

FINANCIAL PLAN 2022–2026



Valery Warren



MAKING KAMLOOPS SHINE



Canada's Tournament Capital

Financial Planning Process at a Glance

July–September	<ul style="list-style-type: none">• Finance staff establish budget preparation guidelines.• Department managers prepare and submit their operating and capital budget requests.
October–November	<ul style="list-style-type: none">• Senior Management and Finance staff review the department's budget submissions.• Senior Management and Finance staff consult with the public on future supplemental items.• Council holds public budget engagement session.
December	<ul style="list-style-type: none">• Finance staff present a draft Five-Year Financial Plan with a focus on the base budget to Council.• Council adopts a Utility Rates Bylaw, which sets the rates for the coming year.
January–April	<ul style="list-style-type: none">• Council reviews the results from the public budget input workshops.• Council considers additional budget items that were not included in the base budget.• Council hosts another public budget engagement session.
April–May	<ul style="list-style-type: none">• Council adopts the Five-Year Financial Plan Bylaw and the Tax Rate Bylaw.

Five-Year Financial Plan - Overview

The Five-Year Financial Plan offers residents a review of the comprehensive fiscal process that guides the City of Kamloops in the responsible management and operation of its many programs and services.

This guide is prepared annually by the City's Corporate Services Department in consultation with all municipal departments and senior administration and outlines estimated costs for 2022–2026 in three separate categories:

- general operating budget for essential services such as Kamloops Fire Rescue; RCMP; transit; parks, recreation, and culture; roads; and infrastructure improvements
- utility budgets for water, sewer, and waste removal
- capital budgets by division and program

Within these pages, you will find highlights of how revenue is shared among municipal functions and services, day-to-day operating costs, challenges, and opportunities that impact the City while making the best use of community tax dollars and how all of this impacts the average property owner.

An in-depth analysis of costs is presented in Section B, Program Detail, beginning with estimated costs associated with the general operating budget. This section includes budgets for individual programs and services in 2018, 2019, 2020, and 2021. The Program Detail section also includes a program summary, highlights on how it has impacted the overall General Fund, and any changes in service levels for the current fiscal year. A detailed breakdown of utility costs for the Water and Sewer Utility Fund follows, and the final section includes estimates on capital costs for services such as police and fire protection, roads, parking, public works, transit, facilities, parks, playing fields, and fleets, among others.

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Message from the Corporate Services Director

The City of Kamloops has completed the final 2022–2026 Financial Plan having emerged from a period of uncertainty due to the COVID-19 pandemic. In early 2022, the Province reduced or eliminated many of the restrictions that had been in place limiting the hosting of events where the public gathered in large numbers. This change will have a positive impact on the City's operations, but we are not predicting a return to pre-COVID levels for some of the City's other revenues for another year or two.

While these changes are creating a positive impact, we are also seeing the economy being challenged with levels of inflation that have not been seen in over 20 years. This condition is being driven by dramatic world events, which have resulted in significant supply chain issues and material shortages. All of these conditions are creating an unpredictable increase in costs and limiting availability on many of the goods required to support the delivery of City services.



The Annual Planning Process

The City's budget planning process begins in June with department managers reviewing their existing budgets to identify any impacts or changes and determine their needs to maintain the current service levels. Finance staff monitor the economic environment for information that will directly impact the budget. Items identified for the 2022 budget included the following:

- impacts caused by the various responses to the global COVID-19 pandemic
- global disasters and the impacts of climate change causing increases to property and liability insurance premiums
- increasing costs of materials and services to maintain specialty infrastructure
- requirements contained within existing and new contracts and collective agreements
- impacts from international trade agreements, tariffs, and duties

All these items are taken into consideration while developing the annual budget. Other factors, which were difficult to quantify, include the impacts of a changing environment and weather patterns are also taken into consideration. Climate-related events have and will continue to have an impact on the City's operations.

Introduced this year, two presentations were made to Kamloops Junior Council. Junior Council is a group of high school students who represent many of Kamloops' secondary schools. The initial presentation reviewed the provisional budget, and the second presentation introduced the supplemental budget items. Junior Council deliberated on the supplemental budget items and then voted either in support or against the presented items.

The process includes public consultation activities intended to provide Kamloops citizens with the opportunity to provide input, ask questions, and/or comment on the 2022–2026 Financial Plan prior to its completion. The process included the following:

In November 2021, an in-person Public Budget Meeting was held in the Norkam Mechanical Lounge in the Sandman Centre.

Between October 2021 and April 2022, Let's Talk Kamloops—the City's interactive online engagement tool (LetsTalk.Kamloops.ca/Budget2022)—actively provided supporting information related to the budget, and City staff were available to answer questions related to the overall budget, cost items, and the process used to create this financial document.

After being introduced to Council, the supplemental budget items were available to the public to provide them with an opportunity to comment on and indicate their support for each of the items.

In March 2022, the City hosted a second in-person Public Budget Meeting, which focused on the proposed supplemental budget items for consideration in the 2022–2026 Financial Plan.



FINANCIAL PLAN 2022–2026



The approval and review process began with the draft 2022–2026 Financial Plan, which was presented to Council on October 5 and November 16 and 30, 2021, and included an operating budget that presents the costs associated with maintaining the current service levels established by Council. This financial plan also includes a capital plan that supports previous Council decisions for the introduction of new and maintaining existing infrastructure.

Provisional Budget

Development of the provisional budget presented an initial need to increase taxation funding by \$5.8 million (4.89%) using a conservative growth amount of \$1,000,000. Determining market growth has presented a challenge this year due to the significant change in assessed property values in the Kamloops region. The assessed property value increase ranged from 5% to 45%.

In August 2021, the Treasury Board of Canada and the National Police Federation (the union for RCMP members) announced the ratification of a five-year contract (2017–2022) that saw members receive a 23.7% increase over the period. This impact alone amounted to a \$2.5 million increase in required taxation funding. Other aspects where costs increases were identified was in the contract with BC Transit to provide conventional and handyDART bus services, increased technology costs, and liability and property insurance premiums.

Use of the City's remaining BC Safe Restart funding to offset potential lost revenues and cost increase because of the pandemic helped to address short-term inflationary impacts on some of the required supplies and materials. These impacts resulted in an initial increase in City's taxation funding requirements by 4.89% for 2022.

The capital budget in the 2022–2026 Financial Plan provides for the investment \$51 million in existing and new assets within the city. Some of these projects include investing in Kamloops' infrastructure on Lorne Street, Fortune Drive, and Highland Drive and over \$15 million in active transportation initiatives.

Final Budget and Supplemental Items

During the period between when the provisional budget was approved and the supplemental budget items were presented, several conditions changed in the City's operating environment. The Provincial Health Office announced several immediate and phased-in changes that directly impacted some of the City's other revenues streams.

Specifically, these changes allowed for a change in the social gathering limits and marked an initial return to pre-pandemic activities. Administration reviewed the impact and adjusted the provisional budget based on this new information along with having the final assessment role, which indicated more growth than originally anticipated. This review resulted in a 0.37% reduction to the original taxation funding increase to 4.52% before the supplemental budget items were considered.

Council considered 12 supplemental items for inclusion in the 2022–2026 Financial Plan (see Appendix B, 2022–2026 Supplemental Items). Of the 12 items presented, Council rejected 3. Several the remaining 9 requests were reflective of the different needs being caused by the pandemic, a changing expectation of services, and addressing capacity needs caused by a growing city. Council also approved a significant and innovative funding strategy in support of the Community Climate Action Plan with a focus on taking steps to address the impact of climate change on the community.

The supplemental budget items that Council reviewed and approved resulted in an additional 0.40% increase to taxation, with many items approved but funded from reserves or other sources. Many of the approved supplemental budget items directly reflect Strategic Priorities in the 2019–2022 Council Strategic Plan. Based on the results of Council's deliberations and approvals, the overall taxation funding required by the City increased by 4.92% to an overall funding requirement of \$126.1 million for 2022.



FINANCIAL PLAN 2022–2026



Civic Utilities

In addition to reviewing the City's general budget, Council must also set utility rates based on their individual budgets. Sewer rates were set at 2.5% over the 2021 rates. This rate increase allows for the utility to continue to operate at the current service levels and provides funds to be set aside to maintain the related infrastructure. Planned capital improvements in the system over the next five years include the Tranquille Phase III project, upgrades to the Lorne Street infrastructure, and ongoing maintenance and improvements to the Kamloops Sewage Treatment Centre.

The City's water rates remained unchanged from 2021 with no increase placed on the \$379 annual amount. Planned asset management work for the water utility over the next five years includes replacing the water treatment membranes in phases, replacing water mains on Westsyde Road and Highland Drive, installing backup power sources at key utility stations, and various reservoir and booster station projects.

As the city continues to grow, all the major infrastructure systems continue to expand. Over the next five years, the water and sanitary systems will be expanded to incorporate the Southwest Industrial Sector; several City reservoirs will expand to deliver increased capacity; and as some infrastructure is replaced, it is also expanded to address current and future growth needs.

Solid waste/recycling fees increased to maintain adequate revenues to support the operational costs for the residential collection program. The rates for annual collection for the 180 L, 245 L, and 360 L carts increased by \$8, \$10, and \$22, respectively. The annual collection rate for the 120 L cart remained unchanged. Much of the investment in the City's landfills is required to maintain the compliance requirements for operating these highly regulated waste receiving facilities. With a planned expansion of services, the City is in the second phase of the Curbside Residential Organic Waste Collection Pilot Program and is receiving some very positive feedback from residents who are participating in the pilot program.

This document, which is prepared as required in accordance with Sections 165 and 166 of the *Community Charter*, is to present a financial plan to Council for its consideration and deliberation and have a Council-approved Financial Bylaw by May 15. This document is being presented in a format like prior years but with small changes that are intended to improve the plan's readability and provide a greater degree of transparency and understanding of this technical document.

The City's Finance team is always happy to respond to any questions that Council or our citizens have about this document. A full discussion of the budget process can be found at [LetsTalk.Kamloops.ca/Budget2022](https://lets-talk.kamloops.ca/Budget2022).



Kathy Humphrey, CPA, CA
Corporate Services Director



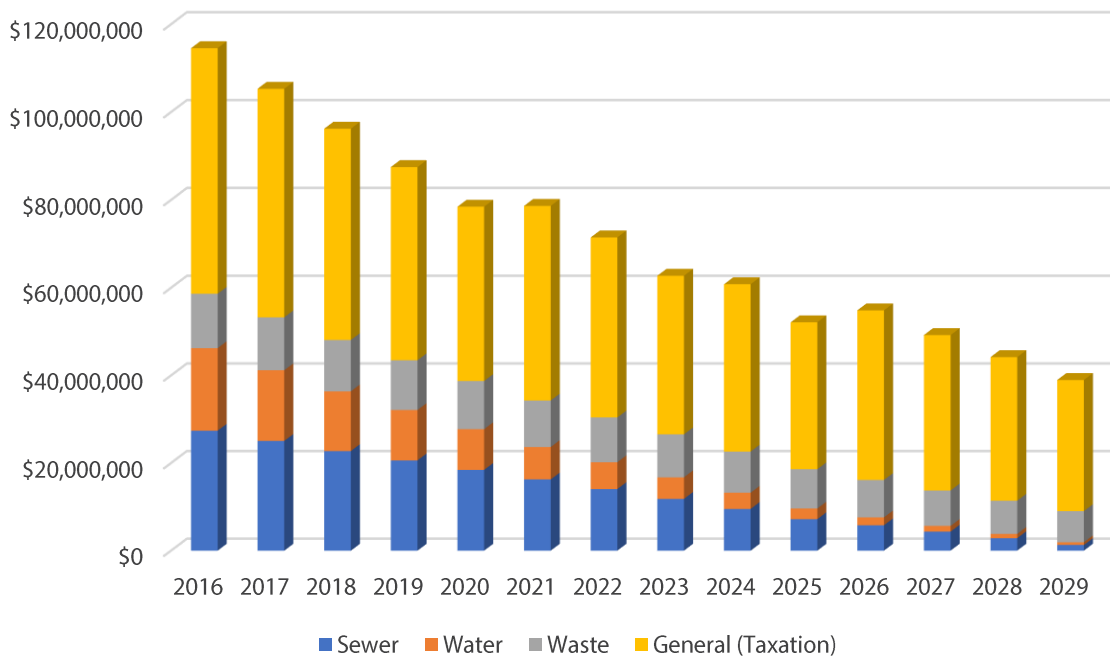
City Debt

The City uses debt to fund capital initiatives. From a personal perspective, debt mirrors a mortgage, where a civic debt purchase provides a long-term value to the community and the residents. The City takes an approach that the decision to take on debt to fund projects should be seen as a preferred alternative over short-term significant increases in taxation (or levies).

During the course of civic development and the business planning process, there are capital initiatives and programs that will exceed the City's immediate ability to fund for the project.

Sections 174 and 177–182 of the *Community Charter* provide direction and guidelines to municipalities on when and for what debt can be used for. Key in the legislation is that debt funding cannot be used to fund any operational work.

Total City Debt



Recent examples of expenditures that the City has taken on debt to fund include the following:

- 2020 Canada Game Aquatic Centre Infrastructure Improvements
- 2015 Kamloops Resource Recovery Centre (Owl Road Landfill)
- 2015 Overlanders Bridge Rehabilitation Project
- 2014 Kamloops Sewage Treatment Centre
- 2006 Tournament Capital Project
- 2005 Kamloops Centre for Water Quality River Street Water Treatment Plan

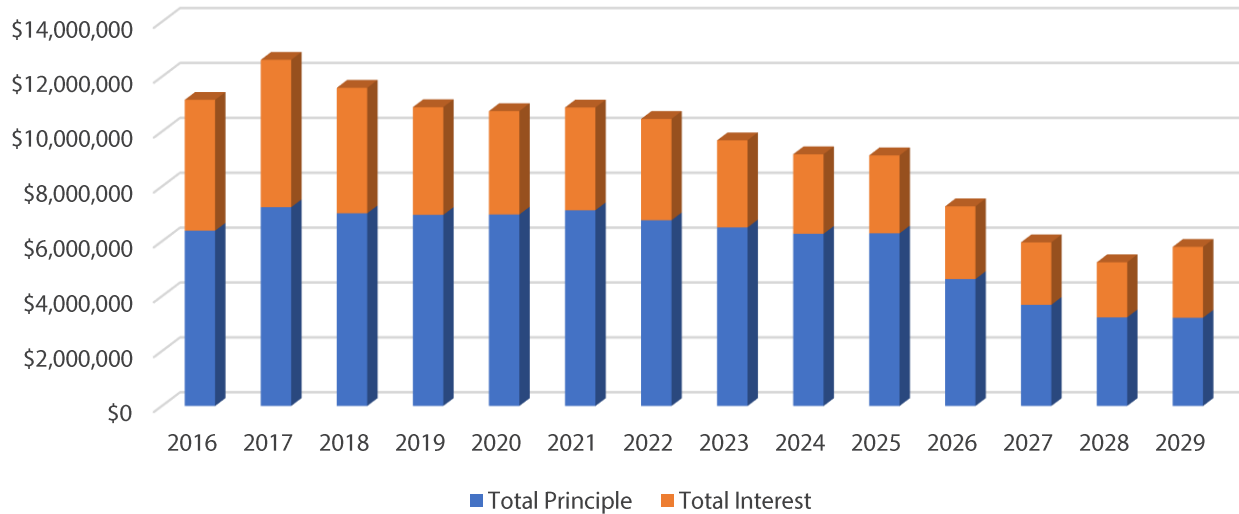
Each of these project funded by debt provide a long-term and lasting benefit to the City.

FINANCIAL PLAN 2022–2026

Projected End-of-Year Debt Balances by Revenue

	2022	2023	2024	2025	2026
Sewer	\$14,006,161	\$11,816,686	\$9,524,765	\$7,182,644	\$5,790,501
Water	6,120,039	4,928,744	3,701,466	2,437,077	1,817,587
Solid Waste	10,218,750	9,812,405	9,393,869	8,962,778	8,518,753
General (Taxation)	41,077,734	36,189,338	38,202,199	33,548,731	38,722,780
Total	\$78,243,374	\$69,403,580	\$60,786,580	\$52,346,499	\$43,646,657

Total Debt Servicing (Principle and Interest All Streams)



Glossary of Terms

Accrual Accounting: The accounting treatment where revenues are recorded in the fiscal period they are earned and expenses are recognized in the fiscal period they are incurred.

Amortization: The annual charge calculated under accounting rules to approximate the using up of, or deterioration of, service life for infrastructure assets. The amortization amount is a calculation based on the historical cost, and does not necessarily represent the current replacement cost of renewing the asset.

Appropriated Surplus: Funds set aside for a non-statutory purpose.

Assessment Base: The total valuation of all properties within a jurisdiction. This is the value to which the tax levy is applied to determine the mill rate.

Assets: Things that have monetary value and are owned.

Bonds: A certificate issued by a government or a public company promising to repay borrowed money at a fixed rate of interest as a specified time; debenture.

British Columbia Assessment Authority (BCAA): The BCAA provides accurate property and value information to:

- tax authorities
- property owners
- municipal, provincial, and federal government agencies
- realtors, appraisers, lawyers, bankers, and title search companies
- other private and public agencies

Budget: A periodic estimate of the revenue or expenditure of a country, organization, etc.

Business Improvement Area (BIA): A defined area in which a specified tax levy or tax exemption program is authorized by bylaw.

Balanced Budget: A plan of financial operations where revenues and transfers from all sources equal all expenses and transfers.

Capital Budget: Includes the cost of building, acquiring and revitalizing infrastructure assets, and the sources of funds to pay for those assets.

Capital Expenditures: Funds used to acquire, build, or extend the service life of infrastructure assets.

Capital Reserves: A group of funds comprised of appropriated surplus, to be used for future capital program expenditures.

Climate Action Charter: The Climate Action Charter that commits most communities in BC to become carbon neutral by 2012. Out of 188 municipalities, 179 have signed the BC Climate Action Charter. By signing the Charter, local governments commit to measuring and reporting on their community's greenhouse gas emissions profile. They will also work to create compact, more energy efficient communities. The City of Kamloops has signed the Climate Action Charter.

Community Charter: The provincial legislation conveying many of the powers and responsibility to the City.

Community Grant: Each year, the City awards community grants to organization for the purpose of funding a project or capital expenditure under general guidelines established by policy.

Consumer Price Index (CPI): An indicator of changes in consumer prices experienced by Canadians. It is obtained by comparing, over time, the cost of a fixed basket of goods and services purchased by consumers. Since the basket contains goods and services of unchanging or equivalent quantity and quality, the index reflects only pure price change.

Canadian Union of Public Employees (CUPE): The union representing Kamloops' unionized workforce. The union local is CUPE 900.



FINANCIAL PLAN 2022–2026



Capital Expenditures: Funds used to acquire, build, renew, or extend the service life of infrastructure assets. See Section E Capital for funding definitions and a listing of the capital projects contained in the Financial Plan.

Capital Project: Major construction acquisition or renovation/renewal activities, which add value to the City's capital assets or significantly increase their useful life.

Development Cost Charges (DCCs): Fees imposed by bylaw on new developments to assist in the funding of future infrastructure such as parks, new and/or wider streets, water, storm, and sewer services.

Debt Service: The current period cost of payments for long-term debt, made up of principal payments and interest costs.

Discretionary Grant: Each year the City awards discretionary grants to organizations for the purpose of providing funding under general guidelines established by policy.

Financial Plan: A Financial Plan is required each year under Section 165 of the *Community Charter*, for the operating year and four following years, to authorize by bylaw the planned revenues and expenditures. The terms financial plan and budget are often used interchangeably.

Fiscal Resiliency: The ability to accommodate both known and potential ongoing and one-time expenses with realizable ongoing revenues and resources without compromising the long-term ability to respond to fiscal uncertainty.

Fiscal Sustainability: The ability to accommodate known and planned ongoing expenses with realizable ongoing revenues and resources.

Full-Time Equivalent (FTE): A unit of measure for employed individuals that makes them comparable despite working different hours per week, month, or year. It is measured by the number of hours worked by all employees of an organization or department, divided by the standard employee work week. For example, five employees work seven hours per week for a total of 35 hours and have a calculated FTE of 1.

Fund: A reserve of money or investments, especially one set apart for a purpose.

Fund Balance: The combined total of revenues, expenditures, debt payments, debt proceeds, and inter fund transfers for a specific fund.

Grants in Lieu (GIL): Paid by senior levels of government to approximate tax levies of the local jurisdiction.

International Association of Fire Fighters (IAFF): The union representing Kamloops' full-time paid firefighters. The union local is IAFF 913.

Infrastructure Assets: Physical structures such as water and sewer pipes, pumps, mains, lines reservoirs, and treatment facilities. They are also made up of roadways, sidewalks, storm sewers, and roads.

Infrastructure Deficit: The combined total of accumulated amortization for all infrastructure assets, less the in-place funding set aside to replace those assets. This is not a measure of the actual funds required to renew existing infrastructure at current market rates.

KAMPLAN: City of Kamloops Official Community Plan (OCP): Intended to define the vision of the community—how the community sees itself growing and developing in the future and ultimately what kind of place the community wants Kamloops to be.

Municipal Finance Authority of British Columbia (MFA): Was created in 1970 to contribute to the financial well-being of local governments throughout BC. The MFA pools the borrowing and investment needs of BC communities and through a collective structure is able to provide a range of low-cost and flexible financial services.

Municipal Insurance Association (MIA): Is member owned and operated and contributes to the financial security of local governments in BC. Over 150 municipalities and regional districts are members. The MIA's mission is to:

- provide broad liability insurance coverage at stable and best value costs
- maintain the liability insurance coverage needed for members financial security
- stabilize liability insurance costs
- offer risk management education and resources to assist members in preventing claims

Municipal Price Index (MPI): An indicator of changes in the cost of materials and supplies, wages, and contracted-for services. It is a weighted average of the more detailed price indexes measuring consumer cost fluctuations, industrial commodity wholesale prices, and construction contract costs that more accurately reflect the impact of inflation on municipal spending.

Operating Reserves: A group of funds comprised of appropriated surplus to allow completion of operating projects spanning more than one fiscal period.

Property Tax: Property tax is a real estate tax, calculated by a local government, which is paid by the owner of the property. The tax is usually based on the value of the owned property, including land.

Provisional Budget: The cost of continuing the existing levels of service for the current year.

Public Sector Accounting Body (PSAB): An independent body with the authority to set accounting standards for the public sector.

Thompson-Nicola Regional District (TNRD): Obtains its authority from the *Local Government Act*. The regional district functions as a partnership of the municipalities and electoral areas within its boundaries. These local governments work together through the regional district to provide and coordinate services in both urban and rural areas.

Sewer Reserves: A group of funds consisting of appropriated surplus to be used for funding sewer/utility priorities.

Sewer Utility: The costs of providing sanitary sewer treatment from collection to final disposition, including the handling of biosolids. The funding and rate structure of the utility are intended to be recovered on a user pay principle without subsidy from taxation.

Solid Waste: The costs of providing garbage and recycling services from collection to final disposition, including the operations of current and future actions required of landfill activities. The funding and rates are structured as a utility and are intended to be recovered on a user pay principle without subsidy from taxation.

Solid Waste Reserves: A group of funds comprised of appropriated surplus to be used for funding investment and future solid waste priorities.

Tax Equalization Reserves: A group of funds comprised of appropriated surplus to be used to smooth or phase in the effects of significant tax policy changes.

Tax Levy: The amount of money to be collected for general purposes or recovered from specified areas through taxation.

Tax Rate Multiplier: The statistical relationship between the mill rates imposed on the assessment classifications.

Union of British Columbia Municipalities (UBCM): An organization that has served and represented the interests of local government in BC since 1905. UBCM initiates, monitors, interprets, and reacts where such changes could have an effect on

Water Reserves: A group of funds comprised of appropriated surplus to be used for funding water/utility priorities.

Water Utility: The costs of providing water treatment and delivery services. The funding and rate structure of the utility are intended to be recovered on a user pay principle without subsidy from taxation.

Corporate Policies and Explanations

Financial Plan Process and Timing

The 2022–2026 Five-Year Financial Plan process began in August 2020. Guidelines, a timetable, and current operating reports were sent to all of the program coordinators. A capital plan and a financial plan for each program were prepared by the managers. The Chief Administrative Officer and the Senior Management team met in early November 2020 to review the capital plan and determine what would be presented to Council. During October and November, each department director reviewed their program operating and capital budgets followed by a consolidated review with the Chief Administrative Officer and the Corporate Services Director. In December 2020, the 2022–2026 Financial Plan and the utility rates bylaws were presented to Council for amendment to reflect the updates to the provisional 2022–2026 budget. Starting in January 2021, Council began deliberating the 2022–2026 Five-Year Financial Plan. Council was presented with significant changes to the financial plan as well as proposed operating and capital supplemental items from staff and the community. Council reviewed this information and the input from the public and Administration to decide on the final inclusions into the new five-year plan. In May 2021, the City received the Authenticated Roll from the BC Assessment Authority, which provided the final assessed property values for our municipality. This information allowed the Corporate Services Department to estimate the amount of new growth in the city. With that information, revenue projections were revised in the Financial Plan and 2021 tax rates were established. In early May, Council adopted the 2022–2026 Five-year Financial Plan and the Tax Rates Bylaw at an open Council meeting.

Budget Basis

The operating budget is prepared on a cost-to-maintain-existing-services basis. This means it focuses on the changes from the previous year's budget that are required to provide the same service levels as the previous year. These changes may include non-controllable cost increases; salary and employment benefit increases; and the removal or addition of one-time, non-recurring revenues and expenditures from the preceding year. New or expanded programs are considered as part of the supplemental process. In addition, expenditure are looked at over a three-year rolling average where base levels are increased or decreased as needed.

Municipal Funds

Operating and Capital Funds

The City has three operating and capital funds: the General Fund, the Water Fund, and the Sanitary Sewer Fund. In broad terms, the General Fund represents the cost of providing all municipal services other than the water and sanitary sewer utilities. Costs that are in excess of user fees and other non-tax revenue raised are funded by property taxes. The *Community Charter* requires that all revenue sources be identified to cover all anticipated expenditures. The *Community Charter* does not allow the City to incur an accumulated deficit. The Water and Sanitary Sewer Funds are both self-sufficient utilities. The revenue raised by each fund through user fees or other sources can only be used to fund the expenses in each respective fund. Like the General Fund, the *Community Charter* does not allow the City to incur an accumulated deficit in either utility fund. Revenue cannot be transferred between funds.

Statutory Reserve Funds

The *Community Charter* controls the creation and use of statutory reserves. Statutory reserves are created through a bylaw and require approval of two-thirds of Council to expend funds from these reserves. There are restrictions as to the type of expenditures that can be funded from each statutory reserve. The City has the following six statutory reserves:

- Tax Sale Property Reserve Fund
- Parking Facility Reserve Fund
- Debt Retirement Reserve Fund
- Local Improvement Reserve Fund
- Land Sale Reserve Fund
- Equipment Replacement Reserve Fund

Statutory in Trust Fund

The Cemetery Perpetual Care Fund represents funds held in trust by the City for the permanent care of grave sites and columbariums in the municipal cemeteries.

Property Taxes

Service Levels

The majority of the City's revenue is obtained through property taxes. When preparing the budget, we first determine the amount of revenue required to provide all municipal services to our residents. Then we determine the amount of revenue (other than property taxes) that we can expect to receive through fees and charges, federal and provincial government grants, investment income, etc. The difference between the budgeted expenditures and the other revenue represents the amount of property tax revenue the City must collect to provide the services to the levels prescribed by Council. To adjust the amount of property taxes required, we must adjust the service levels provided. If we lower the service level, we can lower the budgeted expenditures and consequently lower the property tax revenue requirement. Our challenge is to balance the appropriate service level with the cost of providing that service. When the cost of providing a service increases (through inflation and other cost-of-living increases), we must either raise more revenue to provide the same level of service or adjust the level of service provided.

The Tax Rate

The City determines the tax rate (a charge per thousand) by dividing the sum of all the property values in the City by the amount of property tax revenue that must be collected. The tax rate is simply a means of determining how much each individual property owner must pay. The rationale for this approach is that owners of higher-valued properties should pay more than owners of lower-valued properties, as owners of higher-valued properties have an ability to pay more than those of lower-valued properties. An alternative approach would be to charge every home the same amount regardless of its value. We have chosen to adopt the former approach whereby the actual amount paid by each property owner is determined by the value of his or her property. Consequently, we calculate the tax rate each year based on the revenue we must collect and the assessed values of all the properties in the City at that time. Changes in the total assessed values in the City will cause the tax rate to change, but will have no effect on the amount each property owner must pay unless their assessed value change is different than the average.



Understanding Your Tax Bill

The City of Kamloops collects residential taxes by the beginning of July each year. Within your annual bill for City property taxes and your application for a Home Owner Grant is the collection of taxes specific to other government agencies.

BC's property taxation system is legislated by the provincial government under the *Community Charter*, Part 7. The following are the six primary classification of properties that have different levels of taxation applied to:

- Residential
- Major Industry
- Light Industry
- Recreation/Non-Profit
- Farm
- Business and Other

For each of these taxation classes, there is a single rate that is applied to properties classified within each class. Municipal governments are not allowed to develop sub-classifications within any of the taxation groups.

Each of these groups are subject to City property taxes as well as taxes collected for other agencies. As more than 60% of the taxation revenue for the City is derived from the Residential class, examples will focus on this classification.

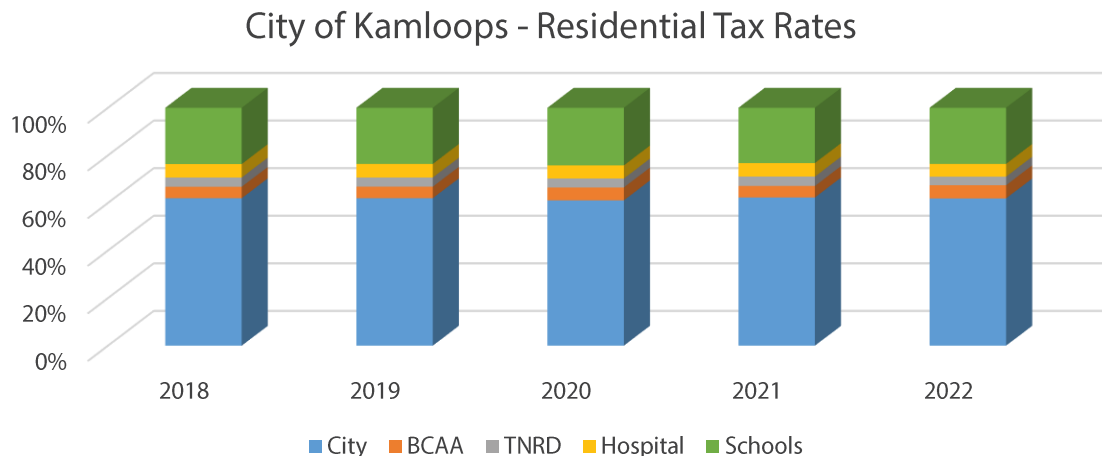
The 2022 the total tax rate per household was \$6.04 per \$1,000 in assessed value. This amount was made up of the following:

• BC Assessment Authority (BCAA)	\$0.0349
• Thompson-Nicola Regional District (TNRD)	\$0.2333
• Hospital	\$0.3421
• School	\$1.4979
• City taxes	\$3.9300

Of the total amount of taxes, \$2.1082 of the monies collected by the City were passed on to other government agencies. From a financial reporting position, amounts do not appear in the City's financial statements and are not included in the reported City's revenues.

It is important to note that the City has no input or control over these taxes—we simply collect these funds and pass them along. To provide additional context, for every \$1 on your total pre-Home Owner Grant tax bill, the City collects \$0.35 for other government agencies and is not spent on services that the City provides to residents.

Over the past four years, the trend on both civic taxes and these other government taxes are as follows:



FINANCIAL PLAN 2022–2026

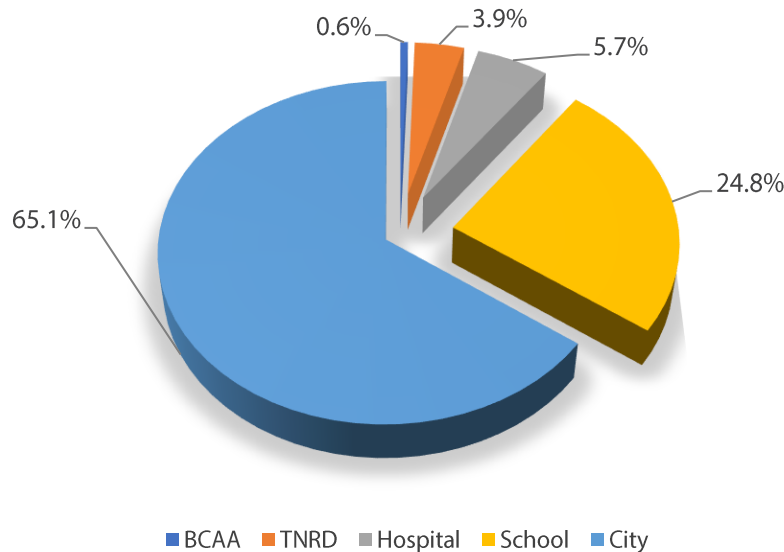


Year	City Taxes	BCAA	TNRD	Hospital	Schools	Total
2018	5.1900	0.0403	0.3286	0.4744	1.9835	8.0168
2019	4.9800	0.0389	0.3100	0.4598	1.8953	7.6840
2020	4.7400	0.0426	0.2921	0.4263	1.8852	7.3862
2021	4.6400	0.0411	0.2787	0.4141	1.8085	7.1824
2022	3.9300	0.0349	0.2333	0.3421	1.4979	6.0382

Using the most recent year (202), and based on the average value of a house in Kamloops of \$631,269, the tax bill before the Home Owner Grant is \$3,811.

As detailed below, 65% of the funds collected are provided to the City in the delivery of services directly impacting the residents of Kamloops; the remaining 35% is distributed to other government agencies as identified below.

Residential Property Taxes



Year	City Taxes	BCAA	TNRD	Hospital	Schools	Total
2021	\$2,481	\$22	\$147	\$216	\$946	\$3,812

How the Home Owner Grant Fits into This

The Home Owner Grant reduces the amount of property tax you pay for your principal residence. The grant is available to homeowners who pay property taxes to a municipality or to the Province if they live in a rural area. There are certain requirements regarding who is eligible for different levels of the Home Owner Grant. Please see the BC Government website at Gov.BC.ca/HomeOwnerGrant for more details.

When you look at your annual tax bill, it is broken out into three distinct areas:

- School taxes collected for Government of BC
- Taxes collected for other agencies
- City taxes

The basic grant reduces the amount of school taxes collected by the City on behalf of the Province.

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CITY OF KAMLOOPS

BYLAW NO. 16-326

A BYLAW OF THE CITY OF KAMLOOPS
RESPECTING THE FINANCIAL PLAN
FOR THE YEARS 2022-2026, INCLUSIVE

The Municipal Council of the City of Kamloops, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as “City of Kamloops Financial Plan Bylaw No. 16-326, 2022”.
2. Schedules “A”, “B”, “C”, and “D” attached to and forming part of this bylaw, and comprising the Financial Plan for the City of Kamloops for the years 2022 to 2026, inclusive.
3. City of Kamloops Financial Plan Bylaw No. 16-325, 2021 is hereby repealed.

READ A FIRST TIME the 12th day of April, 2022.

READ A SECOND TIME the 12th day of April, 2022.

READ A THIRD TIME the 12th day of April, 2022.

ADOPTED this 3rd day of May, 2022.

ORIGINAL SIGNED BY: _____

MAYOR

K. L. CHRISTIAN

ORIGINAL SIGNED BY: _____

CORPORATE OFFICER

N. GARBAY

SCHEDULE "A"
Five-year Financial Plan
2022–2026
General Operating Fund

	2022	2023	2024	2025	2026
Revenue:					
Real property taxes	126,076,500	130,390,424	134,329,905	138,630,528	142,791,130
Fees, rates, and sales of service	22,589,115	22,815,006	23,043,156	23,273,588	23,506,324
Grants	23,022,448	23,252,672	23,485,199	23,720,051	23,957,252
Investment income	4,334,300	4,377,643	4,421,419	4,465,634	4,510,290
Sale of capital assets	50,000	50,000	50,000	50,000	50,000
Private contributions	81,296	82,297	82,296	82,297	82,295
Total Revenue	176,153,659	180,968,042	185,411,975	190,222,098	194,897,291
Expenditures:					
Cemetery	420,985	429,405	435,846	442,383	449,019
Community development	8,614,838	9,227,135	9,897,813	10,585,258	11,289,890
Corporate administration	16,355,950	16,683,069	17,100,146	17,527,649	17,965,841
Environmental services	353,930	361,009	370,034	379,285	388,767
Fire services	19,657,239	20,646,956	21,666,365	22,516,354	23,191,845
Infrastructure maintenance	43,740,480	44,650,290	45,766,547	46,910,711	48,083,478
Legislative and enforcement	3,823,671	3,900,144	3,997,648	4,097,589	4,200,029
Parks, recreation, and leisure services	9,846,704	10,043,638	10,294,729	10,552,097	10,815,900
Police services	31,792,449	33,146,222	34,600,609	36,238,627	37,325,786
Public transit	19,026,112	19,406,634	19,891,800	20,389,095	20,898,822
Debt servicing costs	3,719,000	3,700,000	3,700,000	3,700,000	3,700,000
Capital funded from operations	13,500,000	13,750,000	13,750,000	14,000,000	14,000,000
Total General Expenditures	170,851,358	175,944,502	181,471,537	187,339,048	192,309,377
Net operating activity	5,302,301	5,023,540	3,940,438	2,883,050	2,587,914
Transfers from (to) reserves	(7,442,448)	(7,500,000)	(7,500,000)	(7,500,000)	(7,500,000)
Transfers from (to) other funds	(1,359,853)	(1,023,540)	59,562	1,116,950	1,412,086
Debt principal allocation	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Transfers to (from) working capital	0	0	0	0	0
Tax Rate Increase Indicated	4.92%	3.42%	3.20%	3.02%	3.00%

SCHEDULE "B"
Five-year Financial Plan
2022–2026
Water Operating Fund

	2022	2023	2024	2025	2026
Revenue:					
Water levies	16,896,100	17,275,266	17,610,370	17,953,013	18,303,269
Investment income	534,000	540,700	547,500	554,300	561,200
Total Revenue	17,430,100	17,815,966	18,157,870	18,507,313	18,864,469
Expenditures:					
Water utility operations	9,873,738	10,206,819	10,454,414	10,658,402	10,866,419
Debt servicing costs	1,600,000	1,400,000	1,400,000	1,350,000	650,000
Capital funded from operations	8,953,466	4,854,170	4,781,059	4,281,318	4,294,034
Total Water Expenditures	20,427,204	16,460,989	16,635,473	16,289,720	15,810,453
Net operating activity	-2,997,104	1,354,977	1,522,397	2,217,593	3,054,016
Projected opening prior year surplus	9,210,400	5,813,296	6,768,273	7,890,670	9,708,263
Transfers (from) to other funds	(400,000)	(400,000)	(400,000)	(400,000)	(400,000)
Transfer to (from) accumulated surplus	0	0	0	0	0
Estimated surplus balance	5,813,296	6,768,273	7,890,670	9,708,263	12,362,279
Water rate increase indicated	0.00%	1.00%	1.00%	1.00%	1.00%

SCHEDULE "C"
Five-year Financial Plan
2022–2026
Sewer Operating Fund

	2022	2023	2024	2025	2026
Revenue:					
Sewer levies	18,561,719	19,164,515	19,786,991	20,329,519	20,886,998
Investment income	305,000	311,100	317,300	322,100	326,900
Total Revenue	18,866,719	19,475,615	20,104,291	20,651,619	21,213,898
Expenditures:					
Sewer utility operations	7,073,176	7,315,037	7,495,975	7,645,895	7,798,812
Biosolids contract	1,200,000	1,320,000	1,452,000	1,597,200	1,756,920
Debt servicing costs	3,278,000	3,378,000	4,378,000	4,379,000	3,933,000
Capital funded from operations - sewer	4,949,475	5,676,225	6,075,695	8,825,120	9,583,392
Total Sewer Expenditures	16,500,651	17,689,262	19,401,670	22,447,215	23,072,124
Net operating activity	2,366,068	1,786,353	702,621	-1,795,596	-1,858,226
Projected opening prior year surplus	9,613,900	11,979,968	13,766,321	14,468,941	12,673,145
Transfers (from) to other funds	2,366,068	1,786,353	702,620	(1,795,796)	(1,858,227)
Transfer to (from) accumulated surplus	0	0	0	0	0
Estimated surplus balance	11,979,968	13,766,321	14,468,941	12,673,145	10,841,918
Sewer rate increase indicated	2.50%	2.00%	2.00%	1.50%	1.50%

SCHEDULE "C"
Five-year Financial Plan
2022–2026
Solid Waste Fund

	2022	2023	2024	2025	2026
Revenue:					
Sewer levies	13,661,938	14,411,521	14,771,169	14,845,028	14,920,730
Investment income	63,319	70,017	73,859	75,702	76,081
Total Revenue	13,725,257	14,481,538	14,845,028	14,920,730	14,996,811
Expenditures:					
Solid Waste operations	8,532,247	8,702,892	8,876,950	9,054,489	9,235,579
Landfill post closure cost	800,000	800,000	800,000	800,000	800,000
Debt servicing costs	605,000	605,000	605,000	605,000	605,000
Capital funded from operations – solid waste	6,400,000	4,850,000	2,460,000	680,000	500,000
Total Solid Waste Expenditures	16,337,247	14,957,892	12,741,950	11,139,489	11,140,579
Net operating activity	(2,611,990)	(476,354)	2,103,078	3,781,241	3,856,232
Projected opening prior year surplus	8,297,444	3,580,464	893,075	676,952	2,028,662
Transfers from (to) other funds	(2,104,990)	(2,211,035)	(2,319,201)	(2,429,531)	(2,542,067)
Transfer to (from) accumulated surplus	0	0	0	0	0
Estimated surplus balance	3,580,464	893,075	676,952	2,028,662	3,342,827
Solid Waste rate increase indicated	10.00%	5.00%	2.00%	0%	0%

SCHEDULE "D"
2022–2026 Capital Plan
General Fund

	2022	2023	2024	2025	2026
Property taxes	13,500,000	13,750,000	13,750,000	14,000,000	14,000,000
Water levies	-	-	-	-	-
Sewer levies	-	-	-	-	-
Community Works Fund	8,610,607	2,685,559	5,066,209	2,272,008	2,272,008
Field user fees	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	10,715,562	115,000	-	-	-
Other Capital Reserve	405,305	-	50,500	98,397	814,644
Gaming Reserve	2,137,640	1,163,959	938,709	1,163,959	1,259,584
Working Capital	1,085,955	-	-	-	-
Equipment Reserve	12,792,422	6,379,153	4,574,750	7,404,371	1,721,500
Land sales	199,500	49,500	380,500	49,500	835,500
Local improvement	1,900,000	700,000	-	-	-
Parking Reserve	245,270	145,000	135,000	145,500	165,000
Tax Sale Reserve	74,296	-	-	-	-
DCC Drainage	1,738,423	493,911	414,316	307,890	417,780
DCC Parks	180,680	90,313	211,588	583,273	2,802,338
DCC Roads	2,217,754	1,230,483	4,537,582	1,043,111	4,498,823
Grants	3,542,747	-	13,750,000	14,000,000	14,000,000
Contractors and others	471,565	-	-	-	-
Five-year borrowing	-	-	-	-	-
Debt	1,626,761	-	-	-	-
Total General Fund	61,474,487	26,832,878	30,089,154	27,098,009	28,817,177

SCHEDULE "D" (CONTINUED)
2022–2026 Capital Plan
Water Fund

	2022	2023	2024	2025	2026
Water levies	8,953,466	4,854,170	4,781,059	4,281,318	4,294,034
Equipment Reserve	5,074,905	400,000	400,000	400,000	400,000
Community Works Fund	-	-	-	-	-
Future Capital Reserve	5,522,015	-	-	-	-
Local improvement	-	-	-	-	-
DCC Water	1,546,254	2,100,830	11,418,496	123,682	13,520,966
Contractors and others	-	-	-	-	-
Debt	-	-	-	-	-
	-	-	-	-	-
Total Water Fund	21,096,640	7,355,000	16,599,555	4,005,000	15,915,990

SCHEDULE "D" (CONTINUED)
2022–2026 Capital Plan
Sewer Fund

	2022	2023	2024	2025	2026
Sewer levies	4,949,475	5,676,225	6,075,695	8,830,120	9,583,392
Future Capital Reserve	4,173,336	-	-	-	-
Local improvement	-	-	-	-	-
DCC Sewer	735,892	778,775	3,494,305	2,809,880	456,608
DCC Water	-	-	-	-	-
Grants	-	-	-	-	-
Debt	-	-	-	-	-
Other Capital Reserves	-	-	-	-	-
Total Sewer Fund	9,858,703	6,455,000	9,570,000	11,640,000	10,040,000

SCHEDULE "D" (CONTINUED)
2022–2026 Capital Plan
Solid Waste Fund

	2022	2023	2024	2025	2026
Solid Waste Reserve	8,373,106	800,000	2,100,000	5,500,000	3,100,000
Future Capital Reserve	-	-	-	-	-
Local improvement	-	-	-	-	-
DCC Sewer	-	-	-	-	-
DCC Water	-	-	-	-	-
Grants	-	-	-	-	-
Debt	-	-	-	-	-
Other Capital Reserves	-	-	-	-	-
Total Sewer Fund	8,373,106.00	800,000.00	2,100,000.00	5,500,000.00	3,100,000.00



FINANCIAL PLAN 2022–2026

OPERATING PLAN

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FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 813 Legislative (Council)

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	505,514	534,864	565,282	526,103	529,905	3,802
Personnel expenses	92,019	48,227	53,653	69,450	102,750	33,300
Contractual services	26,864	3,018	35,488	12,000	32,000	20,000
Supplies and other expenses	71,000	13,465	38,923	88,000	76,000	-12,000
Transfers to other functions	21,826	14,932	14,215	17,874	17,874	-
Total Direct Costs	717,223	614,506	707,561	713,427	758,529	45,102
Revenue Generated:						
Fees, rates, and sale of service	2,681	(17,453)	(5,398)	-	-	-
Total Revenue Generated	2,681	(17,453)	(5,398)	-	-	-
Net Operating Costs	714,542	631,959	712,959	713,427	758,529	45,102
Net Tax Requirement (Contribution)	714,542	631,959	712,959	713,427	758,529	45,102

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 881 Administration of the City

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	708,417	681,775	795,421	681,779	799,354	117,575
Personnel expenses	20,864	25,395	25,420	34,875	32,076	-2,799
Contractual services	168,227	168,198	446,216	181,500	310,500	129,000
Supplies and other expenses	905,720	889,786	897,919	914,333	908,993	-5,340
Transfers to other functions	24,196	25,212	24,559	21,250	21,250	-
Total Direct Costs	1,827,424	1,790,366	2,189,535	1,833,737	2,072,173	238,436
Revenue Generated:						
Fees, rates, and sale of service	3,874	1,541	12,930	3,000	3,000	-
Total Revenue Generated	3,874	1,541	12,930	3,000	3,000	-
Net Operating Costs	714,542	631,959	712,959	713,427	758,529	45,102
Transfer to (from) other govt's	-	-	-	20,000	25,000	5,000
Net Tax Requirement (Contribution)	1,823,550	1,788,825	2,176,605	1,810,737	2,044,173	233,436

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 882 Business and Client Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	796,871	902,528	996,809	880,155	898,349	18,194
Personnel expenses	15,379	12,918	16,861	24,850	21,400	-3,450
Contractual services	121,455	97,671	93,709	118,900	93,000	-25,900
Supplies and other expenses	42,918	80,517	95,151	75,400	82,800	7,400
Transfers to other functions	32,072	35,621	39,028	33,122	33,122	-
Transfers from other functions	-10,203	-49,571	-10,000	-10,000	-10,000	-
Costs allocated to capital	-20,090	-35,343	-20,671	-41,530	-41,530	-
Total Direct Costs	978,402	1,044,341	1,210,887	1,080,897	1,077,141	-3,756
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	978,402	1,044,341	1,210,887	1,080,897	1,077,141	-3,756
Transfer to (from) reserves	25,000	-25,000	-	-40,500	-40,500	-
Transfer to (from) other govt's	15,000	15,000	15,000	-	-	-
Net Tax Requirement (Contribution)	988,402	1,004,341	1,195,887	1,040,397	1,036,641	-3,756



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 710 Office Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	150,056	124,844	148,830	148,561	151,520	2,959
Personnel expenses	-	-	-	750	750	-
Contractual services	2,278	-	4,938	10,800	8,300	-2,500
Supplies and other expenses	99,278	79,737	74,819	108,200	94,950	-13,250
Transfers to other functions	9,918	10,140	9,863	9,458	9,458	-
Transfers from other functions	50	-	-	-1,000	-1,000	-
Total Direct Costs	261,580	214,721	238,450	276,769	263,978	-12,791
Revenue Generated:						
Fees, rates, and sale of service	-	-	49	-	-	-
Total Revenue Generated	-	-	49	-	-	-
Net Operating Costs	261,580	214,721	238,401	276,769	263,978	-12,791
Transfer to (from) trusts	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	-
Net Tax Requirement (Contribution)	291,580	244,721	268,401	306,769	293,978	-12,791

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 570 Business Improvement Area

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Supplies and other expenses	462,707	510,783	535,254	428,347	428,347	-
Total Direct Costs	462,707	510,783	535,254	428,347	428,347	-
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	462,707	510,783	535,254	428,347	428,347	-
Net Tax Requirement (Contribution)	462,707	510,783	535,254	428,347	428,347	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 610 Cash Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	5,482	5,340	-	-	-	-
Contractual services	77,619	78,192	-45,610	41,000	35,000	-6,000
Transfers to other functions	2,921	3,234	3,019	2,905	2,905	-
Total Direct Costs	86,022	86,766	-42,591	43,905	37,905	-6,000
Revenue Generated:						
Fees, rates, and sale of service	5,086,613	6,370,846	4,007,740	3,788,000	3,985,600	197,600
Total Revenue Generated	5,086,613	6,370,846	4,007,740	3,788,000	3,985,600	197,600
Net Operating Costs	-5,000,591	-6,284,080	-4,050,331	-3,744,095	-3,635,845	108,250
Transfer to (from) reserves	901,197	1,178,740	-179,806	576,000	551,000	-25,000
Transfer to (from) other govt's	1,813,606	1,930,838	2,122,764	1,925,000	2,164,500	239,500
Transfer to (from) trusts	(1,368,227)	(839,373)	(610,066)	(386,400)	(246,400)	140,000
Collections for other taxing authorities	-	-	-60,233,232	-56,662,000	-61,271,000	-4,609,000
Payments to other taxing authorities	-	-	60,233,232	56,662,000	61,271,000	4,609,000
Net Tax Requirement (Contribution)	-4,544,773	-6,196,805	-5,742,835	-4,706,695	-5,002,945	-296,250

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 640 Fiscal Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	-	-	-	-1,041,007	-1,045,000	-3,993
Supplies and other expenses	-	40,915	1,119,818	915,000	1,390,000	475,000
Transfers from other functions	-1,240,440	-1,240,440	-1,252,606	-1,252,606	-1,252,606	-
Total Direct Costs	-1,240,440	-1,199,525	-132,788	-1,378,613	-907,606	471,007
Revenue Generated:						
Fees, rates, and sales of service	691,851	28,228	91,716	-	25,000	25,000
Total Revenue Generated	691,851	28,228	91,716	-	25,000	25,000
Net Operating Costs	-1,932,291	-1,227,753	-224,504	-1,378,613	-932,606	446,007
Transfer to (from) reserves	11,708,023	17,904,340	16,920,866	9,941,000	7,400,000	-2,541,000
Transfer to (from) other funds	10,694,982	11,372,242	9,713,645	5,435,000	5,750,000	315,000
Transfer to (from) trusts	(18,377,352)	(7,252,868)	(8,371,313)	(13,203,094)	(13,500,000)	(296,906)
Transfer to (from) other funds	1,674,432	(104,226)	2,832,367	9,418,526	3,358,334	(6,060,192)
Net Tax Requirement (Contribution)	15,783,670	12,661,439	12,521,663	6,911,955	10,859,060	3,947,105

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 660 Corporate Benefits

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	4,138	51,624	-292,521	-	-	-
Supplies and other expenses	1,117,708	430,505	-560,823	-	-	-
Total Direct Costs	1,121,846	482,129	-853,344	-	-	-
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	1,121,846	482,129	-853,344	-	-	-
Net Tax Requirement (Contribution)	1,121,846	482,129	-853,344	-	-	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 690 Debt Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Debt financing	6,392,103	6,071,343	6,129,914	7,200,000	7,200,000	-
Transfers from other functions	-277,600	-	-	-	-	-
Total Direct Costs	6,114,503	6,071,343	6,129,914	7,200,000	7,200,000	-
Revenue Generated:						
Fees, rates, and sale of service	1,111,208	1,285,452	1,407,528	1,200,000	1,200,000	-
Total Revenue Generated	1,111,208	1,285,452	1,407,528	1,200,000	1,200,000	-
Net Operating Costs	5,003,295	4,785,891	4,722,386	6,000,000	6,000,000	-
Transfer to (from) reserves	-	8,890	-	-178,000	-178,000	-
Transfer to (from) trusts	-	(9,029)	-	-	-	-
Transfer to (from) other funds	6,011,200	-	-	105,000	105,000	-
Net Tax Requirement (Contribution)	-1,007,905	4,803,810	4,722,386	5,717,000	5,717,000	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 620 Billing and Collection

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	459,279	587,701	715,203	784,559	801,072	16,513
Personnel expenses	5,186	5,194	8,291	3,300	13,816	10,516
Contractual services	27,608	27,030	125,081	55,400	57,060	1,660
Supplies and other expenses	34,339	39,033	464,299	116,125	121,091	4,966
Debt financing	182,230	48,396	362	80,000	79,205	-795
Transfers to other functions	8,821	7,937	21,643	21,458	21,458	-
Transfers from other functions	-	-	-359,921	-359,921	-359,921	-
Total Direct Costs	717,463	715,291	974,958	700,921	733,780	32,859
Revenue Generated:						
Fees, rates, and sale of service	610,637	424,064	453,490	388,000	406,700	18,700
Total Revenue Generated	610,637	424,064	453,490	388,000	406,700	18,700
Net Operating Costs	106,826	291,227	521,468	312,921	327,080	14,159
Net Tax Requirement (Contribution)	106,826	291,227	521,468	312,921	327,080	14,159

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 630 Financial Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,307,519	2,391,988	2,575,239	2,404,779	2,347,262	-57,517
Personnel expenses	81,094	48,494	52,786	90,926	92,615	1,689
Contractual services	190,323	241,030	128,659	160,095	172,395	12,300
Supplies and other expenses	139,794	33,836	161,571	42,150	45,500	3,350
Transfers to other functions	71,137	67,343	62,831	60,483	60,483	-
Total Direct Costs	2,789,867	2,782,691	2,981,086	2,758,433	2,718,255	-40,178
Revenue Generated:						
Fees, rates, and sale of service	114,910	(10,127)	338,278	9,000	9,000	-
Total Revenue Generated	114,910	(10,127)	338,278	9,000	9,000	-
Net Operating Costs	2,674,957	2,792,818	2,642,808	2,749,433	2,709,255	-40,178
Transfer to (from) other govt's	10,000	-	-	-	-	-
Net Tax Requirement (Contribution)	2,664,957	2,792,818	2,642,808	2,749,433	2,709,255	-40,178

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 650 Insurance and Risk Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	217,519	234,268	222,371	228,461	342,732	114,271
Personnel expenses	5,209	1,475	2,159	2,800	6,800	4,000
Contractual services	1,179,360	1,009,126	1,192,220	1,192,100	1,480,737	288,637
Transfers to other functions	14,026	9,702	9,349	9,268	9,268	-
Transfers from other functions	-149,405	-191,400	-191,400	-191,400	-191,400	-
Total Direct Costs	1,266,709	1,063,171	1,234,699	1,241,229	1,648,137	406,908
Revenue Generated:						
Fees, rates, and sale of service	18,922	29,720	-	-	-	-
Total Revenue Generated	18,922	29,720	-	-	-	-
Net Operating Costs	1,247,787	1,033,451	1,234,699	1,241,229	1,648,137	406,908
Transfer to (from) reserves	-67,345	27,677	-4,364	-	-	-
Net Tax Requirement (Contribution)	1,180,442	1,061,128	1,230,335	1,241,229	1,648,137	406,908



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 670 Purchasing and Stores

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	848,981	791,313	870,412	919,930	935,991	16,061
Personnel expenses	6,297	3,760	8,759	7,800	11,050	3,250
Contractual services	65,249	5,298	10,384	2,100	2,100	-
Supplies and other expenses	3,612	41,223	19,248	2,800	2,700	-100
Transfers to other functions	28,332	31,545	30,180	27,613	27,613	-
Total Direct Costs	952,471	873,139	938,983	960,243	979,454	19,211
Revenue Generated:						
Fees, rates, and sale of service	188,010	99,801	428,415	29,000	29,000	-
Total Revenue Generated	188,010	99,801	428,415	29,000	29,000	-
Net Operating Costs	764,461	773,338	510,568	931,243	950,454	19,211
Net Tax Requirement (Contribution)	764,461	773,338	510,568	931,243	950,454	19,211

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 720 Information Technology

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,615,788	2,639,436	2,644,159	2,462,698	2,759,548	296,850
Personnel expenses	43,350	32,882	50,765	65,350	75,090	9,740
Contractual services	1,810,706	2,025,600	3,715,777	2,697,126	3,324,160	627,034
Supplies and other expenses	421,339	431,236	416,956	387,592	390,992	3,400
Transfers to other functions	182,679	188,147	193,205	180,035	180,035	-
Transfers from other functions	-1,316,839	-1,490,819	-1,420,217	-1,413,900	-1,416,650	-2,750
Total Direct Costs	3,757,023	3,826,482	5,600,645	4,378,901	5,313,175	934,274
Revenue Generated:						
Fees, rates, and sale of service	6,489	264	8,345	200	200	-
Sale of capital assets	93	4,386	4,042	-	-	-
Total Revenue Generated	6,582	4,650	12,387	200	200	-
Net Operating Costs	3,750,441	3,821,832	5,588,258	4,378,701	5,312,975	934,274
Transfer to (from) reserves	-	-	-936,000	-	-	-
Transfer to (from) trusts	(487,500)	(672,000)	(672,000)	(672,000)	(809,000)	(137,000)
Net Tax Requirement (Contribution)	4,237,941	4,493,832	5,324,258	5,050,701	6,121,975	1,071,274



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 730 Kamloops Community Network

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	72,270	84,633	113,067	97,000	97,000	-
Transfers from other functions	-8,000	-8,000	-12,000	-12,000	-12,000	-
Total Direct Costs	64,270	76,633	101,067	85,000	85,000	-
Revenue Generated:						
Fees, rates, and sale of service	95,954	91,930	89,366	78,703	94,500	15,797
Total Revenue Generated	95,954	91,930	89,366	78,703	94,500	15,797
Net Operating Costs	-31,684	-15,297	11,701	6,297	-9,500	-15,797
Net Tax Requirement (Contribution)	-31,684	-15,297	11,701	6,297	-9,500	-15,797



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 810 Legislative and Elections

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	534,217	633,934	826,554	942,765	956,041	13,276
Supplies and other expenses	8,841	5,287	4,055	5,130	11,779	6,649
Personnel expenses	46,954	62,221	18,477	30,500	30,500	-
Contractual services	10,580	5,949	2,644	-59,400	-145,200	-85,800
Supplies and other expenses	7,226	12,834	12,336	9,938	9,938	-
Transfers to other functions	607,818	720,225	864,066	928,933	863,058	-65,875
Total Direct Costs						
Revenue Generated:						
Fees, rates, and sales of service	2,449	2,639	1,596	1,000	1,500	500
Total Revenue Generated	2,449	2,639	1,596	1,000	1,500	500
Net Operating Costs	605,369	717,586	862,470	927,933	861,558	-66,375
Transfer to (from) other funds	-	-	-	(60,000)	(148,000)	(88,000)
Net Tax Requirement (Contribution)	605,369	717,586	862,470	987,933	1,009,558	21,625



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 880 Corporate Services On-Call Clerical

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	17,166	72,267	25,572	-	-	-
Personnel expenses	971	-	200	3,000	3,000	-
Supplies and other expenses	-	291	-	-	-	-
Transfers to other functions	2,041	3,351	3,955	-	-	-
Total Direct Costs	20,178	75,909	29,727	3,000	3,000	-
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	20,178	75,909	29,727	3,000	3,000	-
Net Tax Requirement (Contribution)	20,178	75,909	29,727	3,000	3,000	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 130 Solid Waste Collection and Disposal

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,747,283	2,732,388	2,815,124	2,649,750	2,705,458	55,708
Personnel expenses	9,990	15,836	13,907	16,103	16,103	-
Contractual services	4,110,020	4,409,457	4,477,870	5,113,200	5,221,000	107,800
Supplies and other expenses	878,672	869,943	932,211	1,001,842	1,009,042	7,200
Debt financing	20,725	502,274	513,430	601,127	601,127	-
Transfers to other functions	5,661,495	5,607,517	5,669,028	5,647,110	5,696,946	49,836
Transfers from other functions	-2,909,900	-3,211,606	-3,255,605	-3,247,270	-3,248,200	-930
Total Direct Costs	10,518,285	10,925,809	11,165,965	11,781,862	12,001,476	219,614
Revenue Generated:						
Fees, rates, and sales of service	13,386,808	12,825,310	13,515,289	12,322,000	13,590,000	1,268,000
Total Revenue Generated	13,386,808	12,825,310	13,515,289	12,322,000	13,590,000	1,268,000
Net Operating Costs	-2,868,523	-1,899,501	-2,349,324	-540,138	-1,588,524	-1,048,386
Transfer to (from) reserves	2,868,523	1,899,501	2,387,724	540,138	1,588,524	1,048,386
Transfer to (from) other govt's	-	-	38,400	-	-	-
Net Tax Requirement (Contribution)	-	-	-	-	-	-



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 140 Environmental Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	145,558	143,082	225,187	267,404	273,030	5,626
Personnel expenses	11,174	5,245	11,132	9,500	9,500	-
Contractual services	106,946	324,048	113,594	55,000	70,750	15,750
Supplies and other expenses	1,118	2,012	1,473	1,600	1,400	-200
Transfers to other functions	16,079	17,396	17,285	16,629	16,629	-
Transfers from other functions	-36,340	-36,340	-37,200	-37,200	-37,200	-
Total Direct Costs	244,535	455,443	331,471	312,933	334,109	21,176
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	244,535	455,443	331,471	312,933	334,109	21,176
Transfer to (from) reserves	-	-	-	-	-750	-750
Net Tax Requirement (Contribution)	244,535	455,443	331,471	312,933	333,359	20,426

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 310 Roads

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,743,550	3,047,237	2,888,779	2,885,214	2,741,426	-143,788
Personnel expenses	11,975	4,471	11,128	17,400	17,400	-
Contractual services	784,469	986,140	796,378	1,103,730	1,083,950	-19,780
Supplies and other expenses	803,203	749,792	640,681	649,550	692,050	42,500
Transfers to other functions	1,619,644	1,767,247	1,778,783	1,749,848	1,766,674	16,826
Transfers from other functions	-494,293	-440,448	-410,774	-282,000	-256,000	26,000
Costs allocated to capital	-	-	-	-36,387	-36,387	-
Total Direct Costs	5,468,548	6,114,439	5,704,975	6,087,355	6,009,113	-78,242
Revenue Generated:						
Fees, rates, and sales of service	29,758	377	9,054	-	-	-
Total Revenue Generated	29,758	377	9,054	-	-	-
Net Operating Costs	5,438,790	6,114,062	5,695,921	6,087,355	6,009,113	-78,242
Transfer to (from) reserves	-	-	-9,556	-	-	-
Net Tax Requirement (Contribution)	5,438,790	6,114,062	5,686,365	6,087,355	6,009,113	-78,242

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 320 Civid Operations Administration

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,603,331	1,669,014	1,997,213	1,609,729	1,989,139	379,410
Personnel expenses	54,294	44,769	44,088	28,700	42,650	13,950
Contractual services	9,380	1,907	-	3,200	3,200	-
Supplies and other expenses	14,139	10,862	11,617	11,820	11,820	-
Transfers to other functions	53,900	65,190	63,812	47,409	47,409	-
Transfers from other functions	-409,008	-409,008	-409,008	-409,008	-409,008	-
Total Direct Costs	1,326,036	1,382,734	1,707,722	1,291,850	1,685,210	393,360
Revenue Generated:						
Fees, rates, and sales of service	5,576	3,490	3,712	-	-	-
Total Revenue Generated	5,576	3,490	3,712	-	-	-
Net Operating Costs	1,320,460	1,379,244	1,704,010	1,291,850	1,685,210	393,360
Net Tax Requirement (Contribution)	1,320,460	1,379,244	1,704,010	1,291,850	1,685,210	393,360

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 330 Capital Projects Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,615,930	1,638,119	1,723,794	1,824,465	1,636,894	-187,571
Personnel expenses	55,518	40,635	54,784	53,115	53,115	-
Contractual services	761,293	761,040	1,054,137	64,500	64,500	-
Supplies and other expenses	16,865	17,822	12,453	14,350	18,350	4,000
Transfers to other functions	120,155	94,903	115,957	65,855	65,855	-
Transfers from other functions	-253,407	-282,288	-282,723	-300,000	-300,000	-
Costs allocated to capital	-1,555,324	-1,506,378	-1,370,875	-1,233,469	-1,233,469	-
Total Direct Costs	761,030	763,853	1,307,527	488,816	0	-183,571
Revenue Generated:						
from	18,027	-	1,440	-	-	-
Total Revenue Generated	18,027	-	1,440	-	-	-
Net Operating Costs	743,003	763,853	1,306,087	488,816	305,245	-183,571
Transfer to (from) reserves	-	750,000	-	-	-	-
Transfer to (from) trusts	-	(50,000)	(50,000)	(50,000)	(50,000)	-
Net Tax Requirement (Contribution)	743,003	1,563,853	1,356,087	538,816	355,245	-183,571



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 360 Traffic Signs and Road Markings

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	553,050	530,359	533,363	646,459	621,098	-25,361
Personnel expenses	1,631	5,800	1,822	4,650	4,650	-
Contractual services	17,768	3,891	10,932	4,250	7,500	3,250
Supplies and other expenses	331,233	363,902	387,930	378,500	381,750	3,250
Transfers to other functions	166,225	100,862	128,401	193,526	193,526	-
Transfers from other functions	-149,600	-116,942	-129,849	-131,400	-131,400	-
Total Direct Costs	920,307	887,872	932,599	1,095,985	1,077,124	-18,861
Revenue Generated:						
Fees, rates, and sale of service	17,961	3,852	4,062	8,000	3,000	(5,000)
Total Revenue Generated	17,961	3,852	4,062	8,000	3,000	(5,000)
Net Operating Costs	902,346	884,020	928,537	1,087,985	1,074,124	-13,861
Net Tax Requirement (Contribution)	902,346	884,020	928,537	1,087,985	1,074,124	-13,861



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 380 Drainage

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	433,083	467,341	408,629	721,456	738,040	16,584
Personnel expenses	13,829	8,348	7,464	5,000	5,000	-
Contractual services	175,676	566,245	380,476	273,100	273,100	-
Supplies and other expenses	56,211	78,799	85,980	66,150	66,150	-
Transfers to other functions	433,205	541,340	438,752	492,443	492,443	-
Transfers from other functions	-2,412	-1,767	-3,910	-2,000	-2,000	-
Total Direct Costs	1,109,592	1,660,306	1,317,391	1,556,149	1,572,733	16,584
Revenue Generated:						
Fees, rates, and sale of service	109,890	259,090	28,045	-	-	-
Total Revenue Generated	109,890	259,090	28,045	-	-	-
Net Operating Costs	999,702	1,401,216	1,289,346	1,556,149	1,572,733	16,584
Net Tax Requirement (Contribution)	999,702	1,401,216	1,289,346	1,556,149	1,572,733	16,584

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 740 Vehicles and Equipment

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,434,159	1,624,929	1,649,774	2,026,383	2,066,950	40,567
Personnel expenses	9,866	4,496	10,147	16,345	16,345	-
Contractual services	1,684,168	1,733,943	1,835,473	1,617,120	1,556,120	-61,000
Supplies and other expenses	2,611,067	2,621,596	2,665,790	2,629,519	2,684,479	54,960
Transfers to other functions	-4,747	28,588	-2,822	66,296	66,296	-
Transfers from other functions	-6,715,558	-7,077,842	-7,375,914	-6,886,584	-7,484,584	-598,000
Costs allocated to capital	-	-	-	-764,650	-764,650	-
Total Direct Costs	-981,045	-1,064,290	-1,217,552	-1,295,571	-1,859,044	-563,473
Revenue Generated:						
Fees, rates, and sale of service	5,882	14,752	4,609	7,100	7,100	-
Sale of capital assets	(3)	-	149,989	50,000	50,000	-
Total Revenue Generated	5,879	14,752	154,598	57,100	57,100	-
Net Operating Costs	-986,924	-1,079,042	-1,372,150	-1,352,671	-1,916,144	-563,473
Transfer to (from) trusts	(2,181,000)	(2,241,545)	(2,614,676)	(2,181,000)	(2,781,000)	(600,000)
Net Tax Requirement (Contribution)	1,194,076	1,162,503	1,242,526	828,329	864,856	36,527

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 750 HVAC

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	330,970	454,783	456,545	611,971	629,930	17,959
Personnel expenses	2,923	3,753	3,520	6,704	6,704	-
Contractual services	192,835	74,035	115,910	61,708	56,884	-4,824
Supplies and other expenses	96,729	112,435	186,332	109,925	129,925	20,000
Transfers to other functions	25,193	26,830	26,632	24,499	24,499	-
Transfers from other functions	-470,961	-408,686	-514,934	-446,000	-453,000	-7,000
Total Direct Costs	177,689	263,150	274,005	368,807	394,942	26,135
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	177,689	263,150	274,005	368,807	394,942	26,135
Net Tax Requirement (Contribution)	177,689	263,150	274,005	368,807	394,942	26,135

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 770 Millwright

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	763,777	586,492	552,811	968,735	986,846	18,111
Personnel expenses	233	-	2,599	16,070	14,910	-1,160
Contractual services	217,387	277,485	366,054	151,022	231,022	80,000
Supplies and other expenses	233,903	216,884	222,808	221,991	221,040	-951
Transfers to other functions	76,609	88,214	88,775	92,364	92,364	-
Transfers from other functions	-1,217,644	-1,198,378	-1,113,959	-1,450,182	-1,546,182	-96,000
Total Direct Costs	74,265	-29,303	119,088	-	-	-
Revenue Generated:						
Fees, rates, and sale of service	1,011	-	-	-	-	-
Total Revenue Generated	1,011	-	-	-	-	-
Net Operating Costs	73,254	-29,303	119,088	-	-	-
Net Tax Requirement (Contribution)	73,254	-29,303	119,088	-	-	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 775 Plumbing

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	38,626	198,373	339,033	223,050	227,511	4,461
Personnel expenses	-	200	-	-	-	-
Contractual services	212,358	121,210	59,662	19,829	19,489	-340
Supplies and other expenses	15,367	132,797	150,602	-	-	-
Transfers to other functions	4,184	8,787	42,229	-	-	-
Transfers from other functions	-225,211	-357,129	-554,193	-241,500	-247,000	-5,500
Total Direct Costs	45,324	104,238	37,333	1,379	-	-1,379
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	45,324	104,238	37,333	1,379	-	-1,379
Net Tax Requirement (Contribution)	45,324	104,238	37,333	1,379	-	-1,379

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 780 Carpentry

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,129,199	1,138,318	1,221,045	868,935	897,427	28,492
Personnel expenses	2,800	2,259	3,914	6,203	6,203	-
Contractual services	659,246	598,264	653,964	463,296	563,896	100,600
Supplies and other expenses	319,088	373,583	300,835	250,471	315,971	65,500
Transfers to other functions	157,814	176,583	196,147	127,681	127,681	-
Transfers from other functions	-1,458,128	-1,476,859	-1,643,253	-1,019,843	-1,054,843	-35,000
Total Direct Costs	810,019	812,148	732,652	696,743	856,335	159,592
Revenue Generated:						
Fees, rates, and sale of service	281,640	-	4,869	-	-	-
Total Revenue Generated	281,640	-	4,869	-	-	-
Net Operating Costs	528,379	812,148	727,783	696,743	856,335	159,592
Transfer to (from) reserves	-	-13,220	-	-	-	-
Net Tax Requirement (Contribution)	528,379	798,928	727,783	696,743	856,335	159,592

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 790 Electrical

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,417,108	1,514,962	1,571,735	1,215,678	1,252,239	36,561
Personnel expenses	19,548	23,617	14,103	26,203	26,203	-
Contractual services	428,461	220,968	334,175	329,351	329,351	-
Supplies and other expenses	1,793,709	1,838,105	1,869,284	1,753,567	1,806,379	52,812
Transfers to other functions	195,642	186,587	194,829	200,890	200,890	-
Transfers from other functions	-1,478,491	-1,344,276	-1,491,881	-1,374,700	-1,399,700	-25,000
Total Direct Costs	2,375,977	2,439,963	2,492,245	2,150,989	2,215,362	64,373
Revenue Generated:						
Fees, rates, and sales of service	53,085	33,033	81,767	-	-	-
Total Revenue Generated	53,085	33,033	81,767	-	-	-
Net Operating Costs	2,322,892	2,406,930	2,410,478	2,150,989	2,215,362	64,373
Transfer to (from) other govt's	26,101	-	-	650	650	-
Net Tax Requirement (Contribution)	2,296,791	2,406,930	2,410,478	2,150,339	2,214,712	64,373

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 150 Cemeteries

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	402,877	314,204	342,769	306,536	312,316	5,780
Contractual services	31,455	32,692	16,319	19,500	19,118	-382
Supplies and other expenses	80,647	88,838	94,153	84,551	89,551	5,000
Transfers to other functions	154,948	175,624	188,496	137,365	137,365	-
Total Direct Costs	669,927	611,358	641,737	547,952	558,350	10,398
Revenue Generated:						
Fees, rates, and sale of service	654,401	772,769	773,559	544,350	563,350	19,000
Total Revenue Generated	654,401	772,769	773,559	544,350	563,350	19,000
Net Operating Costs	15,526	-161,411	-131,822	3,602	-5,000	-8,602
Transfer to (from) trusts	15,526	(161,411)	(131,822)	(5,000)	(5,000)	-
Net Tax Requirement (Contribution)	-	-	-	8,602	-	-8,602



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 429 Parks

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	4,317,149	4,099,596	4,782,033	4,819,285	5,253,186	433,901
Personnel expenses	27,785	9,874	14,544	45,380	45,380	-
Contractual services	383,045	487,826	511,443	316,090	539,000	222,910
Supplies and other expenses	1,164,906	986,554	1,430,812	1,142,386	1,295,187	152,801
Transfers to other functions	2,133,891	2,086,253	2,318,121	1,954,162	2,191,914	237,752
Transfers from other functions	-512,697	-611,808	-567,077	-572,351	-531,351	41,000
Total Direct Costs	7,514,079	7,058,295	8,489,876	7,704,952	8,793,316	1,088,364
Revenue Generated:						
Fees, rates, and sale of service	327,054	84,684	208,658	317,100	317,100	-
Grants	327,054	84,684	208,658	317,100	317,100	-
Total Revenue Generated	7,187,025	6,973,611	8,281,218	7,387,852	8,476,216	1,088,364
Net Operating Costs	30,000	30,000	-270,000	30,000	30,000	-
Transfer to (from) reserves	-	-	364,588	-	-	-
Transfer to (from) other govt's	7,217,025	7,003,611	7,646,630	7,417,852	8,506,216	1,088,364
Net Tax Requirement (Contribution)	4,317,149	4,099,596	4,782,033	4,819,285	5,253,186	433,901



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 457 City Facilities

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	858,703	941,538	907,025	899,334	916,990	17,656
Personnel expenses	3,042	2,967	4,044	2,695	2,695	-
Contractual services	167,465	176,565	210,354	192,143	200,143	8,000
Supplies and other expenses	757,004	796,911	751,606	860,765	859,765	-1,000
Transfers to other functions	1,174,514	1,439,302	1,621,397	1,107,610	1,066,610	-41,000
Total Direct Costs	2,960,728	3,357,283	3,494,426	3,062,547	3,046,203	-16,344
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	2,960,728	3,357,283	3,494,426	3,062,547	3,046,203	-16,344
Transfer to (from) reserves	-	-	-50,000	-	-	-
Net Tax Requirement (Contribution)	2,960,728	3,357,283	3,444,426	3,062,547	3,046,203	-16,344



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 410 Sandman Centre

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	591,775	544,149	586,767	704,183	717,270	13,087
Personnel expenses	-	442	-	-	-	-
Contractual services	425,296	169,885	168,998	276,170	391,586	115,416
Supplies and other expenses	332,122	278,242	339,460	365,700	378,580	12,880
Transfers to other functions	415,135	354,627	406,660	358,017	358,017	-
Total Direct Costs	1,764,328	1,347,345	1,501,885	1,704,070	1,845,453	141,383
Revenue Generated:						
Fees, rates, and sale of service	1,158,400	293,364	391,847	555,500	920,000	364,500
Total Revenue Generated	1,158,400	293,364	391,847	555,500	920,000	364,500
Net Operating Costs	605,928	1,053,981	1,110,038	1,148,570	691,813	-456,757
Transfer to (from) reserves	-	-	-	-4,900	-7,056	-2,156
Transfer to (from) trusts	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	-
Net Tax Requirement (Contribution)	680,928	1,128,981	1,185,038	1,218,670	759,757	-458,913

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 413 Arenas

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,322,323	1,051,151	1,160,980	1,355,659	1,381,874	26,215
Personnel expenses	123	79	-	-	-	-
Contractual services	188,108	143,411	102,501	195,450	116,150	-79,300
Supplies and other expenses	596,735	510,696	512,647	645,069	663,069	18,000
Transfers to other functions	514,974	605,977	443,380	436,068	436,068	-
Total Direct Costs	2,622,263	2,311,314	2,219,508	2,632,246	2,597,161	-35,085
Revenue Generated:						
Fees, rates, and sale of service	1,465,712	852,277	895,390	1,049,501	1,241,151	191,650
Total Revenue Generated	1,465,712	852,277	895,390	1,049,501	1,241,151	191,650
Net Operating Costs	1,156,551	1,459,037	1,324,118	1,582,745	1,216,420	-366,325
Fees, rates, and sale of service	-	-	-655,000	-	-1,410	-1,410
Net Tax Requirement (Contribution)	1,156,551	1,459,037	669,118	1,582,745	1,215,010	-367,735

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 461 Pools

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	798,481	551,894	721,861	820,707	939,064	118,357
Personnel expenses	1,337	1,150	1,119	1,000	1,200	200
Contractual services	9,564	17,088	23,506	42,245	35,745	-6,500
Supplies and other expenses	158,648	126,366	143,293	144,055	161,855	17,800
Transfers to other functions	91,541	75,999	113,432	74,857	74,857	-
Total Direct Costs	1,059,571	772,497	1,003,211	1,082,864	1,212,721	129,857
Revenue Generated:						
Fees, rates, and sale of service	258,470	104,242	157,203	99,200	208,400	109,200
Total Revenue Generated	258,470	104,242	157,203	99,200	208,400	109,200
Net Operating Costs	801,101	668,255	846,008	983,664	1,004,321	20,657
Transfer to (from) reserves	-	-	-200,000	-	-	-
Net Tax Requirement (Contribution)	801,101	668,255	646,008	983,664	1,004,321	20,657

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 465 Tournament Capital Centre

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,383,431	1,561,154	2,207,239	2,499,216	2,550,517	51,301
Personnel expenses	26,324	10,677	36,536	31,500	32,500	1,000
Contractual services	89,357	110,213	118,685	157,590	149,090	-8,500
Supplies and other expenses	729,648	520,846	623,801	726,011	761,511	35,500
Transfers to other functions	794,624	648,269	802,312	718,822	683,672	-35,150
Transfers from other functions	-2,069	-250	-	-	-	-
Total Direct Costs	4,021,315	2,850,909	3,788,573	4,133,139	4,177,290	44,151
Revenue Generated:						
Fees, rates, and sale of service	2,470,967	1,089,943	1,555,157	1,361,000	2,121,200	760,200
Private contributions	2,470,967	1,089,943	1,555,157	1,361,000	2,121,200	760,200
Total Revenue Generated	1,550,348	1,760,966	2,233,416	2,772,139	1,419,124	-1,353,015
Net Operating Costs	-	-	-1,120,000	-	-6,784	-6,784
Transfer to (from) reserves	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	-
Transfer to (from) trusts	1,750,348	1,960,966	1,313,416	2,972,139	1,612,340	-1,359,799
Net Tax Requirement (Contribution)	2,383,431	1,561,154	2,207,239	2,499,216	2,550,517	51,301



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 470 School Recreation Facilities

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	-	27,018	-	-	-	-
Total Direct Costs	-	27,018	-	-	-	-
Revenue Generated:						
Fees, rates, and sale of service	797	-	-	-	-	-
Total Revenue Generated	797	-	-	-	-	-
Net Operating Costs	-797	27,018	-	-	-	-
Net Tax Requirement (Contribution)	-797	27,018	-	-	-	-



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 471 Art Gallery

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	227,467	220,973	229,790	255,000	240,000	-15,000
Supplies and other expenses	375,564	375,565	379,321	379,320	379,320	-
Total Direct Costs	603,031	596,538	609,111	634,320	619,320	-15,000
Revenue Generated:						
Fees, rates, and sale of service	18,455	18,508	17,842	15,000	18,000	3,000
Total Revenue Generated	18,455	18,508	17,842	15,000	18,000	3,000
Net Operating Costs	584,576	578,030	591,269	619,320	601,320	-18,000
Net Tax Requirement (Contribution)	584,576	578,030	591,269	619,320	601,320	-18,000



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 472 Sagebrush Theatre

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	158,640	117,000	158,640	158,640	158,640	-
Transfers to other functions	3,870	5,000	5,000	5,000	5,000	-
Total Direct Costs	162,510	122,000	163,640	163,640	163,640	-
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	162,510	122,000	163,640	163,640	163,640	-
Net Tax Requirement (Contribution)	162,510	122,000	163,640	163,640	163,640	-



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 473 Old Courthouse

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	1,991	657	-	3,750	6,750	3,000
Supplies and other expenses	12,629	12,174	14,030	20,778	20,778	-
Transfers to other functions	20,299	22,681	25,276	31,744	31,744	-
Total Direct Costs	34,919	35,512	39,306	56,272	59,272	3,000
Revenue Generated:						
Fees, rates, and sale of service	19,400	10,612	19,045	19,500	19,500	-
Total Revenue Generated	19,400	10,612	19,045	19,500	19,500	-
Net Operating Costs	15,519	24,900	20,261	36,772	39,772	3,000
Net Tax Requirement (Contribution)	15,519	24,900	20,261	36,772	39,772	3,000



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 475 BC Wildlife Park

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Supplies and other expenses	372,933	372,933	376,662	372,933	372,933	-
Transfers to other functions	15,743	18,200	18,200	18,200	18,200	-
Total Direct Costs	388,676	391,133	394,862	391,133	391,133	-
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	388,676	391,133	394,862	391,133	391,133	-
Net Tax Requirement (Contribution)	388,676	391,133	394,862	391,133	391,133	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 476 Other Cultural Centres

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Supplies and other expenses	3,891	2,813	3,239	-	-	-
Total Direct Costs	3,891	2,813	3,239	-	-	-
Revenue Generated:						
Fees, rates, and sale of service	96,761	9,782	20,154	77,900	77,900	-
Total Revenue Generated	96,761	9,782	20,154	77,900	77,900	-
Net Operating Costs	-92,870	-6,969	-16,915	-77,900	-77,900	-
Net Tax Requirement (Contribution)	-92,870	-6,969	-16,915	-77,900	-77,900	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 481 Social and Community Development

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	88,931	80,354	83,212	239,033	243,791	4,758
Contractual services	181,252	160,253	160,688	167,165	188,362	21,197
Supplies and other expenses	646,672	752,257	1,249,454	663,797	720,447	56,650
Transfers to other functions	862	45	-	-	-	-
Total Direct Costs	917,717	992,909	1,493,354	1,069,995	1,152,600	82,605
Revenue Generated:						
Fees, rates, and sale of service	27,699	63,503	59,591	(39,400)	(38,500)	900
Private contributions	-	-	544	-	-	-
Total Revenue Generated	27,699	63,503	60,135	(39,400)	(38,500)	900
Net Operating Costs	890,018	929,406	1,433,219	1,109,395	1,184,170	74,775
Transfer to (from) reserves	40,128	-9,231	1,455,435	-14,051	1,829	15,880
Transfer to (from) other govt's	51,650	282,132	2,122,166	-	7,348	7,348
Net Tax Requirement (Contribution)	878,496	638,043	766,488	1,095,344	1,178,651	83,307

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 482 Housing/Homelessness

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	59,977	28,136	103,850	55,439	55,439	-
Personnel expenses	8,665	752	4,482	48,491	11,000	-37,491
Contractual services	537,046	974,739	1,972,893	878,626	1,130,000	251,374
Transfers to other functions	2,674	112	373	500	500	-
Total Direct Costs	608,362	1,003,739	2,081,598	983,056	1,196,939	213,883
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	608,362	1,003,739	2,081,598	983,056	1,196,939	213,883
Transfer to (from) reserves	-	1,178,521	-811,297	-	-	-
Transfer to (from) other govt's	608,362	2,182,260	1,270,301	983,056	1,196,939	213,883
Net Tax Requirement (Contribution)	-	-	-	-	-	-



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 483 Health and Sport Development

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	414,024	348,555	329,678	330,614	337,190	6,576
Contractual services	519,840	341,632	446,778	482,175	497,239	15,064
Supplies and other expenses	318,506	139,051	155,661	321,676	337,375	15,699
Transfers to other functions	16,020	7,675	9,917	5,000	5,000	-
Transfers from other functions	-255,525	-255,430	-294,047	-290,150	-255,000	35,150
Total Direct Costs	1,012,865	581,483	647,987	849,315	921,804	72,489
Revenue Generated:						
Fees, rates, and sale of service	356,114	238,985	284,769	263,500	340,700	77,200
Private contributions	59,428	58,244	1,459	57,296	56,296	(1,000)
Total Revenue Generated	415,542	297,229	286,228	320,796	396,996	76,200
Net Operating Costs	597,323	284,254	361,759	528,519	495,108	-33,411
Transfer to (from) reserves	63,223	174,409	-79,202	-	-650	-650
Net Tax Requirement (Contribution)	660,546	458,663	282,557	528,519	494,458	-34,061

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 485 Arts, Culture, and Heritage

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	77,384	79,520	85,212	80,611	82,197	1,586
Contractual services	254,995	82,701	96,834	146,205	257,485	111,280
Supplies and other expenses	627,145	610,970	458,351	660,595	668,115	7,520
Transfers to other functions	421	734	814	-	-	-
Total Direct Costs	959,945	773,925	641,211	887,411	1,007,797	120,386
Revenue Generated:						
Fees, rates, and sale of service	95,242	54,353	59,892	66,000	90,500	24,500
Private contributions	2,529	250	1,414	4,000	-	(4,000)
Total Revenue Generated	97,771	54,603	61,306	70,000	90,500	20,500
Net Operating Costs	862,174	719,322	579,905	817,411	910,862	93,451
Transfer to (from) reserves	2,366	2,396	2,332	20,000	19,935	-65
Net Tax Requirement (Contribution)	864,540	721,718	582,237	837,411	930,797	93,386



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 490 Museum

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	405,969	402,255	386,189	526,155	441,798	-84,357
Personnel expenses	1,503	1,072	790	700	2,350	1,650
Contractual services	17,262	7,480	14,801	14,750	15,450	700
Supplies and other expenses	47,601	28,839	69,898	53,550	66,250	12,700
Transfers to other functions	32,936	33,638	32,675	33,356	33,356	-
Transfers from other functions	-300	-	-200	-	-	-
Total Direct Costs	504,971	473,284	504,153	628,511	559,204	-69,307
Revenue Generated:						
Fees, rates, and sale of service	30,998	12,767	11,593	15,000	16,000	1,000
Private contributions	10,000	15,858	10,550	10,000	10,000	-
Total Revenue Generated	40,998	28,625	22,143	25,000	26,000	1,000
Net Operating Costs	463,973	444,659	482,010	603,511	533,204	-70,307
Transfer to (from) reserves	-	22,500	225,897	10,000	10,000	-
Transfer to (from) other govt's	51,689	74,067	147,170	41,500	68,500	27,000
Net Tax Requirement (Contribution)	412,284	393,092	560,737	572,011	474,704	-97,307

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 491 Parks, Recreation, and Cultural Services Administration

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	2,832,349	2,137,417	2,271,451	2,120,850	2,421,115	300,265
Personnel expenses	96,586	53,567	37,837	48,610	42,110	(6,500)
Contractual services	289,903	248,306	223,598	346,236	326,236	(20,000)
Supplies and other expenses	31,936	13,208	32,621	38,500	35,000	(3,500)
Transfers to other functions	0	0	0	0	0	0
Costs allocated to capital	(50,000)	(50,000)	(50,000)	(140,058)	(140,058)	0
Total Direct Costs	3,392,253	2,585,214	2,696,484	2,636,773	2,895,185	258,412
Revenue Generated:						
Fees, rates, and sale of service	12,318	(3,581)	(9,997)	62,230	33,000	(29,230)
Total Revenue Generated	12,318	(3,581)	(9,997)	62,230	33,000	(29,230)
Net Operating Costs	3,379,935	2,588,795	2,706,481	2,574,543	2,862,185	287,642
Transfer to (from) reserves	(71,000)	25,000	(25,000)	0	0	0
Transfer to (from) other govt's	0	0	0	0	0	0
Net Tax Requirement (Contribution)	3,308,935	2,613,795	2,681,481	2,574,543	2,862,185	287,642

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 230 Building and Engineering Development

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,380,756	1,626,355	1,722,018	1,721,053	1,780,873	59,820
Personnel expenses	3,298	636	155	500	1,000	500
Contractual services	646	623	713	1,000	2,250	1,250
Supplies and other expenses	3,741	1,035	1,281	1,650	1,850	200
Transfers to other functions	79,753	86,142	83,011	83,598	83,598	-
Total Direct Costs	1,468,194	1,714,791	1,807,178	1,807,801	1,869,571	61,770
Revenue Generated:						
Fees, rates, and sale of service	2,152,672	2,817,522	1,744,946	1,531,000	1,580,750	49,750
Total Revenue Generated	2,152,672	2,817,522	1,744,946	1,531,000	1,580,750	49,750
Net Operating Costs	-684,478	-1,102,731	62,232	276,801	288,821	12,020
Net Tax Requirement (Contribution)	-684,478	-1,102,731	62,232	276,801	288,821	12,020

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 240 Business Licensing

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	220,084	169,989	131,676	333,067	252,236	-80,831
Contractual services	24,409	27,037	29,918	25,750	25,750	-
Supplies and other expenses	4,546	263	-	-	-	-
Transfers to other functions	15,715	15,866	15,053	15,869	15,869	-
Total Direct Costs	264,754	213,155	176,647	374,686	293,855	-80,831
Revenue Generated:						
Fees, rates, and sale of service	1,094,316	1,202,263	1,230,027	1,113,000	1,173,000	60,000
Total Revenue Generated	1,094,316	1,202,263	1,230,027	1,113,000	1,173,000	60,000
Net Operating Costs	-829,562	-989,108	-1,053,380	-738,314	-879,145	-140,831
Net Tax Requirement (Contribution)	-829,562	-989,108	-1,053,380	-738,314	-879,145	-140,831

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 370 Public Transit

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	88,309	84,860	45,392	137,403	141,581	4,178
Personnel expenses	374	450	449	500	500	-
Contractual services	17,654,015	16,594,421	17,902,450	17,998,877	18,882,031	883,154
Supplies and other expenses	-	2,354	2,651	500	2,500	2,000
Transfers to other functions	207,251	206,764	208,224	208,900	208,900	-
Total Direct Costs	17,949,949	16,888,849	18,159,166	18,346,180	19,235,512	889,332
Revenue Generated:						
Fees, rates, and sale of service	12,626,005	11,527,091	12,097,098	12,745,775	12,076,620	(669,155)
Total Revenue Generated	12,626,005	11,527,091	12,097,098	12,745,775	12,076,620	(669,155)
Net Operating Costs	5,323,944	5,361,758	6,062,068	5,600,405	7,158,892	1,558,487
Transfer to (from) reserves	-	3,302,860	-1,152,500	-	-1,152,550	-1,152,550
Transfer to (from) other govt's	-	4,352,860	-	-	539,493	539,493
Net Tax Requirement (Contribution)	5,323,944	4,311,758	4,909,568	5,600,405	5,466,849	-133,556



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 439 Sustainability

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	447,573	391,688	358,367	554,571	570,967	16,396
Personnel expenses	9,062	3,866	7,150	3,520	8,020	4,500
Contractual services	176,283	114,662	87,239	59,600	67,100	7,500
Supplies and other expenses	79,636	79,075	177,478	225,500	168,890	-56,610
Transfers to other functions	56,594	53,292	55,737	53,366	53,366	-
Transfers from other functions	-165,015	-162,064	-162,064	-162,064	-162,800	-736
Total Direct Costs	604,133	480,519	523,907	734,493	705,543	-28,950
Revenue Generated:						
Fees, rates, and sale of service	5,585	-	-	-	-	-
Total Revenue Generated	5,585	-	-	-	-	-
Net Operating Costs	598,548	480,519	523,907	734,493	699,108	-35,385
Transfer to (from) reserves	-90,282	-11,400	-183,859	-204,400	-199,565	4,835
Transfer to (from) other govt's	269,639	185,027	240,861	224,200	168,565	(55,635)
Net Tax Requirement (Contribution)	238,627	284,092	99,187	305,893	330,978	25,085

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 510 Business Operations and Community Planning

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	490,441	484,498	409,891	340,583	347,409	6,826
Personnel expenses	731	140	47	200	200	-
Contractual services	50,376	85,604	4,378	5,500	45,500	40,000
Supplies and other expenses	-	-	462	-	-	-
Transfers to other functions	7,923	8,047	9,493	5,310	5,310	-
Total Direct Costs	549,471	578,289	424,271	351,593	398,419	46,826
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	549,471	578,289	424,271	351,593	398,419	46,826
Transfer to (from) other govt's	5,000	-	-	-	-	-
Net Tax Requirement (Contribution)	544,471	578,289	424,271	351,593	398,419	46,826



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 520 Planning, Engineering, and Development Administration

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	571,543	542,268	596,184	563,142	571,884	8,742
Personnel expenses	109,318	50,593	47,875	59,780	95,630	35,850
Contractual services	124,574	119,110	89,128	77,750	96,750	19,000
Supplies and other expenses	42,527	21,154	19,179	18,850	18,850	-
Transfers to other functions	25,684	28,462	28,980	25,650	25,650	-
Total Direct Costs	873,646	761,587	781,346	745,172	808,764	63,592
Revenue Generated:						
Fees, rates, and sale of service	16,800	300	100	2,000	2,000	-
Total Revenue Generated	16,800	300	100	2,000	2,000	-
Net Operating Costs	856,846	761,287	781,246	743,172	806,764	63,592
Net Tax Requirement (Contribution)	856,846	761,287	781,246	743,172	806,764	63,592



FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 530 Property Management

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	394,559	406,716	425,254	402,572	427,517	24,945
Personnel expenses	5,574	5,245	5,527	5,445	5,645	200
Contractual services	75,818	484,071	66,890	66,300	61,500	-4,800
Supplies and other expenses	165,383	291,209	114,357	61,134	67,134	6,000
Transfers to other functions	69,411	41,515	54,947	55,446	55,446	-
Costs allocated to capital	-111,400	-134,100	-154,250	-180,000	-180,000	-
Total Direct Costs	599,345	1,094,656	512,725	410,897	437,242	26,345
Revenue Generated:						
Fees, rates, and sale of service	396,603	975,987	740,070	425,000	425,000	-
Sale of capital assets	741,464	600,748	23,333	-	-	-
Total Revenue Generated	1,138,067	1,576,735	763,403	425,000	425,000	-
Net Operating Costs	-538,722	-482,079	-250,678	-14,103	12,242	26,345
Transfer to (from) reserves	11,160	703,761	459,358	110,000	110,000	-
Transfer to (from) trusts	(459,680)	(157,000)	-	-	-	-
Net Tax Requirement (Contribution)	-67,882	378,682	208,680	95,897	122,242	26,345



FINANCIAL PLAN 2022–2026

OPERATING PLAN



PROGRAM: 540 Planning and Development

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	703,311	777,770	785,627	935,055	957,507	22,452
Personnel expenses	4,447	146	387	250	500	250
Contractual services	7,516	9,623	9,581	8,000	10,000	2,000
Supplies and other expenses	-	67	1,153	-	-	-
Transfers to other functions	37,132	46,838	42,530	42,700	42,700	-
Total Direct Costs	752,406	834,444	839,278	986,005	1,010,707	24,702
Revenue Generated:						
Fees, rates, and sale of service	301,724	184,336	326,010	202,000	235,000	33,000
Total Revenue Generated	301,724	184,336	326,010	202,000	235,000	33,000
Net Operating Costs	450,682	650,108	513,268	784,005	775,707	-8,298
Transfer to (from) reserves	96,000	30,000	150,000	60,000	60,000	-
Net Tax Requirement (Contribution)	546,682	680,108	663,268	844,005	835,707	-8,298

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 760 Engineering Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,964,464	1,982,491	2,095,457	2,241,267	2,312,071	70,804
Personnel expenses	7,832	5,805	6,289	5,545	6,245	700
Contractual services	152,748	119,150	83,672	110,000	115,750	5,750
Supplies and other expenses	24,016	17,014	22,621	26,100	55,122	29,022
Transfers to other functions	71,452	68,712	64,885	62,070	62,070	-
Transfers from other functions	-428,813	-353,729	-310,040	-360,000	-410,000	-50,000
Costs allocated to capital	-1,190,994	-1,154,133	-972,701	-1,150,000	-1,130,000	20,000
Total Direct Costs	600,705	685,310	990,183	934,982	1,011,258	76,276
Revenue Generated:						
Fees, rates, and sale of service	18,505	12,558	27,742	15,600	20,600	5,000
Total Revenue Generated	18,505	12,558	27,742	15,600	20,600	5,000
Net Operating Costs	582,200	672,752	962,441	919,382	990,658	71,276
Transfer to (from) reserves	-	-20	26,500	-	-	-
Transfer to (from) other govt's	-	-	75,000	-	750	750
Transfer to (from) other funds	-	45,188	16,349	-	-	-
Net Tax Requirement (Contribution)	582,200	627,544	897,592	919,382	989,908	70,526

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 210 Police Protection

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	4,375,312	4,538,002	4,177,926	5,122,486	4,641,008	-481,478
Personnel expenses	37,388	17,135	13,929	59,935	63,625	3,690
Contractual services	25,420,847	22,952,709	25,557,695	24,574,550	27,357,100	2,782,550
Supplies and other expenses	59,347	49,497	34,246	57,700	59,450	1,750
Transfers to other functions	118,123	209,304	190,666	250,857	1,003,607	752,750
Total Direct Costs	30,011,017	27,766,647	29,974,462	30,065,528	33,124,790	3,059,262
Revenue Generated:						
Fees, rates, and sale of service	1,381,854	1,544,778	1,539,505	1,225,600	1,477,800	252,200
Total Revenue Generated	1,381,854	1,544,778	1,539,505	1,225,600	1,477,800	252,200
Net Operating Costs	28,629,163	26,221,869	28,434,957	28,839,928	31,642,040	2,802,112
Transfer to (from) reserves	-278,799	2,182,362	-1,107,444	-1,011,000	-1,024,050	-13,050
Transfer to (from) other govt's	2,677,290	2,465,813	142,651	182,500	203,250	20,750
Transfer to (from) trusts	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	-
Net Tax Requirement (Contribution)	25,733,074	25,998,418	27,244,862	27,706,428	30,474,740	2,768,312

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 220 Fire Protection Services

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	18,108,035	18,032,874	19,108,483	17,983,006	18,190,439	207,433
Personnel expenses	169,210	110,563	49,711	139,800	151,500	11,700
Contractual services	386,531	432,439	680,033	541,400	494,600	-46,800
Supplies and other expenses	661,669	756,597	769,522	793,450	766,745	-26,705
Transfers to other functions	311,497	294,335	295,849	275,496	279,496	4,000
Transfers from other functions	-30,556	-8,000	-8,000	-	-	-
Total Direct Costs	19,606,386	19,618,808	20,895,598	19,733,152	19,882,780	149,628
Revenue Generated:						
Fees, rates, and sale of service	1,469,782	1,532,261	1,746,749	1,492,165	1,594,665	102,500
Private contributions	15,000	15,000	-	15,000	15,000	-
Total Revenue Generated	1,484,782	1,547,261	1,746,749	1,507,165	1,609,665	102,500
Net Operating Costs	18,121,604	18,071,547	19,148,849	18,225,987	18,273,115	47,128
Transfer to (from) reserves	-	-	40,000	-	-	-
Transfer to (from) trusts	(800,000)	(800,000)	(940,000)	(940,000)	(970,000)	(30,000)
Net Tax Requirement (Contribution)	18,921,604	18,871,547	20,128,849	19,165,987	19,243,115	77,128

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 250 Kamloops Emergency

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Personnel expenses	11,206	952	2,279	10,500	21,000	10,500
Contractual services	18,920	18,849	22,050	20,000	20,000	-
Supplies and other expenses	4,156	9,651	14,500	8,500	9,250	750
Transfers to other functions	1,379	4,061	5,188	2,100	2,100	-
Total Direct Costs	35,661	33,513	44,017	41,100	52,350	11,250
Revenue Generated:						
Total Revenue Generated	-	-	-	-	-	-
Net Operating Costs	35,661	33,513	44,017	41,100	52,350	11,250
Transfer to (from) other govt's	-	3,264	21,736	-	250	250
Net Tax Requirement (Contribution)	35,661	30,249	22,281	41,100	52,100	11,000

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 260 Community Safety and Enforcement

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,676,228	1,453,157	1,993,401	1,637,251	2,775,020	1,137,769
Personnel expenses	11,164	26,129	38,111	56,550	20,050	-36,500
Contractual services	216,128	210,455	844,527	355,200	353,000	-2,200
Supplies and other expenses	66,441	86,620	65,739	68,616	79,616	11,000
Transfers to other functions	101,399	101,511	104,642	99,929	91,329	-8,600
Transfers from other functions	-229,575	-233,600	-233,600	-233,600	-1,333,600	-1,100,000
Total Direct Costs	1,841,785	1,644,272	2,812,820	1,983,946	1,985,415	1,469
Revenue Generated:						
Fees, rates, and sale of service	300,825	440,505	482,118	306,950	319,700	12,750
Total Revenue Generated	300,825	440,505	482,118	306,950	319,700	12,750
Net Operating Costs	1,540,960	1,203,767	2,330,702	1,676,996	1,665,715	-11,281
Transfer to (from) reserves	-	-	-662,267	35,000	35,000	-
Net Tax Requirement (Contribution)	1,540,960	1,203,767	1,668,435	1,711,996	1,700,715	-11,281

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 340 On-Street Parking

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	421,626	441,951	232,321	476,981	300	-476,681
Personnel expenses	3,543	1,509	2,702	3,300	3,300	-
Contractual services	322,838	345,983	349,634	324,000	283,700	-40,300
Supplies and other expenses	94,793	77,105	12,923	110,200	113,900	3,700
Transfers to other functions	56,134	62,562	55,926	59,079	409,079	350,000
Total Direct Costs	898,934	929,110	653,506	973,560	810,279	-163,281
Revenue Generated:						
Fees, rates, and sale of service	1,681,543	954,373	1,095,012	1,336,800	1,070,000	(266,800)
Total Revenue Generated	1,681,543	954,373	1,095,012	1,336,800	1,070,000	(266,800)
Net Operating Costs	-782,609	-25,263	-441,506	-363,240	-358,721	4,519
Transfer to (from) reserves	248,019	-40,000	136,504	58,240	53,721	-4,519
Transfer to (from) trusts	(74,893)	(75,000)	(75,000)	(75,000)	(75,000)	-
Net Tax Requirement (Contribution)	-459,697	9,737	-230,002	-230,000	-230,000	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 350 Off-Street Parking

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Contractual services	283,477	245,710	217,513	60,000	180,000	120,000
Supplies and other expenses	494	-	-	-	-	-
Transfers to other functions	282,835	18,819	15,082	7,500	7,500	-
Total Direct Costs	566,806	264,529	232,595	67,500	187,500	120,000
Revenue Generated:						
Fees, rates, and sale of service	485,755	223,214	398,543	500,000	400,000	(100,000)
Total Revenue Generated	485,755	223,214	398,543	500,000	400,000	(100,000)
Net Operating Costs	81,051	41,315	-165,948	-432,500	-311,500	121,000
Transfer to (from) reserves	-	-	100,000	-	-1,000	-1,000
Transfer to (from) trusts	(196,772)	-	-	(432,500)	(312,500)	120,000
Net Tax Requirement (Contribution)	277,823	41,315	-65,948	-	-	-

FINANCIAL PLAN 2022–2026

OPERATING PLAN

PROGRAM: 680 Human Resources

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,587,804	1,615,313	1,611,453	1,678,758	1,754,704	75,946
Personnel expenses	227,528	179,869	224,789	271,932	257,632	-14,300
Contractual services	361,971	217,007	274,228	293,200	297,200	4,000
Supplies and other expenses	80,819	61,160	72,448	87,831	86,631	-1,200
Transfers to other functions	45,705	47,407	41,431	49,073	49,073	-
Transfers from other functions	-	-800	-5,125	-	-	-
Total Direct Costs	2,303,827	2,119,956	2,219,224	2,380,794	2,405,640	24,846
Revenue Generated:						
Fees, rates, and sale of service	159,147	176,675	184,186	115,000	115,000	-
Total Revenue Generated	159,147	176,675	184,186	115,000	115,000	-
Net Operating Costs	2,144,680	1,943,281	2,035,038	2,265,794	2,290,640	24,846
Transfer to (from) reserves	-	115,000	6,893	64,000	114,600	50,600
Net Tax Requirement (Contribution)	2,144,680	2,058,281	2,041,931	2,329,794	2,405,240	75,446

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OPERATING PLAN

PROGRAM: 110 Water

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	3,115,969	2,940,635	3,042,828	2,948,997	3,017,549	68,552
Personnel expenses	42,132	23,407	29,664	53,100	53,400	300
Contractual services	704,077	688,462	892,791	576,000	763,750	187,750
Supplies and other expenses	3,074,831	2,987,284	3,124,487	3,019,700	3,029,700	10,000
Debt financing	2,766,337	2,762,669	2,377,150	3,401,000	3,401,000	-
Transfers to other functions	3,090,727	3,236,579	3,399,179	3,604,742	3,873,314	268,572
Transfers from other functions	-744,379	-764,931	-739,304	-708,900	-708,900	-
Total Direct Costs	12,049,694	11,874,105	12,126,795	12,894,639	13,429,813	535,174
Revenue Generated:						
Fees, rates, and sales of service	17,582,221	17,323,187	18,239,804	16,772,000	17,232,000	460,000
Total Revenue Generated	17,582,221	17,323,187	18,239,804	16,772,000	17,232,000	460,000
Net Operating Costs	-5,532,527	-5,449,082	-6,113,009	-3,877,361	-3,802,187	75,174
Transfer to (from) reserves	4,194,645	2,351,910	3,290,211	57,684	57,684	-
Transfer to (from) trusts	(4,865,274)	(2,797,879)	(2,192,082)	(5,292,996)	(9,373,628)	(4,080,632)
Transfer to (from) other funds	3,527,392	(299,293)	(630,716)	1,473,319	5,629,125	4,155,806
Net Tax Requirement (Contribution)	-	-	-	-	-	-

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OPERATING PLAN

PROGRAM: 120 Sewer

	2019 Actual Amounts	2020 Actual Amounts	2021 Actual Amounts	2021 Budget	2022 Budget	Increase/ (Decrease)
Expenditures:						
Salaries, wages, and benefits	1,800,044	1,933,302	1,990,334	2,605,481	2,631,722	26,241
Personnel expenses	18,370	10,825	34,350	35,700	35,700	-
Contractual services	2,028,673	4,346,526	1,750,421	1,599,000	1,597,000	-2,000
Supplies and other expenses	1,788,227	1,531,655	1,601,820	1,607,310	1,586,310	-21,000
Debt financing	8,810,095	2,811,132	2,770,600	2,878,000	2,878,000	-
Transfers to other functions	2,359,109	2,357,876	2,229,104	2,388,349	2,630,599	242,250
Transfers from other functions	-104,283	-110,450	-109,954	-107,000	-107,000	-
Total Direct Costs	16,700,235	12,880,866	10,266,675	11,006,840	11,252,331	245,491
Revenue Generated:						
Fees, rates, and sales of service	17,033,979	18,585,054	19,359,057	16,305,000	18,205,000	1,900,000
Total Revenue Generated	17,033,979	18,585,054	19,359,057	16,305,000	18,205,000	1,900,000
Net Operating Costs	-333,744	-5,704,188	-9,092,382	-5,298,160	-6,952,669	-1,654,509
Transfer to (from) reserves	1,036,598	2,734,853	1,912,699	10,000	10,000	-
Transfer to (from) trusts	(2,416,487)	(5,495,043)	(4,053,228)	(5,965,825)	(4,949,475)	1,016,350
Transfer to (from) other funds	3,119,341	2,525,708	(3,126,455)	677,665	(1,993,194)	(2,670,859)
Net Tax Requirement (Contribution)	-	-	-	-	-	0



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PROGRAM: Solid Waste Collection and Disposal

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Solid Waste Collection and Disposal						
913208 Organics Program - Bins						
Solid Waste Reserve	325,000					
Total 913208 Organics Program - Bins	325,000					
913215 Barnhartvale Site Development						
Solid Waste Reserve	500,000	500,000				500,000
Total 913215 Barnhartvale Site Development	500,000	500,000				500,000
913216 MFL Progressive Closure						
Solid Waste Reserve	668,320	648,444				2,500,000
Total 913216 MFL Progressive Closure	668,320	648,444				2,500,000
913218 MFL Improvements						
Solid Waste Reserve	1,259,303	1,648,146	375,000	600,000	5,500,000	100,000
Total 913218 MFL Improvements	1,259,303	1,648,146	375,000	600,000	5,500,000	100,000
913220 Mission Flats Engineered Berm						
Solid Waste Reserve	1,122,526					
Total 913220 Mission Flats Engineered Berm	1,122,526					
913222 M.F. L/F Leachate Collection						
Solid Waste Reserve	775,000	97,166				
Total 913222 M.F. L/F Leachate Collection	775,000	97,166				
913235 KRRC Improvements						
Solid Waste Reserve	376,728	4,994,357				
Total 913235 KRRC Improvements	376,728	4,994,357				
913245 KRRC Progressive Closure						
Solid Waste Reserve	500,000	484,993	425,000	1,500,000		
Total 913245 KRRC Progressive Closure	500,000	484,993	425,000	1,500,000		
Program						
Solid Waste Reserve	5,526,877	8,373,106	800,000	2,100,000	5,500,000	3,100,000
Total Program	5,526,877	8,373,106	800,000	2,100,000	5,500,000	3,100,000

PROGRAM: Cemeteries

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Cemeteries						
915113 Tools & Equipment						
Property Taxes	2,400	5,000	5,000	5,000	5,000	5,000
Total 915113 Tools & Equipment	2,400	5,000	5,000	5,000	5,000	5,000
915115 Cemetery Irrigation						
Property Taxes	6,000	6,000	6,000	6,000	6,000	6,000
Total 915115 Cemetery Irrigation	6,000	6,000	6,000	6,000	6,000	6,000
915125 Cemetery Upgrades						
Gaming Reserve	146,124	111,170	100,000	100,000	100,000	100,000
Total 915125 Cemetery Upgrades	146,124	111,170	100,000	100,000	100,000	100,000
Program						
Property Taxes	8,400	11,000	11,000	11,000	11,000	11,000
Gaming Reserve	146,124	111,170	100,000	100,000	100,000	100,000
Total Program	154,524	122,170	111,000	111,000	111,000	111,000

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PROGRAM: Police Protection

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Police Protection						
921101 City Employee Furniture						
Property Taxes	24,200	20,000	24,200	20,000	24,200	20,000
Future Capital Reserve		19,120				
Total 921101 City Employee Furniture	24,200	39,120	24,200	20,000	24,200	20,000
921116 RCMP Capital Improvements						
Other Capital Reserves	61,362					
Total 921116 RCMP Capital Improvements	61,362					
921168 BC20.06 RCMP Battle St Renos						
Working Capital	750,000	657,666				
Total 921168 BC20.06 RCMP Battle St Renos	750,000	657,666				
Program						
Property Taxes	24,200	20,000	24,200	20,000	24,200	20,000
Future Capital Reserve		19,120				
Working Capital	750,000	657,666				
Other Capital Reserves	61,362					
Total Program	835,562	696,786	24,200	20,000	24,200	20,000

PROGRAM: Fire Protection Services

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Fire Protection Services						
922101 Tools & Equipment						
Property Taxes	47,000	31,000	52,000	53,000	55,000	57,000
Future Capital Reserve	8,698					
Total 922101 Tools & Equipment	55,698	31,000	52,000	53,000	55,000	57,000
922108 Replace Portable Radios						
Equipment Reserve	250,000	550,000				
Total 922108 Replace Portable Radios	250,000	550,000				
922129 Communication Equip						
Property Taxes	10,500	10,500	11,500	11,500	12,000	12,000
Future Capital Reserve	28,272	37,540				
Total 922129 Communication Equip	38,772	48,040	11,500	11,500	12,000	12,000
922131 Breathing Apparatus Equipment						
Property Taxes	75,000	91,000	77,000	77,000	79,000	79,000
Total 922131 Breathing Apparatus Equipment	75,000	91,000	77,000	77,000	79,000	79,000
922139 Fire Station Furniture						
Property Taxes	15,000	15,000	15,500	16,000	16,000	16,500
Future Capital Reserve	4,179	9,000				
Total 922139 Fire Station Furniture	19,179	24,000	15,500	16,000	16,000	16,500
922502 Replace 87042 Rescue Truck						
Equipment Reserve	987,862	987,402				
Total 922502 Replace 87042 Rescue Truck	987,862	987,402				
922505 Replace EOL Call Log						
Equipment Reserve					98,000	
Total 922505 Replace EOL Call Log					98,000	
922506 Replace 87602 Generator						
Equipment Reserve	55,000					
Total 922506 Replace 87602 Generator	55,000					
922509 Replace 87033 Tender Truck						
Equipment Reserve				260,000		
Total 922509 Replace 87033 Tender Truck				260,000		
922511 Replace Nissan Titan #87117						

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Equipment Reserve		50,000				
Total 922511 Replace Nissan Titan #87117		50,000				
922527 Replace 87507 Jetboat						
Equipment Reserve					30,000	
Total 922527 Replace 87507 Jetboat					30,000	
922529 Replace 87506 Hazmat Trailer						
Equipment Reserve		30,000				
Total 922529 Replace 87506 Hazmat Trailer		30,000				
922533 Replace Unit#87126 - EVT						
Equipment Reserve					60,000	
Total 922533 Replace Unit#87126 - EVT					60,000	
922536 Repl of Support Truck #87030						
Equipment Reserve				250,000		
Total 922536 Repl of Support Truck #87030				250,000		
922537 Replace 87039 Bush Truck						
Equipment Reserve			260,000			
Total 922537 Replace 87039 Bush Truck			260,000			
922539 Purchase Snap on Modis						
Equipment Reserve			10,000			
Total 922539 Purchase Snap on Modis			10,000			
922541 Replace 87045 Engine						
Equipment Reserve					1,299,000	
Total 922541 Replace 87045 Engine					1,299,000	
922551 Replace 87037 Engine						
Equipment Reserve					1,299,000	
Total 922551 Replace 87037 Engine					1,299,000	
922568 Replace Pumper #87036						
Equipment Reserve		1,200,000				
Total 922568 Replace Pumper #87036		1,200,000				
922593 Purchase Compressor						
Equipment Reserve	45,000					
Total 922593 Purchase Compressor	45,000					
922595 Replace Stn 1 Array						
Equipment Reserve	75,000	75,000				
Total 922595 Replace Stn 1 Array	75,000	75,000				
922605 Training Ctr Forklift						
Equipment Reserve	60,000	60,000				
Total 922605 Training Ctr Forklift	60,000	60,000				
Program						
Property Taxes	147,500	147,500	156,000	157,500	162,000	164,500
Future Capital Reserve	41,149	46,540				
Equipment Reserve	1,472,862	2,952,402	270,000	510,000	2,786,000	
Total Program	1,661,511	3,146,442	426,000	667,500	2,948,000	164,500

PROGRAM: Animal Control and Security

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Animal Control and Security						
926101 Tools & Equipment						
Property Taxes	4,000					
Future Capital Reserve	2,072					
Total 926101 Tools & Equipment	6,072					
926115 Patrol Bikes						
Property Taxes			4,000	4,000	4,000	4,300
Total 926115 Patrol Bikes			4,000	4,000	4,000	4,300
926116 BC21.03 EBikes Community Servi						
Other Capital Reserves	20,000					

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 926116 BC21.03 EBikes Community Servi	20,000					
Program						
Property Taxes	4,000		4,000	4,000	4,000	4,300
Future Capital Reserve	2,072					
Other Capital Reserves	20,000					
Total Program	26,072		4,000	4,000	4,000	4,300

PROGRAM: Roads

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Roads						
931102 Update Weather Stations						
Property Taxes		25,000			125,000	
Future Capital Reserve	7,000					
Total 931102 Update Weather Stations	7,000	25,000			125,000	
931106 Rural Road Upgrade						
Property Taxes	27,500	70,000	70,000	70,000	70,000	70,000
Total 931106 Rural Road Upgrade	27,500	70,000	70,000	70,000	70,000	70,000
931124 General Road Capacity Upgrades						
Property Taxes	3,440	4,500	4,500	4,500	4,500	4,500
Future Capital Reserve	3,793					
DCC Roads	65,099	40,500	40,500	40,500	40,500	40,500
Total 931124 General Road Capacity Upgrades	72,332	45,000	45,000	45,000	45,000	45,000
931135 General Road Upgrades						
Property Taxes	13,750	13,750	13,750	13,750	13,750	13,750
DCC Roads	11,250	11,250	11,250	11,250	11,250	11,250
Total 931135 General Road Upgrades	25,000	25,000	25,000	25,000	25,000	25,000
931143 Land Acquisition - Roads						
Property Taxes	3,210	2,500	2,500	2,500	2,500	2,500
DCC Roads	28,890	22,500	22,500	22,500	22,500	22,500
Total 931143 Land Acquisition - Roads	32,100	25,000	25,000	25,000	25,000	25,000
931155 Arterial Overlays						
Property Taxes	1,438,000	1,018,100	1,500,000	2,500,000	2,500,000	2,500,000
Future Capital Reserve	19,005					
Total 931155 Arterial Overlays	1,457,005	1,018,100	1,500,000	2,500,000	2,500,000	2,500,000
931158 Lac le Jeune Rd-931155-2018						
Property Taxes		1,244,000				
Total 931158 Lac le Jeune Rd-931155-2018		1,244,000				
931159 Columbia St- McG/Ntr - 931155						
Property Taxes	1,277,000					
Future Capital Reserve	236,568					
Total 931159 Columbia St- McG/Ntr - 931155	1,513,568					
931170 Fortune Dr - Ph 1 - 8th to Oak						
Property Taxes		727,500				
Total 931170 Fortune Dr - Ph 1 - 8th to Oak		727,500				
931185 Hillside Improvements-Phase 2						
Future Capital Reserve	27,606					
DCC Roads	1,125					
Total 931185 Hillside Improvements-Phase 2	28,731					
931190 Copperhead Drive Extension						
Property Taxes		5,000	15,000	110,000		
DCC Roads		45,000	135,000	990,000		
Total 931190 Copperhead Drive Extension		50,000	150,000	1,100,000		
931238 Collector Road Rehabilitation						
Property Taxes	1,300,000	480,000	1,400,000	1,400,000	1,400,000	1,400,000
Future Capital Reserve	203,025	230,600				
Total 931238 Collector Road Rehabilitation	1,503,025	710,600	1,400,000	1,400,000	1,400,000	1,400,000

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
931247 Railway Crossings						
Property Taxes	120,000	120,000	120,000	120,000	120,000	120,000
Working Capital	200,000	500,000				
Total 931247 Railway Crossings	320,000	620,000	120,000	120,000	120,000	120,000
931318 Local Roads - Rehabilitation						
Property Taxes	1,000,000	546,635	1,000,000	1,000,000	1,000,000	1,000,000
Future Capital Reserve	30,459					
Total 931318 Local Roads - Rehabilitation	1,030,459	546,635	1,000,000	1,000,000	1,000,000	1,000,000
931343 Bebek Rd Westsyde Pool Ent '22						
Property Taxes		529,484				
Total 931343 Bebek Rd Westsyde Pool Ent '22		529,484				
931354 Service Roads Rehabililitation						
Property Taxes	59,500	100,000	100,000	100,000	100,000	100,000
Community Works Fund	350,000					
Future Capital Reserve	97,874	122,330				
Total 931354 Service Roads Rehabililitation	507,374	222,330	100,000	100,000	100,000	100,000
931356 Commercial Lanes Rehab						
Property Taxes	75,500	50,000	50,000	50,000	50,000	50,000
Total 931356 Commercial Lanes Rehab	75,500	50,000	50,000	50,000	50,000	50,000
931359 Residential Lane Paving						
Property Taxes	50,000	50,000	50,000	50,000	50,000	50,000
Total 931359 Residential Lane Paving	50,000	50,000	50,000	50,000	50,000	50,000
931362 Juniper West Access Route						
Other Capital Reserves	50,000					
Total 931362 Juniper West Access Route	50,000					
931530 N.S Core Area Road Improvement						
Property Taxes	350					
Future Capital Reserve	2,728					
DCC Roads	27,704					
Total 931530 N.S Core Area Road Improvement	30,782					
931802 Tools and Equipment						
Property Taxes	10,000	10,000	10,000	10,000	10,000	10,000
Future Capital Reserve	2,219	8,900				
Total 931802 Tools and Equipment	12,219	18,900	10,000	10,000	10,000	10,000
931812 Salt Storage						
Future Capital Reserve		400,000	115,000			
Total 931812 Salt Storage		400,000	115,000			
931815 Rock Face Stabilization						
Property Taxes	20,000	50,000	25,000	50,000	25,000	50,000
Future Capital Reserve	15,580					
Total 931815 Rock Face Stabilization	35,580	50,000	25,000	50,000	25,000	50,000
931822 Pre Engineering						
Property Taxes	30,000	30,000	30,000	30,000	30,000	30,000
Total 931822 Pre Engineering	30,000	30,000	30,000	30,000	30,000	30,000
931823 Bridge Rehabilitation						
Property Taxes	150,000	500,000	500,000	4,200,000	500,000	500,000
Future Capital Reserve	7,188	117,190				
Total 931823 Bridge Rehabilitation	157,188	617,190	500,000	4,200,000	500,000	500,000
931841 Greenfield Ave Rotomill						
Property Taxes	190,000					
Future Capital Reserve	20,000					
Total 931841 Greenfield Ave Rotomill	210,000					
Program						
Property Taxes	5,768,250	5,576,469	4,890,750	9,710,750	6,000,750	5,900,750
Community Works Fund	350,000					
Future Capital Reserve	673,045	879,020	115,000			
Working Capital	200,000	500,000				
DCC Roads	134,068	119,250	209,250	1,064,250	74,250	74,250
Other Capital Reserves	50,000					
Total Program	7,175,363	7,074,739	5,215,000	10,775,000	6,075,000	5,975,000

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PROGRAM: Engineering, Development, and Public Works Administration

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Engineering, Development, and Public Works Administration						
932101 Office Furniture & Equipment						
Property Taxes	6,000	6,000	6,000	6,000	6,000	6,000
Future Capital Reserve	2,298					
Total 932101 Office Furniture & Equipment	8,298	6,000	6,000	6,000	6,000	6,000
932111 Maintenance Mgmt Software						
Future Capital Reserve	61,775	61,697				
Tax Sale Reserve	38,500	38,500				
Total 932111 Maintenance Mgmt Software	100,275	100,197				
Program						
Property Taxes	6,000	6,000	6,000	6,000	6,000	6,000
Future Capital Reserve	64,073	61,697				
Tax Sale Reserve	38,500	38,500				
Total Program	108,573	106,197	6,000	6,000	6,000	6,000

PROGRAM: Asset Management and Capital Projects

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Asset Management and Capital Projects						
931188 Victoria St W Infrastr Imp						
Property Taxes	7,500					
Total 931188 Victoria St W Infrastr Imp	7,500					
Program						
Property Taxes	7,500					
Total Program	7,500					
Capital Projects						
933606 N Shore Community Washroom						
Community Works Fund	210,000					
Total 933606 N Shore Community Washroom	210,000					
933621 CGAC Infrastructure Improvemen						
Future Capital Reserve	246,800					
Grants						
Contractors and Others						
Debt	462,282					
Total 933621 CGAC Infrastructure Improvemen	709,082					
933623 Sandman Center Improvements						
Debt	809,648	126,761				
Total 933623 Sandman Center Improvements	809,648	126,761				
933624 West Victoria Street Fencing						
Future Capital Reserve	300,000	201,356				
Land Sales	150,000	150,000				
Total 933624 West Victoria Street Fencing	450,000	351,356				
933627 RCMP BattleSt & City Hall Roof						
Future Capital Reserve	526,402					
Other Capital Reserves	80,000					
Total 933627 RCMP BattleSt & City Hall Roof	606,402					

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
933628 Riverside Park Upgrades						
Property Taxes	650,000	285,521				
Community Works Fund	1,750,000	2,223,569				
Future Capital Reserve	450,000	1,580,000				
DCC Parks		14,479				
Grants	750,000					
Contractors and Others		200,000				
Debt	1,500,000	1,500,000				
Total 933628 Riverside Park Upgrades	5,100,000	5,803,569				
933629 Tranquille Rd Beautification						
Property Taxes			75,000			
Gaming Reserve			175,000			
Grants		750,000				
Total 933629 Tranquille Rd Beautification		750,000	250,000			
933630 BC22.09 Norbrock Stdm/Fld Upgr						
Property Taxes	75,000					
Future Capital Reserve	225,000					
Gaming Reserve		80,000				
Total 933630 BC22.09 Norbrock Stdm/Fld Upgr	300,000	80,000				
933631 Juniper Park Upgrades						
Property Taxes	110,000					
Gaming Reserve	100,000					
Contractors and Others	30,000					
Total 933631 Juniper Park Upgrades	240,000					
933632 Pedestrian Bridge upgrade 3rd						
Property Taxes	350,000					
Future Capital Reserve	221,200					
Total 933632 Pedestrian Bridge upgrade 3rd	571,200					
933633 Tranquille Gateway Improvement						
Property Taxes			1,000,000			
Community Works Fund		500,000	2,000,000			
Contractors and Others			700,000			
Total 933633 Tranquille Gateway Improvement		500,000	3,700,000			
933635 BC22.02 Mausoleum						
Debt		250,000	1,700,000	3,500,000	650,000	
Total 933635 BC22.02 Mausoleum		250,000	1,700,000	3,500,000	650,000	
933637 12th St Reconstrction-Kenora						
Property Taxes		1,178,000				
Total 933637 12th St Reconstrction-Kenora		1,178,000				
933640 BC22.12 Overlander Pk Washroom						
Community Works Fund		295,000				
Contractors and Others		30,000				
Total 933640 BC22.12 Overlander Pk Washroom		325,000				
Program						
Property Taxes	1,185,000	1,463,521	1,075,000			
Community Works Fund	1,960,000	3,018,569	2,000,000			
Future Capital Reserve	1,969,402	1,781,356				
Gaming Reserve	100,000	80,000	175,000			
Land Sales	150,000	150,000				
DCC Parks		14,479				
Grants	750,000	750,000				
Contractors and Others	30,000	230,000	700,000			
Debt	2,771,930	1,876,761	-1,700,000	-3,500,000	-650,000	
Other Capital Reserves	80,000					
Total Program	8,996,332	9,364,686	5,650,000	-3,500,000	-650,000	

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PROGRAM: On-Street Parking

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
On-Street Parking						
934101 Maint of Pay Stations & Poles						
Parking Reserve	13,047	10,000	10,000	10,000	10,000	10,000
Total 934101 Maint of Pay Stations & Poles	13,047	10,000	10,000	10,000	10,000	10,000
934102 Replace Radio's						
Property Taxes		5,000		6,000		6,500
Future Capital Reserve	1,897					
Total 934102 Replace Radio's	1,897	5,000		6,000		6,500
934104 Parking Zone Expansion						
Parking Reserve	145,000	30,520	20,000	20,000	20,500	50,000
Total 934104 Parking Zone Expansion	145,000	30,520	20,000	20,000	20,500	50,000
934106 Hand Held Ticket Units						
Equipment Reserve	52,200					
Total 934106 Hand Held Ticket Units	52,200					
Program						
Property Taxes		5,000		6,000		6,500
Future Capital Reserve	1,897					
Equipment Reserve	52,200					
Parking Reserve	158,047	40,520	30,000	30,000	30,500	60,000
Total Program	212,144	45,520	30,000	36,000	30,500	66,500

PROGRAM: Off-Street Parking

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Off-Street Parking						
935115 Parkade Painting						
Future Capital Reserve	8,710					
Parking Reserve	14,356					
Total 935115 Parkade Painting	23,066					
Program						
Future Capital Reserve	8,710					
Parking Reserve	14,356					
Total Program	23,066					

PROGRAM: Traffic Operations

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Traffic Operations						
936209 Oversized Street Sign Replacem						
Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve	41,898	27,050				
Total 936209 Oversized Street Sign Replacem	66,898	52,050	25,000	25,000	25,000	25,000
936299 Tools & Equipment - Sign Shop						
Property Taxes	5,000	5,000	5,000	5,000	5,000	5,000
Future Capital Reserve	5,000	10,000				
Total 936299 Tools & Equipment - Sign Shop	10,000	15,000	5,000	5,000	5,000	5,000
Program						

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Property Taxes	30,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	46,898	37,050				
Total Program	76,898	67,050	30,000	30,000	30,000	30,000

PROGRAM: Public Transit

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Public Transit						
937101 Bus Stops						
Property Taxes	89,500	85,000	85,000	85,000	85,000	85,000
Parking Reserve	15,000	15,000	15,000	15,000	15,000	15,000
Total 937101 Bus Stops	104,500	100,000	100,000	100,000	100,000	100,000
937105 Valleyview Transit Exchange						
Property Taxes		11,184	33,551	219,202		
Community Works Fund		11,183	33,551	219,201		
DCC Roads		2,633	7,898	51,597		
Total 937105 Valleyview Transit Exchange		25,000	75,000	490,000		
937114 Transit Park & Ride						
Property Taxes					4,474	40,262
DCC Roads					526	4,738
Total 937114 Transit Park & Ride					5,000	45,000
Program						
Property Taxes	89,500	96,184	118,551	304,202	89,474	125,262
Community Works Fund		11,183	33,551	219,201		
Parking Reserve	15,000	15,000	15,000	15,000	15,000	15,000
DCC Roads		2,633	7,898	51,597	526	4,738
Total Program	104,500	125,000	175,000	590,000	105,000	145,000

PROGRAM: Drainage

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Drainage						
938130 Campbell Cr Culvert-Brnhrtv Rd						
Future Capital Reserve	179,782	128,270				
Total 938130 Campbell Cr Culvert-Brnhrtv Rd	179,782	128,270				
938135 Meadowland Cr Stormwater Upg						
Property Taxes					60,000	360,000
Total 938135 Meadowland Cr Stormwater Upg					60,000	360,000
938140 Barnhartvale Drainage Works						
Property Taxes				20,000	70,000	480,000
Total 938140 Barnhartvale Drainage Works				20,000	70,000	480,000
938453 Southgate Pond Upgrades						
Property Taxes					27,030	54,060
DCC Drainage					2,970	5,940
Total 938453 Southgate Pond Upgrades					30,000	60,000
938454 Guerin Cr below Summit						
Property Taxes					17,822	35,644
DCC Drainage					2,178	4,356
Total 938454 Guerin Cr below Summit					20,000	40,000
938602 Lower Springhill Cr Erosion						
Future Capital Reserve	619,226	590,637				
Tax Sale Reserve	35,796	35,796				
DCC Drainage	48,773	46,644				
Total 938602 Lower Springhill Cr Erosion	703,795	673,077				

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
938606 Upper Springhill Erosion Prot						
Property Taxes			26,139	104,556	871,300	
DCC Drainage			3,861	15,444	128,700	
Total 938606 Upper Springhill Erosion Prot			30,000	120,000	1,000,000	
938608 Guerin Cr Channel/Hugh Allan						
Property Taxes		34,852		287,529		
DCC Drainage		5,148		42,471		
Total 938608 Guerin Cr Channel/Hugh Allan		40,000		330,000		
938610 Guerin Cr/Lombard Chnnel Imp						
Future Capital Reserve	159,472	136,242				
DCC Drainage	19,489	16,650				
Total 938610 Guerin Cr/Lombard Chnnel Imp	178,961	152,892				
938611 Strathcona Drainage Upgrades						
Community Works Fund	53,373					
Future Capital Reserve	87,720					
Total 938611 Strathcona Drainage Upgrades	141,093					
938612 Peterson Cr Downtown Upgrade						
Property Taxes		200,000	200,000			
Future Capital Reserve	192,942	131,870				
Total 938612 Peterson Cr Downtown Upgrade	192,942	331,870	200,000			
938616 Bestwick Chnl Eros Protection						
Property Taxes	350,000					
Future Capital Reserve	39,155	362,795				
Total 938616 Bestwick Chnl Eros Protection	389,155	362,795				
938622 Channels-Aberdeen-Gamble Pond						
Property Taxes					4,258	8,516
DCC Drainage					5,742	11,484
Total 938622 Channels-Aberdeen-Gamble Pond					10,000	20,000
938624 Princeton Kamloops Hwy at Aber						
Property Taxes					100	400
DCC Drainage					9,900	39,600
Total 938624 Princeton Kamloops Hwy at Aber					10,000	40,000
938707 V.V. Arena Storm Upgrade						
Future Capital Reserve	2,500					
Total 938707 V.V. Arena Storm Upgrade	2,500					
938711 V.V Gully Upg near V.V. Reserv						
Property Taxes			60,000	375,000		
Total 938711 V.V Gully Upg near V.V. Reserv			60,000	375,000		
938713 Parkview Drive Upgrades						
Future Capital Reserve	727,034	638,480				
Total 938713 Parkview Drive Upgrades	727,034	638,480				
938728 Galore-Control Localized Flood						
Future Capital Reserve	60,863					
Total 938728 Galore-Control Localized Flood	60,863					
938802 Grasslands Pond						
Property Taxes	175,000					
Future Capital Reserve	30,547	182,737				
Total 938802 Grasslands Pond	205,547	182,737				
938901 Oversizing						
Property Taxes	500	500	3,500	500	500	500
DCC Drainage	49,500	49,500	346,500	49,500	49,500	49,500
Total 938901 Oversizing	50,000	50,000	350,000	50,000	50,000	50,000
938902 Drainage Coll Cap Mntce						
Property Taxes	160,000	110,000	1,100,000	490,000	260,000	560,000
Future Capital Reserve	164,717	244,497				
Total 938902 Drainage Coll Cap Mntce	324,717	354,497	1,100,000	490,000	260,000	560,000
938911 Copperhead Storm Pond						
Property Taxes					350	2,350
DCC Drainage					34,650	232,650
Total 938911 Copperhead Storm Pond					35,000	235,000
938917 Upper Dufferin Stom Pond						
Property Taxes			700	2,350		

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Future Capital Reserve	1,195					
DCC Drainage	118,319		69,300	232,651		
Total 938917 Upper Dufferin Stom Pond	119,514		70,000	235,001		
938918 Dike Upgrades						
Property Taxes		400,000	200,000	200,000	200,000	200,000
Future Capital Reserve	345,544	54,124				
Grants	117,173					
Total 938918 Dike Upgrades	462,717	454,124	200,000	200,000	200,000	200,000
938919 Pineview Valley Pond Upgr						
Property Taxes	11,300					
Future Capital Reserve	279	11,353				
DCC Drainage	1,146,344	1,124,004				
Total 938919 Pineview Valley Pond Upgr	1,157,923	1,135,357				
938922 Replace Castings-Roads						
Property Taxes	20,000					
Total 938922 Replace Castings-Roads	20,000					
938923 Groundwater Wells						
Property Taxes	75,000	230,000	230,000	230,000	230,000	230,000
Future Capital Reserve	78,280	15,749				
Total 938923 Groundwater Wells	153,280	245,749	230,000	230,000	230,000	230,000
938924 Master Drainage Planning						
Property Taxes	25,750	25,750	25,750	25,750	25,750	25,750
Future Capital Reserve		4,078				
DCC Drainage	74,250	86,010	74,250	74,250	74,250	74,250
Total 938924 Master Drainage Planning	100,000	115,838	100,000	100,000	100,000	100,000
938925 Easement / Legal Surveys						
Property Taxes	21,000	20,000	20,000	20,000	20,000	20,000
Future Capital Reserve	1,998					
Total 938925 Easement / Legal Surveys	22,998	20,000	20,000	20,000	20,000	20,000
938927 Rehab Storm Mains - Local Rds						
Property Taxes	360,000	203,881	300,000	200,000	200,000	200,000
Future Capital Reserve	134,651	274,438				
Total 938927 Rehab Storm Mains - Local Rds	494,651	478,319	300,000	200,000	200,000	200,000
938928 Rehab Storm Mains - Collectors						
Property Taxes	50,000	292,000	100,000	290,000	350,000	80,000
Future Capital Reserve	752	17,569				
Total 938928 Rehab Storm Mains - Collectors	50,752	309,569	100,000	290,000	350,000	80,000
938929 Rehab Storm Mains - Arterials						
Property Taxes	300,000	525,400	50,000	50,000	50,000	50,000
Future Capital Reserve	68,670	368,670				
Total 938929 Rehab Storm Mains - Arterials	368,670	894,070	50,000	50,000	50,000	50,000
938972 Cascade Storm Pond						
Future Capital Reserve	4,258	4,145				
DCC Drainage	421,608	410,467				
Total 938972 Cascade Storm Pond	425,866	414,612				
938983 Lanes Creek Stabilization						
Future Capital Reserve	197,480	149,481				
Total 938983 Lanes Creek Stabilization	197,480	149,481				
938986 Schubert Drive Stabilization						
Future Capital Reserve	76,708	73,768				
Total 938986 Schubert Drive Stabilization	76,708	73,768				
938997 Drainage Pumping Cap Mntce						
Property Taxes	76,000	11,000	11,000	11,000	11,000	11,000
Future Capital Reserve		22,420				
Total 938997 Drainage Pumping Cap Mntce	76,000	33,420	11,000	11,000	11,000	11,000
Program						
Property Taxes	1,624,550	2,053,383	2,327,089	2,306,685	2,398,110	2,318,220
Community Works Fund	53,373					
Future Capital Reserve	3,173,773	3,411,323				
Tax Sale Reserve	35,796	35,796				
DCC Drainage	1,878,283	1,738,423	493,911	414,316	307,890	417,780

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Grants	117,173					
Total Program	6,882,948	7,238,925	2,821,000	2,721,001	2,706,000	2,736,000

PROGRAM: Interior Savings Centre

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Sandman Centre						
941105 Pro Show Equipment						
Gaming Reserve	12,936	12,936				
Total 941105 Pro Show Equipment	12,936	12,936				
941125 Sandman Ctr-Tools + Equipment						
Property Taxes	5,000	5,000	5,000	5,000	5,000	5,000
Total 941125 Sandman Ctr-Tools + Equipment	5,000	5,000	5,000	5,000	5,000	5,000
941127 Sandman Ctr Facility Rpr/Retro						
Property Taxes	50,000					
Future Capital Reserve	65,596					
Total 941127 Sandman Ctr Facility Rpr/Retro	115,596					
941129 Sandman Ctr Concession Equip						
Property Taxes	20,000	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve	5,982	24,980				
Total 941129 Sandman Ctr Concession Equip	25,982	49,980	25,000	25,000	25,000	25,000
941180 New Chairs						
Gaming Reserve	10,000	20,000	10,000	10,000	10,000	10,000
Total 941180 New Chairs	10,000	20,000	10,000	10,000	10,000	10,000
Program						
Property Taxes	75,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	71,578	24,980				
Gaming Reserve	22,936	32,936	10,000	10,000	10,000	10,000
Total Program	169,514	87,916	40,000	40,000	40,000	40,000

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PROGRAM: Arenas

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Arenas						
942218 Concession Equipment						
Property Taxes	20,000					
Future Capital Reserve	14,139					
Total 942218 Concession Equipment	34,139					
942907 Exterior Upgrades-All Arenas						
Property Taxes	500,000	550,000	550,000	550,000	550,000	550,000
Future Capital Reserve	627,403	842,310				
Total 942907 Exterior Upgrades-All Arenas	1,127,403	1,392,310	550,000	550,000	550,000	550,000
942908 Tools and Equipment						
Property Taxes	5,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve		39,130				
Total 942908 Tools and Equipment	5,000	69,130	30,000	30,000	30,000	30,000
942914 Ice Plant Equipment						
Property Taxes	125,000	125,000	125,000	125,000	125,000	125,000
Future Capital Reserve	146,151	140,520				
Total 942914 Ice Plant Equipment	271,151	265,520	125,000	125,000	125,000	125,000
Program						
Property Taxes	650,000	705,000	705,000	705,000	705,000	705,000
Future Capital Reserve	787,693	1,021,960				
Grants						
Total Program	1,437,693	1,726,960	705,000	705,000	705,000	705,000

PROGRAM: Parks and Playfields

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Parks and Playfields						
943101 Riverfront Land Acquisition						
Gaming Reserve	225,250	225,250	225,250		225,250	
DCC Parks	24,750	24,750	24,750		24,750	
Total 943101 Riverfront Land Acquisition	250,000	250,000	250,000		250,000	
943103 Riverside Park Maintenance						
Property Taxes	50,000					
Total 943103 Riverside Park Maintenance	50,000					
943104 Fencing Replacement/Upgrade						
Property Taxes			25,000	50,000	50,000	50,000
Total 943104 Fencing Replacement/Upgrade			25,000	50,000	50,000	50,000
943110 MacIsI Community Park Project						
Gaming Reserve	812,000	1,630				
Total 943110 MacIsI Community Park Project	812,000	1,630				
943117 Orchards Walk Park						
Property Taxes					174,018	1,405,356
Future Capital Reserve	76,188	68,371				
DCC Parks	78,599	72,366			222,885	1,800,000
Other Capital Reserves	70,668	70,668			98,397	794,644
Total 943117 Orchards Walk Park	225,455	211,405			495,300	4,000,000
943147 Playfield Development						
Property Taxes	94,300	220,000	220,000	220,000	220,000	220,000
Field User Fees	30,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	23,400					
Total 943147 Playfield Development	147,700	250,000	250,000	250,000	250,000	250,000
943170 Mountain Bike Park-Valleyview						
Property Taxes	54,132	54,132	54,673	54,673	54,673	54,673
Total 943170 Mountain Bike Park-Valleyview	54,132	54,132	54,673	54,673	54,673	54,673

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
943278 KYSA/Sports Council Roll Shutt						
Future Capital Reserve	42,483					
Other Capital Reserves	50,000					
Total 943278 KYSA/Sports Council Roll Shutt	92,483					
943803 Hudsons Bay Park						
Property Taxes				22,725	229,775	
DCC Parks				22,275	225,225	
Total 943803 Hudsons Bay Park				45,000	455,000	
943804 Nature Parks Upgrades						
Property Taxes	66,832	66,832	66,832	66,832	66,832	66,832
Future Capital Reserve		54,071				
DCC Parks	8,168	14,776	8,168	8,168	8,168	8,168
Total 943804 Nature Parks Upgrades	75,000	135,679	75,000	75,000	75,000	75,000
943805 East Highland Park Development						
Property Taxes				75,750		255,500
Gaming Reserve						340,875
DCC Parks				123,750		383,625
Other Capital Reserves				50,500		20,000
Total 943805 East Highland Park Development				250,000		1,000,000
943807 Parks Amneities						
Property Taxes		30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	19,520					
Total 943807 Parks Amneities	19,520	30,000	30,000	30,000	30,000	30,000
943835 Multi Use Court Upgrades						
Property Taxes		100,000	100,000	150,000	150,000	150,000
Future Capital Reserve	85,022					
Total 943835 Multi Use Court Upgrades	85,022	100,000	100,000	150,000	150,000	150,000
943850 Boat Launch Upgrades						
Property Taxes	50,000	50,000	50,000	50,000	50,000	50,000
Future Capital Reserve	97,525	58,320				
Total 943850 Boat Launch Upgrades	147,525	108,320	50,000	50,000	50,000	50,000
943851 BC20.08 Boat Launch Improvemen						
Community Works Fund	4,000	303,765	380,000	75,000		
Total 943851 BC20.08 Boat Launch Improvemen	4,000	303,765	380,000	75,000		
943906 Hillside Stad Field/Track Upgr						
Community Works Fund	1,430,000	1,430,000				
Gaming Reserve	750,000	733,185				
Total 943906 Hillside Stad Field/Track Upgr	2,180,000	2,163,185				
943907 Walkway Upgrading						
Property Taxes	26,447					
Total 943907 Walkway Upgrading	26,447					
943909 Park Furniture						
Property Taxes	25,000		25,000	25,000	25,000	25,000
Total 943909 Park Furniture	25,000		25,000	25,000	25,000	25,000
943910 BC19.02 TCR Derelict Bldg Demo						
Future Capital Reserve	250,729	294,380				
Total 943910 BC19.02 TCR Derelict Bldg Demo	250,729	294,380				
943911 Drinking Fountains						
Property Taxes				25,000	25,000	25,000
Total 943911 Drinking Fountains				25,000	25,000	25,000
943914 Community Washrooms						
Community Works Fund	33,271					
Total 943914 Community Washrooms	33,271					
943916 Washroom Upgrade						
Property Taxes	16,743					
Total 943916 Washroom Upgrade	16,743					
943926 Park/Trail Connections						
Property Taxes	110,521		110,521	110,521	110,521	110,521
Future Capital Reserve		86,484				
Gaming Reserve	44,209	44,209	44,209	44,209	44,209	44,209
DCC Parks	20,270	17,184	20,270	20,270	20,270	20,270
Total 943926 Park/Trail Connections	175,000	147,877	175,000	175,000	175,000	175,000

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
943932 Parks Planning						
Property Taxes	12,875	12,875	12,875	12,875	12,875	12,875
DCC Parks	37,125	37,125	37,125	37,125	37,125	37,125
Total 943932 Parks Planning	50,000	50,000	50,000	50,000	50,000	50,000
943942 Tools & Equipment						
Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000
Total 943942 Tools & Equipment	25,000	25,000	25,000	25,000	25,000	25,000
943945 Water Park Upgrade						
Property Taxes	51,768					
Total 943945 Water Park Upgrade	51,768					
943947 Playground Eq - CSA Guidelines						
Gaming Reserve		100,000	100,000	100,000	100,000	100,000
Contractors and Others		25,000				
Other Capital Reserves		250,000	250,000	250,000	250,000	250,000
Total 943947 Playground Eq - CSA Guidelines		375,000	350,000	350,000	350,000	350,000
943956 Tree Planting Program						
Property Taxes	150,000	100,000	150,000	150,000	150,000	150,000
Future Capital Reserve	78,046	99,400				
Contractors and Others	25,000					
Total 943956 Tree Planting Program	253,046	199,400	150,000	150,000	150,000	150,000
943960 BC20.11 Pickle Ball Expansion						
Community Works Fund	63,000					
Contractors and Others	12,000					
Total 943960 BC20.11 Pickle Ball Expansion	75,000					
943966 Signage for Parks						
Gaming Reserve	36,986	43,870	20,000	20,000	20,000	20,000
Total 943966 Signage for Parks	36,986	43,870	20,000	20,000	20,000	20,000
943985 Dog Park Upgrades						
Property Taxes	35,000					
Future Capital Reserve	20,417					
Total 943985 Dog Park Upgrades	55,417					
943990 Dufferin E Park-1405 Pac Way						
Property Taxes					14,850	183,150
DCC Parks					15,150	186,850
Total 943990 Dufferin E Park-1405 Pac Way					30,000	370,000
943991 Galor Park-1837 Qu'appelle Blv						
Property Taxes					300	3,700
DCC Parks					29,700	366,300
Total 943991 Galor Park-1837 Qu'appelle Blv					30,000	370,000
943996 Fulton Field Park						
Future Capital Reserve	40,000					
Total 943996 Fulton Field Park	40,000					
Program						
Property Taxes	768,618	658,839	869,901	1,068,376	1,388,844	2,817,607
Community Works Fund	1,530,271	1,733,765	380,000	75,000		
Field User Fees	30,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	733,330	661,026				
Gaming Reserve	1,868,445	1,148,144	389,459	164,209	389,459	505,084
DCC Parks	168,912	166,201	90,313	211,588	583,273	2,802,338
Contractors and Others	37,000	25,000				
Other Capital Reserves	120,668	320,668	250,000	300,500	348,397	1,064,644
Total Program	5,257,244	4,743,643	2,009,673	1,849,673	2,739,973	7,219,673

PROGRAM: Recreation Programs

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Recreation Programs						
944901 Fieldhouse Fitness Equipment						

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Equipment Reserve	200,000	241,035	175,000	175,000	200,000	200,000
Total 944901 Fieldhouse Fitness Equipment	200,000	241,035	175,000	175,000	200,000	200,000
Program						
Equipment Reserve	200,000	241,035	175,000	175,000	200,000	200,000
Total Program	200,000	241,035	175,000	175,000	200,000	200,000

PROGRAM: Parks and Recreation Administration

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Parks and Recreation Administration						
945901 Office Furniture and Equipment						
Property Taxes	4,800	5,000	5,000	5,000	5,000	5,000
Total 945901 Office Furniture and Equipment	4,800	5,000	5,000	5,000	5,000	5,000
Program						
Property Taxes	4,800	5,000	5,000	5,000	5,000	5,000
Total Program	4,800	5,000	5,000	5,000	5,000	5,000

PROGRAM: City Facilities

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
City Facilities						
945301 Floor Machine Replacement						
Property Taxes	10,000					
Total 945301 Floor Machine Replacement	10,000					
945303 Facility Maintenance						
Property Taxes	300,000	463,000	463,000	463,000	463,000	463,000
Future Capital Reserve	44,638	247,670				
Other Capital Reserves		8,327				
Total 945303 Facility Maintenance	344,638	718,997	463,000	463,000	463,000	463,000
945307 Parking Areas Rehabilitation						
Property Taxes	200,000	225,000	250,000	250,000	250,000	250,000
Future Capital Reserve	63,083	41,950				
Total 945307 Parking Areas Rehabilitation	263,083	266,950	250,000	250,000	250,000	250,000
945313 City Hall Security						
Other Capital Reserves	40,000					
Total 945313 City Hall Security	40,000					
945399 Tools and Equipment-Buildings						
Property Taxes	3,050	13,000	13,000	13,000	13,000	13,000
Future Capital Reserve		10,000				
Total 945399 Tools and Equipment-Buildings	3,050	23,000	13,000	13,000	13,000	13,000
Program						
Property Taxes	513,050	701,000	726,000	726,000	726,000	726,000
Future Capital Reserve	107,721	299,620				
Other Capital Reserves	40,000	8,327				
Total Program	660,771	1,008,947	726,000	726,000	726,000	726,000

PROGRAM: Pools

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Pools						

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
946104 Facility Retrofit/Equip Repl						
Property Taxes	40,000					
Total 946104 Facility Retrofit/Equip Repl	40,000					
946403 Facility Repair/Retrofit						
Property Taxes	25,000					
Total 946403 Facility Repair/Retrofit	25,000					
946409 Westsyde Comm Ctr Pool-Ph 2						
Community Works Fund	98,630					
Future Capital Reserve	31,627					
Total 946409 Westsyde Comm Ctr Pool-Ph 2	130,257					
946463 Tools and Equipment						
Property Taxes	5,000	83,500	100,000	100,000	100,000	100,000
Future Capital Reserve		15,000				
Total 946463 Tools and Equipment	5,000	98,500	100,000	100,000	100,000	100,000
946511 Pool/Bldg Envelope - General						
Property Taxes	200,000	225,000	225,000	225,000	225,000	225,000
Community Works Fund	100,000					
Future Capital Reserve	177,580	277,710				
Total 946511 Pool/Bldg Envelope - General	477,580	502,710	225,000	225,000	225,000	225,000
946519 TCC Tables and Chairs						
Property Taxes	42					
Total 946519 TCC Tables and Chairs	42					
946520 Pool Toys and Rides						
Gaming Reserve	29,500	21,230	19,500	19,500	19,500	19,500
Total 946520 Pool Toys and Rides	29,500	21,230	19,500	19,500	19,500	19,500
946521 TCC Upgr - Lions Training Camp						
Contractors and Others		100,000				
Total 946521 TCC Upgr - Lions Training Camp		100,000				
946528 Public Access AED Program						
Property Taxes	5,200	5,000	5,000	5,000	5,000	5,000
Total 946528 Public Access AED Program	5,200	5,000	5,000	5,000	5,000	5,000
946576 CGP Equipment Replacement						
Property Taxes	30,000					
Total 946576 CGP Equipment Replacement	30,000					
946577 Janitor Equipment						
Property Taxes	5,000					
Total 946577 Janitor Equipment	5,000					
946588 TCC Equipment/Supplies						
Property Taxes	15,000					
Total 946588 TCC Equipment/Supplies	15,000					
946591 TCC Facility Repair/Retrofit						
Property Taxes	405,000	405,000	405,000	410,000	420,000	430,000
Future Capital Reserve	290,790	547,590				
Total 946591 TCC Facility Repair/Retrofit	695,790	952,590	405,000	410,000	420,000	430,000
Program						
Property Taxes	730,242	718,500	735,000	740,000	750,000	760,000
Community Works Fund	198,630					
Future Capital Reserve	499,997	840,300				
Gaming Reserve	29,500	21,230	19,500	19,500	19,500	19,500
Contractors and Others	0	100,000				
Total Program	1,458,369	1,680,030	754,500	759,500	769,500	779,500

PROGRAM: Interior Savings Centre

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Community Recreation and Culture						
947903 Tables and Chairs						
Property Taxes	5,000	5,000	5,000	5,000	5,000	5,000

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 947903 Tables and Chairs	5,000	5,000	5,000	5,000	5,000	5,000
947905 Old Courthouse Boiler/HVAC						
Property Taxes		5,000	5,000	5,000	5,000	5,000
Total 947905 Old Courthouse Boiler/HVAC		5,000	5,000	5,000	5,000	5,000
947906 Old Courthouse Renos						
Future Capital Reserve	97,108	97,108				
Gaming Reserve		50,000	50,000	50,000	50,000	50,000
Total 947906 Old Courthouse Renos	97,108	147,108	50,000	50,000	50,000	50,000
947910 Public Art Acquisitions						
Gaming Reserve	50,000	100,000	50,000	50,000	50,000	50,000
Total 947910 Public Art Acquisitions	50,000	100,000	50,000	50,000	50,000	50,000
947911 BC20.04-Accessibility Mats						
Gaming Reserve	40,000	31,300	20,000	20,000	20,000	
Total 947911 BC20.04-Accessibility Mats	40,000	31,300	20,000	20,000	20,000	
947917 Old Courthouse Renovations						
Contractors and Others	494,065	371,565				
Total 947917 Old Courthouse Renovations	494,065	371,565				
Program						
Property Taxes	5,000	10,000	10,000	10,000	10,000	10,000
Future Capital Reserve	97,108	97,108				
Gaming Reserve	90,000	181,300	120,000	120,000	120,000	100,000
Contractors and Others	494,065	371,565				
Total Program	686,173	659,973	130,000	130,000	130,000	110,000

PROGRAM: Civic Recreation

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Civic Recreation						
948101 Wildlife Park						
Property Taxes	101,000	101,000	102,000	102,000	102,000	102,000
Total 948101 Wildlife Park	101,000	101,000	102,000	102,000	102,000	102,000
Program						
Property Taxes	101,000	101,000	102,000	102,000	102,000	102,000
Total Program	101,000	101,000	102,000	102,000	102,000	102,000

PROGRAM: Museum

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Museum						
949313 Museum Restructuring						
Gaming Reserve	225,000	142,860	25,000	25,000	25,000	25,000
Total 949313 Museum Restructuring	225,000	142,860	25,000	25,000	25,000	25,000
Program						
Gaming Reserve	225,000	142,860	25,000	25,000	25,000	25,000
Total Program	225,000	142,860	25,000	25,000	25,000	25,000

PROGRAM: Community Development

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Community Development						
951401 Infrastructure Improvements						

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Property Taxes	94,558	125,000	150,000	150,000	150,000	150,000
Total 951401 Infrastructure Improvements	94,558	125,000	150,000	150,000	150,000	150,000
951405 Downtown Streetscape Improveme						
Gaming Reserve		500,000	325,000	500,000	500,000	500,000
Total 951405 Downtown Streetscape Improveme		500,000	325,000	500,000	500,000	500,000
951407 Juniper East Access Rd						
Working Capital	400,000	790,439				
Total 951407 Juniper East Access Rd	400,000	790,439				
Program						
Property Taxes	94,558	125,000	150,000	150,000	150,000	150,000
Gaming Reserve		500,000	325,000	500,000	500,000	500,000
Working Capital	400,000	790,439				
Total Program	494,558	1,415,439	475,000	650,000	650,000	650,000

PROGRAM: Administrative Services

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Administrative Services						
952901 Office Furniture and Equipment						
Property Taxes	9,100	6,500	6,500	6,500	6,500	6,500
Future Capital Reserve	1,474					
Total 952901 Office Furniture and Equipment	10,574	6,500	6,500	6,500	6,500	6,500
Program						
Property Taxes	9,100	6,500	6,500	6,500	6,500	6,500
Future Capital Reserve	1,474					
Total Program	10,574	6,500	6,500	6,500	6,500	6,500

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PROGRAM: Property Management

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Property Management						
953112 Tax Sale Land						
Land Sales	4,500	4,500	4,500	4,500	4,500	4,500
Total 953112 Tax Sale Land	4,500	4,500	4,500	4,500	4,500	4,500
953119 Crown Land Survey						
Land Sales	8,500	5,000	5,000	5,000	5,000	5,000
Total 953119 Crown Land Survey	8,500	5,000	5,000	5,000	5,000	5,000
953121 Equipment - Rental Properties						
Property Taxes	400	3,000	3,000	3,000	3,000	3,000
Total 953121 Equipment - Rental Properties	400	3,000	3,000	3,000	3,000	3,000
953127 Land Development						
Land Sales	40,000	40,000	40,000	40,000	40,000	40,000
Total 953127 Land Development	40,000	40,000	40,000	40,000	40,000	40,000
953166 Devlpmt of 1500 9th Ave-CCDS						
Land Sales	249,313					
Other Capital Reserves	37,681					
Total 953166 Devlpmt of 1500 9th Ave-CCDS	286,994					
Program						
Property Taxes	400	3,000	3,000	3,000	3,000	3,000
Land Sales	302,313	49,500	49,500	49,500	49,500	49,500
Other Capital Reserves	37,681					
Total Program	340,394	52,500	52,500	52,500	52,500	52,500

PROGRAM: Financial Management

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Financial Management						
963101 Office Furniture and Equipment						
Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve	23,197	34,800				
Total 963101 Office Furniture and Equipment	48,197	59,800	25,000	25,000	25,000	25,000
Program						
Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve	23,197	34,800				
Total Program	48,197	59,800	25,000	25,000	25,000	25,000

PROGRAM: Human Resources

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Human Resources						
968101 Office Furniture and Equipment						
Property Taxes	2,000	2,000	2,000	2,000	2,000	2,000
Future Capital Reserve	5,306	7,300				
Total 968101 Office Furniture and Equipment	7,306	9,300	2,000	2,000	2,000	2,000
968102 Safety/Occupational Health						
Working Capital	17,851	17,850				
Total 968102 Safety/Occupational Health	17,851	17,850				
968107 BC22.04 EDI Accessibility Retr						
Gaming Reserve		40,000	40,000			
Total 968107 BC22.04 EDI Accessibility Retr		40,000	40,000			

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Program						
Property Taxes	2,000	2,000	2,000	2,000	2,000	2,000
Future Capital Reserve	5,306	7,300				
Gaming Reserve	0	40,000	-40,000			
Working Capital	17,851	17,850				
Total Program	25,157	67,150	42,000	2,000	2,000	2,000

PROGRAM: Central Office

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Central Office						
971102 Office Furniture and Equipment						
Property Taxes	1,000	1,000	1,000	1,000	1,000	1,000
Future Capital Reserve	1,000	2,000				
Total 971102 Office Furniture and Equipment	2,000	3,000	1,000	1,000	1,000	1,000
971104 Office Services Equipment						
Equipment Reserve	127,920	172,720	41,500			50,000
Total 971104 Office Services Equipment	127,920	172,720	41,500			50,000
Program						
Property Taxes	1,000	1,000	1,000	1,000	1,000	1,000
Future Capital Reserve	1,000	2,000				
Equipment Reserve	127,920	172,720	41,500			50,000
Total Program	129,920	175,720	42,500	1,000	1,000	51,000

PROGRAM: Information Technology

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Information Technology						
972101 Office Furniture and Equipment						
Property Taxes	2,500	2,500	2,500	2,500	2,500	2,500
Total 972101 Office Furniture and Equipment	2,500	2,500	2,500	2,500	2,500	2,500
972102 IT Equipment Replacement						
Working Capital	150,000					
Equipment Reserve	768,358	600,000	500,000			
Local Improvement		1,600,000	700,000			
Total 972102 IT Equipment Replacement	918,358	2,200,000	1,200,000			
972104 Data Center Equipment						
Property Taxes			300,000	300,000	300,000	300,000
Equipment Reserve	12,088					
Local Improvement		300,000				
Total 972104 Data Center Equipment	12,088	300,000	300,000	300,000	300,000	300,000
972108 New IT Equipment						
Property Taxes	80,700					
Future Capital Reserve		57,340				
Gaming Reserve	50,000					
Equipment Reserve	50,000	50,000	50,000	50,000	50,000	50,000
Solid Waste Reserve	4,800					
Total 972108 New IT Equipment	185,500	107,340	50,000	50,000	50,000	50,000
972109 IT Back Office Upgrade						
Equipment Reserve	82,488					
Tax Sale Reserve	149,118					
Total 972109 IT Back Office Upgrade	231,606					
972114 Software						
Equipment Reserve	7,500	7,500	7,500	7,500	7,500	7,500

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 972114 Software	7,500	7,500	7,500	7,500	7,500	7,500
972149 2021 - HRIS						
Equipment Reserve	1,130,000	1,295,448				
Total 972149 2021 - HRIS	1,130,000	1,295,448				
972151 Building Electronic App-GRANTS						
Grants		550,000				
Total 972151 Building Electronic App-GRANTS		550,000				
972602 Digital Orthophoto						
Equipment Reserve			100,000			100,000
Total 972602 Digital Orthophoto			100,000			100,000
Program						
Property Taxes	83,200	2,500	302,500	302,500	302,500	302,500
Future Capital Reserve		57,340				
Gaming Reserve	50,000					
Working Capital	150,000					
Equipment Reserve	2,050,434	1,952,948	657,500	57,500	57,500	157,500
Local Improvement		1,900,000	700,000			
Tax Sale Reserve	149,118					
Grants	0	550,000				
Solid Waste Reserve	4,800					
Total Program	2,487,552	4,462,788	1,660,000	360,000	360,000	460,000

PROGRAM: Vehicles and Equipment

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Vehicles and Equipment						
974100 Replace Fleet Vehicles						
Equipment Reserve	5,250,636	7,228,732	5,035,153	3,672,250	4,160,871	1,114,000
Total 974100 Replace Fleet Vehicles	5,250,636	7,228,732	5,035,153	3,672,250	4,160,871	1,114,000
974155 Add - Access/Modifications						
Equipment Reserve	92,000	122,580	80,000	80,000	80,000	80,000
Total 974155 Add - Access/Modifications	92,000	122,580	80,000	80,000	80,000	80,000
974199 Tools + Equipment - Spec Equip						
Property Taxes	5,800	9,500	9,500	9,500	9,500	9,500
Total 974199 Tools + Equipment - Spec Equip	5,800	9,500	9,500	9,500	9,500	9,500
974257 Purchase New Turf Stripper						
Property Taxes	50,700					
Total 974257 Purchase New Turf Stripper	50,700					
974280 Purchase New Shop Equipment						
Property Taxes	11,000	15,000	15,000	15,000	15,000	15,000
Total 974280 Purchase New Shop Equipment	11,000	15,000	15,000	15,000	15,000	15,000
974285 Stores Scale						
Future Capital Reserve	34,855					
Equipment Reserve	120,145					
Total 974285 Stores Scale	155,000					
974286 New Cross country Tracksetter						
Future Capital Reserve	14,874					
Equipment Reserve	126					
Total 974286 New Cross country Tracksetter	15,000					
974399 Fleet Contingency						
Equipment Reserve	170,000	235,815	120,000	120,000	120,000	120,000
Total 974399 Fleet Contingency	170,000	235,815	120,000	120,000	120,000	120,000
974496 BC20.02 - New Pickup Truck						
Equipment Reserve	50,000	50,000				
Total 974496 BC20.02 - New Pickup Truck	50,000	50,000				
974497 NPK Breaker						
Property Taxes	7,800					
Gaming Reserve	8,146					

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 974497 NPK Breaker	15,946					
974498 KSTC Boat Purchase						
Future Capital Reserve	65,000	65,000				
Total 974498 KSTC Boat Purchase	65,000	65,000				
974499 New 2021 S/Load Garbage Truck						
Equipment Reserve	450,000	450,000				
Total 974499 New 2021 S/Load Garbage Truck	450,000	450,000				
974529 Repl #84087 2016 Mack/Mcneilus						
Land Sales				331,000		
Total 974529 Repl #84087 2016 Mack/Mcneilus				331,000		
Program						
Property Taxes	75,300	24,500	24,500	24,500	24,500	24,500
Future Capital Reserve	114,729	65,000				
Gaming Reserve	8,146					
Equipment Reserve	6,132,907	8,087,127	5,235,153	3,872,250	4,360,871	1,314,000
Land Sales				331,000		
Total Program	6,331,082	8,176,627	5,259,653	4,227,750	4,385,371	1,338,500

PROGRAM: HVAC

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
HVAC						
975202 Bldg HVAC System Replacement						
Property Taxes	85,000					
Future Capital Reserve	46,000					
Total 975202 Bldg HVAC System Replacement	131,000					
975213 Air Quality Improvements						
Property Taxes	5,500					
Total 975213 Air Quality Improvements	5,500					
975218 Control System Upgrades						
Property Taxes	25,000	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve	10,725	28,760				
Total 975218 Control System Upgrades	35,725	53,760	25,000	25,000	25,000	25,000
975230 Boiler/Hot Wtr Tank Replacemen						
Property Taxes	40,000					
Future Capital Reserve	19,000					
Total 975230 Boiler/Hot Wtr Tank Replacemen	59,000					
975342 Unit Heater Replacement						
Property Taxes	8,000					
Total 975342 Unit Heater Replacement	8,000					
975399 Tools & Equipment - HVAC						
Property Taxes	7,000	12,000	7,000	7,000	7,000	7,000
Total 975399 Tools & Equipment - HVAC	7,000	12,000	7,000	7,000	7,000	7,000
975612 Fire Hall Exhaust System Upgr						
Property Taxes	25,000					
Total 975612 Fire Hall Exhaust System Upgr	25,000					
Program						
Property Taxes	195,500	37,000	32,000	32,000	32,000	32,000
Future Capital Reserve	75,725	28,760				
Total Program	271,225	65,760	32,000	32,000	32,000	32,000

PROGRAM: Engineering Services

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Engineering Services						
976601 Traffic Counters/Loops						
Working Capital		20,000				
Total 976601 Traffic Counters/Loops		20,000				
976604 RR Xings Transport Canada Upgr						
Future Capital Reserve	163,334	159,800				
Total 976604 RR Xings Transport Canada Upgr	163,334	159,800				
976611 Intersection Capacity Improvem						
Property Taxes	150,000	50,000	47,400	50,000	47,400	50,000
Future Capital Reserve	80,216	82,557				
DCC Roads	2,071,942	1,193,018	426,600	450,000	426,600	450,000
Total 976611 Intersection Capacity Improvem	2,302,158	1,325,575	474,000	500,000	474,000	500,000
976613 Transportation Safety Program						
Property Taxes	192,334	157,132	157,132	157,132	157,132	157,132
Future Capital Reserve	92,866	1,708				
DCC Roads	31,837	18,694	18,493	18,493	18,493	18,493
Grants	122,745					
Total 976613 Transportation Safety Program	439,782	177,534	175,625	175,625	175,625	175,625
976616 VV Bulb Outs at Plover Rd						
Future Capital Reserve	41,740	41,740				
Total 976616 VV Bulb Outs at Plover Rd	41,740	41,740				
976629 Transportation Planning						
Property Taxes	11,700	9,750	9,750	9,750	9,750	9,750
Future Capital Reserve	7,222					
DCC Roads	39,300	20,250	20,250	20,250	20,250	20,250
Total 976629 Transportation Planning	58,222	30,000	30,000	30,000	30,000	30,000
976632 BC20.07-Pedestrian Crossings						
Property Taxes	250,000	250,000	250,000	250,000	250,000	250,000
Community Works Fund	250,000	346,495	250,000	250,000	250,000	250,000
Future Capital Reserve		249,100				
Total 976632 BC20.07-Pedestrian Crossings	500,000	845,595	500,000	500,000	500,000	500,000
976635 Qu'Appelle Blvd Ext-Rosehill R						
Debt		2,500,000				
Total 976635 Qu'Appelle Blvd Ext-Rosehill R		2,500,000				
976675 Hugh Allan Roundabouts						
Property Taxes		15,000	30,000	295,000		
DCC Roads		135,000	270,000	2,655,000		
Total 976675 Hugh Allan Roundabouts		150,000	300,000	2,950,000		
Program						
Property Taxes	604,034	481,882	494,282	761,882	464,282	466,882
Community Works Fund	250,000	346,495	250,000	250,000	250,000	250,000
Future Capital Reserve	385,378	534,905				
Working Capital		20,000				
DCC Roads	-2,143,079	1,366,962	-735,343	-3,143,743	-465,343	-488,743
Grants	122,745	0	0	0	0	0
Debt	0	-2,500,000				
Total Program	3,505,236	5,250,244	1,479,625	4,155,625	1,179,625	1,205,625

PROGRAM: Active Transportation

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Active Transportation						
976102 Active Transportation-General						
Property Taxes	98,050	100,000	100,000	100,000	100,000	100,000
Community Works Fund	1,668,427	2,461,385	1,668,340	1,668,340	1,668,340	1,668,340
Future Capital Reserve	72,023	170,073				
DCC Roads	248,407	357,549	231,660	231,660	231,660	231,660
Total 976102 Active Transportation-General	2,086,907	3,089,007	2,000,000	2,000,000	2,000,000	2,000,000

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
976103 Active Transportation-Major Pr						
Community Works Fund	1,995,185	2,348,853	353,668	353,668	353,668	353,668
Future Capital Reserve	60,702	60,702				
DCC Roads	247,670	294,002	46,332	46,332	46,332	46,332
Total 976103 Active Transportation-Major Pr	2,303,557	2,703,557	400,000	400,000	400,000	400,000
976104 Jimeva Park Pedestrian Overpas						
Future Capital Reserve	94,550					
DCC Roads	77,358					
Total 976104 Jimeva Park Pedestrian Overpas	171,908					
976106 6th Av Bike Lane 976102						
Grants	1,500,000	1,352,180				
Total 976106 6th Av Bike Lane 976102	1,500,000	1,352,180				
976108 Special Xwalk on Summit 976102						
Community Works Fund	96,768					
Future Capital Reserve	2,459					
DCC Roads	10,905					
Total 976108 Special Xwalk on Summit 976102	110,132					
976121 Singh St-Parkcrest to Ord						
Grants	275,390	116,849				
Total 976121 Singh St-Parkcrest to Ord	275,390	116,849				
976162 Westsyde Rd MUP-Batch-Westmt						
Grants	451,458	437,739				
Total 976162 Westsyde Rd MUP-Batch-Westmt	451,458	437,739				
976179 Summit MUP-Whtshld/Petrns Cr						
Grants	2,500,000	1,635,979				
Total 976179 Summit MUP-Whtshld/Petrns Cr	2,500,000	1,635,979				
Program						
Property Taxes	98,050	100,000	100,000	100,000	100,000	100,000
Community Works Fund	3,760,380	4,810,238	2,022,008	2,022,008	2,022,008	2,022,008
Future Capital Reserve	229,734	230,775				
DCC Roads	584,340	651,551	277,992	277,992	277,992	277,992
Grants	4,726,848	3,542,747				
Total Program	9,399,352	9,335,311	2,400,000	2,400,000	2,400,000	2,400,000

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PROGRAM: Carpentry

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Carpentry						
978101 Guard Rails						
Property Taxes	37,000	50,000	50,000	50,000	50,000	50,000
Future Capital Reserve		19,800				
Total 978101 Guard Rails	37,000	69,800	50,000	50,000	50,000	50,000
978103 Wheelchair Ramps						
Property Taxes	33,500	5,000	20,000	20,000	20,000	20,000
Future Capital Reserve	8,646					
Total 978103 Wheelchair Ramps	42,146	5,000	20,000	20,000	20,000	20,000
978105 Retaining Wall Replacement						
Property Taxes	100,000	100,000	100,000	100,000	100,000	100,000
Future Capital Reserve	266,468	55,730				
Total 978105 Retaining Wall Replacement	366,468	155,730	100,000	100,000	100,000	100,000
978107 Keys/Locks						
Property Taxes	44,000					
Total 978107 Keys/Locks	44,000					
978109 Parkades						
Parking Reserve	100,000	189,750	100,000	90,000	100,000	90,000
Total 978109 Parkades	100,000	189,750	100,000	90,000	100,000	90,000
978110 Sidewalk Extension Program						
Other Capital Reserves	350,000	361,310	200,000			
Total 978110 Sidewalk Extension Program	350,000	361,310	200,000			
978199 Tools & Equipment - Carpentry						
Property Taxes	14,000	15,000	15,000	15,000	15,000	15,000
Total 978199 Tools & Equipment - Carpentry	14,000	15,000	15,000	15,000	15,000	15,000
Program						
Property Taxes	228,500	170,000	185,000	185,000	185,000	185,000
Future Capital Reserve	275,114	75,530				
Parking Reserve	100,000	189,750	100,000	90,000	100,000	90,000
Other Capital Reserves	350,000	361,310	200,000			
Total Program	953,614	796,590	485,000	275,000	285,000	275,000

PROGRAM: Electrical

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Electrical						
979103 Electrical Safety Improvements						
Property Taxes	50,000	50,000	50,000	50,000	50,000	50,000
Future Capital Reserve		34,170				
Total 979103 Electrical Safety Improvements	50,000	84,170	50,000	50,000	50,000	50,000
979117 Street Lighting Improvements						
Property Taxes	162,000	165,000	165,000	165,000	165,000	165,000
Future Capital Reserve	222,360	179,410				
Total 979117 Street Lighting Improvements	384,360	344,410	165,000	165,000	165,000	165,000
979119 Traffic Signal/Pole Rehab						
Property Taxes	7,000	215,000	215,000	215,000	215,000	215,000
Future Capital Reserve						
Total 979119 Traffic Signal/Pole Rehab	7,000	215,000	215,000	215,000	215,000	215,000
979123 Signal Pre-Emption						
Property Taxes	23,500	60,000	60,000	60,000	60,000	60,000
Total 979123 Signal Pre-Emption	23,500	60,000	60,000	60,000	60,000	60,000
979128 Infrast. protection-Overland B						
Other Capital Reserves	165,000	165,000				
Total 979128 Infrast. protection-Overland B	165,000	165,000				

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
979129 Pre-Signalization						
Property Taxes	21,500	25,000	25,000	25,000	25,000	25,000
Total 979129 Pre-Signalization	21,500	25,000	25,000	25,000	25,000	25,000
979199 Tools & Equipment - Electrical						
Property Taxes	8,400	9,400	9,400	9,400	9,400	9,400
Total 979199 Tools & Equipment - Electrical	8,400	9,400	9,400	9,400	9,400	9,400
Program						
Property Taxes	272,400	524,400	524,400	524,400	524,400	524,400
Future Capital Reserve	222,360	213,580				
Other Capital Reserves	165,000	165,000				
Total Program	659,760	902,980	524,400	524,400	524,400	524,400

PROGRAM: Water

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Water						
911109 Oversizing						
Water Levies	600	600	7,500	600	600	600
DCC Water	59,400	59,400	742,500	59,400	59,400	59,400
Total 911109 Oversizing	60,000	60,000	750,000	60,000	60,000	60,000
911115 Distribution Capital Mntce						
Water Levies	300,000	300,000	300,000	300,000	300,000	300,000
Future Capital Reserve	82,064					
Total 911115 Distribution Capital Mntce	382,064	300,000	300,000	300,000	300,000	300,000
911150 River St Intake-Low Lift						
Water Levies		200,000				
Future Capital Reserve	380,939	235,047				
Total 911150 River St Intake-Low Lift	380,939	435,047				
911166 Dallas Reservoir Twinning						
Water Levies		15,845	61,796	746,475		
DCC Water		34,155	133,204	1,609,080		
Total 911166 Dallas Reservoir Twinning		50,000	195,000	2,355,555		
911167 1786 West Water Servicing Upgr						
Water Levies		750	3,500	34,750		
DCC Water		74,250	346,500	3,440,250		
Total 911167 1786 West Water Servicing Upgr		75,000	350,000	3,475,000		
911171 Membrane Replacement						
Equipment Reserve		5,074,905	400,000	400,000	400,000	400,000
Total 911171 Membrane Replacement		5,074,905	400,000	400,000	400,000	400,000
911202 Replace Castings-Roads						
Water Levies	10,000					
Total 911202 Replace Castings-Roads	10,000					
911204 Rehab Infrastruct-Local Rds						
Water Levies	350,000	600,000	250,000	250,000	250,000	350,000
Future Capital Reserve	573,680	151,499				
Total 911204 Rehab Infrastruct-Local Rds	923,680	751,499	250,000	250,000	250,000	350,000
911205 Rehab Infrastruct-Colctr Rds						
Water Levies	40,000	2,200,000	200,000	1,300,000	650,000	25,000
Future Capital Reserve	42,794	70,619				
Total 911205 Rehab Infrastruct-Colctr Rds	82,794	2,270,619	200,000	1,300,000	650,000	25,000
911206 Rehab Infrastruct-Arterl Rds						
Water Levies	450,000	1,200,000	220,000	50,000	120,000	25,000
Future Capital Reserve	108,105	406,860				
Total 911206 Rehab Infrastruct-Arterl Rds	558,105	1,606,860	220,000	50,000	120,000	25,000
911243 Vahalla Main Looping						
Water Levies	50,000	650,000				
Future Capital Reserve		25,660				
Total 911243 Vahalla Main Looping	50,000	675,660				

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
911245 Westsyde Rd Wtr Main Repl						
Water Levies		90,000		1,073,000		
Total 911245 Westsyde Rd Wtr Main Repl		90,000		1,073,000		
911247 Ord Rd Watermain Connection						
Water Levies	486,000	600,000				
Future Capital Reserve	38,431	489,300				
Total 911247 Ord Rd Watermain Connection	524,431	1,089,300				
911260 Notre Dame Reservoir Overflow						
Future Capital Reserve	199,025					
Total 911260 Notre Dame Reservoir Overflow	199,025					
911293 Meadowlands Reservoir Access						
Future Capital Reserve	236,188	221,750				
Total 911293 Meadowlands Reservoir Access	236,188	221,750				
911298 Pacific Way Reservoir Overflow						
Future Capital Reserve	181,101					
Total 911298 Pacific Way Reservoir Overflow	181,101					
911306 Install Standby Power						
Water Levies	900,000	100,000	900,000	100,000	900,000	100,000
Future Capital Reserve	468,570	1,147,600				
Total 911306 Install Standby Power	1,368,570	1,247,600	900,000	100,000	900,000	100,000
911317 Pemberton Booster Upgrade						
Water Levies	101,950	1,132,197				
Future Capital Reserve	21,833					
DCC Water	107,217	682,803				
Total 911317 Pemberton Booster Upgrade	231,000	1,815,000				
911327 Twin Valleyview Reservoir						
Water Levies	525,490					
Future Capital Reserve	348,247					
DCC Water	288,600					
Total 911327 Twin Valleyview Reservoir	1,162,337					
911331 Pump Upgrades at SWS # 4						
Water Levies	26,000					
Future Capital Reserve	56,691	82,667				
DCC Water	319,864	319,772				
Total 911331 Pump Upgrades at SWS # 4	402,555	402,439				
911333 S.Kam-W. End Supply-Pre-Design						
Water Levies	348,000					
Total 911333 S.Kam-W. End Supply-Pre-Design	348,000					
911335 Add'l 1600 Reservoir Storage						
Water Levies	54,000	1,000,000				
Future Capital Reserve	85,221					
Total 911335 Add'l 1600 Reservoir Storage	139,221	1,000,000				
911336 Add'l 2088 Reservoir Storage						
Water Levies	183,000		1,680,000			
Future Capital Reserve	5,948	103,360				
Total 911336 Add'l 2088 Reservoir Storage	188,948	103,360	1,680,000			
911346 Pineview Booster Upgrade						
Water Levies	49,920					
Future Capital Reserve	8,277	57,763				
DCC Water	221,597	219,948				
Total 911346 Pineview Booster Upgrade	279,794	277,711				
911349 Memorial Booster Upgrade						
Water Levies					37,844	186,310
DCC Water					27,156	133,690
Total 911349 Memorial Booster Upgrade					65,000	320,000
911355 Upper Aberdeen Booster Stn						
Water Levies			3,000	11,650		133,850
DCC Water			297,000	1,153,350		13,251,150
Total 911355 Upper Aberdeen Booster Stn			300,000	1,165,000		13,385,000
911356 Water Pumping Cap Mntce						
Water Levies	640,000	280,000	640,000	280,000	640,000	280,000
Future Capital Reserve	289,876	784,700				

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 911356 Water Pumping Cap Mntce	929,876	1,064,700	640,000	280,000	640,000	280,000
911406 SW Sector Industrial Ph1 & Ph2						
Water Levies		1,200	5,500	51,710		
DCC Water		118,800	544,500	5,119,290		
Total 911406 SW Sector Industrial Ph1 & Ph2		120,000	550,000	5,171,000		
911607 Master Water Planning						
Water Levies	21,114	12,874	12,874	12,874	12,874	12,874
DCC Water	60,886	37,126	37,126	37,126	37,126	37,126
Total 911607 Master Water Planning	82,000	50,000	50,000	50,000	50,000	50,000
911801 Purch Tools/Eqpt-Various						
Water Levies	36,810	25,000	25,000	25,000	25,000	25,000
Future Capital Reserve		15,180				
Total 911801 Purch Tools/Eqpt-Various	36,810	40,180	25,000	25,000	25,000	25,000
911815 Procr Easem'ts/Srvys-Various						
Water Levies	20,000	20,000	20,000	20,000	20,000	20,000
Future Capital Reserve	14,404					
Total 911815 Procr Easem'ts/Srvys-Various	34,404	20,000	20,000	20,000	20,000	20,000
911821 Compl Ultrsnd Insp-3 Crssngs						
Water Levies	16,100					
Future Capital Reserve	6,000					
Total 911821 Compl Ultrsnd Insp-3 Crssngs	22,100					
911825 Building Upgrades						
Water Levies	50,000	50,000	50,000	50,000	50,000	50,000
Future Capital Reserve	59,229	65,860				
Total 911825 Building Upgrades	109,229	115,860	50,000	50,000	50,000	50,000
911826 Pump Upgrades at SWS No. 3						
Water Levies						10,400
DCC Water						39,600
Total 911826 Pump Upgrades at SWS No. 3						50,000
911836 Water Meter Installations						
Water Levies	80,000	80,000	80,000	80,000	80,000	80,000
Community Works Fund	16,087					
Future Capital Reserve	99,000	350				
Total 911836 Water Meter Installations	195,087	80,350	80,000	80,000	80,000	80,000
911852 Repl Major Elec Eqpt-Various						
Water Levies	122,000	125,000	125,000	125,000	125,000	125,000
Total 911852 Repl Major Elec Eqpt-Various	122,000	125,000	125,000	125,000	125,000	125,000
911873 Wtr Treatment Cap Mntce						
Water Levies		250,000	250,000	250,000	250,000	250,000
Future Capital Reserve	300,821					
Total 911873 Wtr Treatment Cap Mntce	300,821	250,000	250,000	250,000	250,000	250,000
911876 WCB Upgrades						
Water Levies	20,000	20,000	20,000	20,000	20,000	20,000
Future Capital Reserve	19,921					
Total 911876 WCB Upgrades	39,921	20,000	20,000	20,000	20,000	20,000
911884 KCWQ Control Upgrades						
Water Levies	1,600					
Future Capital Reserve	147,876					
Total 911884 KCWQ Control Upgrades	149,476					
911887 NCIS - Capital Works						
Future Capital Reserve	1,700,000	1,663,800				
Total 911887 NCIS - Capital Works	1,700,000	1,663,800				
Program						
Water Levies	4,882,584	8,953,466	4,854,170	4,781,059	3,481,318	1,994,034
Community Works Fund	16,087					
Future Capital Reserve	5,474,241	5,522,015				
Equipment Reserve		5,074,905	400,000	400,000	400,000	400,000
DCC Water	1,057,564	1,546,254	2,100,830	11,418,496	123,682	13,520,966
Total Program	11,430,476	21,096,640	7,355,000	16,599,555	4,005,000	15,915,000



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PROGRAM: Sewer

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Sewer						
912109 Oversizing						
Sewer Levies	600	600	2,000	600	600	600
DCC Sewer	59,400	59,400	198,000	59,400	59,400	59,400
Total 912109 Oversizing	60,000	60,000	200,000	60,000	60,000	60,000
912115 Batchelor North Decommissionin						
Sewer Levies	250,000					
Future Capital Reserve	128	242,380				
Total 912115 Batchelor North Decommissionin	250,128	242,380				
912121 SW Sector Industrial Sani Trnk						
Sewer Levies		750	3,750	32,350		
DCC Sewer		74,250	371,250	3,202,650		
Total 912121 SW Sector Industrial Sani Trnk		75,000	375,000	3,235,000		
912206 Rehab Sewer Mains - Local Rds						
Sewer Levies	50,000	70,000	70,000	70,000	70,000	70,000
Future Capital Reserve	48,335	35,980				
Total 912206 Rehab Sewer Mains - Local Rds	98,335	105,980	70,000	70,000	70,000	70,000
912207 Rehab Sewer Mains - Collectors						
Sewer Levies	55,000	25,000	60,000	75,000	75,000	50,000
Future Capital Reserve	135,306	180,120				
Total 912207 Rehab Sewer Mains - Collectors	190,306	205,120	60,000	75,000	75,000	50,000
912208 Rehab Sewer Mains - Arterials						
Sewer Levies	130,000	300,000	700,000	50,000	50,000	50,000
Future Capital Reserve	104,427	333,670				
Total 912208 Rehab Sewer Mains - Arterials	234,427	633,670	700,000	50,000	50,000	50,000
912209 Replace Castings-Roads						
Sewer Levies	20,000					
Total 912209 Replace Castings-Roads	20,000					
912251 Install Trunkmn-Versatile Twin						
Sewer Levies			450	450	7,250	
DCC Sewer			44,550	44,550	717,750	
Total 912251 Install Trunkmn-Versatile Twin			45,000	45,000	725,000	
912254 McGill Rd Sani & Rd Imprvmnts						
Future Capital Reserve	15,234					
Total 912254 McGill Rd Sani & Rd Imprvmnts	15,234					
912270 4th Ave Sewer Main Upgrade						
Sewer Levies	600	11,886				
Future Capital Reserve		256				
DCC Sewer	59,400	1,201,415				
Total 912270 4th Ave Sewer Main Upgrade	60,000	1,213,557				
912272 Sifton Lane Sewer Upgrades						
Sewer Levies			1,000	1,000	15,250	
DCC Sewer			99,000	99,000	1,509,750	
Total 912272 Sifton Lane Sewer Upgrades			100,000	100,000	1,525,000	
912275 Lorne Street Sewer Project						
Sewer Levies		2,700,000				
Future Capital Reserve	193,686	14,730				
Total 912275 Lorne Street Sewer Project	193,686	2,714,730				
912311 Sewer Pumping Cap Mntce						
Sewer Levies	300,000	210,000	210,000	210,000	210,000	210,000
Future Capital Reserve	483,012					
Total 912311 Sewer Pumping Cap Mntce	783,012	210,000	210,000	210,000	210,000	210,000
912327 McQueen Lift Station Upgrade						
Future Capital Reserve	529,001	517,790				
Total 912327 McQueen Lift Station Upgrade	529,001	517,790				
912346 Tranquille Rd Sani Mn Upg Ph2						
Sewer Levies	3,841,600					
DCC Sewer	158,400					

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	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Total 912346 Tranquille Rd Sani Mn Upg Ph2	4,000,000					
912348 Tranquille Rd Sani Mn Upg Ph3						
Sewer Levies		130,000	336,000	715,200	7,752,000	4,800,000
DCC Sewer		20,000	14,000	29,800	323,000	200,000
Total 912348 Tranquille Rd Sani Mn Upg Ph3		150,000	350,000	745,000	8,075,000	5,000,000
912503 Swr Treatment Cap Mntce						
Sewer Levies	500,000	1,000,000	3,700,000	3,500,000		3,600,000
Future Capital Reserve	1,745,062	1,932,500				
Total 912503 Swr Treatment Cap Mntce	2,245,062	2,932,500	3,700,000	3,500,000		3,600,000
912601 Master Sewer Planning						
Sewer Levies	18,025	18,025	18,025	18,025	18,025	18,025
DCC Sewer	51,975	51,975	51,975	51,975	51,975	51,975
Total 912601 Master Sewer Planning	70,000	70,000	70,000	70,000	70,000	70,000
912801 Tools & Equipment						
Sewer Levies	32,750	20,000	20,000	20,000	20,000	20,000
Future Capital Reserve	27,459	41,535				
Total 912801 Tools & Equipment	60,209	61,535	20,000	20,000	20,000	20,000
912804 Coll Capital Maintenance						
Sewer Levies	270,000	70,000	270,000	270,000	270,000	270,000
Future Capital Reserve	235,345	95,800				
Total 912804 Coll Capital Maintenance	505,345	165,800	270,000	270,000	270,000	270,000
912820 Easement / Legal Surveys						
Sewer Levies	12,500	20,000	20,000	20,000	20,000	20,000
Total 912820 Easement / Legal Surveys	12,500	20,000	20,000	20,000	20,000	20,000
912836 WCB Compliance Safety Equip						
Sewer Levies	30,000	30,000	30,000	30,000	30,000	30,000
Future Capital Reserve	38,405	51,125				
Total 912836 WCB Compliance Safety Equip	68,405	81,125	30,000	30,000	30,000	30,000
912848 Repl Major Elec Equipment						
Sewer Levies	122,000	125,000	125,000	125,000	125,000	125,000
Future Capital Reserve	7,356	17,060				
Total 912848 Repl Major Elec Equipment	129,356	142,060	125,000	125,000	125,000	125,000
912854 York Lift Stn Replacement						
Sewer Levies					32,872	123,270
DCC Sewer					7,128	26,730
Total 912854 York Lift Stn Replacement					40,000	150,000
912855 Mackenzie Lift Stn Pump Upgrad						
Sewer Levies					21,833	196,497
DCC Sewer					13,167	118,503
Total 912855 Mackenzie Lift Stn Pump Upgrad					35,000	315,000
912856 Campbell Cr W Lift Stn Upgrade						
Sewer Levies				13,070	91,490	
DCC Sewer				6,930	48,510	
Total 912856 Campbell Cr W Lift Stn Upgrade				20,000	140,000	
912857 O'Connor Lift Stn Pump Upgrade						
Sewer Levies					20,800	
DCC Sewer					79,200	
Total 912857 O'Connor Lift Stn Pump Upgrade					100,000	
912860 N Primary Lift Stn - Elec Bldg						
Sewer Levies		25,000	110,000	925,000		
Total 912860 N Primary Lift Stn - Elec Bldg		25,000	110,000	925,000		
912861 Grit chamb & bypass-Riverside						
Sewer Levies	335,000	200,000				
Future Capital Reserve	48,760	710,390				
Total 912861 Grit chamb & bypass-Riverside	383,760	910,390				
912863 1095 7th Ave Sani SIA						
Property Taxes	5,442					
Sewer Levies	7,500					
Total 912863 1095 7th Ave Sani SIA	12,942					
Program						
Property Taxes	5,442					



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CAPTIAL PLAN



	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Sewer Levies	5,975,575	4,956,261	5,676,225	6,075,695	8,830,120	9,583,392
Future Capital Reserve	3,611,516	4,173,336				
DCC Sewer	329,175	1,407,040	778,775	3,494,305	2,809,880	456,608
Total Program	9,921,708	10,536,637	6,455,000	9,570,000	11,640,000	10,040,000



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Service Level Descriptions

1102 Water Treatment Plant

01 Station Inspection - Treatment Plant - Inspect all operating equipment and instruments to ensure proper operation.

Four times daily - One hour per inspection (every six hours).

02 Membrane Repair - Daily testing detects potential breaches in membrane fibres. Automated detection process monitors the condition of the membrane filtration barrier. If a breach is detected, a manual test is done to determine the location. Staff initiate repairs as scheduling allows.

As required.

03 Chemical Feed Repair - Repair chemical feed equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality to maintain water quality and to prevent downtime of plant operation.

Reactive maintenance with a two-hour maximum response time.

04 Building and Site Maintenance - Maintain a professional appearance to the building by completing all cleaning functions and minor site maintenance.

Cleaning completed on a daily basis. Minor maintenance completed as required.

05 Pump and Equipment PM - Service, examine, and check pumps and equipment on a regular basis to minimize reactive maintenance.

Equipment checked daily. Equipment PMs done as scheduled.

06 Pump and Equipment Mechanical Repair - Repair all mechanical equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality to prevent downtime of plant operation.

Reactive maintenance with a two-hour maximum response time.

07 Process Monitoring - Monitor all equipment and instruments to ensure proper operation to ensure water quality meets regulatory standards at all times.

Continuous 24/7 monitoring.

08 Centrifuge Repair - Repair all centrifuge-related equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality to prevent downtime of plant operation.

Reactive maintenance within seven business days.

1102 Water Treatment Plant (cont.)

09 Centrifuge Operation - The centrifuge operation is critical to the process of residuals management and the disposal of sediment at the water treatment facility.

Operated a minimum of every four days.

10 Water Tests - Daily testing of water at the treatment facility to ensure adherence to all Provincial and Federal drinking water regulatory standards.

Daily.

11 Coagulation/Flocculation System Repair - Repair equipment associated with the coagulant flocculation process at the Kamloops Centre for Water Quality.

Reactive maintenance with a two-hour maximum response time.

12 Sodium Hypo Repair - Repair chemical feed equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality.

Reactive maintenance with a one-hour maximum response time.

13 Sodium Hypo PM - To keep on-site sodium hypochlorite system up to manufacturers' specifications and reduce reactive maintenance.

Check all mechanical and electrical equipment as per manufacturers' specifications with visual inspections by operating staff on a daily basis.

20 Instrumentation Repair - Repair instrumentation equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality.

Reactive maintenance with a one-hour maximum response time for critical monitoring equipment.

21 Instrumentation Calibration/Preventive Maintenance - To keep all onsite instruments calibrated and up to manufacturers' specifications to reduce reactive maintenance

Check all instrumentation equipment with visual inspections by operating staff on a daily basis.

22 Backflow and Cross connection - Inspect all on-site backflow and cross connection assemblies.

Daily inspection and annual testing.



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1102 Water Treatment Plant (cont.)

26 DAF Operation - The DAF (dissolved air flotation) unit is critical to the process of residuals management and disposal at the water treatment facility.

Inspected every six hours. Operates 24/7.

27 DAF Repair - Repair all DAF-related equipment on a reactive maintenance basis at the Kamloops Centre for Water Quality.

Reactive maintenance with a 12-hour maximum response time.

40 Water Records - Daily data input for plant inspection, laboratory work, and operation reports to ensure accurate record keeping of plant variables and operation

Hourly - logged continuously.

77 Chemicals - Working with plant chemicals (receiving, feed and transfer equipment, dosing, and cleaning) to ensure steady plant operation.

Daily - numerous processes.

98 Training - Training required on a continuous basis to maintain regulatory compliance (operator certification).

As per levels required to maintain operator certification.

1103 Water Distribution

45 Curb Stop Replacement - Repair and/or replace curb stop.

Repair or replace units in order to ensure water availability to customers. Reactive maintenance response time as scheduling allows.

46 Service/Valve Box Repair/Replace - Repair and/or replace water service and main line valve boxes.

Repair or replace units in order to ensure accessibility to underground valves when needed. Reactive maintenance response time as scheduling allows.

47 Water Service Repairs - Repair/replace leaking or damaged commercial, residential, or irrigation water services.

Repair or replace in order to ensure valves and/or service function as required. Reactive maintenance initiated with a one-hour response time.



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1103 Water Distribution (cont.)

48 Water Main Repairs - Repair/replace leaking or damaged water mains.

Repair or replace water mains in order to ensure they function as required. Reactive maintenance initiated within a one-hour response time from notification.

49 Water Main Flushing - Flush water distribution mains to remove sediment and maintain water quality.

Flush mains to achieve water quality requirements as per Interior Health Operating Permit. Preventative and reactive maintenance response time within one business day.

50 Valve Maintenance/Repairs - Repair or replace mainline valves.

Repair or replace units in order to ensure accessibility to underground valves when needed. Reactive maintenance response time as scheduling allows.

51 Test Holes and Investigations - Excavate test holes as required.

To determine or confirm information about soil strata, water pipe sizing, locations of City-owned or foreign utilities so they can be reflected in design or identified. Reactive maintenance response time as scheduling allows.

53 Customer Service Requests - Reply to complaints or inquiries regarding the water distribution system.

Reply time is to acknowledge within two business days.

54 Leak Detection - To perform field tests to find possible water leaks.

Respond to potential leaks in the water system initiated within two hours.

55 Water Infrastructure Locating - Locating City-owned utilities for contractors or other utility companies.

Response time is within three business days.

56 Valve/Service Box Locate - Locate mainline or service valve boxes to ensure that access to water services and mainline valves is possible in the event that a problem arises.

Response time is within three business days.

57 Hydrant Repair - Repair or replacement of existing fire hydrants to ensure that fire hydrants are operational and in good condition to ensure fire protection is maintained.

As required through annual inspections. Response time as scheduling allows.



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1103 Water Distribution (cont.)

58 Standpipe Repair - Repair or replacement of existing standpipes to ensure that standpipes are operational, in good condition and that they are operational when required.

Reactive maintenance when failure occurs. Repairs to be completed as scheduling permits.

67 Service Repairs/OT - Repair/replace leaking or damaged commercial/residential/irrigation water services after hours to maintain water quality and infrastructure integrity.

Reactive maintenance - initial response within one hour.

68 Water Main Repairs/OT - Repair/replace leaking or damaged water mains after hours to maintain water quality and infrastructure integrity.

Reactive maintenance - initial response within one hour.

80 Road Base Repair - To repair road base failures related to installation of water utilities to ensure that the integrity of the roads are maintained above buried water utilities.

Reactive maintenance - response time as scheduling allows.

90 Plant Maintenance - To address any issues surrounding any of the pumping facilities.

To maintain access to the pumping facilities through grading or snow removal for operation and integrity of the pumping facilities. Reactive maintenance response time as scheduling allows.

98 Training - Staff attend various training courses/seminars throughout the year to ensure they have the training or education needed to keep the water distribution system operating and to be able to perform their jobs in a safe manner.

As per operational and regulatory requirements.

1104 Water Pump Stations

01 Inspections - Regular station checks to inspect equipment and building integrity to ensure water availability.

All stations inspected a minimum of once per week.

02 Reservoir Inspections - Inspect reservoir condition for damage, leakage, and other hazards to ensure water availability.

Inspect each reservoir annually.



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1104 Water Pump Stations (cont.)

03 Reservoir Cleaning - Remove silt from reservoirs to improve water quality and recover lost reservoir capacity on a rotational basis.

Clean all reservoirs as required based on findings of inspections.

04 Building and Site Maintenance - Maintain buildings and grounds at reservoirs and pump stations to minimize building deterioration and maintain site appearance.

Provide repairs as required based on station inspection results.

05 Preventative Maintenance - To service and examine pump station equipment on a regular basis to minimize reactive maintenance, meet manufacturers' requirements, and keep units in a safe operating condition.

Check and perform minor servicing on all mechanical equipment as scheduled.

06 Pump and Equipment Repair - To repair water pumping station equipment on a demand basis.

Reactive maintenance response time is within two hours of discovery.

08 Standby Equipment Maintenance and Operation - Service, check, and exercise emergency standby power generators.

Units operated and serviced twice per year.

09 Alarms - Respond to alarms from centres signalling possible problems to identify possible problems before there is a loss of function.

Response time is within two hours of notification.

10 Water Quality Monitoring - To conduct water tests to ensure the City's treated water is within Interior Health regulations and to optimize the economical use of chemicals.

1. Daily sampling and testing of chlorine, pH, and turbidity.
2. Weekly bacteriological sampling and testing.
3. Additional tests as needed.

21 Turn On/Off - Turn water services on and off at property line.

Reactive maintenance response time is within two hours of notification.



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1104 Water Pump Stations (cont.)

22 Back Flow/Cross connection - Inspect for possible back flow or cross-connection conditions/maintain City-owned equipment to reduce the chance of a back flow or cross connection allowing undesirable products into the potable water system.

All back flow/cross-connection devices must be inspected and certified annually.

23 PRV Maintenance - To service and examine pressure reducing valve stations to ensure a steady water supply at proper pressure.

Check all PRVs annually as a minimum.

25 Cathodic Protection Maintenance - Read and monitor all cathodic protection sites and repair any problems and ensure the system is in operating condition.

Preventative maintenance - sites are checked annually.

26 Standpipe Maintenance and Repairs - Repair and service standpipes.

Reactive maintenance when failure occurs. Repairs to be completed as scheduling allows.

27 Hydrant - CAU (Check After Use) - Service hydrants following use to ensure proper operation

Reactive maintenance response time based on problem reported.

28 Hydrant Maintenance and Repairs - Regular service check of hydrants to ensure all moving and wear parts are in good condition.

Each hydrant in the City of Kamloops system is inspected annually, excluding privately-owned hydrants.

29 Meter Reading - Read water meters to obtain information for water utility billing.

All metered-rate customer meters are read quarterly.

30 Install/Repair/Replace Residential Water Meters (new, worn out, or inaccurate water meters).

Service provided as new meters are installed, plus call backs for repairs or replacements

31 Repair Commercial Meters - Repair and service commercial water meters.

Service provided as new commercial meters are installed, plus call backs for repairs.



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1104 Water Pump Stations (cont.)

33 Station Weed Control - Cut and remove weeds from around the City's water infrastructure to ensure access and visibility

Reactive maintenance - response time as scheduling allows.

34 Hydrant Painting - Paint fire hydrants as needed to ensure easy visual identification for emergency staff.

Preventative maintenance - response time as scheduling allows.

40 Water Records - To develop and maintain a Computerized Maintenance Management System (CMMS) to ensure the proper maintenance of water utility equipment under the Utility Services Division's control and to maintain records on the system operations.

Not applicable.

41 Service Requests - Respond to complaints or inquiries regarding the water distribution system.

As requested. Response time is to acknowledge within two business days.

51 Inspections - Regular station checks for the Noble Creek system to inspect the equipment and building integrity to ensure water availability.

All stations inspected daily.

53 Turn On/Off - Turn irrigation water services on and off at property line in the Noble Creek area.

Response time as scheduling allows.

54 Building and Site Maintenance - Maintain buildings and grounds at reservoir and booster stations in the Noble Creek system to minimize building deterioration and maintain site appearance.

Provide repairs as required based on station inspection results.

55 Service Requests - Respond to complaints or inquiries regarding the water distribution and irrigation system in Noble Creek.

As requested. Response time is to acknowledge within five business days.

57 Standpipe Maintenance and Repairs - Repair and service standpipes in the Noble Creek system.

Service all standpipes as required.



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1104 Water Pump Stations (cont.)

59 Alarms - Respond to alarms from centres signalling possible problems in the Noble Creek system.

Response time is within two hours of notification.

98 Training - Staff attend various training courses/seminars throughout the year to ensure they have the training or education needed to keep the water distribution system operating in a safe manner

As per operational and regulatory requirements.

1202 Wastewater Treatment

20 Plant Inspection - Regular station checks at the Kamloops Sewage Treatment Centre.

Inspections as per seasonal schedule.

21 Power and Chemicals - Power supply and chemicals needed for wastewater treatment. Power, chlorine, alum, and other chemicals.

Provide adequate power and chemicals for wastewater treatment process.

22 Wastewater Quality Monitoring - To test wastewater quality to ensure economical use of chemicals and to ensure adherence to permits.

Daily.

23 Building and Site Maintenance - To keep building and sites in good operating condition. Complete weed control as required.

Cleaning completed on a daily basis. Minor maintenance completed as required.

24 Preventative Maintenance - To service and examine wastewater treatment equipment on a regular basis to minimize reactive maintenance, meet manufacturers' requirements, and keep units in a safe operating condition.

Preventative maintenance, daily inspections, and PMs completed as scheduled.

25 Pump and Equipment Repair - Repair equipment on a reactive maintenance basis at the Kamloops Sewage Treatment Centre.

Reactive maintenance - response time three hours, maximum.

26 Alarms - Respond to alarms from centres signalling possible problems.

Response time is within two hours of notification.



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1203 Sanitary Collection

04 Service Blockage Removal - Remove obstruction(s) from sanitary sewer services.

Initial response time is within two hours of notification.

05 Service Repair - Excavate and repair broken, misaligned, and poor grade sanitary services and install cleanout if necessary.

Reactive maintenance response time as scheduling allows.

06 Grease Trap/Interceptor Inspections - Inspect grease interceptors in commercial establishments to ensure they are working properly.

Inspect entire inventory annually.

07 Main Blockage Removal - Use power flusher or power rodder to break through or remove obstructions in sanitary sewer mains.

Initial response time is within two hours of notification.

08 Main Repair - Excavation and repair of broken, misaligned, or poor grade sanitary sewer main.

Reactive maintenance response time impacted by severity of repair.

09 Main Flushing - High pressure cleaning of sanitary sewer mains.

Annually flush known minimal grade mains and mains where there have been historical problems.

10 Main Rodding - Mechanical cleaning of sanitary mains with root intrusion problems to reduce opportunity for root blockage.

Rod inventory of known mains with root problems once per annum.

11 Video Inspections - Camera inspection of sanitary sewer mains and services. Video inspection of historical problem sewer mains and operating mains previous to proposed road overlays and reconstructions to determine if repairs are required.

Inspect mains as required.

12 Access Chambers Repair - Make repairs to broken access chambers or raise/lower tops to grade.

Reactive maintenance - response time as scheduling allows.



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1203 Sanitary Collection (cont.)

13 Test Holes and Investigations - Excavate test holes as required to determine soil strata, existing underground utilities, pipe quality, and sizing.

Response time as scheduling allows.

15 Customer Service Requests - Reply to complaints or inquiries regarding the sanitary collection system.

As requested. Reply time is to acknowledge within two business days.

16 Sanitary Infrastructure Locating - Locating City-owned utilities for contractors or other utility companies so that they are not broken or compromised through excavation.

As requested. Response time is within three business days.

80 Road Base Repair - To repair road-base failures related to installation of sewer utilities

Reactive maintenance - response time as scheduling allows.

90 Plant Maintenance - To address any issues surrounding any of the pumping facilities. To maintain access to the pumping facilities through grading or snow removal for operation and integrity of the pumping facilities or repairs to lines on the CREDS spray irrigation system.

Reactive maintenance - response time as scheduling allows.

98 Training - Staff attend various training courses/seminars throughout the year to ensure they have the training or education needed to keep the sanitary collection system operating in a safe manner

As per operational and regulatory requirements.

99 Safety Training - Staff attend various training courses/seminars throughout the year to ensure they have the training or education needed to perform their jobs in a safe manner

As per operational and regulatory requirements.

1204 Sanitary Pump Stations

01 Inspections - Regular sewer lift station checks to inspect equipment and building integrity related to sewer lift stations.

All stations inspected a minimum of once per week.

02 Cathodic Protection - Maintenance and Repairs - Read and monitor all cathodic protection sites and repair any problems. Sites are inspected annually.



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1204 Sanitary Pump Stations (cont.)

03 Campbell Creek Collection Recovery - Hauls wastewater from our holding station at Campbell Creek into our collection system at Victoria Street West and Mission Flats Road sani-dump.

All wastewater generated in Campbell Creek is collected as required.

04 Building and Site Maintenance - Maintain buildings and grounds at sewer pump stations to Minimize building deterioration and maintain site appearance.

Provide repairs as required based on station inspection results.

05 Preventative Maintenance - To service and examine sanitary sewer pump station equipment on a regular basis to minimize reactive maintenance, meet manufacturers' requirements, and keep units in a safe operating condition.

Perform minor servicing on all sanitary sewer mechanical equipment as required on an annual basis.

06 Pump and Equipment Repair - Major - To repair major sewage stations equipment on a demand basis to ensure wastewater is collected and treated

Reactive maintenance - response time is within one hour of discovery.

08 Pump and Equipment Repair - Submersible - Repair submersible pumps on a demand basis to ensure wastewater is collected and treated.

Reactive maintenance - response time is within one hour of discovery.

09 Pump and Equipment Repair - Other - Repair sanitary sewer pumps and equipment on a demand basis to ensure wastewater is collected and treated.

Reactive maintenance - response time is within one hour of discovery.

10 Alarms - Respond to alarms from centres signalling possible problems to signal possible problems that can be corrected before there is a loss of function.

Alarm response time is within two hours of notification.

11 Power – Ensure adequate power supply for sewer lift stations to ensure wastewater is collected and treated

Provide adequate power for sewage collection system.

12 Standby Equipment - Maintenance and Operation - Service, check, and exercise emergency standby power generators.

Units operate on 90-day intervals.



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1204 Sanitary Pump Stations (cont.)

40 Irrigation Inspections - Regular checks of Cinnamon Ridge irrigation system to inspect equipment and building integrity related to the spray irrigation system.

All equipment inspected a minimum of daily during irrigation season and weekly otherwise.

41 Pump and Equipment Repair - To repair irrigation system equipment on a demand basis to ensure effluent irrigation system is operational.

Reactive maintenance - response time within three business days of notification.

42 Building and Site Maintenance - Maintain buildings and grounds at Cinnamon Ridge pump station.

Provide repairs as required based on station inspection results.

44 Wastewater Tests - To conduct effluent testing to ensure the City's effluent is within the Ministry of Environment's regulations and to ensure the chemical injection equipment is placing the prescribed amount of chemicals in the system and monitor the turbidity levels in the system.

1. Daily sampling and testing of chlorine during the irrigation season and weekly during the rest of year.
2. Additional tests as needed.

45 Chemicals - Chemicals required for Cinnamon Ridge effluent disposal system.

Provide adequate chemicals for effluent treatment system.

46 Alarms - Respond to alarms from Cinnamon Ridge signalling possible problems.

Alarm response time is within one business day of notification.

51 Service Requests - Respond to complaints or inquiries regarding the wastewater collection system.

As requested. Response time is to acknowledge within five business days.

98 Training - Staff attend various training courses/seminars throughout the year to ensure they have the training or education needed to keep the water distribution system operating in a safe manner

As per operational and regulatory requirements.



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1301 Commercial and Multi-family Bins

01 Commercial and Multi-family Bin Maintenance - Purchase, maintain, and repair solid waste bins for use at commercial and multi-family sites.

Provide containers in acceptable condition for all customers.

03 Collection of Garbage at Commercial and Multi-family Zoned Sites - Collect garbage from solid waste bins and deliver to landfill for disposal.

Provide scheduled service six days per week, 52 weeks per year, including statutory holidays. Annual service level - 70,000 tips. Respond to requests for extra tips within one business day.

04 Collection of Recycling at Commercial and Multi-family sites - Collect cardboard from commercial sites and mixed recycling from multi-family sites and deliver to recycling processor.

Provide scheduled service five days per week, 52 weeks per year, including statutory and municipal holidays. Annual service level - 20,000 tips. Respond to requests for extra tips within one business day.

05 Customer Service for Commercial and Multi-family Customers - Types of requests include new construction bin location siting, service, and access issues and service schedule requirements.

Reply to requests for service within two business days.

1302 Solid Waste Disposal

01 Daily Operation of the Barnhartvale Landfill - Operate landfill according to Ministry of Environment, WorkSafe BC, and all applicable regulations to provide an environmentally sound location and disposal methods for community waste and recyclables.

Operating hours 8:30 am-4:30 pm

Open four days per week: Friday, Saturday, Sunday, Monday, and closed on Christmas Day and New Year's Day, if applicable.

03 Daily Operation of the Mission Flats Landfill - Operate landfill according to Ministry of Environment, WorkSafeBC, and all other applicable regulations to provide an environmentally sound location and disposal methods for community waste.

Operating hours: 8:30 am-4:30 pm, seven days per week. Closed on Christmas Day and New Year's Day. Open 363 days per year.

04 Daily Operation of the Kamloops Resource Recovery Centre – Operate landfill according to Ministry of Environment, WorkSafeBC, and all applicable regulations to provide an environmentally sound location and disposal methods for community waste and recyclables.

Operating hours: 8:00 am-4:00 pm

Open five days per week: Monday through Friday and closed all statutory and municipal holidays.



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1302 Solid Waste Disposal (cont.)

10 Daily operation of Mission Flats landfill weigh scale – Operate the weigh scale to process all incoming and outgoing loads, classify by refuse type, process payment methods, daily transaction balance, and cash deposit.

Operating hours: 8:30 am-4:30 pm, seven days per week. Closed on Christmas Day and New Year's Day. Open 363 days per year.

08 Daily Operation of Kamloops Resource Recovery Center weigh scale – Operate the weigh scale to process all incoming and outgoing loads, classify by refuse type, process payment methods, daily transaction balance, and cash deposit.

Operating hours: 8:00 am-4:00 pm
Open five days per week: Monday through Friday and closed on all statutory and municipal holidays.

1303 Residential Curbside Containers (Carts)

01 Cart Collection of Garbage and Recycling - Collect garbage and recyclables from cart customers. Deliver garbage to disposal site and recyclables to material processing facility.

Service is not provided on statutory or municipal holidays.

05 Customer Service for Cart Collection - Reply to Request for Service calls within one business day related to cart collection issues and by-law compliance.

There is no service on statutory or municipal holidays.

07 Cart Container Customer Service - Reply to Request for Service calls regarding cart issues.

Respond to Request for Service calls within seven business days

1304 Community Service

01 Collect and dispose of waste from litter containers - Provide containers and collection and disposal services for community and transit litter containers.

Various schedules (daily, weekly biweekly) based on location

02 Recycling depot collection - Provide collection services for mixed recycling at City landfills and recycling depots.

Provide scheduled service six days per week, 52 weeks per year, including statutory and municipal holidays.

1305 Solid Waste Diversion

CR3 Diversion Data Tracking (Cinnamon Ridge) – Tracking yard waste and compost data from the weigh scales to monitor landfill diversion.

Contractor tracks daily weights from on-site scales. Data is collected and compiled by Environmental Services staff on a monthly basis.



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1309 Solid Waste Administration

03 Safety and Training - Monthly crew meetings, training seminars, and staff development.

Monthly staff meetings and training as available and/or required.

1401 Environmental Services

CR1 Groundwater Sampling (Cinnamon Ridge) - Measure groundwater well levels on public and private property and collect water samples from public and private property to monitor for potential impact of treated wastewater spray irrigation and biosolids composting on groundwater.

1. Monthly measurement of groundwater levels.
2. Monthly collection of groundwater samples from three public groundwater wells.
3. Annual collection of samples (each fall) from ten wells.
4. Semi-annual collection of water sample (spring and fall) from the private residence.
5. Deliver all samples to an accredited third-party lab and the Kamloops Sewage Treatment Centre for various analyses.
6. Storage of all analytical data in a database for review, tracking, and reporting purposes.

E1 National Pollutant Release Inventory (NPRI) - Prepare annual NPRI report on pollutants released through City operations for submission to Environment Canada as legislated under the Canadian Environmental Protection Act.

1. Review current operations to report requirements annually.
2. Collect data from applicable operations (Kamloops Sewage Treatment Centre, etc.) and compile into annual reporting standards.

E2 Spill Response – External/Internal - Investigate spills from City and non-City operations or equipment reported by the public, City staff, or other agencies to minimize the environmental impact remediate impacted areas and ensure compliance with the Spill Reporting Regulations and Contaminated Sites Regulation of the Environmental Management Act.

Investigate all spills reported on public property and through City operations and coordinate with applicable government agencies for reporting accordingly and consultants for remediation as required.

E5 Responding to Environmental Inquiries - Reply to phone calls and emails from the general public.

Inquiries are replied to within two business days or are forwarded to the appropriate person for response.

E6 WildSafe Program - Oversee WildSafe/Bear Smart Program delivery and coordinate the contract with BCCF to increase the public awareness of bear behaviours and reduce wildlife-human conflicts.

1. Oversee the delivery of the annual WildSafe BC/Bear Smart program from May to November.
2. Coordinate with BC Conservation Fund in program administration.
3. Liaise with City Bylaws division, the provincial Conservation Office, and other key stakeholders for bear and other wildlife-related matters.



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1401 Environmental Services (cont.)

E7 Environmental Assistance, Environmental Referrals, and Environmental Review (Major Projects) - To provide assistance to other City departments on environmental issues. To coordinate City responses to environmental referrals (permits, etc.) from the Ministry of Environment and to participate in the environmental review process from major projects.

Function as a referral service on environmental matters pertaining to City and external projects, engaging both internal and external subject matter experts as required.

SW1 former McGill Road Landfill Methane Sampling - To measure/record methane gas concentrations from sampling wells in the former McGill Road Landfill area to determine if methane concentrations are increasing or decreasing.

1. Monthly measurement of methane levels in all accessible landfill gas wells.
2. Storage of all methane data in a database for review, tracking and reporting purposes.

SW2 Data Review of Former McGill Landfill - Annually review the methane production levels and mitigation management based on internally-collected data and external monitoring reports submitted through development requirements to monitor compliance with environmental regulations and reporting requirements.

1. Annual review of City-collected methane data and third party reports provided by owners of properties overlying the former landfill footprint.
2. Provision of recommendations to Corporate Leadership Team based on observed trends in methane levels as required.

SW3 Mission Flats Landfill Groundwater Sampling - Measure groundwater well levels and collect water samples for analysis to test for the presence/absence of landfill leachate and to ensure compliance with monitoring requirements of the Waste Management Act and/or as specifically required in our permit.

1. Quarterly measurement of groundwater levels and collection of groundwater samples. Submission of all groundwater samples to an accredited third party laboratory for analysis of landfill leachate parameters.
2. Annual submission of groundwater analytical results to a consultant for review and interpretation.

SW4 Tracking Recycling Data - Tracking the level of landfill diversion through curbside, commercial, and multi-family collection, as well as recycling depot collection to monitor the effectiveness of the City's various reduction initiatives.

1. Weekly tracking of diversion from curbside, commercial, and multi-family collection.
2. Monthly tracking of diversion for recycling depot collection.
3. Annual review of diversion metrics from diversion activities at City landfill facilities.

SW5 Solid Waste and Recycling Container and Account Database Management - Updating and tracking all container inventory adjustments in an electronic database and providing an internal auditing service for the Solid Waste Services Section.

Maintain up-to-date container management for solid waste billing and services.



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1401 Environmental Services (cont.)

W2 Aberdeen Groundwater Monitoring - Measure groundwater well levels and record well-pumping station hours and litres pumped to monitor groundwater wells in the Aberdeen area to see if groundwater levels are rising and to make sure well pumps are operating properly.

1. Weekly measurement of 66 groundwater piezometers and 15 dewatering wells.
2. Weekly collection and upload of SCADA data to electronic monitoring software.

1501 Cemeteries

19 Gateway Columbarium Inurnments Maintenance and Repair - Open and close City-owned columbariums for inurnment service and installing memorialization items.

Revenue-generating service.

20 Adult/Child/Cremation/Ossuary Interment/Exhumations Maintenance and Repair - Open and close graves for interments.

Revenue-generating service.

27 Headstone/Crypt Name Bar Removal, Install/Flower Pot and Headstone Base Construction and Installations/ Horticulture Maintenance of Commonwealth War Graves - Installing and resetting headstones on cemetery grave sites and installing name bars, flower pots, pictures, and lights on crypts and niches. Installing name plaques on the Garden of Memory wall and Veterans plaza. Horticulture flower bed maintenance on war graves.

Revenue-generating service.

33A Cemetery Landscape Maintenance and Repair - General maintenance of cemetery landscape, including all floral beds, trees, shrubs, hedges, buildings, yard area, benches, fencing, roadways, and pathways.

Level A: Hillside Cemetery.

Level B: Pleasant Street Cemetery.

33B Headstone/Flower Pot Maintenance And Repair - Repairing sunken headstones and flower pots.

Level A: As needed, checked weekly.

Level B: As needed, checked monthly.

55 Grave Maintenance And Repair - Repair sunken graves and haul and mix compactable soil materials.

Level A: Repaired when depression exceeds six inches.

Level B: Repaired when depression exceeds 12 inches.



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3101 Gravel Lanes

10 Grading Rural Roads - Grading rural gravel roads to provide a reasonably smooth driving surface.

All gravel roads will be:

1. Graded a minimum of twice per year (spring and fall) for reshaping.
2. Spot-graded as required throughout the year.

11 Grading Lanes (Alleys) - Grading gravel lanes to provide a reasonably smooth access to back of properties adjacent to alleys.

All gravel surfaced lanes are to be graded:

1. Twice per year (spring and fall).
2. As required where necessary.

22 Shoulder Maintenance - Maintaining 1 m off edge of pavement to provide a safe free-draining and smooth surface along edge of pavement

Arterial and collector roads that have gravel shoulders will be addressed:

1. Bi-annually for reshaping.
2. Within 10 business days when a deficiency or rut exceeding 6 cm is identified.

Local roads with gravel shoulders will be addressed as required within ten business days when a rut exceeding 6 cm is identified.

31 Cleaning Cattle Guards - Inspecting and cleaning of cattle guards to prevent cattle from transgressing out of their grazing area.

1. All cattle guards are to be inspected twice per year (spring and fall).
2. All cattle guards are to be cleaned as required.

50 Dust Abatement - Application of dust suppressant to reduce airborne dust particulates on gravel rural roads and lanes.

1. Apply once per year on gravel rural roads and alleys as required.
2. Touch up spots as required.

3102 Asphalt Roads

10 Machine Overlays - The application of hot-mix asphalt by machine (grader, paving machine, etc.) over existing hard surfaces to extend the life of the road surface and improve the ride condition.

As required where asphalt surfaces have been identified that a continuous lift of asphalt would be the efficient option.

3102 Asphalt Roads (cont.)

11 Skin Patch - The placing of a fine mix of asphalt materials to an existing hard surface to maintain a smooth surface for the travelling public and remove sharp bumps that may affect the performance of snow equipment.

Once identified, and if required, the work will be scheduled between June and September.

12 Full Depth Patching - Placement of hot-mix asphalt into a defined area with vertical cut walls or patch with a depth greater than 3 cm to remove and replace failing asphalt in order to provide a smooth surface and restore the strength in the surface.

Once identified, and if required, the work will be scheduled between March and November.

13 Temporary Patch (Pothole) - Placement of cold-mix or hot-mix asphalt, when available, in potholes to provide short-term repairs and to attempt to seal all defective areas from water penetration and restore a smooth surface.

As required from internal or external requests for service.

34 Railway Crossing Maintenance - Repairing the approaches to railway tracks to provide reasonably smooth approaches to railway crossings within City limits.

If repairs are identified and required, the work will be scheduled within 20 business days, with weather permitting, if asphalt is required.

40 Asphalt Curb Maintenance - Maintenance of asphalt curbs to control drainage or delineate the road edge to repair asphalt curbs in order to control road surface runoff and to minimize shoulder maintenance by delineating the road edge.

As requested by the Utility Services Division or the public. If repairs are required, the work will be scheduled between May and October.

50 Utility Patching - Placement of hot-mix or cold-mix asphalt into a defined area with vertical cut walls to repair utility excavations in asphalt road surfaces.

As required by the Utility Services Division.



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3103 Road Cleaning

10 Street Sweeping - Street sweeping of City streets to maintain an aesthetic appearance and a safer, healthier City.

Street sweeping will occur:

1. On the following streets twice per week (during the spring, summer, and fall seasons):
 - Tranquille Road - Overlanders Bridge to Fortune Drive;
 - Victoria Street - Overlanders Bridge to 10th Avenue;
 - Seymour Street - Victoria Street West to Victoria Street;
 - Lansdowne Street - Victoria Street to Victoria Street West; and
 - 1st, 2nd, 3rd, 4th, 5th, and 6th Avenues - Seymour Street to Lansdowne Street.
2. On arterial roads once per month.
3. On local roads once per year or by request.

20 Spring Cleanup - The removal of abrasives that have accumulated over the winter season in order to maintain an aesthetic appearance and a safer, healthier City.

1. All streets to be swept and flushed each spring.
2. City-maintained sidewalks to be swept each spring.
3. All medians and islands to be swept and flushed each spring.

30 Flood Control Cleanup - Cleaning City streets of gravel and mud to clean City streets after heavy rainfall runoff that causes mud and debris to be washed onto roadways.

Identified roads are swept and/or flushed as needed to remove all debris within five business days.

70 Screening Winter Sand - Hauling and screening sand from a gravel pit to screen sand to a desired size to be used as a sand abrasive for snow and ice control.

Provide sufficient amounts of sand stockpiled for winter.

80 Pit Maintenance - The maintenance of sand, gravel, and soil stockpiles; pit floors; and storage facilities.

As required.



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3105 Winter

10 Snowplowing - Trucks - The mechanical removal of snow/ice/slush from the road surface with single or tandem axle trucks equipped with underbody plows to remove snow from roadways before applying sand and/or de-icers to maximize their effectiveness.

Plow roadways with accumulations of 2.5 cm or more of snow by the Snow and Ice Control Policy in accordance with priorities identified.

Priorities 1 and 2:

- Single lane: plow wheel paths and the curb lane.
- Multiple lanes: plow wheel paths until gang plowing or grader/wing can occur.

Priority 3:

- During storm event, punch in and out if directed. During cleanup, plow curb to curb to open up travel and parking lanes.

11 Snowplowing - Graders - The mechanical removal of large volumes of snow/ice/slush from the road surface with the use of graders to remove snow from roadways before applying sand and/or de-icers to maximize their effectiveness.

Plow roadways with accumulations of 10 cm or more of snow in accordance with priorities identified by the Snow and Ice Control Policy.

Priorities 1 and 2:

- Single lane: plow entire lane to curbs edge.
- Multiple lanes: plow both lanes using wing to curbs edge.

Priority 3:

- Plow curb to curb to open up travel and parking lanes

13 Sidewalk Plowing/Clearing - The removal of snow from City-maintained sidewalks by means of plowing and/or sweeping to provide a reasonably safe surface for pedestrian travel.

1. Address sidewalks at the start of storm event with one sidewalk plow.
2. Address sidewalks with a second sidewalk plow after all roads have been addressed.



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3105 Winter (cont.)

20 Dry Chemical (Salt) Application - The application of a chemical (salt) in dry form to the road surface to prevent or break the bond of snow or ice to the road surface to facilitate effective snow clearing as per the Snow and Ice Control Policy.

1. Priorities 1 and 2:

- Single lanes: apply close to centre line in a narrow strip 2' to 4' wide at a low or medium rate;
- Multi-lanes: apply on lane lines in a narrow strip 4' to 6' wide or close to centreline in a strip 8 ft. to 10 ft. wide at a high rate.

2. Priority 3:

- No application unless specifically directed.

21 Liquid De-Icer Application - The application of a liquid freeze point suppressant to prevent or break the bond of snow or ice to the road surface to facilitate effective snow clearing as per the Snow and Ice Control Policy

- | | |
|------------------------|-------------------------------------|
| 1. Priorities 1 and 2: | Apply to full lane or wheel tracks. |
| 2. Priority 3: | Apply only if directed to. |
| 3. Sidewalks: | Apply only if directed to. |

22 Sand Application - Roadways - The application of abrasive material to the roadway to provide traction on road surfaces for the motoring public as per the Snow and Ice Control Policy.

1. Priorities 1 and 2:

- Apply to travel lanes 8 ft. to 10 ft. wide at a medium to high rate.

2. Priority 3:

- At stop signs, curves, and steep hills, apply to travel lanes 6 ft. to 8 ft. wide at a medium to high rate.

31 Snow Pickup - The removal of snow from designated areas and streets to a designated dump site to enhance the safe mobility of vehicles and/or pedestrians and for flood control.

As required when windrow reaches 60 cm in height.

40 Winter Patrol - Patrolling of City streets for slippery sections after a snow event. Sanding and/or salting as required to identify and address and/or respond to slippery road complaints throughout the City as per the Snow and Ice Control Policy.

- | | |
|-------------|--|
| Priority 1: | Patrol Arterials for slippery sections and respond to complaints. |
| Priority 2: | Patrol Collectors for slippery sections and respond to complaints. |
| Priority 3: | Patrol Locals for slippery sections and respond to complaints. |



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3105 Winter (cont.)

47 Bus Stop Plowing/Clearing - The clearing of snow, by means of plowing and/or removal depending on snowfall amounts, from the areas used by transit for the purpose of picking up and dropping off passengers to provide a reasonably safe surface for pedestrian travel.

Bus stops along sidewalks plowed by City forces are to be addressed (which may consist of plowing, sanding, or removal of snow) within 24 hours of the completion of the storm event.

Remaining bus stops on Arterials followed by Collectors and then Residential Streets are to begin being addressed within 24 hours after the completion of the storm. Time of completion will vary according to the snowfall event.

99 Standby Time - employees on standby during off-hours to respond to snow and ice events in a timely fashion.

1. Respond with a minimum of seven personnel and one Crew Leader within 30 minutes of a call out.
2. Standby on every weekend and statutory holiday between mid-December and mid-February of each year.

3106 Weed Control

10 Right-of-way Mowing - mowing weeds within the road rights-of-way to control the weed growth within the road rights-of-way in areas adjacent to City owned property and along roads with no immediate adjacent property owner.

1. These designated areas, as mentioned above, shall have the weeds cut up to 1.5 m off the edge of the pavement a minimum of twice per season.
2. Respond to complaints as required.

13 Right-of-Way Maintenance - Vegetation - pruning of shrubs and/or trees within the road right-of-way to remove and/or trim plants which impede traffic visibility as requested by the Traffic and Transportation Section.

Respond to safety issues as notified within 5 business days.

3109 Streets Administration

02 Training - Training courses related to road maintenance to ensure they have the training or education needed to safely carry out summer and winter maintenance.

As per operational and regulatory requirements.

04 Administration - Planning, estimating and scheduling of work for the assets maintained, crew meetings and staff training.

Organize projects in order to accomplish work as efficiently and effectively as possible in a safe environment.

11 Miscellaneous Work - Miscellaneous work such as trash pickup, painting of City buildings, equipment, and building maintenance, etc., carried out by staff throughout the year.

3201 Public Works and Utilities Administration



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01 Public Request for Service Centre - Dispatch Clerks receive citizens' complaints and requests for service and ensure that they are all responded to in a timely manner. They record information and refer inquiries to the appropriate operations staff for action, and then track and monitor the actions taken to resolve the requests for service.

City of Kamloops staff reply to requests and inquiries Monday-Friday, except statutory holidays and weekends during the following hours:
7:00 am-4:00 pm: May long weekend (Victoria Day) to September long weekend (Labour Day)
8:00 am-4:00 pm: Labour Day to Victoria Day

02 Clerical Support Services - Input data and maintain records relating to incoming mail, database systems, surveys, and statistical reports to support staff in the Public Works and Utilities Department.

City of Kamloops staff provide clerical support Monday-Friday, except statutory holidays and weekends during the following hours:
7:00 am-4:00 pm: May long weekend (Victoria Day) to September long weekend (Labour Day)
8:00 am-4:00 pm: Labour Day to Victoria Day.

03 Utility Data Entry - Utility Services field staff collect daily data from pumping facilities (i.e., flow meter readings, water quality test results, etc.) and operations and maintenance activities (i.e., hydrant flushing results, camera data, etc.) and ensure all data is entered into our Utility Services databases on a regular basis.

Enter Utility Services field data as required.

04 Respond to Electronic Inquiries - Dispatch Clerks receive citizens' complaints or requests for service that are e-mailed to publicworks@kamloops.ca or submitted through the myKamloops app and refer the inquiry to the appropriate operations staff for action via the request for service process. Provides the public the opportunity to submit non-emergency complaints or inquiries 24 hours a day.

City of Kamloops staff reply to requests and inquiries Monday to Friday, except statutory holidays and weekends during the following hours:
7:00 am-4:00 pm: May long weekend (Victoria Day) to September long weekend (Labour Day)
8:00 am-4:00 pm: Labour Day to Victoria Day.

05 Recording of Minutes at Meetings - Record minutes at monthly crew meetings for Public Works and Utilities Department and the Safety Division to ensure all meeting discussions are documented and distributed accordingly.

Record minutes for Public Works and Utilities Department crew meetings and the Safety Division and distribute them before the next scheduled meeting.



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3306 Capital Projects Management

01 Arterial and Collector Road Evaluation - Asphalt pavement condition evaluation, rating, and report on the arterial and collector road networks. To provide a detailed pavement management report, including the pavement quality index (PQI) rating for the planning of the five-year arterial and collector road rehabilitation programs. The objective of pavement management is to maximize the value and level of service of the road network.

Evaluation of all arterial and collector roads in the City network every four years. Receipt of a comprehensive detailed report, database, and pavement management computer software provided by the consultant.

02 Local Roads Evaluation - Asphalt pavement condition evaluation, rating, and report on the local road network. To provide a pavement quality index (PQI) rating for the planning of the five-year local road rehabilitation program. The objective of pavement management is to maximize the value and level of service of the road network.

Evaluation of local roads in the City network on a five-year cycle. Maintain the database that holds all the evaluation information.

10 Roadway Construction - Inspection and Testing - Inspect and undertake materials testing for capital projects involving new road construction and reconstruction to maintain quality control to maximize service life.

All reconstructed or new roadways constructed by City/contractors in the annual capital program shall be inspected and have materials tested for quality control by the City of Kamloops or the consultant hired by the City of Kamloops.

11 Sanitary and Storm Sewer Construction - Inspection and Testing - Quality control, including grade control and air pressure testing of new sanitary and storm sewers to ensure municipal standards are met.

Quality control of new sanitary and storm sewers on City-administered projects that are identified in the annual capital program.

12 Water Main Construction - Inspection and Testing - Quality control, including grade control and air pressure testing of new water mains to ensure municipal standards are met.

Quality control of new water mains on City-administered projects that are identified in the annual capital program.

3602 Traffic and Signs

72 Install, Repair, and Replace Signs - New sign installations, repair, and replacement of existing signs to maintain existing sign inventory and to provide for safe vehicular and pedestrian movement.

New sign installations, repairs, and replacements as required. Perform annual survey of all Stop and Yield signs in the City. Provide response for Stop and Yield signs within one business day after notification.



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3602 Traffic and Signs (cont.)

78 Road Line Striping - Annual repaint of road centre, lane, and edge lines as required to maintain existing inventory to provide for safe vehicular movement.

1. Spring program - paint complete inventory.
2. Fall program - paint approximately one-third of total inventory (heavier travelled roads).

81 Paint Miscellaneous Road Markings - Annual repaint of crosswalks, arrows, symbols, stop bars, and painted medians to maintain existing inventory to provide for safe vehicular movement.

1. Spring program - paint complete inventory.
2. Fall program - paint worn markings.

85 Provide Services for Community Initiatives Requiring Signs, Traffic Control Devices - Maintain community banners on Victoria Street and Tranquille Road. Provide signs and traffic control devices for community events. Provide traffic control services for traffic emergencies in the community.

As requested.

3604 Traffic and Signs IPTs

01 Provide Sign and Painting Work for Other City Departments - Provide sign design, production, and installation services for City departments, facilities, and various initiatives. Paint parking lots at City facilities.

As requested.

3609 Traffic Administration

10 Crew Meetings and Training - Conduct monthly crew meetings, and training.

Monthly crew meetings and training as required.

3803 Storm Sewer Drainage

11 Ditch and Channel Cleaning - Clean and maintain existing drainage ditches and channels. Maintenance of the existing ditches reduces the likelihood of flooding to private property and maintenance of creek beds to reduces the likelihood of flooding.

Reactive maintenance - response time as scheduling allows.

12 Maintain Inlets and Outlets - Clean, maintain, and repair all existing storm sewer inlets and outlets so flow is not restricted.

Inspect all storm sewer inlets and outlets twice a year and repair or clean as required.



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3803 Storm Sewer Drainage (cont.)

14 Storm Main Flushing - High pressure cleaning of storm mains to ensure that they are free flowing.

Flush known minimal grade mains and mains where there have been historical problems annually.

15 Clean Catch Basins and Rock Pits - Remove accumulated debris from catch basins and rock pits to handle runoff from snow melt and rain storms.

Reactive maintenance - response time as scheduling allows.

16 Repair Catch Basins - After inspection by cleaning crew, the damaged barrel, or grate is replaced.

Reactive maintenance - response time as scheduling allows.

17 Repair Storm Sewer Main - Repair broken or damaged storm sewer main.

Reactive maintenance - response time impacted by severity of repair.

18 Repair Manholes - Repair broken or damaged manholes.

Reactive maintenance - response time as scheduling allows.

19 Test Holes - Excavate test holes to determine or confirm information about soil strata, water pipe sizing, locates of City-owned or foreign utilities so they can be reflected in design or identified.

As required or requested.

20 Tools and Supplies - Tools and supplies required to carry out general maintenance and repairs to the drainage system.

Not applicable.

21 Storm Sewer Service Requests - Reply to customer and other complaints and inquiries regarding drainage system.

Reply time is to acknowledge within two business days.

22 Rural Roads - Repair culverts and maintain ditching on rural roads to reduce the likelihood of flooding on roadways and private property.

Reactive maintenance - response time as scheduling allows.



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3803 Storm Sewer Drainage (cont.)

23 Video Inspection - Camera inspection of storm mains and services. Video inspection of historical problem storm mains and operating mains previous to proposed road overlays and reconstructions to determine if repairs are required.

Inspect mains as required.

26 Storm Blockage Removal - Remove blockages in storm main by flushing with sewer flusher truck or power rodder.

Reactive maintenance - response time as scheduling allows.

27 Clean Culverts - Remove debris, sand, and ice from culverts.

Reactive maintenance - response time as scheduling allows.

3804 Drainage Pump Stations

01 Station Inspections - Inspection of storm lift stations for proper operation to ensure stations will function as needed and to ensure site integrity.

All stations inspected once per week.

02 Pump and Equipment Repair - Repair and maintain storm pump station equipment to ensure stormwater is collected and conveyed to outlets.

Reactive maintenance - response time as scheduling allows.

03 Building and Site Maintenance - Maintain buildings and grounds at drainage collection pump stations to minimize building deterioration and maintain site appearance.

Provide repairs as required based on station inspection results

04 Power - Power supply for drainage lift stations to ensure stormwater is collected and conveyed to outlet.

Provide adequate power for drainage collection system.

05 Preventative Maintenance - To service and examine pump station equipment on a regular basis to minimize reactive maintenance, meet manufacturers' requirements, and keep units in a safe operating condition.

Check and perform minor servicing on all mechanical equipment as scheduled.



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3804 Drainage Pump Stations (cont.)

06 Service Requests - Respond to complaints or inquiries regarding the drainage pumping system.

Response time is to acknowledge within five business days.

07 Groundwater Tests - Collection and sampling of groundwater to verify if source is groundwater.

Testing of groundwater levels as required.

08 Van Horne Pump Repair - Repair of Van Horne groundwater pumps to assist in stability of soils and other infrastructure.

Depending on well's significance, reactive maintenance response time is repair or replace pump within 24 or 48 hours. Reactive maintenance response time is within two hours of notification.

3805 Flood Dyke Control

13 Flood Control - Respond to flooding problems to divert or pump water that is doing damage to private property or causing traffic problems to minimize property damage.

Respond to complaints within one hour of notice during normal work hours and within three hours during off hours.

24 Dyke Inspection - Inspect City-owned and adjacent private property dyking along the North Thompson, South Thompson, and Thompson Rivers.

1. Inspect all City-owned and adjacent dykes on private property, annually prior to Spring freshet.
2. As required during rising river levels.

25 Dyke Repair - Repair City dykes and/or sections along the North Thompson, South Thompson, and Thompson Rivers.

Annually ensure dykes are intact and operational prior to spring freshet.

7401 Vehicles and Equipment

01 Preventative Maintenance - Construction Equipment - To perform preventative maintenance on the City's fleet of construction equipment in compliance with applicable government regulations.

1. To meet user requirements of equipment availability.
2. To keep equipment available to the user groups in a safe operating condition with up-to-date government approved preventative maintenance program in place.
3. To maintain regulatory compliance.



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7401 Vehicles and Equipment (cont.)

02 Repairs - Construction Equipment - To perform unscheduled repairs to the City's fleet of construction equipment to ensure construction equipment is kept in a safe and reliable condition in accordance with applicable government standards.

Maintain required construction equipment availability for user departments.

03 Fleet Procurement and Asset Management - To ensure fleet is up to date and all required insurance coverage is in place.

To work within departmental specifications and budgets to assist in obtaining required vehicles for user departments.

04 Repairs to Light Vehicles - To perform necessary repairs to light vehicles as needed to ensure light vehicles are kept in a safe and reliable condition in accordance with applicable government standards.

1. Maintain availability of required light vehicles.
2. Provide loaner vehicle where possible.
3. Comply with applicable regulations.

05 Preventative Maintenance - Light Vehicles - To perform preventative maintenance on the City's fleet of light vehicles

To keep fleet of light vehicles in a safe operating condition with up-to-date preventative maintenance in place.

06 Supply Non-stock Items to Mechanical Staff - To purchase parts and supplies as required by the mechanical and specialty equipment staff in compliance with the City's purchasing policy.

To obtain required parts and materials in a timely and cost-effective manner to minimize equipment downtime in compliance with the City's purchasing policy.

07 Repairs to Refuse/Recycle Collection Trucks - To perform unscheduled repairs to the vehicle systems on the fleet of refuse/recycle collection trucks.

1. Maintain availability of required refuse/recycle collection trucks.
2. Compliance with applicable regulations.

08 Preventative Maintenance - Refuse/Recycle Collection Trucks - To perform preventative maintenance on the fleet of refuse/recycle collection trucks.

To maintain fleet of refuse/recycle collection trucks in a safe operating condition with up-to-date government approved preventative maintenance in place, and with mandated government inspection requirements. One hundred per cent of required vehicles will be available.



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7401 Vehicles and Equipment (cont.)

09 Equipment Conversions - To convert trucks as required for seasonal use in winter and summer activities to provide user departments with adequate equipment to maintain the City streets in winter snow conditions, and to provide them with adequate equipment for construction season.

Required vehicles to be available to user department as needed.

10 Repairs - Medium and Heavy Duty Trucks - To perform unscheduled repairs to medium and heavy duty trucks to ensure truck fleet is kept in a safe and reliable condition in accordance with applicable government standards.

Perform repairs as required to ensure availability of required medium and heavy duty trucks and comply with applicable requirements.

11 Preventative Maintenance - Medium and Heavy Duty Trucks - To perform preventative maintenance on heavy and medium duty trucks in compliance with applicable regulations to meet manufacturers' requirements and keep units in safe operating condition.

To keep fleet of heavy and medium duty trucks in a safe operating condition with up-to-date government approved preventative maintenance every 300 hours, and in compliance with mandated government annual inspection requirements to meet user requirements.

12 Preventative Maintenance - Utility Stations - To perform preventative maintenance and repairs to the diesel standby generating units at the water and sewer lift stations to ensure units will start and run in the event of an emergency affecting operation of the regular electric components.

To maintain these units ready for use when needed. Stations are serviced two times per year.

13 Welding Repairs - To perform welding fabrication and repairs as required to vehicles and equipment to maintain structural integrity of components and attachments to equipment.

To meet departmental requirements in a timely manner. To keep fleet of light vehicles, heavy and medium duty trucks, and equipment in a safe operating condition and in compliance with applicable regulations.

7402 Specialty Equipment

01 Repairs and Maintenance - Emergency Flood Control Pumps - To perform scheduled and unscheduled repairs and maintenance to the flood control pumps to ensure equipment is kept in a safe and reliable condition.

Maintain availability of all equipment.

02 Repairs and Maintenance - Pool and Arena Equipment - To perform scheduled and unscheduled repairs and maintenance to the City's fleet of vehicles pertaining to pool and arena operation to ensure equipment is kept in a safe and reliable condition in accordance with applicable government standards and PM program requirements.

Maintain availability of required equipment in accordance with applicable standards.



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7402 Specialty Equipment (cont.)

03 Small Equipment Repairs - To perform maintenance and mechanical repairs to small equipment to maintain small equipment in a safe and reliable condition in accordance with applicable government standards and PM program requirements.

Maintain availability of required small equipment.

04 Welding and Fabricating - To perform welding and fabricating as required by various City departments.

To work within departmental scheduling to complete work requests.

1. Completion of unscheduled high priority or emergent fabrication work immediately upon request.
2. Completion of scheduled fabrication work as requested.

7403 Specialty Equipment - Parks

01 Small Equipment Repairs - To perform maintenance and mechanical repairs to small equipment.

Maintain availability of required small equipment in accordance with applicable standards.

02 Specialty Equipment Repairs - To perform maintenance and mechanical repairs to specialty equipment to ensure specialty equipment is kept in a safe and reliable condition in accordance with applicable government standards and PM program requirements.

Maintain availability of required specialty equipment.

03 Welding and Fabricating - To perform welding and fabricating as required by various City departments.

To work within departmental scheduling to complete work requests.

1. Completion of unscheduled high priority or emergent fabrication work immediately upon request.
2. Completion of scheduled fabrication work as requested.

7501 Facilities - Misc. Buildings

01 Equipment Repairs - HVAC repairs on the City of Kamloops Miscellaneous Buildings to ensure that the HVAC equipment is operating properly to maintain indoor air quality that is as good as possible.

1. Repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the buildings.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.



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7501 Facilities - Misc. Buildings (cont.)

02 Filter Change and Inspection - To perform filter change on all HVAC equipment associated with miscellaneous facilities to ensure that the HVAC equipment is operating properly to maintain indoor air quality that is as good as possible.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

7502 Facilities - Offices

01 Filter Change and Preventative Maintenance - To perform filter change and PM's on all HVAC equipment associated with our office buildings.

1. To change filters on all HVAC equipment on a quarterly schedule
2. To visually inspect equipment at time of filter change.

02 Equipment Repairs - To provide routine as well as emergency HVAC repairs on the City of Kamloops Administration Buildings.

1. Making necessary repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the buildings.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

04 Equipment Repairs - To provide routine as well as emergency HVAC repairs on the City of Kamloops Fire & Rescue Services fire stations.

1. Repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the buildings.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment

7503 Facilities - Yard/Storage Buildings

01 Preventative Maintenance on HVAC Equipment - To perform filter change and PMs on all HVAC equipment associated with KCWQ.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

02 Repairs on HVAC Equipment - To provide routine, as well as emergency, HVAC repairs on the KCWQ.

1. Making necessary repairs to HVAC equipment to ensure availability of equipment when needed.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.



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7503 Facilities - Yard/Storage Buildings (cont.)

03 Preventative Maintenance on HVAC Equipment - To perform filter change and PMs on all HVAC equipment associated with water pumping facilities.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

04 Repairs on HVAC Equipment - To provide routine, as well as emergency, HVAC repairs on water pumping facilities.

1. Making necessary repairs to HVAC equipment to ensure availability of equipment when needed.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

05 Preventative Maintenance on HVAC Equipment - To perform filter change and PMs on all HVAC equipment associated with sewer pumping facilities.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

06 Repairs on HVAC Equipment - To provide routine, as well as emergency, HVAC repairs on sewer pumping facilities.

1. Making necessary repairs to HVAC equipment to ensure availability of equipment when needed.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

09 Preventative Maintenance on HVAC Equipment - To perform filter change and PMs on all HVAC equipment associated with the Sewer Treatment Plant.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

10 Repairs on HVAC Equipment - To provide routine, as well as emergency, HVAC repairs at the Sewer Treatment Plant.

1. Making necessary repairs to HVAC equipment to ensure availability of equipment when needed.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

17 Equipment Repairs - HVAC repairs at the City of Kamloops storage and yard buildings.

1. Repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the buildings.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.



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7503 Facilities - Yard/Storage Buildings (cont.)

18 Filter Change and Inspection - To perform filter change on all HVAC equipment associated with storage and yard facilities.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

7504 Facilities - Recreation and Cultural Buildings

39 Equipment Repairs - To provide ongoing HVAC repairs on the City of Kamloops community recreation centres.

1. Repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the buildings.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

40 Filter Change and Preventative Maintenance - To perform filter change and PM's on all HVAC equipment associated with our community recreation facilities.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.

7505 Facilities - Shops

12 Equipment Repairs - To provide ongoing HVAC repairs on the City of Kamloops shops facilities.

1. Repairs to HVAC equipment to ensure availability of equipment when needed.
2. Repairs encompass emergency breakdown and system alterations to ensure the most efficient manner of heating and air conditioning the shops.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

13 Filter Change and Inspection - To perform filter change on all HVAC equipment associated with our Shop buildings.

1. Change filters on all HVAC equipment on a quarterly schedule.
2. Visually inspect equipment at time of filter change.

7506 Facilities - Fire Halls

31 Filter Change and Inspection - Equipment inspection and filter change on all HVAC equipment associated with our Fire Stations.

1. To change filters on all HVAC equipment on a quarterly schedule.
2. To visually inspect equipment at time of filter change.



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7509 Facilities Administration

01 Administration - To provide ongoing crew talks, meetings, WorkSafe research, estimates, etc.

1. Job site inspections.
2. Weekly crew talks and follow-up job site meetings.
3. Stay current with training for crews.

7801 Carpentry - Parks and Cemeteries

03 Park and Building Repairs - To provide ongoing repairs to infrastructure associated with Parks.

1. To make necessary repairs in a timely fashion and ensure equipment is functioning in a safe and efficient manner.
2. Repair and maintain security to buildings.

09 Preventative Maintenance - To provide ongoing repairs to buildings and equipment associated with City parks and PM's on Carpentry tasks in all parks and park buildings.

To visually and physically perform preventative maintenance (PM) repairs and record as required.

7802 Carpentry - Buildings

01 Equipment Repairs - To provide ongoing repairs to City offices and buildings.

To make necessary repairs in a timely fashion to ensure that all buildings are available for users.

11 Preventative Maintenance - To perform PMs on carpentry tasks in all City of Kamloops buildings.

To conduct PMs and record as necessary.

7803 Carpentry - Water, Sewer, Drainage

01 Equipment Repairs - To provide ongoing repairs to water utility buildings.

1. Make necessary repairs to equipment to ensure availability.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

03 Equipment Repairs - To provide ongoing repairs to sewer and drainage buildings.

1. Make necessary repairs to equipment to ensure availability.
2. Repairs encompass emergency breakdown and system alterations.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.



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7804 Carpentry - Other Departments

01 Equipment Repairs - To provide ongoing repairs to building equipment for all other departments.

1. Make necessary repairs to equipment to ensure availability.
2. Respond to emergency breakdowns and system alterations.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

7805 Carpentry – Sanitation, Sign Shop & Traffic Engineering

01 Equipment Repairs - To provide ongoing repairs to building equipment in Sanitation, Sign Shop, and Traffic Engineering areas.

1. Make necessary repairs to equipment to ensure availability.
2. Respond to emergency breakdowns and complete system alterations.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

7806 Carpentry - Recreation

01 Equipment Repairs - To provide ongoing repairs to building and equipment associated with all arenas.

To make necessary repairs in a timely fashion to ensure that the building components and structure is available for user groups.

05 Preventative Maintenance - To provide all PM's to arena buildings and equipment.

To visually and physically do PM repairs and record as required.

23 Equipment Repairs - To provide ongoing repairs to equipment associated with pools.

To make all necessary repairs in a timely manner.

27 Preventative Maintenance - To perform PM's on carpentry tasks in all City of Kamloops Pools.

To visually and physically do PM repairs and record as required..

7808 Sidewalk Maintenance

59 Repair – Repair to surfaces associated with sewer, water, and drainage.

Respond to calls associated with sewer, water, and drainage issues (internal and external).

80 Repair – Routine and emergency repairs to curbs and gutter to maintain the integrity of the curbs and gutter and provide a reasonably safe surface for pedestrians.

1. Remove, replace, and repair as required.
2. Respond to work requests within two business days.



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7808 Sidewalk Maintenance (cont.)

81 Repair – Repairs to concrete, asphalt and brick sidewalks as required to provide a reasonable safe surface for pedestrians.

1. Repair or replace concrete and brick sidewalks as required.
2. Perform timely repairs based on Sidewalk Inspection Program.

86 Inspect, Clean, and Repair - Inspect and wash bridges annually and do repairs required to remove debris from bridge decks and handrails and do repairs.

1. Remove debris from each bridge on an annual basis.
2. Repair or replace guardrails and panels if required.

87 Installation and Repair - Install and repair all guardrails owned by the City of Kamloops to provide a guard for pedestrians and vehicles.

To install or repair guardrails as required.

91 Inspection - Inspect and record the condition of City of Kamloops sidewalks as per the Sidewalk Inspection Program.

1. Inspect the surface for condition and variations between panels and record the results.
2. Initiate repairs if warranted.

96 Inspections and Repairs - Inspect, repair, and record the City of Kamloops-owned walkways, including stairs.

1. To annually confirm and document walkway surface condition.
2. Do repairs if required.

99 Administration - Planning, estimating, and scheduling of work for the assets maintained.

1. Organize projects in order to accomplish work as efficiently and effectively as possible.
2. Safety meetings with crews on a weekly basis and as required to ensure safe work procedures.

7809 Carpentry Administration

01 Administration - To provide ongoing crew talks, meetings, WorkSafe research, estimates, etc.

1. Job site inspections.
2. Weekly crew talks and follow-up job site meetings.
3. Stay current with training for crews.



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7901 Electrical - Parks and Cemeteries

01 Equipment Repairs - To provide ongoing repairs to electrical equipment associated with all parks.

1. Repair and troubleshoot electrical systems to ensure power is available at all times, including special events.
2. To make necessary repairs in a timely fashion to ensure that the electrical equipment is functioning in a safe and efficient manner.

02 Preventative Maintenance - To perform PMs to electrical equipment associated with all parks and park buildings.

1. To complete preventative maintenance (PM) repairs and record as necessary.
2. Equipment testing and maintenance as required.

7902 Electrical - Buildings

01A Preventative Maintenance - Life-safe systems - Perform routine preventative maintenance to building electrical systems, including testing of building fire alarm, emergency light, exit light, and back-up power systems.

To perform testing and documentation in compliance with the applicable regulations at the prescribed scheduled interval.

01B Equipment Repairs - Life-safe systems - Emergency and ongoing repairs to building electrical systems and components. This includes routine and scheduled repairs to fire alarm, emergency light, exit light as well as standby power equipment.

1. Making necessary repairs to electrical equipment to ensure availability.
2. Repairs encompass emergency breakdown and system alterations.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

7903 Electrical - Water, Sewer, Drainage

03 Equipment repairs - To provide ongoing electrical repairs at boosters, intakes, PRVs, reservoirs, etc., throughout the City's water distribution system.

1. Making necessary repairs to electrical equipment
2. Trouble shooting to ensure the shortest amount of downtime on a piece of equipment.

04 Preventative Maintenance - To perform preventative maintenance on electrical equipment throughout the water distribution network (boosters, intakes, PRVs, and reservoirs).

1. To ensure that all electrical equipment is in working order throughout the water distribution network.
2. Preventative maintenance is completed annually.



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7903 Electrical - Water, Sewer, Drainage (cont.)

07 Preventative Maintenance - Southwest Sector dewatering wells.

To ensure that pumps and related equipment are operating properly.

08 Equipment repairs - Southwest Sector Dewatering wells.

1. Making necessary repairs to electrical equipment to ensure availability of equipment at the dewatering stations.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

10 Equipment repairs - Noble Creek Water System.

1. Making necessary repairs to electrical equipment to ensure availability of all pumps at the Noble Intake and Domestic stations.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

11 Preventative Maintenance on Electrical Equipment - Noble Creek irrigation and water distribution.

1. To ensure that pumps and related equipment are in working order to ensure there is an adequate irrigation and domestic water supply.
2. Preventative maintenance is completed annually.

13 Daily and Emergency Call Out Repairs on Electrical Equipment - Campbell Creek Water System.

1. Making necessary repairs to electrical equipment to ensure availability of all five wells.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

14 Preventative Maintenance on Electrical Equipment - To perform preventative maintenance on the five Campbell Creek wells.

1. To ensure that pumps and related equipment are in working order to ensure there is an adequate water level in reservoirs in case of emergency, such as fire protection.
2. Preventative maintenance is completed annually.

54 Daily and Emergency Call Out Repairs on Electrical Equipment - 106 lift stations.

1. Making necessary repairs to electrical equipment to ensure availability of all pumps in our lift stations.
2. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.



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7903 Electrical - Water, Sewer, Drainage (cont.)

55 Preventative Maintenance on Electrical Equipment - wastewater lift stations.

1. To ensure that pumps and related equipment are available to prevent wastewater from flooding, causing property damage.
2. Preventative maintenance is completed annually
3. Where submersible pumps are used, motor insulation is tested semi-annually.

60 Daily and Emergency Call Out Repairs on Electrical Equipment - Kamloops Sewage Treatment Centre.

1. Making necessary repairs to electrical equipment to ensure availability of equipment at the treatment centre.
2. Troubleshooting to minimize equipment downtime.

61 Preventative Maintenance on Electrical Equipment - To perform preventative maintenance at the Kamloops Sewage Treatment Centre.

1. To ensure that pumps and related equipment are available for wastewater treatment.
2. Preventative maintenance is completed annually
3. Where submersible pumps are used, motor insulation is tested semi-annually.

69 Daily and Emergency Call Out Repairs on Electrical Equipment - Cinnamon Ridge Facility.

1. Making necessary repairs to electrical equipment to ensure availability of equipment at the spray irrigation centre.
2. Troubleshooting to minimize equipment downtime.

70 Preventative Maintenance on Electrical Equipment - To perform preventative maintenance on the City's Cinnamon Ridge effluent spray irrigation

1. To ensure that pumps and related equipment are available for effluent irrigation.
2. Preventative maintenance is completed annually
3. Where submersible pumps are used, motor insulation is tested semi-annually.

71 Daily and Emergency Call Out Repairs on Electrical Equipment - stormwater stations.

1. Making necessary repairs to electrical equipment to ensure availability of equipment at the stormwater stations.
2. Troubleshooting to minimize equipment downtime.

72 Preventative Maintenance on Electrical Equipment - stormwater stations.

1. To ensure that pumps and related equipment are available to prevent stormwater from flooding, causing property damage.
2. Preventative maintenance is completed annually.
3. Where submersible pumps are used, motor insulation is tested semi-annually.



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7904 Electrical - Other Departments

01 Equipment Repairs - Off-street parking.

1. To make necessary repairs in a timely fashion to ensure that lighting levels are maintained to a safe standard.
2. To make necessary repairs to electric gates to ensure that they are available as required as well as maintaining a reasonable level of security for the parking lots.

04 Equipment Repairs - Information Technology Division.

To make necessary repairs in a timely fashion to ensure that IT computer network and equipment has a stable electrical power source.

06 Equipment Repairs - Dispatch Centre at Fire & Rescue Station No. 1.

To make necessary repairs in a timely fashion to ensure that the Dispatch Centre has a stable electrical power source as well as adequate lighting levels.

7905 Electrical - Traffic

05 Equipment Repairs - To provide ongoing repairs to the City's traffic signal's infrastructure.

1. To ensure that the traffic signals are repaired within two hours of notification.
2. To ensure that crosswalks and intersections are functioning properly.

11 Preventative Maintenance - Perform routine preventative maintenance on signalized intersections and systems including the testing of conflict monitors.

1. Confirm that conflict monitors are functioning as designed in March and September of each year.
2. Ensure that signalized intersections are maintained to a standard that provides maximum availability and a safer city.

7906 Electrical - Recreation

02 Equipment Repairs - To provide ongoing repairs to electrical equipment associated with all arenas.

1. To make necessary repairs to electrical equipment to ensure availability
2. Respond to emergency breakdowns and complete system alterations as required.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

05 Preventative Maintenance - Perform routine preventative maintenance to building electrical systems including testing of building fire alarms, emergency lighting, exit lighting, and backup power systems.

To perform testing and documentation in compliance with the applicable regulations at the scheduled interval.



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7906 Electrical - Recreation (cont.)

23 Equipment Repairs - To provide ongoing repairs to electrical equipment associated with all pools.

1. Making necessary repairs to electrical equipment to ensure availability.
2. Responding to emergency breakdowns and complete system alterations as required.
3. Troubleshooting to ensure the shortest amount of downtime on a piece of equipment.

27 Preventative Maintenance - Perform routine preventative maintenance to building electrical systems, including testing of building fire alarm, emergency light, exit light, and backup power systems.

To perform testing and documentation in compliance with the applicable regulations at the scheduled interval.

7907 Electrical - Street Lighting

01 Equipment Repairs - To provide ongoing repairs to the City's street lighting infrastructure.

1. Complete repairs of non-functioning street lights on a monthly basis.
2. To ensure that crosswalks and intersections are properly lit for a safer City.

02 Preventative Maintenance - To perform preventative maintenance on the City's street lighting infrastructure.

To provide a City-wide inspection, 10 times per year, of all City-owned street lights to ensure they are functioning properly.

03 Preventative Maintenance and Repairs - Christmas Lights - To perform preventative maintenance, installations, and removal of the City's Christmas decorations.

To ensure that lights are functioning properly and installed/removed in a timely manner.

7909 Electrical Administration

01 Administration - To provide ongoing crew talks, meetings, WorkSafe research, estimates, etc.

1. Job site inspections.
2. Weekly crew talks and follow-up job site meetings.
3. Stay current with training for crews.

410 Sandman Centre

Daily Operation and Maintenance of Sandman Centre

Provide and maintain the ice surface for Kamloops Blazers, Kamloops Minor Hockey, figure skaters, and adult users. Clean and maintain dressing rooms, meeting rooms, private suites, and lounges. Provide set-up for professional shows and special events as required. The facility operates seven days per week, 24 hours per day. The facility is open on statutory holidays for events, if required.



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413 Arenas

Daily Operation and Maintenance

Provide and maintain ice surface and clean washrooms and dressing rooms for Junior B Storm, Kamloops Minor Hockey, figure skaters, and adult users. Dry floor activities include weddings, conventions, ball hockey, and lacrosse league play. Brock Arena ice is maintained year round for summer hockey and figure skating camps. These facilities operate 5:00 am-1:00 am seven days/week from September to March. Seasonal staff reduced from April to September.

416 McArthur Island Sport and Event Centre

Operation and Maintenance of McArthur Island Sport and Event Centre

Maintain the Olympic and NHL ice surfaces from July to April for Kamloops Minor Hockey and local speed skating clubs. This facility is the centre for all hockey and lacrosse tournaments. The North Kamloops Curling club operates the curling ice surface from September to April for league curling and bonspiels. Dry floor events include trade shows, conventions, lacrosse, and ball hockey. This facility includes a 4,000 sq. ft. lounge with a full kitchen and bar facility. This facility operates seven days per week, 24 hours per day during the ice season. Staff are reduced for summer operation as required.

429 Parks

4290-1 Parks Turf Maintenance - Mowing, trimming, and maintenance of City-wide, district, neighbourhood, and Tot Lot parks and medians.

Level A, Level B, and Level C as per the Parks Service Level Program. Cut weekly, trimmed every two weeks, and cultural program seasonally. Park maintenance staff report repairs and hazards to Crew Leader for immediate attention. Park users also forward requests to the Parks department.

4290-2 Parks Maintenance and Repair - Litter cleanup of all City parks, boulevards, highway interchanges, open space, lanes, and roadside pick-up (Adopt-A-road), and City wide transient cleanup.

Levels A, B, and C as per the Parks Service Level Program. Daily from April to October, staff hours 7:00 am-10:00 pm, seven days/week. Weekly from November to March, staff hours 7:00 am-3:00 pm and as required.

4290-3 Integrated Pest Management Maintenance

Level A, Level B, and Level C, as defined in the Parks Service Level Program.

4290-3 Nature Parks and Natural Areas - Maintenance, Repair, and Upgrading

Level B (Kenna and Peterson Creek Parks), Level C, and Level D (all other natural areas), as defined in the Parks Service Level Program.



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429 Parks (cont.)

4291 – Playfield Maintenance - Sport field maintenance of turf and cultural practices included in maintenance IPM (Integrated Pest Management program).

Level A, B, and C as defined in the Parks Service Level Program. Sport fields cut twice a week, trimmed and lines painted weekly; cultural practices scheduled seasonally; field maintenance repairs as required; and field preparation prior to major tournaments. Park maintenance staff, sport users, and customer requests for Service are given to Supervisor and Crew Leaders for attention.

4292 – Tree Maintenance and Repair – General City-wide tree maintenance

1. Tree and Stump Removals: standard - within two months; hazardous - immediate (this is determined through the ISA Tree Hazard Evaluation Form).
2. Tree Pruning: mature parks/facilities trees - every 7 years; mature boulevard/median trees - every seven years; newly planted trees - every three to five years. Pruning is also done on our Requests for Service Program on priority basis.
3. Tree Inspection: parks/facilities trees are detailed inspected using the ISA Tree Hazard Evaluation Form done as per the pruning cycle or as required; boulevard/median trees are detailed inspected done as per the pruning cycle or as required.
4. Tree Planting: based on funding in the Five-year Capital Plan; plant trees on a minimum planting-to-removal ratio of 2:1.
5. Keeping records of tree inventory and maintenance work.

4293 Horticulture maintenance and repair

City-wide maintenance of horticulture areas, which includes floral displays, shrub beds, and speciality gardens. The maintenance and production of flowers in the greenhouse. Floral display and maintenance. Level A, Level B, and Level C, as defined in the Parks Service Level Program.

4294 Irrigation maintenance and repair

Spring start-up and annual maintenance of City-owned irrigation systems from April to October. Level A, Level B, and Level C, as defined in the Parks Service Level Program.

4295 Stadium maintenance and repair

Maintenance of City stadiums, which include Hillside, Charles Anderson, and Norbrock Stadiums. Level A, as defined in Parks Service Level Program. Daily washroom maintenance from April to November, field turf maintenance Monday to Friday, install and remove football uprights, provide soccer and grass hockey goals. Monthly track cleaning, bleachers cleaned after events or as required.

4296 City Facilities Landscape maintenance and repair

The maintenance of landscape beds, trees, litter, and snow control of the City buildings. Level A, Level B, and Level C, as defined in the Parks Service Level Program.



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429 Parks (cont.)

4297 Graffiti removal in Parks and facilities

The maintenance of graffiti removal in Parks and facilities by the Graffiti task force.

4298 Nature Parks and open space maintenance and repair

Maintenance and repair done as per Service Level Program.

Service Level A

City-wide Parks:

- Pioneer
- Exhibition
- Gagliardi
- Riverside

District Parks:

- Albert McGowan
- West Highlands Park

Neighbourhood Parks:

- Singh Bowl

Civic Facilities:

- City Hall
- Fire Station #1
- Fire Station #2
- Sandman Centre

Trails:

- Rivers Trail

Stadiums:

- Charles Anderson
- Hillside and Track
- Norbrock

Cemeteries:

- Hillside

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	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
<u>GENERAL</u>							
Inspection	X	X		X			Visual inspection weekly or as required.
Litter Control	X				X		Daily litter pick up or as required.
Gravel Parking Lots				X	X		As required; grading gravel parking lots.
Snow Removal	X				X		First priority accumulation of 1" or icy conditions with 24 hours. Daily inspections as required.
Trail & Pathways Maintenance				X		X	Trail inspections every four weeks with follow-up work. Clearing of vegetation 2x/year.
Other	X					X	Ongoing calls for service, vandalism, special events, etc.
<u>AMENITIES</u>							
Washroom building mtn.	X				X		Washroom maintenance done daily.
Stadium/change room mtn.	X			X	X		1. Stadium inspected daily 2. change room facilities cleaned as required.
Playgrounds		X		X		X	Monthly written inspection; detailed inspection annually; general maintenance done weekly, or as required.
Park Structures/Furnishings						X	Written inspection at least once seasonally; general maintenance, as required.
Water Park	X	X			X		Inspected daily for glass and other.
Hard Surface Areas				X	X		Monthly, or as requested; tennis courts, basketball, lacrosse, paved parking lots and multi-purpose courts.
<u>TURF</u>							
Trim Mowing (2" height min)		X			X		Passive turf areas - weekly.
Mowing (2" height min)		X			X		Sports fields - 2-3x/week (1.5" height); passive turf areas 1x/week, or as required.
Fertilizing (All areas)				X			1. 4-5 applications for sports fields and bowling green; 2. 2-3x for passive turf areas.
Soil Testing						X	Seasonally to establish proper fertilizer program.
Top Dressing					X		Once per season, or as required; 2x on selected sport field areas.
Over seeding					X		Once per season, or as required; 2x on selected areas.
Aeration			X	X	X		1. Sports fields - 2-3x/month; 2. Other areas 1-2x using deep tyne, normal core and slicing methods.
Turf Renovation					X		100% of field to standard as required.
Infield Maintenance	X				X		Baseball, softball, slo-pitch infield maintenance done daily or as required

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	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
Field Lining		X			X		
<u>IRRIGATION</u>							
Irrigation	X	X			X		Daily – weekly inspections; start up in April and winterize in October; DCVA inspection 1x/year.
Manual Watering	X	X			X		Watering of flower baskets and new trees without automatic irrigation system.
<u>TREES</u>							
Planting					X		As required. In early spring and late fall
Pruning						X	Trees pruned on a five year cycle or for safety purposes, vandalism or clearance; Young trees 3-5 year cycle.
Tree Inspection						X	Tree inspections every seven years as per pruning cycle, or as required.
Tree Removals						X	As required based on hazard assessment.
Fertilizing					X		As required.
<u>HORTICULTURE</u>							
Shrub/Perennial Beds		X			X		Maintenance weekly of litter, weeding, pruning and mulching, or as required.
Annual Beds	X	X			X		Maintenance done minimum weekly. Weeding, deadheading.
Fertilizing					X		As required upon inspection of plant material.
Soil Testing					X		Seasonally to establish proper fertilizer applications.
Weed Control	X	X			X		Threshold %: Turf 5%, Shrub beds 5%, Annual beds 0 -2 %, other areas 5 – 10%.
<u>CEMETERY</u>							
Headstone Adjustments		X			X	X	As requested, or as needed when surface level depths exceed 4" (10 – 16 cm). Headstones are raised and levelled.
Grave Repairs				X	X	X	Sunken graves are repaired when depression exceeds 6" (15.24cm) to 12" (30.48cm)



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Service Level B

City-wide Parks:

- Memorial Hill
- Waterfront

District Parks:

- Brocklehurst
- Rae-Mor
- Westsyde

Neighbourhood Parks:

- Aberdeen Hills
- Juniper
- McDonald
- Overlander
- Pineview Valley
- Prince Charles
- Valleyview
- Dallas

Civic Facilities:

- Canada Games Pools
- Fire Stations #3, #4, #5, #6, & #7
- Central Maintenance Yard frontage
- Animal Control
- Arenas (except Sandman Centre)
- Curling Club
- Parkview Activity Centre
- Brock Pool
- Public Works Centre

Medians:

- Columbia
- Notre Dame
- McGill
- Tranquille
- 8th Street
- Batchelor
- Victoria Mall
- Tranquille Mall

Open Space / Nature:

- Schubert Lookout

Cemeteries:

- Pleasant Street
- Pioneer
- 6th Avenue

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	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
<u>GENERAL</u>							
Inspection		X				X	Visual inspection minimum 1x/week or as required.
Litter Control	X	X				X	At least 2x/week or as required
Gravel Parking Lots						X	Monthly, or as required; grading gravel parking lots.
Snow Removal		X			X		First priority accumulation of 1" or icy conditions with 24 hours. Inspections as required.
Trail & Pathways Maintenance				X		X	Trail inspections every six weeks with follow-up work. Clearing of vegetation 1x/year.
Other	X					X	Ongoing calls for service, vandalism, special events, etc. Priority to Level A areas.
<u>AMENITIES</u>							
Washroom Building maintenance	X				X		Washroom maintenance done daily, or as required
Stadium/Change Room maintenance	X				X		1. Stadium inspected daily 2. Change rooms cleaned as required.
Playgrounds				X		X	Monthly written inspection; detailed inspection annually; general maintenance done weekly, or as required.
Park Structures/ Furnishings						X	Written inspection at least once seasonally; general maintenance, as required.
Hard Surface Areas					X		Monthly, or as requested; tennis courts, basketball, lacrosse, paved parking lots and multi-purpose courts.
<u>TURF</u>							
Trim Mowing (2" height min)			X		X		Passive turf areas - weekly.
Mowing (2" height min)		X	X		X		Sports fields - 1-2x/week; passive turf areas 1x/week, or as required.
Fertilizing (All areas)					X		1. 2-3 applications for sports fields and bowling green; 2. 1-2x for trees and landscape beds, or as required.
Soil Testing					X		Seasonally to establish proper fertilizer program.
Top Dressing					X		Once per season, or as required; 2x on selected areas.
Over seeding					X		Once per season, or as required; 2x on selected areas.
Aeration				X	X		1. Sports fields – 1-2x/month; 2. Other areas as required using deep tyne, normal core and slicing methods.
Turf Renovation					X		100% of field to standard as required.

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	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
Infield Maintenance		X			X		Baseball, softball, slo-pitch infield maintenance done weekly, or as required
Field Lining				X	X		Done 3x / year.
<u>IRRIGATION</u>							
Irrigation		X	X		X		Weekly inspections; start up in April and winterize in October; DCVA inspection 1x/year.
Manual Watering	X	X			X		Watering of flower baskets and new trees without automatic irrigation system.
<u>TREES</u>							
Planting					X		As required. In early spring and late fall
Pruning						X	Trees pruned on a seven year cycle or for safety purposes, vandalism or clearance; Young trees 3-5 year cycle.
Tree Inspection						X	Tree inspections every five, or as required.
Tree Removals						X	As required based on hazard assessment.
<u>HORTICULTURE</u>							
Shrub/Perennial Beds			X		X		Maintenance biweekly of litter, weeding, pruning and mulching, or as required.
Annual Beds		X			X		Maintenance done weekly. Weeding, deadheading, etc.
Fertilizing					X		As required upon inspection of plant material.
Soil Testing					X		Seasonally to establish proper fertilizer applications.
Weed Control					X		Weed population tolerated up to 15% in turf; landscape beds 5-10% tolerance.
<u>CEMETERY</u>							
Headstone Adjustments				X	X		As requested, or needed when 2" (5.8 cm) of sod edge removed from around headstone to expose headstone.
Grave Repairs					X		Sunken graves are repaired at the commencement and end of the turf maintenance season.
Headstone trimming			X	X	X		High profile areas trimmed biweekly, flush markers trimmed every six weeks.



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Service Level C

City-wide Parks:

- Campbell Creek

Neighbourhood Parks:

- Batchelor
- Crestline
- Dufferin
- Len Haughton
- McBeth
- Parkcrest
- Pemberton Terrace
- Thompson
- Todd Hill
- Westmount

Tot Lots:

- Acadia
- Allan Powers
- Bank
- Belmont
- Bogetti
- Braemar
- Cambridge
- Cammeray
- Connaught
- Dominion
- Edgemount
- Glen Nevis
- Hook
- Invermere
- Kemano
- Kinsmen
- McIntosh
- McLean
- Moose
- Parkcrest
- Richmond
- Sahali
- Sherbrooke
- Southview
- Spartan
- Summit
- West Pines

Open Space / Natural:

- Kenna Cartwright
- Peterson Creek

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Dog Parks:

- Aberdeen
- Ord Road
- Juniper
- River Street

Trails:

- Sifton Loop

Other Areas:

- Aberdeen Interchange
- Pacific Way Interchange
- Sagebrush Interchange

Cemeteries:

- Chinese

	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
<u>GENERAL</u>							
Inspection			X		X		Every 3-4 weeks minimum; visual and written inspection of park.
Litter Control			X		X		Every 3-4 weeks minimum.
Gravel Parking Lots					X		Grading every three months, or as required.
Snow Removal					X		First priority accumulation of 1" or icy conditions with 24 hours.
Trail & Pathways Maintenance						X	Visual inspection of trails every eight weeks with follow-up work. Clearing of vegetation annually, or as required.
Other						X	Ongoing calls for service, vandalism, special events, etc. Priority to Level B areas.
<u>AMENITIES</u>							
Playgrounds				X		X	Monthly written inspection; detailed inspection annually.
Park Structures/ Furnishings					X		Inspection every two years. General maintenance, as required.
Hard Surface Areas						X	As required; tennis courts, basketball, parking lots.
<u>TURF</u>							
Trim Mowing (3" height min)			X		X		Every 3-4 weeks.
Gang Mowing (2" height min)		X	X		X		1x/week; for sports field areas; passive areas every two weeks.
Fertilizing					X		1-2 applications for sports fields; other areas as required.

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	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
Aeration					X		Once a year for sports fields; other areas as required.
Infield Maintenance		X			X		Baseball, softball, slo-pitch infield maintenance done weekly.
Field Lining				X	X		Done 3x / year.
<u>IRRIGATION</u>							
Irrigation			X	X	X		Bi-weekly to monthly inspections; start up in April and winterize in October; DCVA inspection 1x/year.
Manual Watering					X		As required.
<u>TREES</u>							
Planting					X		As required. In early spring and late fall
Pruning						X	Trees pruned on a ten-year cycle; young trees on a 3-5 year cycle.
Tree Inspection						X	As required.
Tree Removals						X	As required based on hazard assessment.
<u>HORTICULTURE</u>							
Shrub Beds				X	X		Maintained biweekly to monthly as required.
Weed Control					X		Weed population tolerated up to 50% in turf; shrub beds – 20%.

Service Level D

Open Space / Natural:

- Aberdeen Hills Skyline
- Arrowstone
- Batchelor
- China Road
- Crescent Heights
- Dallas/Barnhartvale
- Gleneagles
- Gordonhorn
- Highland
- Hugh Allan
- Humphrey Sanctuary
- Mission Flats
- Monmouth
- North River
- Perryville
- Robson
- Rose Hill
- Sahali Terrace

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- Springview
- Strathcona
- Valleyview Rec. Centre

	Daily	Weekly	Biweekly	Monthly	Seasonally	Annually	Comments
<u>GENERAL</u>							
Inspection				X		X	Monthly, or as required.
Litter Control				X	X		Monthly, or as required.
Trail Maintenance							Inspection of trails every twelve weeks, or as required. Clearing of vegetation as required.
Gravel Parking Lots						X	As required.
Other						X	Ongoing calls for service, vandalism, special events, etc. Priority to Level C areas.
<u>AMENITIES</u>							
Park Structures/ Furnishings						X	General maintenance, as required.
<u>TURF</u>							
Trim Mowing (3" height min)				X			Monthly, or as required.
<u>TREES</u>							
Pruning							For hazardous areas only, as required.
Forest Management							Inspection of all areas in known problem areas every two years.
Brush Cutting				X	X		Done 2x/year, or as required.
<u>HORTICULTURE</u>							
Weed Control				X			Noxious weed control as required.

439 Sustainability

4390 - 1 Ongoing Education for the Citizens of Kamloops

Attend, organize, and promote various environmental seminars and presentations. Staff attend a variety of home shows, schools, and service groups. Presentations focus on environmental awareness, including, but not limited to, waste reduction, clean air, water conservation, and energy reduction.

1. Attend events when needed to communicate environmental programs effectively to a wide range of citizens.
2. Coordinate activities of ECOSmart Team to maximize opportunities for public education.



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439 Sustainability (cont.)

4390 – 2 Public Events, Public Education, Community Outreach

Attend, organize, and promote various public events focused on environmental and sustainability awareness. Undertake community education programs including working with the School District to target elementary classes. Work with community stakeholders.

1. Attend events when needed to communicate environmental programs effectively to a wide range of citizens.
2. Coordinate activities of ECOSmart Team to maximize opportunities for public education.
3. Ongoing throughout year, attend events when appropriate.
4. Meet with community stakeholders and educate and assist them in achieving their sustainability initiatives.

457 City Facilities

Caretaking and Building Maintenance Services - Perform cleaning and maintenance service to City of Kamloops administration buildings and various structures.

1. Clean offices, common areas, stairwells, hallways, and washrooms on a regular basis.
2. Remove refuse from all garbage receptacles on a regular basis.
3. Clean and sanitize washrooms on a daily basis and as required.
4. Wash, scrub, and buff floors as required and vacuum carpeted areas.

461 Pools

Daily Cleaning and Maintenance of All Pools.

Daily maintenance and cleaning of all change rooms, lobbies, and decks. Monitor and adjust pool water chemistry daily, as per Health Department regulations. Inspect and repair all pool equipment, slides, diving boards, and stairs. Set up for swim meets and special events as required. These facilities operate 5:30 am to 10:00 pm on most days.

465 Tournament Capital Centre Fieldhouse

Maintenance and Operation of the TCC Fieldhouse - Cleaning, maintenance, and event conversions at the Tournament Capital Centre.

Comprehensive annual preventative maintenance program for electrical fixtures, motors, lights and components, HVAC, roof-top units, heat pumps, geothermal systems, doors, and fixtures. Daily cleaning of washrooms, shower rooms, floors, courts, gym equipment, and office spaces. Event conversions as required.