



SPECIAL MEETING OF COUNCIL AGENDA

DATE: 2023.03.21

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

1. Call to Order

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.03.21 Council Meeting

3. Information Items

3.1 **2023.03.07 Rural Economic Diversification and Infrastructure Program Grant**

- Kaslo Economic Infrastructure Acceleration Project

3.2 **2023.03.14 Strategic Priorities Fund Application**

- Wastewater Treatment Plant Upgrades

3.3 **2023.03.16 Growing Communities Fund**

4. Business

4.1 **5-Year Financial Plan Presentation**

To receive the presentation of the draft 5-year financial plan.

4.2 **Growing Communities Fund Project Priorities**

To consider allocation of the Growing Communities Fund towards projects identified in the 5-year financial plan.

5. Late Items

6. In Camera Meeting

7. Raised from In Camera Meeting

8. Adjournment



March 7, 2023

Application #: 2022110377
Village of Kaslo

Dear: Ian Dunlop

Re: Rural Economic Diversification and Infrastructure Program (REDIP)
Application #: 2022110377
Project Name: Kaslo Economic Infrastructure Acceleration Project

It is my pleasure to provide you with the contribution agreement for the above-named project which has been approved under the Rural Economic Diversification and Infrastructure Program to a maximum provincial contribution of \$100,000.00.

Please familiarize yourself with the requirements of the agreement in its entirety. This includes the attached schedules which form part of the agreement and contain important information. As described in the agreement, your organization is obligated to adhere to various reporting requirements throughout the project.

Please ensure the contribution agreement is circulated to all affected parties and signed by authorized signatories for your organization. Please ensure a PDF version of the signed Agreement is emailed to ruraldevelopment@gov.bc.ca by March 17, 2023. A copy of the fully signed agreement will be forwarded to you for your office records.

Please ensure all public information material pertaining to the project clearly and prominently indicate that funding for the approved project is provided by the Province of British Columbia under REDIP. The Province will be making public announcements about the successful projects in the near future. We require that you keep confidential the confirmation of your funding until it is announced publicly by the Province.

Please note that JEDI Regional Economic Operations staff are available to provide support for the successful implementation of your project. The Regional Manager for your area is Jen Comer and their contact information is: jen.comer@gov.bc.ca.

Congratulations, and if you have any questions regarding the above, please contact the Rural Policy and Programs branch at 250-356-7950.

Best regards,

A handwritten signature in black ink that reads "K Reid".

Kimberley Reid, A/Executive Director
Regional and Rural Development Unit
Ministry of Jobs, Economic Development and Innovation

pc: Matthew Scott-Moncrieff, Director
Rural Programs
Ministry of Jobs, Economic Development and Innovation



Agreement #: 2022110377

PO Box 576
413 Fourth Street
Kaslo, BC
V0G 1M0

March 7, 2023

Dear Ian Dunlop:

The purpose of the Rural Economic Diversification and Infrastructure Program is to provide support to rural communities for economic diversification, resilience, infrastructure and clean growth opportunities.

The Ministry of Jobs, Economic Development and Innovation (the "Province", "we", "us", or "our" as applicable) is pleased to provide the Village of Kaslo (the "Recipient", "you", or "your" as applicable) a grant for \$100,000.00 payable to you on or before March 31, 2023 in order to support the Kaslo Economic Infrastructure Acceleration Project (the "Project") as outlined in Appendix A – Project Details and with the stipulations that you follow the Marketing, Publicity and Communications requirements of Appendix B.

Under this Agreement any funds that have not been expended, or which cannot be committed to the achievement of the Project as outlined in Appendix A:

- (a) Must be returned by the Recipient to the Province; or
- (b) May be retained by the Recipient as supplemental funding upon written confirmation from the Province.

This Agreement starts upon its execution and ends May 31, 2025.

Further to this, the Province requires reporting on the status of achievements in relation to this funding, and financial information, with timing and content of reporting as agreed between the Province and the Recipient. All reporting templates will be provided by the Province. The Recipient will submit an interim report at 50% Project completion and a final project report upon Project completion but prior to the agreement end date identified in this agreement.

We wish you success in achieving the objectives of this Agreement. Please contact the Rural Policy and Programs branch at 250-356-7950 if you have any questions or concerns.

Yours truly,

March 7, 2023

Date

Kim Reid, A/Executive Director
Regional and Rural Development Unit
Ministry of Jobs, Economic Development and Innovation



APPENDIX A – PROJECT DETAILS

A.1 Project Title: Kaslo Economic Infrastructure Acceleration Project.

A.2 Project Description:

The Kaslo Economic Infrastructure Acceleration Project will kickstart implementation of planning and economic development projects, community and Indigenous consultation through local capacity building.

A.3 The Commencement Date of the Project shall be NO LATER than January 31, 2024.

A.4 The Completion Date of the Project shall be no later than March 31, 2025.

APPENDIX B – MARKETING, PUBLICITY AND COMMUNICATIONS

1. Media events and promotional materials regarding the Project shall not occur without the prior knowledge and agreement of the Province. The Recipient will provide at least 15 working days' notice to the Province's Community Support Grant Program contact of media events. Media events include, but are not limited to, news conferences, public announcements, official events or ceremonies, news releases, or release of documents, including posts to Social Media platforms that contain graphics.
2. Notice of a media event shall be provided by the Recipient to the Province's contact. Current contact is:

Rural Policy and Programs Branch at ruraldevelopment@gov.bc.ca.

Notification of a new contact may be provided from time to time.
3. Any media event shall take place at a mutually agreed date and location.
4. The Recipient is required to acknowledge the Financial Contribution made by the province and must obtain approval from the Ministry for all communications activities related to provincially funded programs, including signage, posters, exhibits, pamphlets, brochures, advertising, websites, forms, social media posts (with graphics) and/or other publications produced by the Recipient and related to the Project, in terms satisfactory to the province.
5. The Recipient will use the Province's logo in accordance with the [Guidelines for Use of the Supported by BC Mark](#) in acknowledging the financial contribution of the Province.
6. The Recipient is required to use the "supported by the BC Province" mark.
7. Any and all use of the BC Mark by the Recipient requires application to the province for [third-party use](#) and must comply with the graphic standards and any conditions communicated, by the Province to the Recipient from time to time. The Recipient is required to use the "supported by the BC Province" mark.

✓ Success! Thank you for your submission. ✕

💡 This application was completed on **2023-01-05 07:33:39 UTC** and is now read-only.



Rural Economic Diversification and Infrastructure Program

PLEASE READ THE RURAL ECONOMIC DIVERSIFICATION AND INFRASTRUCTURE PROGRAM (REDIP) INFORMATION GUIDE before completing this application form. You can download the program guide here [🔗](https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27) (https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27). It is important to review the eligibility and selection criteria and submit a fully completed application online by January 4, 2023 (11:59 pm PST).

NOTE: This application will auto-save while you work on it, even if you close

your browser window. We recommend bookmarking this link for easier access to your in-progress application.

Using the Share/Collaborate feature at the top right of this page can result in work being overwritten or lost. At this time the REDIP program asks applicant not to use this feature to avoid any lost work or inconvenience for system users.

If you clear your browser history or select “Start Over” (bottom left of this page) progress will be lost. To ensure progress is not lost, we recommend saving a back-up of your answers in an MS Word/PDF version of the application.

This application form is dynamic, meaning you can use the navigation bars at the top to go back and forth through sections prior to submitting. Some questions are responsive: additional questions will appear based on your responses.

ALL TEXT-BASED QUESTIONS CAN BE ANSWERED IN BULLET FORM.

If you have questions about the application questions or eligibility criteria, please contact:

Rural Policy and Programs Branch

(250) 356-7950 or ruraldevelopment@gov.bc.ca
(mailto:[ruraldevelopment@gov.bc.ca?subject=REDIP Application Form Question](mailto:ruraldevelopment@gov.bc.ca?subject=REDIP%20Application%20Form%20Question))

If you are experiencing technical issues, please navigate to the “Help” button at the bottom right of the screen to submit a support request to Benevity.

Eligibility Criteria

Let's make sure you're in the right place. Start by answering these basic eligibility questions.

REDIP Funding Streams

REDIP is comprised of three distinct funding streams. Each stream has a specific purpose and targets different project types and communities.

Economic Capacity: Building capacity in small rural communities and Indigenous communities. Max \$50,000/year over 2 years, 100% of project costs.

Economic Diversification: Development and implementation of projects aimed at local economic diversification and development. The Development sub funding stream has a maximum of \$100,000, 80% of project costs and the Implementation sub funding stream has a maximum of \$1,000,000, 80% of project costs.

Forest Impact Transition: Supporting economic recovery and transition in areas impacted by changes in the forest sector. Max \$500,000, 100% of project costs.

Which funding stream are you applying for?

- Economic Capacity
- Economic Diversification
- Forest Impact Transition

Eligible Target Communities for the Economic Capacity Funding Stream:

Communities with populations of 2,500 or less outside Metro Vancouver and the Capital Regional District.

Indigenous communities and organizations.

Is the target community for this project eligible for this funding stream?

- Yes
- No

Eligible Lead Applicants for the Economic Capacity Funding Stream are:

Local Governments.

Indigenous communities and organizations.

Indigenous Dev. Corps.

Not-for-profits.

Additionally:

All applications must have one lead applicant identified for contact purposes.

Applications can have multiple partner organizations (eligible partners outlined below).

All applicants (lead and partners) must have a physical or service presence in the area of the proposed activity/project.

Ineligible lead applicants are:

Federal entities, including federal Crown Corporations.

Applicants not operating within the Province of British Columbia.

Businesses.

A political party, political action group or lobby group.

Registered charities.

Please click to expand the definitions for the eligible applicants above.

Is the lead applicant for this project eligible for this funding stream?

- Yes
- No

Partnership applications are intended to support collaboration between communities and organizations to pursue regional economic development and diversification projects. Are you partnering with any other organizations for this project?

- Yes
- No

Eligibility Criteria (continued)

Let's make sure you're in the right place. Start by answering these basic eligibility questions.

Eligible Projects for the Economic Capacity Funding Stream:

A broad range of potential activities based on local needs. Examples of activities include:

Assessment of community needs and opportunities.

Assessment of economic development capacity and identification of strategic options.

Build local economic development capacity through targeted coaching.

Build in house resources and capacity.


Reduce staff turnover, enhance stability, and increase capacity.

Is your project eligible for this funding stream?

- Yes
- No

Please note, this application asks for the following documents.

Required

Budget Form (templates can be downloaded from [gov.bc.ca/redip](https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27) 
(<https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27>))

For partnerships: Partnership letters/emails

Optional

Project quotes and plans

List of required/anticipated permits

Evidence of Funding Confirmation

Letters of support

Please do not provide community plans or feasibility studies.

ALL TEXT BASED QUESTIONS CAN BE ANSWERED IN BULLET FORM.

Applicant Information

Legal Name of Lead Applicant

Village of Kaslo

If applicable, please provide your valid BC Registration Number.
(optional)

Address

413 Fourth St

Address (line 2) (optional)

PO Box 576

City

Kaslo

Postal Code

V0G 1M0

Please provide contact information for the primary contact for this request.

First name

Ian

Last name

Dunlop

Title

Chief Administrative Officer

Phone number

250-353-2311

Email

cao@kaslo.ca

Please confirm your email

cao@kaslo.ca

Who is the lead applicant for this project?

- Local Government
- Regional District
- Indigenous Community
- Indigenous Development Corporation
- Not-For-Profit Organizations

Please tell us about your organization and describe any key economic development priorities or goals the organization has for the community. (Max 250 words)

Housing and infrastructure are burgeoning issues for Kaslo as the economy struggles to become more diversified and attracts remote workers due to its internet connectivity and idyllic setting.

Project Information

Project Title

Kaslo Economic Infrastructure Acceleration Project

Please briefly describe your project in 1-2 sentences. This answer may be used for public communications. (Max 100 words)

The Kaslo Economic Infrastructure Acceleration Project will kickstart implementation of planning and economic development projects, community and Indigenous consultation through local capacity building.

What project type best describes your project?

Capacity building

Select the BC Economic Development Region 

(<https://www2.gov.bc.ca/gov/content/data/geographic-data-services/land-use/administrative-boundaries/census-boundaries>) where the project will take place:

Kootenay

Select the Kootenay Regional District where the project will take place.

Central Kootenay

Which Central Kootenay community(ies) will be directly served by the project? (Select all that apply.)

Kaslo

Central Kootenay D

Please tell us about the community(ies). In particular, what are the key economic sectors or drivers within the community(ies)? (Max 250 words)

The Village of Kaslo is located on the western shore of the north arm of Kootenay Lake, within the unceded lands that have been traversed for centuries by the Ktunaxa, Sinixt, and Syilx people. Today, Kaslo is also home to many Indigenous and Metis residents.

Kaslo is a remote community providing services to its resident population of 1,050 (2021) and roughly 2,000 residents of Regional District of Central Kootenay Electoral Area D. The tourism sector has seen growth in recent years, with the Village home to two National Historic Sites and becoming a hub of winter recreation. The Village harnesses the knowledge and creativity of its citizens to ensure that challenges, including food security, shelter, a safe water supply, climate change, and economic sustainability, are met with confidence and enthusiasm. Other economic drivers include IT, small-scale manufacturing and artisans.

What community need or opportunity are you trying to address? (Max 200 words)

- Lack of capacity to move planning and economic development projects forward
- New Official Community Plan implementation
- Provide education and training opportunities - Village staff, business and Non-profit organizations
- Improve digital and technological supports to promote innovation and efficiency
- Attracting and retaining talent to fill workforce needs
- Start the process of consultation and reconciliation with our nearby Indigenous communities.

What are the intended outcomes of the project? (Max 200 words)

- Build awareness of opportunities, supports, and partnerships
- Support new Official Community Plan implementation through community engagement.
- Initiate Indigenous relationship building starting with Yakan Nukiy (Lower Kootenay Band).
- Move forward with various planning projects, for which we already have funding to complete, to create shovel-ready housing and economic infrastructure projects for future funding opportunities to build.

How will the project achieve its aims and desired outcomes? (Max 300 words)

- Hiring a person either directly or under contract to work on achieving these outcomes and build the Village's capacity.
- Direct engagement with businesses and non-profit organizations.
- Coordinating with these local organizations to leverage resources more efficiently
- Developing training opportunities and partnerships
- Strategic consultant assignments, coordinated by the new hire, as needed to fill the gaps in expertise and resources.

Project Timeline

Indicate the estimated start and end dates of the project. Please refer to the Program Guide for additional information on project timelines. [↗](https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/economic-development/find-support-organizations/rural-economic-development/photos/redip_program_guide.pdf)
(https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/economic-development/find-support-organizations/rural-economic-development/photos/redip_program_guide.pdf)

When will the project start?

2023-04-03	
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When is the project expected to be complete?

2024-12-31	
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Please provide a project timeline with up to ten project milestones. If your project require obtaining permits and approvals, include the time required to obtain them in the project timeline.

Description of milestone (Max 100 words)

Community Engagement
- Continuing the work of the recent Official Community Plan to look at local economic development opportunities, engage businesses and organizations such as the Chamber of Commerce regarding business supports and needs. The engagement will help inform the rest of the Kaslo Economic Infrastructure Acceleration project.

Estimated completion of milestone

2023-08-31	
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Would you like to include another project milestone?

- Yes
- No

Description of milestone (Max 100 words)

Infrastructure and housing implementation plans
- This milestone involves getting our regional development projects to investigate development of Kaslo's surplus land for housing and waterfront planning underway. Those projects have separate funding but we currently lack the internal capacity to coordinate and manage them. These are keys to Kaslo's future prosperity and therefore an important outcome of the Kaslo Economic Infrastructure Acceleration project.

Estimated completion of milestone

2023-12-15	
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Would you like to include another project milestone?

- Yes
- No

Description of milestone (Max 100 words)

Capacity Building
- throughout the Kaslo Economic Infrastructure Acceleration project; includes ongoing training to build long term internal capacity

Estimated completion of milestone

2024-12-20	
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Would you like to include another project milestone?

- Yes
- No

Description of milestone (Max 100 words)

Indigenous relationship building
- throughout the Kaslo Economic Infrastructure Acceleration project; we need to get this process started, as identified in the new OCP, and this project helps provide the capacity needed to do so, which may also benefit the Indigenous communities we engage with

Estimated completion of milestone

2024-12-20	
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Project Budget

Please complete and submit the separate detailed Budget Form, available on the REDIP website [🔗 \(https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27\)](https://www2.gov.bc.ca/gov/content?id=A1DA8CBF520D452DA91D81FD2FD05B27) including eligible and ineligible costs, application contributions and other sources of funding.



budget_form_redip-ec_2022_kaslo.xlsx (<https://forms.benevity.org/api/upload/>)
40.60 kB

Total Project Cost

\$150,000

Funding Request from REDIP

\$100,000

Other sources of Government Funding (if applicable)

\$50,000 from Village of Kaslo, which may include surplus, reserves or other eligible program funds.

Project Risk & Feasibility

Please provide any relevant details about how the budget was prepared (e.g. from where did you receive quotes, how recent are the quotes etc.). (Max 200 words)

The budget is based on hiring or contracting a person who will be responsible for managing and implementing the project, along with an allowance for additional staff costs or contractors/consultants as needed. If funding is approved, the budget for the program will be integrated into the Village's 2023-2027 Financial Plan, to be approved by Council in May, 2023.

How will you address any potential overruns in project costs? (Max 200 words)

Village has surplus, reserve and community development funds available in the 2023 and 2024 fiscal year that could be allocated to this project. The capacity brought by this project will leverage work on other funded projects, which will not impact the budget. Rather, it will enable us to spend that money effectively and locally.

Please identify any potential project risk factors (such as permit delays, timeline changes, troubles getting materials or finding staff) and your plan to mitigate and address them if they occur. (Max 300 words)

Finding an individual with a comprehensive skill set to complete the project may be challenging. Therefore, duties may be shared among more than one new, part-time and existing staff, or even temporary co-op students, with time spent on the project tracked accordingly. We hope to minimize the use of consultants, except for specific tasks that can be funded through other commitments, to maximize the benefits to the Village's own internal capacity and team building. Ultimately, the biggest risk is whether or not we can find the right person or people locally, or to relocate here temporarily, to help with this.

Community Support/Planning

How does the project support existing community or economic plans? (Max 200 words)

Kaslo completed a new Official Community Plan in 2022. Economic Development and Recovery is one of the themes in the new OCP, focusing on Business retention and expansion, employment, transportation, role of Village with EDC/Chamber. The top theme in the OCP is Housing and Future Growth, which includes development of vacant and under-utilized municipal land, housing needs assessment, health and childcare supports, which are essential for new economic growth to occur. Providing a range of housing and commercial development to meet current and future needs are main objectives for land use planning. The shortage of industrial land is also identified, along with new opportunities at the airport and waterfront areas. We need the capacity to thoughtfully explore, plan and implement these goals. The Kaslo and Area D Economic Development Commission has also been working on a community-based economic development strategy called Coordinated Leadership: Community Led Economies of Scale. We do not intend to duplicate or add to that work, as the intent of the Kaslo Economic Infrastructure Acceleration Project is to set the stage to achieve practical and tangible outcomes.

Is there community support for the project either through public consultation or letters of support?

- Yes
- In progress
- No

Please describe this community support and how it is demonstrated. (Max 200 words)

Kaslo Village Council has endorsed this project by resolution at their December 13, 2022 meeting. We will follow up with letters of support from local groups in the next few days. Further community consultation will be also be part of this project going forward. Having recently completed the new OCP, there is a great opportunity to continue that community momentum and harvest the desire to roll-up our sleeves and get to work on implementation.

**If you have acquired letters of support please attach them now.
(optional)**

Additional Documentation

Do you have any additional documentation that you would like to add?

- Yes
- No

Applicant Self-Assessment

What barriers have you experienced or anticipate experiencing in accessing funding and delivering programs/projects/services? (Max 200 words)

We have not had a barrier getting funding for planning and economic development projects. We lack the capacity to get these projects going and, if the projects cannot be adequately coordinated locally, we risk wasting money on vague consultant assignments that do not achieve the desired outcomes. That's where we need help, and what we will use this funding for - to deliver on the programs/projects/services that have already been identified as priorities.

The REDIP office currently has a Co-op research student studying this question as part of a Master's Thesis. Do you consent to the use of your answer for research purposes? All answers will be confidential.

- Yes
- No

Would you like to receive additional information about the research?

- Yes
- No

Please describe your staff and volunteer capacity. How many people are involved, in what way and what are their skill sets? (Max 200 words)

Village of Kaslo currently has an administrative staff of 3 full-time employees plus 2 management positions (CAO/CFO and Corporate Officer). We also have one additional temporary staff person for relief. Administrative staff focus on general admin and finance. The managers are the professional staff with generalist skill sets. CAO has education and experience in urban planning, economic development, engineering and finance. Kaslo has a very active and robust volunteer community but most are already maxed out with their existing commitments.

Please describe your ability to retain staff, volunteers and those in leadership positions. Do you have current vacancies, a high turnover rate or troubles with succession planning? (Max 200 words)

In-house training capacity is limited due to time and resources, so most training is done online or by going out of town. Succession planning is improving with the recent addition of the second management position, and we are undergoing a job description review for the admin/finance staff. Leadership turnover is a challenge for all small municipalities, as vacancies usually need to be filled by recruiting from outside the community.

Forest-Sector Impacts

Economic Capacity and Economic Diversification: Forest-Sector Impacts questions will not affect the scoring. Some projects submitted under these streams may be considered for funding under Forest Impact Transition.

How dependent is your community on the forestry sector?

- Not at all dependant Somewhat dependant Dependant
 Very Dependant Completely Dependant

Applicant Feedback

We are always looking for ways to improve our grant application process and our communication with applicants. This section is optional, but your answers will help us improve the services we provide.

How did you learn about REDIP?

- Press/Media Announcement
- Regional Economic Trust
- Community Organization
- Government of BC Regional Manager
- Word of Mouth
- Other

If applicable, select the provincial rural economic development programs you have applied to in the past. (Select all that apply.)

Rural Dividend Program

Community Economic Recovery Infrastructure Program

Were you successful in receiving funding?

- Yes
- No

How long did this application take you to complete (hours)?

15

Do you have any additional comments about the application process? (Max 250 words)

Thank you for this opportunity. It is appreciated. It was a scramble to get the application completed and some of the program's criteria seemed to be at odds with its intentions. The project budget template is very detailed considering the short turnaround and I chose not to make up stuff to fill in the blanks. Hope this simplified approach is okay!

Almost Done!

First, here's some information about our grant review process.

What's next?

Before submitting your application, please use the tabs at the top of the screen to review your responses. Once you click submit, you will receive an email notification that we have received your application. Following internal review, we'll let you know if your request has been approved or declined, provided no additional information is required.

Applicant Attestation

By submitting this application, I confirm that I have the authority to submit this request and agree to the conditions described below.

All information contained herein is correct and complete to the best of my knowledge;

Awarding of funding to successful applicants will be conditional upon finalization of a grant agreement that sets out the terms and conditions of the funding;

I consent to receiving email notifications regarding this application and any subsequent emails from the Rural Economic Diversification and Infrastructure Program or those working on behalf of the Rural Economic Diversification and Infrastructure Program that relate to this application.

Applications submitted under the program are subject to the Freedom of Information and Protection of Privacy Act. The information being collected is for the purpose of administering the program and will be used for the purpose of evaluating eligibility under the program.

Information collected through the application process may be disclosed to Government of British Columbia staff outside the Rural Policy and Programs Branch in order to conduct due diligence on this application.

In addition, the applicant organization's name, location, funded activity and award amount may be made publicly available, including worldwide by way of the Internet, should funding be awarded.

I have read the Attestation above and agree to all the terms therein.

I would like to be informed about future funding opportunities via email communications. (optional)

**Rural Economic Diversification and Infrastructure Program - Economic
(REDIP-EC)**



Detailed Cost Estimate

Applicant Name: VILLAGE OF KASLO
Project Title: Kaslo Economic Infrastructure Acceleration Project

Funding Stream: Economic Capacity

Cost Estimate Developed By: Ian Dunlop, CFO

Date of Cost Estimate (DD-MM-YYYY): 04-01-2023

ELIGIBLE COSTS						
	Description	Total Quantity	Per Unit Amount	Year 1 Cost	Year 2 Cost	Total Cost
Salary and Wages						
Salaries and other employment benefits specifically related to the project (up to 100% of total project costs). Provide job title, wage rate, number of hours or months of employment.	Salary and benefits - Project Coordinator	2,000.00	50.00	50,000.00	50,000.00	100,000
		est. hours	inc. benefits			0
						0
Salary and Wages Sub-Total:				\$50,000	\$50,000	\$100,000
Training						
Training activities as part of the Eligible Project or to support the project.						0
Training Sub-Total:				\$0	\$0	\$0
Project Planning						
For example, costs associated with environmental assessment, engagement and consultation, climate lens assessments, community employment benefit plans						0
						0
						0
Planning Sub-Total:				\$0	\$0	\$0
Consulting and Professional Fees						
List any costs associated with project management, business studies, and project-related professional fees.						0
						0
						0
Consulting and Professional Fees Sub-Total:				\$0	\$0	\$0
Marketing and Promotion						
Marketing or promotion-related costs or speaker stipends.						0
						0
						0
Marketing and Promotion Sub-Total:				\$0	\$0	\$0
Capital Purchases						
Capital purchases up to 35% of total project costs that are essential to project implementation, including: office equipment, software and new technology.						0
						0
						0
Capital Purchases Sub-Total:				\$0	\$0	\$0
Travel and Meetings						
Meals and travel-related expenses must be based on government per diem rates: https://www2.gov.bc.ca/assets/gov/careers/all-employees/pay-and-benefits/appendix_1_travel_allowances.pdf						0
						0
						0
Travel and Meetings Sub-Total:				\$0	\$0	\$0
Other Eligible Costs						
Any eligible costs that do not fit under the above categories.	Aggregate of the above categories, which may include salary & benefits top-up if needed. These costs will be covered by the Village of Kaslo as our contribution to the project. Actual costs will be determined and approved through our annual financial plan process if the provincial funds are secured.			25,000.00	25,000.00	50,000
						0
Other Eligible Costs Sub-Total:				\$25,000	\$25,000	\$50,000
TOTAL ELIGIBLE COSTS*:				\$75,000	\$75,000	\$150,000

INELIGIBLE COSTS						
	Description	Source of Funding	Funding Confirmed(Y/N)?	Year 1 Cost	Year 2 Cost	Total Cost
Infrastructure Costs						0
Land Acquisition Cost						0
Leasing Land, Building and Other Facilities						0
Financing Charges						0
Legal Fees						0
In-kind Contribution						0
Tax Rebate						0
Other						0
TOTAL INELIGIBLE COSTS*:				\$0	\$0	\$0
TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$75,000	\$75,000	\$150,000

*Totals must match totals in the Budget section of the Application Form.

March 14, 2023

Ian Dunlop
Chief Administrative Officer
Village of Kaslo
PO Box 576
Kaslo, BC V0G 1M0

Dear Ian Dunlop:

RE: STRATEGIC PRIORITIES FUND APPLICATION

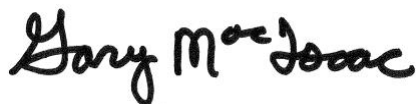
Thank you for submitting your Strategic Priorities Fund (SPF) application for funding under the Canada Community-Building Fund. We have now completed approvals and unfortunately your application for the Kaslo Wastewater Treatment Plant Upgrade (22-0846-SPF) was not approved for funding at this time.

As with previous intakes for pooled funding delivered through the Canada Community-Building Fund, the 2022 SPF intake was oversubscribed. In total, 190 applications were made, with a funding request of over \$514 million. Of these, 45 projects were approved for approximately \$100 million. The projects selected reflect the technical ranking provided to the Management Committee for all projects.

We wish to thank you for taking the time to develop and forward your application. The Management Committee anticipates that funding under the SPF is now fully committed.

Should you have any questions regarding the 2022 SPF intake, please contact Brant Felker, Manager, Canada Community-Building Fund by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Sincerely,



Gary MacIsaac, Chair
Canada Community-Building Fund Management Committee



March 16, 2023

Ref: 271994

Their Worship Mayor Suzan Hewat
Village of Kaslo
PO Box 576
Kaslo BC V0G 1M0

Dear Mayor Hewat:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than \$1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one-time grant, the GCF will provide up to \$1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Municipalities are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects.

Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

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- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Storm water management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by senior level government;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above-noted capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that the Village of Kaslo is the recipient of a \$919,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on three components: a flat funding amount, an “adjusted population” amount and a “population growth” amount. The flat amount is \$500,000. The “adjusted population” amount is \$365 per adjusted population. The population adjustment ensures smaller municipalities get a higher per capita share of funding despite larger municipalities receiving more funding in absolute dollars. The “population growth” amount is \$1,000 per capita population growth between 2016 and 2021.

As a condition of this funding, the grant must be placed in a segregated reserve fund established by bylaw under section 188 of the *Community Charter* for the Capital and Planning purposes of the GCF. This fund must be separate from other existing reserve funds. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 167 of the *Community Charter*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province's contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: L GIF@gov.bc.ca. Further information on the program will be available on the following webpage: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-s-growing-communities-fund>.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,



Anne Kang
Minister

pc: Ian Dunlop, Chief Administrative Officer, Village of Kaslo

Attachment with Example Calculation for a Municipality with 15,000 People

Population Range	From	To	Adjustment Factor
1. Very Small	0	2,000	100%
2. Small	2,001	5,000	80%
3. Small-Med	5,001	10,000	60%
4. Medium	10,001	20,000	40%
5. Large-Med	20,001	40,000	20%
6. Large	40,001	150,000	10%
7. Very Large	150,001	900,000	5%

To illustrate, for a city of 15,000 people, the adjusted population is:

- For this first 2,000 residents, adjustment of 100% = $2,000 \times 100\% = 2,000$
- For the next 3,000 (up to 5,000), adjustment of 80% = $3,000 \times 80\% = 2,400$
- For the next 5,000 (up to 10,000), adjustment of 60% = $5,000 \times 60\% = 3,000$
- For the last 5,000 (up to 15,000), adjustment of 40% = $5,000 \times 40\% = 2,000$

Thus, the city of 15,000 people has an adjusted population of 9,400 ($=2,000 + 2,400 + 3,000 + 2,000$).

If the city grew by 4,500 people between 2016-2021, the total grant amount is calculated as follows:

Component	Calculation	Result
Flat Funding	\$500,000	\$500,000
Adjusted Population	= $9,400 \times \$365$	\$3,431,000
Population Growth	= $4,500 \times \$1,000$	\$4,500,000
Total Grant		\$8,431,000

PREPARED BY: Ian Dunlop, CAO

DATE: March 21, 2023

SUBJECT: 2023 Financial Plan Bylaw

PURPOSE: To receive the draft 2023-2027 Five-year Financial Plan

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Receive the 5-year financial plan report and presentation for information and direct staff to draft the 2023 financial bylaws. Council may discuss the budget and provide direction to staff for preparing the draft bylaws.**
2. Call a special meeting to consider the 5-year financial plan and the Growing Communities Fund priorities before bylaws are drafted. *A special meeting could be called for April 4th or 18th to follow the normal Tuesday schedule.*
3. Receive the report and presentation for information only.

RECOMMENDATION:

THAT the draft 2023-2027 Five Year Financial Plan be received.

THAT staff are directed to draft bylaws for the 2023-2027 Five-year Financial Plan, 2023 Tax Rates, and amendments to the Water and Sewer System Capital Parcel Tax Bylaws.

ANALYSIS:

- A. **Background:** To meet the requirements of Section 197 of the Community Charter this year, all municipalities must adopt their 2023-2027 Five-year financial plan and set tax rates by Friday, May 12, 2023. The first three readings of the bylaws must be done by Wednesday, May 10, 2023. The financial plan must be adopted before the tax rate bylaw, although this can occur at the same meeting.

Municipalities are also required to have a public process for consultation regarding the financial plan. The Village achieves this by having special meetings of Council that are devoted to the budget and financial plan, and advertising the opportunity for the public to provide input. Financial oversight of the municipality is one of Council's most important roles. The budget sets a maximum spending limit for the fiscal year, identifies sources of revenue, the amount needed from taxation, user fees, and other charges, and the major projects and capital expenditures to be undertaken.

Rising costs through 2022 were already challenging, and the highest inflation rate in decades is putting pressure on balancing revenues and expenses coming into 2023 while keeping taxation and other charges reasonable and justifiable to citizens and businesses. This situation creates a lot of uncertainty. While it is possible to amend the financial plan later in the year to reflect revised costs and project plans, we cannot revisit tax rates once they are set in May, nor can a financial plan be in deficit (total revenues lower than total expenditures).

B. Discussion:

The following 2 tables provide the draft revenues and expenditures for the 5-year financial plan. This is the level of detail that will go into the financial plan bylaw. Further details are provided on the subsequent tables.

REVENUE	2023	2024	2025	2026	2027
General Tax Revenue	(732,001.73)	(775,921.83)	(814,717.92)	(847,306.64)	(872,725.84)
Grants-in-Lieu	(32,307.42)	(34,245.86)	(35,958.15)	(37,396.48)	(38,518.37)
Tax Penalties & Interest	(13,400.00)	(14,204.00)	(14,914.20)	(15,510.77)	(15,976.09)
Sale of Services	(60,180.00)	(63,790.80)	(66,980.34)	(69,659.55)	(71,749.34)
Licenses & Permits	(18,236.00)	(19,147.80)	(20,105.19)	(20,909.40)	(21,536.68)
Planning & Development	(11,000.00)	(11,660.00)	(12,243.00)	(12,732.72)	(13,114.70)
Rental & Leases	(101,083.63)	(103,105.30)	(105,167.41)	(107,270.76)	(109,416.17)
Other Income	(23,434.00)	(24,605.70)	(25,835.99)	(26,869.42)	(27,675.51)
Investment Income	(60,000.00)	(63,000.00)	(66,150.00)	(68,796.00)	(70,859.88)
Campground	(39,800.00)	(40,596.00)	(41,407.92)	(42,236.08)	(43,080.80)
Aerodrome	(14,000.00)	(14,700.00)	(15,435.00)	(16,052.40)	(16,533.97)
Cemeteries	(12,000.00)	(12,240.00)	(12,484.80)	(12,734.50)	(12,989.19)
Capital & Project Funding	(2,716,307.34)	(326,011.80)	(1,402,819.20)	(992,884.20)	0.00
Non-Capital Conditional Funding	(810,676.00)	(570,583.00)	(581,994.65)	(593,634.55)	(605,507.24)
Unconditional Funding	(365,600.00)	(365,600.00)	(365,600.00)	(365,600.00)	(365,600.00)
Sale of Assets & Land	0.00	0.00	0.00	0.00	0.00
Transfers between Accounts	(95,396.50)	(101,120.29)	(106,176.30)	(110,423.36)	(113,736.06)
Transfers from Reserves	(289,661.00)	(540,500.25)	(330,100.00)	(700,500.00)	(277,441.00)
Transfers from Surplus	(413,351.19)	0.00	0.00	0.00	0.00
Water Rates & Charges	(290,140.00)	(307,548.40)	(322,925.82)	(335,842.85)	(345,918.14)
Water Taxation	(74,400.00)	(74,400.00)	(74,400.00)	(74,400.00)	(74,400.00)
Water Other Revenue	0.00	0.00	0.00	0.00	0.00
Water Capital Funding	(245,400.00)	(900,750.00)	(300,000.00)	(1,500,000.00)	(77,441.00)
Sewer Rates & Charges	(153,437.00)	(161,108.85)	(167,553.20)	(172,579.80)	(176,031.40)
Sewer Taxation	(16,800.00)	(16,800.00)	(16,800.00)	(16,800.00)	(16,800.00)
Sewer Other Revenue	(6,950.47)	(7,297.99)	(7,589.91)	(7,817.61)	(7,973.96)
Sewer Capital Funding	0.00	(1,100,000.00)	(1,500,000.00)	(1,200,000.00)	(1,250,000.00)
Collections for Others	(1,218,095.57)	(1,291,181.31)	(1,355,740.37)	(1,409,969.99)	(1,452,269.09)
TOTAL REVENUE	(7,813,657.84)	(6,940,119.17)	(7,763,099.38)	(8,757,927.06)	(6,077,294.42)

EXPENSE	2023	2024	2025	2026	2027
Council & Administration	639,885.07	678,278.18	712,192.08	740,679.77	762,900.16
Supplies & Services	121,181.00	128,451.86	134,874.45	140,269.43	144,477.51
Protective Services	330,192.88	350,004.45	367,504.67	382,204.86	393,671.01
Planning & Economic Development	289,059.00	306,402.54	321,722.67	334,591.57	344,629.32
Facilities	153,200.18	162,392.19	170,511.79	177,332.27	182,652.23
Recreation & Culture	105,262.34	111,578.08	117,156.98	121,843.26	125,498.56
PW Operations	315,074.56	333,979.03	350,677.99	364,705.11	375,646.26
PW Fleet & Equipment	84,104.00	89,150.24	93,607.75	97,352.06	100,272.62
Environmental Services	103,664.76	109,884.64	115,378.88	119,994.03	123,593.85
Campground	19,259.72	20,415.30	21,436.07	22,293.51	22,962.32
Aerodrome	13,190.64	13,850.17	14,542.68	15,124.38	15,578.12
Cemeteries	2,337.64	2,384.39	2,432.08	2,480.72	2,530.33
Debt Servicing	26,686.00	24,000.00	0.00	0.00	0.00
Capital & Projects	2,459,157.00	326,011.80	1,402,819.20	992,884.20	0.00
Transfers between Accounts	53,704.00	56,926.24	59,772.55	62,163.45	64,028.36
Transfers to Reserves	1,159,649.07	367,323.52	133,460.23	466,598.19	18,020.18
Water Personnel	102,194.03	108,325.68	113,741.96	118,291.64	121,840.39
Water Operating	110,559.00	117,192.54	123,052.17	127,974.25	131,813.48
Water Debt Servicing	0.00	0.00	0.00	0.00	0.00
Water Capital Expenditures	245,400.00	900,750.00	300,000.00	1,500,000.00	77,441.00
Transfer to Water Reserve	93,900.00	156,430.18	160,531.69	163,976.96	166,664.27
Sewer Personnel	94,193.15	98,902.81	102,858.93	105,944.69	108,063.59
Sewer Operating	36,971.00	38,819.55	40,372.33	41,583.50	42,415.17
Sewer Debt Servicing	0.00	0.00	0.00	0.00	0.00
Sewer Capital Expenditures	0.00	1,100,000.00	1,500,000.00	1,200,000.00	1,250,000.00
Transfer to Sewer Reserve	36,737.23	47,484.48	48,711.86	49,669.21	50,326.60
Collections for Others	1,218,095.57	1,291,181.31	1,355,740.37	1,409,969.99	1,452,269.09
TOTAL EXPENDITURES	7,813,657.84	6,940,119.17	7,763,099.38	8,757,927.06	6,077,294.42

General tax revenue is proposed to rise by 7.25% in 2023, which would result in an average 6% tax increase per property plus revenue from 1.36% in non-market assessment increase (new construction). Actual tax implications per property will vary depending on how the individual property assessment changed since 2022 compared to the average assessment increase. Due to the increase in overall property assessments, the actual tax rate per \$1000 of assessment (the "Mill Rate" will be declining by 11.91%. This will be the 5th consecutive year of mill rate decline for Village tax rates due to the double-digit increases in assessed values over the same period.

Inflation has caused a spike in expenses, so to keep the tax increase reasonable, the Village can use some of its surplus funds accumulated over prior years to cover the shortfall in revenue. However, using surplus funds is not sustainable because the funds are limited, so we must aim to get back to break even position within two or three years at most. This means that if inflation comes down, the tax increase in coming years would remain higher than inflation to make up for the shortfall and balance the budget. If inflation remains high, tax increases in coming years could be more severe because we will have to catch up to balance the budget or decide where to cut services. With that in mind, the 5-year financial plan assumes a 6% tax increase in 2024, then 5%, 4%, and 3%. This assumption may be optimistic and tax increases will have to be higher if inflation remains high or other sources of revenue dry up. We have seen significant additional one-time funding from the provincial government recently (COVID Rapid Restart in 2021, boost to the Small Community Grant in 2022, and the new Growing Communities Fund this year, but there are economic indications that provincial fiscal restraint is on the horizon due to a slowing economy.

Most other revenue and expenditure categories follow a similar pattern across 2024 to 2027, except for capital projects. We have several large projects proposed, and a maintaining a state of good repair for our infrastructure, buildings and equipment that will be determined through asset management. Our asset management project is underway, and we can anticipate this important financial data will inform our capital expenditure needs for the next 5-, 20- and 50-year time horizons once implemented. You will see there is a gap in 2027, where capital expenditures are currently shown as \$0. Asset management planning will help us put an appropriate number there, and staff will provide an estimate based on the data we already have available for the next draft of the 5-year plan. Council can also help identify what some of the future priorities will be.

Collections for Others are the property taxes that the Village collects on behalf of other government agencies. The Village does not set these rates. The amounts shown in the budget are based on last year's requisitions. This year's requisitions won't be known until mid-April, after these agencies have set their budgets for the year.

The next table shows the projects that are in the 2023 budget and 5-year financial plan. The project budgets have not considered the recently announced **Growing Communities Fund (GCF)**. Consideration of the GCF is on this evening's Council agenda. Funds from the GCF can be used to:

- Top-up unfunded or under-funded projects, such as:
 - Kemball Building
 - Kaslo Bay Washroom
 - Moyie Amphitheatre
- Replace funding in projects so those reserves or surplus funds can be used elsewhere.
- Partially fund new projects that are not currently in the 5-year plan, such as:
 - Waterfront development and wharf removal
 - Kaslo South lands planning and development
- Advancing sewer expansion projects to the design stage for stronger future grant applications
- Hiring a project manager to oversee projects.

We also received a \$100,000 **Rural Economic Diversification and Infrastructure Program Grant**. Funds for the **Kaslo Economic Infrastructure Acceleration Project** can be used to “kickstart implementation of

planning and economic development projects, community and Indigenous consultation through local capacity building.” Through both funds, we should be able to get some things going.

SUMMARY OF CAPITAL PROJECTS IN THE 5-YEAR FINANCIAL PLAN				
Project	Project Budget	Target Completion	Funding Status	Source(s)*
Arena Fire Alarm System	\$ 147,740	2023	Funded	Grant + Reserve
Asset Management	\$ 75,000	2023	Funded	Grants + Operating
City Hall Upgrades	\$ 50,000	2023	Funded	Reserve
CRI (FireSmart)	\$ 321,497	2023	Funded	Grants
Electric PW Truck	\$ 93,444	2023	Funded	Grant + Reserve
EV Charging Station	\$ 10,000	2023	Funded	Grant + Reserve
Front Street Park	\$ 90,000	2023	Funded	Grant + Reserve
Kaslo River Dike Project	\$ 425,000	2023	Funded	Grant + Reserve
LED Streetlights	\$ 30,000	2023	Funded	Reserve
Moyie Beach Swim Dock	\$ 15,000	2023	Funded	Reserve
Planning Project	\$ 87,059	2023	Funded	Grants
Public Works Facility	\$ 89,000	2023	Funded	Reserve
Vimy Park	\$ 19,800	2023	Funded	Grant
Zero-Turn Mower	\$ 15,000	2023	Funded	Grants + Reserve
Active Transportation Plan	\$ 30,000	2024	Funded	Grants + Operating
EcDev Capacity Building	\$ 150,000	2024	Funded	Grants + Operating
Kaslo Bay Washroom	\$ 110,000	2024	Not Funded	TBD
Kemball Building	\$ 1,214,173	2024	Underfunded	TBD
Moyie Amphitheatre	\$ 260,000	2025	Partly Funded	Grants + Reserve
PRV 2 & 4 Replacement	\$ 300,000	2025	Not Funded	TBD
WTP UV Treatment	\$ 1,018,000	2025	Funded	Grants + Reserve
WWTP Plant Expansion	\$ 3,312,123	2025	Not Funded	TBD
Library	\$ 4,739,200	2026	Not Funded	TBD
Paving Program	\$ 850,000	2026	Not Funded	TBD
Water Asset Management	\$ 1,577,441	2026	Not Funded	TBD
Sewer Asset Management	\$ 150,000	2027	Not Funded	TBD
Sewer Expansion Phase 2	\$ 2,300,000	2027	Not Funded	TBD

Notes* Grant = Pending or received grant

Operating = general administrative costs, staff time

Reserve = Village reserve funds

TBD = To be determined; inadequate grants and reserves to cover the project

CAO Approval: 2023.03.20

2023 MAJOR PROJECTS

Project	Type	Account	Funding	2023	Account	Expenditure Item	2023	Notes
				Estimated Revenue			Estimated Expense	
Front Street Park	Capital	11-452-7200-576	CBT Outdoor Revitalization	\$ 54,000		Wall	\$ 75,000	
		11-452-7600-572	Community Works	\$ -		Park Amenities	\$ 15,000	
		11-452-7600-614	Parks Reserve	\$ 6,000				
		11-452-7600-400	COVID Rapid Restart	\$ 30,000				
Front Street Park				\$ 90,000	12-401-9000-804		\$ 90,000	
UBCM CRI (FireSmart)	Services	11-304-7200-567	UBCM 2022 CRI	\$ 17,095		Contracted Services	\$ 17,095	
		11-304-7200-567	UBCM 2022 CRI	\$ 69,852			\$ 69,852	
		11-304-7200-567	UBCM 2023 CRI	\$ 194,200			\$ 194,250	
CBT CRI (FireSmart)	Services	11-452-7200-577	CBT 2023 CRI	\$ 40,350			\$ 40,350	
						12-251-8500-708	CBT Project	\$ 40,350
CRI (FireSmart)				\$ 321,497	12-251-8500-713	UBCM Project	\$ 281,197	
Kaslo River Dike Project		11-252-7200-567	UBCM Structural Flood 2018	\$ 252,000		Contracted Services	\$ 252,000	
		11-252-7200-567	UBCM Structural Flood 2020	\$ 148,000			\$ 173,000	
		11-452-7600-572	Community Works	\$ 25,000				
Kaslo River Dike Project				\$ 425,000	12-401-9000-805		\$ 425,000	
Asset Management	Planning	11-452-7200-571	FCM Grant	\$ 50,000		Wages & Benefits	\$ 45,000	AM Coordinator (Contract)
		11-251-7200-563	Infrastructure Planning	\$ 10,000		Contracted Services	\$ 21,000	
		Operating	Village Wages & Benefits	\$ -		Training & Equipment	\$ 9,000	
		11-252-7200-567	UBCM Asset Management	\$ 15,000				
		11-452-7600-400	COVID Rapid Restart	\$ -				
Asset Management				\$ 75,000	12-251-8100-712		\$ 75,000	
Arena Upgrades	Capital	11-452-7200-574	ICIP COVID	\$ 103,423		Contracted Services	\$ 147,740	
		11-401-7600-619	Arena Reserve	\$ 44,317				
Arena Fire Alarm System				\$ 147,740	12-401-8500-707		\$ 147,740	
Planning Project	Planning	11-251-7200-563	Rural Dividend	\$ 59,559		Contracted Services	\$ 87,059	
		11-452-7200-568	CBT	\$ -				
		11-452-6500-565	Community Development	\$ 10,000				
		11-251-7200-563	Rural Economic Developme	\$ 17,500				

		11-452-7600-400	COVID Rapid Restart	\$	-			
Planning Project				\$	87,059	12-251-8100-663		\$ 87,059
Public Works Facility	Capital	11-452-7600-400	COVID Rapid Restart	\$	89,000		Equipment Storage	\$ 53,775
							Timber	\$ 22,360
							Engineering	\$ 3,350
							Building Permit	\$ 1,015
							Installation	\$ 2,000
							Roofing & Parts	\$ 6,500
Public Works Facility				\$	89,000	12-401-9000-801		\$ 89,000
City Hall Upgrades	Capital	11-452-7600-400	COVID Rapid Restart	\$	45,000		Backup Power	\$ 50,000
		11-452-6500-565	Community Development				Painting	TBD
		11-452-7600-766	Transfer from City Hall Rese	\$	5,000			
City Hall Upgrades				\$	50,000	12-401-9000-801		\$ 50,000
Vimy Park	Capital	11-452-6500-565	Community Development	\$	19,800		Gazebo & Conc. Roofs	\$ 19,800
Vimy Park				\$	19,800	12-401-9000-804		\$ 19,800
Kemball Building	Capital	11-452-7200-574	ICIP COVID Resilience	\$	979,173		Design & Engineering	\$ 37,500
		11-452-6500-565	Community Development	\$	10,000		Project Management	\$ 75,000
		11-401-7600-619	Kemball Reserve	\$	25,000		Building Envelope	\$ 600,000
		11-452-7200-568	CBT Basin Charge-up Grant	\$	100,000		Interior & Accessibility	\$ 281,673
		11-452-7600-400	COVID Rapid Restart	\$	100,000		Energy & Systems	\$ 220,000
Kemball Building				\$	1,214,173	12-401-8500-720		\$ 1,214,173
LED Streetlights	Capital	11-452-7600-572	Community Works	\$	30,000		Fortis Streetlights	\$ 30,000
LED Streetlights				\$	30,000	12-401-9000-806		\$ 30,000
Electric PW Truck	Capital	11-452-7600-612	Carbon Reserve	\$	23,344		Vehicle Purchase	\$ 93,444
		11-452-7200-568	CBT Basin Charge-up Grant	\$	70,100			\$ -
Electric PW Truck				\$	93,444	12-401-9000-851		\$ 93,444
Moyie Amphitheatre	Capital	11-452-7200-576	CBT Outdoor Revitalization	\$	100,000		Design & Engineering	\$ 30,000
		11-452-7600-572	Community Works	\$	50,000		Materials & Constructio	\$ 160,000
		11-452-6500-565	Community Development	\$	10,000		Sidewalk	\$ 40,000

		11-452-7600-614	Parks Reserve	\$	50,000		Ornamental Fencing	\$	30,000
		11-452-7600-400	COVID Rapid Restart	\$	50,000				
Moyie Amphitheatre				\$	260,000	12-401-9000-804		\$	260,000
Active Transportation	Planning	11-251-7200-563	Active Transport Grant	\$	15,000		Active Transportation P	\$	30,000
		11-452-7600-400	COVID Rapid Restart	\$	15,000			\$	-
Active Transportation Plan				\$	30,000	12-401-8100-662		\$	30,000
EcDev Capacity Building	Planning	11-252-7200-170	REDIP Grant	\$	50,000		Contracted Services	\$	50,000
		11-452-7600-400	COVID Rapid Restart	\$	12,500		Internal/Other	\$	12,500
EcDev Capacity Building				\$	62,500	12-252-8500-705		\$	62,500
PW Capital Equipment	Planning	11-452-7600-609	Equipment Reserve	\$	15,000		Zero-turn mower	\$	15,000
Zero-Turn Mower				\$	15,000	12-401-9000-851		\$	15,000
EV Charging Station	Capital	11-452-7200-564	Community Energy Grant	\$	9,000		Electrical	\$	10,000
		11-452-7600-600	Transportation Reserve	\$	1,000				
EV Charging Station				\$	10,000	12-401-9000-806		\$	10,000
WATER PROJECTS									
A Avenue Watermain		21-554-7600-572	Community Works	\$	50,000		Contracted Services	\$	50,000
A Avenue Watermain				\$	50,000	22-505-9000-808		\$	50,000
WTP UV Treatment	Capital	21-504-7200-571	Federal & Provincial Grants	\$	143,228		Contracted Services	\$	195,400
		21-504-7600-618	Transfer from Water Reserv	\$	52,172				
WTP UV Treatment				\$	195,400	22-505-9000-808		\$	195,400

Note: Highlighted funds are tracked in the Grants Sheet

CONDITIONAL GRANTS**BALANCE DRAWS**

These grants are multi-year programs that are not directed at a single project.

COVID Rapid Restart (Surplus)

Opening Balance	<u>\$ 355,876</u>	
Funding to be received	\$ -	
Village Projects		-\$ 341,500
Other Eligible Expenditures		\$ -
TOTAL	<u>\$ 355,876</u>	-\$ 341,500
Closing Balance	<u><u>\$ 14,376</u></u>	

Canada Community Building Fund

Opening Balance	<u>\$ 192,783</u>	
2023 Funding expected	\$ 100,464	
General Infrastructure Projects		-\$ 105,000
Water Infrastructure Projects		-\$ 50,000
TOTAL	<u>\$ 293,247</u>	-\$ 155,000
Closing Balance	<u><u>\$ 138,247</u></u>	

Community Development Fund (held by RDCK)

Opening Balance	<u>\$ 94,113</u>	
2023 Funding expected (estimate)	\$ 35,000	
Village Projects		-\$ 49,800
Grants to Others		-\$ 16,500
TOTAL	<u>\$ 129,113</u>	-\$ 66,300
Closing Balance	<u><u>\$ 62,813</u></u>	

Local Government Climate Action Program

Opening Balance	<u>\$ 52,466</u>	
2023 Funding Expected	\$ 48,082	
Village Projects		-\$ 23,344
Other Eligible Expenditures		\$ -
TOTAL	<u>\$ 100,548</u>	-\$ 23,344
Closing Balance	<u><u>\$ 77,204</u></u>	

Growing Communities Fund

Opening Balance	<u>\$ -</u>	
Funding to be received	\$ 919,000	
Village Projects		\$ -
Other Eligible Expenditures		\$ -
TOTAL	<u>\$ 919,000</u>	\$ -
Closing Balance	<u><u>\$ 919,000</u></u>	

RESERVES

FUND NAME	Opening Balance	Transfers To	Transfers From	Closing Balance
Cemetery Care	\$ 90,274	\$ 1,000	\$ -	\$ 91,274
Library Reserve	\$ 216,190	\$ 10,000	\$ -	\$ 226,190
Aerodrome Reserve	\$ 128,446	\$ -	\$ -	\$ 128,446
Buildings, Machinery & Equipment Reserve	\$ 40,864	\$ 21,099	-\$ 15,000	\$ 46,963
City Hall Reserve	\$ 60,901	\$ 5,000	-\$ 5,000	\$ 60,901
Sewer Capital Reserve	\$ 147,154	\$ 36,737	\$ -	\$ 183,891
Transportation Reserve	\$ 149,161	\$ 3,000	-\$ 1,000	\$ 151,161
Water Capital Reserve	\$ 349,184	\$ 93,900	-\$ 52,172	\$ 390,913
Arena Property Reserve	\$ 98,887	\$ 10,000	-\$ 44,317	\$ 64,570
Contingency Reserve	\$ 124,485	\$ -	\$ -	\$ 124,485
Kemball Building Reserve	\$ 37,529	\$ 10,000	-\$ 25,000	\$ 22,529
Public Arts Reserve	\$ 2,844	\$ -	\$ -	\$ 2,844
Recreation & Parks Reserve	\$ 178,282	\$ 32,004	-\$ 56,000	\$ 154,285
Sick Leave and Settlement Reserve	\$ 70,154	\$ -	-\$ 16,732	\$ 53,422
	<u>\$ 1,694,354</u>	<u>\$ 222,740</u>	<u>-\$ 215,221</u>	<u>\$ 1,701,873</u>

This list excludes the Climate Action and Community Building Fund Reserves, which are under the multi-year worksheet.

Closing balances do not include interest earned over the year.