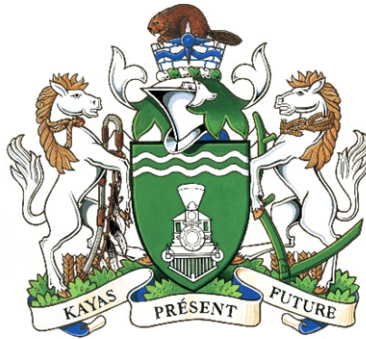


# CITY OF NORTH BATTLEFORD

---

---



# **SPECIAL PLANNING COMMITTEE AGENDA**

---

---

**Tuesday, November 22<sup>nd</sup>, 2022  
5:00 P.M.**

**SPECIAL PLANNING COMMITTEE MEETING  
TO BE HELD IN COUNCIL CHAMBERS & VIA ZOOM  
TUESDAY, NOVEMBER 22<sup>ND</sup>, 2022 COMMENCING AT 5:00 P.M.**

**AGENDA**

- AGENDA** : Approval
- NEW BUSINESS** : DIRECTOR OF FINANCE  
Operation & Capital Budgets for the Following:
- Overview of the Budget
  - General Government
  - Operations/Infrastructure
  - Waste Management
  - Water & Sewer
- NEXT BUDGET MEETING DATE** : Tuesday, November 29<sup>th</sup>, 2022 @ 5:00 pm
- ADJOURNMENT** :



# BUDGET 2023



SASKATCHEWAN



<b>Contents</b>	<b>1</b>
<b>Introduction</b> .....	<b>3</b>
<b>2022 Fiscal Year</b> .....	<b>4</b>
<b>2023 Budget and Beyond</b> .....	<b>5</b>
Recreation & Cultural Capital Facilities Levy.....	5
2023 Budget – Targeted Savings and Efficiencies.....	6
2023 Budget – Long Term Planning.....	7
<b>Divisional Alignment of the City</b> .....	<b>8</b>
General Fund 2023 Operating Budget .....	9
General Fund 2023 Capital Budget .....	16
Utility Fund 2023 Operating Budget .....	18
Utility Fund 2023 Capital Budget .....	20
<b>Underground Pipe and Asphalt Replacement (UPAR) Fund</b> .....	<b>21</b>
<b>City Debt</b> .....	<b>22</b>
<b>City Administration</b> .....	<b>24</b>
Organization Chart .....	25
<b>Growing the Community</b> .....	<b>26</b>
<b>Operation Budgets by Department</b>	
General Government Services .....	28
Policing Services .....	31
Fire and Protective Services .....	32





# 2023 Budget

Operations Services .....	34
Waste Management Services .....	37
Planning and Development Services .....	39
Parks & Recreation Service.....	41
<i>Innovationplex Summary Statement of Operations</i> .....	44
<i>NationsWest Field House</i> .....	45
<i>CO-OP Aquatic Centre</i> .....	46
<i>Northland Power Curling Centre</i> .....	47
<i>The Dekker Centre</i> .....	48
<i>The Don Ross Complex</i> .....	49
<i>The Don Ross Arena</i> .....	50
<i>North Battleford Access Communications Centre</i> .....	51
<i>Allen Sapp Gallery</i> .....	52
<i>Chapel Gallery</i> .....	53
Water Utility Services .....	54
Sanitary Sewer Services .....	56
<b>APPENDICES</b>	
City of North Battleford Third Party Grants .....	58
2023 Budget Information – Continuous Improvement.....	59
Amortization Reconciliation.....	61
Reserves December 31, 2021.....	62



## Introduction

The impact of the COVID-19 pandemic has lessened throughout the year, but it has still been a challenging year from an economic and financial point of view. Operational efficiencies implemented in the past three years have allowed the City to minimize the impact to the taxpayer over the last few years. The City continually seeks to implement efficiencies as part of our everyday practices to hold the line on expenses and to continue to do more with less.

While an Economic Development Manager position was created recently using existing City funds, there have been no net new staff increases in over three years. Administration is strongly recommending that we add a GIS Co-ordinator for 2023 to create a foundation for future efficiencies and savings. Taking a long-term view, it is critical we digitize and automate our technical City information, which largely happens through the GIS and asset management positions. With pending City retirements over the next five years, we are at risk of losing significant knowledge and information that has never been documented in a computer system.

In 2023 and beyond, we face uncertainty with the ongoing recovery from the pandemic, and we will address rising police costs first encountered last year. A significant amount (\$354,500) of RCMP costs were delayed last year and must now be accounted for in the 2023 budget. The previous and current RCMP cost increases amount to a 2.56% increase for the 2023 budget. In addition, our budgeted funding for Municipal Revenue Sharing from the province has dropped slightly due to a drop in the overall revenue sharing pool, and the slight decrease in the City population as per the 2021 census. This amounts to an additional 1.15% increase in the overall 2023 proposed rate increase. Wages and Benefits, which are the largest single cost items for the City, have increased by an equivalent of 2.81% after increasing our expected vacancy rate. Waste Management costs related to the Loraas contract have also gone up 6.8% for 2023.

Perhaps the biggest issue we are now facing is the emergence of an inflationary fiscal environment, a situation that has not been faced in Canada for over 30 years. With general inflation running over 6% in 2022 and no significant reduction expected in the near term, the City will need to meet this cost challenge through new operational efficiencies, service reductions, or tax increases. Administration is asking for essentially no increase to account for inflation to arrive at an operating ask of 6.57%. We are asking for a 1% tax increase to be dedicated to capital once again after forgoing that increase last year.

We have worked to mitigate tax increases for 2023. For example, we have increased our vacancy rate to reduce our overall increase in Wages and Benefits and we are once again not asking for an increase in the Recreation & Cultural Capital Facilities Levy. In addition, we continue to delay fleet or equipment purchases where possible and we have planned to lease some of our largest dollar equipment to reduce the pressure to find funding in the short term.

With respect to Utilities, the City is proposing a 4.3% increase for the Water Services utility. Both material and contract costs are up significantly in addition to smaller increases in Wages and Benefits. For Sanitary Sewer services we are proposing a 5.5% increase to account for material and cost

increases with 2% of that increase directly related to the foregone increase from last year for the multi-million dollar Sanitary Sewer Force Main project.

Utility Services face the same wage increases and inflationary pressures that are impacting the property tax side. Our alternatives are to find operational efficiencies, reduce services, increase taxes, or settle on some combination of the three. Our budget proposal is made in a fiscally responsible manner with the intention of maintaining our financial reserves, reducing our exposure to rising interest rates, and to deliberately minimize the amount of future borrowing required for the short-term horizon.

For the upcoming year, the City will:

- focus on finding operational and capital cost efficiencies within City operations through continuous improvement and proactive planning;
- increase investing in infrastructure through a 1% increase to taxes dedicated to capital, through a 5% increase to the Underground Pipe and Asphalt Replacement Program specifically dedicated to sidewalk renewal (\$175,000). This will require a minor change to the UPAR bylaw.
- continue investing in the Underground Pipe and Asphalt Replacement Program which has a budget of \$3.6 million for 2023; and
- improve citizen engagement and understanding of the City's operations and financial state through increased communication, education, and outreach.

Overall, the economic climate for the City remains uncertain, but with expectations for greater stability moving forward. The City is focused on maintaining citizen services, promoting economic development, and improving operating costs while continuing to minimize spending.

## 2022 Fiscal Year

While the COVID-19 pandemic has continued to negatively impact our operations, the impact has been declining throughout the year. Revenues have largely tracked inline with budget forecasts and expenses have remained below budget throughout the year. Supply chain delays have been decreased overall, although larger equipment or unique items can still face significant sourcing and delivery delays. While learning from our recent experiences working through the pandemic, we have been able to mitigate the decline in citizen-driven revenues and hold the line on costs.

## 2022 Budget and Beyond

### Recreation & Cultural Capital Facilities Levy

The Recreation & Cultural Capital Facilities Levy (RCCF) was started in 2006 and applies to all property owners in North Battleford. The RCCF levy now generates approximately \$1.499 million annually to pay for the debt associated with the construction of the InnovationPlex, Curling Rink, and the Dekker Center. One of the financial challenges is to communicate the full picture on payments and levies taken on the InnovationPlex. The anticipated RCCF levy for 2023 is \$1,499,600, with total interest and principal payments estimated to be \$998,198 for the year. The schedule highlighting the total amounts paid and received is as follows:

Recreation long-term borrowing				
Year	Levied	Loan principal and interest repayments	Surplus / (Deficit)	Total
2006	381,588	-	381,588	381,588
2007	381,603	-	381,603	763,190
2008	776,729	-	776,729	1,539,919
2009	773,656	-	773,656	2,313,575
2010	772,172	-	772,172	3,085,747
2011	1,367,987	45,471	1,322,516	4,408,264
2012	1,375,274	1,524,849	(149,575)	4,258,689
2013	1,354,977	2,141,801	(786,825)	3,471,864
2014	1,365,489	2,096,283	(730,794)	2,741,070
2015	1,416,413	2,054,058	(637,644)	2,103,426
2016	1,453,396	2,123,240	(669,843)	1,433,583
2017	1,440,275	2,305,793	(865,518)	568,065
2018	1,352,446	2,250,343	(897,898)	(329,833)
2019	1,462,714	2,193,313	(730,599)	(1,060,432)
2020	1,463,227	2,139,062	(675,835)	(1,736,268)
2021	1,485,303	2,079,006	(593,703)	(2,329,971)
2022	1,499,601	1,442,847	56,754	(2,273,217)
2023	1,499,600	998,199	501,402	(1,771,815)
2024	1,499,600	974,422	525,179	(1,246,637)
2025	1,499,600	949,050	550,550	(696,087)
2026	1,499,600	924,886	574,715	(121,372)
2027	1,499,600	899,094	600,506	479,134
2028	1,499,600	873,973	625,628	1,104,762
2029	1,499,600	849,429	650,172	1,754,933
2030	1,499,600	824,513	675,087	2,430,020
2031	1,499,600	799,626	699,974	3,129,994
2032	1,499,600	325,835	1,173,765	4,303,759



The above table demonstrates that the levy being generated annually will be sufficient to pay the annual InnovationPlex debt cumulatively by the end of 2026. The increased debt room will allow for future recreational capital planning to be accomplished.

### **2023 Budget – Targeted Savings and Efficiencies**

The 2023 Budget includes targeted dollar savings of \$300,000 on staffing vacancies, an increase of \$100,000 from the previous year and now at a level that presents significant risk. Given previous staffing reductions, our focus in 2023 will be on operational and capital process improvements and efficiencies. Operational efficiencies generally result in increased workload capacity rather than bottom line cost reductions, while capital efficiencies present more opportunities for cost savings. There will be extra effort in 2023 to find new or additional funding sources for both capital projects and operational expenditures. Due to COVID-19 operational impacts and some key staff shortages, a few opportunities noted from the previous budget may continue into 2023. Some of the improvement and efficiency opportunities are noted below:

- a. Landfill Process Improvements and Rates – ensuring the current landfill entrance process captures appropriate revenue. Discussion on current and future rates are planned as part of the budget process.
- b. Septic Receiving Station – the septic receiving station at the Wastewater Treatment Plant has been installed. This process is in the live testing stage now and will be operational in early 2023.
- c. Energy and process assessment – the City previously undertook an energy audit of the InnovationPlex and grant applications were submitted for a major solar project in 2022. Our project was not selected but a revised project application will again be submitted in 2023. With rising energy costs, continuous assessments and improvements remain a priority throughout the City.
- d. Partnership Opportunities – the City is exploring both knowledge and purchasing group opportunities with local and national level groups to reduce overall costs.
- e. Utility Meters – from a customer perspective, the installation project has been completed, although some internal City meters or special cases still await replacement. The final activity is the implementation of a customer-accessible information portal that is targeted for the first quarter of 2023.

## **2023 Budget – Long Term Planning**

Within the 2023 Budget, \$135,596 has been identified to be set aside into a separate reserve/bank account to either purchase new equipment (in the near future) or to replace funds drawn in previous years. This is part of City’s effort to move away from use of outside funding or borrowing, and to eventually become self-sufficient in funding infrastructure as needs arise. The three reserve transfers being made in 2023 are as follows:

1. 2019 Waste Management Loader Purchase \$44,564 per year over 10 years at 6% interest
2. 2021 Fire Department Pumper Truck Purchase - \$300,000. The anticipated repayment amount is \$81,520.77 per year over 5 years at 6% interest.
3. 2021 CSO Vehicle purchase at \$40,500 at \$9,511 per year for 5 years at 6% interest.

### **Reserve Transfers In**

Item	2020	2021	2022	2023	2024	2025
Loader Re-Payment	\$44,564	\$44,564	\$ 44,564	\$ 44,564	\$ 44,564	\$ 44,564
Pumper Truck	\$300,000*		\$ 81,521	\$ 81,521	\$ 81,521	\$ 81,521
CSO vehicle			\$ 9,511	\$ 9,511	\$ 9,511	\$ 9,511
<b>Total</b>	<b>\$344,564</b>	<b>\$44,564</b>	<b>\$135,596</b>	<b>\$135,596</b>	<b>\$135,596</b>	<b>\$135,596</b>

\* final cost has not been determined yet

### **Reserve Transfers Out**

Item	2020	2021	2022	2023	2024	2025
Pumper Truck		\$300,000				
CSO vehicle		\$ 45,000				
<b>Total</b>		<b>\$345,000</b>				

### **Final Fleet Reserve Balance**

Item	2020	2021	2022	2023	2024	2025
Open Balance	(\$328,000)	(\$ 16,564)	(\$312,500)	(\$176,904)	(\$41,308)	\$ 94,288
Transfers In	\$ 344,564	\$ 44,564	\$ 135,596	\$ 135,596	\$135,596	\$135,596
Transfers out		(\$340,500)				
<b>Ending Balance</b>	<b>(\$ 16,564)</b>	<b>(\$312,500)</b>	<b>(\$176,904)</b>	<b>(\$ 41,308)</b>	<b>\$ 94,288</b>	<b>\$229,884</b>

The key to achieving the goal in the above table will be implementing a disciplined approach to repaying the amounts drawn down from the capital fund through increases to existing revenue streams.

## Divisional Alignment of the City

The City is organized into two major funds (divisions), each with its own separate operating and capital budget. The City also has a third fund, the Underground Pipe and Asphalt Replacement (UPAR) Fund, which was established in 2015. The revenues and expenditures of the UPAR Fund are separately accounted for. The Funds (divisions) include:

- **General Fund**
- **Utilities Fund**
- **Underground Pipe and Asphalt Replacement (UPAR) Fund**

### General Fund – Operating

The General Fund Operating includes the revenue and expenses associated with delivering basic City services such as Administrative Services, City Operations, Parks & Recreation Service, Policing, Fire Protection, and Solid Waste Management. The General Fund receives various revenue streams such as general taxation based on assessed property values, government transfers, grants, and taxes in lieu from Government agencies.

### General Fund – Capital

The General Fund Capital includes the capital expenses associated with capital purchases of the General Fund, whether they be improvement/replacement of existing assets or purchase of new assets. The General Fund Capital is planned with a minimum five-year horizon with assets funded through reserves (savings) or debt over a minimum five-year period.

For comparison purposes, the financial tables that follow report on proposed 2023 budget amounts, along with 2022 actual and budget figures and 2021 actual figures. Please be aware that the 2021 actual figures were significantly impacted by the pandemic while 2022 actual and budget figures were impacted to a lesser degree.

## General Fund – 2023 Operating Budget compared to Budget 2022

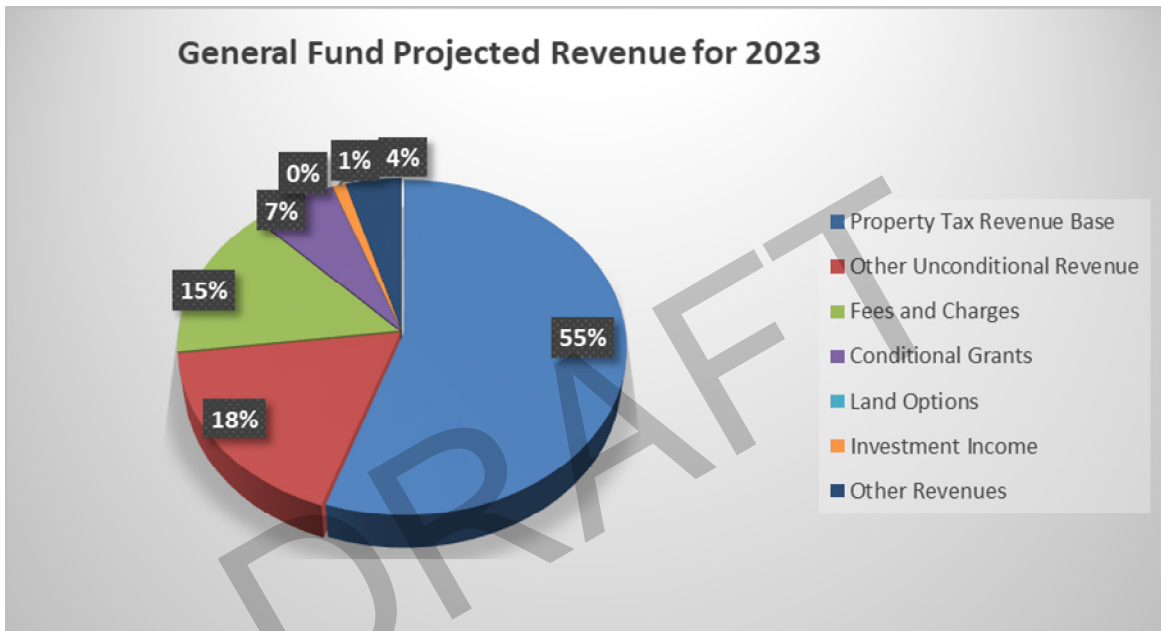
**City of North Battleford**  
**General Fund- Consolidated Statement of Operations**  
**Forecast for the year ended December 31, 2023**

	% change	2023 Budget	2022 Budget	2022 Actual	2021 Actual
<b>Revenues</b>				as of Nov 16, 2022	
Taxes and Other Unconditional Revenue	5%	\$ 24,412,626	\$ 23,197,877	\$ 22,219,291	\$ 22,712,743
Fees and Charges	19%	4,910,250	4,112,900	3,855,594	4,295,751
Conditional Grants	-8%	2,254,079	2,456,401	939,978	1,745,011
Tangible Capital Asset Sales - Gain	0%	-	-	246,220	35,099
Lot Options	-100%	-	3,000	-	1,001,251
Investment Income and Commissions	14%	357,000	312,500	431,539	519,062
Other Revenues	-1%	1,490,434	1,505,071	1,320,215	1,718,756
<b>Total Revenues</b>	<b>6%</b>	<b>33,424,390</b>	<b>31,587,749</b>	<b>29,012,836</b>	<b>32,027,672</b>
<b>Expenses, less amortization</b>					
General Government Services	4%	4,821,563	4,645,112	3,734,639	4,484,145
Policing Services	7%	6,320,084	5,921,515	3,211,620	6,134,248
Fire & Protective Services	4%	3,445,880	3,314,895	2,698,205	3,480,377
Operations Services	15%	6,090,046	5,304,265	4,382,259	7,489,685
Waste Management Services	13%	1,917,359	1,693,526	1,179,742	1,574,143
Planning and Development Services	14%	1,639,339	1,436,156	1,011,774	1,229,363
Parks & Recreation Services	3%	6,947,500	6,737,070	5,666,169	7,754,045
<b>Total Expenses</b>	<b>7%</b>	<b>31,181,770</b>	<b>29,052,538</b>	<b>21,884,409</b>	<b>32,146,007</b>
<b>Capital Grant</b>		-	-	-	-
<b>Surplus (Deficit) of Revenues over Expenses before Other Capital Contributions</b>		<b>2,242,620</b>	<b>2,535,211</b>	<b>7,128,427</b>	<b>(118,334)</b>
Debt principal due in 2023		(1,490,056)	(1,828,289)	(1,675,932)	(2,424,426)
Debt issue and reserve transfer		2,961,032	1,901,674	(2,102,425)	9,087,328
Transfers to Reserves		(135,596)	(135,596)	-	(44,564)
Capital Expenditure		(3,578,000)	(2,473,000)	(5,404,881)	(3,133,996)
<b>Projected Financial Position</b>		<b>\$ 0</b>	<b>\$ 0</b>	<b>(\$2,054,810)</b>	<b>\$ 3,366,008</b>



## General Fund Projected Revenue 2023

The General Fund Revenue is funded from a variety of sources not solely from property taxation. In fact, general property taxation only accounts for approximately 55% of the projected revenue collected by the General Fund in 2023. The balance of the revenue comes from provincial transfer payments/grants, user pay fees and charges at City facilities, conditional grants, curbside garbage collection revenues, and others. The following chart illustrates where the funds are expected to come from in 2023.



## General Fund Budget Revenue for 2023 compared to Budget Revenue 2022

	2023	2022	%Change
Property Tax Revenue Base	\$ 18,465,346	\$ 17,338,951	6.5
Other Unconditional Revenue	\$ 5,947,281	\$ 5,858,926	1.5
Fees and Charges	\$ 4,910,250	\$ 4,112,900	19.4
Conditional Grants	\$ 2,254,079	\$ 2,456,401	- 8.2
Land Options	\$ -	\$ 3,000	- 100.0
Investment Income	\$ 357,000	\$ 312,500	14.2
Other Revenues	\$ 1,490,434	\$ 1,505,072	- 1.0
	<b>\$ 33,424,390</b>	<b>\$ 31,587,749</b>	<b>5.8</b>

**Property Tax Revenue Base – 7.57%** (6.57% plus 1% for capital) increase in Property Tax to both residential and commercial property tax levies, abatements, penalties on arrears and trailer levies. This tax increase is implemented to fund a significant cost increase for RCMP policing, reduced Revenue Sharing grants, increased Wage/Benefits and material costs due to an inflationary environment.

**Other Unconditional Revenue** – includes funds from the Municipal Operating Grant from the province, Saskatchewan Property Management Corporation, SaskPower surcharge, and North Battleford Housing Authority.

**Fees and Charges** – includes RCMP criminal record checks, Fire Services Fees, Bylaw fines (local and provincial), Aviation Fuel, Cemetery Fees, Waste disposal fees, Building Licenses, Building Permits, Fees from Development Agreements, Rent from City property, Recreational Fees, and Gallery Fees.

**Conditional Grants** – includes a Provincial Grant for Policing, Waste Management, Handi-Bus, Airport, and Parks & Recreation Services Grants.

**Investment Income** – includes interest earned on cash reserves of the City.

**Other Revenues** - includes facility rent from the RCMP building and revenue from the residential garbage roll out cart program.

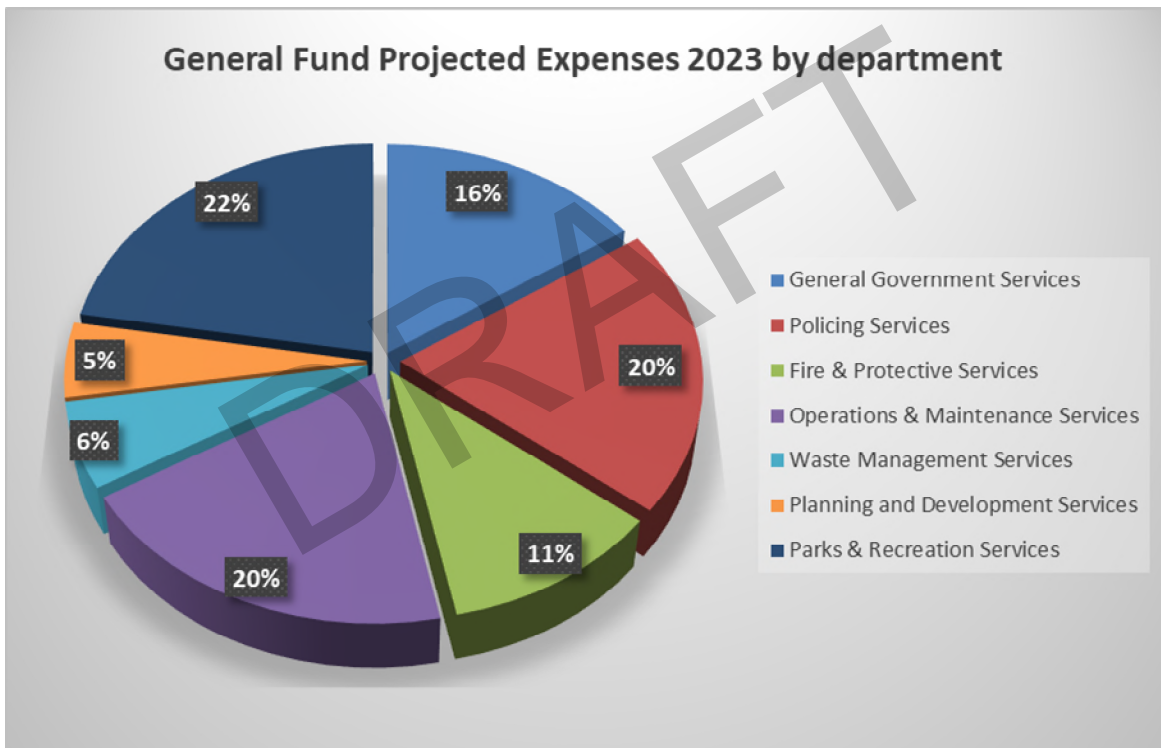
DRAFT

## General Fund Projected Expenses 2023

### Departmental Expenses

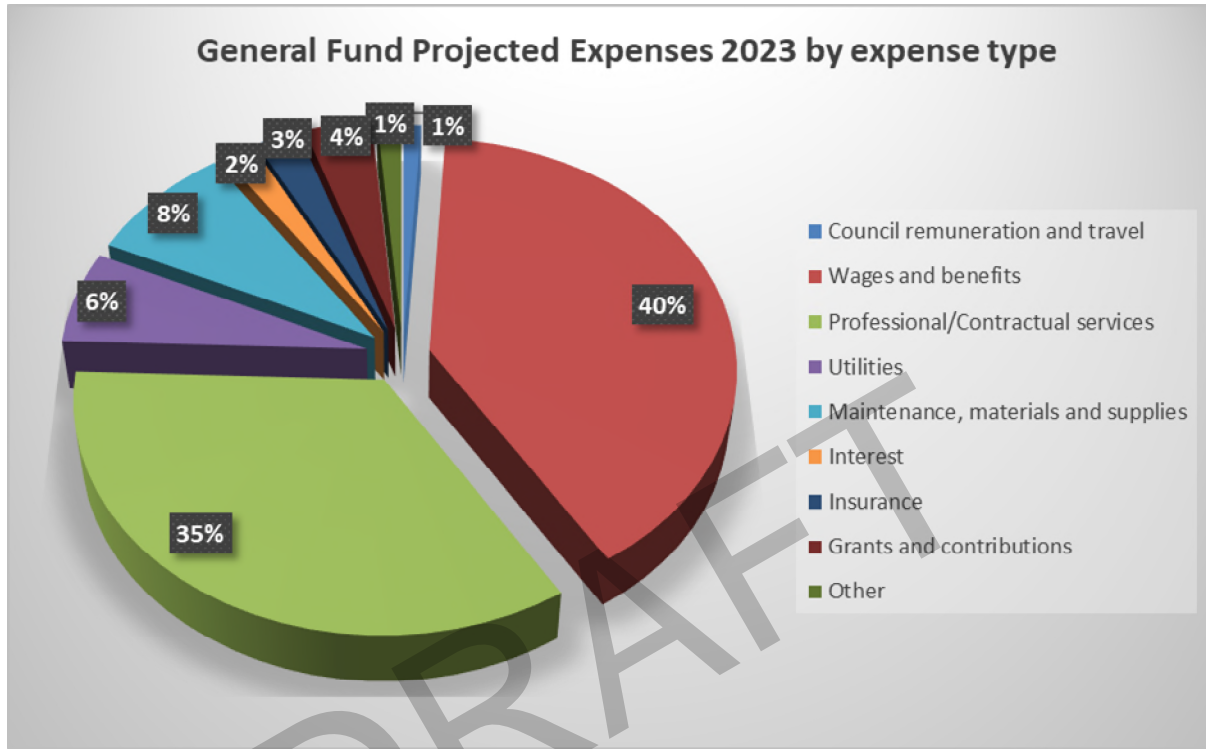
The revenue of the General fund is used to fund the general costs of City Hall, Planning & Development services, Fire and Protective services, the RCMP, City Operations, Waste Management services, and Parks & Recreation services.

The following chart illustrates where the General funds are expected to be spent in 2023 by department.



### 2023 Expense by Type compared to 2022 Budget

The following chart illustrates where the General funds are expected to be spent in 2023 by expense type.



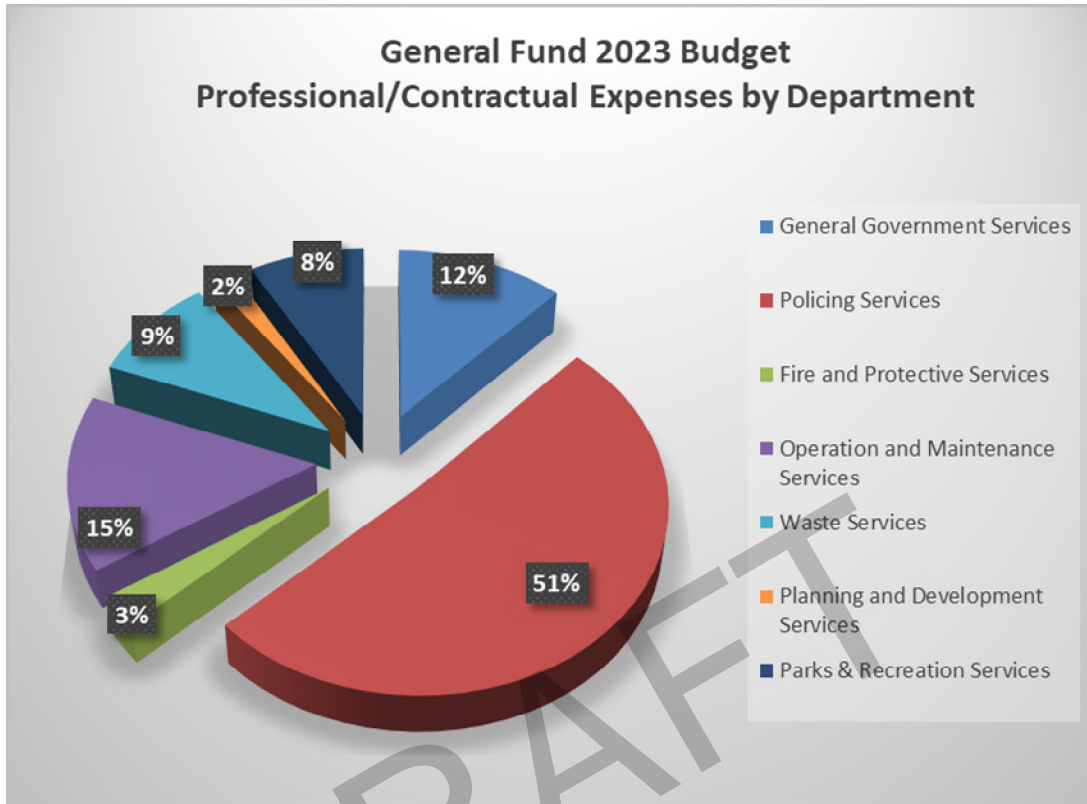
2023 Budget	2022 Budget	2022 Actual	2021 Actual
-------------	-------------	-------------	-------------

#### General Fund Expenses - Budget 2023

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
Council remuneration and travel	\$ 314,549	\$ 302,693	\$ 259,141	\$ 270,528
Wages and benefits	12,475,087	11,794,840	9,530,612	10,665,140
Professional/Contractual services	10,770,348	9,947,092	6,092,775	9,415,914
Subscription/Memberships	231,724	214,181	91,516	129,736
Utilities	1,979,201	1,829,886	1,682,785	1,868,837
Maintenance, materials and supplies	2,643,091	2,134,542	2,238,724	2,007,729
Travel	88,015	73,899	30,973	11,110
Amortization	-	-	-	5,187,814
Interest	577,065	627,984	498,180	631,211
Allowance for uncollectibles	-	-	(12)	409,137
Insurance	785,099	685,000	660,970	564,183
Medical	6,061	6,030	570	2,475
Grants and contributions	1,206,030	1,323,792	737,084	879,042
Other	105,500	112,600	61,090	103,151
<b>Total General Fund Expenses</b>	<b>\$ 31,181,770</b>	<b>\$ 29,052,538</b>	<b>\$ 21,884,409</b>	<b>\$ 32,146,007</b>



## General Fund 2023 Budget - Professional/Contractual Expenses by Department

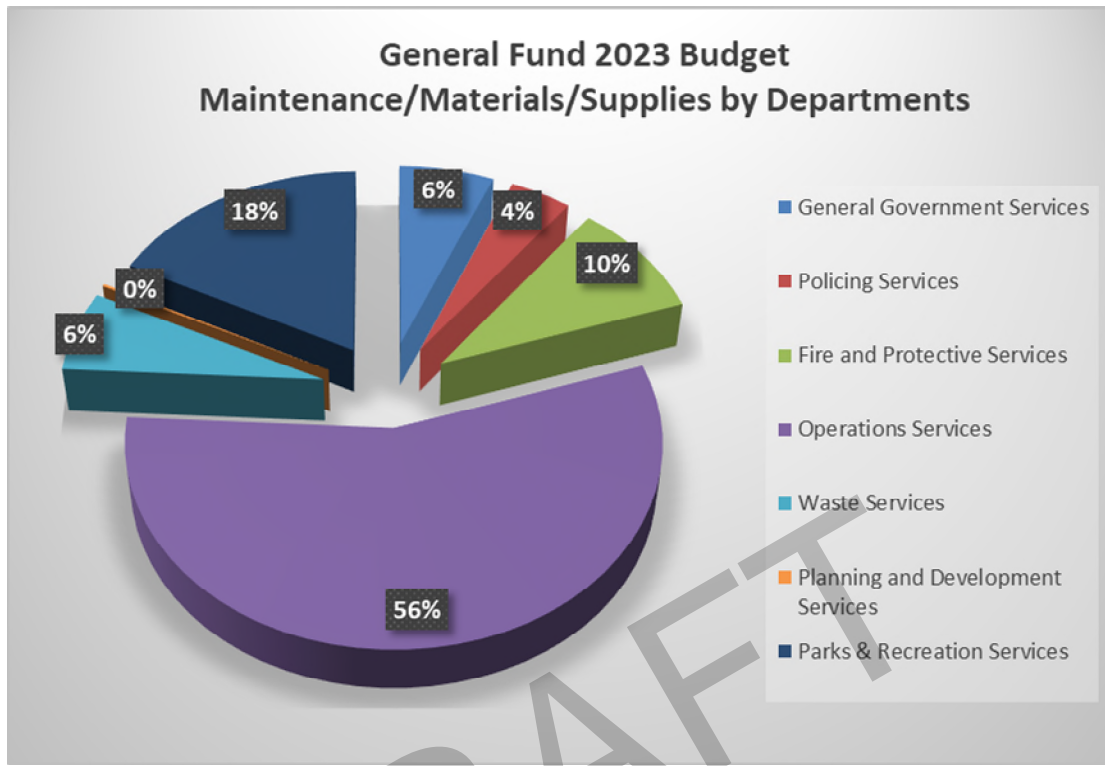


## General Fund Professional/Contractual 2023 Budget compared to 2022 Budget

<b>Total budgeted professional contractual expenses 2022</b>	<b>\$9,911,092</b>
<b>Budget 2023 Movement compared to Budget 2022:</b>	
General Government	(12,064)
Policing Services	389,414
Fire & Protective Services	(14,797)
Operations & Maintenance Services	197,758
Waste Management Services	175,441
Planning & Development Services	62,000
Parks & Recreation Services	61,505
<b>Proposed Budget 2023</b>	<b>\$10,770,348</b>

For details of movement, see the individual departments below.

## General Fund 2023 Budget - Maintenance/Materials/Supplies by Department

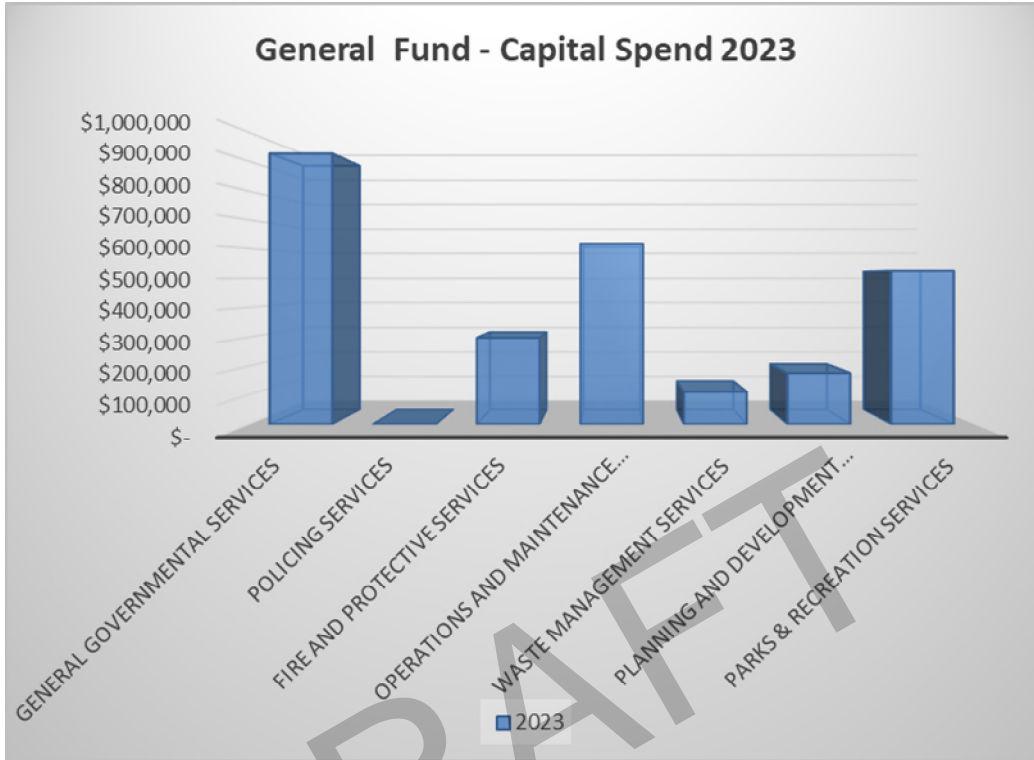


## General Fund Maintenance/Materials/Supplies 2023 Budget compared to 2022 Budget

<b>Total budgeted Maintenance/Materials/Supplies expenses 2022</b>	<b>\$2,134,542</b>
<b>Budget 2023 Movement compared to Budget 2022:</b>	
General Government Services	15,020
Policing Services	-
Fire & Protective Services	29,510
Operations & Maintenance Services	430,500
Waste Management Services	12,784
Planning & Development Services	-
Parks & Recreation Services	20,735
<b>Proposed Budget 2023</b>	<b>\$2,643,091</b>

For details of movement, see the individual departments below.

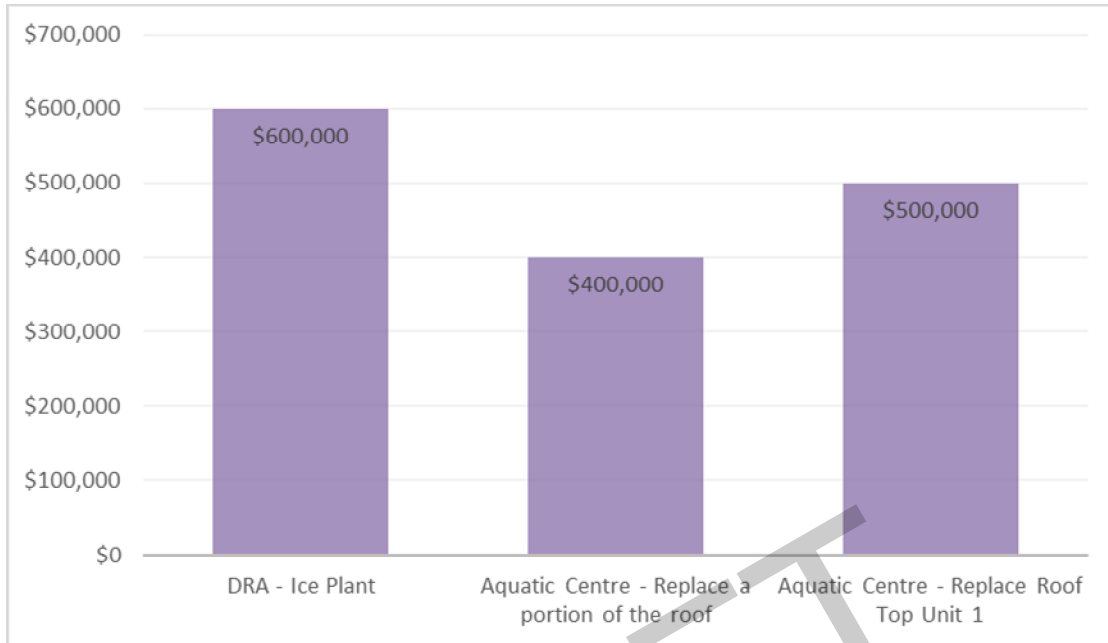
### General Fund – Projected 2023 Capital Spend by Department (Funded)



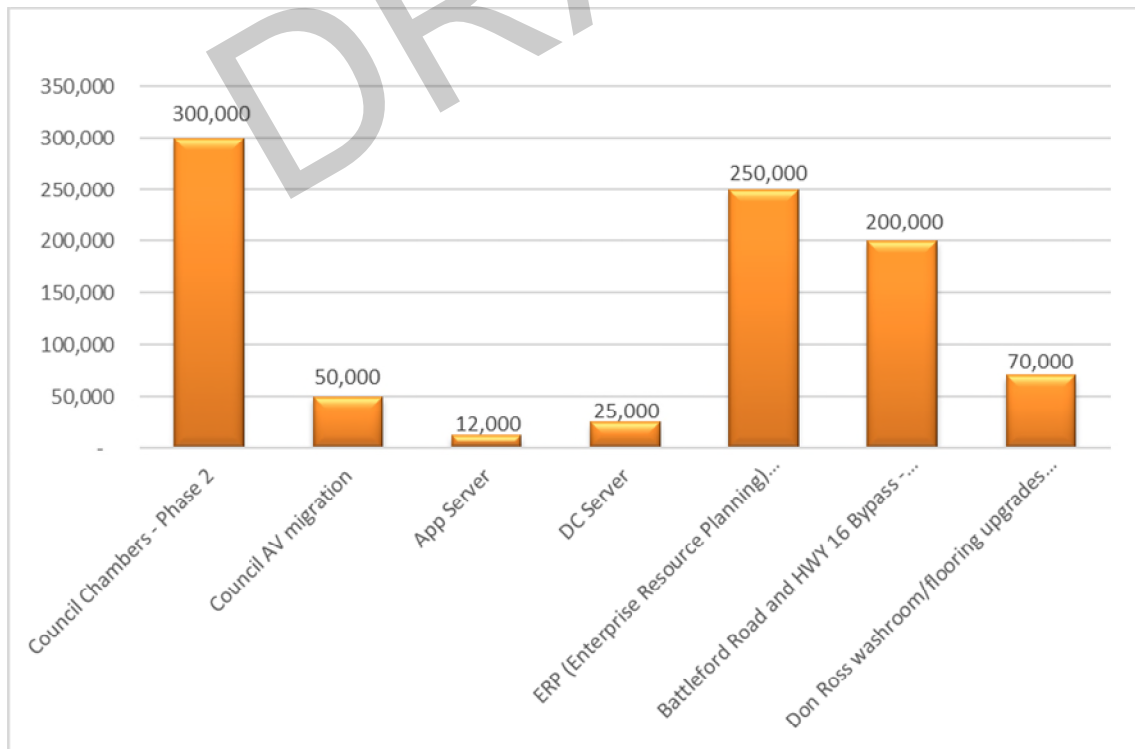
### General Fund - 2023 Capital Spend compared to 2022 (Funded)

	<u>2023</u>	<u>2022</u>
General Governmental Services	\$ 945,000	\$ 568,000
Policing Services		
Fire and Protective Services	297,500	
Operations Services	618,000	1,128,000
Waste Management Services	110,000	45,000
Planning and Development Services	175,000	120,000
Parks & Recreation Services	525,500	414,300
	<b>\$ 2,671,000</b>	<b>\$ 2,275,300</b>

### Capital Projects funded by Existing Gas Tax



### Projects funded by Reserves





## Utilities Fund – Operating

The Utilities Fund Operating includes the revenue and costs associated with delivering potable water to residents and the transporting/processing of sanitary sewer. The Utility Fund revenues rely solely on fees from consumers, whether that be residential, commercial, or industrial city users.

## Utilities Fund – Capital

The Utilities Fund Capital includes purchases whether they be betterments/replacement of existing assets or purchase of new assets. The Utilities Fund Capital is also planned with a minimum five-year horizon with assets funded through reserves (savings). Examples of the type of investments include equipment, infrastructure, and plants (or the associated betterment).

## Utilities Fund - 2023 Operating Budget compared to Budget 2022

### City of North Battleford

### Utilities Fund - Consolidated Statement of Operations

Forecast for the year ended December 31, 2023

	% change	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenues</b>					
Fees and charges		\$ 8,436,977	\$ 7,933,834	\$ 6,945,007	\$ 7,914,189
Conditional grants		-	-	-	-
Investment income and commissions		18,000	16,000	18,823	21,450
<b>Total Revenue</b>	<b>6%</b>	<b>8,454,977</b>	<b>7,949,834</b>	<b>6,963,830</b>	<b>7,935,639</b>
<b>Expenses, less amortization</b>					
Water services	9%	3,736,438	3,418,170	3,348,197	4,699,580
Sanitary sewer services	5%	3,040,769	2,897,284	2,322,484	3,802,376
<b>Total Expenses</b>	<b>7%</b>	<b>6,777,207</b>	<b>6,315,454</b>	<b>5,670,681</b>	<b>8,501,956</b>
<b>Capital Grant</b>		-	3,440,340	872,930	7,629,856
<b>Surplus (Deficit) of Revenues over Expenses before Other Capital Contributions</b>		<b>1,677,771</b>	<b>5,074,720</b>	<b>2,166,079</b>	<b>7,063,539</b>
<b>Debt principal due in 2023</b>		<b>(1,259,171)</b>	<b>(1,288,871)</b>	<b>(1,104,929)</b>	<b>(955,363)</b>
<b>Debt issue and reserve transfer</b>		<b>1,996,400</b>	<b>4,459,662</b>	<b>(1,102,790)</b>	<b>(6,108,176)</b>
<b>Capital Expenditure</b>		<b>(2,415,000)</b>	<b>(8,245,510)</b>	<b>(4,614,033)</b>	<b>(13,147,467)</b>
<b>Projected Financial Position</b>		<b>0</b>	<b>0</b>	<b>(41,640)</b>	<b>0</b>

### Utility Fund - 2023 Projected Revenue compared to 2022 Budget

Utilities Revenue	Projected 2023 Revenue	Budget 2022	Revenue Variance	% Change
Water Fees	\$4,071,821	\$3,844,406	\$227,414	5.92
Sanitary Sewer Fees	4,383,157	4,105,428	277,729	6.76
<b>Total Revenues</b>	<b>\$8,454,977</b>	<b>\$7,949,834</b>	<b>\$505,143</b>	<b>6.35</b>

### Utility Fund - 2023 Projected Expense (by Expense Type) compared to 2022 Budget

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Utility Fund Expenses - Budget 2023</b>				
Wages and benefits	\$ 2,870,986	\$ 2,761,999	\$ 2,316,555	\$ 2,709,489
Professional/Contractual services	1,252,251	1,004,647	1,063,414	1,223,910
Subscription/Memberships	26,447	19,257	14,517	17,344
Utilities	756,372	689,060	651,026	701,927
Maintenance, materials and supplies	1,125,050	1,082,400	905,969	1,169,066
Travel	24,612	14,650	9,094	4,019
Amortization	-	-	-	2,018,272
Interest	721,235	742,288	710,106	657,774
Allowance for uncollectibles	100	1,000	-	-
Other	155	155	-	155
<b>Total Utility Fund Expenses</b>	<b>\$ 6,777,207</b>	<b>\$ 6,315,454</b>	<b>\$ 5,670,681</b>	<b>\$ 8,501,956</b>

### Utilities Fund 2023 Budget - Professional/Contractual compared to 2022 Budget

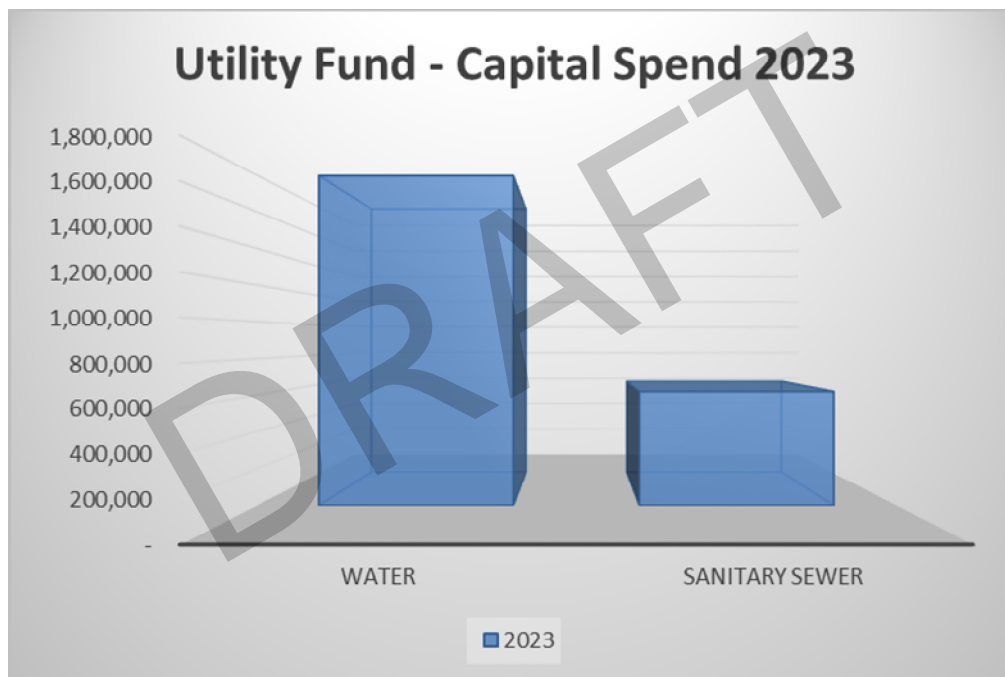
<b>Total budgeted professional contractual expenses 2022</b>	<b>\$1,004,647</b>
Water Services	171,550
Sanitary Sewer Services	76,054
<b>Proposed Budget 2023</b>	<b>\$1,252,251</b>

For details of movement, see the individual departments below.

## Utilities Fund 2023 Budget – Maintenance/Materials/Supplies compared to 2022 Budget

<b>Total budgeted Maintenance/Materials/Supplies expenses 2022</b>	<b>\$1,082,400</b>
Water Services	13,800
Sanitary Sewer Services	28,850
<b>Proposed Budget 2023</b>	<b>\$1,125,050</b>

## Utilities Fund – Projected 2023 Capital Spend by Department



## Utilities Fund - 2023 Capital Spend compared to 2022

	<u>2023</u>	<u>2022</u>
Water	\$ 1,795,000	\$ 990,000
Sanitary Sewer	620,000	7,385,510
	<b>\$ 2,415,000</b>	<b>\$ 8,375,510</b>

## Underground Pipe and Asphalt Replacement (UPAR) Fund

The UPAR program was implemented in 2015 to provide clear and predictable funding for the replacement of aging and deteriorating infrastructure. Prior to the UPAR program, projects were funded through either utility rates, or the local improvement process which charges project costs directly to the fronting property owners. The UPAR program collects revenue from all properties through a combination of a frontage-based levy and an infrastructure utility fee.

While the implementation of the UPAR program in 2015 has significantly accelerated the rate of replacement, the challenge of aging infrastructure has not diminished. The life expectancy of underground sewer and water pipes is 50 to 100 years, depending on the type of pipe utilized. The City has an ever-increasing infrastructure deficit. At current funding levels, approximately 1 km per year is being replaced. A replacement rate of 6 km per year would be required just to keep up with the aging that will occur over the next decade.

In 2023, the City plans to continue investment in UPAR with a planned investment of approximately \$5,138,000 overall.

**City of North Battleford**  
**UPAR Fund - Statement of Operations**  
**Forecast for the year ended December 31, 2023**

	% change	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenues</b>					
Frontage Levy		\$ 1,611,831	\$ 1,600,000	\$ 1,496,321	\$ 1,487,077
Base Utility Fees		2,055,520	1,600,000	1,631,365	1,954,440
					-
<b>Total Revenue</b>		<b>3,667,350</b>	<b>3,200,000</b>	<b>3,127,686</b>	<b>3,441,517</b>
<b>Capital Investment</b>					
Surface		3,111,250	2,902,638	5,239,990	2,240,305
Underground		2,027,600	1,209,704	-	941,811
<b>Total Expenses</b>		<b>5,138,850</b>	<b>4,112,342</b>	<b>5,239,990</b>	<b>3,182,116</b>
<b>Capital Grant</b>		<b>734,000</b>	-	-	-
<b>Surplus (Deficit) of Revenues over Expenses</b>		<b>(737,500)</b>	<b>(912,342)</b>	<b>(2,112,304)</b>	<b>259,401</b>
<b>Carry Over from Previous Year</b>		1,633,895	4,039,426	1,633,895	3,381,170
<b>Carry Over Surplus (Deficit)</b>		<b>\$ 896,395</b>	<b>\$ 3,127,084</b>	<b>\$ (478,409)</b>	<b>\$ 3,640,571</b>

## UPAR Fund 2023 Projected Budget:

When the UPAR program was introduced, Administration maintained UPAR revenues and expenses separate from the General Fund and Utility Fund. This was to ensure complete transparency in the program to assure rate payers that the UPAR revenue raised through the frontage base tax and utility billing would always be spent on the projects earmarked during the budget deliberation process. To this effect, the 2023 Projected UPAR budget is as follows:

Carryover Surplus 2021	\$3,381,170
Estimated 2022 revenues	3,492,715
Estimated 2022 expenditures	(5,939,990)
Revitalization grant 2023	734,000
Budgeted Revenue 2023	3,667,351
<b>Projected 2023 Funding</b>	<b>\$ 5,335,246</b>

## City Debt

The maximum borrowing limit which was set by the Saskatchewan Municipal Board (SMB) in 2019 was \$55 Million. The projected outstanding long-term debt amount as of December 31, 2022 is \$34.42 Million.

The City will be paying \$2.61 Million in principal debt repayments and \$1.28 Million in interest payments in 2023. The following are details of the projected balance by loan outstanding as of December 31, 2023.

Purpose of Borrowings	General Fund	Utilities Fund	Total
Utilities - New Storm Sewer		\$ 218,000	\$ 218,000
Utilities - New Wastewater Treatment Plant		6,096,000	6,096,000
Utilities - Water Treatment Plant investments		420,000	420,000
General – InnovationPlex (incl. Pool, Field House, Arts Centre, and Curling Rink)	\$6,530,000		6,530,000
General - Land Development	1,783,000		1,783,000
General - Road Infrastructure	1,708,000		1,708,000
General – Parks & Recreation Facilities Betterments	610,000		610,000
General – Land Acquisitions	2,438,000		2,438,000
General – Waste Facility Equipment	381,000		381,000
General – Road Infrastructure	381,000		381,000
Utilities – Water Well		381,000	381,000
General – Parks & Recreation Facilities Betterments	434,000		434,000
General – Road Infrastructure	750,000		750,000

General – Development Projects	1,397,000		1,397,000
General – Parks & Recreation Facilities Betterments	388,000		388,000
General – RCMP Cellblock Upgrade	181,000		181,000
Utilities – Water & Sewer Facilities		622,000	622,000
Utilities – Sewer Main Force		7,087,000	7,087,000
<b>TOTALS</b>	<b>\$16,981,000</b>	<b>\$14,824,000</b>	<b>\$31,805,000</b>

### Long-term Debt per Person

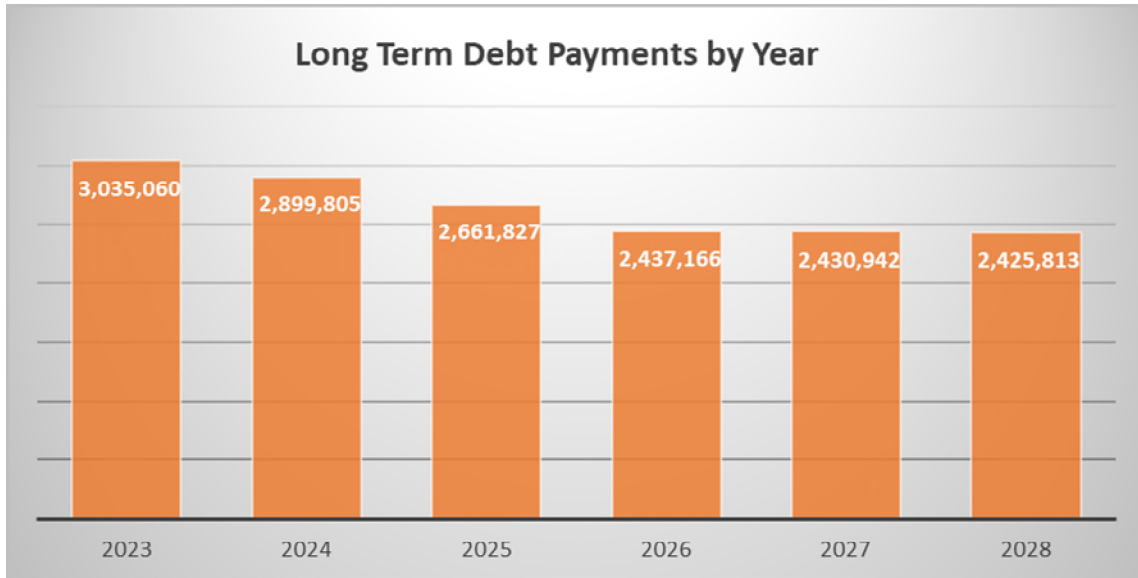
	<b>2021</b>					
	<u>Annual Report</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Gross External Debt	\$ 30,087,884	\$ 34,554,218	\$ 31,804,992	\$ 29,112,030	26,564,212	24,163,386
Population	13,836	13,836	13,836	13,836	13,836	13,836
Debt per Person	\$ 2,175	\$ 2,497	\$ 2,299	\$ 2,104	\$ 1,920	\$ 1,746

### LONG TERM DEBT 5 YEARS PAYMENT SCHEDULE

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Storm Sewer	\$ 226,716	\$ 226,716				
Sanitary Sewage	1,104,133	1,103,219	\$ 1,098,061	\$ 1,094,552	\$ 1,089,926	\$ 1,084,851
Water	222,188	222,188	222,188			
Land Development	153,612	154,789	154,196	154,516	154,488	154,019
Sanitary Sewer	147,212	148,340	147,771	148,078	148,051	147,601
Multi purpose Leisure/Operations	331,306	330,286	328,880	331,092	328,946	329,983
Multi purp. Leisure/Transp/Eng	87,124	87,860	86,848	86,198	87,580	86,896
Multi purp. Plann/WatSew/Leis	195,790	196,380	195,793	194,150	193,140	193,418
Sewer trunk	429,767	430,027	428,089	428,580	428,811	429,045
Equipment Leases	137,213					
	<b>\$ 3,035,060</b>	<b>\$ 2,899,805</b>	<b>\$ 2,661,827</b>	<b>\$ 2,437,166</b>	<b>\$ 2,430,942</b>	<b>\$ 2,425,813</b>

(Excludes Innovationplex long-term borrowing)





	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Debt repayment per person	\$219	\$210	\$192	\$176	\$176	\$176

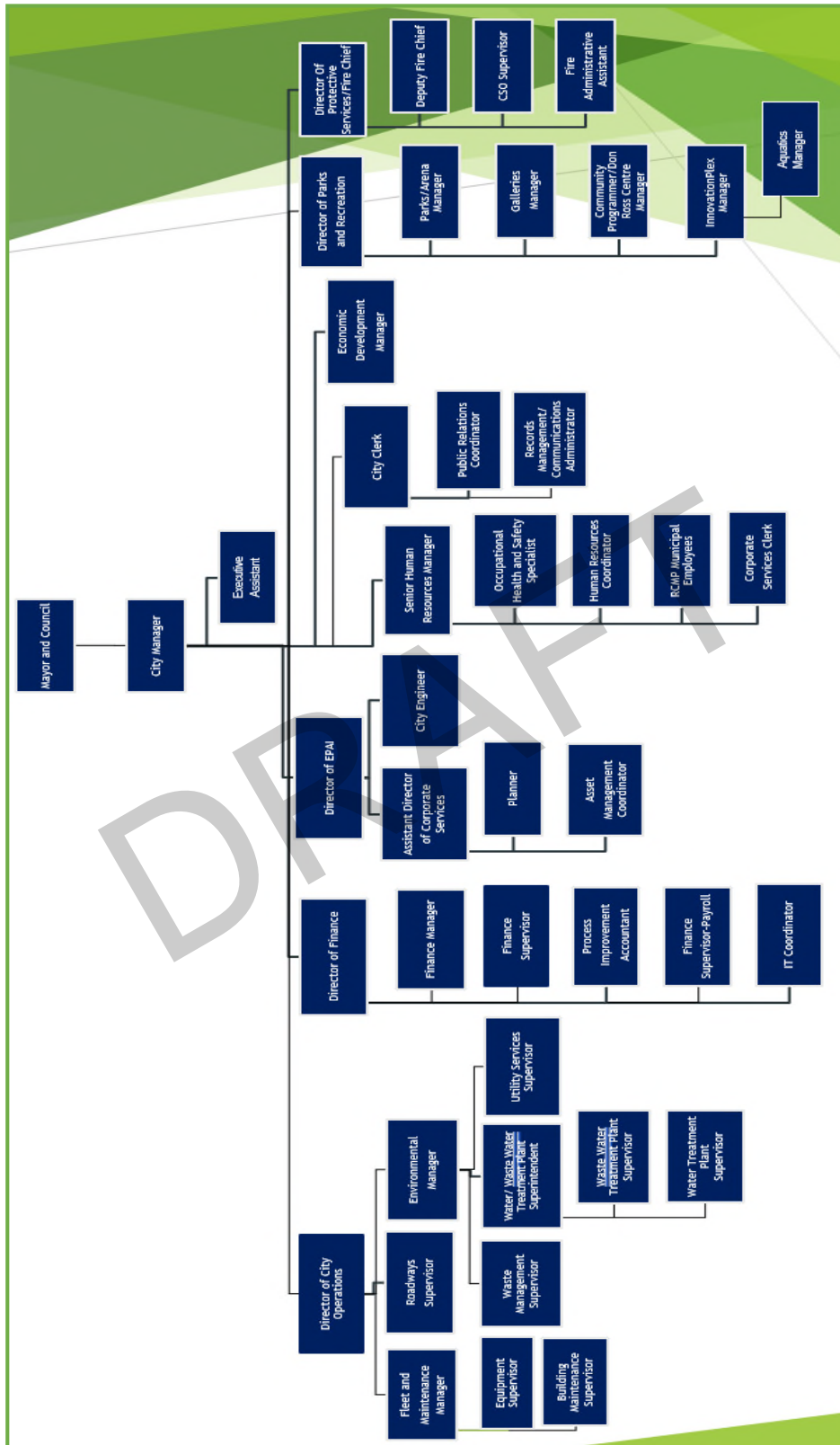
## City Administration

### Senior Management Overview

The City Directors along with their departmental employees are responsible for carrying out everyday duties at the City, per their job descriptions and functional responsibilities. The City's management team includes:

- City Manager – **Dr. Randy Patrick**
- City Clerk – **Stacey Hadley**
- Director of Engineering, Planning, Asset Management, and Infrastructure – **Vacant**
- Director of Finance – **Brent Nadon**
- Director of Operations Services - **Stewart Schafer**
- Director of Parks & Recreation Services – **Cheryl DeNeire**
- Director of Protective Services/Fire Chief – **Lindsay Holm**

# Organizational Chart 2022



## Growing the Community

While the pandemic has stalled much of the world’s economy over the last two years, the City of North Battleford expects to return to growing both in population and economically in 2023. The City’s municipal government is providing services and economic stimulus into various community organizations and services that benefit the greater Battlefords region and communities situated around the beautiful North Saskatchewan River Valley.

In 2023, the City will provide approximately \$1.2 Million in economic stimulus to many organizations in the community. The City provides annual grant funding to organizations that, in turn, provide additional social and community support to our fellow citizens. See additional information about the community grants below. For a complete list of the annual grants, see the appendix at the end of this report.

The City's operating budget includes funding the following shared services and organizations:

**Battlefords Transit System (including Handi-Bus) \$ 343,666**

Provides residents with transportation; allows those who have no other mode of transportation to still be active in the community. The City is providing \$238,586 to the transit system and \$105,080 to the Handi-Bus operations.

**The Dekker Centre for the Performing Arts \$ 227,610**

The Dekker Centre for Performing Arts is the only modern performing arts centre in the Battlefords. This facility can host many different types of professional acts and entertainment from across North America. The City provides a \$227,610 operating grant to the Board of the Dekker Centre for the Performing Arts and pays for the cost of maintaining the facility.

**Animal Control / Humane Society \$ 150,000**

The Humane Society provides a shelter for many animals in the Battlefords. This initiative encourages responsible pet ownership and provides an alternative to buying animals from a pet store. The City provides a \$150,000 operating grant to the Humane Society and incurs other annual costs for building maintenance, building improvements, and the use of Special Constables for animal control.

**Lakeland Library Region \$ 351,567**

The Lakeland Library Region acts as the head office for the libraries in our region. The City, who is the largest funder for the Lakeland Region, helps pay for the annual operating costs that support improved literacy in our communities.

**North Battleford Library** **\$ 153,560**

The City provides the North Battleford Library with a grant of \$153,560 for the annual facility operations and additional funding for periodic building maintenance and \$7,000 for the rented space for the Sports Museum and Hall of Fame.

**River Valley Board** **\$ 53,000**

The City, in partnership with the Town of Battleford, provides funding based on an agreed formula to fund the cost of upkeep and beautification of the River Valley.

**North Battleford Golf and Country Club (NBGCC)** **\$ 75,000**

The City provides an annual \$75,000 grant for capital equipment and pays to maintain water and sewer utility infrastructure at the golf course.

**Destination Battlefords** **\$ 40,000**

The City, in conjunction with Hotels Association, provides annual funding to Destination Battlefords Tourism.

**Boys and Girls Club** **\$ 43,000**

The City provides the following grants to the Boys and Girls Club:

- \$15,000 capital grant,
- \$28,000 summer program grant. In 2020, the City partnered with the Club for a trial partnership for the delivery of free summer day programs in some of the City parks. Due to the success of the program the Boys and Girls have requested we continue this funding in 2023.

**BTEC Capital Grant** **\$ 10,000**

The City provides a grant of \$10,000 to BTEC to assist with the cost of the new facility. 2023 is the seventh year of a ten-year agreement.

**Community Development Financial Assistance Program** **\$ 60,000**

Each year, the City provides a set amount of discretionary assistance funding to local non-profit groups that apply for assistance. This year a new Sub-Committee was formed and met on October 28<sup>th</sup>, 2022 to review applications. Funding recommendations from that Committee will be forward brought to Council for approval during budget deliberations. Subject to that final approval, we have included the monetary value of the Committee recommendations in the budget document.

## General Fund Operating Budgets by Department

### General Government Services

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>GENERAL GOVERNMENT SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Sales of supplies	\$ 96,700	\$ 110,700	\$ 85,750	\$ 149,586
- Taxation Services	19,500	27,000	16,588	18,706
- Expense Recoveries	-	-	6,797	26,410
Total Fees and Charges	116,200	137,700	109,134	194,702
- Tangible capital asset sales - gain (loss)	-	-	246,220	35,099
- Investment & Interest	357,000	312,500	431,539	519,062
Total Other Segmented Revenue	473,200	450,200	786,894	748,864
Conditional Grants and Donations				
- Grants	-	-	18,995	436
<b>Total Operating Revenue</b>	<b>473,200</b>	<b>450,200</b>	<b>805,889</b>	<b>749,300</b>
<b>Operating Expenses</b>				
Council remuneration and travel	314,549	302,693	259,141	270,528
Wages and benefits	1,994,359	1,948,929	1,575,825	1,719,725
Professional/Contractual services	1,291,434	1,303,498	869,750	1,081,923
Subscription/Memberships	86,854	86,859	50,298	35,617
Utilities	125,788	110,082	114,018	118,711
Maintenance, materials and supplies	167,445	152,425	108,686	101,321
Travel	24,035	23,626	9,486	2,814
Amortization	-	-	-	77,291
Allowance for uncollectibles	-	-	(12)	409,137
Insurance	650,099	550,000	543,434	448,528
Medical	5,000	5,000	495	2,475
Grants and contributions	159,000	159,000	171,500	182,000
Other	3,000	3,000	32,019	34,076
<b>Total Government Services Expenses</b>	<b>4,821,563</b>	<b>4,645,112</b>	<b>3,734,639</b>	<b>4,484,145</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	-	-	-
<b>General Government Services Surplus (Deficit)</b>	<b>\$ (4,348,363)</b>	<b>\$ (4,194,912)</b>	<b>\$ (2,928,751)</b>	<b>\$ (3,734,845)</b>
Capital Expenditure	1,582,000	568,000	-	-
<b>Total General Government Services Financial Position</b>	<b>\$ (5,930,363)</b>	<b>\$ (4,762,912)</b>	<b>\$ (2,928,751)</b>	<b>\$ (3,734,845)</b>

### Revenues

- General Government revenue is projected to increase by approximately \$23,000 mainly due to the following:
  - Decrease of sundry revenue to adjust to actuals of \$14,000
  - Increase in investment income of approximately \$44,500

## Expenses

- Council remuneration increased by approximately \$8,000 and supplies by \$4,000
- Wages and Benefits are projected to increase by approximately \$45,000 due to:
  - Wage adjustment and cost of living, adjustment to reflect current employees' actual salaries and group benefit adjustments totaling \$145,000
  - Increase in vacancy rate (\$100,000).
- Professional Contractual expense movement compared to 2022 Budget:

<b>Total budgeted professional/contractual services 2022</b>	<b>\$1,303,498</b>
Regional Study/ Review	(100,000)
Website	(8,700)
Taxation assessment service contract	10,000
Audit contract service	11,000
City Hall interior renovations	(19,700)
Penetration test	30,000
Security awareness training – Citywide	6,000
Council AV equipment maintenance	2,600
Microsoft office license renewals	14,200
Information Technology software and service contracts	12,672
Training initiatives	5,000
Citywide special events	20,000
Sundry	4,864
<b>Proposed Budget 2023</b>	<b>\$1,291,434</b>

- Utilities are expected to increase by \$15,706 due to adjusting electric, gas, and phones to actual rates.
- Maintenance, materials, and supplies are expected to increase by approximately \$15,000, due to the following:
  - IT hardware \$8,800
  - City Hall building maintenance \$4,000
  - City Hall supplies \$2,200
- Insurance is increasing by \$100,000 mainly due to the following:
  - One deductible claim \$25,000
  - Increase on premiums \$75,000



Capital expenditures are estimated to be \$1,582,000. See “General Government” capital expenditures tab for details:

- City Hall roof replacement
- Annual Capital Renewal
- Council Chambers Phase 2
- App Server
- DC Server
- Point 2 Point
- ERP Software

DRAFT

## Policing Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>POLICING SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Policing Fees/Fines	\$ 150,000	\$ 150,000	\$ 108,232	\$ 103,405
Total Fees and Charges	150,000	150,000	108,232	103,405
- Total Police Services Other Revenue	406,292	450,000	341,830	610,173
Total Other Segmented Revenue	556,292	600,000	450,062	713,578
Conditional Grants				
- Grants	819,353	819,353	16,948	820,094
<b>Total Operating</b>	<b>1,375,645</b>	<b>1,419,353</b>	<b>467,010</b>	<b>1,533,671</b>
<b>Operating Expenses</b>				
Wages and benefits	616,860	612,014	403,889	425,735
Professional/Contractual services	5,504,548	5,115,134	2,665,906	5,416,036
Utilities	82,760	78,200	60,344	70,026
Maintenance, materials and supplies	109,000	109,000	76,351	118,496
Interest	6,915	7,166	5,130	2,312
<b>Total Policing Services Expense</b>	<b>6,320,084</b>	<b>5,921,515</b>	<b>3,211,620</b>	<b>6,134,248</b>
<b>Policing Services Surplus (Deficit)</b>	<b>\$ (4,944,439)</b>	<b>\$ (4,502,162)</b>	<b>\$ (2,744,610)</b>	<b>\$ (4,600,577)</b>
Capital Expenditure				
<b>Total Policing Services Financial Position</b>	<b>\$ (4,944,439)</b>	<b>\$ (4,502,162)</b>	<b>\$ (2,744,610)</b>	<b>\$ (4,600,577)</b>

### Revenues

In 2023, Revenue from Policing is projected to decrease by approximately \$44,000. The majority of the decrease is due to lower rent payments.

### Expenses

Professional/Contractual Services is the 37-member RCMP Policing Contract with His Majesty on behalf of the Federal Government. This increase of approximately \$400,000 per year is the ongoing cost of the current year increase for the RCMP, and a catch up for the costs that were delayed from last year by utilizing higher vacancy figures. Going forward the annual increases should be in the 3-5% range.

## Fire and Protective Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>FIRE &amp; PROTECTIVE SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Total Fire Services Fees/Fines	\$ 79,500	\$ 61,500	\$ 74,020	\$ 97,226
- Total Provincial Fines	150,000	150,000	129,324	192,622
- Total Special Constables Fees/Fines	214,000	213,600	161,243	281,390
Total Fees and Charges	443,500	425,100	364,587	571,238
- Total Fire Services Other Revenue	2,100	2,100	21,498	36,403
- Total Special Constables Other Revenue	-	-	250	750
Total Other Segmented Revenue	445,600	427,200	386,335	608,391
Conditional Grants				
- Grants	-	-	-	-
<b>Total Operating Revenue</b>	<b>445,600</b>	<b>427,200</b>	<b>386,335</b>	<b>608,391</b>
<b>Operating Expenses</b>				
<b>Special Constables</b>				
Wages and benefits	630,779	627,041	505,101	574,353
Professional/Contractual services	9,511	10,511	1,917	-
Subscription/Memberships	4,120	4,000	515	4,169
Utilities	4,975	4,830	3,389	4,084
Maintenance, materials and supplies	87,124	84,958	76,682	82,915
Travel	4,635	4,500	2,129	2,140
<b>Total Special Constables Expenses</b>	<b>741,143</b>	<b>735,840</b>	<b>589,734</b>	<b>667,660</b>
<b>Fire Services</b>				
Wages and benefits	2,133,038	2,023,239	1,786,214	2,060,766
Professional/Contractual services	120,126	134,439	18,242	43,310
Subscription/Memberships	53,488	52,530	8,164	51,559
Utilities	42,744	41,269	31,021	32,678
Maintenance, materials and supplies	160,692	133,441	86,294	205,635
Travel	7,471	8,240	2,444	2,245
Medical	1,061	1,030	75	-
<b>Total Fire Services Expenses</b>	<b>2,518,620</b>	<b>2,394,188</b>	<b>1,932,454</b>	<b>2,625,984</b>
<b>Safety &amp; Emergency Preparedness</b>				
Professional/Contractual services	13,056	12,541	7,465	12,789
Subscription/Memberships	7,210	7,000	7,106	7,000
Maintenance, materials and supplies	583	567	-	188
Travel	1,644	1,597	-	180
<b>Total Safety &amp; Emergency Preparedness Expenses</b>	<b>22,494</b>	<b>21,704</b>	<b>14,571</b>	<b>20,157</b>
<b>Animal, Humane Society Expenses</b>				
Professional/Contractual services	150,000	150,000	150,148	150,029
Utilities	10,971	10,588	9,926	10,151
Maintenance, materials and supplies	2,652	2,575	1,372	6,396
<b>Total Animal, Humane Society Expenses</b>	<b>163,623</b>	<b>163,163</b>	<b>161,445</b>	<b>166,576</b>
<b>Total Fire and Protective Services Expenses</b>	<b>3,445,880</b>	<b>3,314,895</b>	<b>2,698,205</b>	<b>3,480,377</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	-	-	-
<b>Fire &amp; Protective Services Surplus (Deficit)</b>	<b>\$ (3,000,280)</b>	<b>\$ (2,887,695)</b>	<b>\$ (2,311,870)</b>	<b>\$ (2,871,986)</b>
Capital Expenditure	297,500	670,000	-	-
Transfer to Reserves	(91,032)	(91,032)	-	-
Transfers from Reserves	(300,000)	(300,000)	-	-
<b>Total Fire &amp; Protective Services Financial Position</b>	<b>\$ (3,506,748)</b>	<b>\$ (3,766,663)</b>	<b>\$ (2,311,870)</b>	<b>\$ (2,871,986)</b>

## Revenues

There are no major expected changes in 2023 revenues.

## Expenses

### Special Constables

- Special Constables expenses are expected to increase by \$5,303 due to wage adjustment and maintenance, materials, and supplies.
- As proposed in the 2021 budget, the purchase was internally financed over 5 years with an internal rate of 6% per annum. An annual transfer of \$9,511 to reserves is planned until 2026.

### Fire Services

- Wages and benefits in 2023 are expected to increase compared to the 2022 Budget by approximately \$109,800 due to cost of living, group benefits, and overtime adjustments.
- Contractual services in 2023 are expected to decrease by approximately \$14,000.
- Maintenance, materials, and supplies are expected to increase by \$27,000 mainly due to the roof study and repairs at the fire hall.
- In 2021, the City purchased a fire pumper truck for approximately \$752,000. As proposed in the 2021 Budget, \$300,000 was internally financed over 10 years with an internal rate of 6% per annum. An annual transfer of \$81,521 to reserves is planned until 2032.

Capital expenditures are estimated to be \$297,500. See Operations capital expenditures tab for details:

- Parking lot resurface and base repair
- Pumper Rescue truck
- Bylaw hybrid vehicle

## Operations Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>OPERATIONS SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Aviation Revenue	\$ 383,150	\$ 122,650	\$ 272,456	\$ 183,819
- Expense Recoveries	4,250	3,435	27,351	7,635
Total Other Segmented Revenue	387,400	126,085	299,807	191,454
Conditional Grants				
- Grants	1,001,845	1,234,667	732,177	440,567
<b>Total Operating Revenue</b>	<b>1,389,245</b>	<b>1,360,752</b>	<b>1,031,984</b>	<b>632,021</b>
<b>Operating Expenses</b>				
<b>Public Works &amp; Fleet</b>				
Wages and benefits	2,163,576	2,063,217	1,612,681	1,856,767
Professional/Contractual services	1,625,429	1,427,671	796,732	1,171,702
Subscription/Memberships	30,811	22,456	9,132	10,739
Utilities	559,492	494,896	463,019	502,196
Maintenance, materials and supplies	1,477,118	1,046,618	1,326,170	946,450
Travel	22,813	14,266	4,237	2,706
Amortization	-	-	-	2,796,032
Interest	55,807	70,141	37,271	68,699
Insurance	135,000	135,000	117,537	115,655
Other	20,000	30,000	15,480	18,739
<b>Total Public Works &amp; Operations Expenses</b>	<b>6,090,046</b>	<b>5,304,265</b>	<b>4,382,259</b>	<b>7,489,685</b>
<b>Total Operations Services Expenses</b>	<b>6,090,046</b>	<b>5,304,265</b>	<b>4,382,259</b>	<b>7,489,685</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	-	-	-
<b>Operations Surplus (Deficit)</b>	<b>\$ (4,700,801)</b>	<b>\$ (3,943,512)</b>	<b>\$ (3,350,275)</b>	<b>\$ (6,857,664)</b>
Capital Expenditure	618,000	1,128,000	-	-
<b>Total Operations Financial Position</b>	<b>\$ (5,318,801)</b>	<b>\$ (5,071,512)</b>	<b>\$ (3,350,275)</b>	<b>\$ (6,857,664)</b>

### Revenues

- In 2023, aviation revenue is expected to increase approximately by \$260,000 and grants are expected to decrease by \$232,822 as there are no known grants that we may expect.

### Expenses

#### Public Works & Fleet

- Wages and benefits in 2023 are projected to increase by approximately \$100,000 mainly due to cost of living increases and a change in the pay scale for employees.

- Professional/Contractual services is projected to increase by approximately \$197,000 mainly due to the following:

<b>Total budgeted professional/contractual services 2022</b>	<b>\$1,427,671</b>
Increase in freight to adjust to actual expenditure (Total freight \$19,000)	9,000
New grader lease	77,000
Reduction of lease payments (UF truck, chipper and maintenance truck)	(39,100)
Lease of electric forklift	12,000
Fleet Management Information system software	18,000
New Tandem truck lease	51,000
New Hybrid vehicle lease	8,000
Public Workshop repairs	15,000
Grading and paving alleys and roads for a total budget of \$260,000	95,000
Weed Control	(15,000)
Overlay 100 <sup>th</sup> Street & Territorial Drive	(200,000)
Territorial Drive crack sealing	100,000
Residential crack sealing	(50,000)
Airfield crack sealing	(50,000)
Airfield services contract	32,000
Fairview back-alley service contracts	20,000
Street lighting - Batteries for solar lights	25,600
Lane marking – service contracts	(15,000)
Culverts & ditches repairs	30,000
Parsons Park storm sewer drainage – expected to continue for the next 3 years (2023 – 2025)	45,000
Airport terminal roof	22,000
Sundry contracts increase	7,258
<b>Proposed Budget 2023</b>	<b>\$1,625,429</b>

- Utilities increased by \$64,500 due to the end of the City’s agreement and adjusting to new rates provided
- Maintenance, materials, and supplies expenses are projected to increase by \$430,000 mainly due to the following:

<b>Total budgeted maintenance, materials, and supplies 2022</b>	<b>\$1,046,618</b>
Equipment repairs – Public Works for a total of \$195,000	45,000
Equipment repairs – Parks for a total of \$150,000	75,000
Fleet & Maintenance building maintenance & supplies	12,000
Hoists – 2022 one-off purchase	(35,000)



Vac Truck repairs	(25,000)
Equipment repairs – miscellaneous	5,000
Grading & gravelling supplies	(12,000)
Fleet and supplies	20,000
Fleet Fuel increase for a total budget of \$310,000 (2022: \$200,000)	110,000
Small tools	5,000
Patching supplies	11,000
Street sweeping supplies	17,000
Snow, sidewalks plowing, street signs, and lane marking supplies	21,500
Batteries for traffic signals	10,000
Parking maintenance supplies	3,500
Airport fuel	170,000
Airport building maintenance and supplies	(5,100)
Sundry	2,600
<b>Proposed Budget 2023</b>	<b>\$1,477,118</b>

- Interest is expected to decrease by approximately \$14,000 as one long-term debt is nearing its maturity date.

Capital expenditures are estimated to be \$618,000. See Operations capital expenditures tab for details:

- Cemetery grass mower
- Urban Forestry truck
- Urban Forestry chipper
- Bucket truck
- Airport security fence
- Valve turning truck
- Public library elevator
- Stair climber
- Camera 13<sup>th</sup> and 100<sup>th</sup> Street
- Back alley improvements – Fairview
- Stormwater improvements – Industrial Park
- Reconstruction of Wearing Road
- Salt Tent

## Waste Management Services

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>WASTE MANAGEMENT SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
Waste and Disposal Fees	\$ 1,411,000	\$ 1,009,000	\$ 1,215,214	\$ 1,622,758
Total Fees and Charges	1,411,000	1,009,000	1,215,214	1,622,758
Other Revenue, Garbage and Recycling	1,077,792	1,049,536	929,286	1,063,795
Total Other Segmented Revenue	2,488,792	2,058,536	2,144,499	2,686,552
Conditional Grants				
- Grants	143,808	143,808	-	145,910
<b>Total Operating Revenue</b>	<b>2,632,600</b>	<b>2,202,344</b>	<b>2,144,499</b>	<b>2,832,462</b>
<b>Operating Expenses</b>				
Wages and benefits	634,944	610,257	505,296	591,778
Professional/Contractual services	992,895	817,454	522,722	591,665
Subscription/Memberships	8,932	4,662	3,083	4,016
Utilities	17,909	15,849	8,944	11,880
Maintenance, materials and supplies	169,792	157,008	121,950	161,308
Travel	9,316	4,200	4,648	152
Interest	13,572	14,097	13,100	13,824
Other	70,000	70,000	-	40,608
<b>Total Waste Management Services Expenses</b>	<b>1,917,359</b>	<b>1,693,526</b>	<b>1,179,742</b>	<b>1,574,143</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	-	-	-
<b>Waste Management Services Surplus (Deficit)</b>	<b>\$ 715,241</b>	<b>\$ 508,817</b>	<b>\$ 964,757</b>	<b>\$ 1,258,319</b>
Capital Expenditure	110,000			
Transfers to Reserves	(44,564)	(44,564)	-	(44,564)
Transfers from Reserves	-	-	-	-
<b>Total Waste Management Services Financial Position</b>	<b>\$ 649,805</b>	<b>\$ 464,253</b>	<b>\$ 964,757</b>	<b>\$ 1,213,755</b>

### Revenues

- Waste and Disposal fee revenues in 2023 include a 6.8% increase due to agreement increase in cost and an estimated increase of \$200,000 tipping fees due to rate review and enforcement of City bylaws.

### Expenses

- Expenses are projected to increase by approximately \$223,000 mainly due to the following:
  - Wages and benefit change of pay scale and cost of living - \$25,000
  - Service contracts increase is projected to increase by approximately \$175,000 mainly due to:
    - Maintenance of wind fences \$(2,000)

- Groundwater monitoring service contract \$(15,000)
  - Drone survey contract is expected to decrease by \$(2,500)
  - Grinding, mulching, and concrete crushing \$10,000
  - Compactor wheel cleats \$100,000
  - Dozer lease increase \$22,300
  - Continuation of work on master plan to fulfill legislative obligations \$20,000
  - Fence maintenance \$5,000
  - Sundry reduction in supplies \$641
  - Monitor recycling bin content (Prairie Robotics) \$17,000. *This is not necessary, but we believe this will be beneficial to solve a number of issues.*
  - Recycling and solid waste collection service increase of \$20,000
- 
- Maintenance, materials, and supplies is projected to increase by approximately \$13,000 mainly due to the following:
    - Reallocation of the waste management software from the general government to the waste management facility \$7,000
    - Building repairs and signage \$6,000

During 2019, the City purchased a Volvo loader for \$328,183. The purchase was internally financed over 10 years with an internal interest rate of 6% per annum. An annual transfer of \$44,564 to reserves is planned until 2030.

Capital expenditures are estimated to be \$110,000. See Operations capital expenditures tab for details:

- Security camera
- Waste Management capital assets

## Planning and Development Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>PLANNING AND DEVELOPMENT SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Business Licenses	\$ 200,000	\$ 200,000	\$ 217,294	\$ 242,476
- Building & Development Permits	139,900	109,400	218,110	146,048
- Development Agreements	76,000	76,000	64,993	112,499
- Land Rent	63,000	50,000	70,578	63,622
<b>Total Fees and Charges</b>	<b>478,900</b>	<b>435,400</b>	<b>570,974</b>	<b>564,645</b>
- Lot Options/ Land gain/(loss)	-	3,000	-	1,001,251
Total Other Segmented Revenue	478,900	438,400	570,974	1,565,895
Conditional Grants				
- Grants	35,223	35,223	-	-
<b>Total Operating Revenue</b>	<b>514,123</b>	<b>473,623</b>	<b>570,974</b>	<b>1,565,895</b>
<b>Operating Expenses</b>				
<b>Business Licenses</b>				
Wages and benefits	53,409	51,064	69,664	80,220
Professional/Contractual services	75,000	75,000	142,472	87,149
Maintenance, materials and supplies	500	500	2,479	1,944
<b>Total Business Licenses</b>	<b>128,909</b>	<b>126,564</b>	<b>214,615</b>	<b>169,313</b>
<b>Economic Development</b>				
Wages and benefits	216,576	76,409	22,486	32,483
Subscription/Memberships	17,750	2,250	649	590
Travel	5,500	2,100	-	-
Grants and contributions	383,666	492,261	40,000	118,458
<b>Total Economic Development</b>	<b>640,492</b>	<b>573,020</b>	<b>63,135</b>	<b>151,531</b>
<b>Engineering</b>				
Wages and benefits	269,429	183,811	34,005	120,700
Professional/Contractual services	26,000	5,000	(6,441)	50,424
Subscription/Memberships	-	-	-	-
Maintenance, materials and supplies	4,100	4,100	19,235	4,602
Travel	-	-	-	37
<b>Total Engineering</b>	<b>299,529</b>	<b>192,911</b>	<b>46,800</b>	<b>175,763</b>
<b>Planning</b>				
Wages and benefits	190,536	173,613	386,415	442,840
Professional/Contractual services	60,000	36,000	90,768	81,737
Subscription/Memberships	5,500	11,500	10,415	11,386
Maintenance, materials and supplies	500	500	399	208
Travel	6,000	6,000	5,027	68
Interest	214,676	223,141	194,199	196,517
Grants and contributions	93,197	92,907	-	-
<b>Total Planning</b>	<b>570,409</b>	<b>543,661</b>	<b>687,224</b>	<b>732,756</b>
<b>Total Planning and Development Services</b>	<b>1,639,339</b>	<b>1,436,156</b>	<b>1,011,774</b>	<b>1,229,363</b>
<b>Total Planning and Development Services Surplus (Deficit)</b>	<b>\$ (1,125,216)</b>	<b>\$ (962,533)</b>	<b>\$ (440,800)</b>	<b>\$ 336,532</b>
Capital Expenditure	375,000	120,000		
<b>Total Planning and Development Services Financial Position</b>	<b>\$ (1,500,216)</b>	<b>\$ (1,082,533)</b>	<b>\$ (440,800)</b>	<b>\$ 336,532</b>

## Revenues

The projected revenues for Planning and Development Services for 2023 is approximately \$514,000, with an estimated increase of approximately \$40,000 compared to 2022 mainly due to expected increases in building and development permits, and business licenses.

## Expenses

Overall expenses are projected to increase in 2023 compared to Budget 2022 in the approximate amount of \$203,000, with significant details as follows:

### Economic Development

- Economic Development wages and benefits, subscriptions, memberships, and travel are expected to increase by \$159,000 due to hiring a dedicated economic development position.
- Grants and contributions are expected to decrease by approximately \$109,000 due to reduction on grants to Destination Battlefords Tourism, Public Transit, and Handi-Bus services.

### Engineering

- Wages and benefits and professional fees are expected to increase by \$107,000 due to the following:
  - New position for a GIS Coordinator with an estimate fully-loaded cost of \$124,600
  - Reallocation of one engineering technologist to a split of the following departments: fleet, water, and sewer (\$80,100)
  - Engineering technical opinions increase of \$5,000
  - Wages and benefits increase due to cost of living and change of step \$57,500

### Planning

- Wages and benefits are expected to increase by \$17,000 due to cost of living adjustment and moving an employee from Junior Planner to Planner.
- Professional and contractual services are expected to increase by approximately \$24,000 mainly to evaluate a contaminated site.
- Interest is expected to decrease by approximately \$8,500 due to some long-term debts nearing their maturity dates.

Capital expenditures are estimated to be \$375,000. See Planning & Development capital expenditures tab for details:

- Sidewalk – 110<sup>th</sup> Street to Territorial Phase 2 – Battleford Road to 114<sup>th</sup> Street
- Battleford Road and Hwy 16 Bypass – Service Road Upgrade

## Parks & Recreation Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>PARKS &amp; RECREATION SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Recreation Fees & Services	\$ 809,200	\$ 752,750	\$ 714,188	\$ 431,970
- Galleries	44,800	34,300	46,370	42,231
- Recreation Facilities Rental	903,500	891,000	726,895	764,802
- Cemetery	170,000	155,000	146,968	142,109
Total Other Segmented Revenue	1,927,500	1,833,050	1,487,453	1,239,004
Conditional Grants				
- Grants	253,850	223,350	171,857	338,004
<b>Total Operating Revenue</b>	<b>2,181,350</b>	<b>2,056,400</b>	<b>1,659,310</b>	<b>1,577,007</b>
<b>Operating Expenses</b>				
<b>Recreational Facilities &amp; Programing</b>				
Wages and benefits	2,478,652	2,355,138	1,775,111	1,754,005
Professional/Contractual services	557,904	588,124	487,156	462,030
Subscription/Memberships	17,060	22,925	2,152	4,660
Utilities	904,645	851,361	744,873	828,432
Maintenance, materials and supplies	334,785	318,950	309,303	259,853
Travel	6,200	8,570	3,002	769
Interest	286,096	313,438	248,480	349,859
Grants and contributions	506,167	515,624	514,584	514,584
Other	12,500	9,600	13,591	9,727
<b>Total Recreational Facilities &amp; Programing</b>	<b>5,104,008</b>	<b>4,983,731</b>	<b>4,098,252</b>	<b>4,465,437</b>
<b>Galleries</b>				
Wages and benefits	303,016	303,843	211,155	260,914
Professional/Contractual services	99,645	81,820	52,654	61,676
Subscription/Memberships	-	-	-	-
Utilities	37,638	35,926	37,701	40,166
Maintenance, materials and supplies	34,000	24,700	37,738	40,155
Travel	400	800	-	-
<b>Total Galleries</b>	<b>474,699</b>	<b>447,089</b>	<b>339,248</b>	<b>414,923</b>
<b>Cemeteries</b>				
Wages and benefits	138,100	134,187	139,988	166,177
Professional/Contractual services	3,000	2,000	500	3,934
Utilities	22,290	23,490	19,128	21,013
Maintenance, materials and supplies	8,300	6,500	2,904	4,432
<b>Cemeteries Total</b>	<b>171,690</b>	<b>166,177</b>	<b>162,519</b>	<b>195,927</b>
<b>Parks &amp; Forestry</b>				
Wages and benefits	651,813	632,079	502,782	578,675
Professional/Contractual services	224,800	187,900	292,785	201,509
Utilities	169,990	163,394	190,422	229,500
Maintenance, materials and supplies	86,500	92,700	69,161	73,826
Amortization	-	-	-	1,530,247
Grants and contributions	64,000	64,000	11,000	64,000
<b>Total Parks &amp; Forestry Expenses</b>	<b>1,197,103</b>	<b>1,140,073</b>	<b>1,066,149</b>	<b>2,677,758</b>
<b>Total Parks &amp; Recreation Services</b>	<b>6,947,500</b>	<b>6,737,070</b>	<b>5,666,169</b>	<b>7,754,045</b>
<b>Capital</b>				
Conditional Grants				
- Capital grants	-	-	-	-
- Community capital pledges/contributions	-	-	-	(2,400)
<b>Total Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,400)</b>
<b>Parks &amp; Recreation Services Surplus (Deficit)</b>	<b>\$ (4,766,150)</b>	<b>\$ (4,680,670)</b>	<b>\$ (4,006,859)</b>	<b>\$ (6,177,038)</b>
Capital Expenditure	1,945,000	414,300	-	-
<b>Total Parks &amp; Recreation Services Financial Position</b>	<b>\$ (6,711,150)</b>	<b>\$ (5,094,970)</b>	<b>\$ (4,006,859)</b>	<b>\$ (6,177,038)</b>

## Revenue

Overall revenues are expected to increase by approximately \$125,000 in 2023 compared to 2022 mainly due to the following:

- Swimming pool registrations, sale of goods and services increase of \$30,000
- Performing Arts, ticket sales increase of \$5,000
- Field House rents, registrations, and sale of services increase of \$22,000
- Galleries sale of goods and services increase of \$10,500
- Increase in rentals of Don Ross Arena, Don Ross Complex, Access Communications Centre, and other City facilities of \$12,500
- Cemetery fees increase of \$15,000
- Cultural grants are expected to increase by approximately \$30,000

## Expenses

Overall expenses are expected to increase by \$210,000. The main variances are as follows:

### Recreational Facilities & Programming

- Wages and benefits in 2023 are projected to increase approximately \$123,000. This is due to change of steps and wage adjustment per agreements.
- Professional and contractual services are expected to decrease at the Aquatic Centre and Public Library (roof repairs) by \$(30,220).
- Utilities are expected to increase by \$53,000 due to adjusting electric, gas, and phones to actual rate agreements.
- Maintenance, materials, and supplies are expected to increase by \$15,800 mainly due to Access Communications Centre repairs, Field House supplies, and ice plant repairs.
- Interest on long-term debt is expected to decrease by \$27,000.

### Galleries

- Professional and Contractual services are expected to increase by \$16,500 due to surveillance system upgrade, new monitoring for exhibition tour, and shelving.

### Parks & Forestry

Overall expenses are expected to increase by \$57,000. The main variances are as follows:

- Wages and benefits are expected to be increased by \$19,000, due to pay scale and cost of living adjustments.
- Professional and contractual services are expected to increase by \$37,000 due to pest control, emergency services for tree removal, graffiti removal, and playground equipment replacements. The playground equipment replacements were reallocated from the capital to the operating budget due to them being ongoing.



- Utilities are expected to increase by \$6,600 due to adjustments of electric, gas, water, and phone actual rate agreements.

Capital expenditures are estimated to be \$1,945,500. See Parks & Recreation capital expenditures tab for details:

- Allen Sapp Gallery – Water softener
- Allen Sapp Gallery – Front end of cornice repairs
- Access Communications Centre – Condensate tank
- Access Communications Centre – Plant condenser
- Don Ross Arena – Washroom/flooring upgrades
- Don Ross Arena – Ice plant (over 2 years)
- NationsWEST Field House – Copier
- NationsWEST Field House – Drinking fountains upgrade
- NationsWEST Field House – Headguards
- Co-op Aquatic Centre – Handicap chair lift
- Co-op Aquatic Centre – Front window glass
- Co-op Aquatic Centre – Drinking fountains upgrade
- Co-op Aquatic Centre – Roof replacement
- Co-op Aquatic Centre – Rooftop unit 1 (over 2 years)
- Don Ross Community Centre – Rooftop / Air Handler unit
- Don Ross Community Centre – Door hardware and panic doors & fobs
- Don Ross Community Centre – floor washer
- Curling Rink – Announcement Sound System
- Parks – Irrigation System replacement
- Parks – Outdoor rink replacements
- Parks – Security cameras
- Parks – Gazebos

## InnovationPlex Recreation & Cultural Centre Summary Statement of Operations (all components)

The following is the Summary Statement of Operations for all InnovationPlex components (Swimming Pool, Field House, Curling Arena, Performing Arts Centre, and InnovationPlex grounds) combined:

### Innovationplex Recreation & Cultural Centre Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 210,000	\$ 195,000	\$ 126,856	\$ 71,034
Registrations	30,000	30,000	18,929	7,853
Sale of Goods	20,000	15,000	18,570	12,022
Sale of Service	628,000	589,250	569,848	377,048
<b>Total Revenue</b>	<b>\$ 888,000</b>	<b>\$ 829,250</b>	<b>\$ 734,203</b>	<b>\$ 467,956</b>
<b>Expenses</b>				
Wages and benefits	\$ 1,589,373	\$ 1,525,800	\$ 1,068,819	\$ 968,585
Professional/Contractual services	380,084	427,804	366,568	294,584
Utilities	446,006	419,757	348,979	379,206
Maintenance, materials and supplies	219,935	212,140	203,027	150,974
Travel	1,500	1,500	1,471	701
Bank charges	10,000	8,800	9,406	4,800
Other	8,500	8,000	9,591	7,686
<b>Total Expense</b>	<b>2,655,398</b>	<b>2,603,801</b>	<b>2,007,862</b>	<b>1,806,535</b>
<b>Surplus (Deficit)</b>	<b>\$ (1,767,398)</b>	<b>\$ (1,774,551)</b>	<b>\$ (1,273,659)</b>	<b>\$ (1,338,579)</b>

**NationsWest Field House**

**Field House  
Statement of Operations**

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 140,000	\$ 125,000	\$ 113,096	\$ 39,078
Registrations	30,000	30,000	18,929	7,853
Sale of Service	98,000	90,000	89,162	50,864
<b>Total Revenue</b>	<b>\$ 268,000</b>	<b>\$ 245,000</b>	<b>\$ 221,187</b>	<b>\$ 97,795</b>
<b>Expenses</b>				
Wages and benefits	\$ 449,449	\$ 424,907	\$ 357,938	\$ 334,461
Professional/Contractual services	28,430	32,500	26,023	16,403
Utilities	123,058	115,164	96,928	99,817
Maintenance, materials and supplies	51,000	43,200	60,744	22,585
Bank charges	4,000	4,000	3,318	2,335
<b>Total Expense</b>	<b>655,937</b>	<b>619,771</b>	<b>544,951</b>	<b>475,601</b>
<b>Surplus (Deficit)</b>	<b>\$ (387,937)</b>	<b>\$ (374,771)</b>	<b>\$ (323,764)</b>	<b>\$ (377,806)</b>
<b>Cost recovery ratio</b>	40.86%	39.53%	40.59%	20.56%

## The Co-Op Aquatic Centre

### Swim Pool Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 70,000	\$ 70,000	\$ 13,760	\$ 31,956
Sale of Goods	20,000	15,000	18,570	12,022
Sale of Service	515,000	488,000	480,687	323,951
Donations	-	-	-	-
<b>Total Revenue</b>	<b>\$ 605,000</b>	<b>\$ 573,000</b>	<b>\$ 513,016</b>	<b>\$ 367,928</b>
<b>Expenses</b>				
Wages and benefits	\$ 1,139,925	\$ 1,100,893	\$ 710,882	\$ 634,124
Professional/Contractual services	26,310	78,660	52,352	22,755
Utilities	311,650	294,346	240,833	264,044
Maintenance, materials and supplies	153,535	156,540	125,459	116,616
Travel	1,500	1,500	1,471	701
Bank charges	6,000	4,800	6,088	2,465
Other	8,500	8,000	9,591	7,686
<b>Total Expense</b>	<b>1,647,419</b>	<b>1,644,739</b>	<b>1,146,676</b>	<b>1,048,392</b>
<b>Surplus (Deficit)</b>	<b>\$ (1,042,419)</b>	<b>\$ (1,071,739)</b>	<b>\$ (633,660)</b>	<b>\$ (680,463)</b>
<b>Cost recovery ratio</b>	36.72%	34.84%	44.74%	35.09%

## Northland Power Curling Centre

### Curling Centre Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Sale of Service	\$ -	\$ 1,250	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 1,250</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>				
Professional/Contractual services	\$ 71,017	\$ 67,717	\$ 52,100	\$ 16,069
Utilities	5,000	3,949	4,417	4,773
Maintenance, materials and supplies	11,600	8,600	10,955	3,683
<b>Total Expense</b>	<b>87,617</b>	<b>80,266</b>	<b>67,473</b>	<b>24,525</b>
<b>Surplus (Deficit)</b>	<b>\$ (87,617)</b>	<b>\$ (79,016)</b>	<b>\$ (67,473)</b>	<b>\$ (24,525)</b>

## The Dekker Centre for Performing Arts

### Performing Arts Centre Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Sale of Service	\$ 15,000	\$ 10,000	\$ -	\$ 2,233
<b>Total Revenue</b>	<b>\$ 15,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 2,233</b>
<b>Expenses</b>				
Professional/Contractual services	\$ 254,327	\$ 248,927	\$ 236,093	\$ 239,357
Utilities	6,298	6,298	6,801	9,914
Maintenance, materials and supplies	3,800	3,800	5,868	8,089
<b>Total Expense</b>	<b>264,425</b>	<b>259,025</b>	<b>248,762</b>	<b>257,360</b>
<b>Surplus (Deficit)</b>	<b>\$ (249,425)</b>	<b>\$ (249,025)</b>	<b>\$ (248,762)</b>	<b>\$ (255,127)</b>

DRAFT

## The Don Ross Complex

### Don Ross Complex Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 380,000	\$ 375,000	\$ 350,872	\$ 371,398
Sale of Service	1,200	1,500	1,063	(10)
<b>Total Revenue</b>	<b>\$ 381,200</b>	<b>\$ 376,500</b>	<b>\$ 351,935</b>	<b>\$ 371,388</b>
<b>Expenses</b>				
Wages and benefits	\$ 258,722	\$ 237,990	\$ 208,637	\$ 229,707
Professional/Contractual services	61,265	59,240	32,570	34,111
Utilities	151,355	144,555	63,137	57,389
Maintenance, materials and supplies	28,150	31,800	30,789	37,734
Travel	-	-	-	33
Amortization	-	-	-	65,470
Bank charges	3,200	3,000	2,877	2,433
<b>Total Expense</b>	<b>502,692</b>	<b>476,585</b>	<b>338,011</b>	<b>426,876</b>
<b>Surplus (Deficit)</b>	<b>\$ (121,492)</b>	<b>\$ (100,085)</b>	<b>\$ 13,924</b>	<b>\$ (55,488)</b>
<b>Cost recovery ratio</b>	75.83%	79.00%	104.12%	87.00%



## Don Ross Arena

### Don Ross Arena Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 145,000	\$ 140,000	\$ 126,027	\$ 133,269
<b>Total Revenue</b>	<b>\$ 145,000</b>	<b>\$ 140,000</b>	<b>\$ 126,027</b>	<b>\$ 133,269</b>
<b>Expenses</b>				
Wages and benefits	\$ 157,508	\$ 164,340	\$ 103,050	\$ 127,032
Professional/Contractual services	13,350	2,800	7,611	10,017
Utilities	96,226	91,285	142,196	157,726
Maintenance, materials and supplies	18,350	13,050	18,737	5,692
<b>Total Expense</b>	<b>285,434</b>	<b>271,475</b>	<b>271,594</b>	<b>300,468</b>
<b>Surplus (Deficit)</b>	<b>\$ (140,434)</b>	<b>\$ (131,475)</b>	<b>\$ (145,567)</b>	<b>\$ (167,199)</b>
<b>Cost recovery ratio</b>	50.80%	51.57%	46.40%	44.35%

## Access Communications Centre

### Access Communications Centre Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 275,000	\$ 275,000	\$ 206,435	\$ 208,878
<b>Total Revenue</b>	<b>\$ 275,000</b>	<b>\$ 275,000</b>	<b>\$ 206,435</b>	<b>\$ 208,878</b>
<b>Expenses</b>				
Wages and benefits	\$ 269,373	\$ 232,090	\$ 236,401	\$ 272,702
Professional/Contractual services	49,225	35,400	24,719	81,524
Utilities	185,010	176,402	158,935	198,176
Maintenance, materials and supplies	48,900	42,460	39,630	51,756
Amortization	-	-	-	116,902
<b>Total Expense</b>	<b>552,508</b>	<b>486,352</b>	<b>459,685</b>	<b>721,061</b>
<b>Surplus (Deficit)</b>	<b>\$ (277,508)</b>	<b>\$ (211,352)</b>	<b>\$ (253,250)</b>	<b>\$ (512,183)</b>
<b>Cost recovery ratio</b>	49.77%	56.54%	44.91%	28.97%

## Allen Sapp Gallery

### Allen Sapp Gallery Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Sale of Goods	\$ 25,000	\$ 20,000	\$ 24,979	\$ 28,082
Sale of Service	5,500	4,000	5,546	10,622
Donations	5,000	3,300	6,475	3,571
Grants	93,850	63,350	101,058	80,259
<b>Total Revenue</b>	<b>\$ 129,350</b>	<b>\$ 90,650</b>	<b>\$ 138,058</b>	<b>\$ 122,534</b>
<b>Expenses</b>				
Wages and benefits	\$ 179,210	\$ 151,137	\$ 135,802	\$ 230,726
Professional/Contractual services	90,395	75,270	50,346	54,406
Utilities	35,680	33,968	35,527	37,534
Maintenance, materials and supplies	25,600	22,500	32,132	37,819
Travel	400	800	-	-
Amortization	-	-	-	8,336
<b>Total Expense</b>	<b>331,285</b>	<b>283,675</b>	<b>253,807</b>	<b>368,821</b>
<b>Surplus (Deficit)</b>	<b>\$ (201,935)</b>	<b>\$ (193,025)</b>	<b>\$ (115,749)</b>	<b>\$ (246,287)</b>
<b>Cost recovery ratio</b>	<b>39.04%</b>	<b>31.96%</b>	<b>54.39%</b>	<b>33.22%</b>

## Chapel Gallery

### Chapel Gallery Statement of Operations

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>Revenue</b>				
Rental	\$ 3,800	\$ 2,000	\$ 4,796	\$ (226)
Sale of Service	3,000	3,000	1,835	-
Donations	2,500	2,000	2,739	182
Grants	-	-	-	-
<b>Total Revenue</b>	<b>\$ 9,300</b>	<b>\$ 7,000</b>	<b>\$ 9,370</b>	<b>\$ (44)</b>
<b>Expenses</b>				
Wages and benefits	\$ 123,806	\$ 152,705	\$ 75,353	\$ 30,188
Professional/Contractual services	9,250	6,550	2,308	7,269
Utilities	1,958	1,958	2,174	2,632
Maintenance, materials and supplies	8,400	2,200	5,606	2,337
Amortization	-	-	-	3,675
<b>Total Expense</b>	<b>143,414</b>	<b>163,413</b>	<b>85,442</b>	<b>46,102</b>
<b>Surplus (Deficit)</b>	<b>\$ (134,114)</b>	<b>\$ (156,413)</b>	<b>\$ (76,072)</b>	<b>\$ (46,146)</b>

## Water Utility Services

	2023 Budget	2022 Budget	2022 Actual	2021 Actual
	as of Nov 16, 2022			
<b>WATER SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Water Fees	\$ 4,025,821	\$ 3,802,406	\$ 3,414,261	\$ 3,976,139
- Water Works Expense Recovery	28,000	26,000	52,541	49,267
Total Fees and Charges	4,053,821	3,828,406	3,466,801	4,025,406
- Investment & Interest	18,000	16,000	18,823	21,450
Total Other Segmented Revenue	4,071,821	3,844,406	3,485,625	4,046,856
Conditional Grants				
- Grants	-	-	-	-
<b>Total Operating</b>	<b>4,071,821</b>	<b>3,844,406</b>	<b>3,485,625</b>	<b>4,046,856</b>
<b>Operating Expenses</b>				
Wages and benefits	1,603,832	1,503,196	1,422,417	1,652,077
Professional/Contractual services	880,901	709,351	852,425	867,269
Subscription/Memberships	18,352	14,902	12,952	14,861
Utilities	425,912	395,080	369,148	380,359
Maintenance, materials and supplies	743,950	730,150	652,690	906,463
Travel	14,118	6,941	7,876	3,214
Amortization	-	-	-	818,922
Interest	49,119	57,396	30,689	56,260
Allowance for uncollectibles	100	1,000	-	-
Other	155	155	-	155
<b>Total Water Services Expenses</b>	<b>3,736,438</b>	<b>3,418,170</b>	<b>3,348,197</b>	<b>4,699,580</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	-	-	1,740,681
<b>Water Services</b>	<b>\$ 335,383</b>	<b>\$ 426,236</b>	<b>\$ 137,427</b>	<b>\$ (652,724)</b>
Capital Expenditure	1,795,000	860,000	-	-
<b>Total Water Services Financial Position</b>	<b>\$ (1,459,617)</b>	<b>\$ (433,764)</b>	<b>\$ 137,427</b>	<b>\$ (652,724)</b>

Water fees are expected to increase by 4.3% in base water and consumption rates.

### Expenses

Overall expenses are projected to increase in 2023 compared to Budget 2022 in the approximate amount of \$318,000, with main details as follows:

- Wages and Benefits are projected to increase by approximately \$100,000 mainly due to pay scale and wage adjustments and the reallocation of 1/3<sup>rd</sup> of an engineering technician from the Planning & Development department.
- Professional contractual expenses are projected to increase in 2023 compared to Budget 2022 by approximately \$171,500 or a 24% increase from last year mainly due to the following:
  - FE Holliday - Biocides/pesticides \$1,800

- FE Holliday - repair of west side sump well in 2022 \$(20,000)
  - FE Holliday – sand cleanout of raw water pump \$(3,000)
  - FE Holliday - SCADA and Techconnect technical support \$7,000
  - FE Holliday – 2022 wiring and programming valve controllers \$(4,000)
  - FE Holliday - Filter Media top-up \$45,000
  - FE Holliday – River dredging \$30,000
  - FE Holliday - Analyzer calibration \$8,100
  - Mains – contract repairs and pavement restoration \$45,000
  - Services - Replacement of lead or lateral lines connections \$24,000
  - AMI base station annual maintenance, support, and radio frequency fee \$25,000
  - Hydrants underground contractor \$15,000
  - Fairview Heights – 2022 concrete pad \$(3,000)
  - Water Tower – 2022 repairs \$(2,000)
  - Other miscellaneous expenses \$2,600
- Utilities have increased \$30,00 due to end of contract and new pricing.

Capital expenditures are estimated to be \$1,795,000. See Water & Sewer Services capital expenditures tab for details:

- Removal of old control system wiring
- Programming and wiring chlorine smart valve controllers
- Walkway installation
- Water distribution masterplan upgrades – Canola Ave
- John East hydrants
- FE Holliday WTP backup power generator
- Water crane replacement
- Fairview reservoir ventilation system
- Valve turner
- Water tank trailer

## Sanitary Sewer Utility Services

	2023 Budget	2022 Budget	2022 Actual as of Nov 16, 2022	2021 Actual
<b>SANITARY SEWER SERVICES</b>				
<b>Operating Revenue</b>				
Other Segmented Revenue				
Fees and Charges				
- Sanitary Sewer Fees	\$ 4,378,157	\$ 4,102,928	\$ 3,470,670	\$ 3,883,944
- Sanitary Sewer Expense Recovery	5,000	2,500	7,536	4,839
Total Other Segmented Revenue	4,383,157	4,105,428	3,478,206	3,888,783
Conditional Grants				
- Grants	-	-	-	-
<b>Total Operating Revenue</b>	<b>4,383,157</b>	<b>4,105,428</b>	<b>3,478,206</b>	<b>3,888,783</b>
<b>Operating Expenses</b>				
Wages and benefits	1,267,154	1,258,803	894,138	1,057,412
Professional/Contractual services	371,350	295,296	210,989	356,642
Subscription/Memberships	8,095	4,355	1,565	2,483
Utilities	330,460	293,980	281,878	321,568
Maintenance, materials and supplies	381,100	352,250	253,279	262,603
Travel	10,494	7,709	1,218	805
Amortization	-	-	-	1,199,350
Interest	672,116	684,891	679,416	601,514
<b>Total Sanitary Sewer Services Expenses</b>	<b>3,040,769</b>	<b>2,897,284</b>	<b>2,322,484</b>	<b>3,802,376</b>
<b>Capital</b>				
Conditional Grants				
- Capital Grants	-	3,440,340	872,930	5,889,175
<b>Total Sanitary Sewer Services</b>	<b>\$ 1,342,388</b>	<b>\$ 4,648,483</b>	<b>\$ 1,155,722</b>	<b>\$ 86,407</b>
Capital Expenditure	620,000	7,385,510	-	-
<b>Total Sanitary Sewer Services Financial Position</b>	<b>\$ 722,388</b>	<b>\$ (2,737,027)</b>	<b>\$ 1,155,722</b>	<b>\$ 86,407</b>

### Revenues

Sanitary Sewer Services Revenue is expected to increase by 5.5% in base water and consumption rates.

### Expenses

Overall expenses are projected to increase in 2023 compared to the 2022 budget in the approximate amount of \$143,000 with the main details as follows:

- Professional contractual expenses are projected to increase in 2023 compared to Budget 2022 by approximately \$76,000 or approximately 26%, mainly due to the following:
  - Cleaning bioreactor (every 2<sup>nd</sup> year) \$10,000
  - Treatment Plant testing \$5,054
  - Treatment Plant - Routine test on biosolids \$3,000
  - Treatment Plant - Clarifier repair done in 2022 - \$(4,000)



- Miscellaneous service contracts at the Treatment Plant decrease of \$(1,700)
- Replacement of lead or lateral lines connections \$12,000
- Sanitary sewer main repairs \$40,000
- Riverview Heights lift service contracts \$11,000
- Utilities have been increased \$36,000 due to including the Riverview Heights Lift Station and realignment with current rates/expenditures.
- Maintenance, materials, and supplies are expected to increase in 2023 by approximately \$29,000 due to the following:
  - Treatment Plant equipment repairs increase of \$13,000 for a total of \$58,000
  - Treatment Plant chemicals increase of \$58,000 for a total of \$215,000
  - Treatment Plant building maintenance reduction of \$2,000
  - Reduction of small tools supplies of \$14,000
  - Sanitary sewer main equipment repair reduction of \$32,000
  - Sanitary sewer main supplies increase of \$6,000 for an annual total of \$46,000
- Interest Expense in 2023 is projected to decrease by approximately \$13,000 to adjust to agreed sewer force main loan and repayment rates.

Capital expenditures are estimated to be \$620,000. See Water & Sewer Services capital expenditures tab for details:

- Sewer Force Main
- Design and paving at WWTP Phase 1
- Wastewater treatment plant lab equipment replacement

**City of North Battleford Third Party Grants  
Master Schedule – 2023**

<b>Receiving Organization</b>	<b>2023 Requested</b>
North Battleford Transit System	\$238,586
Battlefords Handi-Bus System	\$105,080
The Humane Society	\$165,000
The Lakeland Library	\$351,567
The North Battleford Library	\$153,560
Dekker Centre for the Performing Arts	\$235,000
Destination Battlefords	\$40,000
The Boys and Girls Club of the Battlefords - capital	\$15,000
The Boys and Girls Club of the Battlefords – Summer Playground program	\$28,000
North Battleford Golf and Country Club (short-term capital)	\$75,000
BTEC Capital Grant	\$10,000
River Valley Board	\$53,000
Discretionary Third-Party Grants	\$60,000

## 2022 Budget Information – Continuous Improvement

For the last few years, the primary focus has been cost reduction due to the impact of the pandemic on City finances and operations. Our focus now has shifted more to rebuild and stabilize. This means maintaining current service levels, if possible, while still controlling costs. The City remains committed to continuous improvement in financial, operational, and capital processes. Financial improvements can be broken down into three categories:

- Financial Improvements - changes that have improved the financial sustainability of the City’s operations going forward by reducing the ongoing cost of service. This includes efficiency improvements that allow us to defer funding increases.
- Financial Management Improvements – accounting changes that have impacted the way the City’s accounting and financial processes are managed.
- Levels of Service Improvement – changes impacting internal or external stakeholders within the corporation or property owners within City limits.

Below you will find an updated status report on some current City activities and new information on risk management activities.

### 1. Financial Improvements

- Financial Purchasing Power:
  - Municipal Buying Groups – leverage improved savings from programs offered by other municipalities, SUMA, and national buying programs. The City continues to explore potential savings through larger procurement groups.
- Facility Sustainability Improvements:
  - In 2023, we will be reviewing recent LED investment in City facilities to confirm net improved power costs and lower materials costs; due to other high priority items, this was delayed from 2022.
  - The HVAC system at City Hall was reviewed and improvements will be implemented in late 2022 or early 2023.
- Recent/New/Improved Revenue Sources:
  - Septic receiving station – is in live testing and will be operational in 2023. Once completed, there is potential for additional revenue as we could not track or charge for this type of service in the past.

### 2. Financial Management Improvements

- Building Maintenance and Finance worked together to review fuel allocations in the field and as a result, new procedures were created to more accurately allocate fuel to the proper equipment.

- Improved equity adjustments on fees and taxes charged:
  - Work continues to properly track and charge for garbage and recycling bins and to ensure proper billing.
  - Property Taxation improvement – continue to correct numerous property errors such as missed additions, incorrect property assessments, missed secondary suites, and incorrect taxation classifications. Many corrections related to the 2021 re-assessment were completed in 2022.
- Improved financial reporting processes:
  - Tax enforcement remains an important issue for the City as we work to improve our tax receivable balance in 2023. The 2022 year-end residential numbers will show improvement and will allow more focus on the commercial portfolio.
  - In addition to Monthly Metrics Reporting internally, quarterly financial reporting for Council and the public has been re-introduced. The reporting is based on feedback from Council and CLT and has been improved and automated to reduce the time and effort required to produce the reports.
  - A review of the current Business Licensing payment process by Planning & Development, the CSO group, and Finance led to improved tracking and a significant effort to resolve outstanding license payments. *Special thanks to the CSOs for their work on this issue.*

### 3. Levels of Service Improvement

- Local group partnerships – numerous local organizations continue to enjoy improved financial performance by accessing City pricing and financial management knowledge.
- The Voyent Alert! text-based application was used extensively this year to inform citizens about emergencies, traffic issues, and property tax-related deadlines in a proactive manner. Further applications of this technology will be investigated for 2023 based on user feedback.

### 4. Risk Management

Risk management is a critical aspect of the City’s overall financial management plan. To this end, we wanted to note some examples of proactive activities we undertook or plan to take for that purpose.

- For Parks and Recreation, we plan to establish an inventory of the most common or interchangeable pumps that have long delivery times. In the event of a mechanical failure at the pool, we may now be able to avoid a lengthy shutdown, minimize losses of revenue and disruption of service to the community.
- We are taking part in a risk assessment pilot program with SUMAssure targeting arenas and other major facilities.
- Building appraisals – in reviewing our current insurance coverage, we noted we may be under-insured in some areas or on some specific buildings. A small amount of funding has been set aside to seek current appraisals for some of our high-risk or high-value buildings next year. Depending on the result, this program may expand in the following years.

## Amortization reconciliation

City of North Battleford  
General Fund- Amortization Reconciliation  
Forecast for the year ended December 31, 2023

	% change	2023 Budget	2022 Budget	2022 Actual	2021 Actual
				as of Nov 16, 2022	
<b>Surplus / (Deficit) before Amortization</b>		2,242,620	2,535,211	7,128,427	(118,334)
<b>Amortization</b>		(5,085,993)	(5,011,684)		(5,289,279)
<b>Surplus / (Deficit) with Amortization</b>		\$ (2,843,373)	\$ (2,476,473)	\$ 7,128,427	\$ (118,334)

Utilities Fund - Amortization Reconciliation  
Forecast for the year ended December 31, 2023

	% change	2023 Budget	2022 Budget	2022 Actual	2021 Actual
				as of Nov 16, 2022	
<b>Revenues</b>					
<b>Surplus / (Deficit) before Amortization</b>		1,677,771	5,074,720	2,166,079	7,063,539
<b>Amortization</b>		(2,368,275)	(1,993,291)		(2,018,275)
<b>Surplus / (Deficit) with Amortization</b>		(690,504)	5,074,720	\$ 2,166,079	7,063,539

Reserves December 31, 2021

## Consolidated Schedule of Accumulated Surplus

for the year ended December 31, 2021

Schedule 2

	2020 (Restated)	Changes	2021
<b>Unappropriated Surplus (Deficit)</b>			
Government activities	\$ 9,810,458	\$ (163,017)	\$ 9,647,441
Water	1,681,378	(1,514,429)	166,949
Sanitary sewer	(5,220,171)	(4,702,236)	(9,922,407)
Consolidated entities	58,456	122,324	180,780
Transit services	168,444	(232,254)	(63,810)
<b>Total Unappropriated Surplus (Deficit)</b>	<b>6,498,565</b>	<b>(6,489,612)</b>	<b>8,963</b>
<b>Appropriated Surplus</b>			
General government	100,989	480,294	581,283
Fire and protective	1,294,502	554,215	1,848,718
Operations	3,516,240	222,296	3,738,536
Waste management	836,667	382,789	1,219,456
Planning & development	(669,083)	612,887	(56,196)
Policing initiatives	461,620	(952,762)	(491,142)
Parks & Recreation	1,193,389	505,367	1,698,756
Water	3,096,672	2,736,045	5,832,717
Sanitary sewer	2,691,573	110,159	2,801,732
<b>Total Appropriated Surplus</b>	<b>12,522,569</b>	<b>4,651,290</b>	<b>17,173,859</b>
<b>Net Investment in Tangible Capital Assets</b>			
Tangible capital assets (Note 22)	174,703,067	9,135,173	183,838,240
Less: Related long term debt	(33,142,233)	3,269,894	(29,872,338)
Less: Related Lease and other obligations	(320,442)	109,895	(210,547)
<b>Net Investment in Tangible Capital Assets</b>	<b>141,240,394</b>	<b>12,514,962</b>	<b>153,755,356</b>
<b>Total Accumulated Surplus</b>	<b>\$ 160,261,528</b>	<b>\$ 10,676,640</b>	<b>\$ 170,938,178</b>

DRAFT



2023 Capital Plan - General Government													
Name of project / purchase	Division	Asset Type	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
City Hall Roof Replacement	General Government	Building	15	475,000									
Server Rack	General Government	Machinery & Equipment	1			10,000							
HRIS system ( to compliment ERP)	General Government	Machinery & Equipment	9		100,000								
City Hall renovations - meeting room and offices	General Government	Building	3			55,000							
Annual capital renewal	General Government	Engineering Structure	25	260,000									
Annual capital renewal (2023)	General Government	Engineering Structure	25	155,000									
Point 2 Point	General Government	Machinery & Equipment	9	55,000									
Renovation of City Hall Council Chambers	General Government	Building			60,000								
City Hall Copier	General Government	Machinery & Equipment			17,000								
SQL Server	General Government	Machinery & Equipment			50,000								
Asset Management Software	General Government	Machinery & Equipment	10		80,000								
Firewalls	General Government	Machinery & Equipment				40,000							
Financial Statements software	General Government	Machinery & Equipment						30,000					
TS/RDS Server	General Government	Machinery & Equipment					45,000						
City Hall Copier 2	General Government	Machinery & Equipment					12,500						
Firewalls	General Government	Machinery & Equipment							40,000				
App Server	General Government	Machinery & Equipment							12,000				
DC Server	General Government	Machinery & Equipment							25,000				
Point 2 Point	General Government	Machinery & Equipment							55,000				
Server Hardware	General Government	Machinery & Equipment								75,000			
Server Rack	General Government	Machinery & Equipment								10,000			
City Hall Copier	General Government	Machinery & Equipment								15,000			
SQL Server	General Government	Machinery & Equipment								50,000			
Backup and Archive Storage	General Government	Machinery & Equipment				18,000							
City Hall Copier 3	General Government	Machinery & Equipment						10,000					
TS/RDS Server	General Government	Machinery & Equipment										45,000	
City Hall Copier 2	General Government	Machinery & Equipment										12,500	
Backup and Archive Storage	General Government	Machinery & Equipment									18,000		
City Hall Copier 3	General Government	Machinery & Equipment											10,000
Firewalls	General Government	Machinery & Equipment										40,000	
Parking Lot Resurface and base repair	Fire & Protective	Engineering Structure	9	40,000									
Command Vehicle (Fire Chief)	Fire & Protective	Vehicle					60,000				70,000		
Command Vehicle	Fire & Protective	Vehicle			60,000					70,000			
Pumper Rescue Truck	Fire & Protective	Vehicle	25	200,000	400,000	200,000							
Aerial Ladder Truck L12	Fire & Protective	Machinery & Equipment			650,000	650,000	650,000						
Rescue Boat RB1	Fire & Protective	Machinery & Equipment					55,000						
Pumper Truck E23	Fire & Protective	Vehicle							900,000				
35KW Cummins 3DSFAA Generator on trailer (airport)	Fire & Protective	Machinery & Equipment						40,000					
Bylaw hybrid vehicle	Municipal Enforcement	Vehicle	9	57,500									
Bylaw vehicle replacement	Municipal Enforcement	Vehicle			65,000								
Bylaw vehicle replacement	Municipal Enforcement	Vehicle				65,000							
Bylaw vehicle replacement	Municipal Enforcement	Vehicle					65,000						
Tractor for the nursery Nursery Unit 1524	Operations	Machinery & Equipment			37,500								
Cemetery zero turn grass mowers	Operations	Machinery & Equipment	9	25,000									
Boiler Truck Chasis	Operations	Machinery & Equipment						50,000					
Acreage Tractor	Operations	Machinery & Equipment			60,000								
Urban Forestry Truck Buyout	Operations	Vehicle	3	60,000									
Urban Forestry Chipper Buyout	Operations	Machinery & Equipment	3	20,000									
Bucket Truck Buyout (Traffic Lights)	Operations	Vehicle	9	60,000									
Airport Security Fencing Project	Operations	Land improvement	9	50,000									
Airport Security Fencing Project	Operations	Land improvement	9		50,000								
Airport Security Fencing Project	Operations	Land improvement	9			50,000							
Airport Security Fencing Project	Operations	Land improvement	9				50,000						
Airport Security Fencing Project	Operations	Land improvement	9					50,000					
Airport Security Fencing Project	Operations	Land improvement	9						50,000				
Airport Security Fencing Project	Operations	Land improvement	9							50,000			
Airport Security Fencing Project	Operations	Land improvement	9								50,000		
Airport Security Fencing Project	Operations	Land improvement	9									50,000	
Airport runway signs and lighting	Operations	Machinery & Equipment	9						1,600,000				
Runway 06-24 Asphalt Milling and Overlay	Operations	Land improvement						551,200					
Terminal Parking Lot	Operations	Land improvement	3							112,200			

**2023 Capital Plan - General Government**

Name of project / purchase	Division	Asset Type	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Airport Maintenance Shop renovation (over head doors, etc)	Operations	Building	9			80,000							
Out Front Mower	Operations	Machinery & Equipment			26,000								
Sweeper butout	Operations	Vehicle							125,000				
1 ton 4x4 truck with service body (non designated)	Operations	Vehicle							75,000				
Tandem Truck complete with box Unit 140 replacement	Operations	Vehicle	15		225,000								
Cemetery Backhoe	Operations	Machinery & Equipment				175,000							
1/2 ton 4-wheel drive crew cab truck	Operations	Vehicle										45,000	
1/2 ton crew cab 4 x 4 pickup truck	Operations	Vehicle					45,000						
1/2 ton 4 x 4 pickup truck	Operations	Vehicle								45,000			
Out front mower	Operations	Machinery & Equipment				26,000							
Side by side vehicle for City Cemetery	Operations	Machinery & Equipment				25,000							
Side by side vehicle Woodlawn	Operations	Machinery & Equipment			37,500								
Rivervalley groomer	Operations	Machinery & Equipment	9		35,000								
1 Ton vehicle	Operations	Machinery & Equipment			45,000								
1 ton 4 x 4 unit 1226 with dump	Operations	Machinery & Equipment				60,000							
Tractor 30 hp, belly mower unit 1426	Operations	Machinery & Equipment			35,000								
Asphalt Recycler	Operations	Machinery & Equipment	3										
Covered Salt Shed (Salt)	Operations	Building			200,000								
Nrw Operations Shop	Operations	Building											
Thatch Vacuum	Operations	Machinery & Equipment					40,000						
Air Compressor unit 432	Operations	Machinery & Equipment						35,000					
1/2 ton crew cab truck 4 x 4	Operations	Vehicle											
1/2 ton crew cab truck 4 x 4 (Valve Turning Truck)	Operations	Vehicle	15	60,000									
1/2 ton crew cab truck 4 x 4	Operations	Vehicle			50,000								
1/2 ton crew cab truck 4 x 4	Operations	Vehicle			50,000								
1/2 ton crew cab truck 4 x 4	Operations	Vehicle				55,000							
1/2 ton crew cab truck 4 x 4	Operations	Vehicle				55,000							
1/2 ton crew cab truck 4 x 4	Operations	Vehicle					55,000						
1/2 ton crew cab truck 4 x 4	Operations	Vehicle					55,000						
Drainage issues for the 110th Street Building	Operations	Building	15										
New Snowblower and sweeper (airport)	Operations	Machinery & Equipment					350,000						
602 110th Street Roof Replacement	Operations	Building				360,000							
Public Library Roof Replacement Section 1 of 4	Operations	Building				575,000							
Public Library elevator upgrade	Operations	Building	15	40,000									
Trackless vehicle c/w sidewalk snow plow	Operations	Machinery & Equipment			150,000								
Stair Climber	Operations	Machinery & Equipment	15	18,000									
Camera 13th and 100th Street	Operations	Machinery & Equipment	9	35,000									
Street Lights in Inovation-plex Parking Lot	Operations	Operations	9		120,000								
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment			125,000								
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment				130,000							
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment					140,000						
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment						150,000					
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment							160,000				
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment								170,000			
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment									180,000		
Signal Lights camera, relamping, new batteries	Operations	Machinery & Equipment										190,000	
Back Alley improvements - Fairview	Operations	Engineered Structure	9	30,000									
Stormwater Improvements - Industrial Park	Operations	Engineered Structure	9	100,000									
Stormwater Improvements	Operations	Engineered Structure			120,000								
Stormwater Improvements	Operations	Engineered Structure				140,000							
Stormwater Improvements	Operations	Engineered Structure					150,000						
Stormwater Improvements	Operations	Engineered Structure						150,000					
Stormwater Improvements	Operations	Engineered Structure							150,000				
Stormwater Improvements	Operations	Engineered Structure								150,000			
Improve and upgrade electrical power to operations shop	Operations	Machinery & Equipment	15			200,000							
Power Sliding Gate (Operation Shop)	Operations	Machinery & Equipment	3					20,000					
Power Sliding Gate (Operation Shop)	Operations	Machinery & Equipment	3						20,000				
Reconstruction of Wearing Road	Operations	Machinery & Equipment	15	50,000									
Exhaust ventilation at shop	Operations	Machinery & Equipment	9			25,000							
Public Works Shop Improvements 109th Street	Operations	Building	3		175,000								
Salt Tent	Operations	Building	9	70,000									
Electric Vehicle Charging Station	Operations	Building	9						30,000				
Emergency Generator	Operations	Building	3			350,000							





2023 Capital Plan - General Government					2024	2025	2026	2027	2028	2029	2030	2031	2032
Name of project / purchase	Division	Asset Type	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Add sites& lane/remove sites that are under water	Parks	Land Improvement			80,000								
Replace Septic Tanks (2)	Parks	Machinery & Equipment				70,000							
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 2,671,000</b>	<b>\$ 7,769,200</b>	<b>\$ 6,993,000</b>	<b>\$ 6,392,300</b>	<b>\$ 5,690,600</b>	<b>\$ 21,788,000</b>	<b>\$ 43,237,200</b>	<b>\$ 1,023,000</b>	<b>\$ 5,422,500</b>	<b>\$ 3,020,000</b>

RESERVES SAVED FROM THE 1% SINCE 2019					2024	2025	2026	2027	2028	2029	2030	2031	2032
Name of project / purchase	Division	Asset Type	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Council Chambers - Phase 2	General Government	Building	25	300,000									
Council AV migration for Phase 2	General Government	Machinery & Equipment	25	50,000									
App Server	General Government	Machinery & Equipment	9	12,000									
DC Server	General Government	Machinery & Equipment	15	25,000									
ERP (Enterprise Resource Planning) Software	General Government	Machinery & Equipment	15	250,000									
Battleford Road and HWY 16 Bypass - Service Road Upgrades	Planning & Development	Engineering Structure	25	200,000									
Don Ross washroom/flooring upgrades (By door 8b)	Recreation	Building	15	70,000									
<b>Total Capital Assets funded by savings of 1% increases</b>				<b>\$ 907,000</b>									

GAS TAX FUNDING					2024	2025	2026	2027	2028	2029	2030	2031	2032
Name of project / purchase	Division	Asset Type	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
DRA - Ice Plant (2024 build)	Recreation	Machinery & Equipment	25	600,000	600,000								
Aquatic Centre - Replace a portion of the Roof	Recreation	Building	25	400,000									
Aquatic Centre - Replace Rooftop Unit 1 (2024 build)	Recreation	Building	25	500,000	500,000								
<b>Total Gas Tax projects</b>				<b>\$ 1,500,000</b>									

**Total Capital Assets for 2023** **\$ 5,078,000**

DRAFT

## 2023 Capital Plan - General Government

Name of project / purchase	Division	Asset Type	Risk Rating	2023
City Hall Roof Replacement	General Government	Building	15	475,000
Annual capital renewal	General Government	Engineering Structure	25	260,000
Annual capital renewal (2023)	General Government	Engineering Structure	25	155,000
Point 2 Point	General Government	Machinery & Equipment	9	55,000
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 945,000</b>

<b>RESERVES SAVED FROM THE 1% SINCE 2019</b>				
Council Chambers - Phase 2	General Government	Building	25	300,000
Council AV migration for Phase 2	General Government	Machinery & Equipment	25	50,000
App Server	General Government	Machinery & Equipment	9	12,000
DC Server	General Government	Machinery & Equipment	15	25,000
ERP (Enterprise Resource Planning) Software	General Government	Machinery & Equipment	15	250,000
<b>Total Capital Assets funded by savings of 1% increases</b>				<b>\$ 637,000</b>

**Total Capital Assets for 2023**

**\$ 1,582,000**

**City of North Battleford  
Capital Budget Request**

Project Name:	City Hall Roof Replacement	Division:	Operation Services	Business Unit:	City Hall
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 9, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Organizational Excellence**

**Project Description/Summary:**  
In 2021 a roofing engineering firm was engaged by the City to complete a roof analysis on several City buildings. The City hall roof was noted as severely deteriorated and in need of a full replacement. With the entire roof beyond 25 years old, there is little to no asphalt remaining on all of the roof sections. A large area has wind scoured membrane with splits and separation of the membrane. Typical life expectancy in Saskatchewan of the roof style on City Hall is 20 years.

**Benefit of project/capital purchase:**  
Eliminate the risk of active leaks damaging the interior of the building.

**Risk Management Rating** 15

Pros: New roof will protect the building for the next 20 years.  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 475,000					\$ 475,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,000</b>

Prepared by: Seton Winterholt

Director responsible: Stewart Schafer

Date: November 9, 2022

Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

**CITY OF NORTH BATTLEFORD**  
**2023 CAPITAL BUDGET REQUEST**

**Annual capital renewal**

**Previous 1% Property Tax Increase dedicated to a capital reserve fund.**

Present status – In 2022, the investment earnings from the City’ s reserves are being directed to a separate fund to provide funding for future capital projects.

A dedicated levy from property taxes for the past four years has built a current balance of \$910,000 as of the end of 2022. We have included the use of the entire balance in the 2023 budget to minimize the need for additional revenue increases.

**Annual capital renewal (2023)**

A proposed 1% Property Tax Increase of \$155,000 would be dedicated to a capital reserve fund for future capital projects.

DRAFT



**City of North Battleford  
Capital Budget Request**

Project Name:	Point to Point Network	Division:	General Government	Business Unit:	City Hall
Requester:	Daniel Aucamp	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 27, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

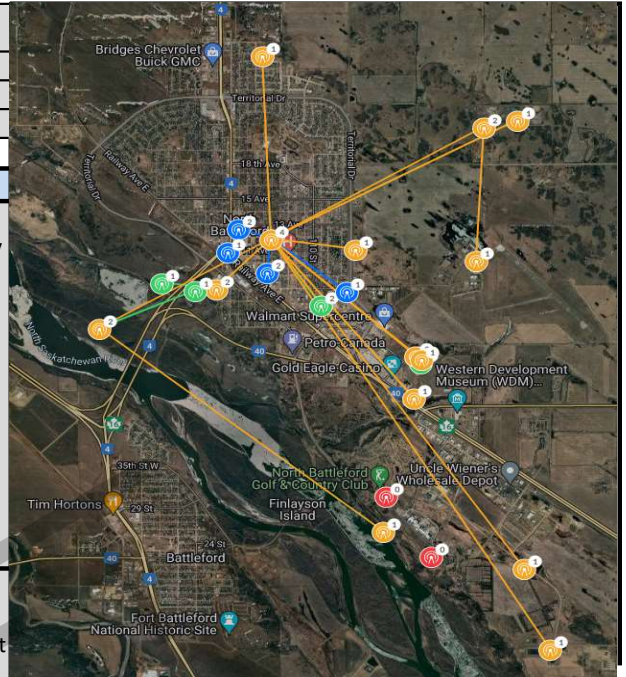
Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The Point to Point network helps provide connectivity from our branch site to our City Hall site where the bulk of our data and programs are hosted. This network also provides access to the internet for a few of our sites that have poor or no internet service available.

**Benefit of project/capital purchase:**  
The first of our point to point radios are going into their 6th year and are starting to run the risk of failing. We will renew the oldest of our radios and keep the ones in best condition as hot spares in the event of a failure of one of our other units.

Risk Management Rating **9**

Pros: Newer and better technology and reduced risk of outages.  
Cons: Upfront Cost.



Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 55,000					\$ 55,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>

Prepared by: Daniel Aucamp

Director responsible: Brent Nadon

Date: October 27, 2022

Date: October 27, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Council Chambers Phase 1	Division:	General Government	Business Unit:	City Hall
Requester:	Stacey Hadley	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	November 14, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
This project covers the first phase to convert room 107 in the DRC into a new permanent Council Chamber. Previous work included the costs associated with establishing a temporary location and set up as a short term accommodation until permanent design plans could be established. However, any work that could contribute to the permanent/final project was considered and included (i.e. carpeting was purchased and installed with permanency in mind). The project will be ready to go to RFP late January 2023. Option for consideration: Phasing project over several years, proceeding with Council bench and staff tables (AV and electrical required simultaneously) original proposed \$200,000 for construction in 2023 with future budget TBD.



**Benefit of project/capital purchase:**  
The benefit of this project is that Council can meet in person in a new modernized, functional, accessible and permanent meeting location representative of our community's local government.

**Examples Only**

Risk Management Rating **25**

Pros: Council has a permanent and accessible location for physical meetings.  
Cons: the economy is unpredictable and volatile. Plans will be adjusted according to the established budget as much as possible.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 300,000					\$ 300,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

Prepared by: Stacey Hadley

Director responsible: Stacey Hadley

Date: November 14, 2022

Date: November 14, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

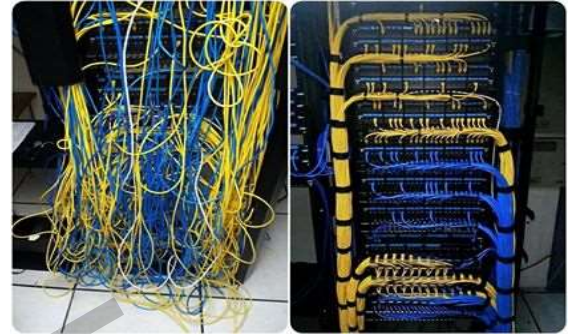
Project Name:	Council AV Migration	Division:	General Government	Business Unit:	City Hall
Requester:	Daniel Aucamp	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 27, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

Project Description/Summary:  
This project is needed to dismantle the current Council AV infrastructure and install it on the new Council furniture and layout. This will hide all cabling and place all needed equipment in its final locations.



Benefit of project/capital purchase:  
This project will move all the Council AV equipment from its temporary install state to the final build structure. This will also increase the amount of microphones we have to accommodate the extra seats needing coverage.

Risk Management Rating **25**

Pros: Newer and better features and security.  
Cons: Upfront Cost.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 50,000					\$ 50,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Prepared by: Daniel Aucamp

Director responsible: Brent Nadon

Date: October 27, 2022

Date: October 27, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Application Server	Division:	General Government	Business Unit:	City Hall
Requester:	Daniel Aucamp	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 27, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The Application Server is responsible for hosting a number of different applications used by multiple business units across the City. The role of this server is to host the applications that have to access databases on the SQL server and then make the applications available to end users.

**Benefit of project/capital purchase:**  
Our current server is a Windows 2012 Server that will reach its end of life next year and become a security risk. Upgrading this server to a newer version will renew its lifespan and also bring newer and better features and security.

**Risk Management Rating** **9**

Pros: Newer and better features and security.  
Cons: Upfront Cost.



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 12,000					\$ 12,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>

Prepared by: Daniel Aucamp

Director responsible: Brent Nadon

Date: October 27, 2022

Date: October 27, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Domain Controller Server	Division:	General Government	Business Unit:	City Hall
Requester:	Daniel Aucamp	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 27, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The Domain Controller Server is the single most important server on the City network as it holds all the user records and profiles for every employee and device that is on the City network. This server also handles all security related transactions from every user and device related to access to City data and resources. There is no City network, connection application or data source without this server.

**Benefit of project/capital purchase:**  
Our current server is a Windows 2012 Server that will become end of life next year and so it will become a security risk. Upgrading this server to a newer version will renew its lifespan and also bring newer and better features and security.

**Risk Management Rating** 15

Pros: Newer and better features and security.  
Cons: Upfront Cost.



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 25,000					\$ 25,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Prepared by: Daniel Aucamp

Director responsible: Brent Nadon

Date: October 27, 2022

Date: October 27, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	ERP (Enterprise Resource Planning) Software	Division:	General Government	Business Unit:	City Hall
Requester:	Brent Nadon	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	November 5, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	Yes	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Other

**Project Description/Summary:**  
The City's ERP software is showing its age and inability to provide timely information or handle increasingly complex situations. The current system is not user friendly, based on an old IT architecture and does not connect easily with newer software products we are using. Vadim has been purchased and sold two different times over the last 4 years and the new owners are increasing the fee levels while the customer service and product quality has not kept up.

**Benefit of project/capital purchase:**  
The replacement of the City's ERP software will allow for improved productivity across many City functions and processes, and greater flexibility and capability around reporting for staff and Council. The current owner has identified that they will not be investing money into the software to fix known deficiencies within the software.

**Pros:** Creating a more secure, efficient and modern work environment that will allow us to reduce manual data entry and manipulation, implement more efficient and effective processes and improve reporting on many City activities.  
**Cons:** Upfront Cost and the significant efforts to manage a major system change.

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 250,000					\$ 250,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward					\$ -	\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

Prepared by: Brent Nadon

Director responsible: Brent Nadon

Date: November 5, 2022

Date: November 5, 2021

Reviewed by Finance: \_\_\_\_\_



**2023 Capital Plan - Planning & Development**

Name of project / purchase	Division	Asset Type	Risk Rating	2023
Pioneer Avenue Sidewalk Phase 2	Planning & Development	Engineering Structure	15	175,000
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 175,000</b>

**RESERVES SAVED FROM THE 1% SINCE 2019**

Battleford Road and HWY 16 Bypass - Service Road Upgrades	Planning & Development	Engineering Structure	25	200,000
<b>Total Capital Assets funded by savings of 1% increases</b>				<b>\$ 200,000</b>

**Total Capital Assets for 2023****\$ 375,000**

DRAFT

**City of North Battleford  
Capital Budget Request**

Project Name:	Pioneer Avenue Sidewalk Phase 2	Division:	Planning & Development	Business Unit:	Planning & Development
Requester:	Ryan Mackrell	Asset Type:	New Asset	Prior Year re-Budget?	No
Date Requested:	November 4, 2022	Asset Category:			

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
Construct sidewalk along north side of Pioneer Avenue connecting residential core neighbourhoods to Yellow Sky Commercial neighbourhood. Existing foot paths exist on uneven terrain. Pedestrians are forced to walk on dirt paths or roadway in key corridor with busy vehicular traffic.

**Benefit of project/capital purchase:**  
Improve pedestrian safety, increase walkability in community, connecting core neighbourhood to commercial area.

Risk Management Rating: **15**

Pros: Improve pedestrian safety  
Cons: Costs

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 175,000					\$ 175,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>

Prepared by: Ryan Mackrell

Director responsible: Randy Patrick

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Battleford Road and Hwy 16 Bypass Service	Division:	Planning & Development	Business Unit:	Planning & Development
Requester:	Ryan Mackrell	Asset Type:	New Asset	Prior Year re-Budget?	No
Date Requested:	November 4, 2022	Asset Category:			

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Yes (Please)	Third Party -Suncor

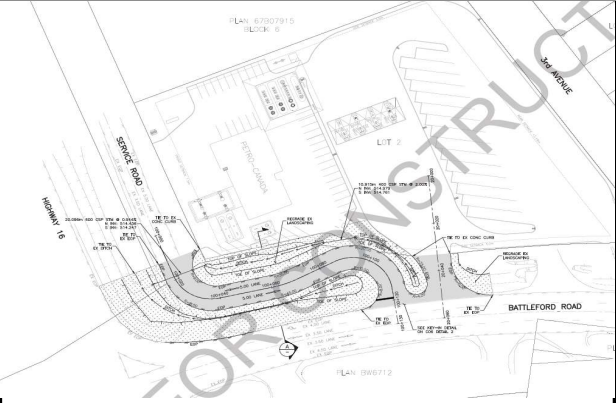
Priority area of strategic plan: Governance Excellence/Citizen Focused Services

Project Description/Summary:  
Reconstruct the service road approach away from Highway 16 Bypass and Battleford Road intersection to improve safe turning and access in the area.

Benefit of project/capital purchase:  
Servicing agreement with Suncor, City costs are 40% of the project up to but not to exceed \$200,000. This project was identified as a need in the City's Transportation Master Plan and partnered with local property owner to complete and help pay for costs.

Risk Management Rating 25

Pros: Improve vehicular safety in the area and partnership with third party.  
Cons: Costs



Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<u>Severity</u>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 200,000					\$ 200,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

Prepared by: Ryan Mackrell

Director responsible: Randy Patrick

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**2023 Capital Plan - Fire & Protective**

Name of project / purchase	Division	Asset Type	Risk Rating	2023
Parking Lot Resurface and base repair	Fire & Protective	Engineering Structure	9	40,000
Pumper Rescue Truck	Fire & Protective	Vehicle	25	200,000
Bylaw hybrid vehicle	Municipal Enforcement	Vehicle	9	57,500
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 297,500</b>

**Total Capital Assets for 2023****\$ 297,500**

DRAFT

**City of North Battleford  
Capital Budget Request**

Project Name:	FireHall Parking Lot Resurfacing	Division:	Operation Services	Business Unit:	Roads
Requester:	Lindsay Holm	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	October 8, 2022	Asset Category:	Engineered Structures		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Explain)	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The parking lot for the Fire Hall has experienced and number of frost boils during the past few springs resulting in problems in parking vehicles and equipment in the north part of the parking lot. Further, during wet weather, the lot becomes muddy and it is hard for vehicles to maneuver without getting stuck. The project would include leveling and installing a thin lift of asphalt on the north end of the parking lot.

**Benefit of project/capital purchase:**  
The repairing of the asphalt parking lot will allow vehicles to be parked in the lot without becoming stuck or damaged.

**Risk Management Rating** 9

Pros: The new parking surface should allow vehicles to park on the lot without damaging vehicles.

Cons: The cost of asphalt material and installation of paved surfaces has become expensive in the past year.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 40,000					\$ 40,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 9, 2022

Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Pumper Truck Replacement	Division:	Fire & Protective	Business Unit:	Fire
Requester:	Lindsay Holm	Asset Type:	Replacement	Prior Year re-Budget?	Yes
Date Requested:	November 14 ,2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	1 unit 2022 and 1 in 2023
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Healthy & Safe Community**

Project Description/Summary:  
This engine is to replace an existing Engine that will be reaching its maximum age for certification for ULC Rating for front line use. This Engine will be purchased in 2025 to ensure certification of all fleet vehicles as required by ULC standards. It will replace Engine 21 as a front line apparatus.

Benefit of project/capital purchase:  
This purchase will ensure that the City is meeting its obligations for community safety by ensuring ULC compliance for its firefighting fleet.

Risk Management Rating **25**

Pros: Ensures Emergency equipment is always operationally ready and within lifecycle standards.  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase						\$ -
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ 200,000	\$ 400,000	\$ 200,000			\$ 800,000
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	-\$ 200,000	-\$ 400,000	-\$ 200,000	\$ -	\$ -	-\$ 800,000

Prepared by: Lindsay Holm

Director responsible: Lindsay Holm

Date: November 14, 2022

Date: November 14, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	CSO Hybrid Vehicle	Division:	Fire & Protective	Business Unit:	Municipal Enforcement
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	No
Date Requested:	November 9, 2022	Asset Category:	Vehicle		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Less Fuel Consumption
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Organizational Excellence**

**Project Description/Summary:**  
 Plug In Hybrid Electric Vehicles (PHEV) combine a gas engine with electric motors, automatically choosing the optimal source and blend of power. The PHEVs can travel faster and further in EV mode than regular hybrid electric vehicles. This unit would be purchased to replace unit BY0087 which is a 2014 Dodge 1500 4x4 with approximately 150,000 kms on it. The PHEV is capable of 70 to 90 miles per gallon fuel economy.



**Benefit of project/capital purchase:**  
 The PHEV is capable of 70 to 90 miles per gallon fuel economy. The Municipal Enforcement vehicles generally sit un-used and not needed between shifts providing ample time for electric charging. Because it is still hybrid, it is not limited in range or usable drive time.

Risk Management Rating: **9**

Pros: Fuel Economy, newer vehicles require less repairs  
 Cons: Delivery time may be extensive, purchase cost more than gas unit

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	57,500					57,500
Other project costs, if any						-
Less prior year spent						-
<b>(A) Total Capital cost</b>	<b>57,500</b>	-	-	-	-	<b>57,500</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						-
Sale of asset, if applicable						-
External funding, i.e. grants						-
<b>Taxation required (A - B)</b>	<b>57,500</b>	-	-	-	-	<b>57,500</b>

Prepared by: Seton Winterholt	Director responsible: Stewart Schafer
Date: November 9, 2022	Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

## 2023 Capital Plan - Operations

Name of project / purchase	Division	Asset Type	Risk Rating	2023
Cemetery zero turn grass mowers	Operations	Machinery & Equipment	9	25,000
Urban Forestry Truck Buyout	Operations	Vehicle	3	60,000
Urban Forestry Chipper Buyout	Operations	Machinery & Equipment	3	20,000
Bucket Truck Buyout (Traffic Lights)	Operations	Vehicle	9	60,000
Airport Security Fencing Project	Operations	Land improvement	9	50,000
1/2 ton crew cab truck 4 x 4 (Valve Turning Truck)	Operations	Vehicle	15	60,000
Public Library elevator upgrade	Operations	Building	15	40,000
Stair Climber	Operations	Machinery & Equipment	15	18,000
Camera 13th and 100th Street	Operations	Machinery & Equipment	9	35,000
Back Alley improvements - Fairview	Operations	Engineered Structure	9	30,000
Stormwater Improvements - Industrial Park	Operations	Engineered Structure	9	100,000
Reconstruction of Wearing Road	Operations	Machinery & Equipment	15	50,000
Salt Tent	Operations	Building	9	70,000
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 618,000</b>

Total Capital Assets for 2023

\$ 618,000

## 2023 Capital Plan - Waste Management

Name of project / purchase	Division	Asset Type	Risk Rating	2023
Security camera	Waste Management	Machinery & Equipment	9	10,000
WMF capital assets	Waste Management	Machinery & Equipment	15	100,000
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 110,000</b>

Total Capital Assets for 2023

\$ 110,000

**City of North Battleford  
Capital Budget Request**

Project Name:	Cemetery Mowers	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	Yes
Date Requested:	November 4, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	1 unit 2022 and 1 in 2023
Are cost savings anticipated?	Yes	Less Fuel and Repairs
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**  
Current zero turn mowers at both cemeteries have experienced high amounts of repairs over the past two years. Down time has resulted in reduced level of service. Current zero turns are a Grasshopper and Ferris brands purchased in 2014 and 2016. Best of the two mowers would be kept for back up in case of future breakdowns or time needed to service the machines. 2023 would be the second year of a 2 year planned upgrade.

**Benefit of project/capital purchase:**  
Part of the City's approach on procurement of equipment is ensuring parts for the equipment we are buying are readily available and easy to access. While a low price at time of purchase is desirable, long term costs of downtime need to be considered.

Risk Management Rating: 9

Pros: New equipment would reduce downtime for repairs.  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 25,000					\$ 25,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Prepared by: Seton Winterholt

Director responsible: Stewart Schafer

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	<input type="text" value="Purchase of Urban Forestry Truck"/>	Division:	<input type="text" value="Operation Services"/>	Business Unit:	<input type="text" value="Fleet"/>
Requester:	<input type="text" value="Trevor Gray"/>	Asset Type:	<input type="text" value="Betterment"/>	Prior Year re-Budget?	<input type="text"/>
Date Requested:	<input type="text" value="August 15, 2022"/>	Asset Category:	<input type="text" value="Vehicle"/>		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan:

**Project Description/Summary:**

The City entered a lease on the Urban Forestry Truck in March of 2016 and the term is up as of February 2023. We would like to request that the City utilize the buyout option for this equipment at the cost to the City of \$52,820. The lease of the unit was \$29,000 per year. Administration is recommending that the unit be bought out as it has low mileage, is still in very good condition, and only requires routine maintenance at this point in its life cycle. The particulars on this unit are as follows: 2013 Freightliner M2-106 Chassis With Altec bucket lift and dump box. Current odometer reading: 49,917Kms. Engine hours: 2,708. It is anticipated that this unit will continue to be dependable due to the great condition, low milage, and engine hours. Of note, the value of this unit is well above the cost of the lease buyout at \$120,000 - \$135,000 in normal market times.



**Benefit of project/capital purchase:**

The purchase of the Urban Forestry truck would mean no further lease payments. The fleet maintenance crew know the truck and have been conducting routine maintenance on the vehicle. Buying out this unit would also help the City avoid possible extra charges due to returning it at the end of the lease. This purchase would allow the trimming and maintenance of our Urban Forest to continue uninterrupted.

Risk Management Rating

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5

Severity

Pros: The unit has been within the fleet since coming from the manufacturer, and has been maintained by the crew. Leasing of a new truck will mean that the City will have to wait until a vehicle is available.

Cons: The cost to purchase the unit.

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 60,000					\$ 60,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

Prepared by:

Director responsible:

Date:

Date:

Reviewed by Finance:



**City of North Battleford  
Capital Budget Request**

Project Name:	Tree Chipper	Division:	Operation Services	Business Unit:	Fleet
Requester:	Trevor Gray	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	August 15, 2022	Asset Category:	Vehicle		

Project Questions:	(Yes/No)	Comment, if required
Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Quality Infrastructure

**Project Description/Summary:**  
 In March of 2016 the city entered a lease on the Urban Forestry wood chipper and in February 2023 the term is up. We would like to request that the City use the buyout option on the lease at the cost to the City of \$16,680 plus tax. The current lease is 6,200 per year. The Equipment Supervisor, Mr. Trevor Gray, has recommended that the unit be bought out as it has very few operating hours, and is only in need of little more than routine maintenance at this point in its life cycle. The particulars on this unit are as follows:  
 2015 Altec DRM12 12 inch industrial wood chipper  
 Current operating hours: 1085.2  
 It is anticipated that this unit will remain dependable as it has low operating hours, and remains in very good condition. It is also worth noting that the cost of the buyout is lower with than the market value of this unit which is \$18,000 - \$23,000 during normal market times.

**Benefit of project/capital purchase:**  
 The purchase of the Urban Forestry wood chipper would mean no further lease payments on this unit and that the City would outright own the unit. The fleet maintenance crew know the chipper and have been conducting routine maintenance on the unit. The buyout of this unit would also prevent interruptions in the trimming and maintenance of our Urban Forest and avoid the possibility of extra charges if we were to return it at the end of the lease.

**Risk Management Rating** 3

Pros: The unit has been within the fleet since coming from the manufacturer, and has been maintained by the crew. Leasing of a new chipper will mean that the City will have to wait until a chipper is available.

Cons: The cost to purchase the unit.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000					\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: August 15, 2022

Date: August 15, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	2015 F550 Lift Truck	Division:	Operation Services	Business Unit:	Fleet
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:		Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Capital Purchase will reduce Operating costs
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**  
On February 1, 2023 the last lease payment will be made on Unit PK1230 a 2015 F550 Bucket lift truck. This unit is utilized by the building maintenance department for traffic and aerial lighting work. It is also used by the Parks and Recreation department for sign hanging and arena glass changes. This unit is in very good usable condition. The truck has less than 50,000 kms and 2000 hours. The lift system has been inspected and serviced regularly.

**Benefit of project/capital purchase:**  
The City has been leasing this unit since it was new and is familiar with the history of the unit. It has performed well and should last the City at least another 5 years before a replacement is needed. The buyout on the lease cost is advantageous when compared to a new purchase or to other similar used equipment.

**Risk Management Rating** 9

Pros: City has had this unit since it was new. Purchasing now will defer need for new for 4-5 years.

Cons: Capital cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 60,000.00					\$ 60,000.00
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 60,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000.00</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 60,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000.00</b>

Prepared by: Seton Winterholt

Director responsible: Stewart Schafer

Date: May 31, 2022

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	Airport Wildlife Fence	Division:	Operation Services	Business Unit:	Airport
Requester:	Fran DeKock	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	September 11, 2022	Asset Category:	Engineered Structures		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The existing airside of the aerodrome (airport) only uses barbed wire to keep both animals and people out of the airside. The airport contractor has in the past, reported near misses with deer, coyotes and dogs being on the runway. However, more serious, the contractor has reported more intrusion by people entering the restricted airside without permission or proper safety equipment. These people have been seen driving trucks, motorcycles and all-terrain vehicles onto the runway believing the airport is closed. In addition, airport staff have had to ask people walking dogs to leave the airport's airside. In cases where the airport contractor was able to stop those people on airside, they reported that they ignored the signs and crossed the barbed wire fence believing that the keep out signs were not being enforced. The project would be carried out over a 10-year period and once completed, a chain link fence complete with gates, will have been installed around the airport's airside to try to keep both animals and unauthorized people out of the restricted area.



**Benefit of project/capital purchase:**  
The project will assist in securing the airport airside as well as limiting access of the general public and animals from accessing the taxi ways and runways.

Risk Management Rating: **9**

Pros: The fence will secure the airport airside from trespassers and animals.  
Cons: The cost and time to install the fence.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 50,000					\$ 50,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Prepared by: **Stewart Schafer**

Director responsible: **Stewart Schafer**

Date: **September 11, 2022**

Date: **September 11, 2022**

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Valve Turning Truck	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	No
Date Requested:	November 8, 2022	Asset Category:	Vehicle		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Smaller vehicle and fuel savings
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**  
Replace Unit 124 which is a one ton diesel truck that carries the valve turning apparatus with a half ton, regular cab 4 x 4 gas truck. The truck will need to be outfitted with toolboxes and directional lighting bars as it is constantly used in traffic areas. The current unit is a 1992 GMC 3500 with approximately 100,000 kms.



**Benefit of project/capital purchase:**  
The newer and smaller vehicle will be more economical on fuel. A one ton truck is not needed to carry the load of the valve turning apparatus so this is an opportunity to purchase the right size vehicle for the work required. A new valve turning machine is planned at the same time as this truck replacement. This will ensure reliability with new equipment and there will be less down time.

Risk Management Rating: 15

Pros: New equipment is more reliable and fuel efficient.  
Cons: Cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 60,000					\$ 60,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

Prepared by: Seton Winterholt

Director responsible:

Date: November 8, 2022

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	Library Elevator Upgrade	Division:	Operation Services	Business Unit:	City Hall
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 8, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Governance Excellence/Citizen Focused Services

**Project Description/Summary:**  
In 2022, the library elevator service company Otis, identified a door operator control system that needs to be replaced in the library elevator. The library elevator was built in 1986. The existing controller is an analog system that is no longer built or supported with parts. A failure of the door controller would render the elevator inoperable and in a worst-case scenario, trap someone inside until a rescue team arrived to physically open the doors. All electrical components down stream of the door controller also would need to be replaced as part of the project as they need to interphase with the new controller to operate.

**Benefit of project/capital purchase:**  
The library basement is used by the library for storage. The library basement is also home to the Sports Museum Hall of Fame. The elevator is the only way for anyone with mobility issues can access the basement.

Risk Management Rating 15

Pros: Updated equipment reduces the chance of major failure.  
Cons: Cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 40,000					\$ 40,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Prepared by: Seton Winterholt

Director responsible: Seton Winterholt

Date: November 8, 2022

Date: November 8, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Stair Climber	Division:	Operation Services	Business Unit:	Fleet
Requester:	Seton Winterholt	Asset Type:	New Asset	Prior Year re-Budget?	Yes
Date Requested:	November 2, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Governance Excellence/Citizen Focused Services

**Project Description/Summary:**  
On numerous occasions City staff have to move heavy objects such as pumps and motors. For example: a pump motor in the Aquatic Centre weighing 600 lbs had to be removed from the basement to be sent to Saskatoon for a rebuild. Since the Aquatic Centre has no beam and pulley set up, the motor had to be carried up the stairs by hand. In the last 2 years, there have been more than 4 instances like this. Moving these heavy objects by hand puts staff at risk of injury or costs the City in contractor fees for moving.



**Benefit of project/capital purchase:**  
This piece of equipment substantially reduces the risk of worker injury when moving heavy objects. It will be part of the Equipment Fleet and available for all departments' use. In 2022 there were 4 instances where pumps needed to be removed and **repairs were delayed due to coordination of the pump removal with contractors.**

Risk Management Rating 15

Pros: Reduce risk of staff injury, less contractor costs.  
Cons: Cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 48,000					\$ 48,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 48,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ 30,000					\$ 30,000
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,000</b>

Prepared by: Seton Winterholt

Director responsible: Stewart Schafer

Date: November 2, 2022

Date: November 7, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Signal Light Upgrades	Division:	Operation Services	Business Unit:	Roads
Requester:	Stewart Schafer	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	September 8, 2021	Asset Category:	Machinery & Equipment		

**Project Questions:**

Is the project multi-year in scope?  
  
Are cost savings anticipated?  
Are revenues anticipated?  
Has external funding been secured?

**(Yes/No) Comment, if required**

Yes	One traffic cabinet per year will be reviewed and if necessary refurbished.
No	
No	
No	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The project would include inspecting each traffic-controlled signal light and if necessary, changing out signal light heads, backup batteries and the control cabinets. The project would also include adding new traffic flow cameras that monitor the traffic flows and adjust the timing of the signal lights to compensate for traffic patterns and the direction of flow.

**Benefit of project/capital purchase:**  
The benefit of the project is to begin changing out the systems with more modern controls and installing traffic monitoring camera to allow signal light timing to be modified depending on the traffic flow and traffic density.

**Risk Management Rating** 9

**Pros:** The signal control will allow traffic to flow better through the traffic controlled intersections and be able to modified signal durations as traffic flows change throughout out the day.

**Cons:** The cost of upgrading the existing signal lights.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 35,000					\$ 35,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>

Prepared by:

Director responsible:

Date:

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	Fairview Back alley Improvement	Division:	Operation Services	Business Unit:	Roads
Requester:	Joe Gagne	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:		Asset Category:	Land Improvements		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?  
 Are cost savings anticipated?  
 Are revenues anticipated?  
 Has external funding been secured?

No	
No	
No	
No	

Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**

During the construction of phase 2 of the Fairview Heights Subdivision, the back alley between Henderson Avenue and Amos Drive was not properly completed. A number of property owners had spread the dirt from the construction of their basements into the alley, which resulted in the contractor not being able to properly finish the alley. Since that time, many of the property owners have been pumping water from their basement sump pumps into the alley causing further problems with the alleys. The project is to reshape the alley to allow water to flow from the private properties to the main storm water drainage ditch located next to Territorial Drive.

**Benefit of project/capital purchase:**

The reshaping of the alley will allow storm and pumped sump pit water to the storm water drainage system and allow better access to the alleys. This will also stop lower yards from flooding during the spring.

Risk Management Rating

9

Pros: To allow ground and storm water to flow away from residential properties.

Cons: Capital cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 30,000					\$ 30,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

Prepared by: Seton Winterholt

Director responsible: Stewart Schafer

Date: May 31, 2022

Date:

Reviewed by Finance:



**City of North Battleford  
Capital Budget Request**

Project Name:	Parsons Industrial Park Stormwater	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Joe Gagne	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	September 8, 2021	Asset Category:	Machinery & Equipment		

<b>Project Questions:</b>	<b>(Yes/No)</b>	<b>Comment, if required</b>
Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan:	Quality Infrastructure
<b>Project Description/Summary:</b>	
Over the past few years, the City has experienced and number of heavy rain events that have caused localized flooding in the Parsons Industrial Park. After initial investigation, Administration found that some of the causes for the flooding have been:	
<ul style="list-style-type: none"> <li>• Drainage ditches that have been filled by property owners</li> <li>• Materials being disposed in the ditch</li> <li>• Property access entrances not having culverts</li> <li>• Access entrance culverts being the wrong size</li> <li>• Access entrances culverts being install too high or low.</li> </ul>	
The project will hire a consultant and contractor to assist in clearing the ditches, to ensure the water flows away from the business properties and in the correct direction for disposal.	
<b>Benefit of project/capital purchase:</b>	
The benefit of the project is to prevent flooding during extreme storm water events.	

Risk Management Rating	9
Pros: To prevent property from flooding.	
Cons: The cost of consultant and contractor.	

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 100,000					\$ 100,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 8, 2022

Date: November 8, 2022

Reviewed by Finance: \_\_\_\_\_

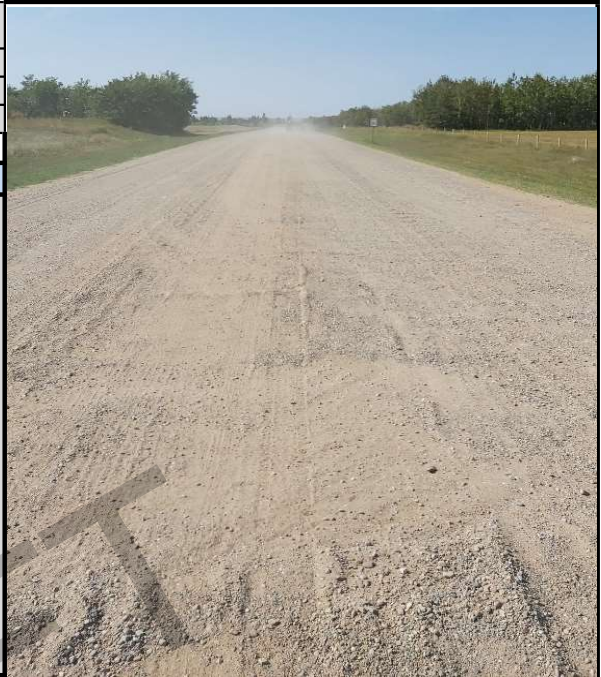
**City of North Battleford  
Capital Budget Request**

Project Name:	Reconstruction of Wearing Road	Division:	Operation Services	Business Unit:	Roads
Requester:	Colin Carriere	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	July 7, 2021	Asset Category:	Engineered Structures		

**Project Questions:**

**(Yes/No)** Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	Yes	Reduced maintenance.
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The work would include narrowing the road, rebuilding the sub-base using crushed concrete, packing the road subbase, reshaping of the road and then placement of 2 to 3 inches (50 - 75 mm) of 1" (25 mm) of crushed rock on the road surface. The road width would be reduced from the current 14 metres down to the original 9 metres in width. The work would include the repair of the 130th Street, from Wearing Road to the Waste Management Facility. In 2022, \$100,000 was budgeted for reconstruction; however, costs for the project increased and the project was delayed by a year.

**Benefit of project/capital purchase:**  
Over the past several years, the roadway condition has begun to deteriorate where City crews are having problems properly maintaining the road. In addition, with the higher usage of the road, the reconstruction of the roadway will ensure safe passage to those using the roadway to and from the Waste Management Facility as well as travelling to the local Rural Municipality.

Risk Management Rating **15**

Pros: Reduced maintenance costs and improves driver safety.  
Cons: The cost to replace the existing road as well as the construction will take place while the road is in use.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 50,000					\$ 50,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Prepared by: **Stewart Schafer**

Director responsible: **Stewart Schafer**

Date: **November 8, 2022**

Date: **November 8, 2022**

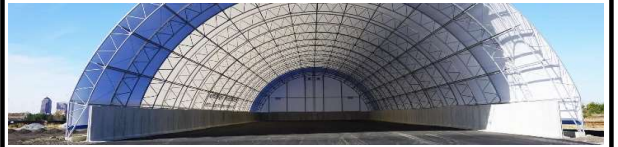
Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Construction of a Fabric Salt Tent	Division:	Operation Services	Business Unit:	Roads
Requester:	Stewart Schafer	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	September 13, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Preventing salt from dissolving in the rain and snow melts
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
Currently, the City road salt is kept in open piles that when it rains or in the spring when the snow melts, the salt dissolves into the water and runs either into the storm gutters or is absorbed into the earth. The project would be the purchase and installation of a fabric building where the salt would be kept out of the weather.

**Benefit of project/capital purchase:**  
The project will provide the City with a secure location to store road salt and keep it out of the weather. This would be a cost saving in less salt loss during wet weather and in the spring. The shed would also protect the environment by not allowing the salt to enter storm water sewer mains or be absorbed into the earth.

Risk Management Rating: **9**

Pros: It will save the salt from dissolving in the rain and snow melt as well as preventing it from entering groundwater.  
Cons: Cost to buy the shed and have installed in the yard.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 70,000					\$ 70,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: September 13, 2022

Date: September 13, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	WMF Security Cameras Upgrades	Division:	Operation Services	Business Unit:	Waste Management
Requester:	David Prescesky	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	September 8, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The project entails replacing the existing security cameras with high definition, low light colour cameras to be able to monitor 24 hours as day, traffic and personnel use the Waste Management Facility. The current camera only picks up images that are well lit. The project would also ensure that the computer that is used to record images is adequate and if not, will include the replacement of the recording computer if required.

**Benefit of project/capital purchase:**  
The benefit of the project is to allow movements at the Waste Management Facility to be recorded and played back if/when problems or concerns arise.

**Risk Management Rating** 9

Pros: The high definition, low light colour cameras will assist in ensuring proper rules are followed at the Waste Management Facility and allows for video playback if necessary.

Cons: The cost of upgrading the existing colour camera.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 10,000					\$ 10,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 8, 2022

Date: November 8, 2022

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	WMF Reserve	Division:	Operation Services	Business Unit:	Waste Management
Requester:	Jeff Blanchard	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	November 21, 2022	Asset Category:	Land Improvements		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Quality Infrastructure**

Project Description/Summary:  
This is to establish a reserve fund or add to the Cell 4 reserve fund to allocate funds from current years to upcoming future capital costs such as:  
Cell 4 Development  
Replacement of Compactor  
Replacement of Dozer  
Future Site Upgrades

Benefit of project/capital purchase:  
Establishing and funding a reserve will reduce the upfront cost of future capital costs. It will increase the likelihood of securing needed capital assets while minimizing the impact to budgets and rate hikes.

Risk Management Rating: **9**

Pros: Ensures funding for future capital needs  
Cons: Removes general revenue and may increase immediate rates

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 500,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 500,000</b>

Prepared by: Jeff Blanchard

Director responsible: Stewart Schafer

Date: November 21, 2022

Date:

Reviewed by Finance:

## 2023 Capital Plan - Parks & Recreation

Name of project / purchase	Division	Asset Type	Risk Rating	2023
<b>Allen Sapp Gallery</b>				
Replace water softener	Recreation	Building	15	10,000
Front end of Cornice repairs	Recreation	Building	15	106,000
<b>Access Communications Centre</b>				
Replace condensate tank	Recreation	Machinery & Equipment	15	25,000
Plant condenser	Recreation	Machinery & Equipment	25	150,000
<b>Nations West Fieldhouse</b>				
Fieldhouse Copier	Recreation	Machinery & Equipment	3	12,000
Upgrade drinking fountains to water bottle fountains	Recreation	Building	9	5,000
Headguard (Highroof sprinklers)	Recreation	Building	25	27,000
<b>COOP Aquatic Centre</b>				
Replace front window glass	Recreation	Building	25	12,000
Upgrade drinking fountains to water bottle fountains	Recreation	Building	9	5,000
Handicap Chair Lift	Recreation	Machinery & Equipment	25	17,000
<b>Don Ross Community Centre</b>				
Rooftop/Air Handler units replaced	Recreation	Building	9	17,000
Craft Room- Replace door hardware & add panic doors & fobs	Recreation	Betterment	15	15,000
Floor Washer	Recreation	Machinery & Equipment	25	20,000
<b>Curling Rink</b>				
Announcement Sound System	Recreation	Machinery & Equipment	25	6,000
<b>Parks</b>				
Irrigation System Replacement	Parks	Engineering Structure	15	50,000
Outdoor Rinks replaced (\$22,000 per rink per year)	Parks	Engineering Structure	15	22,000
Security cameras in parks near structures	Parks	Machinery & Equipment	15	10,000



## 2023 Capital Plan - Parks & Recreation

Name of project / purchase	Division	Asset Type	Risk Rating	2023
Gazebos for Parks	Parks	Building	25	16,500
<b>Total Capital Assets on proposed Budget</b>				<b>\$ 525,500</b>

### RESERVES SAVED FROM THE 1% SINCE 2019

Don Ross washroom/flooring upgrades (By door 8b)	Recreation	Building	15	70,000
<b>Total Capital Assets funded by savings of 1% increases</b>				<b>\$ 70,000</b>

### GAS TAX FUNDING

DRA - Ice Plant (2024 build)	Recreation	Machinery & Equipment	25	600,000
Aquatic Centre - Replace a portion of the Roof	Recreation	Building	25	400,000
Aquatic Centre - Replace Rooftop Unit 1 (2024 build)	Recreation	Building	25	500,000
<b>Total Gas Tax projects</b>				<b>\$ 1,500,000</b>

**Total Capital Assets for 2023**

**\$ 2,095,500**

DRAFT

**City of North Battleford  
Capital Budget Request**

Project Name:	Allen Sapp Gallery Water Softener	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	New Asset	Prior Year re-Budget?	No
Date Requested:	October 27, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Reduce humidifier filters
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Governance Excellence/Citizen Focused Services

**Project Description/Summary:**  
The Allen Sapp Gallery Museum status requires specific temperature and humidity regulation to protect the art collection from deterioration. Currently the humidification system requires a filter change quarterly due to water scaling on the filter system. The dryer the year, the more humidification that is needed which further shortens the lifespan of the humidification filters. Water usage quarterly records indicate an average winter usage of 140 cubic meters. With the addition of a water softener, the need for humidification filter changes should be reduced to at least half of what is being used now.

**Benefit of project/capital purchase:**  
Current filter costs are \$1600 quarterly or \$6400 annually. With the water softener, filter replacement should be reduced to twice a year which would reduce the cost to \$3200 annually. The softener would be on a metered head which would only regenerate or use salt pending the litres of water used. Cost of the salt for the system should be minimal.

Risk Management Rating: 15

**Pros:** It is anticipated that with savings on the humidification filters, the water softener initial costs would be recovered in 3 years.  
**Cons:** Initial cost, ongoing salt expense estimated at \$250 per year.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 10,000					\$ 10,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>

Prepared by: Seton Winterholt

Director responsible:

Date: October 26, 2022

Date:

Reviewed by Finance:



**City of North Battleford  
Capital Budget Request**

Project Name:	Allen Sapp Gallery Front End Cornice Replacement	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Economic Vitality

**Project Description/Summary:**  
In 2022 the back of the building cornice was replaced. At that time it was discovered that the front end of the cornice on the building which is made of metal, is also in a poor state and requires replacement. The cornice is pulling away from the building which has caused holes allowing bats and birds into the roof area as well as into the actual building. This is a heritage status building. An inspector from Canadian Heritage has looked at the cornice and it can be replaced as long as the fascia remains true to the rest of the building.

**Benefit of project/capital purchase:**  
Protection of a heritage building in our community.

Risk Management Rating **15**  
Pros: The building will be sealed against the elements and nature.  
Cons: None

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 106,000	\$ -	\$ -			\$ 106,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Access Centre Ice Plant Condenser	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	No
Date Requested:	November 15, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Organizational Excellence**

**Project Description/Summary:**  
On November 15, 2022 a small contained ammonia leak was detected in the water cooled condenser on the ice plant at the Access Communications Centre. Upon investigation of the refrigeration contractor, the leak is not repairable and the condenser unit needs to be replaced. The condenser is a major component of the ice plant operations. Ice cannot be maintained in the facility without the condenser allowing the ammonia to release its heat before returning to the compressors to create more cooling. Due to the long delivery times of new units, all efforts will be made to acquire a used water or air-cooled condenser to save the ice season. This will result in less disruption to the user groups such as The Battlefords North Stars, AAA Stars, Battlefords Minor Hockey Association and Figure Skating Association.

**Benefit of project/capital purchase:**  
A new condenser should be able to be re-used when the plant is scheduled for upgrade in the next couple of years. A temporary condenser in place as soon as possible will ensure the least disruption to the arena season but may still result in a shortened season.

Risk Management Rating **25**

Pros: New equipment will provide longevity of facility operations.  
Cons: Cost, disruption to user groups



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 150,000.00					\$ 150,000.00
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>

Prepared by: Seton Winterholt

Director responsible:

Date: November 22, 2022

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	ACC Condensate Tank Replacement	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 4, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Governance Excellence/Citizen Focused Services

Project Description/Summary:  
In 2022 the condensate tank on the steam plant for the heating system developed a leak. Mitigating action was taken for a short time repair but the tank needs to be replaced.

Benefit of project/capital purchase:  
The replacement of this equipment reduces the risk of a major failure. The condensate tank holds water that has travelled through the steam system and is re-heated to create steam for the heating system.

Risk Management Rating: 15

Pros: Avoid a major heating system loss.  
Cons: Cost

<u>Risk</u>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<u>Severity</u>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 25,000					\$ 25,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Field House Copier	Division:	General Government	Business Unit:	City Hall
Requester:	Daniel Aucamp	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 27, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Quality Infrastructure

**Project Description/Summary:**  
The copier in the Field House office has been there for 12 years and has become a risk for failure due to the printing volume of this location. The copier is to be replaced by a new medium-duty copier. This copier will be moved to our Parks Shop for the rest of its duty as the Parks shop copier has reached end of life and can no longer be serviced.

**Benefit of project/capital purchase:**  
The new copier will provide more reliable and higher volume service to the Field house and provide a replacement for the Parks copier.

Risk Management Rating: 3

Pros: More efficient, better features, cost saving (per page)  
Cons: Upfront Cost.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 12,000					\$ 12,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>

Prepared by: Daniel Aucamp

Director responsible: Brent Nadon

Date: October 27, 2022

Date: October 27, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Field House Drinking Fountains Upgrade	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Michelle Horncastle	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
The BCAC and NWFH have drinking fountains that are not used very often due to the hygiene concerns that exist today. Upgrading the existing drinking fountains to water bottle fill stations will alleviate this concern and improve everyone's access to water being an important component of fitness (4 stations in total).

**Benefit of project/capital purchase:**  
Improved safety by providing everyone with hygienic access to drinking water.

Risk Management Rating: **9**  
Pros: More alternatives and access to drinking water  
Cons: None

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 5,000		\$ -			\$ 5,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>

Prepared by: Michelle Horncastle

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 1, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name: 

Field House Fire Suppression Protection
--

  
 Requester: 

Seton Winterholt
------------------

  
 Date Requested: 

November 4, 2022
------------------

Division: 

Parks & Recreation
--------------------

  
 Asset Type: 

Betterment
------------

  
 Asset Category: 

Buildings
-----------

Business Unit: 

Parks & Recreation
-----------------------

  
 Prior Year re-Budget? 

No
----

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: 

Organizational Excellence
---------------------------

Project Description/Summary:  
 In 2022 a fire suppression system sprinkler head was dislodged from under the track area causing a major flood that ruined the artificial turf at the field house. Sprinkler protection was added to all units under the track sprinkler heads. This project would see the protection extended to the fire suppression sprinkler heads that are at the main ceiling area of the building.

Benefit of project/capital purchase:  
 Reduces risk of a future flood due to a damaged fire suppression sprinkler head.

Risk Management Rating 

25
----

  
 Pros: Risk of future damage reduced  
 Cons: Cost, facility operation will be impacted by installation



<u>Risk</u>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<u>Severity</u>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 27,000					\$ 27,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>

Prepared by: 

Seton Winterholt
------------------

Director responsible: 

Cheryl DeNeire
----------------

Date: 

November 2, 2022
------------------

Date: 

November 4, 2022
------------------

Reviewed by Finance: 

--



**City of North Battleford  
Capital Budget Request**

Project Name: Aquatic Centre  
Window Replacement  
Requester: Seton Winterholt  
Date Requested: November 4, 2022

Division: Parks & Recreation  
Asset Type: Betterment  
Asset Category: Buildings

Business Unit: Parks & Recreation  
Prior Year re-Budget? No

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?  
Are cost savings anticipated?  
Are revenues anticipated?  
Has external funding been secured?

No	
No	
No	
No	

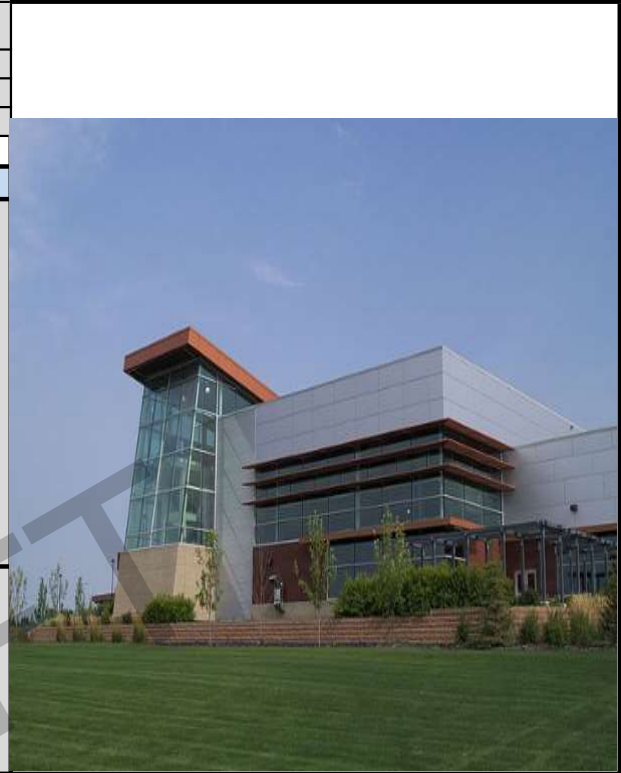
Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**  
A seal has failed in one of the large glass windows by the water slide tower along the front of the Co-Op Aquatic Centre. The window is at a considerable height so in addition to the cost of the window, crews will need a special lift of crane to get the glass into place. The failed sealed unit is difficult to see through and has lost its insulation value. With the loss of insulation value, the window is not providing a necessary thermal barrier from the outside elements.

**Benefit of project/capital purchase:**  
This project would restore the thermal value of the failed sealed unit and the overall appearance of the building.

Risk Management Rating **25**

Pros: Better insulated glass, improved aesthetics of the building.  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 12,000					\$ 12,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Aquatic Centre Drinking Fountains Upgrade	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Michelle Horncastle	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
The BCAC and NWFH have drinking fountains that are not used very often due to the hygiene concerns that exist today. Upgrading the existing drinking fountains to water bottle fill stations will alleviate this concern and improve everyone's access to water being an important component of fitness (4 stations in total).

**Benefit of project/capital purchase:**  
Improved safety by providing everyone with hygienic access to drinking water.

Risk Management Rating **9**  
Pros: More alternatives and access to drinking water  
Cons: None

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 5,000		\$ -			\$ 5,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>

Prepared by: Michelle Horncastle

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 1, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	BCAC Pool Handi-Lift	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Michelle Horncastle	Asset Type:	Replacement	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
The Handi-Lift at the pool is at the end of its usable life cycle. Access to the pool and programming is an important component of 'accessibility'. Our wheelchair, which was purchased in 2022, is used by patrons frequently. Water has been proven to be an excellent median for mobility exercises and wellness.

**Benefit of project/capital purchase:**  
Access for all. Improved health and wellness of users.

Risk Management Rating **25**  
Pros: Mobile, can be used to assist needed users into all pools. Low maintenance requirements.  
Cons: None

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
<i>To Capital Reserve until 2027</i>	\$ 17,000		\$ -	\$ -	\$ -	\$ 17,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,000</b>

Prepared by: Michelle Horncastle

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	DRC Roof Top HVAC	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	Yes
Date Requested:	November 4, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	Replace 1 unit per year
Are cost savings anticipated?	Yes	Reduce energy costs
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Organizational Excellence

**Project Description/Summary:**  
Replace R22 Roof Top HVAC units due to discontinued R22 refrigerant and aging heat exchangers. A third party mechanical assessment completed in 2019 identified several units at end of life and several with heat exchangers in poor condition. With the discontinuation of R22 refrigerant, all units will need to be changed out as they will become unserviceable.

**Benefit of project/capital purchase:**  
Modernize equipment to run more efficiently; fewer breakdowns; limited supply of R22 refrigerant before it is not available at all. A planned approach to new installation reduces the risk of scrambling to change a unit upon total failure.

Risk Management Rating: 9

Pros: Modern, efficient equipment  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 17,000	\$ 17,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 88,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 88,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 88,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	DRC Craft Room Doors	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 4, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Governance Excellence/Citizen Focused Services

**Project Description/Summary:**  
With Council Chambers moved to the Don Ross Centre, the ability to use the elevator also provides the opportunity to access the craft room and other portions of the building. For building security, new doors with proper panic hardware need to be installed.

**Benefit of project/capital purchase:**  
The existing doors are original to the building. For building security, the doors are currently locked with a chain and padlock. This has to be managed by staff when the buildings are empty otherwise we are non-compliant with fire code. The proper hardware will allow for exit only with no re-entry option and will not need to be monitored as closely as the padlock and chain.

Risk Management Rating 15

Pros: Increased control access, less staff monitoring required

Cons: Cost

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 15,000					\$ 15,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 2, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name: **Don Ross Centre Floor Washer**  
 Requester: **Seton Winterholt**  
 Date Requested: **November 2, 2022**

Division: **Parks & Recreation**  
 Asset Type: **Betterment**  
 Asset Category: **Machinery & Equipment**

Business Unit: **Parks & Recreation**  
 Prior Year re-Budget? **No**

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?  
 Are cost savings anticipated?  
 Are revenues anticipated?  
 Has external funding been secured?

No	
No	
No	
No	

Priority area of strategic plan: **Governance Excellence/Citizen Focused Services**

**Project Description/Summary:**

The existing walk behind floor scrubber/washer at the Don Ross Centre is a 2013 model and is need of replacement. This unit is used by the Don Ross Community Centre Facility operators primarily for the gymnasium cleaning.



**Benefit of project/capital purchase:**

Current unit is aging and requiring frequent repairs. Aging equipment should be replaced before it fails as rental equipment is costly.

Risk Management Rating

**25**

Pros: New equipment is more efficient with power, water and soap.  
 Cons: Cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000					\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: **Seton Winterholt**

Director responsible: **Cheryl DeNeire**

Date: **November 2, 2022**

Date: **November 4, 2022**

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Curling Rink Public Address System	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 2, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Governance Excellence/Citizen Focused Services

**Project Description/Summary:**  
The electronic public address system at the Northland Power Curling Centre has failed. The original equipment to the facility is not repairable and is no longer manufactured. A new system is required for the regular operation of the Curling Centre.



**Benefit of project/capital purchase:**  
The public address system allows the curling rink operators to announce important messages to all occupants of the facility. This is needed for large events such as bonspiels and off-season fundraisers. It is also important for emergency alerts.

Risk Management Rating 25

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 6,000					\$ 6,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 2, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Parks Irrigation	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Gord Whitton	Asset Type:	Betterment	Prior Year	
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment	re-Budget?	No

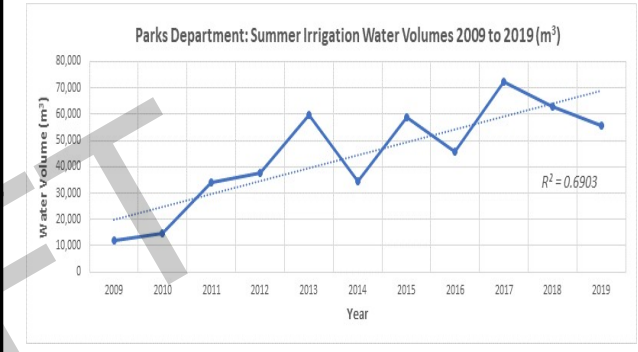
**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	Over 5 years
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Sustainability

**Project Description/Summary:**  
There has been a progressive increase in irrigation water usage throughout the City's parks and sports fields. The current irrigation lines (37 systems) are on average 25 years old and are past their life expectancy of 20 years. Water cost increases occur for a variety of reasons including: rate increases, line or head breaks and seepage due to age of the lines. In order to maintain our parks and sports fields, a perpetual replacement plan is required. Priority for 2023 will be the continuation of the replacement of the systems in our parks. We are doing this in stages because of the size of the area and the availability of contractors to complete the work.



**Benefit of project/capital purchase:**  
Decrease in water costs, increased field health.

Risk Management Rating 15

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

Pros: Increased field health and aesthetics throughout the city.

Cons: Cost

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 50,000	\$ 50,000	\$ 50,000	\$ 40,000	\$ 40,000	\$ 230,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 230,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 230,000</b>

Prepared by: Gord Whitton

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: Sept. 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name: Parks - Outdoor Hockey Rink  
Requester: Gord Whitton  
Date Requested: Sept. 2022

Division: Parks & Recreation  
Asset Type: New Asset  
Asset Category: Engineered Structures

Business Unit: Parks & Recreation  
Prior Year re-Budget?: No

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	Build in 2024, reserves request
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: Healthy & Safe Community

**Project Description/Summary:**  
Our outdoor rinks require replacement and renewal. This is an easy to install system that can be built to specification in a short period of time. It can be as low as 2 feet or as high as a regular rink board. It is made of hard plastic- the same material used in our arena sideboards, can handle slapshots and are lightweight. The picture to the right is a 40' X 80' ice surface. The system is designed to function outdoors in Canadian weather conditions. Components can be added or removed from the specifications. These are not intended for a competitive outdoor hockey game- it is for recreational use.



**Benefit of project/capital purchase:**  
Improved outdoor recreational opportunities.  
Improved health, wellness and safety for residents.

Risk Management Rating: **15**  
Pros: Improved safety and outdoor opportunities.  
Cons: As with any outdoor structure, it could be damaged.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 22,000	\$ -	\$ -			\$ 22,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 22,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ -					\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants	\$ -	\$ -	\$ -			\$ -
<b>Taxation required (A - B)</b>	<b>\$ 22,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>

Prepared by: Gord Whitton

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Security Cameras - Centennial/SHS Park	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Gord Whitton	Asset Type:	New Asset	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
Vandalism at our outdoor facilities is increasing and three times in 2022 the police asked us for our video coverage facing the tennis courts in Centennial Park. Vandalism at our splash parks/playgrounds at Centennial, Kinsmen and Senator Herb Sparrow is ongoing and security cameras there may deter or at least assist in reducing crime activity in those areas. This plan would have 2 cameras installed in 2023 and 1 in 2024.

**Benefit of project/capital purchase:**  
Improved community safety and wellness.

Risk Management Rating **15**  
Pros: Improved safety and possible deterrence of crime.  
Cons: Will take time- Funds secured over a 3 year period with the build happening in 2025 (25%, 25%, 50%)

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 10,000	\$ 6,000	\$ -			\$ 16,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 10,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ -					\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants	\$ -					\$ -
<b>Taxation required (A - B)</b>	<b>\$ 10,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,000</b>

Prepared by: Gord Whitton

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Picnic Shelter	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Gord Whitton	Asset Type:	New Asset	Prior Year re-Budget?	Yes
Date Requested:	Sept. 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Yes (Please)	Sask. Sr. Games Donation



Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**  
Our City parks do not have any sheltered seating areas. The Recreation Master Plan identified "Parks Amenities" as the top outdoor priority of interest to residents. A gazebo (shelter) addresses the need for sheltered gathering spaces and improves the availability of seating in our Parks. This project was deferred from 2022 budget due to the large increase in purchase costs and wait times. The structure is 10'X14'- the ability to have 2 picnic tables.

**Benefit of project/capital purchase:**  
Community health and wellness, improved outdoor amenities.

Risk Management Rating	<b>25</b>
Pros: Addresses some of the outdoor needs in the Recreation Master Plan.	
Cons: Cost	

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 46,000		\$ -			\$ 46,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 46,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ 13,000					\$ 13,000
Sale of asset, if applicable						\$ -
External funding, i.e. grants	\$ 16,500					\$ 16,500
<b>Taxation required (A - B)</b>	<b>\$ 16,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500</b>

Prepared by: Gord Whitton

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	DRC Washroom Upgrade	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 4, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Water saving fixtures
Are revenues anticipated?	No	
Has external funding been secured?	No	

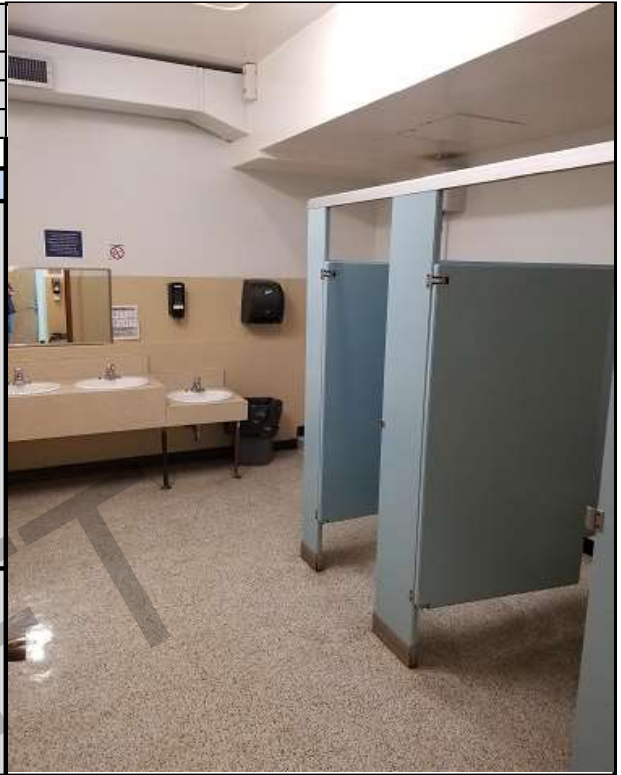
Priority area of strategic plan: **Organizational Excellence**

Project Description/Summary:  
The men's and ladies washrooms on the lower floor of the Don Ross Centre are in dire need of updating. Many of the fixtures are original to when the building was built as St. Thomas College in the 1960s.

Benefit of project/capital purchase:  
With Council Chambers now at the Don Ross Centre, the washrooms should be updated to maintain a professional and welcoming atmosphere. New washrooms will be made to be as accessible as possible if full accessibility is not achievable.

Risk Management Rating: **15**

Pros: New fixtures use less water. Less repairs needed and easier to clean.  
Cons: Cost



<u>Risk</u>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<u>Severity</u>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 70,000					\$ 70,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 4, 2022

Date: November 4, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	DRA Ammonia Plant	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	Yes
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	yes	Energy
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: Economic Vitality

**Project Description/Summary:**  
 Replace original Freon ice plant with an ammonia ice plant at the Don Ross Arena. Use heat by-product (free heat) to assist in remote heating in spectators area. This captures the waste heat off the plant and transfers it to another area. Existing ice plant is approximately 20 years past its expected lifespan. Freon gas for ice plants have now been retired. We will not be able to purchase Freon for the plant if we lose it. The plant is taxed.

**Benefit of project/capital purchase:**  
 Provides a reliable and safe system that is industry supported.  
 Free heat is energy that can be reclaimed and reduce costs.  
 Provide reliable service for another 20 years with this ice plant.

Risk Management Rating **25**  
 Pros: Free heat source while the plant is running - reduce costs  
 Cons: No reserves. Must all come out in one year.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<u>Severity</u>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 600,000	\$ 600,000	\$ -			\$ 1,200,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

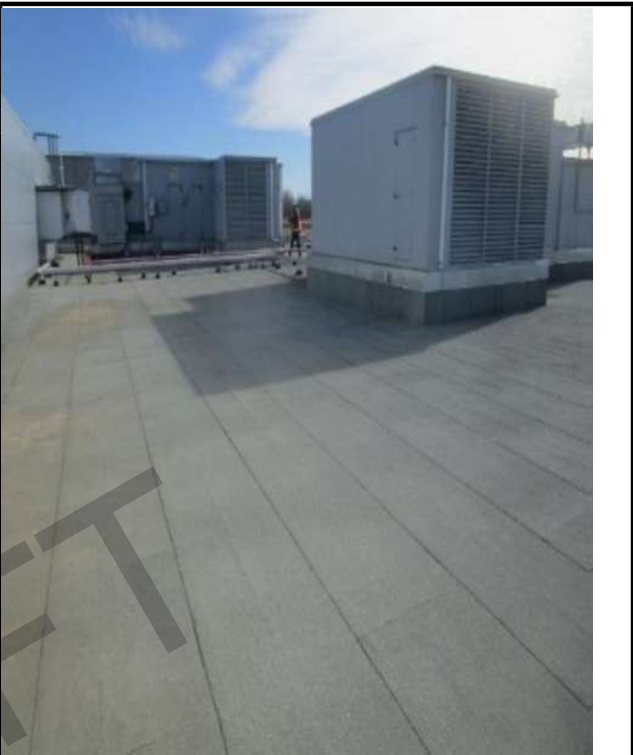
Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Aquatic Centre Roof	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Betterment	Prior Year re-Budget?	No
Date Requested:	November 2, 2022	Asset Category:	Buildings		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	Yes	Less roof repair/water
Are revenues anticipated?	No	
Has external funding been secured?	Yes (Please)	Gas Tax



Priority area of strategic plan: Organizational Excellence

Project Description/Summary:  
A third party roof assessment completed by RMIS Engineering has identified severe deficiencies in the Aquatic Centre Roof.

Benefit of project/capital purchase:  
Currently there are active leaks and moisture build up within the roofing structure and membranes. As the membrane moisture level increases so does the weight of the membrane, adding stress to the roof structure.

Risk Management Rating 25

Pros: The roof will only continue to deteriorate and get worse if not addressed.

Cons: Cost

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<u>Severity</u>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 1,200,000	\$ -				\$ 1,200,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward	\$ 800,000					\$ 800,000
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

Prepared by: Seton Winterholt

Director responsible: Cheryl DeNeire

Date: November 2, 2022

Date: November 7, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	BCAC Rooftop Unit 1	Division:	Parks & Recreation	Business Unit:	Parks & Recreation
Requester:	Seton Winterholt	Asset Type:	Replacement	Prior Year re-Budget?	No
Date Requested:	Sept. 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	Over 5 years- to reserves
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Healthy & Safe Community**

**Project Description/Summary:**

The rooftop units on the Battleford COOP Aquatic Centre are starting to fail due to corrosion. Rooftop unit 1 will need to be replaced in 2024. The replacement would be mounted to the side of the building instead of on the roof, increasing the lifespan of the new unit. In 2023, \$500,000 into reserves for a 2024 build with the same amount being allocated to 2024. Overall cost of a unit is \$1 million.

**Benefit of project/capital purchase:**

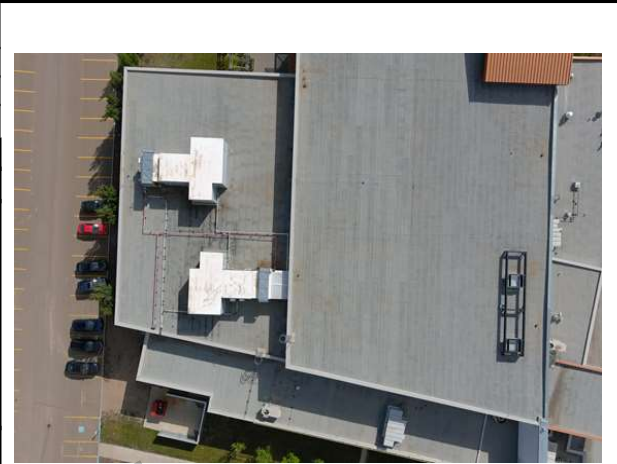
The pool cannot operate without these air handling units.

Risk Management Rating

**25**

Pros: New units will give the facility another 10-15 years of life and moving the units from the roof will improve their longevity and reduce repairs.

Cons: Expensive



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
<b>To Capital Reserve until 2027</b>	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000

Prepared by: Michelle Horncastle

Director responsible: Cheryl DeNeire

Date: September 1, 2022

Date: September 2022

Reviewed by Finance: \_\_\_\_\_

**Ten Year Capital Plan - Utility Fund**

Name of project / purchase	Division	Asset Type	Project Year	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Sewer Force Main	Sanitary Sewer	Engineered Structure	2023	25	500,000									
Design and Paving at WWTP Phase 1	Sanitary Sewer	Engineered Structure	2023	3	20,000									
Wastewater Treatment Plant Lab Equipment Replacement	Sanitary Sewer	Machinery & Equipment	2023	15	100,000									
Sanitary Sewer Masterplan piping upgrades (not incl. Force Main Trunk) Planning	Sanitary Sewer	Engineered Structure	2023											
2023 SCADA computer Upgrades	Sanitary Sewer	Machinery & Equipment	2023				75,000							
2023 VTSCADA conversion	Sanitary Sewer	Engineered Structure	2023				250,000							
Changing fibreglass grating and kickplates (Second Stage, bio-reactor)	Sanitary Sewer	Engineered Structure	2024			400,000								
Paving at WWTP Phase 2	Sanitary Sewer	Engineered Structure	2024			20,000								
Lagoon Sumpage Dredging	Sanitary Sewer	Engineered Structure	2024			100,000								
Review of WWTP heating system	Sanitary Sewer	Machinery & Equipment	2024			100,000								
Dredging of lagoons	Sanitary Sewer	Machinery & Equipment	2024			100,000								
Ultraviolet Lamp Upgrade	Sanitary Sewer	Machinery & Equipment	2025				650,000							
Paving at WWTP Phase 3	Sanitary Sewer	Engineered Structure	2025				20,000							
Paving at WWTP Phase 5	Sanitary Sewer	Engineered Structure	2026					20,000						
Increase Influent pumps and VFD \$450,000	Sanitary Sewer	Engineered Structure	2026					450,000						
Lagoon Sumpage Meter Dumping Station	Sanitary Sewer	Engineered Structure	2026					350,000						
Reconstruction of the Parson Industrial Park Lift Station	Sanitary Sewer	Machinery & Equipment	2026					1,200,000						
Backup Power at Parson Insustrial Park	Sanitary Sewer	Machinery & Equipment	2026					300,000						
New Heating Pipes Mains at the WWTP	Sanitary Sewer	Machinery & Equipment	2026					200,000						
Paving at WWTP Phase 6	Sanitary Sewer	Engineered Structure	2027						20,000					
Waste Water Plant Clarifier Covers	Sanitary Sewer	Engineered Structure	2028							250,000				
Additional screen in headworks bypass channel \$200,000	Sanitary Sewer	Engineered Structure	2028							200,000				
4th tray in headcell \$20,000	Sanitary Sewer	Engineered Structure	2028							20,000				
2028 SCADA computer Upgrades	Sanitary Sewer	Machinery & Equipment	2028							20,000				
Backup Power at SEQ	Sanitary Sewer	Machinery & Equipment	2028							300,000				
Fine bubble diffuser replacement	Sanitary Sewer	Machinery & Equipment	2030									300,000		
Removal of old control system wiring	Water	Engineered Structure	2023		20,000									
Programing and wiring Chlorine Smart Valve Controllers	Water	Engineered Structure	2023		20,000									
Walkway installation - to access ventilation fan	Water	Building	2023		15,000									
Replacement Well #30	Water	Engineered Structure	2024			500,000								
Water Distribution Masterplan Piping upgrades (non plant) Canola Ave	Water	Engineered Structure	2023	15	725,000									
Replacement of John East Hydrants 2023	Water	Engineered Structure	2023	15	150,000									
FE Holliday WTP Backup Power Generator	Water	Machinery & Equipment	2023	15	700,000									
Water Crane Replacement	Water	Machinery & Equipment	2023	9	50,000									
Leak Detection Equipment	Water	Machinery & Equipment	2023						30,000					
Fairview Reservoir Ventilation System	Water	Machinery & Equipment	2023	15	20,000									
Water Distribution Masterplan Piping upgrades (non plant) Durham Ave	Water	Engineered Structure	2024			900,000								
Valve Turner	Water	Machinery & Equipment	2024	15	55,000									
Water tank trailer	Water	Machinery & Equipment	2023	9	40,000									
Replacement of John East Hydrants 2024	Water	Engineered Structure	2024			160,000								
Killdeer Park Pressure Sustaining Valve	Water	Machinery & Equipment	2024			40,000								
Actiflo at FE Holliday Water Treatment Plant	Water	Machinery & Equipment	2024	25	250,000	2,250,000								
Insulation of Water Tower Fill Pipe	Water	Engineered Structure	2024			200,000								
Water Distribution Masterplan Piping upgrades (non plant)	Water	Engineered Structure	2025				2,000,000							
Replacement of John East Hydrants 2025	Water	Engineered Structure	2025				170,000							
2025 SCADA computer Upgrades	Water	Machinery & Equipment	2025				25,000							
FE Electrical Switchgear Upgrade - North Bank	Water	Machinery & Equipment	2025				400,000							
Backup generator at WTP#1 and well field.	Water	Machinery & Equipment	2025				1,500,000							
Water Distribution Masterplan Piping upgrades (non plant)	Water	Engineered Structure	2026					2,000,000						
Replacement of John East Hydrants 2026	Water	Engineered Structure	2026				180,000							
New Storage Reservoir complete with pumps. (114th Street - 5,000 m <sup>3</sup> )	Water	Building	2026				8,000,000							
FE Holliday Filters 1 & 2 Influent Piping Replacement	Water	Engineered Structure	2026				200,000							
Water Distribution Masterplan Piping upgrades (non plant)	Water	Engineered Structure	2027						2,000,000					
Replacement Well #31	Water	Engineered Structure	2027						500,000					
Replacement of John East Hydrants 2027	Water	Engineered Structure	2027						190,000					
SaskHospital Reservoir Renovations Phase 2 AECOM	Water	Engineered Structure	2027						1,000,000					
Water Distribution Masterplan Piping upgrades (non plant)	Water	Engineered Structure	2028							2,000,000				
River Bank Stabilization	Water	Engineered Structure	2028							175,000				
Replacement of John East Hydrants 2028	Water	Engineered Structure	2029							200,000				
New piping from Canola to Hereford Street	Water	Engineered Structure	2028							400,000				
WTP#1 Valve Service Platform (Design 1st year, construction 2nd year)	Water	Engineered Structure	2028							30,000	250,000			
Replacement of John East Hydrants 2029	Water	Engineered Structure	2029								210,000			
Fairview reservoir upgrade of pumps and fill and discharge piping	Water	Engineered Structure	2029								4,500,000			

**Ten Year Capital Plan - Utility Fund**

Name of project / purchase	Division	Asset Type	Project Year	Risk Rating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replacement Well #32	Water	Engineered Structure	2030									220,000		
FE Holliday WTP Heating System	Water	Machinery & Equipment	2030									250,000		
2030 SCADA computer Upgrades	Water	Machinery & Equipment	2030									20,000		
Upgrading distribution pump at 114th Street for airport line	Water	Engineered Structure	2031										60,000	
Dedicated waterline from 114th Street to the airport	Water	Engineered Structure	2031										200,000	
Road work to the wells, Phase 1	Water	Engineered Structure	2031										300,000	
<b>Total Sewer</b>					620,000	720,000	995,000	2,520,000	20,000	790,000	-	300,000	-	-
<b>Total Water</b>					1,795,000	2,050,000	6,345,000	10,380,000	3,720,000	2,805,000	4,960,000	490,000	560,000	-

DRAFT

**2023 Capital Plan - Water & Sewer**

Name of project / purchase	Division	Asset Type	Project Year	Risk Rating	2023
Sewer Force Main	Sanitary Sewer	Engineered Structure	2023	25	500,000
Design and Paving at WWTP Phase 1	Sanitary Sewer	Engineered Structure	2023	3	20,000
Wastewater Treatment Plant Lab Equipment Replacement	Sanitary Sewer	Machinery & Equipment	2023	15	100,000
Removal of old control system wiring	Water	Engineered Structure	2023		20,000
Programing and wiring Chlorine Smart Valve Controllers	Water	Engineered Structure	2023		20,000
Walkway installation - to access ventillation fan	Water	Building	2023		15,000
Water Distribution Masterplan Piping upgrades (non plant) Canola Ave	Water	Engineered Structure	2023	15	725,000
Replacement of John East Hydrants 2023	Water	Engineered Structure	2023	15	150,000
FE Holliday WTP Backup Power Generator	Water	Machinery & Equipment	2023	15	700,000
Water Crane Replacement	Water	Machinery & Equipment	2023	9	50,000
Fairview Reservoir Ventilation System	Water	Machinery & Equipment	2023	15	20,000
Valve Turner	Water	Machinery & Equipment	2024	15	55,000
Water tank trailer	Water	Machinery & Equipment	2023	9	40,000
Total Sewer					620,000
Total Water					1,795,000

**Total**

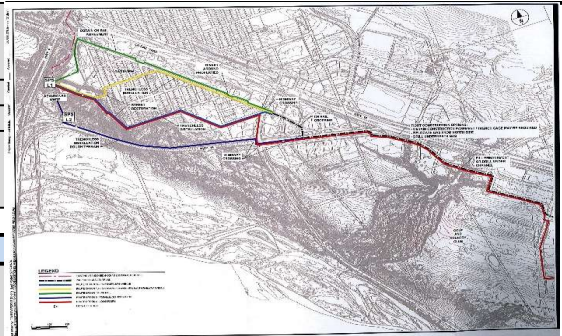
**2,415,000**



**City of North Battleford  
Capital Budget Request**

Project Name:	Sanitary Sewer Force Main	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Stewart Schafer	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	November 9, 2022	Asset Category:	Engineered Structures		

Project Questions:	(Yes/No)	Comment, if required
Is the project multi-year in scope?	Yes	Construction started in 2021 and will be completed in 2023.
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Yes (Please Explain)	Approximately \$8 million funding from Infrastructure Canada Approval



**Priority area of strategic plan:** Quality Infrastructure

**Project Description/Summary:**  
The project is to install a force main to take approximately 50% of the sanitary sewage flow from the City and pump it to the Wastewater Treatment Plant. The project included the construction of a force main and new lift station exists. The work included design in the first year and construction starting in 2021, continuing into 2022. An application for the project had been submitted to Infrastructure Canada with approved funding of approximately \$8,000,000. Design and construction started in 2020 with completion slated for the early part of 2023.



**Benefit of project/capital purchase:**  
Sewage flow studies have indicated that during a "wet" summer, the gravity trunk main would not be able to handle the full sewage flow from the City, causing backups in basements and overflowing to the surface. The trunk would also allow the City to grow in the future.

**Risk Management Rating:** 25

**Pros:** The new trunk main will prevent sewage backups and overflows in the current sanitary sewage collection that could pose a risk to the health of the population and the environment. The new truck main will also allow the city to expand in the future.

**Cons:** The cost of the project. Any cost increases will be the responsibility of the City.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 500,000					\$ 500,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 9, 2022

Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Design and Paving at WWTP Phase 1	Division:	Operation Services	Business Unit:	Wastewater Treatment
Requester:	Stewart Schafer	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	November 9, 2022	Asset Category:	Land Improvements		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

Project Description/Summary:  
The placement of asphalt paving in the parking lot and roads within the Wastewater Treatment Plant.

Benefit of project/capital purchase:  
The benefit of the project is to reduce the amount of mud being tracked into the administration building and extending the life of the floor. The asphalt will also better define the roads and parking lot.

Risk Management Rating **3**

Pros: The pavement will ensure that less mud is tracked into the buildings building by staff and visiting guest, and thus extend the life of the administration building flooring. The pavement will also better define the roads and parking lots.

Cons: The cost to install payment.



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000					\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 9, 2022

Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	WWTP Lab Equipment Replacement	Division:	Operation Services	Business Unit:	Wastewater Treatment
Requester:	Stewart Schafer	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	November 9, 2022	Asset Category:	Engineered Structures		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Explain)	

Priority area of strategic plan: **Quality Infrastructure**

Project Description/Summary:  
The funding will be used to replace laboratory equipment used in the testing of wastewater at the City's wastewater treatment plant. The equipment used for mandatory testing is no longer serviced by the supplier/manufacturer and must be replaced for continued operations testing.



Benefit of project/capital purchase:  
The replacement equipment will be used for the continued testing of the wastewater to ensure that treatment processes of the wastewater are adequate.



Risk Management Rating: **15**

Pros: The new replacement equipment will allow the city to continue the operation of the wastewater treatment plant.

Cons: The cost of the new equipment.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 100,000					\$ 100,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 9, 2022

Date: November 9, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name: **Removal of Old Control System Wiring**  
 Requester: **Mark Keller**  
 Date Requested: **October 11, 2022**

Division: **Operation Services**  
 Asset Type: **Betterment**  
 Asset Category: **Machinery & Equipment**

Business Unit: **Water Treatment**  
 Prior Year re-Budget?

**Project Questions:**

**(Yes/No)** Comment, if required

Is the project multi-year in scope?  
 Are cost savings anticipated?  
 Are revenues anticipated?  
 Has external funding been secured?

No	
No	
No	
Explain)	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
 The project is to remove old and useless control wiring and panels that are no longer in use at FE Holliday Water Treatment Plant and at Water Treatment Plant #1. Some of this wiring has been confused by new operators and contractors as part of the existing control system when trying to solve problems that have occurred at the plants. In addition, there are a few control panels that have not been in operation for several years and are no longer needed.

**Benefit of project/capital purchase:**  
 The removal of the old control wires in the water treatment plant will lessen the chance that water treatment plant operators will attempt to connect old, unnecessary wires into the new control system. The removal of the old wiring and control panels will also improve appearance in the water treatment plants.

Risk Management Rating **3**

**Pros:** By removing the old control system wiring will eliminate the chance of staff believing it is part of the new control system. Further, the removal of the old wiring will improve the appearance in the water treatment plants.

**Cons:** The cost of the project.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000					\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: **Stewart Schafer**

Director responsible: **Stewart Schafer**

Date: **November 9, 2022**

Date: **November 9, 2022**

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Programming and Wiring of Chlorine Smart Valve Controllers	Division:	Operation Services	Business Unit:	Water Treatment
Requester:	Mark Keller	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	October 11, 2022	Asset Category:	Machinery & Equipment		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	Explain)	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The project is to install smart chlorine weight scales at FE Holliday Water Treatment Plant and wire them into the SCADA control system. The system will help monitor the chlorine and regulate the chlorine usage at the FE Holliday Water Treatment Plant. The current system has been installed at Water Treatment Plant #1 (WTP#1) has proven to work adequately.



**Benefit of project/capital purchase:**  
The smart scales will allow operators to better operate and control chlorine usage into the potable water. The system will also allow the chlorine to be monitored by the SCADA system and keep proper records.

Risk Management Rating **9**

**Pros:** The new chlorine smart scales will allow better control and monitoring of the chlorine used to disinfect the potable water from FE Holliday Water Treatment Plant.

**Cons:** The cost of the project.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000					\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: **Stewart Schafer**

Director responsible: **Stewart Schafer**

Date: **November 9, 2022**

Date: **November 9, 2022**

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	WTP#1 Ventilation System Service Walkway	Division:	Operation Services	Business Unit:	Water Treatment
Requester:	Mark Keller	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	October 7, 2022	Asset Category:	Buildings		

Project Questions:	(Yes/No)	Comment, if required
Is the project multi-year in scope?	Yes	2022 had budgeted \$20,000.
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



**Priority area of strategic plan:** Quality Infrastructure

**Project Description/Summary:**  
To provide assess the current ventilation fan at Water Treatment Plant #1 (WTP#1), a temporary wood access bridge was constructed by a mechanical contractor during the construction of the Water Treatment Plant addition. Over the years, the wood has started to deteriorate due to the high moisture content in the building. The proposal would be to reconstruct the "bridge" using a proper anodized aluminum walkway and support columns.

In the fall of 2022, Administration sought out costs for the construction of the walkway with a budget of \$20,000. Only one company responded back to Administration's request for the construction of the walkway, and they proposed using mild steel as the material for the walkway. Administration was worried that this would easily rust in the Water Treatment Plant atmosphere.

Initial discussion with other manufacturers have suggested that the cost for either stainless steel or anodized aluminum would cost an extra \$15,000 which has been placed in the 2023 budget.

**Benefit of project/capital purchase:**  
The new access bridge will be more resistant to the moisture while providing better access to the ventilation fan for the maintenance staff.

**Risk Management Rating** 9

Pros: The maintenance crew will have safer access to the ventilation fan.

Cons: The cost to install the access walkway.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 15,000					\$ 15,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>

Prepared by: Mark Keller

Director responsible: Stewart Schafer

Date: November 7, 2022

Date: November 7, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	Canola Avenue Waterline Extension	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Stewart Schafer	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	May 5, 2022	Asset Category:	Land Improvements		

**Project Questions:** (Yes/No) Comment, if required

- Is the project multi-year in scope?
- Are cost savings anticipated?
- Are revenues anticipated?
- Has external funding been secured?

No	
No	
Yes	
No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**

The project consists of the construction of a 300 mm waterline on Canola Avenue from Aberdeen Street to just before Hereford Street, approximately 550 metres. The proposed water line would increase fire fighting flows to the hydrants along Marquis Avenue and Thatcher Avenue. This project was recommended in the 2016 Water Distribution Master Plan written by AECOM.

**Benefit of project/capital purchase:**

The benefits of the proposed water main will improve fire flows to Marquis Avenue and Thatcher Avenue, as well as an alternative method of supplying water to the business located in the main industrial subdivision by way of "looping" the water mains in case of a water main break. Finally, the waterline will provide further serviced lots in the Parsons Industrial Park.

Risk Management Rating

15

Pros: Improve fire flows at the east end of the Parsons Industrial Park.  
Cons: Cost



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<b>Severity</b>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 725,000					\$ 725,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 725,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 725,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 725,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 725,000</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: May 11, 2022

Date: May 11, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:	Fire Hydrant Replacement	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Joe Gagne	Asset Type:	Replacement	Prior Year re-Budget?	
Date Requested:	October 9, 2015	Asset Category:	Engineered Structures		

**Project Questions:**

(Yes/No) Comment, if required

Is the project multi-year in scope?	Yes	The replacement of John East hydrants which are no longer made.
Are cost savings anticipated?	Yes	As the hydrants are replaced as parts become harder to find and more expensive to purchase.
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The John East Iron Works Foundry was located in Saskatoon and was responsible for a number of fire hydrants still being used by the City of North Battleford. The foundry ceased operations, as a result parts for the hydrants slowly became scarce to find and expensive to purchase. Because of these reasons, the City has been slowly replacing the John East with Canada Hydrant Service units. The replacement was in the operations and maintenance budget, but in 2017, this was transferred to the Capital plan. The goal is to replace all of the John East hydrants within 10 years.



Benefit of project/capital purchase:

Risk Management Rating **15**

Pros: Replacing the John East hydrants will ensure that the hydrants will be serviceable for years.

Cons: The cost and time to install the fire hydrants. Fire fighting services will be limited on the block while the hydrant is being replaced.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 150,000.00					\$ 150,000.00
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>

Prepared by: Stewart Schafer

Director responsible: Stewart Schafer

Date: November 19, 2022

Date: November 19, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:	FE Holliday Backup Power Generator	Division:	Operation Services	Business Unit:	Water Treatment
Requester:	Mark Keller	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	October 10, 2021	Asset Category:	Machinery & Equipment		

<b>Project Questions:</b>	<b>(Yes/No)</b>	<b>Comment, if required</b>
Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
Currently, both FE Holliday and Water Treatment Plant #1 do not have backup power generation capacities. With seasonal climates becoming more extreme due to changes in global weather patterns, if SaskPower was to experience an event where it could not supply power to the City for more than 24 hours, the City would not have enough water storage in its water reservoirs to supply water to the City through the event. The project is to install a backup generator at FE Holliday Water Treatment Plant to allow continued water treatment and pumping into the City. An investigation would be required to determine if the backup generator would be using natural gas or diesel fuel. Although natural gas is cheaper than diesel fuel, the cost to run a new pipeline to supply natural gas to the generator may be cost prohibitive.



**Benefit of project/capital purchase:**  
The benefit would allow the FE Holliday Water Treatment Plant to continue producing and pumping water to the City reservoirs during a prolonged power disruption in the City.

**Risk Management Rating** 15

**Pros:** To allow the City to continue to have a clean water supplies during a prolonged power outage.

**Cons:** The project would be expensive. During the 2022 supply shortages, costs for the necessary equipment have increased for this project.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 700,000					\$ 700,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>

Prepared by: Mark Keller

Director responsible: Stewart Schafer

Date: October 10, 2022

Date: October 10, 2022

Reviewed by Finance: \_\_\_\_\_

**City of North Battleford  
Capital Budget Request**

Project Name:   
 Requester:   
 Date Requested:

Division:   
 Asset Type:   
 Asset Category:

Business Unit:   
 Prior Year re-Budget?

<b>Project Questions:</b>	<b>(Yes/No)</b>	<b>Comment, if required</b>
Is the project multi-year in scope?	No	The replacement of water crane controls as the are no longer supported by the manufacturer.
Are cost savings anticipated?	No	
Are revenues anticipated?	Yes	
Has external funding been secured?	No	



Priority area of strategic plan:

**Project Description/Summary:**  
 The water crane control unit is used to measure the amount of bulk water that is sold to a customer as well as charging the customer's credit card. The present unit also takes coin payment; however, this has resulted in the unit being damaged by thieves trying to steal the coins.

In 2022, the water crane unit will no longer be technically supported by the supplier. Administration has also been advised that if the unit breaks, the supplier will no longer have parts to repair the unit and it will have to be replaced.

**Benefit of project/capital purchase:**  
 The purchase of a new "water crane" will accept customers' credit cards with security chip ensuring that the water transaction are safe and secure.

Risk Management Rating

Pros: The new unit will be supported by the supplier

Cons: The cost and time to install the machine into the cabinet.

<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 50,000					\$ 50,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Prepared by:

Director responsible:

Date:

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	Fairview Reservoir Ventilation System	Division:	Operation Services	Business Unit:	Water
Requester:	Mark Keller	Asset Type:	Betterment	Prior Year re-Budget?	
Date Requested:	September 12, 2022	Asset Category:	Engineered Structures		

**Project Questions:** (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

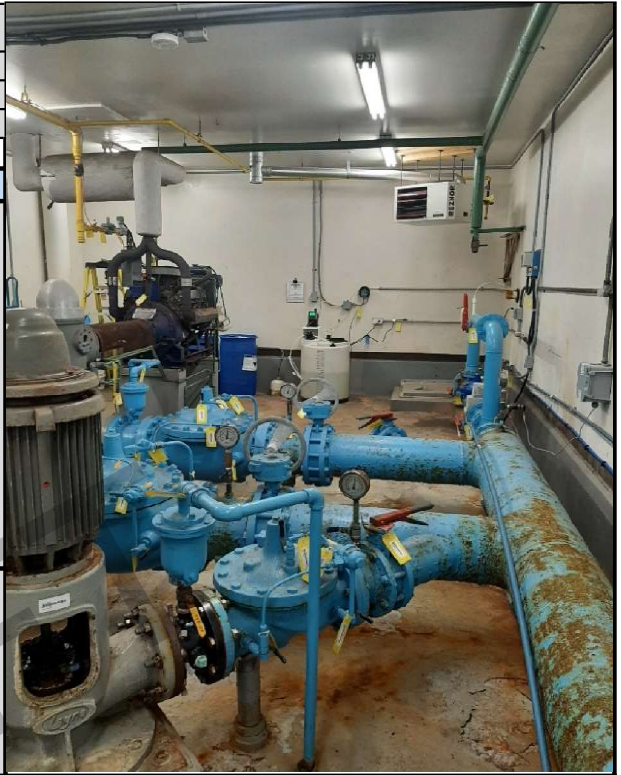
**Project Description/Summary:**  
Fairview Heights Reservoir is equipped with 2 standby engines, and two motor driven pumps along with a chlorine feed system. The heat and fumes generated by the engines and the chlorine gas released from the hypochlorite (chlorine) feed system are a concern for both the occupants of the pumphouse and the longevity of the pumphouse equipment.

**Benefit of project/capital purchase:**  
Addition of a ventilation system will service to reduce the pumphouse temperature, fumes and chlorine gas, making the environment acceptable for human occupancy as well as extending the life of electrical and control systems. Extended runtimes of standby equipment will be easier to monitor and prevent high building temperature alarms.

**Risk Management Rating** 15

Pros: Added ventilation will extend the life if the pumphouse equipment and make servicing the equipment easier and improve the health and safety conditions for the operations and maintenance staff.

Cons: The cost of the project



<b>Risk</b>			
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
		<b>Severity</b>	

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward		\$ -	\$ -	\$ -	\$ -	\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Prepared by: Mark Keller

Director responsible: Stewart Schafer

Date: September 12, 2022

Date: September 15, 2022

Reviewed by Finance: \_\_\_\_\_



**City of North Battleford  
Capital Budget Request**

Project Name:   
 Requester:   
 Date Requested:

Division:   
 Asset Type:   
 Asset Category:

Business Unit:   
 Prior Year re-Budget?

**Project Questions:**

**(Yes/No)** Comment, if required

Is the project multi-year in scope?  
 Are cost savings anticipated?  
 Are revenues anticipated?  
 Has external funding been secured?

No	
No	
No	
No	

Priority area of strategic plan:

**Project Description/Summary:**

The current valve exercising water main valve turn is becoming worn out and needs to be replaced. This equipment is used to open and close water main valves to isolate portions of broken water mains. Without such a machine, opening and closing valves would become extremely physical, which could result in waterworks crews injuring themselves when isolating a broken water main pipe. In addition, without the valve turner, the flushing program would either have to be extended to account for crews having to take longer to open and close valves, or revamp the water flushing system so that less pipe could be cleaned during the flushing program.

**Benefit of project/capital purchase:**

The valve turn exercises the main waterline valve to ensure that they can be open or closed during emergencies (water breaks) or during the water flushing to ensure the water flows in the proper direction.

Risk Management Rating

Pros: To allow the City to exercise the valves during the year or close sections of a watermain when a water break occurs.

Cons: The project would be expensive.



Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Severity		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 55,000					\$ 55,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>

Prepared by:

Director responsible:

Date:

Date:

Reviewed by Finance:

**City of North Battleford  
Capital Budget Request**

Project Name:	Insulated Water Tank Trailer	Division:	Operation Services	Business Unit:	Waterworks
Requester:	Joe Gagne	Asset Type:	New Asset	Prior Year re-Budget?	
Date Requested:	November 8, 2022	Asset Category:	Machinery & Equipment		

Project Questions:	(Yes/No)	Comment, if required
Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	

Priority area of strategic plan: **Quality Infrastructure**

**Project Description/Summary:**  
The purchase of a trailer complete with an insulated water tank and heating elements in the water tank.



**Benefit of project/capital purchase:**  
The insulated water tank will be used in combination with the flushing and sewer camera to clean and televise the sewer lines as well as supply water to buildings that have no water due to water breaks.

**Risk Management Rating** 9

**Pros:** The trailer complete with insulated water tank will allow the City to provide water to buildings during water breaks without having to rent the trailers. The trailer will also allow the sewer lines to be cleaned for televising during the winter months.

**Cons:** The cost to purchase a trailer complete with an insulated water tank.

Risk	Low	Medium	High
High	5	15	25
Medium	3	9	15
Low	1	3	5
	Low	Medium	High
	<u>Severity</u>		

**Financial Information/Estimated Capital Costs: (\$ CDN)**

	2023	2024	2025	2026	2027	Total Cost
<b>Major project costs:</b>						
Capital purchase	\$ 40,000					\$ 40,000
Other project costs, if any						\$ -
Less prior year spent						\$ -
<b>(A) Total Capital cost</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
<b>(B) Funding Sources:</b>						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
<b>Taxation required (A - B)</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Prepared by: **Stewart Schafer**

Director responsible: **Stewart Schafer**

Date: **November 8, 2022**

Date: **November 8, 2022**

Reviewed by Finance: \_\_\_\_\_





**Ten Year Underground Pipe and Asphalt Replacement Program (UPAR)**

Name of project / purchase	Division	Fund source	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Roads	Levy							453,375			
Holstein Overlay	Water	Levy										
	Sewer	Levy										
	Roads	Levy								208,000		
110th Street 600-1100	Water	Levy							1,046,250			
	Sewer	Levy							871,875			
	Roads	Levy							2,464,500			
110th Street 1200-1800	Water	Levy								700,000		
	Sewer	Levy								660,000		
	Roads	Levy								2,968,000		
12th Avenue 102-104	Water	Levy	153,000									
	Sewer	Levy	117,000									
	Roads	Levy	636,250									
Killdeer Drive Overlay	Water	Levy										
	Sewer	Levy						1,125,000				
	Roads	Levy										
100th Street - 500, 600, 700, 800 Blocks	Water	Levy									907,500	
	Sewer	Levy									907,500	
	Roads	Levy									1,980,000	
105th Street - 800 Block, 900 Block	Water	Levy										382,500
	Sewer	Levy										382,500
	Roads	Levy										901,000
12th Ave 105-109 Water only	Water	Levy										
	Sewer	Levy										1,360,000
	Roads	Levy										2,380,000
Sidewalk Replacement 2023	Sidewalk	Levy	300,000									
Sidewalk Replacement 2024	Sidewalk	Levy		300,000								
Sidewalk Replacement 2025	Sidewalk	Levy			300,000							
Sidewalk Replacement 2026	Sidewalk	Levy				300,000						
Sidewalk Replacement 2027	Sidewalk	Levy					300,000					
Sidewalk Replacement 2028	Sidewalk	Levy						300,000				
Sidewalk Replacement 2029	Sidewalk	Levy							300,000			
Sidewalk Replacement 2030	Sidewalk	Levy								300,000		
Sidewalk Replacement 2031	Sidewalk	Levy									300,000	
Sidewalk Replacement 2032	Sidewalk	Levy										300,000
			5,138,850	4,971,000	4,629,000	4,872,000	4,931,831	5,336,250	5,361,000	5,061,000	6,143,250	5,931,000