



TOWN OF COMOX

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STRATEGIC PLANNING COMMITTEE MEETING AGENDA FOR WEDNESDAY JANUARY 12, 2022

The Town of Comox respectfully acknowledges that we are standing on the Unceded traditional territory of the K'òmoks First Nation.

Meeting Location: Council Chambers, 1801B Beaufort Avenue, Comox

Call to Order: 5:00 p.m.

Adoption of the Agenda

1. STAFF REPORTS:

- (3) a. [Capital and Special Projects Budget 2022- Cost Increase Implications](#)

THAT the following recommendations be forwarded to the January 19th Regular Council Meeting.

- 1) *THAT Council approves for expenditure the capital and special projects, in 'Schedule 'A' of this report and their inclusion in the 2022-2026 draft Financial Plan.*
- 2) *THAT Council approves for expenditure the capital and special projects, in 'Schedule 'B' of this report and their inclusion in the 2022-2026 draft Financial Plan.*
- 3) *THAT Council approves for expenditure the capital and special projects, in 'Schedule 'C' of this report and their inclusion in the 2022-2026 draft Financial Plan.*
- 4) *THAT Council approves for expenditure the capital and special projects, in 'Schedule 'D' of this report and their inclusion in the 2022-2026 draft Financial Plan.*

ADJOURNMENT



CORPORATE OFFICER



TO: Mayor and Council	FILE: 1705-20 / 2022
FROM: Jordan Wall, Chief Administrative Officer	DATE: January 12 th 2022
SUBJECT: Capital and Special Projects Budget 2022- Cost Increase Implications	

Prepared By:


 Jordan Wall, CAO

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT the following recommendations be forwarded to the January 19th Regular Council Meeting.

- 1) THAT Council approves for expenditure the capital and special projects, in ‘Schedule ‘A’ of this report and their inclusion in the 2022-2026 draft Financial Plan.
- 2) THAT Council approves for expenditure the capital and special projects, in ‘Schedule ‘B’ of this report and their inclusion in the 2022-2026 draft Financial Plan.
- 3) THAT Council approves for expenditure the capital and special projects, in ‘Schedule ‘C’ of this report and their inclusion in the 2022-2026 draft Financial Plan.
- 4) THAT Council approves for expenditure the capital and special projects, in ‘Schedule ‘D’ of this report and their inclusion in the 2022-2026 draft Financial Plan.

ALTERNATIVES TO THE RECOMMENDATIONS

First Motion: That project X be added/removed from ‘Schedule X’

Final Motion: THAT Council include the capital and special projects included in ‘Schedule X’ in their 2022-2026 draft Financial Plan as *amended* and;

PURPOSE

To provide Council with information requested regarding what projects proposed in the 2022-2026 Capital and Special projects plan are spending on new projects along with the tax implications for those projects. .

STRATEGIC PLAN LINKAGE

The Strategic Plan will be altered to include major projects identified in the attached schedules upon final passage of the 2022-2026 financial plan.

BACKGROUND

During the December 1st Regular Council Meeting Council requested information on what the tax implications for each new project would be. This can in some instances be a difficult question to

answer clearly as the Town’s Asset Management program is still under construction and the cost of future replacements is always a best guess. The decisions made by Council made through the asset management process will impact and change the numbers provided below.

One major item that has yet to be discussed by Council is how the Town will apportion the savings of a grant funded project across time. Infrastructure always needs to be replaced if the service is going to be provided. In Council’s asset management process a decision will need to be made on whether grant projects provide 100% savings to the first life cycle or 50% savings across 2 life cycles. For example, the Comox Ave Sidewalk is 100% grant funded but will cost \$18,600 a year for replacement. Alternatively, projects that are not grant funded need to have a decision on whether the costs for the project are borrowed from reserves or a funding agency and paid back (the infrastructure is paid off over its life time) or a higher amount is paid during its first life cycle (2X as much or another value).

In light of these discussions and service level decisions which are scheduled to take place over the next two years the figures provided below will show only **the increase in the service’s per year cost due to replacement at the end of 1 life cycle regardless of how the project is funded.** For example, Lazo Road Resurfacing is adding 4m of pavement and base at a cost of \$720,000. This is paid over 30 years and results in a \$16,000 a year cost. The total asset cost is much higher for the currently constructed piece of road but the numbers below are looking at the **increase in costs for new services to be provided only.**

<u>Projects Underway</u>		
Project	Total Cost	Per Year Cost
Charging Station (grant project)	\$6,000	\$1,000 (\$15,000 over 15 years)
Municipal Accounting Software	\$32,000	\$4,200 (over 10 years plus \$1,000 operational)
Computer Network and Telephone Upgrades	\$80,000	\$8,000 (over 10 years)
Contracted Planners	\$80,000	\$16,000 (over 5 years)
Department Databases	\$50,000	\$5,000 (over 5 years)
Total	\$248,000	\$34,200
<u>New Projects</u>		
Lazo Road Resurfacing (expansion of service)	\$1,450,000	\$16,000 (\$720,000 over 30 years)
New Water Meters	\$60,000	\$100,000 (For whole town \$2,500,000 replacement cost over 25 years)
Pritchard-Comox Crosswalk Improvement (expansion of service)	\$90,000	\$1,000 (\$500 operational, \$500 replacement)
Fibre Optic Network Backbone	\$75,000	\$1500 (over 50 years)
Records Management	\$20,000	\$2,000 (over 20 years plus \$1,000 operational cost)
Software Acquisition	\$50,000	\$10,000 (over 20 years plus \$8,500 operational cost)
Comox Ave Sidewalk (grant project)	\$930,000	\$20,600 (over 45 years)
Marine Services Building (expansion of service)	\$1,600,000	\$11-\$15,000 (over 40 years)
Lazo Greenway (expansion of service)	\$500,000	\$3,000 a year operational
Total	\$4,775,000	\$169,100

*Water metering is expected to result in a 10%-20% decrease in water usage after installation and the switch to charging by usage. The Town of Comox pays a rate to the CVRD based on our consumption. With a decrease in consumption we expect total water charges to residents would decrease by \$100,000-\$200,000 per year. The capital cost for maintenance of the water meters can be funded through these cost savings and as such will not require an increase to general tax revenue.

The spending on new projects can be broken into two main categories:

IT infrastructure and software: As detailed in the original report Comox remains outdated in our internal process and is currently in the midst of an organizational wide 'catch up'. These funds are not required if the Town does not pursue a modernization program for our processes. This modernization push will cost both time and money in the short run but will form the backbone to improved development processes, community engagement, internal efficiency, and business continuity.

Infrastructure expansion: Although only four items on the list (Lazo Road Resurfacing, Comox ave sidewalk, Marine Services Building, and Lazo Greenway) they form the majority of the spending from this list at \$4,480,000.

a. Financial

Currently the Town of Comox can raise ~\$90,000 by increasing taxes by 1%. The additions proposed in this year's capital and special projects budget will result in a permanent estimated increase in operating costs of \$103,300 or 1.25%. This does not include any increases needed to fund the Town's current assets or expansion in operational needs which staff currently anticipate requesting the addition of one position (Asset Manager) or general inflationary costs of ~2%.

The Town expects to see (currently a high level estimate) \$90,000 in additional new construction tax revenue starting in 2022 and \$175,000 more in 2023. We also expect to have a \$2.5-3.5 million infrastructure funding deficit when the asset management process is completed in 2023/2024.

The total capital and special projects spend presented to Council in these attachments are broken down as below. The following breakdown is constructed to show Council the total demand on this year's income. This is why items such as carry overs, grants, and projects funded by statutory reserves are subtracted out. The approximate values are below:

Total Capital and Special Projects:	\$9,930,000
Total grant and carry over:	\$3,668,000
Total Transfer from Capital Reserve:	\$445,000
Total unfunded cost:	\$5,817,000



Town of Comox
 2022-2026
 Tangible Capital Assets, Special Projects
Schedule "A"
 Transportation

Projects that are funded, at least partially, from grants or carry over
 Projects being coordinated with CVRD Conveyance

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Lazo Road Resurfacing	Simba to Kye Bay Major work to be completed in 2022. 2021 for engineering and examine possibility of bike lane and multi-use path. Coordinating with MOTI road widening.	1,450,000					Expansion of Service
Vehicle GVWR <5k	Replace Unit 12- Light Truck (\$50,000) Replace Unit #16 Utility operator van. Used for water sampling, quality, and maintenance (\$95,000) Replace Unit 65 Flat Deck (\$100,000)	50,000	95,000	100,000			
Vehicle GVWR >10k	2022: Replace unit 09, Tractor Backhoe 2023: Unit number 01 Hydro Excavator. This is the most important and used equipment in the Town. The unit currently 9 years old. Given the use and type of equipment this life span is expected	200,000	600,000				
Vehicle GVWR 5k-10k	Replace Unit #15(150,000)-[carry over]1.5 ton service truck used daily to respond to water, sewer, and other maintenance issues. Can also be used for snow plowing. Replacement will have a hoist to assist in heavy lifting Replace Unit #4 (225,000)- [carry over]3 ton dump truck used for salting and can be outfitted with plow. The maintenance costs of the unit have risen to the point that replacement is needed Replace Unit #18 (95,000) 2024 scheduled replacement-1.5 ton service truck	375,000		95,000			
Pritchard-Comox Crosswalk Improvement	Potential ICBC funding. This will move the crosswalk to the other side of Comox Ave allowing easier access to Filberg park and taking care of a dangerous blind spot for drivers. (carry over)	90,000					New Project
Fleet Other GPS	Fleet management system (carry over)	5,000					
Charging Station	A grant application has been approved for the RDN Mid-Island Charging Network for an additional EV Charging station to be installed at the Community Center. Grant funding will cover \$14,000 and the Town contribution is \$6,000.	6,000					New Project
Bus Shelters	Regular replacement of aging blue shelters with the new BC Transit bus shelters. \$72,000 of the cost of replacement is to be funded by BC Transit with \$18,000 contribution from the Town.	90,000	90,000	90,000	90,000	90,000	
Comox Ave Sidewalk	From Rodello to Ellis. Grant application made to COVID Infrastructure Resilience grant. This project is 100% grant funded.	930,000					New Project

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Balmoral (Pritchard to Stewart)	Sidewalk addition along south side of road. Access to bus route. Road to be repaved as part of CVRD conveyance project	75,000	267,000				
Glacier Comox Roundabout	Study then construction of roundabout in conjunction with CVRD conveyance project	150,000	750,000	750,000			
Comox Ave Roundabout (at Rodello)	Construction of a roundabout to improve traffic rating. Timing in conjunction with CVRD conveyance.	90,000	750,000	750,000			
Bolt and Aspen Sidewalk	Shelf Ready project. 2 grant submissions have been unsuccessful. Feedback from Province is still positive for future submissions.		330,000				New Project
Robb Ave	Aitken to Anderton Road widening, shared bike lanes, and resurfacing			60,000	1,411,430		Expansion of Service
Church Street Upgrade	Comox to Noel - Resurfacing, sidewalk repair, parking additions, and bike lanes				75,000	2,600,000	Expansion of Service
Transit Exchange	Port Augusta Intersection Improvements					66,000	
Road Resurfacing							
Noel Avenue Resurfacing	Aitken to Aspen This work will be done in conjunction with the storm and water upgrades along the same area to connect homes to the high pressure water system as well as replace aging storm main (carryover)	100,000					
Guthrie Resurfacing	Pritchard to Torrence (2022) Overlay Torrence to Brooklyn School (2026)	400,000				200,000	
Beaufort	Church to Nordin. Addition of bike lanes, road widening, sidewalks and underground of hydro	100,000	659,000				
Capilano Ave	Sidewalk and road repairs	140,000					
Koksilah Court Resurfacing	Resurfacing	125,000					
Mahtmoff Place Resurfacing	Resurfacing	102,000					
Nootka St	From Guthrie to Capilano resurfacing	310,000					
Tsimshian Ave Resurfacing	Resurfacing	145,000					
Kwakwutl Resurfacing	Resurfacing	139,000					
Balmoral (Donovan to Pritchard)	Repave north half of road. In conjunction with CVRD conveyance		143,000				
Balmoral/Torrence	Donovan-Albatross resurfacing. Will be done in conjunction with CVRD conveyance project		106,000				
Donovan Drive and Place Resurfacing	Resurfacing				206,250		
Baybrook Resurfacing	Resurfacing				94,000		
Ellis Street Resurfacing	Resurfacing				23,000		
Filberg Road Resurfacing	Resurfacing				121,000		
Heather Court Resurfacing	Resurfacing				30,250		
Mack Laing Court Resurfacing	Resurfacing				51,700		

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Orchard Park Drive Resurfacing	Resurfacing				150,000		
Douglas St Resurfacing	Resurfacing south of centennial					86,900	
Noel Avenue Resurfacing	From Spitfire-Aitken resurfacing and addition of a new sidewalk					609,850	
Downey Ave Resurfacing	from Aitken to Rodello					337,480	
Rodello St Resurfacing	From Downey to Robb					390,400	
Maquinna Ave	West of Prichard, sidewalk repair and resurfacing					240,000	
Vine	South of Centennial Resurfacing					34,100	
Centennial	West of Church Street - missing					121,000	
Alpine Street	Resurfacing					109,040	
McCulloch Avenue	Resurfacing					51,000	
McLeod	north of Buena vista resurfacing					139,700	
Richardson	Resurfacing					86,480	
Orca	Resurfacing					30,000	
Totem Court	Resurfacing					55,000	
Totem Crescent	Resurfacing					208,000	
Skeena Drive	Resurfacing					250,000	
Wallace Avenue	Alpine to Rodello Resurfacing					108,100	
Woodland	Pritchard to Skeena Resurfacing					95,000	

Total Capital and Special Projects Anticipated Spend	5,072,000	3,790,000	1,845,000	2,252,630	5,908,050
Amount of grant money or carry over	1,596,000	420,000	90,000	90,000	90,000
Total new capital and special project funding required	3,476,000	3,370,000	1,755,000	2,162,630	5,818,050



Town of Comox
 2022-2026
 Tangible Capital Assets, Special Projects
Schedule "B"
 Drainage, Water, and Sewer

Projects that are funded, at least partially, from grants or carry over
 Projects being coordinated with CVRD Conveyance
 Project funded out of Capital Reserve or DCC

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Reviews and Feasibility Studies	(carry over) Anderton Corridor Study (\$80,000 2022) Storm system condition assessment and report (\$100,000 in 2023) Torrence Servicing Plan (\$50,000 in 2023) Water Model Study Update and Condition Spot Assessment (\$100,000 in 2024)	80,000	150,000	100,000			
Sewer Reviews and Feasibility Studies	Study regarding the odour issue and manhole degradation downstream of Simon Cres and Kye Bay lift stations. H2S has been impacting the infrastructure. Investigation and mitigation is required (\$70,000 carry over) Sanitary Model from 2013 requires an update and condition assessment (\$100,000)	175,000					
Drainage Review and Feasibility	Brooklyn Creek runs through the top of Courtenay, Area B, then into Comox. Storm water is draining downhill from those areas and the Town is dealing with erosion from it. This study will identify capacity of the creek and support negotiations with other local governments.	20,000					
Foreshore Main	(carry over) Carthew-Ellis. The main is currently at the end of its life and undersized for future development needs. \$390,000 will be funded out of our development cost charges.	1,940,000	2,000	1,500	2,000	1500	
New Water Meters	As roads are upgraded all water services are brought up to current standards with water meters. As our team attends residences for water issues water meters are also installed. This is anticipated to result in long term savings as water purchases from the CVRD will decrease.	60,000	30,000	30,000	30,000	30,000	New Project
Tsimshian Ave Sewer Replacement	Replacement to be timed with road repairs	112,000					
Manor Outfall	(carry over) This outfall needs to be extended as it is currently discharging onto private property causing erosion. An SRW from the homeowner has been secured.	290,000					
Regular Hydrant Replacement	2 fire hydrants are regularly replaced per year	20,000	20,000	20,000	20,000	20,000	
Comox Ave Storm Replacement	From Aitken to Alpine due to condition and capacity	20,000	86,500				
Mahtmof Water Main replacement	Replacement to be timed with road repairs. Water main has history of failing	95,000					

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Dryden	This project would see the water system in north of Comox completed with a loop. This will increase water quality of by increasing the water flow- through by eliminating dead-ends. Looping the system also allows for increased pressure within the system increasing the quantity of water that can be delivered in the high pressure system water system. This project is 50% funded through DCC's		800,000				New Project
Universal Water Metering	To bring the entire community on to water metering. This will assist in tracking high water users, leaks within the system, and encourage water conservation. A grant will be sought for this project and will be grant dependent.			4,000,000			New Project
Torrence Sanitary main	A brand new main needed to be installed prior to resurfacing. This will assist in development near the Lazo hill which is identified as potential boundary expansion areas.		186,000				
Balmoral/Stewart/Beaufort Storm+Sanitary	Maintenance and operational issues have identified continually failing infrastructure. Timing will be done with CVRD conveyance.		886,000				
Cambridge at Pritchard	In conjunction of the work being done at Dryden a pressure reducing valve requires decommission.		25,000				
Comox Main	Rodello to Anderton - Sanitary Sewer Main to be replaced and to be timed with roundabout at Rodello		325,000				
Robb Storm Replacement	West of Anderton due to condition			10,000	95,000		
Kye Bay Lift Station	Kiosk and Electrical Upgrades				30,000		
Simon Crescent Lift Station	Kiosk and Electrical Upgrades				30,000		
Noel Ave	Spitfire-Aitken. Replacement of 6" AC Water Main coordinate with road resurfacing					266,200	
Foreshore Center	replace and upgrade of sanitary main along the foreshore Port Augusta to Jane Place				72,000	500,000	
Church Street Storm	Upgrade and repair of the storm system due to age and increased development prior to resurfacing.					250,000	
McCulloch Ave	Storm replacement					18,000	

Total Capital and Special Projects Anticipated Spend	2,812,000	2,360,500	4,061,500	279,000	1,085,700
Amount of grant money or carry over	370,000	800,000			
Total Transfer from Capital Reserve or DCC Funded	430,000	458,500	21,500	94,000	539,500
Total new capital and special project funding required	2,012,000	1,102,000	4,040,000	185,000	546,200



Town of Comox
 2022-2026
 Tangible Capital Assets, Special Projects
Schedule "C"
 Administration, Development, and Fire

Projects that are funded, at least partially, from grants or carry over

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Asset Management Work	Continuing on building the Town's Asset Management program. 2021 will see a further construction of asset values and data bases as well as the beginning of conversations with Council regarding service levels, needed funding, and long term asset health projections. 50% of this amount is anticipated from grants.	30,000	30,000				
Website Redesign	(carry over) The Town's website is outdated and losing functionality. The redesign will see all department's information updated and provide a new look and feel. The new website will also allow for more online payment processing as departments make changes to their processes that will allow it. This project will also see a minor brand refresh done for the organization.	75,000					
Municipal Accounting Software	(carry over) Chart of account conversion, payroll implementation, set up on online bill payment and inquiry. 2023: Accounts Payable, inventory, and PO system updates and replacement	32,000		95,000			New Project
Fibre Optics- Network Backbone	Identified through 2021 disaster management and business continuity planning. These funds ensures automatic changes to the terminal server in the event of a network crash	75,000					New Project
Computer Network and Telephone Upgrades	(carry over) Physical back up server in case of loss of the current server. Without a backup a loss of the main server would severely limit Town functioning. This backup server is an important piece of business continuity planning. (carry over)When the fibre network is completed all stand alone Wi-Fi hotspots throughout Town buildings will be managed in one account	40,000	148,000	65,000	32,000	131,000	
Computer Network and Telephone Upgrades	(carry over) Modernization of switches, transceivers, modules, and power generator. These hardware upgrades are needed to help efficient operating of the Town's infrastructure system and replace many old and outdated pieces within it.	40,000					

Subdivision Bylaw	The subdivision bylaw is extremely out of date and requires amendment. This project has been started already by planning but been unable to finish as different priorities arise. Implementation of the new bylaw is critical for decreasing processing times and improving Town relationships with the development community	25,000					
Contracted Planners	(carry over) Additional planning support to assist with current and expected high volume of applications and processing	80,000	70,000				New Project
Building Repairs	(carry over) Fire department washroom renovation. 28% of this project will be funded from the Comox Fire Protection Improvement District	10,000					
Department Databases	(carry over)Planned special project to take further steps in modernizing the Town's development application process by having a building inspection and development inquiry database	50,000	10,000				New Project
Community Safety Project	28% funded by the Comox protection district. This project involves smoke alarms, safety kits, and other community safety initiatives.	10,000		10,000			
Records Management	The records management system within the Town is in a sate of confusion as legacy filing needs to be updated and 'cleaned' with modern filling practices. The municipality is required by the Province to properly maintain records for future use as well as Freedom of Information Requests.	20,000					New Project
Municipal Election	Administration of Municipal Election	38,500					
Utility Trailer	Replacement of current utility trailer used on Wild Fire Deployments. Increased capacity and will meet newer BC Wildfire regulations and needs	30,000					
Software Acquisition	Procurement of Agenda Management Software (\$15,000) Systems Analyst to review Town's overall software needs and upgrades (\$35,000)	50,000					New Project
Fire Equipment	Regular replacement and acquisition of fire fighting material (\$10,000)	10,000	10,000	10,000	10,000	10,000	
Fire Engine	Replacement of Fire Engine and only ladder truck. The current unit is a 2002 build and will lose its ability to provide fire protection for home insurance purposes. This vehicle carries 500 gallons of water and have large pumps to reach high and further fires. The replacement will meet fire home fire insurance requirements until 2044.	790,000	790,000				
Organic Bins	Organic garbage bins for the community to be delivered free of charge in anticipation of the collective garbage contract between Comox, Courtenay, and Cumberland. This project is grant dependent. However, a funding strategy will need to be developed should automated bins be required in the next Emitterra contract. Likely completed in 2023		600,000				New Project
Reviews and Feasibility Studies	2023: Floodplain bylaw update 2024: Parking and Screening bylaw update 2025: OCP and Tree bylaw updates		20,000	10,000	30,000		

Total Capital and Special Projects Anticipated Spend	1,405,500	1,718,000	230,000	112,000	181,000
Amount of grant money or carry over	369,800	615,000			
Total new capital and special project funding required	1,035,700	1,103,000	230,000	112,000	181,000



Town of Comox
 2022-2026
 Tangible Capital Assets, Special Projects
Schedule "D"
 Recreation, Buildings, and Parks

Projects that are funded, at least partially, from grants or carry over

Project Name	Additional Information	2022	2023	2024	2025	2026	Notes
Marine Services Building	Contingent on Council approval. Awaiting Federal Grant result	1,600,000					New project
Site Master Plan	Completion of the Community Center Site master plan. This was delayed due to COVID as well as personal issues with the contractor hired to examine feasibility of construction over the geo thermal heating system.	20,000					
Hands On Farm Fence	(carry over) Hands on farm, located in Filberg Park, is a summer youth program which introduces children to the outdoors and animals. The fence which houses a number of farm animals including a cow, pony, pigs, and others needs repair for the program to continue.	10,000					
Furniture	2022: 8" high staging used for events, programming, and bookings. This unit is smaller and more portable allowing for single person set up and take down	10,500					
Fitness Equipment	Regular replacement of equipment within the fitness center. Cardio equipment and other items to be replaced on an as needed basis.	34,000	34,000	34,000	34,000	36,000	
Elevator	The current elevator is a constant pressure system (button needs to be held to move) installed during construction of the building. The current system is getting past its serviceable life expectancy. The new unit will have additional automated features and almost double the load capacity to 1,000 pounds. The constant pressure system (as opposed to automated system) cannot be replaced due to the size restrictions in the elevator shaft.	55,000					
Marina Upgrades Boat Launch	Plan to replace and extend the boat launch dock to provide improved access and docking space. Design and work with stakeholders in 2021. Construction in 2022	160,000					
Point Homes Pavilion	Replace safety fencing on the retaining wall behind pavilion	20,000					
Buildings							

Community Center	(carry over)Safety improvements to the parking lot at the Community Center including temporary mitigation to tree roots, increased lighting, and overall safety. Further improvements are on hold pending the results of the Community Center Site Master Plan 2025: Gymnasium B water ingress investigation	30,000				100,000	
Design for New Town Hall	The current Town Hall has exceeded its life expectancy, has issues with mold, high energy costs, and cannot fit the required number of employees for Finance and other departments as the Town continues to grow. This project will see a detailed design take place in preparation of construction of a new building.	30,000	220,000				
Geothermal System	Regular upgrades and maintenance required for the geothermal heating system in the Community Center including new HVAC interface software (\$40,000) including mold removal and insulation repair (\$12,000)	12,000	40,000				
Public Works Storage Building	Construction of a upper level in the Public Work bays to facilitate storage of items such as water valves, tools, brass fittings and other valuables in need of weather and theft protection.		60,000				New Project
Public Works Wash Bay	Movement of the wash bay in order to allow for better flow in the yard as well as improved waste water management.		25,000				New Project
CAMS Condition Assessment			10,000				
D'Esterre	Window Replacement			25,000			
Parks							
Marina Condition Assessment	(carry over)The marina continues to age considerably and assessments to the floats, piles, walkways, and ramps must be completed. This includes surface and subsurface inspections. This report will inform the future replacement plan.	50,000					
Vehicle	2022: Replace 2003 Ford Pickup truck (mini dump truck) 2023 Replace 2009 Ford Mini Dump Truck	70,000	60,000				
Vehicle Trailers, ATV & Boats	(carry over)2022: Replace 2004 Toro mower. Grass cutter used for parks, fields, and passive grass areas. Life expectancy on these units are 10 years and current units have exceeded expectancy. 2023: Replace 2009 Toro mower	120,000	125,000				
Contract Painting	2022: Marina Park Pavilions staining 2023: Public Works 2025: Rec Center	30,000	50,000			50,000	
Christmas Decorations	Contingency for lights purchased in 2022	5,000					
Filberg Rock Wall Reconstruction	The rock wall on the southern portion of Filberg park along the road way is continuing to deteriorate. Work to reinforce the slope is important to prevent critical failure in the future	40,000	40,000	40,000			
Dog Park	Irrigation upgrade and tree planting	15,000					

Marina Park	Concrete pads for food vendors and new gates for Marina for enhanced security. Work to coincide with Marine Services Building project.	45,000					
Lazo Greenway	Development of a multi-modal path in the Lazo greenway. First year for design and second year for construction. This project is being done in partnership with the CVRD. The Town will seek grants for this project. Timing will be based on grant acquisition and Regional District partnerships	500,000					Expansion of Service
Splash Park Resurfacing	The surfacing at the splash park/playground at Marina park has failed. The current ground does not meet Provincial safety standards. Without replacement the playground may need to be closed	150,000					
Filberg Driveway Stability	Stability investigation and geo-technical report on Filberg Driveway	20,000					
Elks Playground	Replacement of playground equipment at the Kye Bay play area. The park is considerably aged.		125,000				
Ellis Street Walkway Replacement	The wooden stair case leading to the foreshore at Ellis is beginning to age and has significant salt water impact. This will assist the Town in completing its strategic goal of creating a walkable loop in the area.		20,000				
McKenzie Playground	Replacement of playground equipment at McKenzie Park			125,000			
Village Playground	Village Park tot lot replacement				125,000		

Total Capital and Special Projects Anticipated Spend	2,954,500	454,000	199,000	209,000	36,000
Amount of grant money or carry over	1,880,000				
Total new capital and special project funding required	1,074,500	454,000	199,000	209,000	36,000