



# City of Campbell River Report/ Recommendation to Council

Date: May 30, 2022  
Submitted by: Finance Department  
Subject: Quarterly Financial Report – Q1, 2022

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## Executive Summary

The Quarterly Financial Report provides a measure of the City’s performance against the Financial Plan. Explanations of the material differences, and revenue and expense trends, assist Council in their strategic decision making. Total revenues are trending higher for the first quarter of 2021 compared to the prior year. Timing differences in the recoding of reserve transfers, as well as development and recreation fees (\$181K and \$163K respectively), represent the largest contributors to the revenue increase in the first quarter. Total expenses are trending higher than the prior year due to the timing of the recording of the RCMP contract, as well as significant cost increases associated with supplies, fuel, and contracted services as a result of high inflation, supply chain and labor market shortages.

As the result of the increasing costs several projects intended for 2022 have now been delayed until 2023 or cancelled.

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## Recommended Resolutions

**THAT the report dated May 30, 2022, from the Finance Department regarding the City’s Quarterly Financial Report – Q1, 2022 be received for information.**

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Reviewed for Form and Content / Approved for Submission to Council:	
 <b>Ronald G. Neufeld, MPA, P. Eng</b> Deputy City Manager	 <b>Deborah Sargent, MCIP, RPP</b> City Manager

## **Report/Recommendation to Council**

Quarterly Financial Report – Q1, 2022

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### **Background**

The Quarterly Financial Report provides regular information to Council on the progress of the work plan approved during Financial Planning. This report also ensures that actual results are aligning with approved budgets and that any variances are investigated and explained. The report reviews the three core components of the City's budget, which are operating departmental budgets, one-time operating projects, and capital projects.

The Financial Plan Bylaw for 2022-2031 was originally adopted on January 10, 2022, with projected carry forward balances on operating and capital projects based on the best information at the time. The results reported in this quarterly financial report are based on the actual carry forward balances for operating and capital projects.

### **Discussion**

Throughout the first quarter of 2022 the "COVID-19 effect" of higher than typical inflation, supply chain issues, and labour force shortages have continued to have an impact on City's operations. While once felt to be short term and transitory in nature, the forces driving instability in the economy are now being seen as more persistent and are not anticipated to subside in the short term.

The "COVID-19 effect" and staff capacity limitations over the past year created additional budget constraints. Several capital and operating projects were identified for deferral or cancellation as a means of providing the City with financial flexibility to carry out 2022-2031 financial plan. As a result of this exercise several projects, identified below, were either cancelled or delayed.

### **Operating Financial Report**

The City's operational revenues and expenses by core service area are summarized below, with a comparison to the same quarter in 2021, as well as the variance to the approved 2022 budget. Overall, City revenues are 10% of budget and expenses are 22% of budget (6% and 13% respectively for 2021). Increase in revenues is partially attributable to easing of the COVID-19 restrictions in 2022. In part, COVID-19 pandemic also affected the increase of expenditures with supply and labour shortages.

Revenues at the end of the first quarter are \$4.4M higher than the prior year. Over 50% of the increase in revenue is attributable to the capital allocations to the reserves (\$2.5M per the 2022 Financial Plan). The remainder of the increase is associated with an increase in fee revenue (development permit fees, recreation fees, and airport passenger fees), higher airport fuel sales, and revenues from several funding programs.

Expenses for the first quarter are \$9.3M higher than the prior year. The primary reason for the variance is related to timing differences of annual transfers to the reserves (which were all

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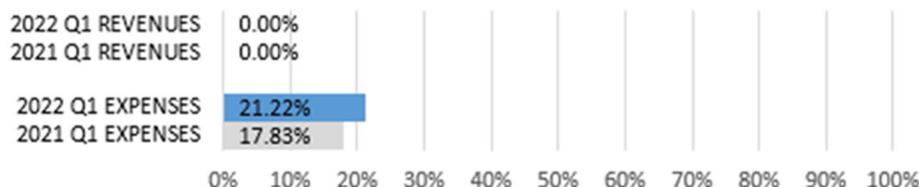
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completed in the first quarter of 2022), and a timing difference related to the RCMP contract expenses (which was recorded in quarter one this year and quarter two in 2021).

	2021 Q1	2021 Budget	2022 Q1	2022 Budget	2022 Variance \$	2022 Variance %	2021 Variance %
<b>REVENUE</b>							
GOVERNANCE	-	-	-	-	-	0.0%	0.0%
FINANCE	(2,456,909)	(52,771,758)	(6,355,252)	(60,907,534)	(54,552,282)	10.4%	4.7%
CORPORATE SERVICES	(110,103)	(373,335)	(108,344)	(383,570)	(275,226)	28.2%	29.5%
DEVELOPMENT SERVICES	(541,730)	(1,134,600)	(723,159)	(1,576,500)	(853,341)	45.9%	47.7%
COMMUNITY SAFETY	(451,362)	(2,799,723)	(521,092)	(2,801,094)	(2,280,002)	18.6%	16.1%
OPERATIONS	(799,438)	(19,273,234)	(997,943)	(19,570,341)	(18,572,398)	5.1%	4.1%
PLANNING & RECREATION	(370,033)	(4,190,579)	(533,100)	(4,746,186)	(4,213,086)	11.2%	8.8%
ECONOMIC DEV. & TOURISM	(128,139)	(475,000)	(33,343)	(475,000)	(441,657)	7.0%	27.0%
<b>REVENUE TOTAL</b>	<b>(4,857,715)</b>	<b>(81,018,229)</b>	<b>(9,272,233)</b>	<b>(90,460,225)</b>	<b>(81,187,992)</b>	<b>10.3%</b>	<b>6.0%</b>
<b>EXPENSE</b>							
GOVERNANCE	270,295	1,515,706	297,994	1,404,481	1,106,487	21.2%	17.8%
FINANCE	3,146,530	24,792,396	9,417,559	30,468,028	21,050,469	30.9%	12.7%
CORPORATE SERVICES	767,366	3,397,168	933,650	3,522,149	2,588,499	26.5%	22.6%
DEVELOPMENT SERVICES	441,188	2,083,421	456,330	2,500,021	2,043,691	18.3%	21.2%
COMMUNITY SAFETY	397,082	18,456,770	2,379,095	19,128,961	16,749,866	12.4%	2.2%
OPERATIONS	3,748,491	19,975,548	4,447,956	21,333,124	16,885,168	20.8%	18.8%
PLANNING & RECREATION	1,657,769	9,579,693	1,990,392	10,781,772	8,791,380	18.5%	17.3%
ECONOMIC DEV. & TOURISM	384,788	1,217,527	158,310	1,321,689	1,163,379	12.0%	31.6%
<b>EXPENSE TOTAL</b>	<b>10,813,509</b>	<b>81,018,229</b>	<b>20,081,286</b>	<b>90,460,225</b>	<b>70,378,939</b>	<b>22.2%</b>	<b>13.3%</b>
<b>GRAND TOTAL</b>	<b>5,955,795</b>	<b>-</b>	<b>10,809,053</b>	<b>-</b>	<b>(10,809,053)</b>	<b>0.0%</b>	<b>0.0%</b>

Each area of the City's operations has been analyzed below. Individual graphs show revenues and expenses as a percentage of the total budget for the first quarter of 2022 and 2021 for comparison.

**1 - GOVERNANCE** - Expenses are trending higher than the prior year due to timing differences associated with the recording of an ongoing software licence. (Envisio Solutions invoice for \$25K was recorded quarter one in 2022 and the second quarter of 2021).

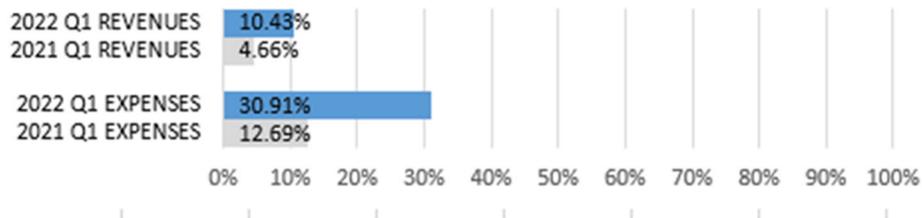


**2 – FINANCE** – Revenues and expenses are trending higher than in the prior year. Transfers to various reserves and to Airport Operations, as identified in the 2022-2031 Financial Plan, were completed in the first quarter of 2022. 2021 reserve transfers were recorded in the second quarter resulting in the year-over-year variance.

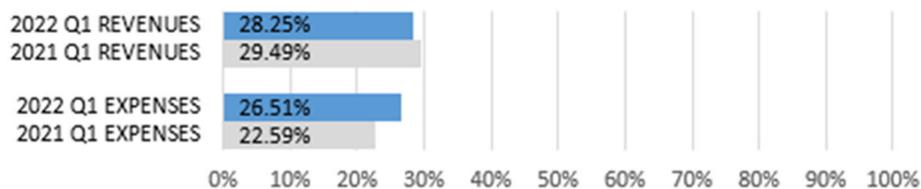
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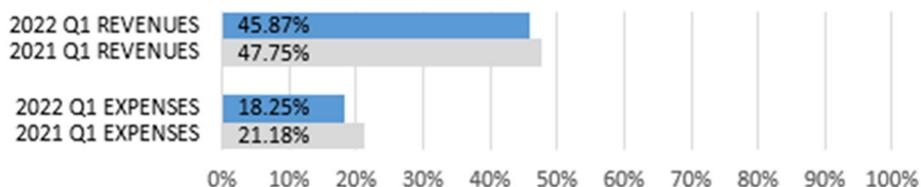
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**3 – CORPORATE SERVICES** – Revenues are on trend with 2021. 2022 expenses are trending higher than the prior year due to timing differences of invoices for software licences (Microsoft and Central Square at \$90K and \$120K respectively), as well as the rent expense (Campbell River Commons – Seniors Centre) for quarters one and two which were both recorded in the first quarter of 2022.



**4 – DEVELOPMENT SERVICES** – Revenues are currently trending higher than the prior year due to increases in development and building permit fees in the first quarter of 2022 (increase over prior year first quarter is \$189K). At the end of the first quarter business licence, development and building permit fee revenues reached 39% of the 2022 total budgeted revenues. Expenses are on trend with the prior year.



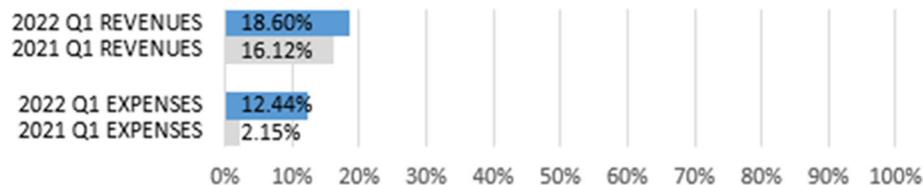
**5 – COMMUNITY SAFETY** – Revenues are trending higher in the current year due to increases in animal licence and bylaw enforcement revenues (\$13.5K and \$3K respectively), E911 contract fees, and the timing of the 2021 quarter four prisoner detention revenue and restorative justice grant (both were recorded in quarter one of 2022).

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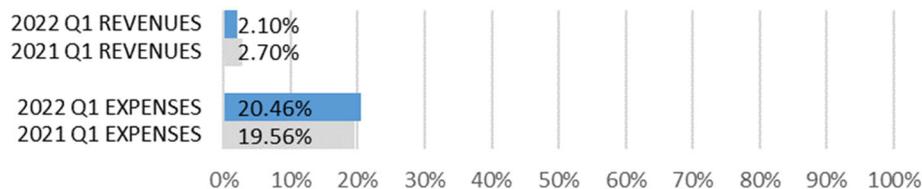
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Significant increases in quarter one expenditures are attributable to the Director of Community Safety wages. This position was created as a part of the reorganization that took place in 2021. Additionally, 2021 Q1 RCMP contracted services were lower than actual due to a coding error (corrected in quarter two of 2021) resulting in a higher discrepancy between the first quarters of 2021 and 2022.



**6 – OPERATIONS** – Revenues are trending lower in the current year as a result of a significant utilities revenues decrease (by \$160K) due to prior quarter billing adjustments and improved accuracy of the new bulk water meters which were replaced in the third quarter of 2021.

Expenses are trending higher than the prior year primarily due to significant increases in fuel, supplies, and contracted services costs associated with higher inflation rates and supply chain issues driven by geopolitical events and the COVID-19 pandemic.



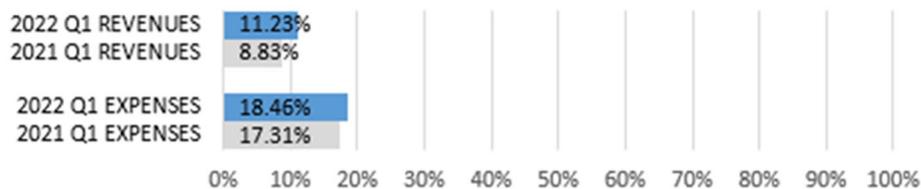
**7 – PLANNING & RECREATION** – Revenue is trending higher than 2021 due to increased adult recreation and gym fees (\$35K increase), public transit revenues from ridership (\$24K increase), as well as BCT Minor Betterments grant revenue from the Ministry of Transportation for the addition of bus pullouts (\$80K).

Expenses are trending slightly higher than in the prior year due to a timing difference related to contract payments in solid waste (three months recorded in quarter one 2022 and two months in quarter one 2021) and an increase in contracted services for public transit (\$80K).

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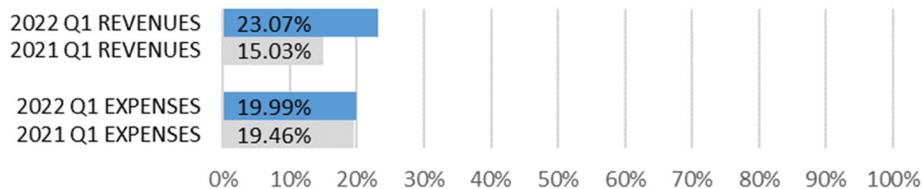
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**8 – ECONOMIC DEVELOPMENT & TOURISM** – Overall increase in revenues for this segment is attributable to jet fuel sales (increase of \$200K) at the airport. This revenue is partly offset with the increase in fuel purchases. Municipal and Regional District Tax has also increased by \$5K in quarter one of 2022.

Airport expenses are trending higher than the prior year due to the increased supplies, fuel, and contracted services costs (increase of \$316K). This was partially offset by Economic Development expenditures, which were higher in the first quarter of 2021 than in 2022 (included grant-funded Community Workforce Response project costs of approximately \$90K, as well as fourth quarter of 2020 Destination Think! Invoice for \$114K).



### Operating Projects

There are 64 operating projects as approved during Financial Planning. The total spend on operating projects to date is \$216,470 or 5.6% of budget (2021 – 6.6%). There are 38 projects currently in progress (definition and implementation phases), 12 have been completed or are substantially complete (in-service phase), 7 have not started, 3 have been delayed, and 4 projects cancelled. Two (of the four) operating projects were cancelled by Council resolution 22-0155, with one more project being cancelled (Council resolution 22-0172) and two more delayed since then.

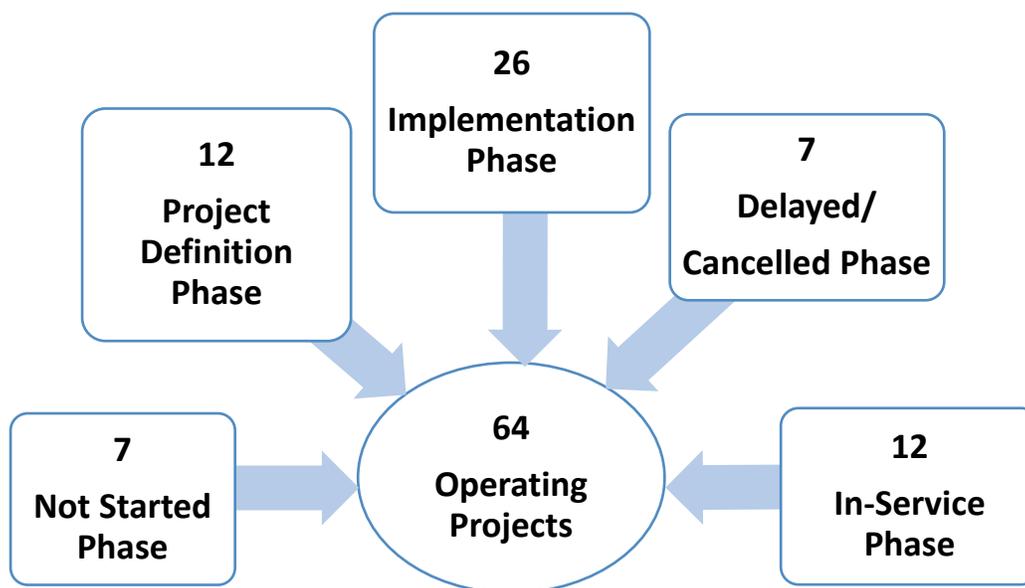
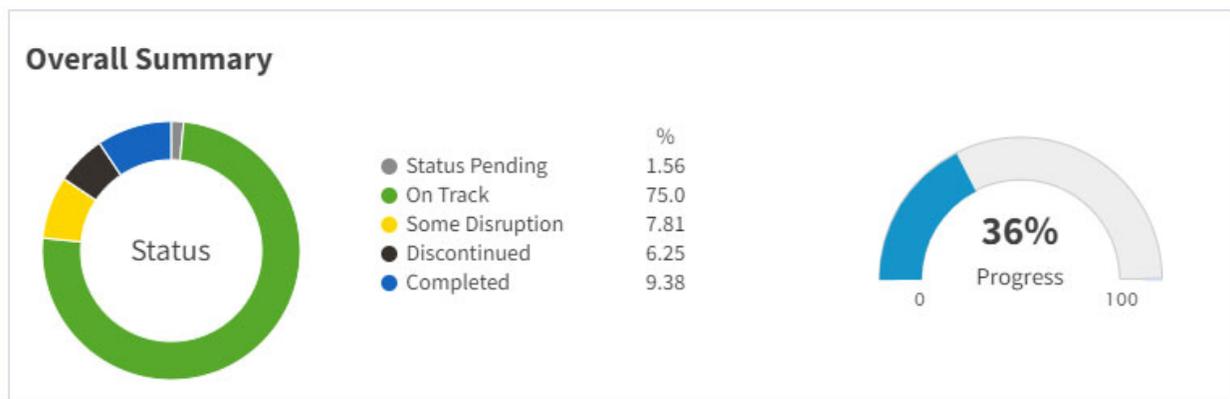
Appendix 1 provides the detail on the status of each operating project; green highlighted projects are on track, yellow projects could be delayed, and red projects are experiencing major disruptions, brown projects are cancellations.

Overall, progress of all operating projects is estimated at 36% complete.

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### Capital Projects

There are 120 capital projects with a total budget of \$41.05M for 2022 as approved during Financial Planning. The total spend on capital projects to date is \$1.83M or 4.5% of budget (2021 – 5.7%). Of these 120 projects, 71 are in progress (definition or implementation phase), 16 are complete or substantially complete (in-service phase), 14 have not been started and 19 have been delayed or cancelled. Two capital projects were cancelled and five deferred per Council resolution 22-0155, one project was cancelled as per Council resolution 22-0124.

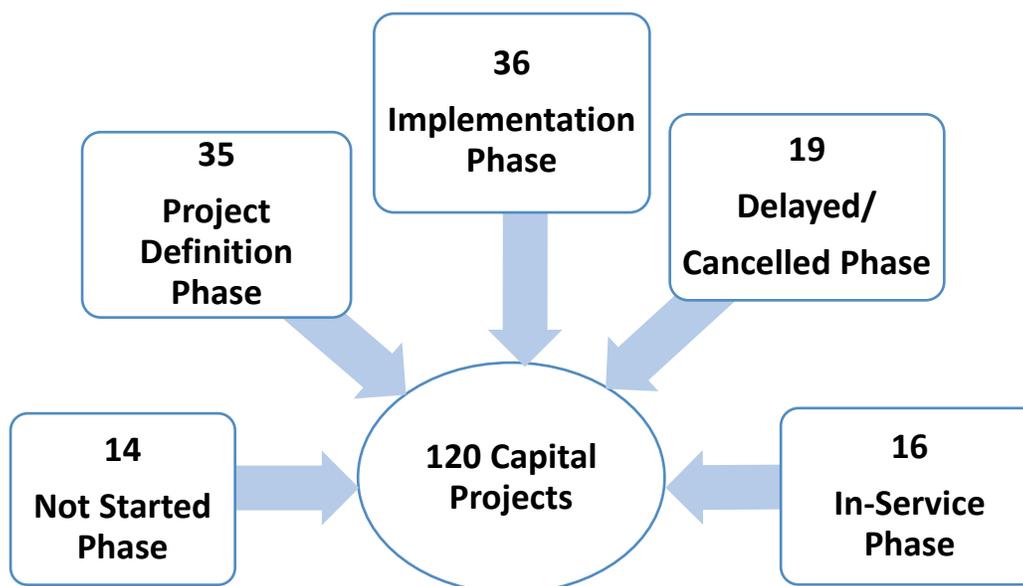
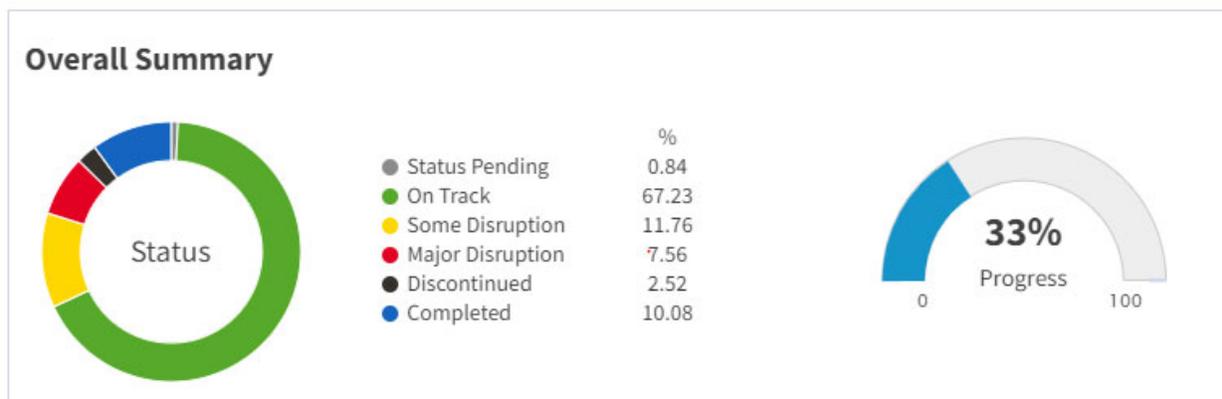
The most significant capital projects budgeted for 2022 are the NVEC upgrades (\$5.76M), Sportsplex rehabilitation (\$4.6M), the airside concrete parking, taxi widening and approach lighting and sign replacement at the Campbell River Airport (\$5.1M – ACAP funding eligible at 95%), and design and construction of 325 Beech Street (\$3.4M).

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Appendix 2 provides the detail on the status for each capital project; green highlighted projects are on track with expected project delivery timelines including multi-year projects, yellow projects could be delayed, and red projects are experiencing major disruptions, brown projects are cancellations.



## Communications

The Q1 quarterly financial report will be posted on the City's website with other financial reports to ensure the public has an opportunity to review the City's financial progress throughout the year.

## Conclusion

City's quarterly financial results are indicative of the continuously increasing pressure of high expenditures with the total expenses being 37% higher in the first quarter of 2022 compared to

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the prior year. Operating projects are well underway for the first quarter of the year with most projects well into the planning or construction phase. Several projects intended for 2022 have now been delayed until 2023 or cancelled as a result of higher than budgeted costs associated with supply shortages and high inflation rates. The second and third quarters are typically the busiest for the City, with capital project works and operations crews completing most of their projects during these months.

**Attachments:**

- 1. Appendix 1 – Operating Projects (Q1, 2022)
- 2. Appendix 2 – Capital Projects (Q1, 2022)

<b>Prepared by:</b>		<b>Reviewed by:</b>	
 _____ Jenia Gorbatova, CPA Accountant II		 _____ Alaina Maher, BCom, CPA, CMA Director of Financial Services & Capital Works / CFO	
<b>Reviewed for Form and Content / Approved for Submission to Council:</b>			
 _____ Ronald G. Neufeld, MPA, P. Eng Deputy City Manager		 _____ Deborah Sargent, MCIP, RPP City Manager	
<b>Corporate Review</b>			<b>Initials</b>
Finance			AD

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.1.5	Remediation of Contamination at the Airport CC3 S161	\$278,500	\$15,581	31%	As per Council direction, the City retained the services of Tetra Tech to complete the environmental remediation of Lease Lots 3B and 3C at the CR Airport. Staff are pleased to report that this work completed on March 22. Tetra Tech is now preparing a Notification of Independent Remediation that will be forwarded to the BC Ministry of Environment and Climate Change Strategy in accordance with the Environmental Management Act. This will allow staff to re-initiate discussions with interested tenants for these 2 lease areas and provide future updates to Council.	Implementation	Dec 31, 2022	On Track
Project 1.1.6	Runway Line Painting CC3 S048	\$20,000	\$0	0%	Work to be undertaken in late fall 2022.	Not Started	Dec 31, 2022	On Track
Project 1.1.7	Wings & Wheels Event CC3 S128	\$15,000	\$0	0%	Due to continued investment in airport leased lands, alongside a major construction project on airport infrastructure in summer 2022, Sealand Aviation has made the decision not to proceed with the Wings and Wheels event in 2022. This is because there will be no available onsite parking for the public, nor for show aircraft or cars. Planning will commence in fall 2022 for a 2023 event where the airport will be able to showcase some of the new infrastructure and investment that has occurred since the last Wings and Wheels event in 2019.	Cancelled	Dec 31, 2022	Discontinued
Project 1.1.8	Update Airport Land Use & Development Strategy CC3 S149	\$100,000	\$0	0%	Land Use study will be commissioned later this year after the Airport Governance study is complete.	Not Started	Dec 31, 2022	Some Disruption
Project 1.1.9	Airport Governance and Management Study CC3 S182	\$250,000	\$0	10%	The RFP for the Airport Governance and Management Study closed on May 3. RFPs currently being evaluated.	Implementation	Dec 31, 2022	On Track
Project 1.2.16	Vaccine Passport Implementation CC3 S148	\$74,175	\$41,550	100%	The provincial Proof of Vaccination program was wrapped up April 2022 thus no longer requiring check in stations at the two recreation centers. There are no plans to re-establish a POV program unless directed by new PHO orders.	In Service	Dec 31, 2022	Completed
Project 1.3.11	Network Security Audit CC3 S072	\$16,310	\$0	76%	Currently on hold for new GIS servers before we proceed.	Delayed	Dec 31, 2022	On Track
Project 1.4.13	Bridge Inspections CC3 S114	\$20,000	\$0	10%	Tender has been awarded, completion end of August.	Project Definition	Dec 31, 2022	On Track
Project 1.4.14	Temporary Access Road: South Sewer Upgrade - CC3 S181	\$130,000	\$17,659	47%	This temporary road will be closed to the public within a few weeks as the South Sewer project wraps up before the end of May 2022.	Implementation	Dec 31, 2022	On Track
Project 1.5.1	Industry Analysis and Investment Attraction CC3 S158	\$40,000	\$0	30%	This project is underway. First quarter marketing concentrated on release of aquaculture and forestry information videos. Second quarter work has begun with hiring of a videographer to create media assets with focus on the airport, for use in marketing initiatives. Videos will showcase aerospace opportunities, YBL, its amenities, its scheduled flight services etc.	In Service	Dec 31, 2022	On Track
Project 1.5.2	CR Restart - Economic Development Resources CC3 S141	\$40,000	\$5,572	40%	Covid recovery work continues in economic development with a focus of increasing access to supports available to local businesses. First in-person Modern Entrepreneur session and workshop happened in April on the topic of workforce development. Four subject matter experts were invited to this hybrid (streaming/Tidemark) event, followed by a workshop designed to help local businesses learn how to create modern job descriptions. Feedback received by attendees was very positive with request for further speaker series/workshops. Economic development is planning another in-person/streaming event for Fall 2022.	In Service	Dec 31, 2022	On Track
Project 1.5.3	Economic Development Strategic Planning CC3 S126	\$23,705	\$10,740	51%	The final components of strategic planning will be completed in 2022 and include creation of a virtual business hub which is underway.	In Service	Dec 31, 2022	On Track
Project 1.7.3	Asset Retirement Obligations PSA 3280 Implementation CC3 S165	\$260,000	\$4,994	10%	This project is for the City to implement a new accounting standard in relation to the recognition of liabilities associated with the retirement of assets. This project is currently in the implementation phase and is a 2 year project that needs to be completed in advance of the City's December 31, 2023 year end. Currently Finance staff are working with departments throughout the City to identify in scope assets that will then be valued to determine the City's liability.	Implementation	Dec 31, 2022	On Track
Project 1.7.4	Financial Systems/Accounting Software CC3 S170	\$148,500	\$0	5%	Replacement to the City's current Financial Management System Vadim is currently in the planning phase with the forming of a project steering committee and the drafting of an RFP underway. Project is on track within the timeframes identified in the Financial Plan.	Project Definition	Dec 31, 2022	On Track
Project 1.7.5	Property Appraisal Services CC3 S168	\$75,000	\$0	25%	Contractor expects to be onsite to begin work in September.	Implementation	Dec 31, 2022	On Track
Project 1.8.1	Municipal Election CC3 S102	\$59,000	\$0	0%	Local General Election will occur on October 15, 2022.	Project Definition	Dec 31, 2022	On Track
Project 1.8.2	Downtown Initiatives CC3 S134	\$172,151	\$6,346	3%	Social Service Relocation incentives, up to \$75,000 - Mayor has sent Hama?Elas and Kwesa Place a letter indicating we wish to work together to explore relocation. Waiting for a further report back from the Downtown Safety Select Committee on the disbursement of these funds. The project is on track to be fully expended.	Implementation	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.8.3	Safer Downtown CC3 S109	\$40,000	\$2,722	6%	Extension approved to extend the lease agreement until June 30, 2023. On track to be fully expended.	Implementation	Dec 31, 2022	On Track
Project 1.9.6	POC Recruitment - Bi-Annual CC3 S156	\$29,230	\$9,209	50%	The 2022 Paid on Call (POC) recruitment has concluded and the new recruit class is in training. Anticipated recruit class completion in Q4 2022.	Implementation	Dec 31, 2022	On Track
Project 1.10.1	Workplace Cultural Assessment CC3 S163	\$15,000	\$0	20%	The workplace cultural assessment project is on track, as outlined in the project plan, with initial communications to participants distributed and the employee survey launch date confirmed for May 16th.	Implementation	Dec 31, 2022	On Track
Project 1.10.2	HR Position - Upgrade PT to FT CC3 S169	\$47,600	\$0	100%	The HR Advisor position was posted and filled as full-time, and the incumbent started in the position on April 4th.	In Service	Dec 31, 2022	Completed
Project 1.11.2	Public Art CC3 S086. Project cancelled per Council resolution 22-0155	\$25,000	\$0	0%	Public Art Master Plan not yet started and staff capacity issues exist. 2022 project funding has been cancelled per Council resolution 22-0155. The funding will continue in year 2023-2031.	Cancelled	Dec 31, 2022	Discontinued
Project 1.11.3	Rockland Roundabout Centrepiece Consultation CC3 S178	\$25,000	\$0	0%	Project was cancelled per Council resolution 22-0172, on April 25, 2022.	Cancelled	Dec 31, 2022	Discontinued
Project 1.11.4	Bald Eagle/Blue Heron Monitoring Contract Fees CC3 S174	\$3,000	\$0	95%	The City is in the process of retaining a contractor to monitor and report out on Great Blue Heron and Bald Eagle nest tree success for the 2022 breeding season. New nest trees will be documented as required.	Implementation	Dec 31, 2022	On Track
Project 1.11.5	Canada Goose Management CC3 S180	\$5,000	-	0%	Project will be completed by the Estuary Guardian Watchmen in the summer during the addling season. Invoice will be issued once the work is completed.	Not Started	Dec 31, 2022	On Track
Project 1.11.6	E-Mobility (E-Bike & EV Charging Infrastructure Strategy for MTP) CC3 S173. Project deferred per Council resolution 22-0155. Original budget was \$25,000	\$0	\$0	0%	Project deferred to 2023 pending the completion of the Master Transportation Plan.	Cancelled	Dec 31, 2022	Discontinued
Project 1.11.7	Energy Rebate & EV Programs CC3 S129	\$15,000	\$0	11%	Due to staff vacancies, this program has been slow to reissue in 2022. Staff will be preparing marketing materials for program rollout in June.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.11.8	Environmentally Sensitive Areas Policy CC3 S172	\$25,000	\$0	90%	Bald Eagle and Great Blue Heron Nest Tree OCP amendments. The Environmental Advisory Committee will meet to review the proposed amendments arising from the public engagement sessions on May 18, 2022. The second public engagement report will be presented at the May 30, 2022, Council meeting. A Public Hearing may be scheduled for the updated Official Community Plan Amendment Bylaw at the June 27, 2022, Council meeting. The updated OCP Amendment Bylaw may be considered for third reading and adoption at the July 11, 2022, Council meeting. Hazard Conditions for Steep Slopes. The Environmental Advisory Committee will meet to review the proposed amendments arising from the public engagement sessions and additional technical review on May 18, 2022. The second public engagement report will be presented at the June 13, 2022, Council meeting. The new Official Community Plan Amendment Bylaw is scheduled to receive first and second reading at the June 13, 2022, Council meeting. A Public Hearing will take place on July 13, 2022. The OCP Amendment Bylaw will be given third reading at the August 15, 2022, Council meeting.	Implementation	Dec 31, 2022	On Track
Project 1.11.9	Beautification Grants CC3 S053	\$40,000	\$0	35%	Report coming to Council regarding the 2022 program on May 30th.	Project Definition	Dec 31, 2022	On Track
Project 1.11.10	Downtown Small Initiatives Fund CC3 S067	\$30,000	\$0	35%	Report coming to Council on May 30th regarding the 2022 program.	Project Definition	Dec 31, 2022	On Track
Project 1.11.11	Fir Street - BC Housing Project CC3 H004	\$6,869	\$0	100%	Long Range Planning and Sustainability portion of the project complete. Project is now being constructed.	Implementation	Dec 31, 2022	Completed
Project 1.11.12	Housing Growth Review CC3 S124	\$21,563	\$0	75%	Project underway. An update will be provided to Council in June.	Implementation	Dec 31, 2022	On Track
Project 1.11.13	Quinsam Heights Neighbourhood Plan & Land Use with First Nations CC3 S166	\$175,000	\$0	11%	An RFP will be issued to contract the services of a consultant to develop the plan and conduct community engagement. The plan is to start this July and the project will take approx. 10 months to complete.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.12.2	Building Inspector Training CC3 S164	\$85,500	\$0	20%	Job description created and submitted for review. Once the union approves this it will then be posted	Project Definition	Dec 31, 2022	On Track
Project 1.12.3	Zoning Updates CC3 C036	\$48,699	\$0	15%	Project underway at a staff level reviewing the RM zones.	Project Definition	Dec 31, 2022	On Track
Project 1.12.4	Development Process Update CC3 S100	\$20,000	\$0	10%	Contract has been awarded and kick off meeting held. First consultation meetings have taken place with DS staff and with Senior Staff.	Implementation	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.12.5	Façade Revitalization & CPTED Improvements CC3 S038	\$50,000	\$0	25%	No applications have been received to date for this program.	Implementation	Dec 31, 2022	On Track
Project 1.13.1	Night-time Security Downtown CC3 S150	\$50,000	\$5,000	33%	The City has entered into the contract with BIA to add patrolling of the public areas to the ongoing patrol of the private areas. There are multiple funding sources for these ongoing security services including UBCM funding through SRD. The night-time downtown security service has been providing positive outcomes with the reduced number of encampments.	In Service	Dec 31, 2022	On Track
Project 1.14.2	Enhanced Skate Park Environment CC3 S104	\$37,972	\$0	20%	Recruitment for skate park hosts is underway and staff should be hired and in place for the start of the season.	Not Started	Dec 31, 2022	On Track
Project 1.14.3	PLAY Campbell River CC3 S108	\$8,893	\$136	25%	Play Campbell River is an initiative that has been running since 2018. The team is currently focusing on an education campaign. Play Campbell River in partnership with the City has hired a Coop student to work with PLAY Campbell River, Program staff, leaders and community organizations to facilitate physical literacy opportunities and education for clients and participants and teach fundamental movement skills through play-based activities. The Coop Student will be working with various community groups for the summer.	In Service	Dec 31, 2022	On Track
Project 1.14.4	Enhanced Cleaning at all City Facilities CC3 S138	\$235,000	\$53,683	80%	The BC Centre for Disease Control has posted new recommendations for cleaning protocols stating regular cleaning and good sanitation are adequate to control COVID-19 and most other pathogens. With the new recommendations from the CDC stating regular cleaning is adequate, the enhanced cleaning services at all City sites will end April 30.	In Service	Dec 31, 2022	On Track
Project 1.14.5	Temporary Weight Room Relocation (Sportsplex Renovations) CC3 S176	\$20,000	\$0	30%	The Sportsplex weight room equipment and spin bikes will be dismantled, moved and reassembled at the Community Centre during May 02 to 10 with the temporary Community Centre weight room opening on May 16.	Implementation	Dec 31, 2022	On Track
Project 1.14.6	Rental Space CC3 S177	\$15,000	\$0	20%	Recreation staff have met and are in the process of determining what type of rental space(s) will be needed and when.	Implementation	Dec 31, 2022	On Track
Project 1.14.7	Bus Rentals CC3 S175	\$25,000	\$0	20%	Buses have been reserved with Wilson's transport for 7 weeks to support off site for the Summer programs.	Implementation	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.1.1	Runway Rehabilitation CC1 3027	\$80,000	\$0	5%	Terms of Reference currently being defined to undertake a runway condition assessment in preparation for an ACAP grant application to fund a runway overlay.	Project Definition	Dec 31, 2022	On Track
Project 1.1.2	General Aviation Entrance Shelter CC1 3028. Project deferred to 2024 per Council Resolution 22-0155	\$25,000	\$0	0%	Project was deferred to 2024 per Council Resolution 22-0155.	Delayed	Dec 31, 2022	Major Disruption
Project 1.1.3	Public Smoking Shelters CC1 3029	\$10,000	\$0	15%	Site has been selected. Prefabricated shelters are being reviewed to ensure they will form and fit in selected location. Bike rack to be purchased and installed at the Air Terminal Building in addition to the smoking shelter within the overall project budget as we are seeing more demand for secure bike storage with eBikes increasing in popularity.	Project Definition	Dec 31, 2022	On Track
Project 1.1.4	Airport Condition Assessment CC1 3024. Project deferred to 2024 per Council resolution 22-0155.	\$10,000	\$0	0%	Project deferred to 2024 per Council resolution 22-0155. This project is important but given the similar work being undertaken specific to the runway (see project 1.1.1) this will be deferred to a future year.	Cancelled	Dec 31, 2022	Discontinued
Project 1.2.1	Fleet Replacement Plan CC1 4009	\$1,138,568	\$100,881	10%	Of the 8 units planned for replacement in 2022, all 8 are currently under specification development while Fleet staff have been monitoring the global supply chain issues with new vehicles. Two units which were ordered in 2020 and 2021 respectively have now been received. One vehicle not planned for replacement in 2022 suffered a critical failure and required replacement which will require re-prioritization of the 2022 fleet budget and likely deferral of 1 of the 8 units to 2023. At the present time staff are anticipating lead times from 12-18 months for new build vehicles in the configuration needed for the City fleet.	Delayed	Dec 31, 2022	Some Disruption
Project 1.2.2	MHC Envelope Repairs CC1 4058	\$77,054	\$67,242	100%	Envelope repairs were completed in early February. Minor painting and landscape repairs will be completed as weather allows in Q2 but the project is now substantially complete.	In Service	Dec 31, 2022	Completed
Project 1.2.3	ERT Materials Transfer Site Improvements CC1 4061	\$50,332	\$17,761	85%	Remediation works are fully complete with test wells remaining in place. The site has been re-graded with a perimeter berm established. Drainage works are substantially complete. Final grading and site capping will be completed in late Q2 at which time the site will be re-established for use as a materials transfer site for Operations.	Implementation	Dec 31, 2022	On Track
Project 1.2.4	Dogwood Operations Centre Master Plan CC1 4085	\$50,000	\$0	5%	Project timing has been pushed back due to other departmental priorities resulting from the Covid-19 pandemic and other emerging issues. Anticipated to go to market for this work in late Q2.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.2.5	Museum Roof Replacement & Skylight Repair CC1 4084	\$1,321,803	\$17,975	15%	Tender has been awarded, awaiting construction timeline from contractor but expected to be sometime in Q3 2022.	Implementation	Dec 31, 2022	On Track
Project 1.2.6	Video Surveillance System Ongoing Camera Renewal Program CC1 4065	\$25,000	\$0	20%	Seven replacement cameras have been ordered for 2022 and are awaiting delivery.	Implementation	Dec 31, 2022	On Track
Project 1.2.7	CRCC Roof Replacement CC1 4091 - cancelled	\$0	\$0	0%	Per Council resolution 22-0124 project is recommended to be deferred to 2023 financial plan, due to staff capacity and capital budget reallocations. Tender is finalized.	Delayed	Dec 31, 2022	Discontinued
Project 1.2.8	RCMP Building Roof Replacement CC1 4092	\$485,000	\$0	20%	Tender closed early April 2022 with no bids. Staff are looking for alternative bidders for this work but it is possible due to market capacity in the roofing industry that this will need to be deferred to 2023. Subject to market availability it may be necessary to tender this project in 2022 for 2023 summer construction. Staff will bring information back to Council if this approach is deemed necessary.	Implementation	Dec 31, 2022	Major Disruption
Project 1.2.9	Centennial Pool Changehouse Renovations CC1 4078	\$350,000	\$0	20%	Updated design to be brought back to Council for final approval in late Q2 along with a financing strategy. Staff have not heard back on the grant application. If the grant is unsuccessful staff will be recommending we prepare shovel-ready construction plans for the project.	Implementation	Dec 31, 2022	On Track
Project 1.2.10	Discovery Pier Structural Repairs CC1 4038	\$160,000	\$1,000	20%	Project has been tendered and awarded. Construction was scheduled for April 2022 but was delayed due to Hometown Hockey festival and contractor availability. Work has been re-scheduled for October 2022 after the summer tourist season is closed as it will require shut down of the facility.	Implementation	Dec 31, 2022	On Track
Project 1.2.11	City Facilities Fall Protection CC1 4048	\$87,415	\$0	100%	Project is complete. Budget carry forward was a precaution.	In Service	Dec 31, 2022	Completed
Project 1.2.12	Energy and Water Consumption Reduction Projects CC1 4052	\$50,000	\$12,540	50%	Sportsplex gymnasium lights were replaced in early Q1 as part of this program. Remainder of 2022 budget will be used for making improvements to plumbing fixtures at a number of facilities with a focus on hands-free touchless appliances.	Implementation	Dec 31, 2022	On Track
Project 1.2.13	Small Equipment CC1 4050	\$30,000	\$4,741	55%	Priority works for 2022 have been established and will include snowblowers, concrete forming tools, and portable arrow boards.	Implementation	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.2.14	EV Charging Stn - Sportsplex CC1 4093	\$5,350	\$0	15%	Procurement of the Level II EV charger for the Sportsplex is being coordinated by the Community Energy Association. Staff have recently learned that the RFP will be awarded shortly with anticipated installation in the summer of 2022.	Implementation	Dec 31, 2022	Some Disruption
Project 1.2.15	Council Chambers Floating Floor - CC1 4095	\$65,000	\$0	10%	RFP for flooring is set to be issued imminently with construction anticipated for late summer 2022 in conjunction with the chambers A/V system upgrades.	Implementation	Dec 31, 2022	On Track
Project 1.3.1	CRAdvantage Co-location Room Air Conditioning CC1 2038. Project deferred to 2023 per Council resolution 22-0155	\$45,000	\$0	58%	Project deferred to 2023 as per Council resolution 22-0155.	Delayed	Dec 31, 2022	Major Disruption
Project 1.3.2	Operations Management Software Planning and Replacement CC1 2030	\$802,250	\$4,659	10%	A contract with Applied Geologics our current vendor has now been signed for the upgrade with major project planning work already complete. Project kick-off with the vendor will start in late May/early June with initial roll out of individual modules starting later in the summer 2022 and carrying through into 2023. Work associated with the project includes a significant data cleanup/acquisition to ensure that data will migrate easily from the existing system to the new.	Implementation	Dec 31, 2022	On Track
Project 1.3.3	New Server (SCADA) for Water CC1 7050	\$15,000	\$0	0%	In the process of identifying parameters and server specifications in order to achieve successful implementation.	Project Definition	Dec 31, 2022	On Track
Project 1.3.4	Norm Wood Phone System CC1 5039	\$5,000	\$0	50%	The project is anticipated to be implemented on time with Shaw starting May 11th.	Implementation	Dec 31, 2022	On Track
Project 1.3.5	Workstation/Laptop Replacement CC1 2002	\$46,000	\$4,449	9%	Workstation /Laptop Replacement is progressing.	Implementation	Dec 31, 2022	On Track
Project 1.3.6	Printer/Peripheral Replacement CC1 2001	\$20,000	\$0	0%	The process of identifying specifications for a new plotter for Development Services has not been started yet.	Not Started	Dec 31, 2022	On Track
Project 1.3.7	GIS Orthophotos CC1 2016	\$25,000	\$0	15%	Project was out to tender in 2021, however, vacancy of a GIS Coordinator has resulted in a delay.	Delayed	Dec 31, 2022	Major Disruption
Project 1.3.8	Scheduled Photocopier Replacement CC1 2015	\$9,000	\$9,010	90%	In service. Replacement tray arrived. Waiting for confirmation that it's working as expected.	In Service	Dec 31, 2022	On Track
Project 1.3.9	Council Chambers Sound System CC1 2033	\$150,000	\$0	5%	RFP has been awarded. Supply chain issues have caused a significant backorder on some equipment and waiting on vendor update.	Implementation	Dec 31, 2022	On Track
Project 1.3.10	Internet Security Hardware CC1 2019	\$20,482	\$0	59%	Project is well underway with the software-defined wide-area networking (Fortinet 2FA) implementation completing the project.	Implementation	Dec 31, 2022	On Track
Project 1.4.1	Snow Clearing Equipment CC1 6045	\$300,000	\$0	15%	A tender is currently out for the acquisition of a small municipal tractor which is sized to provide enhanced snow clearing from City sidewalks as well as the ability to spray ice control brine on sidewalks and pathways. Additional attachments will allow for a variety of other uses outside of the winter season to ensure the equipment provides 4 season utility. Subject to available funding, additional equipment will also be outfitted to provide additional support for major snow events on City roadways.	Implementation	Dec 31, 2022	On Track
Project 1.4.2	Asphalt Overlays CC1 6025	\$500,000	\$0	10%	Roads have been identified through the pavement management plan software.	Project Definition	Dec 31, 2022	On Track
Project 1.4.3	Traffic Control Upgrades - Replacement CC1 6020	\$220,000	\$0	0%	Project has not been started yet.	Not Started	Dec 31, 2022	On Track
Project 1.4.4	Parking Lot Improvements - Rotary Beach Park CC1 6018	\$24,944	\$0	10%	Design of new parking lot has been completed. Project to start in June.	Project Definition	Dec 31, 2022	On Track
Project 1.4.5	Sidewalk Infill CC1 6006	\$250,000	\$11,998	5%	During the 2022 Financial Plan deliberation part of the Sidewalk Infill project - Cheviot Road sidewalks - was moved to a new project in 2024 - Cheviot Road upgrades - to include a waterline, storm sewer as well as sidewalk and road overlay as a combined project.	Cancelled	Dec 31, 2022	Major Disruption
Project 1.4.6	Parking Lot Improvements CC1 6046	\$35,000	\$0	2%	Project has not been started yet.	Not Started	Dec 31, 2022	On Track
Project 1.4.7	Master Transportation Plan Update CC1 6039	\$62,500	\$0	15%	MTP and DCS have started with the consultant (WATT). A project kick-off meeting was held in April, and now the consultant is finalizing the community engagement strategy and the Project Advisory Team terms of reference. The first advisory team meeting is planned for end of May. The first public engagement event to explore the community's vision, values and priorities for the city's transportation system will be in June. Council received a project update and schedule in May.	Project Definition	Dec 31, 2022	On Track
Project 1.4.8	Willis Road Pedestrian Upgrades - Pedestrian Path - Carolyn to Hwy 19 CC1 6034	\$324,384	\$0	0%	Project may proceed if Eng Tech is hired by the end of June, otherwise project will be deferred.	Not Started	Dec 31, 2022	On Track
Project 1.4.9	Transit Bus Shelters CC1 6007	\$90,000	\$23,326	0%	Waiting for location.	Project Definition	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.4.10	Pedestrian Signal Crossing Lights - Dogwood at Alder Overhead Lights CC1 6012	\$39,287	\$124,429	90%	This project is 90% complete – signals in both locations will be activated by the end of May 2022.	Implementation	Dec 31, 2022	On Track
Project 1.4.11	Cycling Infrastructure CC1 6001	\$211,802	\$0	22%	Still awaiting a date from the contractor to be installed – Long Range Planning is taking a report to Council in June to look at modification to the approved design due to changes in design standards. Project will be delayed until Council direction is obtained.	Delayed	Dec 31, 2022	Some Disruption
Project 1.4.12	Willis Road Corridor Promotional Materials CC1 6043	\$3,000	\$0	4%	This project's budget was reduced to \$3,000 through changes in the 2022 Financial Plan, with \$27,000 deferred to 2023 per Council resolution 22-0155. 2022 remaining budget will be used to develop promotional material (underway right now) for UBCM.	Delayed	Dec 31, 2022	Some Disruption
Project 1.4.15	Bike Lanes on Hilchey Road CC1 6044	\$150,000	\$0	20%	Bike lanes on Hilchey is steadily progressing. To date, the consultant has completed the design, letters were mailed to all affected residents, and a contractor has been hired through a competitive bidding process. Based on a letter to Council from the River City Cycling Club, City staff are making small changes to the design, which will be presented to Council, aiming for June 13. Pending availability of the contractor, the City expects the project to be installed in Q3 of this year.	Delayed	Dec 31, 2022	Some Disruption
Project 1.7.1	Financial Systems Software CC1 8012	\$1,743,990	\$18,974	5%	This project is for the implementation of replacement to the City's current Financial Management System Vadim. The project is currently in the planning phase with the forming of a project steering committee and the drafting of an RFP underway. Project is on track within the timeframes identified in the Financial Plan.	Project Definition	Dec 31, 2022	On Track
Project 1.7.2	Corporate Asset Management CC1 2020	\$50,000	\$0	5%	Asset Management works in 2022 will be in support of the transition to the new Operations Management System software which is the City's primary infrastructure management and maintenance tool. Work will include both clean-up of existing data to ensure it is in a consistent format suitable for migration into the new software as well as acquisition of any missing data across the various major asset classes - water, sewer, storm, roads, parks, facilities, equipment. This will be a multi-year effort.	Project Definition	Dec 31, 2022	On Track
Project 1.8.4	Property Acquisitions - Purchase of 1890 19th Ave - CC1 4030	\$675,000	\$541,209	85%	The property was acquired January 31, 2022. Waiting for demolition of house / grading to occur. On track to be completed by summer of 2022.	Implementation	Dec 31, 2022	On Track
Project 1.9.1	Decontamination Unit CC1 1012	\$200,000	\$0	25%	Committee has been working on the specification for the decontamination unit and preparing an RFP for posting.	Project Definition	Dec 31, 2022	On Track
Project 1.9.2	Small Fire Fleet Replacement CC1 1015	\$179,000	\$0	60%	The apparatus committee has completed the specification, RFP has been posted and awarded. Delivery anticipated by Q1 2023.	Implementation	Dec 31, 2022	On Track
Project 1.9.3	LUCAS CPR Machines CC1 1013	\$37,000	\$36,204	100%	This project is completed and Lucas CPR Machines are in service on apparatus at No. 1 Hall and No. 2 Hall.	In Service	Dec 31, 2022	Completed
Project 1.9.4	Small Equipment Replacement CC1 1004	\$26,000	\$17,947	30%	Small equipment replacement is underway with sourcing quotes and procurement.	Implementation	Dec 31, 2022	On Track
Project 1.9.5	UTV (Utility All Terrain Vehicle) CC1 1014	\$37,280	\$4,392	50%	Apparatus committee has completed the specification and RFP process complete. Procurement is underway.	Implementation	Dec 31, 2022	On Track
Project 1.11.1	Supportive Housing - 580 Dogwood CC1 8010	\$17,000	\$0	100%	Completed. Contingency holdback in place.	In Service	Dec 31, 2022	Completed
Project 1.12.1	Building Inspector Electric Vehicle CC1 2039. Project deferred per Council resolution 22-0155	\$40,000	\$0	0%	Project deferred to 2024 per Council resolution 22-0155.	Delayed	Dec 31, 2022	Some Disruption
Project 1.14.1	Recreation Equipment CC1 9900	\$46,302	\$0	20%	Staff have researched equipment and received quotes for new equipment. Due to the Sportsplex temporary closure some equipment purchases will be delayed until later in the year.	Project Definition	Dec 31, 2022	On Track
Project 1.15.1	New Park/Playground - Maryland Green Space CC1 9071	\$50,000	\$0	10%	The RFP for the design of the park is being prepared.	Project Definition	Dec 31, 2022	On Track
Project 1.15.2	Willow Point Park Turf Installation CC1 9056	\$11,117	\$10,416	80%	Project to be completed in the fall of 2022.	In Service	Dec 31, 2022	On Track
Project 1.15.3	Baikie Island Bridge Replacement CC1 9068	\$395,940	\$489	10%	The RFP and been awarded for the new water line to the bridge. The RFP is being developed for the bridge.	Project Definition	Dec 31, 2022	On Track
Project 1.15.4	Nunns Creek Park Backstop, Dugout and Fencing replacement CC1 9067	\$8,153	\$2,541	84%	Dugout are being constructed this spring and will be ready for May.	Implementation	Dec 31, 2022	On Track
Project 1.15.5	Lilelana and Rotary Park Irrigation CC1 9066	\$45,000	\$0	11%	Survey of the parks has been completed for the detail irrigation design.	Project Definition	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.15.6	Pathways Renewal - Dogwood Extension Walkway and Simms Creek Path CC1 9072	\$60,000	\$0	0%	Project has not started.	Not Started	Dec 31, 2022	On Track
Project 1.15.7	Water Fountain Replacement - Penfield Dog Park CC1 9074	\$20,000	\$0	30%	Water Fountain RFO has been awarded and has arrived. Installation to happen in June.	Implementation	Dec 31, 2022	On Track
Project 1.15.8	Sign Replacement - Penfield West, Jaycee, Ken Forde and Dick Murphy CC1 9075	\$18,000	\$0	0%	Project has not started yet.	Not Started	Dec 31, 2022	On Track
Project 1.15.9	Garden Beds Renewal in City Parks CC1 9076	\$15,000	\$484	51%	Ken Forde Bed renewal is underway and should be finished by the end of May.	Implementation	Dec 31, 2022	On Track
Project 1.15.10	Tree Renewal in Parks CC1 9077	\$15,000	\$0	0%	Project not to start until the fall.	Not Started	Dec 31, 2022	On Track
Project 1.15.11	Willow Point Basketball Court Hoops Stands CC1 9078	\$7,000	\$8,207	100%	Project Complete.	In Service	Dec 31, 2022	Completed
Project 1.15.12	Elk Falls Cemetery Phase Two Detailed Design & Construction CC1 9053	\$101,459	\$3,450	60%	Plot layout and trail construction to be started in summer of 2022.	Implementation	Dec 31, 2022	On Track
Project 1.15.13	Willow Point Lights CC1 9055	\$299,726	\$0	43%	Project is underway and on schedule for completion in Winter 2022.	Implementation	Dec 31, 2022	On Track
Project 1.15.14	Park Modifications for Baseball Relocation CC1 9070	\$142,917	\$12,888	22%	Project is underway and on schedule for completion in Winter 2022.	Implementation	Dec 31, 2022	On Track
Project 1.15.15	Pickleball Courts Construction at Robron CC1 9069	\$32,134	\$2,187	80%	Fencing complete, pickleball court surfacing to happen this spring.	Implementation	Dec 31, 2022	On Track
Project 1.15.16	Campbellton Neighbourhood Association Parkette Projects CC1 9057	\$68,919	\$55,557	100%	19th Ave parkette is complete.	In Service	Dec 31, 2022	Completed
Project 1.15.17	Outdoor Washroom Installation - Beaver Lodge Lands South Parking Lot and Baikie Island CC1 9079	\$45,000	\$0	10%	Waiting for Rotary to firm up details on the two location sites.	Not Started	Dec 31, 2022	On Track
Project 1.15.18	Nunns Creek Master Plan CC1 9015	\$8,773	\$0	0%	Project is on hold and will be completed subsequent to the completion of the Parks and Recreation Strategic Plan.	Delayed	Dec 31, 2022	Major Disruption
Project 1.15.19	Robron Fieldhouse Irrigation & Landscaping CC1 9073	\$45,000	\$0	0%	Fall Project. Not started yet.	Not Started	Dec 31, 2022	On Track
Project 1.15.20	Marine Foreshore Restoration - CC1 9008	\$75,000	\$0	10%	Project is moving forward. Restoration to happen at Ken Forde Park. The first clean of Ken Ford Boat Ramp May 17.	Project Definition	Dec 31, 2022	On Track
Project 1.16.1	Design/Construction for 325 Beech Street CC1 4094	\$3,392,725	\$48,600	60%	Detailed Design 75% Complete Construction services contract tender target date late May/22.	Implementation	Dec 31, 2022	On Track
Project 1.16.2	Capital Works Project Management CC1 8006	\$473,890	\$118,472	33%	Department resourcing currently aligned with 2022 Capital Project workplan.	Implementation	Dec 31, 2022	On Track
Project 1.16.3	CRAdvantage 10th Ave Extension CC1 2037	\$79,276	\$5,038	100%	Civil works completed. Maintenance Period.	In Service	Dec 31, 2022	Completed
Project 1.16.4	Airport Lighting, Visual Aids and Taxiway Rehabilitation CC1 3018	\$5,130,543	\$3,339	53%	This ACAP supported project has received the necessary regulatory approvals to proceed and is currently post for public tender. Communication plans about the construction are being rolled out in preparation of construction once award is provided from Council. Construction is anticipated to take place from May 2022 till the new year.	Project Definition	Dec 31, 2022	On Track
Project 1.16.5	Waterfront Sewer Forcemain CC1 5002	\$400,000	\$33,264	100%	Project complete and now in Maintenance Period.	In Service	Dec 31, 2022	Completed
Project 1.16.6	Hwy 19A Sewer Upgrade - Twillingate to Barlow CC1 5037	\$2,162,813	\$352,990	85%	As of April 18th the project is ahead of schedule and 85% complete. Substantial completion is anticipated May 13, 2022 within contract parameters, due June 1, 2022, and the project is trending to be 14% early.	Implementation	Dec 31, 2022	On Track
Project 1.16.7	Norm Wood Environmental Centre Upgrades CC1 5006	\$5,767,328	\$0	53%	This project is currently posted for public tender. Outcomes of the tender will be issued to Council with recommendations for award in May. It is expected that Construction will commence this Summer and wrap up in the new year. More details will follow once a general contractor is engaged.	Project Definition	Dec 31, 2022	On Track
Project 1.16.8	2021 Sewer Main Rehabilitation CC1 5802	\$172,792	\$0	98%	Project is in Maintenance Period. Inspections will be completed Summer 2022.	In Service	Dec 31, 2022	On Track

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.16.9	Sewer Main Replacement - 2018 CC1 5020	\$11,853	\$0	100%	3 year maintenance period.	In Service	Dec 31, 2022	Completed
Project 1.16.10	2022 Sewermain Rehabilitation CC1 5803	\$977,500	\$0	35%	This years Sewer Rehabilitation Program (2022) will involve installing new structural liners within sections of the old sewer mains, using trenchless technology provided by Insituform Technologies of Edmonton. Fifty two sewer main segments, totaling approximately 3.7 kilometers primarily in the downtown and alone Dogwood Street area will have a 'cured in place pipe' (CIPP) installed this year. Work will take place this Spring and Summer.	Project Definition	Dec 31, 2022	On Track
Project 1.16.11	6th Ave - Thulin Utility Renewal CC1 6501	\$2,825,099	\$10,044	45%	This project has been identified as a project to defer until 2023 due to the archaeological permitting delays expected. Detailed design and any investigations by the project team will continue in 2022. The project will be posted for tender once budget and permits are in place in early 2023.	Project Definition	Dec 31, 2023	Major Disruption
Project 1.16.12	Storm System Renewals CC1 6600	\$39,192	\$0	21%	Budget for this fiscal year has been allocated to storm sewer renewal portion of the 6th Avenue utility upgrades (CC1 6501). No other projects are active and require definition.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.16.13	Nunns Creek/2nd Avenue Detention Pond (Quinsam) CC1 6504	\$25,000	\$0	0%	Project work plan is being formulated and suitable outcomes are being determined.	Project Definition	Dec 31, 2022	On Track
Project 1.16.14	Watermain Renewal - Hilchey Road Part 2 (Galerno Rd to Hwy 19A) CC1 7803	\$650,601	\$480	80%	Construction activities of the Hilchey Road watermain renewal project are nearing completion from Dalton Road westward and along Galerno to Simms Road. Pavement patching and restoration weather permits. The project will return to Hilchey next year (2022) once the necessary archaeological permits are acquired to allow work to continue from Dalton Road to the Island Highway and finish items that are weather dependent (landscaping, paint markings, final paving).	Implementation	Dec 31, 2022	Some Disruption
Project 1.16.15	Erickson Road Renewal CC1 7804	\$100,000	\$0	5%	Project Scope options have been presented. This project has been selected as a candidate for the Strategic Priorities Fund grant with an application package to be prepared for the June 30/22 deadline.	Not Started	Dec 31, 2022	Some Disruption
Project 1.16.16	Seagull Walkway Design - North CC1 6009 \$1,175,072 deferred to 2023 per Council resolution 22-0155	\$250,000	\$22,339	50%	New Design team in place for North System Approach. Reviewed and revised to achieve easier constructibility and significant risk reduction to City. Design revised and advanced to 50% complete state. Increased footprint in marine environment requires the submission of a new request for review to regulatory agencies with anticipated timing of necessary approvals of 8-12 months. Construction deferred to 2023.	Not Started	Dec 31, 2022	Some Disruption
Project 1.16.17	#1 Fire Station Replacement - Public Engagement/Detail Design CC1 1006	\$100,000	\$0	15%	Due to Covid-19 the project was delayed until the end of 2020. Following the last Council Resolution. Staff have now updated the Communications Plan and will prepare a report for council for direction to continue with the communications plan and public engagement or to hold off until after the municipal election. Should Council direct staff to continue to proceed with the communications plan and public engagement, the fire hall steering committee will be reconvened with some adjustments due to staff changes.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.16.18	Sportsplex Rehabilitation & Addition CC1 4080	\$4,651,659	\$0	33%	Submittal Review ongoing with material procurement underway and scheduled construction start date May 2/22.	Project Definition	Dec 31, 2022	On Track
Project 1.16.19	Highway 19A - Lift Station 7 to Big Rock Boat Ramp CC1 8008/8009	\$437,516	\$10,849	100%	All work complete Project in Maintenance Period Roundabout. Center Feature removed from project scope as outcome of 2022 Budget Deliberations. Assigned to Long Range Planning for completion.	In Service	Dec 31, 2022	Completed
Project 1.17.1	Sewer Asset Registry CC1 5023	\$25,000	\$0	60%	Utility Operations is taking a standardized approach to its data structure. Sewer asset registry project stage is building a Utilities-wide data structure that is in alignment with established asset management practices. The data structure is being developed following the Canadian Infrastructure Report Card Meeting, once a timeline has been established, and update can be provided with more clarity.	Project Definition	Dec 31, 2022	Some Disruption
Project 1.17.2	Sewer Condition Assessment CC1 5030	\$55,000	\$0	10%	Approval from management has been given to start this project. A scope of work document is in the process of being created and will go out for quotations in the next 2 weeks.	Project Definition	Dec 31, 2022	On Track
Project 1.17.3	City Wide Sewer Modelling Program CC1 5038	\$200,000	\$0	33%	Electronic "Smart Covers" Have been purchased and deployed to various locations throughout the City. Ongoing data collection will fill in gaps in the overall City wide flow of sanitary sewers. This data is weather and seasonal dependent and will technically never be completed but the majority of the important choke points and high flow locations will be identified in the next 2-3 years.	Implementation	Dec 31, 2022	On Track
Project 1.17.4	Lift Station #7 Pump and Controls Upgrade CC1 5033	\$186,093	\$0	50%	The pump has been ordered and is scheduled to arrive in August. The electrical components for this project have been ordered and are scheduled to arrive at roughly the same time, however, there is threat of potential supply chain issues with parts of the order. The pump and electrical components require a dedicated lift station shutdown. This is expected to occur in October 2022.	Implementation	Dec 31, 2022	On Track
Project 1.17.5	NWEC Shower and Locker Room Renovation CC1 5034	\$105,672	\$5,321	50%	The project has been halted due to building code discrepancies. Efforts are ongoing to clarify the issues and once complete the project will resume.	Delayed	Dec 31, 2022	Major Disruption

Plan Number	Description	Budget	Year to Date Spending	Progress	Last Update	Project Lifecycle Phase	End Date	Status
Project 1.17.6	Lift Station #11 Biofilter Reconstruction CC1 5035	\$96,100	\$1,950	 30%	An RFQ was submitted based on the completed engineering drawings from McElhanney. All estimates came in significantly higher than the budgeted amount. Project is on hold until 2023 pending funding.	Delayed	Dec 31, 2022	Major Disruption
Project 1.17.7	Sewer Facility Renewal CC1 5024	\$200,000	\$0	 0%	The city is currently in the process of looking for estimates for facility renewal studies and condition assessment for lift stations #1, #8, #15.	Project Definition	Dec 31, 2022	On Track
Project 1.17.8	Campbellton Sewer Upgrade CC1 5040	\$250,000	\$0	 5%	LWS is working closely with development services to monitor flows from the reserve lands and aid in discussions with technical information and opinions to ensure that the ongoing well being of our storm and sanitary assets. The discussions are attempting to project the load on the system downstream from the connection point the Band would be using. Significant development in the Quinsam area is going to trigger required infrastructure upgrades based on the increased capacity needed.	Project Definition	Dec 31, 2022	On Track
Project 1.17.9	Meter Renewal CC1 8002	\$100,000	\$5,470	 5%	Project scope identified. Investigation into meter replacement candidates started.	Project Definition	Dec 31, 2022	On Track
Project 1.17.10	Quinsam Heights Integrated Storm Water Management Plan CC1 6508	\$200,000	\$0	 5%	LWS is working closely with development services to monitor flows from the reserve lands and aid in discussions with technical information and opinions to ensure that the ongoing well being of our storm and sanitary assets. The discussions are attempting to project the load on the system downstream from the connection point the Band would be using. Significant development in the Quinsam area is going to trigger required infrastructure upgrades based on the increased capacity needed.	Project Definition	Dec 31, 2022	On Track
Project 1.17.11	Downtown Storm Mitigation CC1 6502	\$300,000	\$4,610	 50%	Design nearing completion for relief for Ostler Park Outfall intended to address Shoppers Row/St Ann's intersection construction targeted for September 2022.	Not Started	Dec 31, 2022	On Track
Project 1.17.12	2nd and 4th Ave Outfall Upgrades CC1 6506	\$75,000	\$0	 20%	The TOR document for this project has been delayed as there is a suggestion that the outfalls do not require upgrading but rather a like for like renewal of the assets already present. Further discussions about what the new city standard should be concerning outfalls facing the ocean is required as well.	Delayed	Dec 31, 2022	Some Disruption
Project 1.17.13	Midport Rd Storm Drain Upgrade CC1 6507	\$20,000	\$0	 10%	A revised plan was proposed to add a storm line through a new 3m SRW on 4200 block of Midport Rd and tie into the storm main on Midport Rd. The proposal to redirect drainage through a storm sewer on the west side of 4200 block Middle Point Drive. The owner of the affected property is in agreement with a 3m SRW for the proposed storm sewer.	Project Definition	Dec 31, 2022	On Track
Project 1.18.1	Water Service Renewal CC1 7027	\$50,000	\$5,765	 11%	2 small water service renewal projects completed.	Implementation	Dec 31, 2022	On Track
Project 1.18.2	John Hart Reservoir CC1 7047	\$98,230	\$0	 15%	The project is in the implementation stage.	Project Definition	Dec 31, 2022	On Track
Project 1.18.3	Water System Strategic Action Plan Update CC1 7049	\$150,000	\$0	 5%	Began discussions with Koers regarding scope of work for WSSAP and Water Model updates.	Project Definition	Dec 31, 2022	On Track
Project 1.18.4	Water Facility Renewal CC1 7500	\$350,000	\$43,705	 12%	Facility renewals remain ongoing.	Implementation	Dec 31, 2022	On Track
Project 1.18.5	Fire Hydrant Renewal CC1 7026	\$50,000	\$2,795	 5%	1 hydrant replaced fully.	Implementation	Dec 31, 2022	On Track