VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE
AGENDA
FEBRUARY 11, 2020 – 7:00 PM
COUNCIL CHAMBERS

1. **Call to Order**
2. **Introduction of Late Items**
3. **Approval of Agenda**

   Recommended Resolution:

   THAT the agenda for the Committee of the Whole Meeting for February 11, 2020 be approved.
4. **Correspondence**

   Recommended Resolution:

   THAT the following correspondence be received.
   a) Mike Coulter, Campbell River ATV Club – Single ORV route designation name request
5. **Unfinished Business**
6. **Staff Reports**

   a) **Staff Report: Website Project**

   Recommended Resolution:

   THAT the Committee of the Whole receives the Website Project report for information and discussion.

   b) **Staff Report: Financial Plan 2020-2024**

   Recommended Resolution:

   THAT the Committee of the Whole receives the Financial Plan 2020-2024 Version 3 report for information and discussion and;

   THAT the Committee of the Whole reviews, modifies and provides direction to Staff on the Plan.
7. **New Business**
8. **In Camera**
9. **Adjournment**

   Recommended Resolution:

   THAT the Committee of the Whole Meeting for February 11, 2020 be adjourned.

CAO

From: John MacDonald
Sent: February 6, 2020 7:13 PM
To: CAO; Bill Ives; Joyce Ellis; Wes Cragg; Norm Kirschner; John MacDonald; John Macdonald; Mayor and Council
Subject: Fwd: Please respond to the single ORV route designation name request

Sent from my iPhone

Begin forwarded message:

> **From:** Mike Coulter <mcou@telus.net>
> **Date:** February 4, 2020 at 7:58:06 PM PST
> **To:** "mayor.adams@campbellriver.ca" <mayor.adams@campbellriver.ca>, "mbabchuk@srd.ca" <mbabchuk@srd.ca>, "bunger@srd.ca" <bunger@srd.ca>, "kevinj@kcfirstnations.com" <kevinj@kcfirstnations.com>, John MacDonald <john.macdonald@saywardvalley.ca>, Bill Ives <bill.ives@saywardvalley.ca>, "grbunger@conumacable.com" <grbunger@conumacable.com>, "mayor@villageoftahsis.com" <mayor@villageoftahsis.com>, "sfowler@villageoftahsis.com" <sfowler@villageoftahsis.com>, "mayor@zeballos.com" <mayor@zeballos.com>, "barb.lewis@zeballos.com" <barb.lewis@zeballos.com>, "sdaniels@rdmw.bc.ca" <sdaniels@rdmw.bc.ca>, "ahory@rdmw.bc.ca" <ahory@rdmw.bc.ca>, "jfurney@rdmw.bc.ca" <jfurney@rdmw.bc.ca>
> **Subject: Please respond to the single ORV route designation name request**
>
> Hi All: Things are happening fast right now.
>
> It is becoming apparent and increasingly important that the NI Communities select a single unique common name we will all use in the future to reference the entire network of NVI local ORV routes that together will draw ORV Tourists to travel to our Communities.
>
> In order to negotiate with government, promote, encourage, and draw ORV Tourists. We also need to move forward with getting the single issued operation permit available as soon possible. Giving the entire route a single name and making the Single Issue Operation Permit available is in the interest of every NVI Community. Claire Trevena has assigned her NI Assistant Fred Robertson from Port Hardy to work on the process to make the Single Issue Operation Permit available. It will not hurt to offer your encouragement to Fred.
>
> I believe we need to be proactive and have the total route given a common name so we are ready and when the single issued operation permit becomes available. Such that it can be quickly approved.
>
> There are people who are beginning to promote the overall route already. Ass an example. I have been asked to help with the proposed "Honda Video Project" of the route. What should I refer to the route in the video as? A person has already posted their own personal website advertising the route. They have arbitrarily given the route their own name. I can forsee many unnecessary and unproductive conflict

problems in the future. If at this point in time. We do not select a common name for the route and all agree to use that common name .

Giving the over all route a single common name will not affect a Local name that a community may have given to a particular Local section of the 1000km plus overall route.

Please let me know what common name your Community would prefer to call the overall 1000km plus route. There are 10 Communities that I am trying to coordinate the naming of the overall route with. If I am not able to get consensus as to selecting the name. I may be forced to arbitrarily name the overall route on my own in order to move the single issue operation permit process forward. I do not wish to have to do this. I would much prefer to consult with all 10 Communities and have a mutually agreed name. I had sent an email out to facilitate this process after the UBCM success last fall. Unfortunately, I did not get any replies. I re-sent the request a few days ago to all the Communities. I intend to stay on top of the issue this time until we have a common name.

The email I had re-sent included some name suggestions to hopefully begin the naming process. For your convenience there is also a pre-written reply you can just cut and paste – fillout the blanks and send to me. I am hopeful that you will Please respond with your Community's preferred name choice as soon as possible. Thanks

Mike Coulter – mcou@telus.net

Happy Trails To You -- Mike Coulter

October 21, 2019

ORV GATEWAY TO THE NORTH ISLAND

CRATV CLUB PROPOSAL FOR SINGLE DESIGNATION OF THE NORTH ISLAND ORV (Off Road Vehicle) ROUTES

This is a request for North Island Communities to express their support towards Designating the existing network of Forest Service Road & Trail Routes inter-connecting North Vancouver Island Communities as a single designated route. These routes are currently used by ORV Tourists to travel between North Island Communities. The purpose of this designation is to begin the process to meet the future requirements for the RCMP and Local Communities to be able to issue one single Operation Permit. This one single operation Permit will allow ORVs specific designated roadway access to the services of all of the 10 already participating North Island communities along the Routes. The single permit will replace the 10 operation permits currently required.

Note: At present a separate permit for each of the 10 participating communities is required. Each of the 10 permits must be issued by a local community police detachment officer. Tourists have to travel to each Community prior to riding an ORV into a community to be issued their individual Operation Permit for each community. This can involve days of unnecessary extra travel for the potential tourist. This process has proven to be inconvenient, and time consuming, for both Police and the Tourists. Many potential ORV Tourists are discouraged by the current Operation Permit process.

For example: If a group of 20 ORV Tourists wish to ride the entire NI route:

Each of the 20 potential tourists would have to pre-travel the desired route to acquire their permits.
- RCMP Officers would have to issue: 20 riders X 10 communities = ***200 permits****.*
At 10 minutes per permit: 10min X 200permits = 2000min ***or 33hrs to issue separate permits***

For the proposed ***single issue permit:*** *The tourists would not have to pre-travel the desired route.*
20 riders X 1 permit = 20 permits. 20 permits X 10 min = 200min or ***3.3hrs****.*

The proposition B121 was put forward, voted on and passed at the 2019 UBCM Convention by the Delegates representing Communities from throughout the entire province. The intent of B121 was to encourage the Provincial Government to enact legislation to change the framework of laws and regulations to allow a single Operation Permit for ORV access to multiple communities along **designated routes** to be issued in any of the Communities along that designated route.

October 21, 2019

ORV GATEWAY TO THE NORTH ISLAND

Rural communities and the ORV community throughout the Province are encouraging the Provincial Government to move forward with enacting these minor amendments with appropriate legislation as expeditiously as possible.

There has been some discussion around having a "pilot program". It could be very economically beneficial for the North Island Communities if we are selected to become that pilot project. Hopefully if we are able to get the route designated quickly. It will help towards the North Island becoming designated as the pilot program and hopefully to getting the legislation enacted by the Provincial Government.

In order to begin the single route designation process. We need an expression of support and your preferred name proposal for the single designated route.

1. This is a possible suggestion for a letter of support:

Our community ____________ supports the inclusion of Inter Community ORV Tourism as a part of our North Island Tourism initiatives.

We support the designation of the multi-community connecting network of trail and forest service road routes currently being used by Off Road Vehicles to traverse Vancouver Island from Campbell River north to Cape Scott Park to be designated as a single route.

The purpose of this single route designation is to begin the process to facilitate the ability to issue single Operation Permits for multi-communities as per 2019 UBCM resolution B121 as voted on and passed by the delegates.

We support B121 to be enacted as an amendment to the current ORV Framework of laws and regulations. This minor issuing procedural change will encourage ORV Tourism, and will result in significant economic benefits for participating Communities.

If the Provincial Government elects to have a "pilot project". We would very much like the Multi-Community ORV Route on North Vancouver Island to be that "pilot project".

Thank you

October 21, 2019

ORV GATEWAY TO THE NORTH ISLAND

2. Can you please also email your suggestion or preference for a name for the proposed designated NI ORV route to: mcou@telus.net

   These are suggestions for the possible NI ORV Designated Route's name:

1. North Island ORV Route
2. North Island Inter-Community ORV Route
3. North Vancouver Island Inter-Community ORV Route
4. North Island Multi-Community ORV Route
5. Community Unity ORV Route
6. North Island Community Unity ORV Route
7. North Vancouver Island 1000
8. North Van Isle 1000

Have you thought of a name suggestion your community would prefer?

Thank you for your support –

STAFF REPORT

For:	Mayor and Council
Prepared by:	Lisa Clark, CAO/CFO
Subject:	Website Project
Meeting date:	February 11, 2020

BACKGROUND

In August 2019 Council met with both Sayward Futures Society (SFS) and the Tourism Committee at a Committee of the Whole meeting. As part of the agenda, discussions were held regarding a collaborative effort on a website project for all 3 groups. At the meeting Staff indicated the Village was in receipt of a $10,000 planning grant from BC Rural Dividends (BCRD), which could potentially be used towards this initiative, upon approval from BCRD. A detailed budget for the project was not discussed, however a staff report indicated that as the full extent of work on the SFS and Tourism websites was unknown at that time, additional funding (for the SFS and Tourism website component) may be needed.

DISCUSSION

In August Staff contacted Vancouver Island Designs (VID) and they provided a possible project outline as follows:

- Included development work to test out all links within the websites.
- Three meetings to identify issues, propose improvements, develop a plan and review the results. Complete programming to implement the plan.
- Provide training to support staff (VOS and SFS) in making changes to the website content.

The total cost of the proposal provided by VID was just under $10,000. Staff reviewed the proposal in November, and it was determined that the proposal from VID did not include a new Tourism website, only updates to both the Village and SFS websites. Staff obtained a second informal quote from The Update Company (on recommendation from the SRD) which includes the additional scope. It is anticipated that the cost for the entire project will be $15,000.

Council is asked to provide Staff with direction on this project going forward. Staff have provided a few options, there may be others.

Option 1:

Continue to work with SFS and the Tourism Committee on this project as a group, with the aim of creating a new Tourism website, updating both the SFS and Village websites, and linking all 3 sites together. Additional funding of $5,000 would be needed if this option is chosen. As presented to Council in a prior meeting this cost could be split three ways by the 3 organizations, however official confirmation of this is needed from all groups.

Option 2:
Update a.) only the Village and SFS websites or b.) only the Village website and cap the project at $10,000 - the total amount of funds received from BCRD.

Option 3:
Return the funding to BCRD.

If Council chooses either Option 1 or 2, Staff will obtain 2 formal quotes for the project per policy, and report back to Council at a later meeting. Council will note that it is the group designated to work on the project who will decide on the changes to the project within the proposed budget.

STAFF RECOMMENDATIONS

Recommended Resolution:

THAT the Committee of the Whole receive the Website Project report for information and discussion.

Respectfully submitted,

Lisa Clark, CAO/CFO

STAFF REPORT

For: Mayor and Council
Prepared by: Lisa Clark, CAO/CFO
Subject: Financial Plan 2020-2024 Version 3
Meeting date: February 11, 2020

BACKGROUND

The Financial Plan bylaw and Tax Rate bylaw must be approved by Council before May 15 of each year as set out in the *Community Charter*.

An important part of the Financial Plan bylaw process is to provide the public with opportunities to give input into the financial plan. As noted in the amended financial plan timetable schedule that Council approved on November 19, 2019, time will be set aside at each of the next Committee of the Whole Council meetings, so the public can ask questions and provide input into the financial plan. In addition, if any member of the public has questions or requires information regarding the financial plan, they are welcome to contact the CAO/CFO during regular office hours.

ATTACHMENTS

- Strategic Priorities 2020
- DRAFT Financial Plan 2020-2024

DISCUSSION

The Financial Plan process is below for information purposes. As provided to Council previously, Staff have made some changes to the schedule due to workload, staff absences, Jan 18th COW meeting cancellation (due to inclement weather) and the upcoming audit. An additional COW meeting on March 16th may not be needed, Staff need confirmation from Council after the February 11th COW meeting. Staff have scheduled the first 3 readings of the Financial Plan Bylaw for March 17th:

	Item		Timeline
1	Staff reviews 2019-2023 Financial plan and existing Strategic Plan		November 2019, **done**
2	Council meets for a Strategic Planning session		COW meeting November 12, 2019, **done**
3	Staff review updated Council Strategic Plan and other directives	Draft Strategic Plan	Introduction of Draft Strategic Plan – November 19th Regular meeting, **done**
4	Final Strategic Plan		Final Strategic Plan approval - December 3rd Regular Meeting, **done**
5	Financial Plan Process		

FINANCIAL PLAN 2020-2024			
	A. COW Council Meeting, December 10, 2019. Detailed review of Financial Plan/Capital Projects B. COW Council Meeting January 14, 2020. Detailed review of Financial Plan/Capital Projects C. COW Council Meeting January 28, 2020. Detailed review of Financial Plan/Capital Projects D. COW Council Meeting February 11, 2020. Detailed review of Financial Plan/Capital Projects	Each meeting will refine the Financial and Capital Plans, and, provide time for public input and questions. The timeline will also allow for research and reporting on identified issues.	December 10, 2019, **done** January 14, 2020 **(meeting changed to January 16, 2020) CANCELLED** January 28, 2020, **done** February 11, 2020
	E. COW Council Meeting March 16, 2020. **Year-end carryforwards and final plan.** F. Council Meeting March 17, 2020 First three readings of the Financial Plan bylaw.	Complete Financial and Capital Plan	March 16, 2020 **(may not be needed)** March 17, 2020
	G. Council Meeting April 7, 2020, Final reading of the Financial Plan bylaw	Adopt Financial and Capital Plan	April 7, 2020
6	Tax Rate bylaw, Water Rate bylaw, Sewer Rate bylaw, Solid Waste Rate bylaw – Admin item	Bylaw	Adopted by Mid May, first 3 readings April 21, 2020, Final reading May 5, 2020.

This is the third draft of the 2020-2024 Financial Plan.

The Financial Plan is in third draft and nearing completion. Year-end carry forwards and additional information will be added as it becomes available. The chart below is from the first and second round minutes with additional comments.

Operating Budget:

Item	Description	Budget v2	Strategic Priority	Action Taken
1	Council - Travel & Education	$16,000		Budget reduced to $16,000 - need confirmation of budget for 2020 BC Economic Summit (Cllr Ives) approx. $2,000. **Budget left at $16,000 for 2020.**
2	Parks – ORV Signage	$10,000		$10,000 added to 2020 budget, funded from ORV grant. Staff looking into application deadline and project details. **Removed from 2020 budget as per resolution Feb 4th.**
3	Parks - replace logs around playground		Living Green	Not included in version 2, Staff to look into donation. **Donation from WFP possible.**
4	Waste Disposal & Tipping Fees	$40,290		**Reduced to $36,000**

The tax increase has been included at the planned 2.5%. Water rates have been increased by 10%, sewer rates by 3.5%, and solid waste rates by 5.0% as directed by Council. A detailed sheet showing the changes is in the package.

Salary & Wage budget discussions will be held in the In Camera meeting following the Regular meeting. Version 1 is included in this version of this budget.

It is important to note that the "Net" operating surpluses for all years (see plan) are all positive in the attached draft financial plan. Most budgets have been adjusted for operational cost increases such as utilities and known increases in revenues.

Capital Plan/Budget

The 2020-2024 Capital Plan is included in the financial plan package. The capital items budgeted for 2020 are listed below:

Project	**Budget**	**Source of Funds**
Computer hardware upgrade, replace PC's/Server	$ 10,000	General surplus
Shelter for PW equipment	$ 8,000	General surplus
Snow and salting truck (5 yr loan through MFA)	$ 14,000	Roads Reserve
Concrete ramp and handrails (gazebo)	$ 15,000	General surplus
Newcastle Creek Dam Rehabilitation (carry-fwd)	$ 611,616	Gov't grants, water surplus, CWF reserve
Genset for Water Treatment Plant	$ 50,000	General and water surplus
Gensets for liftstations	$ 120,000	Investing in Canada Infrastructure Grant
Total	**$ 828,616**	

The roads project for resurfacing Kelsey Way and H'Kusam Way has been moved to 2023.

Reserve/Surplus Balances

The following table outlines the Village of Sayward's main reserves. Staff has **estimated** the 2019 ending balances of each reserve:

Reserve/Surplus	**Reserve Balances January 1, 2019**	**2019 Withdrawals**	**2019 Additions**	**Reserve Balances December 31, 2019**
General	59,175	54,500	90,000	94,675
Sewer	288,135	7,000	4,025	285,160
Water	155,532	7,000	19,370	167,902
Gas Tax	647,481	482,284	137,348	302,545
Roads Reserve	29,000			29,000

Staff will note that a portion of the Water surplus and Gas tax funds have already been earmarked for the completion of the Newcastle Dam project in 2020 ($94,213, and $234,640).

Water and Sewer Rates

Direction to Staff was given at the last meeting to include information on user fees for other municipalities in the region. This information has been produced below.

Water Sewer Garbage Rates *for Single Family Residence / Annually*

	Water	Sewer	Garbage	
Port Alice	$ 99.00	$ 222.00	$ 130.20	2016
Port Hardy	$ 107.50	$ 109.03	$ 106.40	2018
Port McNeill	$ 183.00	$ 246.00	$ 120.00	2016
Gold River	$ 195.60	$ 279.55	$ 212.00	2017
Sayward	$ 299.99	$ 248.08	$ 198.71	2018
Tahsis	$ 288.00	$ 240.00	$ 92.53	2017
Campbell River	$ 396.00	$ 336.00	$ 192.00	2018
Average	$ 224.16	$ 240.09	$ 150.26	

Current Tax Situation

In 2019 a representative house in the Village of Sayward had an assessed value of $213,193 compared to $146,295 and $141,763 for 2018 and 2017 respectively. This represents a change of 44% between 2019 and 2018. The preliminary assessments for 2020 show an average increase of 11% for residential properties. A representative house in 2020 has an assessed value of $236,455.

In 2019 that representative house paid approximately $2,807 ($2,617 - 2018) in property taxes and user fees. This includes general municipal taxes, parcel taxes, other government taxes (such as library and hospital) and user fees. The Village of Sayward has direct control over general municipal taxes - $1,269 and user fees of $799 - (water, sewer and garbage). With this version of the budget the average home will see an increase of 2.5% or $31.73 on the municipal portion of taxes and an increase of $52.02 on user fees for a total of $83.75 or 4.04% on the municipal portion of their tax bill.

According to 2017 data collected for 160 communities in British Columbia by the provincial government, the Village of Sayward paid the 39th lowest amount in total property taxes of these communities.

The following table shows the amount of taxes paid on a representative house in **2017** (latest data available) for the following select communities.

Municipality	Assessed Value	Taxes Paid
Zeballos	$79,182	$1,997.00
Tahsis	$72,497	$2,284.00
Gold River	$125,248	$2,382.00
Alert Bay	$115,219	$2,505.00
Sayward	**$141,763**	**$2,505.00**
Port McNeill	$184,766	$2,663.00
Port Alberni	$202,667	$3,231.00
Cumberland	$300,408	$3,470.00

Campbell River	$312,611	$4,106.00

When comparing only the 2017 General Municipal tax portion (tax revenue Sayward gets), Sayward's ranking changes to the 78th lowest of these communities. It is important to note that many of the communities that ranked lower than the Village of Sayward do not operate a recreation facility with an indoor pool.

Municipality	**Assessed Value**	**Taxes Paid**
Gold River	$125,248	$831.00
Zeballos	$79,182	$926.00
Port McNeill	$184,766	$1,051.00
Tahsis	$72,497	$1,183.00
Alert Bay	$115,219	$1,098.00
Sayward	**$141,763**	**$1,283.00**
Cumberland	$300,408	$1,330.00
Campbell River	$312,611	$1,839.00
Port Alberni	$202,667	$1,855.00

STAFF RECOMMENDATIONS

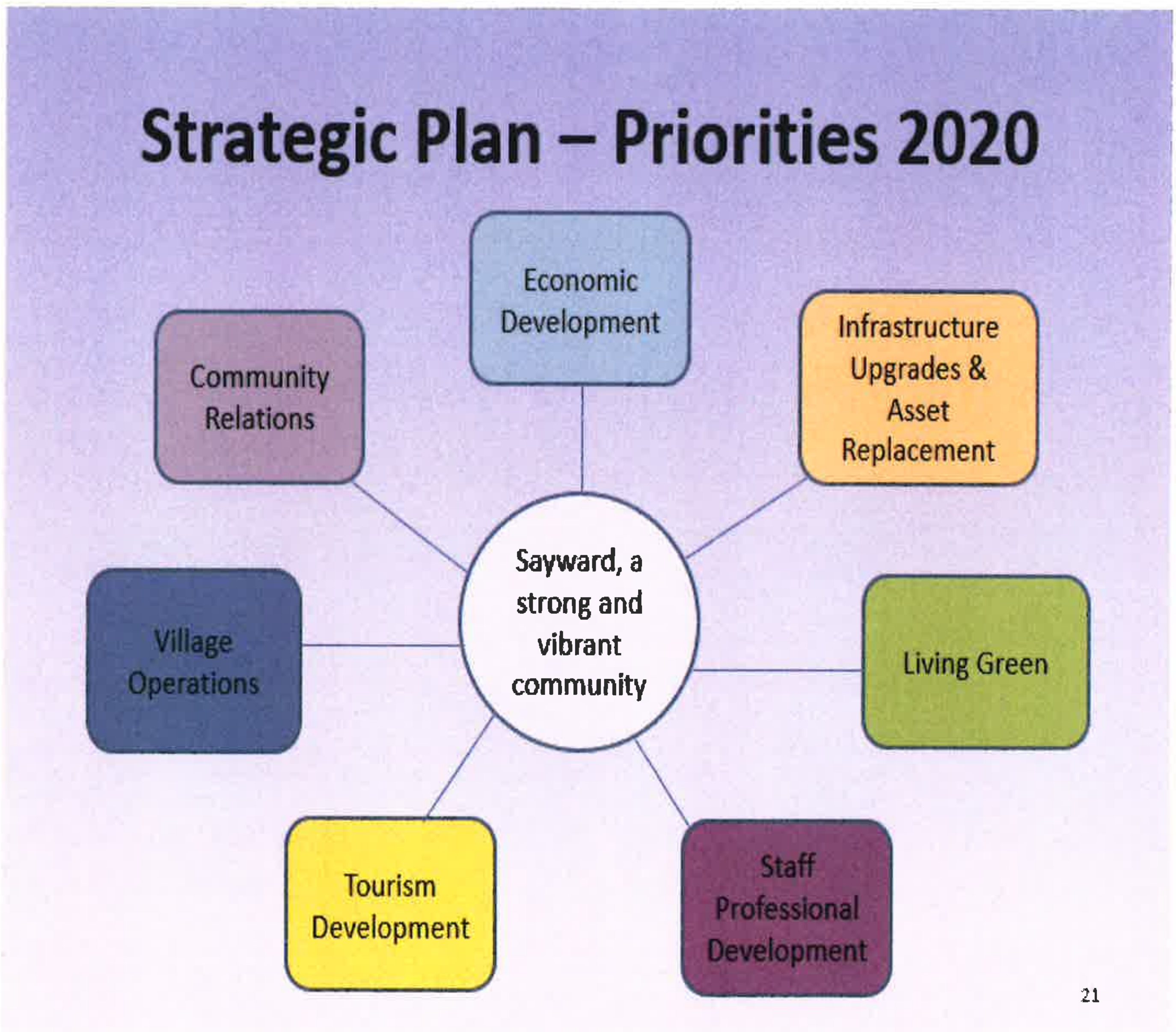
THAT the Committee of the Whole receives the Financial Plan 2020-2024 Version 3 report for information and discussion and;

THAT the Committee of the Whole reviews, modifies and provides direction to Staff on the Plan.

Respectfully submitted,

Lisa Clark
CAO/CFO

Village of Sayward
2020 Strategic Plan



Community Relations

Priorities	Progress Measures	Timeline
Work on building a strong co-operative relationship with all residents of Sayward (Village and Valley):		
• Involve Area Director in service delivery issues for all valley residents.	• Online survey for residents to provide input on delivery issues completed and summarized in report.	Spring 2020
• Update and enhance the village website.	• Website updated further, information current. Grant funds from BC Rural Dividends used for further enhancements.	Spring 2020
• Mayor and Council to submit a monthly update to the Sayward News to help keep residents apprised of Village initiatives and goals.	• Bi-monthly submissions from the Mayor, bi-monthly submissions from Council.	All of 2020
• Work in improving our relationship with the K'omoks First Nation, regular communications, and ways and means to jointly promote Sayward	• C2C (Community to Community) event held in 2020.	Summer 2020
• Work with SRD on funding for services jointly used by all valley residents. Recreation, Fire, Health.	• Shared fire services data collected in 2020, new agreement in 2021. Funding obtained from SRD for Recreation Centre and Health Clinic.	Late summer 2020

Economic Development

Priorities	Progress Measures	Timeline
• Assist and support prospective businesses interested in locating to the Sayward area.	• Reports on program brought to Council, a new business created in Sayward	Late summer 2020

• Work with local organizations and Tourism committee to promote tourism and attract business investment to the Sayward area. • Support existing businesses	• Increased campground usage, more tourist traffic, and more businesses advertising in the Tourist Info Centre. • Zoning amendments, new business Proposals presented to Council, possible revitalization bylaws	All of 2020 All of 2020

Infrastructure Upgrades & Asset Replacement

Priorities	Progress Measures	Timeline
• Be cognizant of Asset Management Plan and use it to identify projects for the Financial Plan.	• Report brought to Council and Plan reviewed. Long term asset replacement strategy discussed.	Spring 2020
• Identify issues from AMP reports	• Issues presented to Council.	Spring 2020
• Identify short and long-term projects for Kelsey Centre and include in budget discussions.	• Includes recommended short-term safety upgrades and equipment replacement. Issues identified and upgrades completed.	Fall 2020
• Approve reserve policy and update bylaw and integrate into financial plan: Adopt a formal reserve policy and include in future Financial Plan. Update Reserve bylaw. Recognise the need to plan for capital asset replacements in accordance with the Asset Management Plan.	• Policy presented to Council and approved; Reserve Bylaw adopted.	Summer 2020
• Apply for infrastructure grants	• Grant applications submitted, approved and funds received	All of 2020

Living Green

Priorities	Progress Measures	Timeline
• Continue to pursue the goal of becoming a carbon neutral community.	• Solar panels for Kelsey Centre installed	Summer 2020
• Continue to work with the Provincial Government and K'omoks First Nation to secure a community forest.	• Community Forest secured with KFN and Provincial Government	Fall 2020
• Continue to develop the Village trail system.	• Rails on Kelly's Bridge installed, trails maintained	Spring 2020
• Continue to expand the Community Garden and flower gardens throughout the Village.	• Grant funding received for revitalizing the Community Garden	Summer 2020

Staff Professional Development

Priorities	Progress Measures	Timeline
• Ensure staff and Village volunteers receive adequate emergency management training and the village has an emergency response plan in place.	• Staff and EOC representative reports to Council regarding quarterly meetings with stakeholders. Emergency response plan in place.	All of 2020
• Continue Council, staff and volunteer professional development through various municipal and professional associations ensuring the Village continues to receive good value for the resources expended.	• Training for all Council, Staff and volunteers scheduled, and training taken.	All of 2020
• Institute a new employee performance evaluation system.	• Performance evaluation system in place.	Fall 2020

Tourism Development

Priorities	Progress Measures	Timeline
• Continue the Village beautification program including upgrading signage, cleaning and painting Village buildings and structures, and enhancing the Village gardens.	• Bus stop at campground repaired or replaced; ORV signage installed indicating the location of the designated route.	Spring 2020
• Work with local organizations and the Regional District to enhance signage and way finding in Sayward.	• Additional signage installed	All of 2020
• Support and work with the Tourism Committee.	• Meetings attended and joint initiatives completed	All of 2020

Village Operations

Priorities	Progress Measures	Timeline
• Review and update Village internal policies and procedures. There are several policy and Bylaw updates that need to be completed. Policies include: Personnel Benefits, Conflict of Interest, Criminal Record Search, Hiring, Annual Tax Sale, Permissive Tax Exemption, Respectful Workplace, Procurement. Bylaws include: Building, Zoning (Cannabis), Reserves.	• Additional Policies and Bylaws approved by Council	All of 2020
• Review the Village fee structure to ensure it is up to date and equitable including water, sewer, recreation, other fees and charges. New fees & charges bylaw to be brought forward to Council.	• Review of fees completed, new Fees and Charges Bylaw approved.	Fall 2020

• Review tax ratios • Update the Village of Sayward Official Community Plan using grant funding.	• Updated tax ratio system. • Grant funding in place, public meetings held, OCP updated.	Spring 2020 Summer 2020

Summary		2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
OPERATING REVENUE								
Taxation - General Municipal Purpose		**329,170**	**331,812**	**337,399**	**345,834**	**354,480**	**363,342**	**372,425**
Other taxes		**11,908**	**11,959**	**12,145**	**12,388**	**12,636**	**12,889**	**13,147**
Federal Community Works Fund Grant		**139,515**	**137,348**	**68,216**	**71,562**	**71,562**	**75,143**	**75,143**
Provincial Govt Grants		**392,000**	**392,397**	**399,840**	**407,837**	**415,994**	**424,313**	**432,800**
CARIP Grant		**2,500**	**0**	**2,500**	**2,500**	**2,500**	**2,500**	**2,500**
Interest & Tax Penalties		**6,500**	**9,474**	**6,500**	**6,500**	**6,500**	**6,500**	**6,500**
Unrealized Gain (Loss)		**0**	**-688**	**0**	**0**	**0**	**0**	**0**
General Investment Income		**7,000**	**7,185**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**
Other Revenue		**14,800**	**16,009**	**12,350**	**7,350**	**7,350**	**7,350**	**7,100**
Licences, Permits & Fines		**2,500**	**8,262**	**6,000**	**6,000**	**6,000**	**6,000**	**6,000**
Internet Equipment Rental Revenue		**6,500**	**6,120**	**0**	**0**	**0**	**0**	**0**
General Operating Grants		**140,129**	**69,319**	**205,789**	**2,500**	**2,500**	**2,500**	**2,500**
Age Friendly Program Revenue		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Sale of Service - Recreation Centre		**28,170**	**26,252**	**24,332**	**24,482**	**24,635**	**24,791**	**24,950**
Sale of Service - Other		**16,800**	**15,087**	**16,200**	**16,500**	**16,809**	**17,127**	**17,455**
RCMP Rent		**22,800**	**22,800**	**23,800**	**23,800**	**23,800**	**23,800**	**23,800**
RCMP Maintenance		**9,748**	**9,748**	**9,748**	**9,748**	**9,748**	**9,748**	**9,748**
Sewer Revenue		**70,902**	**72,193**	**72,843**	**75,160**	**77,559**	**80,041**	**82,610**
Water Revenue		**112,438**	**111,738**	**122,683**	**131,112**	**140,130**	**149,779**	**160,104**
Solid Waste Revenue		**37,717**	**38,526**	**39,407**	**41,182**	**43,045**	**45,002**	**47,057**
Total Operating Revenue		**1,351,095**	**1,286,230**	**1,364,752**	**1,189,454**	**1,220,247**	**1,255,825**	**1,288,839**
OPERATING EXPENDITURES								
Legislative Services		57,510	54,447	58,810	58,810	58,810	58,810	58,810
Administration		357,624	325,630	344,166	286,239	284,904	290,467	295,936
Election		2,525	0	2,525	2,525	2,525	2,525	2,525
Recreation Centre		278,485	232,956	257,065	239,341	245,150	251,222	257,575
Parks		42,691	29,603	47,192	44,335	44,991	45,659	46,342
Public Works		56,363	55,794	59,977	61,290	62,661	64,097	0
Roads		33,642	30,480	35,976	36,516	37,066	37,628	38,200
Drainage		9,642	5,527	11,576	10,208	10,342	10,479	10,619
Planning		1,700	4,691	3,000	3,000	3,000	3,000	3,000
Police		9,916	12,328	10,766	10,951	11,154	11,378	11,624
Fire		33,960	31,151	46,060	34,507	35,720	35,310	35,839
Emergency		61,953	18,200	158,100	8,100	8,100	8,100	8,100
Health Clinic		500	0	0	0	0	0	0
Bylaw		500	0	500	500	500	500	500
Solid Waste		44,000	37,801	40,500	41,220	41,954	42,703	43,468
Sewer Operations		68,035	68,168	73,122	69,703	70,817	71,965	73,150
Water Operations		103,709	92,368	119,861	123,354	125,447	127,647	129,963
Total Departmental Expenditures		**1,162,754**	**999,143**	**1,269,197**	**1,030,598**	**1,043,142**	**1,061,491**	**1,015,650**
Surplus/(Deficit) Before Amortization		**188,341**	**287,087**	**95,555**	**158,855**	**177,105**	**194,335**	**273,189**

Summary		2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Amortization Expense - General		53,354	0	53,354	53,354	53,354	53,354	40,852
Amortization Expense - Sewer		36,799	0	36,799	36,799	36,799	36,799	36,799
Amortization Expense - Water		22,379	0	22,379	22,379	22,379	22,379	22,379
Annual Operating Surplus/(Deficit)		**75,809**	**287,087**	**(16,977)**	**46,323**	**64,573**	**81,803**	**173,159**
Transfer to CARIP Reserve	01-02-00-0597	2,500	0	2,500	2,500	2,500	2,500	2,500
Transfer to CWF Reserve (gas tax)	01-02-00-0598	139,515	137,348	68,216	71,562	71,562	75,143	75,143
Transfer to Deferred Revenue (Internet Maint)	01-02-03-0596	6,500	6,120	0	0	0	0	0
Transfers from Reserve/Surplus Accounts:								
Community Works Fund Reserve (gas tax)								
CARIP Reserve (2020 Strategic Priority)		(10,000)		(10,000)				
Transfer from Reserves for Operating				(14,250)	(6,500)			
Net contributions to (from) Reserves		**138,515**	**143,468**	**46,466**	**67,562**	**74,062**	**77,643**	**77,643**
Annual Operating Surplus before amortization adjustment		**(62,705)**	**143,619**	**(63,443)**	**(21,238)**	**(9,489)**	**4,160**	**95,516**
Adjust for Non-Cash Items (Amortization)		112,532	-	112,532	112,532	112,532	112,532	100,030
Annual Operating Surplus/(Deficit) adjusted		**49,827**	**143,619**	**49,089**	**91,294**	**103,043**	**116,692**	**195,546**
Transfer to/(from) Sewer Surplus/Reserves		2,867	4,025	4,220	5,457	6,741	8,076	9,460
Transfer to/(from) Water Surplus/Reseves		8,729	19,370	2,823	7,757	14,682	22,132	30,141
Transfer to/(from) General Surplus/Reserves		38,230	120,224	42,046	78,080	81,619	86,484	155,945
NET		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Non-Capital projects/other items - Operating Budget								
Admin - MAIS software	7,500	4,800	4,750					
Admin - Office carpet, flooring and counter	6,500				6,500			
Admin - Community Forest	30,000							
Admin - Insulate storage room	7,500							
Admin - CARIP Initiative	10,000	10,000		10,000				
Recreation - office equipment	1,500							
Recreation - laptop	1,000	1,000	890					
Recreation - paint siding on building	3,500			3,500				
Recreation - pool equipment	1,500			1,500				
Fire - paint siding on Hall #1	3,750			3,750				
Fire - replace volume pump (engine #4)	3,500			3,500				
Fire - SCBA	5,000			5,000				
Fire - Bunkergear	5,000			5,000				
Fire - training for firefighters	6,000			6,000				
Parks - 2 tables for gazebo	5,000			2,500				
Parks - replace logs around playground	5,000							
Parks - railings for Kelly's Bridge	1,500			1,000				
Public Works - rear tires for tractor (Kubota)	1,800	1,800						
Public Works - tidy tank for refueling generators	1,400			800				

Summary		2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Sewer - Camera work MacMillan	3,500	2,500		3,500	3,500	3,500	3,500	3,500
Sewer - MacMillan Dr.	4,500			4,500				
Drainage - MacMillan drainage review	10,000							
Grants (Operating):								
Admin - Pond grant - now website				10,000				
Admin - Age Friendly Grant - OCP update				25,000				
Admin - C2C Forum				5,000				
Emergency - UBCM grant for evac route plan				24,500				
Emergency - UBCM grant for emergency ops				24,428				
Emergency - UBCM Floodmap study				150,000				

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
GENERAL REVENUE								
Revenue								
Taxation - General Municipal Purpose	01-01-00-0100	329,170	331,812	337,399	345,834	354,480	363,342	372,425
Total Taxes		**329,170**	**331,812**	**337,399**	**345,834**	**354,480**	**363,342**	**372,425**
Utilities Tax - B.C. Hydro	01-01-00-0110	3,380	3,380	3,721	3,795	3,871	3,949	4,028
Utilities Tax - Telus	01-01-00-0111	1,595	1,595	1,627	1,659	1,692	1,726	1,761
Utilities Tax - Cable	01-01-00-0112	980	1,299	1,000	1,020	1,040	1,061	1,082
Total Utilities Taxes		**5,955**	**6,275**	**6,347**	**6,474**	**6,604**	**6,736**	**6,870**
Federal Grant-in-lieu-of Taxes	01-01-00-0130	5,952	5,684	5,798	5,914	6,032	6,153	6,276
Federal Community Works Fund Grant	01-01-00-0136	139,515	137,348	68,216	71,562	71,562	75,143	75,143
Provincial Govt Grants	01-01-00-0140	392,000	392,397	399,840	407,837	415,994	424,313	432,800
CARIP Grant	01-01-00-0141	2,500	0	2,500	2,500	2,500	2,500	2,500
HOG Administration Fee	01-01-00-0145	2,100	2,096	2,100	2,100	2,100	2,100	2,100
Revenue - Other	01-01-00-0192	1,850	2,772	1,400	1,400	1,400	1,400	1,400
Unrealized Gain (Loss)	01-01-00-0258	0	-688	0	0	0	0	0
Interest Income General	01-01-00-0259	7,000	7,185	5,000	5,000	5,000	5,000	5,000
Interest & Tax Penalties	01-01-00-0260	6,500	9,474	6,500	6,500	6,500	6,500	6,500
Tax Sale Revenue	01-01-00-0275	0	0	0	0	0	0	0
Total Other General Revenue		**557,417**	**556,269**	**491,354**	**502,812**	**511,087**	**523,109**	**531,719**
Total General Revenue		**892,542**	**894,355**	**835,100**	**855,120**	**872,171**	**893,187**	**911,014**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
OTHER GOVERNMENTS								
Revenue								
Comox Strathcona Waste Management	01-01-00-0119	5,470	9,487	9,500	9,500	9,500	9,500	9,500
School Tax	01-01-00-0120	70,000	82,670	83,000	83,000	83,000	83,000	83,000
Regional Hospital	01-01-00-0121	24,000	27,102	27,000	27,000	27,000	27,000	27,000
BC Assessment Authority	01-01-00-0122	1,550	1,882	1,800	1,800	1,800	1,800	1,800
Municipal Finance Authority	01-01-00-0123	7	10	7	7	7	7	7
Regional District	01-01-00-0124	14,000	14,552	14,500	14,500	14,500	14,500	14,500
Regional Library	01-01-00-0125	12,000	11,946	12,000	12,000	12,000	12,000	12,000
Police Tax	01-01-00-0126	13,518	15,355	15,000	15,000	15,000	15,000	15,000
Total Other Governments Revenue		**140,545**	**163,002**	**162,807**	**162,807**	**162,807**	**162,807**	**162,807**
Expenditure								
Requsitions - School Tax	01-02-00-0577	70,000	82,670	83,000	83,000	83,000	83,000	83,000
Requisitions - Regional Hospital	01-02-00-0578	24,000	27,102	27,000	27,000	27,000	27,000	27,000
B.C. Assessment Authority	01-02-00-0579	1,550	1,882	1,800	1,800	1,800	1,800	1,800
Municipal Finance Authority	01-02-00-0580	7	10	7	7	7	7	7
Regional District	01-02-00-0581	14,000	14,552	14,500	14,500	14,500	14,500	14,500
Regional Library	01-02-00-0582	12,000	11,946	12,000	12,000	12,000	12,000	12,000
Requisitions - Police Tax	01-02-00-0583	13,518	15,355	15,000	15,000	15,000	15,000	15,000
Comox Strathcona Waste Management	01-02-00-0584	5,470	9,487	9,500	9,500	9,500	9,500	9,500
Total Other Governments Expenditure		**140,545**	**163,002**	**162,807**	**162,807**	**162,807**	**162,807**	**162,807**
Net Other Governments		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
LEGISLATIVE SERVICES								
Revenue								
Total Legislative Revenue		0	0	0	0	0	0	0
Expenditure								
Honorarium - Mayor	01-02-02-0365	9,360	9,360	9,360	9,360	9,360	9,360	9,360
Honorarium - Councillors	01-02-02-0366	28,800	28,800	28,800	28,800	28,800	28,800	28,800
Payroll Costs - Mayor & Council (CPP)	01-02-02-0370	650	490	650	650	650	650	650
Travel & Education - Council	01-02-02-0380	15,200	12,940	16,000	16,000	16,000	16,000	16,000
Council - Economic Development Projects	01-02-02-0501	2,500	1,594	2,500	2,500	2,500	2,500	2,500
Council - Office Supplies/Expenses	01-02-02-0510	1,000	1,264	1,500	1,500	1,500	1,500	1,500
Total Legislative Expenditure		**57,510**	**54,447**	**58,810**	**58,810**	**58,810**	**58,810**	**58,810**
Net Legislative		**(57,510)**	**(54,447)**	**(58,810)**	**(58,810)**	**(58,810)**	**(58,810)**	**(58,810)**

Travel & Education			2019			2020
	5	$ 400	$ 2,000	5	$ 400	$ 2,000
UBCM	1	$ 3,000	$ 3,000	2	$ 3,000	$ 6,000
AVICC	2	$ 1,300	$ 2,600	2	$ 1,300	$ 2,600
LGLA	3	$ 1,200	$ 3,600	2	$ 1,200	$ 2,400
Other	1	$ 4,000	$ 4,000	1	$ 3,000	$ 3,000
			$ 15,200			$ 16,000

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
ADMINISTRATION								
Revenue								
Grants - Admin	01-01-03-0140	40,000	28,908	35,000	0	0	0	0
Tribal Journeys/Canada	01-01-03-0144	5,000	0	5,000	0	0	0	0
Area A Fire Administration Fee	01-01-03-0150	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Building Permits	01-01-03-0160	500	4,066	2,500	2,500	2,500	2,500	2,500
Business Licenses	01-01-03-0165	1,500	3,595	3,000	3,000	3,000	3,000	3,000
Dog Licenses & Fines	01-01-03-0166	500	601	500	500	500	500	500
Photocopies & Fax	01-01-03-0190	100	293	200	200	200	200	200
Sayward News Revenue	01-01-03-0191	4,200	4,566	4,500	4,500	4,500	4,500	4,500
Revenue - Other	01-01-03-0192	2,700	5,886	100	100	100	100	100
Internet Equipment Rental Revenue	01-01-03-0197	6,500	6,120	0	0	0	0	0
Transfer from Reserves		0	0	10,000	6,500	0	0	0
Total Administration Revenue		**63,500**	**56,535**	**63,300**	**19,800**	**13,300**	**13,300**	**13,300**
Expenditure								
Salaries - Admin	01-02-03-0350	160,823	162,842	140,074	142,875	145,733	148,647	151,620
Wages - Custodian	01-02-03-0353	1,704	1,073	1,781	1,817	1,853	1,890	1,928
Salaries - Public Works	01-02-03-0360	0	408	1,672	1,705	1,739	1,774	1,809
Payroll Costs: Admin & PW	01-02-03-0370	40,846	39,359	34,656	35,349	36,056	36,777	37,513
Travel & Education - Admin	01-02-03-0380	10,000	7,161	10,000	10,000	10,000	10,000	10,000
Advertising	01-02-03-0400	750	811	750	750	750	750	750
Tribal Journeys/Canada	01-02-03-0403	5,000	0	5,000	0	0	0	0
Tourism - Tourism Committee	01-02-03-0404	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Sayward News	01-02-03-0405	5,200	4,823	5,200	5,200	5,200	5,200	5,200
Internet	01-02-03-0406	1,200	1,052	1,224	1,248	1,273	1,299	1,325
Postage	01-02-03-0409	1,500	1,831	1,750	1,785	1,821	1,857	1,894
Audit	01-02-03-0410	14,400	14,400	14,832	15,277	15,735	16,207	16,694
Legal	01-02-03-0411	2,500	5,663	5,000	5,000	5,000	5,000	5,000
Computer software & repairs	01-02-03-0414	9,400	7,433	9,500	9,750	9,750	10,000	10,000
Bank Charges, Fees & Interest	01-02-03-0420	2,450	2,505	2,450	2,450	2,450	2,450	2,450
Tax Sale Fees	01-02-03-0421	750	0	0	0	0	0	0
Dues, Memberships & Subscriptions	01-02-03-0435	3,500	4,566	4,500	4,500	4,500	4,500	4,500
Insurance - Building	01-02-03-0445	1,753	1,708	1,928	2,121	2,333	2,567	2,824
Insurance - Liability	01-02-03-0447	2,460	2,373	2,706	2,977	3,274	3,602	3,962
Maintenance & Repairs - Admin Office	01-02-03-0450	2,000	1,709	2,000	8,500	2,000	2,000	2,000
Cleaning Supplies - Office	01-02-03-0454	188	18	188	188	188	188	188
Office Supplies	01-02-03-0510	5,000	5,551	4,500	4,500	4,500	4,500	4,500
Tax Printing	01-02-03-0514	400	514	500	510	520	531	541
Business Travel/Meetings	01-02-03-0518	500	86	500	500	500	500	500

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Economic Development Projects	01-02-03-0525	0	0	1,700	0	0	0	0
Equipment - Admin Office	01-02-03-0529	0	0	1,000	1,000	1,000	1,000	1,000
Contract Labour	01-02-03-0532	59,300	37,873	64,500	1,500	1,500	1,500	1,500
Copier - Rent & Supplies	01-02-03-0535	6,000	4,206	6,000	6,120	6,242	6,367	6,495
Telephone & Cell Phone	01-02-03-0540	5,000	5,211	5,000	5,100	5,202	5,306	5,412
Heating Fuel	01-02-03-0550	8,000	6,400	8,160	8,323	8,490	8,659	8,833
Utilities	01-02-03-0555	4,800	3,852	4,896	4,994	5,094	5,196	5,300
Total Administration Expenditure		357,624	325,630	344,166	286,239	284,904	290,467	295,936
Net Administration		(294,124)	(269,095)	(280,866)	(266,439)	(271,604)	(277,167)	(282,636)

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
ELECTION								
Revenue								
Total Election Revenue		0	0	0	0	0	0	0
Expenditure								
Salaries - Admin	01-02-04-0350	420	0	420	420	420	420	420
Salaries - Public Works	01-02-04-0360	140	0	140	140	140	140	140
Payroll Costs - Admin & PW	01-02-04-0370	40	0	40	40	40	40	40
Election Expense	01-02-04-0520	1,925	0	1,925	1,925	1,925	1,925	1,925
Total Election Expenditure		**2,525**	**0**	**2,525**	**2,525**	**2,525**	**2,525**	**2,525**
Net Election		**(2,525)**	**-**	**(2,525)**	**(2,525)**	**(2,525)**	**(2,525)**	**(2,525)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
RECREATION CENTRE								
Revenue								
Grants - Recreation	01-01-06-0140	43,776	25,487	18,289	0	0	0	0
Kelsey Centre Gift Certificates	01-01-06-0167	0	24	0	0	0	0	0
Age Friendly Program Revenue	01-01-06-0168	0	0	0	0	0	0	0
Swim Lesson Fees	01-01-06-0169	500	1,195	500	500	500	500	500
Ten Pack	01-01-06-0171	5,750	3,645	4,000	4,000	4,000	4,000	4,000
Single User - Pool	01-01-06-0173	4,600	3,794	4,000	4,000	4,000	4,000	4,000
Single User - Gym	01-01-06-0174	230	288	230	230	230	230	230
Drop In Fitness Fees	01-01-06-0177	230	116	150	150	150	150	150
Drop In Weight Room Fees	01-01-06-0178	403	220	300	300	300	300	300
Monthly Passes	01-01-06-0179	863	160	250	250	250	250	250
Shower Fees	01-01-06-0181	345	202	250	250	250	250	250
After School Program/Day Care Fees	01-01-06-0182	4,600	3,390	3,500	3,570	3,641	3,714	3,789
Concession Sales	01-01-06-0183	5,000	3,376	4,000	4,080	4,162	4,245	4,330
Pool Rental	01-01-06-0185	200	0	200	200	200	200	200
Gym Rental	01-01-06-0186	300	3,544	850	850	850	850	850
Room Rental	01-01-06-0187	150	502	400	400	400	400	400
Rentals - Tables and Chairs	01-01-06-0188	400	165	150	150	150	150	150
Birthday Party/Event Revenue	01-01-06-0189	500	458	400	400	400	400	400
Kelsey Centre Van Donations	01-01-06-0270	2,600	3,634	2,652	2,652	2,652	2,652	2,652
Special Event Revenue/Donations	01-01-06-0271	1,500	1,358	2,500	2,500	2,500	2,500	2,500
Afterschool Program Donations	01-01-06-0272	0	204	0	0	0	0	0
Transfer from Reserves		0	0	3,500	0	0	0	0
Total Recreation Centre Revenue		**71,946**	**51,763**	**46,121**	**24,482**	**24,635**	**24,791**	**24,950**
Expenditure								
Operating Expenses								
Salaries - Admin	01-02-06-0350	33,965	32,823	35,779	36,495	37,224	37,969	38,728
Wages - Recreation	01-02-06-0352	25,061	23,424	23,847	24,324	24,811	25,307	25,813
Wages - Custodian	01-02-06-0353	7,951	4,593	8,312	8,478	8,648	8,821	8,997
Wages - Lifeguards	01-02-06-0354	30,279	19,041	27,740	28,295	28,860	29,438	30,026
Payroll Costs: Admin & PW	01-02-06-0370	19,917	18,911	18,764	19,139	19,522	19,912	20,310
Travel & Education - Recreation	01-02-06-0380	3,000	2,461	3,000	3,000	3,000	3,000	3,000
Advertising	01-02-06-0400	250	0	250	250	250	250	250
Dues, Memberships & Subscriptions	01-02-06-0435	500	262	500	500	500	500	500

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Afterschool Supplies/Expenses	01-02-06-0437	500	275	500	500	500	500	500
Concession	01-02-06-0438	3,000	1,505	2,500	2,500	2,500	2,500	2,500
Special Events Expense	01-02-06-0440	2,500	3,858	2,500	2,500	2,500	2,500	2,500
Swim Lesson Expenses	01-02-06-0442	300	41	300	300	300	300	300
Age Friendly Programming Expenses	01-02-06-0443	0	1,154	0	0	0	0	0
M & R, Gas & Oil - Age Friendly Van	01-02-06-0480	2,600	3,634	2,652	2,705	2,759	2,814	2,871
Office Supplies	01-02-06-0510	1,000	1,103	1,000	1,000	1,000	1,000	1,000
Chemicals & Maintenance - Pool	01-02-06-0515	4,000	3,525	4,000	4,080	4,162	4,245	4,330
Rec Centre Supplies	01-02-06-0516	2,000	1,873	2,000	2,000	2,000	2,000	2,000
Business Travel/Meetings	01-02-06-0518	250	0	250	250	250	250	250
Community Wellness Project expenses	01-02-06-0524	43,776	25,487	18,289	0	0	0	0
Equipment - Recreation Centre	01-02-06-0529	3,000	3,015	3,500	2,000	2,000	2,000	2,000
Telephone & Internet	01-02-06-0540	2,850	2,633	2,907	2,965	3,024	3,084	3,146
Sub Total Operating Expenses		**186,699**	**149,620**	**158,589**	**141,280**	**143,810**	**146,390**	**149,022**
Building Expenses								
Salaries - Public Works	01-02-06-0360	9,295	11,262	10,628	10,840	11,057	11,278	11,504
Payroll Costs: Admin & PW	01-02-06-0370	1,884	0	1,812	1,848	1,885	1,923	1,961
Insurance - Building	01-02-06-0445	14,389	13,683	15,052	16,557	18,213	20,034	22,037
Insurance - Liability	01-02-06-0447	800	772	849	934	1,028	1,130	1,243
Maintenance & Repairs - Recreation	01-02-06-0450	13,000	13,029	16,500	13,000	13,000	13,000	13,000
Cleaning Supplies	01-02-06-0454	1,219	676	1,219	1,219	1,219	1,219	1,219
Heating Fuel	01-02-06-0550	32,000	27,125	32,640	33,293	33,959	34,638	35,331
Utilities	01-02-06-0555	19,200	16,789	19,776	20,369	20,980	21,610	22,258
Sub Total Building Expenses		**91,786**	**83,336**	**98,476**	**98,060**	**101,340**	**104,832**	**108,553**
Total Recreation Centre Expenditure		**278,485**	**232,956**	**257,065**	**239,341**	**245,150**	**251,222**	**257,575**
Net Recreation Centre		**(206,539)**	**(181,194)**	**(210,944)**	**(214,859)**	**(220,515)**	**(226,431)**	**(232,625)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
PARKS								
Revenue								
Grants - Parks	01-01-13-0140	0	0	0	0	0	0	0
Camping Revenue	01-01-13-0190	11,000	10,228	10,000	10,300	10,609	10,927	11,255
Revenue - Other	01-01-13-0192	0	62	0	0	0	0	0
Park Bench Revenue	01-01-13-0195	1,500	0	1,500	1,500	1,500	1,500	1,500
Transfer from Reserves		0	0	2,500	0	0	0	0
Total Parks Revenue		**12,500**	**10,290**	**14,000**	**11,800**	**12,109**	**12,427**	**12,755**
Expenditure								
Wages - Custodian	01-02-13-0353	1,136	617	1,187	1,211	1,235	1,260	1,285
Salaries - Public Works	01-02-13-0360	26,334	21,389	25,557	26,068	26,590	27,121	27,664
Payroll Costs: Admin & PW	01-02-13-0370	4,021	2,719	3,918	3,997	4,077	4,158	4,241
Advertising	01-02-13-0400	275	0	275	275	275	275	275
Cleaning Supplies	01-02-13-0454	375	36	375	375	375	375	375
M & R - Equipment	01-02-13-0475	1,700	1,197	2,500	1,500	1,500	1,500	1,500
Diesel & Oil - Kubota Mower	01-02-13-0477	350	0	357	364	371	379	386
Supplies - Parks	01-02-13-0516	4,500	1,833	5,000	5,000	5,000	5,000	5,000
Equipment - Parks	01-02-13-0529	0	0	4,000	1,500	1,500	1,500	1,500
Contract Labour	01-02-13-0532	1,500	420	1,500	1,500	1,500	1,500	1,500
Park Bench Expense	01-02-13-0534	1,400	0	1,400	1,400	1,400	1,400	1,400
Utilities	01-02-13-0555	1,100	1,392	1,122	1,144	1,167	1,191	1,214
Total Parks Expenditure		**42,691**	**29,603**	**47,192**	**44,335**	**44,991**	**45,659**	**46,342**
Net Parks		**(30,191)**	**(19,313)**	**(33,192)**	**(32,535)**	**(32,882)**	**(33,232)**	**(33,586)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
PUBLIC WORKS								
Revenue								
Revenue - Other	01-01-15-0192	250	668	250	250	250	250	250
Total Public Works Revenue		**250**	**668**	**250**	**250**	**250**	**250**	**250**
Expenditure								
Salaries - Public Works	01-02-15-0360	20,618	23,437	22,198	22,642	23,095	23,557	24,028
Payroll Costs: Admin & PW	01-02-15-0370	3,947	4,080	4,261	4,346	4,433	4,522	4,612
Travel & Education - Public Works	01-02-15-0380	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Dues, Memberships & Subscriptions	01-02-15-0435	150	218	150	150	150	150	150
Insurance - Building	01-02-15-0445	1,486	1,384	1,635	1,798	1,978	2,176	2,393
Insurance - Liabiilty	01-02-15-0447	2,295	2,216	2,525	2,777	3,055	3,360	3,696
Insurance & License - Vehicles	01-02-15-0448	6,600	6,589	6,732	6,867	7,004	7,144	7,287
Maintenance of Building	01-02-15-0450	1,000	1,734	1,000	1,000	1,000	1,000	1,000
M & R - Tractor and Dump Truck	01-02-15-0475	1,200	422	1,200	1,200	1,200	1,200	1,200
Diesel & Oil - Tractor and Dump Truck	01-02-15-0477	2,500	917	1,500	1,530	1,561	1,592	1,624
Gas & Oil - Public Works Trucks	01-02-15-0478	2,400	4,110	4,500	4,590	4,682	4,775	4,871
M & R - Public Works Trucks	01-02-15-0480	2,500	2,004	2,500	2,500	2,500	2,500	2,500
Office Supplies	01-02-15-0510	250	315	250	250	250	250	250
General Supplies	01-02-15-0516	3,400	2,040	3,400	3,400	3,400	3,400	3,400
Business Travel/Meetings	01-02-15-0518	500	15	500	500	500	500	500
Equipment	01-02-15-0529	1,000	383	1,000	1,000	1,000	1,000	1,000
Telephone & Internet	01-02-15-0540	2,400	2,330	2,448	2,497	2,547	2,598	2,650
Utilities	01-02-15-0555	3,117	2,599	3,179	3,243	3,307	3,374	3,441
Total Public Works Expenditure		**56,363**	**55,794**	**59,977**	**61,290**	**62,661**	**64,097**	**65,602**
Net Public Works		**(56,113)**	**(55,126)**	**(59,727)**	**(61,040)**	**(62,411)**	**(63,847)**	**(65,352)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
ROADS								
Revenue								
Snow Removal Revenue	01-01-09-0190	400	2,025	1,000	1,000	1,000	1,000	1,000
Total Roads Revenue		**400**	**2,025**	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**
Expenditure								
Salaries - Public Works	01-02-09-0360	5,155	3,476	5,572	5,683	5,797	5,913	6,031
Payroll Costs: Admin & PW	01-02-09-0370	987	588	1,005	1,025	1,045	1,066	1,087
Maintenance & Repairs - Roads	01-02-09-0450	4,500	3,021	4,500	4,500	4,500	4,500	4,500
Sand & Salt	01-02-09-0531	3,000	3,177	3,000	3,000	3,000	3,000	3,000
Contract Labour	01-02-09-0532	0	0	1,500	1,500	1,500	1,500	1,500
Utilities - Street Lighting	01-02-09-0555	20,000	20,217	20,400	20,808	21,224	21,649	22,082
Total Roads Expenditure		**33,642**	**30,480**	**35,976**	**36,516**	**37,066**	**37,628**	**38,200**
Net Roads Services		**(33,242)**	**(28,455)**	**(34,976)**	**(35,516)**	**(36,066)**	**(36,628)**	**(37,200)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
DRAINAGE								
Revenue								
Transfer from Reserves	01-01-10-0315	0	0	0	0	0	0	0
Total Drainage Revenue		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Expenditure								
Salaries - Public Works	01-02-10-0360	5,155	3,766	5,572	5,683	5,797	5,913	6,031
Payroll Costs: Admin & PW	01-02-10-0370	987	644	1,005	1,025	1,045	1,066	1,087
Maintenance & Repairs - Drainage	01-02-10-0450	3,500	1,117	5,000	3,500	3,500	3,500	3,500
Total Drainage Expenditure		**9,642**	**5,527**	**11,576**	**10,208**	**10,342**	**10,479**	**10,619**
Net Drainage		**(9,642)**	**(5,527)**	**(11,576)**	**(10,208)**	**(10,342)**	**(10,479)**	**(10,619)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
PLANNING & BUILDING INSPECTION								
Revenue								
Zoning & TIUPs	01-01-16-0161	0	0	0	0	0	0	0
Total Planning Revenue		0	0	0	0	0	0	0
Expenditure								
Building Inspections	01-02-16-0413	1,200	4,691	2,500	2,500	2,500	2,500	2,500
Rezoning & OCP Expenses	01-02-16-0517	500	0	500	500	500	500	500
Contract Labour	01-02-16-0532	0	0	0	0	0	0	0
Total Planning Expenditure		1,700	4,691	3,000	3,000	3,000	3,000	3,000
Net Planning		(1,700)	(4,691)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
POLICE SERVICES								
Revenue								
RCMP Rent	01-01-08-0198	22,800	22,800	23,800	23,800	23,800	23,800	23,800
RCMP Maintenance	01-01-08-0199	9,748	9,748	9,748	9,748	9,748	9,748	9,748
Total Police Services Revenue		**32,548**	**32,548**	**33,548**	**33,548**	**33,548**	**33,548**	**33,548**
Expenditure								
Salaries - Public Works	01-02-08-0360	5,700	4,335	6,342	6,342	6,342	6,342	6,342
Payroll Costs: Admin & PW	01-02-08-0370	1,035	834	1,074	1,074	1,074	1,074	1,074
Insurance - Building	01-02-08-0445	1,531	1,469	1,684	1,853	2,038	2,242	2,466
Insurance - Liability	01-02-08-0447	150	143	165	182	200	220	242
Maintenance & Repairs - Police	01-02-08-0450	1,500	1,474	1,500	1,500	1,500	1,500	1,500
Municipal Services Expense	01-02-08-0574	0	4,073	4,154	4,237	4,322	4,409	4,497
Total Police Services Expenditure		**9,916**	**12,328**	**10,766**	**10,951**	**11,154**	**11,378**	**11,624**
Net Police Services		**22,632**	**20,220**	**22,782**	**22,598**	**22,394**	**22,170**	**21,924**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
FIRE DEPARTMENT								
Revenue								
Fire Protection - Area A Share	01-01-07-0156	40,219	40,219	52,183	40,273	41,871	41,019	41,555
Fire Protection - Village Share	01-01-07-0157	26,813	26,813	34,788	26,849	27,914	27,346	27,703
Grants - Fire Dept.	01-01-07-0140		400	0	0	0	0	0
Rescue Revenue	01-01-07-0158	0	0	0	0	0	0	0
Misc. for Fire Dept	01-01-07-0190	0	470	0	0	0	0	0
Transfer from Reserves		0	0	3,750	0	0	0	0
Total Fire Department Revenue		**67,032**	**67,902**	**90,721**	**67,122**	**69,786**	**68,364**	**69,259**
Expenditure (Shared)								
Stipends - Fire Chief/Deputy	01-02-07-0362	4,200	4,200	7,200	7,200	7,200	7,200	7,200
Grants - Volunteers	01-02-07-0363	3,600	3,600	3,600	3,600	3,600	3,600	3,600
WorkSafeBC	01-02-07-0375	214	168	218	223	227	232	236
Travel, Training & Education - Fire Dept	01-02-07-0380	6,500	3,648	12,000	12,000	12,500	12,500	13,000
Dues, Memberships & Subscriptions	01-02-07-0435	500	487	500	500	500	500	500
Insurance - Equipment	01-02-07-0445	993	1,011	1,013	1,033	1,054	1,075	1,097
Firefighters Insurance (Disability and Life)	01-02-07-0446	3,900	3,261	3,900	3,900	3,900	3,900	3,900
Insurance - Liability	01-02-07-0447	750	715	825	908	998	1,098	1,208
Insurance & License - Vehicles	01-02-07-0448	4,200	4,179	4,284	4,370	4,457	4,546	4,637
Maintenance & Repairs - Hall #2	01-02-07-0451	0	0	0	0	0	0	0
Cleaning Supplies	01-02-07-0454	94	9	94	94	94	94	94
M & R, Gas & Oil - Small Equipment	01-02-07-0470	3,000	1,829	4,000	4,000	4,000	4,000	4,000
M & R, Gas & Oil - Engine #4 (2007 model at #2 hall)	01-02-07-0471	3,500	2,952	6,900	2,500	3,400	2,500	2,500
M & R, Gas & Oil - Engine #3 (1997 model at #1 Firehall)	01-02-07-0472	3,500	8,477	4,500	2,500	3,400	2,500	2,500
M & R, Gas & Oil - Rescue #33 (1990 Rescue Truck)	01-02-07-0473	1,500	1,678	2,000	2,000	2,000	2,000	2,000
M & R Communications	01-02-07-0475	2,800	369	2,800	1,000	1,000	1,000	1,000
M & R, Gas & Oil - Rescue #22 (2015 Rescue Truck)	01-02-07-0476	1,000	575	1,000	1,000	1,000	1,000	1,000
Office Supplies	01-02-07-0510	250	0	250	250	250	250	250
Firefighter Supplies	01-02-07-0511	10,000	8,884	10,000	10,000	10,000	10,000	10,000
Fire Prevention	01-02-07-0513	500	403	500	500	500	500	500
Equipment - Fire Dept	01-02-07-0529	8,500	2,522	13,500	1,500	1,500	1,500	1,500
Telephone & Internet - Hall #1	01-02-07-0540	1,675	1,519	1,709	1,743	1,778	1,813	1,850
Telephone - Hall #2	01-02-07-0541	1,100	996	1,122	1,144	1,167	1,191	1,214
Utilities - Hall #1	01-02-07-0555	2,800	2,763	2,856	2,913	2,971	3,031	3,091
Utilities - Hall #2	01-02-07-0556	1,956	2,190	2,200	2,244	2,289	2,335	2,381
Total Fire Department Expenditure (Shared)		**67,032**	**56,436**	**86,971**	**67,122**	**69,786**	**68,364**	**69,259**
Expenditure (Village)								
Custodian	01-02-07-0353	568	343	594	606	618	630	643
Salaries - Public Works	01-02-07-0360	545	659	770	786	802	818	834
Payroll Costs: Admin & PW	01-02-07-0370	98	99	123	126	128	131	133
Fire Inspections	01-02-07-0412	3,000	0	3,000	3,000	3,000	3,000	3,000
Maintenance & Repairs - Hall #1	01-02-07-0450	1,500	1,803	5,250	1,500	1,500	1,500	1,500
Village Share - Fire Department	01-02-07-0530	26,813	26,813	34,788	26,849	27,914	27,346	27,703

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Insurance - Building (Hall #1)	01-02-07-0533	869	887	956	1,052	1,157	1,273	1,400
Fire Truck Insurance - Village Share	01-02-07-0573	567	547	578	590	601	613	626
Total Fire Department Expenditure (Village)		**33,960**	**31,151**	**46,060**	**34,507**	**35,720**	**35,310**	**35,839**
Total Fire Department Expenditure		**100,992**	**87,587**	**133,031**	**101,629**	**105,506**	**103,675**	**105,098**
Net Fire Department		**(33,960)**	**(19,685)**	**(42,310)**	**(34,507)**	**(35,720)**	**(35,310)**	**(35,839)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
EMERGENCY PLANNING								
Revenue								
Grants - Emergency Program	01-01-17-0140	56,353	14,924	152,500	2,500	2,500	2,500	2,500
Revenue - Other	01-01-17-0192	0	0	0	0	0	0	0
Total Emergency Planning Revenue		**56,353**	**14,924**	**152,500**	**2,500**	**2,500**	**2,500**	**2,500**
Expenditure								
Stipend - Municipal Emergency Program	01-02-17-0364	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Travel & Education - Emergency Program	01-02-17-0380	2,000	368	2,000	2,000	2,000	2,000	2,000
Municipal Emergency Program Expenses	01-02-17-0522	2,500	1,710	2,500	2,500	2,500	2,500	2,500
Equipment - Emergency Program	01-02-17-0529	4,925	4,309	0	0	0	0	0
Emergency Program Projects	01-02-17-0532	48,928	8,215	150,000	0	0	0	0
Total Emergency Planning Expenditure		**61,953**	**18,200**	**158,100**	**8,100**	**8,100**	**8,100**	**8,100**
Net Emergency Planning		**(5,600)**	**(3,276)**	**(5,600)**	**(5,600)**	**(5,600)**	**(5,600)**	**(5,600)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
HEALTH CENTRE								
Revenue								
Revenue - Other	01-01-20-0192	0	171	0	0	0	0	0
Total Health Centre Revenue		0	171	0	0	0	0	0
Expenditure								
Maintenance and Repairs - Health Clinic	01-02-20-0450	500	0	0	0	0	0	0
Total Health Centre Expenditure		500	0	0	0	0	0	0
Net Health Centre		(500)	171	0	0	0	0	0

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
BYLAW SERVICES								
Revenue								
Ticketing Revenue	new G/L	0	0	0	0	0	0	0
Total Bylaw Services Revenue		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Expenditure								
Travel and Education	01-02-21-0380	0	0	0	0	0	0	0
Misc. Supplies	01-02-21-0516	500	0	500	500	500	500	500
Total Bylaw Services Expenditure		**500**	**0**	**500**	**500**	**500**	**500**	**500**
Net Bylaw Services		**(500)**	**0**	**(500)**	**(500)**	**(500)**	**(500)**	**(500)**

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
SEWER								
Revenue								
Frontage Tax - Sewer Kelsey	01-01-11-0107	6,630	6,627	6,630	6,630	6,630	6,630	6,630
Sewer User Fees	01-01-11-0170	63,972	65,566	66,213	68,530	70,929	73,411	75,980
Sewer Connection Fees	01-01-11-0175	300	0	0	0	0	0	0
Revenue - Other	01-01-11-0192	0	0	0	0	0	0	0
Actuarial Adjustment sewer	01-01-11-0250	0	0	0	0	0	0	0
Transfer from Reserves		0	0	4,500				
Total Sewer Revenue		**70,902**	**72,193**	**77,343**	**75,160**	**77,559**	**80,041**	**82,610**
Expenditure								
Salaries - Admin	01-02-11-0350	20,103	21,549	17,509	17,859	18,217	18,581	18,953
Salaries - Public Works	01-02-11-0360	13,632	13,198	14,888	15,186	15,490	15,799	16,115
Payroll Costs: Admin & PW	01-02-11-0370	7,885	7,631	6,872	7,009	7,150	7,293	7,439
Travel & Education - Sewer	01-02-11-0380	1,500	0	1,500	1,500	1,500	1,500	1,500
Insurance - Building	01-02-11-0445	410	911	900	990	1,089	1,198	1,318
Insurance - Liability	01-02-11-0447	445	428	490	538	592	652	717
Maintenance & Repairs - Sewer	01-02-11-0450	5,000	5,875	5,500	5,500	5,500	5,500	5,500
Sewer Connection Costs	01-02-11-0495	0	0	0	0	0	0	0
Equipment - Sewer	01-02-11-0529	1,250	0	2,000	2,000	2,000	2,000	2,000
Contract Labour	01-02-11-0532	3,500	4,225	9,000	4,500	4,500	4,500	4,500
Sewer Lease Fees	01-02-11-0535	480	470	489	499	509	519	530
Utilities - Agitator, Lift Stations	01-02-11-0555	7,200	7,255	7,344	7,491	7,641	7,794	7,949
Sewer Principal B/L #338	01-02-11-0561	4,450	4,449	4,450	4,450	4,450	4,450	4,450
Sewer Interest B/L # 338	01-02-11-0571	2,180	2,178	2,180	2,180	2,180	2,180	2,180
Total Sewer Expenditure		**68,035**	**68,168**	**73,122**	**69,703**	**70,817**	**71,965**	**73,150**
Net Sewer		**2,867**	**4,025**	**4,220**	**5,457**	**6,741**	**8,076**	**9,460**

Transfer to Sewer Surplus/Reserves	01-02-11-0615	2,867	4,025	4,220	5,457	6,741	8,076	9,460
Amortization expense	01-02-11-0574	36,799		36,799	36,799	36,799	36,799	36,799

Sewer User Rate Increase per 2019 FP		7.00%	3.5%	3.5%	3.5%	3.5%	3.5%
User fee per household/unit		$ 265.45	$ 274.74	$ 284.36	$ 294.31	$ 304.61	$ 315.27
$$ increase			$ 9.29	$ 9.62	$ 9.95	$ 10.30	$ 10.66
User Rate Increase for 2020 FP			3.5%	3.5%	3.5%	3.5%	3.5%
User fee per household/unit		$ 265.45	$ 274.74	$ 284.36	$ 294.31	$ 304.61	$ 315.27
$$ Increase			$ 9.29	$ 9.62	$ 9.95	$ 10.30	$ 10.66
# of units per property tax report	241						

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
WATER								
Revenue								
Frontage Tax - Water Kelsey	01-01-12-0107	2,280	2,280	2,280	2,280	2,280	2,280	2,280
Government Grants	01-01-12-0140	0	0	0	0	0	0	0
Water User Fees	01-01-12-0170	109,458	109,458	120,403	128,832	137,850	147,499	157,824
Water Connection Fees	01-01-12-0175	700	0	0	0	0	0	0
Revenue - Other	01-01-12-0192	0	0	0	0	0	0	0
Actuarial adjustment	01-01-12-0250	0	0	0	0	0	0	0
Total Water Revenue		**112,438**	**111,738**	**122,683**	**131,112**	**140,130**	**149,779**	**160,104**
Expenditure								
Salaries - Admin	01-02-12-0350	20,103	21,549	17,509	17,859	18,217	18,581	18,953
Salaries - Public Works	01-02-12-0360	22,109	27,164	25,943	26,461	26,991	27,530	28,081
Payroll Costs: Admin & PW	01-02-12-0370	9,697	10,240	9,124	9,306	9,493	9,682	9,876
Travel & Education	01-02-12-0380	3,500	2,898	5,000	5,000	5,000	5,000	5,000
Insurance - Building	01-02-12-0445	6,210	2,013	6,831	7,514	8,266	9,092	10,001
Insurance - Liability	01-02-12-0447	520	500	572	629	692	761	837
Maintenance & Repairs - Water	01-02-12-0450	21,000	9,217	15,000	15,000	15,000	15,000	15,000
Maintenance & Repairs - Plant	01-02-12-0452	1,500	883	3,500	5,000	5,000	5,000	5,000
Chemicals - Water	01-02-12-0515	9,000	8,766	18,000	18,000	18,000	18,000	18,000
Equipment - Water	01-02-12-0529	1,000	872	2,500	2,500	2,500	2,500	2,500
Contract Labour	01-02-12-0532	1,000	150	3,500	3,500	3,500	3,500	3,500
Water Lease Fees	01-02-12-0535	590	519	602	614	626	639	651
Telephone & Internet	01-02-12-0540	1,200	278	1,000	1,020	1,040	1,061	1,082
Utilities	01-02-12-0555	4,000	5,038	8,500	8,670	8,843	9,020	9,201
Water Principal B/L #337	01-02-12-0561	1,530	1,531	1,530	1,530	1,530	1,530	1,530
Water Interest B/L #337	01-02-12-0571	750	749	750	750	750	750	750
Total Water Expenditures		**103,709**	**92,368**	**119,861**	**123,354**	**125,447**	**127,647**	**129,963**
Net Water		**8,729**	**19,370**	**2,823**	**7,757**	**14,682**	**22,132**	**30,141**
Transfer to (from) Water Surplus/Reserves	01-02-12-0615	8,729	19,370	2,823	7,757	14,682	22,132	30,141
Amortization expense	01-02-12-0574	22,379		22,379	22,379	22,379	22,379	22,379

Water User Rate Increase per 2019 FP		7.00%	7.0%	7.0%	7.0%	7.0%	7.0%
User fee per household/unit		$ 320.99	$ 343.46	$ 367.50	$ 393.23	$ 420.75	$ 450.21
$$ Increase			$ 22.47	$ 24.04	$ 25.73	$ 27.53	$ 29.45
User Rate Increase for 2020 FP			10.0%	7.0%	7.0%	7.0%	7.0%
User fee per household/unit		$ 320.99	$ 353.09	$ 377.81	$ 404.25	$ 432.55	$ 462.83
$$ Increase			$ 32.10	$ 24.72	$ 26.45	$ 28.30	$ 30.28
# of units per property tax report	341						

Description	Account Codes	2019 Budget	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
SOLID WASTE								
Revenue								
Solid Waste Collection	01-01-14-0170	33,807	34,870	35,497	37,272	39,135	41,092	43,147
Recycling Revenue	01-01-14-0190	500	236	500	500	500	500	500
Revenue - Other	01-01-14-0192	3,410	3,421	3,410	3,410	3,410	3,410	3,410
Total Solid Waste Revenue		**37,717**	**38,526**	**39,407**	**41,182**	**43,045**	**45,002**	**47,057**
Expenditure								
Contract Labour	01-02-14-0532	4,500	3,400	4,500	4,500	4,500	4,500	4,500
Waste Disposal & Tipping Fees	01-02-14-0536	39,500	34,401	36,000	36,720	37,454	38,203	38,968
Total Solid Waste Expenditure		**44,000**	**37,801**	**40,500**	**41,220**	**41,954**	**42,703**	**43,468**
Net Solid Waste		**(6,283)**	**726**	**(1,093)**	**(38)**	**1,091**	**2,299**	**3,589**

Hand pickup fees have gone up $2.4k from 2017 to 2018

Tipping fees have increased $3k annually from 2017 to 2018 due to 18 more users and SRD rate increase per bylaw

Solid Waste User Rate Increase per 2019 FP		7.00%	5.0%	5.0%	5.0%	5.0%	5.0%
User fee per household/unit		$ 212.62	$ 223.25	$ 234.41	$ 246.13	$ 258.44	$ 271.36
$$ Increase			$ 10.63	$ 11.16	$ 11.72	$ 12.31	$ 12.92
User Rate Increase for 2020 FP			5.0%	5.0%	5.0%	5.0%	5.0%
User fee per household/unit		$ 212.62	$ 223.25	$ 234.41	$ 246.13	$ 258.44	$ 271.36
$$ Increase			$ 10.63	$ 11.16	$ 11.72	$ 12.31	$ 12.92
# of units per property tax report	159						

2020 - 2024 CAPITAL BUDGET

			Budget	Funding Source Gov't grants	Other Rev/Grants	Roads Reserve	General Surplus	Water Surplus	Sewer Surplus	CWF Reserve
GENERAL CAPITAL FUND										
Admin	2020	Computer hardware upgrade, replace PC's/Server	$ 10,000				$ 10,000			
Public Works	2020	Shelter for PW equipment	$ 8,000				$ 8,000			
Public Works	2020	Snow and salting truck (5 yr loan through MFA)	$ 14,000			$ 14,000				
Parks	2020	Concrete ramp and handrails (gazebo)	$ 15,000				$ 15,000			
	Total General Capital Fund		$ 47,000	$ -	$ -	$ 14,000	$ 33,000	$ -	$ -	$ -
WATER CAPITAL FUND										
Water	2020	Newcastle Creek Dam Rehabilitation (carry-fwd)	$ 611,616	$ 106,080	$ 176,683			$ 94,213		$ 234,640
Water	2020	Genset for Water Treatment Plant	$ 50,000				$ 25,000	$ 25,000		
	Total Water Capital Fund		$ 661,616	$ 106,080	$ 176,683	$ -	$ 25,000	$ 119,213	$ -	$ 234,640
SEWER CAPITAL FUND										
Sewer	2020	Gensets for liftstations	$ 120,000		$ 120,000					
	Total Sewer Capital Fund		$ 120,000	$ -	$ 120,000			$ -	$ -	$ -
		Total Capital Expenditures	$ 828,616	$ 106,080	$ 296,683	$ 14,000	$ 58,000	$ 119,213	$ -	$ 234,640
GENERAL CAPITAL FUND										
Public Works	2021	Snow and salting truck (5 yr loan through MFA)	$ 14,000							$ 14,000
Public Works	2021	Kubota lawn mower (AMP)	$ 25,000				$ 25,000			
Fire	2021	Genset for Fire Hall #1 (AMP)	$ 50,000				$ 50,000			
Fire	2021	Replace Rescue #33 (AMP)	$ 250,000	$ 250,000						
	Total General Capital Fund		$ 339,000	$ 250,000	$ -	$ -	$ 75,000	$ -	$ -	$ 14,000
WATER CAPITAL FUND										
Water	2021	Fencing for Water Treament Plant	$ 40,000				$ 20,000			$ 20,000
	Total Water Capital Fund		$ 40,000	$ -	$ -	$ -	$ 20,000	$ -	$ -	$ 20,000
SEWER CAPITAL FUND										
	2021	Liftstation electrical and pipes (McMillan/Kelsey W)	$ 150,000	$ 150,000						
	Total Sewer Capital Fund		$ 150,000	$ 150,000	$ -			$ -	$ -	$ -
		Total Capital Expenditures	$ 529,000	$ 400,000	$ -	$ -	$ 95,000	$ -	$ -	$ 34,000
GENERAL CAPITAL FUND										
Public Works	2022	Snow and salting truck (5 yr loan through MFA)	$ 14,000				$ 14,000			
Roads	2022	Resurfacing Village Roads (AMP)	$ 650,000	$ 650,000						
	Total General Capital Fund		$ 664,000	$ 650,000	$ -	$ -	$ 14,000	$ -	$ -	$ -
WATER CAPITAL FUND										
Water	2022	Water Meter Program	$ 395,000	$ 316,000	-			$ 39,000	-	$ 40,000
	Total Water Capital Fund		$ 395,000	$ 316,000	$ -	$ -	$ -	$ 39,000	$ -	$ 40,000
SEWER CAPITAL FUND										
Sewer	2022	Sewer pumps at lagoon liftstation (AMP)	$ 50,000	$ 50,000	-					
	Total Sewer Capital Fund		$ 50,000	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -
		Total Capital Expenditures	$ 1,109,000	$ 1,016,000	$ -	$ -	$ 14,000	$ 39,000	$ -	$ 40,000
GENERAL CAPITAL FUND										
Public Works	2023	Snow and salting truck (5 yr loan through MFA)	$ 14,000				$ 14,000			
Fire	2023	Replace Engine #3 (AMP)	$ 500,000	$ 500,000						
Roads	2023	Resurfacing Kelsey Way & K'Husam Way (AMP)	$ 700,000	$ 581,000						$ 119,000
	Total General Capital Fund		$ 1,214,000	$ 1,081,000	$ -	$ -	$ 14,000	$ -	$ -	$ 119,000
WATER CAPITAL FUND										
	2023									
	Total Water Capital Fund		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

2020 - 2024 CAPITAL BUDGET

			Budget	Funding Source Gov't grants	Other Rev/Grants	Roads Reserve	General Surplus	Water Surplus	Sewer Surplus	CWF Reserve
SEWER CAPITAL FUND										
	2023									
	Total Sewer Capital Fund		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		Total Capital Expenditures	$ 1,214,000	$ 1,081,000	$ -	$ -	$ 14,000	$ -	$ -	$ 119,000
GENERAL CAPITAL FUND										
Public Works	2024	Snow and salting truck (5 yr loan through MFA)	$ 14,000				$ 14,000			
	Total General Capital Fund		$ 14,000	$ -	$ -	$ -	$ 14,000	$ -	$ -	$ -
WATER CAPITAL FUND										
	2024									
	Total Water Capital Fund		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SEWER CAPITAL FUND										
	2024									
	Total Sewer Capital Fund		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
		Total Capital Expenditures	$ 14,000	$ -	$ -	$ -	$ 14,000	$ -	$ -	$ -