest budgetary impact on the Sewer Operating fund for 2022 continues to be a CRD charge for a Residuals Treatment Facility for the disposal of bio solids. The Town has limited control over this new cost, which has resulted in a need to raise the user rates.

An increase to the Sewer User rate is likely for 2022; however, the exact amount is not yet known, as we anticipate a reduction to the CRD Residuals Treatment Facility charges when their budget is finalized. The Parcel Tax rates will remain as is. The rates will be as follows:

- 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 increase from \$7.90 per 1,000 gallons of water used, \$8.10.
- The minimum quarterly charge for Sewer will remain at \$25.

Now that the Water Rate structure review has been completed, the attention will shift to Sewer. We decided to postpone the review for at least a year, to determine if the new Water Rate structure produces the intended results. The Sewer review may not be completed until 2023.

## Town of Sidney 2022 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	2021 YTD Actual	Budget 2021	2022	2023	2024	2025	2026
<b>Other Revenue</b>							
TAXES	564,200.	570,000.	575,575.	587,087.	598,829.	610,806.	623,022.
FEES, RATES & SERVICE CHARGES	14,281.	35,500.	35,500.	36,210.	36,934.	37,673.	38,426.
RESERVE & INTERFUND TRANSFERS	3,779.	203,779.	209,983.	193,359.	168,158.	173,071.	178,204.
OTHER REVENUE	6,571.	4,725.	5,000.	5,100.	5,202.	5,306.	5,412.
<b>Total Revenue before User Charges</b>	588,831.	814,004.	826,058.	821,756.	809,123.	826,856.	845,064.
<b>Operating Expenditures</b>							
PERSONNEL	275,372.	297,514.	309,014.	314,888.	305,880.	311,989.	318,219.
CONTRACTED SERVICES & EQUIPMENT	1,762,864.	1,777,625.	1,917,706.	1,924,224.	1,962,698.	2,001,941.	2,041,970.
MATERIALS, SUPPLIES & EQUIPMENT	96,503.	107,963.	107,963.	109,823.	96,719.	98,652.	100,623.
OTHER EXPENSES & ALLOCATIONS	75,519.	85,102.	97,275.	99,221.	101,206.	103,230.	105,295.
RESERVE & INTERFUND TRANSFERS	345,800.	345,800.	344,100.	362,600.	371,400.	380,400.	389,700.
<b>Total Expenditures</b>	2,556,058.	2,614,004.	2,776,058.	2,810,756.	2,837,903.	2,896,212.	2,955,807.
USER CHARGES	1,967,227.	1,800,000.	1,950,000.	1,989,000.	2,028,780.	2,069,356.	2,110,743.
Percentage Change			8.33%	2.00%	2.00%	2.00%	2.00%

<b>Town of Sidney 2022 Financial Plan: Function Summary</b>						
<b>FUND: Sewer Operating</b>						
<b>SUB-FUNCTION</b>	<b>2021 Net Budget</b>	<b>2022 Net Budget</b>	<b>2023 Net Budget</b>	<b>2024 Net Budget</b>	<b>2025 Net Budget</b>	<b>2026 Net Budget</b>
<b>Net Expenditures</b>						
<b>82000-Sewer General Revenue</b>	(2,574,725.)	(2,699,358.)	(2,774,546.)	(2,800,969.)	(2,858,539.)	(2,917,381.)
<i>change from prior year</i>		(124,633.)	(75,188.)	(26,423.)	(57,570.)	(58,842.)
<b>82020-Sewer Administration</b>	206,806.	231,514.	225,934.	230,442.	235,039.	239,730.
<i>change from prior year</i>		24,708.	(5,580.)	4,508.	4,597.	4,691.
<b>82030-Sewer Training</b>	16,657.	16,657.	16,990.	17,330.	17,677.	18,031.
<i>change from prior year</i>		.	333.	340.	347.	354.
<b>82050-Sewer Customer Billing &amp; Collection</b>	5,116.	5,116.	5,218.	5,322.	5,428.	5,536.
<i>change from prior year</i>		.	102.	104.	106.	108.
<b>82110-Sewer Preventative Maintenance</b>	30,642.	35,642.	36,356.	37,084.	37,826.	38,583.
<i>change from prior year</i>		5,000.	714.	728.	742.	757.
<b>82120-Sewer System Repairs</b>	72,463.	77,463.	79,012.	80,592.	82,203.	83,846.
<i>change from prior year</i>		5,000.	1,549.	1,580.	1,611.	1,643.
<b>82130-Inflow &amp; Infiltration</b>	87,121.	87,121.	88,264.	59,430.	60,618.	61,830.
<i>change from prior year</i>		.	1,143.	(28,834.)	1,188.	1,212.
<b>82210-Preventative Mtce-Lift Stations</b>	64,029.	65,007.	66,306.	67,633.	68,985.	70,365.
<i>change from prior year</i>		978.	1,299.	1,327.	1,352.	1,380.
<b>82220-Repairs - Lift Stations</b>	33,964.	33,964.	34,644.	35,337.	36,044.	36,765.
<i>change from prior year</i>		.	680.	693.	707.	721.
<b>82610-Sewer Yards &amp; Grounds</b>	1,362.	1,362.	1,389.	1,417.	1,445.	1,473.
<i>change from prior year</i>		.	27.	28.	28.	28.
<b>82630-Sewer Small Tools &amp; Safety Supplies</b>	6,184.	6,184.	6,301.	6,420.	6,542.	6,665.
<i>change from prior year</i>		.	117.	119.	122.	123.
<b>82640-Sewer Equipment</b>	7,481.	7,481.	7,630.	7,782.	7,938.	8,096.
<i>change from prior year</i>		.	149.	152.	156.	158.
<b>82650-Sewer Vehicles &amp; Mobile Equipment</b>	42,825.	43,325.	44,192.	45,075.	45,976.	46,894.
<i>change from prior year</i>		500.	867.	883.	901.	918.
<b>82710-Sewer Fiscal Services - Transfers</b>	2,000,075.	2,088,522.	2,162,310.	2,207,105.	2,252,819.	2,299,568.
<i>change from prior year</i>		88,447.	73,788.	44,795.	45,714.	46,749.
<b>Total Net Expenditures</b>	.	.	.	.	.	.
<i>change from prior year</i>		.	.	.	.	.

## 2021 to 2022 Revenue & Expenditure Comparison by Function

Subfunction		2021 Budget			2022 Budget			Net Change	Comments
		Revenues	Expenses	Net	Revenues	Expenses	Net		
<b>82</b>	<b>Sewer Operating</b>								
	<b>82000</b> Sewer-General revenue	2,574,725	-	(2,574,725)	2,699,358	-	(2,699,358)	(124,633)	Rate increases
	<b>82020</b> Sewer-Administration	3,779	210,585	206,806	41,200	272,714	231,514	24,708	
	<b>82030</b> Sewer-Training	-	16,657	16,657	-	16,657	16,657	-	
	<b>82050</b> Sewer-Customer Billing&Collect	-	5,116	5,116	-	5,116	5,116	-	
	<b>82110</b> Sewer-Preventative Maintenance	-	30,642	30,642	-	35,642	35,642	5,000	Supplemental
	<b>82120</b> Sewer-Repairs	-	72,463	72,463	-	77,463	77,463	5,000	Supplemental
	<b>82130</b> Sewer-Inflow & Infiltration	-	87,121	87,121	-	87,121	87,121	-	
	<b>82210</b> Sewer-Lift Statn Prevnt Maint	-	64,029	64,029	-	65,007	65,007	978	
	<b>82220</b> Sewer-Lift Station Repairs	-	33,964	33,964	-	33,964	33,964	-	
	<b>82610</b> Sewer-Yards & Grounds	-	1,362	1,362	-	1,362	1,362	-	
	<b>82630</b> Sewer-Small Tools	-	6,184	6,184	-	6,184	6,184	-	
	<b>82640</b> Sewer-Equipment	-	7,481	7,481	-	7,481	7,481	-	
	<b>82650</b> Sewer-Vehicles	-	42,825	42,825	-	43,325	43,325	500	
	<b>82710</b> Sewer-Fiscal Services-Tranfrs	-	2,000,075	2,000,075	-	2,088,522	2,088,522	88,447	Residuals Treatment Facility (RTF)
	<b>82910</b> Connections	32,000	32,000	-	32,000	32,000	-	-	
	<b>82920</b> Summergate Lift	3,500	3,500	-	3,500	3,500	-	-	
<b>82</b>	<b>Sewer Operating</b>	<b>2,614,004</b>	<b>2,614,004</b>	<b>-</b>	<b>2,776,058</b>	<b>2,776,058</b>	<b>-</b>	<b>-</b>	

## **CAPITAL BUDGETS**

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

Capital expenditures are funded from a variety of sources, including internal reserves, grants, borrowing, and a 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 2022-2026 Financial Plan:

- 5-year listing of all projects to be undertaken.
- Capital projects by year for 2022; shows total cost for the year, as well as the funding sources.
- Brief descriptions of all 2022 capital projects.

## 5 Year Capital Project Listing

Project	Description	2022	2023	2024	2025	2026
<b>General</b>						
ADM-08-001	Annual Workspace Efficiency Upgrades	10,000	5,000	5,000	5,000	5,000
ADM-22-001	Asset Management Plan	80,000	110,000	65,000	-	-
COM-08-003	Computer Replacement Plan	475,000	75,000	55,000	175,000	220,000
COM-09-003	Computer Equipment Fund	5,000	5,000	5,000	5,000	5,000
PLA-21-002	Tempest - Licensing eBilling	16,155	-	-	-	-
POL-09-005	RCMP Furnishings	10,000	10,000	10,000	10,000	10,000
POL-19-001	RCMP Interior Painting	-	-	-	50,000	-
POL-19-002	RCMP Kitchen Upgrades	-	15,000	-	-	-
POL-20-003	RCMP Window Replacement	-	30,000	-	-	-
POL-20-004	RCMP Cell/Interview Room Renovations	60,000	-	-	-	-
POL-21-001	RCMP Internal Door Security	30,000	-	-	-	-
POL-21-003	RCMP Flooring Replacement	30,000	-	-	-	-
POL-22-001	RCMP Miscellaneous Security Upgrades	-	50,000	50,000	50,000	50,000
POL-22-002	RCMP Air Handling Unit	-	-	120,000	-	-
FIR-08-003	Fire Department Equipment	26,750	26,750	26,750	26,750	26,750
FIR-08-004	Fire Vehicle Replacement Plan	1,300,000	170,000	-	-	175,000
FIR-17-008	CSB Easement Access	33,333	-	-	-	-
FIR-21-002	Fire Dept. In Station Alerting	16,750	-	-	-	-
FIR-22-001	Manual Gantry and 35' Ladder for Squad #1	-	16,500	-	-	-
DNP-13-002	Ferry Terminal Marine Structures	330,000	-	-	-	110,000
DNP-13-003	Ferry Terminal Building Improvements	320,000	700,000	100,000	-	-
DNP-15-001	Bevan Fishing Pier Rehabilitation	300,000	-	-	-	650,000
DNP-21-001	Tulista Boat Launch Float Replacement	64,200	-	-	-	-
DNP-22-001	Griffith Wharf Removal	-	50,000	-	-	-
ENG-08-003	Engineering Equipment	7,700	4,500	4,500	4,500	4,500
ENG-15-001	DCC Bylaw	10,000	-	-	-	-
DRA-13-001	Infra Plan-Patricia Place Storm	10,000	-	-	-	-
DRA-17-001	Town Hall Foundation Drainage	-	-	100,000	-	-
DRA-18-003	Infra Plan-McDonald Park Rd Storm	-	-	349,000	-	-
DRA-20-002	Infra Plan-Allbay Rd Drainage, 10382 Allbay Rd to Resthaven Dr	86,000	-	-	-	-
DRA-20-003	Infra Plan-Fire Lane #4 Drainage, McDonald Park Rd-East	-	-	149,400	-	-
DRA-20-004	Infra Plan-James White Drainage, Seventh St to Swiftsure PI	-	-	1,027,100	-	-
DRA-21-001	Infra Plan Melville Park, From DMH450 to 10259	10,000	-	-	-	-
DRA-22-001	Infra Plan Drainage Bowden Rd from Allbay Rd to End	17,200	97,300	-	-	-

### 5 Year Capital Project Listing (continued)

Project	Description	2022	2023	2024	2025	2026
<b>General</b>						
DRA-22-002	Infra Plan Drainage Galaran Rd, from Henry Ave to Mills Rd	305,200	-	-	-	-
DRA-22-003	Infra Plan Drainage Harbour Rd, from 10425 Harbour Rd to Resthave	30,900	-	-	-	-
PRK-08-005	Parks Equipment	10,000	10,000	10,000	10,000	10,000
PRK-08-008	Parks Vehicles	65,000	67,000	138,500	70,000	20,000
PRK-15-009	Totem Park-Refurbish Totem Pole	-	20,000	-	-	-
PRK-16-010	Rotary Park Irrigation Replacement	65,000	30,000	-	-	-
PRK-17-002	Melville Park Path-Resurface Overlay	20,000	-	-	-	-
PRK-17-005	Fifth Street Medians Landscaping	25,000	25,000	-	-	-
PRK-17-006	Tulista Park Sidewalk Improvements	15,000	-	-	-	-
PRK-18-013	Skatepark Improvements	6,426	-	-	-	-
PRK-19-001	Rathdown Park Improvements	37,000	-	180,000	-	-
PRK-19-005	Mermaid Park- Playground Equipment	-	60,000	-	-	-
PRK-19-008	Eastview Park Improvements	-	-	-	100,000	-
PRK-20-003	Annual Tree Planting Program	20,000	20,000	20,000	20,000	20,000
PRK-20-004	Sculpture Purchases	15,000	15,000	15,000	15,000	15,000
PRK-21-001	Pickleball Courts	250,000	-	-	-	-
PRK-21-004	Tree Guards	10,000	10,000	10,000	10,000	10,000
PRK-22-001	Wellness Park Resurfacing	50,000	-	-	-	-
PRK-22-002	Waterfront Walkway Wooden Retaining Walls Replacement	20,000	-	-	-	-
PRK-22-003	Reay Creek Park Improvements & KELSEY Interpretive Sign	40,000	-	-	-	-
PRK-23-001	Brethour Park Design	-	30,000	-	-	-
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	70,000	465,000	130,000	145,000	-
PWG-16-003	Public Works Administration Building Design	25,000	-	-	-	-
PWG-16-006	Small Packer-Garbage Truck	-	-	100,000	-	-
PWG-17-003	Public Works Wash Bay	100,000	-	-	-	-
PWG-17-004	Wheel Loader	-	160,000	-	-	-
PWG-17-017	Replace Fourth St. Washrooms	100,000	-	-	-	-
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-20-002	Waterfront Public Washrooms	430,000	-	-	-	-

## 5 Year Capital Project Listing (continued)

Project	Description	2022	2023	2024	2025	2026
<b>General</b>						
PWG-20-006	Downtown Garbage Containers	5,000	5,000	5,000	5,000	5,000
PWG-21-001	Tourist Info Centre Roof Replacement	38,000	-	-	-	-
PWG-22-001	Tulista ArtSea Post Replacement	10,000	-	-	-	-
PWG-25-001	Town Hall Boiler Replacement	-	-	-	75,000	-
RDS-08-010	Downtown Street Lighting	30,000	30,000	30,000	30,000	30,000
RDS-12-011	Infrastructure Plan Projects Years 2-5	-	44,900	52,400	286,700	204,700
RDS-15-006	Infra Plan-Seventh Street Sidewalk, from Brethour Ave to Henry Ave	-	27,600	-	-	-
RDS-15-008	McDonald Park Road Sidewalk	-	-	-	24,700	-
RDS-16-001	Beacon Ave Curb Returns	45,000	22,500	-	-	-
RDS-16-030	Hydro Box Revitalization	5,000	5,000	5,000	5,000	5,000
RDS-18-009	Bike Path West Side of Highway	154,000	-	660,000	-	-
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	Infra Plan-Galaran Sidewalk, Curb, Paving	25,000	1,382,200	-	-	-
RDS-19-002	Canora Rd Improvements, Ocean Ave - Summergate Blvd	-	-	-	274,600	451,100
RDS-19-012	Infra Plan Sidewalk, Curb, Paving – Malaview from 3rd to 5th	-	-	396,100	-	-
RDS-19-013	Seaport Place Traffic Circle Improvements	40,000	-	-	-	-
RDS-19-015	Expand Tulista Parking Lot	-	-	-	-	75,000
RDS-19-017	Infra Plan-McDonald Park-Fire Lane#2-Pat Bay Hwy	-	-	-	921,700	-
RDS-20-002	Eighth Street Sidewalk Extension	122,000	-	-	-	-
RDS-20-003	North-south Bike Lanes	80,000	300,000	-	-	-
RDS-21-001	Ardwell-Resthaven-East Paving	50,000	-	-	-	-
RDS-21-002	Infra Plan Henry, Fifth St to Fourth St	189,000	-	-	-	-
RDS-21-006	Eastview and Bevan sidewalk repair	46,800	-	-	-	-
RDS-21-009	James White-Pat Bay Hwy to Corner	103,200	-	626,400	-	-
RDS-21-010	Speed Reader Signs	25,000	-	-	-	-
RDS-22-001	Infra Plan Curb/Sidewalk on Brethourpark Way, from Canora to Wax	85,600	-	-	-	-
RDS-22-002	Infra Plan Seventh St, from James White	396,200	-	-	-	-
RDS-22-003	Infra Plan Third St, from Malaview to Amelia	110,300	-	-	-	-
RDS-22-004	Infra Plan Pave 9843 Fourth St Parking Lot C	100,000	-	-	-	-
RDS-22-005	Infra Plan New Sidewalk Third St, from 9875 Third	6,600	-	-	-	-
RDS-22-006	Pedestrian Crossings	15,000	15,000	15,000	15,000	15,000
RDS-22-008	Bike Racks	5,000	-	-	-	-
RDS-22-009	Convert Temp. SW to Permanent on Beacon between First and Sec	30,000	-	-	-	-

## 5 Year Capital Project Listing (continued)

Project	Description	2022	2023	2024	2025	2026
<b>General</b>						
RDS-22-010	Infra Plan Paving Tulista Boat Trailer Lot-9565 Fifth St	-	-	68,900	-	-
RDS-22-011	Survey Monument Replacement and Maintenance	10,000	10,000	10,000	10,000	10,000
RDS-23-001	First St Beautification	-	500,000	-	-	-
RDS-23-002	Fifth St. Sidewalk-Iroquois Park to South	-	75,000	-	-	-
TRN-15-001	Bus Stop Improvements	5,000	-	-	-	-
SNR-17-001	Seniors Centre Flooring	5,000	15,000	-	-	-
SNR-21-001	Seniors Centre Kitchen Equipment	30,000	-	-	-	-
		<b>6,787,314</b>	<b>4,802,250</b>	<b>4,602,050</b>	<b>2,406,950</b>	<b>2,270,050</b>
<b>Water</b>						
WAT-08-001	Water Equipment	10,000	10,000	10,000	10,000	10,000
WAT-12-003	Infrastructure Plan Projects Years 2-5	-	-	291,600	273,600	292,300
WAT-15-001	Hydrant Upgrades	10,000	10,000	10,000	10,000	10,000
WAT-17-001	Meter Replacement Program	233,000	100,000	100,000	100,000	100,000
WAT-20-001	Lochside Watermain Replacement	300,000	250,000	-	-	-
WAT-20-002	Infra Plan Water-Amelia Ave, Bowerbank Rd-Pleasant St	234,500	-	-	-	-
WAT-21-002	Infra Plan Henry, from Seventh to the West	57,800	-	-	-	-
WAT-21-003	Infra Plan Swiftsure Pl, James White to Corner	3,355	73,500	-	-	-
WAT-22-001	Infra Plan Water-Galaran Rd, from Mills Rd to FH220	78,200	-	-	-	-
WAT-22-002	Infra Plan Water-Harbour Rd, from Bowden Rd to the North	149,600	-	-	-	-
		<b>1,076,455</b>	<b>443,500</b>	<b>411,600</b>	<b>393,600</b>	<b>412,300</b>
<b>Sewer</b>						
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 Years 2-5	-	219,600	93,800	155,700	-
SEW-15-001	Pump Station Spare Pump	20,000	-	-	-	-
SEW-16-001	Access Hatches-Pump Stations	59,000	20,000	20,000	20,000	20,000
SEW-18-003	Infra Plan Sewer-Harbour Pump Station	50,000	-	-	560,000	-
SEW-19-002	Infra Plan Sewer-Rothesay Pump Station	61,800	-	-	-	-
SEW-20-001	SCADA System Improvements	60,000	-	-	-	-
SEW-20-002	Infra Plan-James White Sewer, Seventh St to James White West	23,850	135,200	581,200	-	-
SEW-20-003	Infra Plan Sewer-Amelia Ave, Almond St to Melissa St	7,300	-	-	-	-
SEW-22-001	Infra Plan Sewer Frost Ave, Pat Bay Hwy from SMH21 to SMH 22	22,900	129,800	-	-	-
SEW-22-002	Infra Plan Sewer Mills Rd, Pat Bay Hwy from SMH309 to SMH310	25,920	146,900	-	-	-
SEW-22-003	Infra Plan Sewer Weiler Ave, Pat Bay Hwy from SMH86 to SMH87	22,110	125,300	-	-	-
		<b>837,880</b>	<b>816,800</b>	<b>705,000</b>	<b>745,700</b>	<b>30,000</b>
		<b>8,701,649</b>	<b>6,062,550</b>	<b>5,718,650</b>	<b>3,546,250</b>	<b>2,712,350</b>

## 2022 Capital Projects with Funding Sources

Project	Description	Budget	Funding Sources							Total Funding
			Property	RFFC	Reserves	Grants	Debt	Surplus	Fees/ Other	
			Tax							
ADM-08-001	Annual Workspace Efficiency Upgrades	10,000	6,650	3,350	-					10,000
ADM-22-001	Asset Management Plan	80,000			70,000	10,000				80,000
COM-08-003	Computer Replacement Plan	475,000			475,000					475,000
COM-09-003	Computer Equipment Fund	5,000		5,000	-					5,000
PLA-21-002	Tempest - Licensing eBilling	16,155	5,000	11,155	-					16,155
POL-09-005	RCMP Furnishings	10,000		6,460	-				3,540	10,000
POL-20-004	RCMP Cell/Interview Room Renovations	60,000		28,642	-				31,358	60,000
POL-21-001	RCMP Internal Door Security	30,000		14,321	-				15,679	30,000
POL-21-003	RCMP Flooring Replacement	30,000		14,321	-				15,679	30,000
FIR-08-003	Fire Department Equipment	26,750	20,000	6,750	-					26,750
FIR-08-004	Fire Vehicle Replacement Plan	1,300,000			1,300,000					1,300,000
FIR-17-008	CSB Easement Access	33,333			33,333					33,333
FIR-21-002	Fire Dept. In Station Alerting	16,750	16,750		-					16,750
DNP-13-002	Ferry Terminal Marine Structures	330,000			330,000					330,000
DNP-13-003	Ferry Terminal Building Improvements	320,000			320,000					320,000
DNP-15-001	Bevan Fishing Pier Rehabilitation	300,000			300,000					300,000
DNP-21-001	Tulista Boat Launch Float Replacement	64,200			20,000			44,200		64,200
ENG-08-003	Engineering Equipment	7,700	4,500	3,200	-					7,700
ENG-15-001	DCC Bylaw	10,000			10,000					10,000
DRA-13-001	Infra Plan-Patricia Place Storm	10,000			10,000					10,000
DRA-20-002	Infra Plan-Allbay Rd Drainage, 10382 Allbay Rd to Resthaven Dr	86,000			86,000					86,000
DRA-21-001	Infra Plan Melville Park, From DMH450 to 10259	10,000			10,000					10,000
DRA-22-001	Infra Plan Drainage Bowden Rd from Allbay Rd to End	17,200			17,200					17,200
DRA-22-002	Infra Plan Drainage Galaran Rd, from Henry Ave to Mills Rd	305,200			305,200					305,200
DRA-22-003	Infra Plan Drainage Harbour Rd, from 10425 Harbour Rd to Resthaven I	30,900			30,900					30,900
PRK-08-005	Parks Equipment	10,000	8,500	1,500	-					10,000
PRK-08-008	Parks Vehicles	65,000			65,000					65,000
PRK-16-010	Rotary Park Irrigation Replacement	65,000	15,500	17,000	-				32,500	65,000
PRK-17-002	Melville Park Path-Resurface Overlay	20,000			20,000					20,000
PRK-17-005	Fifth Street Medians Landscaping	25,000	8,500	16,500	-					25,000
PRK-17-006	Tulista Park Sidewalk Improvements	15,000			15,000					15,000
PRK-18-013	Skatepark Improvements	6,426		1,426	-				5,000	6,426

## 2022 Capital Projects with Funding Sources

Project	Description	Budget	Funding Sources							Total Funding
			Property Tax	RFFC	Reserves	Grants	Debt	Surplus	Fees/Other	
					-					
PRK-19-001	Rathdown Park Improvements	37,000			27,000				10,000	37,000
PRK-20-003	Annual Tree Planting Program	20,000	5,500	4,500	-				10,000	20,000
PRK-20-004	Sculpture Purchases	15,000			7,500				7,500	15,000
PRK-21-001	Pickleball Courts	250,000		5,000	120,000				125,000	250,000
PRK-21-004	Tree Guards	10,000	1,500	3,500	-				5,000	10,000
PRK-22-001	Wellness Park Resurfacing	50,000			25,000	25,000				50,000
PRK-22-002	Waterfront Walkway Wooded Retaining Walls Replacement	20,000	20,000		-					20,000
PRK-22-003	Reay Creek Park Improvements & KELSET Interpretive Sign	40,000			40,000					40,000
PWG-08-005	Underground Wiring	20,000		20,000	-					20,000
PWG-08-011	Green Technology Applications	10,000			10,000					10,000
PWG-09-002	Public Works Equipment	10,000	10,000		-					10,000
PWG-09-003	Transportation Vehicles	70,000			70,000					70,000
PWG-16-003	Public Works Administration Building Design	25,000		25,000	-					25,000
PWG-17-003	Public Works Wash Bay	100,000			100,000					100,000
PWG-17-017	Replace Fourth St. Washrooms	100,000		5,000	95,000					100,000
PWG-19-001	Annual Workspace Efficiency-Public Works/Parks	3,000		3,000	-					3,000
PWG-20-002	Waterfront Public Washrooms	430,000			430,000					430,000
PWG-20-006	Downtown Garbage Containers	5,000	5,000		-					5,000
PWG-21-001	Tourist Info Centre Roof Replacement	38,000			38,000					38,000
PWG-22-001	Tulista ArtSea Post Replacement	10,000	10,000		-					10,000
RDS-08-010	Downtown Street Lighting	30,000		30,000	-					30,000
RDS-16-001	Beacon Ave Curb Returns	45,000		45,000	-					45,000
RDS-16-030	Hydro Box Revitalization	5,000			5,000					5,000
RDS-18-009	Bike Path West Side of Highway	154,000			154,000					154,000
RDS-18-015	Street Light Replacement	20,000	5,000		15,000					20,000
RDS-18-016	Infra Plan-Galaran Sidewalk, Curb, Paving	25,000			25,000					25,000
RDS-19-013	Seaport Place Traffic Circle Improvements	40,000			40,000					40,000
RDS-20-002	Eighth Street Sidewalk Extension	122,000			122,000					122,000
RDS-20-003	North-south Bike Lanes	80,000			80,000					80,000
RDS-21-001	Ardwell-Resthaven-East Paving	50,000			50,000					50,000
RDS-21-002	Infra Plan Henry, Fifth St to Fourth St	189,000			174,960				14,040	189,000
RDS-21-006	Eastview and Bevan sidewalk repair	46,800			46,800					46,800
RDS-21-009	James White-Pat Bay Hwy to Corner	103,200			103,200					103,200
RDS-21-010	Speed Reader Signs	25,000		20,000	-	5,000				25,000
RDS-22-001	Infra Plan Curb/Sidewalk on Brethourpark Way, from Canora to Waxwir	85,600			85,600					85,600

## 2022 Capital Projects with Funding Sources

Project	Description	Budget	Funding Sources							Total Funding
			Property Tax	RFFC	Reserves	Grants	Debt	Surplus	Fees/ Other	
RDS-22-002	Infra Plan Seventh St, from James White	396,200			396,200					396,200
RDS-22-003	Infra Plan Third St, from Malaview to Amelia	110,300			110,300					110,300
RDS-22-004	Infra Plan Pave 9843 Fourth St Parking Lot C	100,000			100,000					100,000
RDS-22-005	Infra Plan New Sidewalk Third St, from 9875 Third	6,600			6,600					6,600
RDS-22-006	Pedestrian Crossings	15,000			15,000					15,000
RDS-22-008	Bike Racks	5,000			5,000					5,000
RDS-22-009	Convert Temp. SW to Permanent on Beacon between First and Second	30,000			30,000					30,000
RDS-22-011	Survey Monument Replacement and Maintenance	10,000	10,000		-					10,000
TRN-15-001	Bus Stop Improvements	5,000		5,000	-					5,000
SNR-17-001	Seniors Centre Flooring	5,000			5,000					5,000
SNR-21-001	Seniors Centre Kitchen Equipment	30,000			30,000					30,000
		<b>6,787,314</b>	<b>152,400</b>	<b>295,625</b>	<b>5,979,793</b>	<b>40,000</b>	<b>-</b>	<b>44,200</b>	<b>275,296</b>	<b>6,787,314</b>
<b>Water</b>										
WAT-08-001	Water Equipment	10,000	4,700	5,300	-					10,000
WAT-15-001	Hydrant Upgrades	10,000		1,000	9,000					10,000
WAT-17-001	Meter Replacement Program	233,000			233,000					233,000
WAT-20-001	Lochside Watermain Replacement	300,000			286,700					286,700
WAT-20-002	Infra Plan Water-Amelia Ave, Bowerbank Rd-Pleasant St	234,500			222,000					222,000
WAT-21-002	Infra Plan Henry, from Seventh to the West	57,800			57,800					57,800
WAT-21-003	Infra Plan Swiftsure PI, James White to Corner	3,355			3,355					3,355
WAT-22-001	Infra Plan Water-Galaran Rd, from Mills Rd to FH220	78,200			78,200					78,200
WAT-22-002	Infra Plan Water-Harbour Rd, from Bowden Rd to the North	149,600			149,600					149,600
		<b>1,076,455</b>	<b>4,700</b>	<b>6,300</b>	<b>1,039,655</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,050,655</b>
<b>Sewer</b>										
SEW-08-001	Sewer Equipment	10,000		10,000	-					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	59,000	20,000	39,000	-					59,000
SEW-18-003	Infra Plan Sewer-Harbour Pump Station	50,000		15,900	2,300		31,800			50,000
SEW-19-002	Infra Plan Sewer-Rothesay Pump Station	61,800			61,800					61,800
SEW-20-001	SCADA System Improvements	60,000		60,000	-					60,000
SEW-20-002	Infra Plan-James White Sewer, Seventh St to James White West	23,850			23,850					23,850
SEW-20-003	Infra Plan Sewer-Amelia Ave, Almond St to Melissa St	7,300			7,300					7,300
SEW-22-001	Infra Plan Sewer Frost Ave, Pat Bay Hwy from SMH21 to SMH 22	22,900			22,900					22,900
SEW-22-002	Infra Plan Sewer Mills Rd, Pat Bay Hwy from SMH309 to SMH310	25,920			25,920					25,920
SEW-22-003	Infra Plan Sewer Weiler Ave, Pat Bay Hwy from SMH86 to SMH87	22,110			22,110					22,110
		<b>837,880</b>	<b>20,000</b>	<b>144,900</b>	<b>641,180</b>	<b>-</b>	<b>-</b>	<b>31,800</b>	<b>-</b>	<b>837,880</b>
		<b>8,701,649</b>	<b>177,100</b>	<b>446,825</b>	<b>7,660,628</b>	<b>40,000</b>	<b>-</b>	<b>76,000</b>	<b>275,296</b>	<b>8,675,849</b>

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
ADM-08-001	Annual Workspace Efficiency Upgrades	Annual budget to provide for occasional replacement and improvement of workspaces. Additional funding required for 2022 to follow up on recommendations from a recent ergonomic assessment.	10,000
ADM-22-001	Asset Management Plan	Develop formal Asset Management Plan and implement additional asset management software to improve infrastructure planning process for the Town. This will improve the Town's ability to use a corridor approach when planning asset replacements and determine more accurate estimates for annual funding required to renew infrastructure.	80,000
COM-08-003	Computer Replacement Plan	A plan for the replacement of the Town's Computer Equipment and Printers. The plan, outlined in Policy #FN-015, covers replacement of existing equipment only. Purchases of new equipment must be budgeted for separately, including the cost of software and licensing.	475,000
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.	5,000
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.	330,000
DNP-13-003	Ferry Terminal Building Improvements	Site and building improvements at the Sidney International Ferry Terminal. The major upcoming project is the replacement of the U.S. Customs Building, for conformance with new standards imposed under a Pre-clearance agreement.	320,000
DNP-21-001	Tulista Boat Launch Float Replacement	Replacement of the existing Tulista Boat launch floats with encapsulated foam floats.	64,200

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
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. While the project is substantially complete, a small remainder is being carried forward for final details that may arise in 2022.	10,000
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	86,000
DRA-21-001	Infra Plan Melville Park, From DMH450 to 10259	Replacement of 86m of storm main pipe in Melville Park, From DMH450 to 10259. While the project is substantially complete, a small remainder is being carried forward for final details that may arise in 2022.	10,000
DRA-22-001	Infra Plan Drainage Bowden Rd from Allbay Rd to End	Replacement of 55.6m of storm main pipe on Bowden Rd from Allbay Rd to End	17,200
DRA-22-002	Infra Plan Drainage Galaran Rd, from Henry Ave to Mills Rd	Replacement of 92.1m of storm main pipe and ditch fill 252.7m on Galaran Rd, from Henry Ave to Mills Rd	305,200
DRA-22-003	Infra Plan Drainage Harbour Rd, from 10425 Harbour Rd to Resthaven Dr.	Replacement of 18.7m of storm main pipe on Harbour Rd, from 10425 Harbour Rd to Resthaven Dr.	30,900
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.	7,700
ENG-15-001	DCC Bylaw	To update the Town's DCC Bylaw, which will allow for recovery of certain development-related costs associated with infrastructure upgrades.	10,000

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
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.	26,750
FIR-08-004	Fire Vehicle Replacement Plan	To provide for the timely replacement of Fire Vehicles, as per Council Policy FN-019: Vehicle Replacement Plan – Fire Department. The Town's ladder truck is the next major replacement; this is expected to occur over the next two years.	1,300,000
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. The 2022 payment will conclude the arrangement.	33,333
FIR-21-002	Fire Dept. In Station Alerting	In Station Alerting permits paging tones and radio communications to be broadcast throughout the fire station. This capability is standard in most if not all fire stations constructed in the last 20 years.	16,750
PLA-21-002	Tempest - Licensing eBilling	Paired with the MyCity web application, the eBilling module for the Licensing system facilitates electronic bill generation, email delivery, and web access to current and historical notices. Notice formatting can be modeled on existing layouts and customized to include enhancements that are cost-prohibitive for printed bills, such as full colour. The module may not be required if Council decides to institute a permanent business licence.	16,155
POL-09-005	RCMP Furnishings	Required replacement of old workstations and chairs for ergonomic, configuration and productivity purposes.	10,000
POL-20-004	RCMP Cell/Interview Room Renovations	Modifications to the cells and the interview room to meet current RCMP standards.	60,000

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
POL-21-001	RCMP Internal Door Security	Improve internal security at the Sidney/North Saanich RCMP Detachment through the installation of a secure access card system.	30,000
POL-21-003	RCMP Flooring Replacement	Replace carpeting and other flooring in RCMP Building due to wear and tear.	30,000
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.	65,000
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.	65,000
PRK-17-002	Melville Park Path-Resurface Overlay	Existing asphalt path is cracked and requires an overlay.	20,000
PRK-17-005	Fifth Street Medians Landscaping	Replacing existing rock in the Fifth St. medians, which is heavily infested with weeds, with new filter cloth and lava rock. Material costs in 2021 were higher than expected, so project is being phased over two years. The 2022 phase will include refreshing the median immediately north of Ocean Ave. on Fifth St.	25,000
PRK-17-006	Tulista Park Sidewalk Improvements	Raise grade, widen and improve sidewalk at Tulista Park to prevent winter flooding. The project is substantially complete; a small amount is being carried forward for final details.	15,000

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
PRK-18-013	Skatepark Improvements	Ongoing improvements to the area surrounding the Tulista Skate Park, including seating, picnic tables and tree planting. Funded by donations from the Kiwanis Club of Sidney, who have already raised \$10,000 for improvements, and may continue fundraising in the future.	6,426
PRK-19-001	Rathdown Park Improvements	Phased redevelopment of Rathdown Park, as identified in Parks Master Plan and subsequent conceptual designs. In 2020, the work featured playground design and installation. The final phase in 2024 will be the installation of a sports court.	37,000
<del>PRK-20-002</del>	<del>Resthaven Off-Leash Dog Park</del>	<del>Install fully fenced off-leash dog park in Resthaven Park. Public engagement occurred in 2021.</del> <b>Cancelled following public consultation.</b>	40,000
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. Funding will be used to water trees planted under this program during summer months for 3-5 years, or until the trees are established.	20,000
PRK-20-004	Sculpture Purchases	Acquisition of artworks along the Town's Sculpture Walk.	15,000
PRK-21-001	Pickleball Courts	Design and construct up to four pickleball courts. A 2022 construction timeframe is aggressive for this project, and, if all parties agree to an approach, a 2023 construction period if more likely.	250,000
PRK-21-004	Tree Guards	Purchase and install steel tree guards for street trees in the Downtown core.	10,000
PRK-22-001	Wellness Park Resurfacing	Existing surface of Wellness Park (beside Library) is reaching its end of life. Resurfacing using recycled rubber product is required. Staff will apply for resurfacing grant to try to offset some of the costs of this work.	50,000

**2022 Capital Project Listing**

<b>Project #</b>	<b>Title</b>	<b>Description</b>	<b>2022 Project Cost</b>
PRK-22-002	Waterfront Walkway Wooded Retaining Walls Replacement	Replace existing wooden retaining walls along waterfront walkway. They are deteriorating and reaching their end of life.	20,000
PRK-22-003	Reay Creek Park Improvements & KELSEY Interpretive Sign	Implement safety recommendations and also work with local First Nations and Sidney Museum to develop a sign for KELSEY (Reay Creek). This sign will include historical information about the creek and the pond. The intent is to include artwork from a local artist.	40,000
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-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
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-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.	70,000
PWG-16-003	Public Works Administration Building Design	Conceptual drawing for reconfiguration of Public Works Administration Offices. The existing offices were created by joining several portable trailers together many years ago. A modern office would provide better working space and be more energy efficient.	25,000
PWG-17-003	Public Works Wash Bay	To provide a wheel and truck wash station for town vehicles and contractors using the transfer station north of the works yard.	100,000

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
PWG-17-017	Replace Fourth St. Washrooms	Replace public washrooms on Fourth Street near Beacon. If event trailer style washrooms are not available due to material shortages and supply chain issues, staff will revisit this item and potentially replace with a more permanent trailer washroom.	100,000
PWG-19-001	Annual Workspace Efficiency-Public Works/Parks	Annual budget to provide for occasional replacement and improvement of work spaces.	3,000
PWG-20-002	Waterfront Public Washrooms	Installation of public washrooms near the waterfront, including accessibility improvements (i.e. Changing Places Washroom).	430,000
PWG-20-006	Downtown Garbage Containers	Purchase additional garbage containers for the downtown and surrounding area.	5,000
PWG-21-001	Tourist Info Centre Roof Replacement	Replace roof of Tourist Info Centre located in Bevan Park in 2022. A roof condition report undertaken in 2015 identified that this roof should be replaced within 5 to 7 years of the report date.	38,000
PWG-22-001	Tulista ArtSea Post Replacement	Replace existing posts and pour new footings at ArtSea building in Tulista Park. The centre post is ok with a concrete footing but the two end posts do not appear to have any footings and have rotted off and are in need of replacing.	10,000
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. Two corners to be done in 2022, and one to be done in 2023.	45,000
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

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
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. 2024-Complete the third and final phase of the West of Highway Bike Path. The bike path was completed up to Malaview Ave West in 2021. Remaining work between Malaview and overpass is most challenging portion of the pathway.	154,000
RDS-08-010	Downtown Street Lighting	Yearly recurring budget item to install Street Lights in the Downtown core.	30,000
RDS-18-014	Bevan Park Reader Board	To install a permanent reader board in Bevan Park along Beacon Avenue frontage to inform the public about Council, community and special events happening in Sidney.	30,000
RDS-18-015	Street Light Replacement	Program to replace Town owned HPS lighting in residential areas with efficient LED lighting.	20,000
RDS-18-016	Infra Plan-Galaran Sidewalk, Curb, Paving	New Sidewalk & Curb along Galaran Road, as recommended in the 2017 West Side Local Area Plan. Paving 8 segments on Galaran Rd, from-Beacon Ave. W to Mills Rd. W.	25,000
RDS-19-013	Seaport Place Traffic Circle Improvements	Replace barrier curb and reduce size of planting feature to allow for larger vehicle turning radii and prevent damage to plantings from large vehicles.	40,000
RDS-20-002	Eighth Street Sidewalk Extension	Complete 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.	122,000
RDS-20-003	North-South Bike Lanes	Concept & detailed designs for north-south bike lanes as part of the Town's active transportation network. Design will include community engagement and will be done concurrently with the Active Transportation Plan. Construction to follow if supported by ATP.	80,000

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
RDS-21-001	Ardwell-Resthaven-East Paving	Repave Ardwell from Resthaven east after storm drain culvert replaced (waiting on archeological permit). Add gravel shoulder to north side of road, but no additional sidewalk being added as per community feedback.	50,000
RDS-21-002	Infra Plan Henry, Fifth St to Fourth St	Replacement of 45m of curb & gutter on Henry, Fifth St to Fourth St Replacement of 40m of sidewalk on Henry, Fifth St to Fourth St Paving 2 segments on Henry, Fifth St to Third St.	189,000
RDS-21-006	Eastview and Bevan Sidewalk Repair	Tree replacements and sidewalk repairs. Existing trees will be removed and replaced with more suitable species.	46,800
RDS-21-009	James White-Pat Bay Hwy to Corner	2024 - 380m of new curb & gutter on James White Blvd, from Pat Bay Hwy to Corner; 2024 - 300m of new sidewalk on James White Blvd, from Pat Bay Hwy to Corner; 2024 - Paving 4 segments on James White Blvd, from Pat Bay Hwy to Corner and corner to Seventh St.; 2022 - Constructing road width in one block.	103,200
RDS-21-010	Speed Reader Signs	Replace 2 AC powered speed reader signs that are failing, at 2281 Beacon, and 10030 Resthaven. Install 2 new solar powered speed reader signs - potentially on Allbay. ICBC provides 50% grant funding.	25,000
RDS-22-001	Infra Plan Curb/Sidewalk on Brethourpark Way, from Canora to Waxwing	Replacement of 36m of curb & gutter on the north side Brethourpark Way, from Canora to Waxwing; Installation of 185m of new sidewalk on the north side Brethourpark Way, from Canora to Waxwing.	85,600
RDS-22-002	Infra Plan Seventh St, from James White	Replacement of 12m of curb & gutter on the southwest side of Seventh St, from James White; Replacement of 12m of curb & sidewalk on the southwest side of Seventh St, from James White; Reconstruction of 1 segment on Seventh St, from-Beacon Ave to James White.	396,200

**2022 Capital Project Listing**

<b>Project #</b>	<b>Title</b>	<b>Description</b>	<b>2022 Project Cost</b>
RDS-22-003	Infra Plan Third St, from Malaview to Amelia	Replacement of 36m of curb & gutter on the west side of Third St, from Malaview Ave to Amelia Ave.; Replacement of 245m of sidewalk on the west side of Third St, from Malaview Ave to Whidby.	110,300
RDS-22-004	Infra Plan Pave 9843 Fourth St (Parking Lot C)	Pavement overlay at 9843 Fourth Street (Parking Lot C).	100,000
RDS-22-005	Infra Plan New Sidewalk Third St, from 9875 Third	Install 16m of new sidewalk on the east side of Third St, from 9875 Third St	6,600
RDS-22-006	Pedestrian Crossings	Purchase and install pedestrian or cyclist activated crossings.	15,000
RDS-22-008	Bike Racks	Install 3 bollard-style bike racks in Sidney. The bollard-style racks fit a wide variety of bikes and can be fit in compact spaces. When not in use, that take up very little sidewalk space.	5,000
RDS-22-009	Convert Temporary Sidewalk to Permanent on Beacon between First and Second	Convert temporary sidewalk on Beacon Ave between Second and First St into permanent sidewalk. This will include installation of pavers and curb, asphalt grinding and removal of temporary sidewalk structure.	30,000
RDS-22-011	Survey Monument Replacement and Maintenance	Integrated Survey Area (ISA) Program survey monument replacement, protection, and maintenance. As part of the ISA program, the Town is obligated to maintain the local survey monument system.	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

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
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.	59,000
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 2025.	50,000
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	SCADA System Improvements	SCADA improvements for pump stations. Add additional monitoring to better inform future decisions.	60,000
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.	23,850
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.	7,300
SEW-22-001	Infra Plan Sewer Frost Ave, Pat Bay Hwy from SMH21 to SMH 22	Replacement of 55m of sewer main pipe on Frost Ave, Pat Bay Hwy from SMH21 to SMH 22. Design in 2022, construction in 2023.	22,900
SEW-22-002	Infra Plan Sewer Mills Rd, Pat Bay Hwy from SMH309 to SMH310	Replacement of 63m of sewer main pipe on Mills Rd, Pat Bay Hwy from SMH309 to SMH310. Design in 2022, construction in 2023.	25,920

## 2022 Capital Project Listing

Project #	Title	Description	2022 Project Cost
SEW-22-003	Infra Plan Sewer Weiler Ave, Pat Bay Hwy from SMH86 to SMH87	Replacement of 55m of sewer main pipe on Weiler Ave, Pat Bay Hwy from SMH86 to SMH87. Design in 2022, construction in 2023.	22,110
SNR-17-001	Senior Centre Flooring	Completion of 4-year program to replace old flooring at Seniors (Shoal) Centre.	5,000
SNR-21-001	Seniors Centre Kitchen Equipment	Replace two Steamer/Oven Combo Units at Seniors Centre Kitchen.	30,000
TRN-15-001	Bus Stop Improvements	Yearly program to install new or upgrade existing bus transit stops.	5,000
WAT-08-001	Water Equipment	This recurring yearly budget is used to replace existing equipment, and potentially upgrade equipment due to change in technology.	10,000
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 program to replace outdated/failing meters and relocate meters in inaccessible locations.	233,000
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 more seismically resistant. Design to be developed in 2021, with construction in 2022/2023.	300,000
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. Island Health permit received in Q4 2021, so construction can occur early in 2022.	234,500
WAT-21-002	Infra Plan Henry, from Seventh to the West	Replacement of 85m of 200mm water main pipe on Henry, from Seventh to the West.	57,800

**2022 Capital Project Listing**

<b>Project #</b>	<b>Title</b>	<b>Description</b>	<b>2022 Project Cost</b>
WAT-21-003	Infra Plan Swiftsure Pl, James White to Corner	Replacement of 105m of 150mm water main pipe on from Swiftsure Pl, from James White Blvd to End.	3,355
WAT-22-001	Infra Plan Water-Galaran Rd, from Mills Rd to FH220	Replacement of 115m of 200mm water main pipe on Galaran Rd, from Mills Rd to FH220.	78,200
WAT-22-002	Infra Plan Water-Harbour Rd, from Bowden Rd to the North	Replacement of 220m of 300mm water main pipe on Harbour Rd, from Bowden Rd to the North.	149,600
			<b><u>\$8,701,649</u></b>