



AGENDA

PUBLIC INPUT

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DECLARATION OF INTEREST**
- 4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
- 5. ADMINISTRATIVE ENQUIRIES**
- 6. NEW BUSINESS**
 - a. Public Works Monthly Report for August 2018 – page 2-3
 - b. Development & Building Report for August 2018 – page 4-5
 - c. 2018 Q2 Consolidated Operations and Maintenance – page 6-16
 - d. Q2 Capital Spending Results with Forecast to Dec.31/18 – page 17-21
- 7. ADJOURNMENT**



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** October 3rd, 2018

DEPARTMENT: PUBLIC WORKS

SUBJECT: PUBLIC WORKS MONTHLY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the monthly report from Public Works for the month of September 2018.

BACKGROUND:

- Water Treatment Plant, Water Reservoir, Lagoon and Lift Stations operations and inspections.
- Preparation of Snow Blower Tender, plan to advertise within 10 days
- Sewer Main Flushing of troubled areas
- Vehicle and Equipment maintenance servicing
- Sewer service repairs along Riverview Dr.
- Beach Road and Wharf Road Upgrades started Sept 24th
- Start on removal of treated soil from Bio-Pad Sept 24th
- Porritt Landing soil analysis submitted to MVLWB as well as E&R Water Resource Officer for review.
- Asphalt Patching completed Sept 10th
- Arena Paving started Sept 26th, completion Sept 28th.
- Courtoreille St. paving completed Sept 26th, driveways, concrete light bases, decorative lighting and final clean up remaining.
- Dessy Place, water and sewer services activated, and back fill completed for season
- Morin Place, all services hooked up awaiting water samples and pressure testing for activation, backfill on going.
- Wright Cres. Sod installed, driveway and concrete works to start Sept 28th, yard inspections completed Sept 25th.
- Sewer manhole repairs completed on areas of ground water seepage Sept 27th
- Fall inspection of Water License Parameters completed Sept 13th
- Winterize all fire hydrants

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Mackenzie Valley Land and Water Board (MV2009L3-0005)
- Environment and Natural Resources Waste Management Guidelines



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** October 3rd, 2018
DEPARTMENT: PUBLIC WORKS
SUBJECT: PUBLIC WORKS MONTHLY REPORT

- Bylaw 1574/GEN/16 Town of Hay River Purchasing Policy

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Earle Dumas
Director of Projects and Planning
September 28th, 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
September 28th, 2018



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** October 3rd, 2018

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Development and Building Permit Report for the month of September 2018.

BACKGROUND:

SUMMARY

- 7 Development Permits and 2 Building Permit have been approved for the month of September 2018. In the month of September 2017, we had 15 Development Permits and 4 Building Permits signed out.

Background

- The September 2018 Development and Building Permit Report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Sept 4/18	D18-063, B18-018	42003Mackenzie Highway	Build new Commercial 24'X32' Storage Garage
Sept 6/18	D18-064	25 Studney Drive	Demolish Residential Woman's Shelter
Sept 6/18	D18-065	25003 Fairway Drive	New Ski Club Garage/Shop
Sept 10/18	D18-066	890 Mackenzie Highway	New Rooster Electrified Sign to replace old sign
Sept 11/18	D18-067	52 Wildrose Drive	New Barn and Egg Grading Station
Sept 17/18	D18-069, B18-020	71 McBryan Drive	Interior Basement Renovations
Sept 24/18	D18-070	66 Industrial Drive	Automotive and RV Sales and a new Sign

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** October 3rd, 2018

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

CONSIDERATIONS OR FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Randy Froese
DO

Reviewed by:
Judy Goucher
SAO

Date: September 27, 2018

Date: September 28, 2018



REPORT TO COMMITTEE

DEPARTMENT: FINANCE

DATE: October 2, 2018

SUBJECT: 2018 Q2 CONSOLIDATED OPERATIONS AND MAINTENANCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled 2018 Q2 Consolidated Financial Statements Review and Forecast to December 31, 2018 as presented.

BACKGROUND:

At a meeting of the Finance Committee met on September 24, 2018 the attached 2018 Q2 Consolidated Financial Statement Review and Forecast to December 31, 2018 was review and approved. The report is attached for Council approval.

The Committee requested a report on the results of the Property Tax Auction held on June 27, 2018.

2016 Property Tax Sale

Total properties with 2016 arrears outstanding at April 10, 2018	36 properties	\$240,600 taxes in arrears
Total properties with 2016 arrears outstanding at September 28, 2018	9 properties	\$129,725 taxes in arrears

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Report to Finance Committee – Consolidated Financial Statement -2018 Q2 Review and Forecast

Prepared by:
Ruth Boden
Director of Finance & Administration
Date: September 28, 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: September 28, 2018



REPORT TO FINANCE COMMITTEE

September 18, 2018

CONSOLIDATED Financial Statements

2018 Q2 Review and Forecast to December 31, 2018

STATEMENT OF FINANCIAL POSITION – with comparative to December 31, 2017

FINANCIAL ASSETS

Overall financial assets have increased over December 2017 balances by \$9.2M due to the tax levy that occurred in May 2018 and the flow of block contribution funding from GNWT. This increase is distributed between actual cash balances, \$6.3M and the property tax receivable accounts, \$3.4M. The increases are offset by Other Accounts receivable which has decreased by \$522K due to collection of capital grant contributions outstanding at year end.

LIABILITIES

Liabilities have increased overall by \$7.7M. This is due to finalizing financing arrangements on the new recreation facility, \$12.7M, which is offset by the reduction in the construction bank loan, \$3.4M. Total long-term debt is \$15.2M which includes both the new recreation facility debt and the aquatic center debt.

Trade payables and accrued liabilities have decreased by \$2.2M and school taxes payable have increased due to the recent tax levy, \$606K. Administration is continuing to work with GNWT Finance Department to reconcile the school taxes payable to clear the balances from past years. This process continues to be a manual one and our software providers are working with us to develop a solution to be able to conduct this reconciliation during the months of May and June each year when the property tax discount complicates the process.

NET FINANCIAL ASSETS (DEBT)

The Net Financial Debt has decreased by \$1.5M as the increase in financial assets was higher than the increase in liabilities.

NON-FINANCIAL ASSETS

Non-financial assets have increased by \$909K which is reflected in capital projects in our Work-In-Progress.

STATEMENT OF CONSOLIDATED OPERATION – for the period January 1, 2018 – June 30, 2018

For this year, we continued to refine the budget spread to give management an early warning signal of potential over/under spending to allow them to take appropriate action. Overall, before capital grants and amortization expenses, operations are below anticipated estimates by \$439K to the end of June 2018. Most departments are on target with the exception of Recreation and Cultural which is over budget by \$192K due to 2018 AWG expenditure.

REVENUES

Revenues are \$138K above targets overall to the end of June. The increase is due to the budget spread on lease revenues in the lands department \$254K and other revenue from own sources \$121K along with a permanent increase in property tax revenue \$45K.

- The budget spread in lease revenues is based on historical trends, and for the past two years lease invoicing has occurred in the 3rd Quarter whereas this year we have been able to prepare the invoices in a more appropriate timeframe.
- Other revenue from own sources represents the increases in interest income on bank balances and penalties on outstanding property tax accounts.

The positive variances are offset by negative variances in sale of services of, \$92K, and in water and sewer sales, \$111K.

- The variance in sale of services is related to the loss of rentals due to the delay in opening the Rec Centre and timing differences on the anticipated donations for the year.
- Investigation is ongoing with the negative variance in water and sewer sales to determine if this is due to timing differences or a permanent impairment.

Administration will be monitoring both these areas closely to ensure no further slippage occurs and will be reporting more closely on these revenue sources in Q3.

Proposed Changes at Q2 Forecast

Administration is proposing an increase in revenue estimates of \$78K due to

- Increase in other revenues from own sources for donations which were unbudgeted \$12K and interest income \$55K.
- Increase in government transfers for operating for contribution funding received after budget approval \$33K.
- A decrease in municipal taxes, \$22K, now that all taxes have been levied for 2018.

EXPENDITURES

Overall expenditures are under budget by \$301K. All departments are under budget except for Recreation and Culture, \$192, which is due to 2018 AWG expenses. While the overall departmental variances are positive, within each department there are positive and negative variances which are described on a departmental basis below with recommended forecasts going forward for the rest of the year.

The take away from the Q1 review was the snow removal budget. Funds have been identified in road maintenance and utilities to offset those costs, pending Council approval of this proposed revised forecast.

General Government

Overall General Government is tracking estimated targets by, \$48K.

- The Mayor's Wellness Initiative, \$17K, has been approved by Council for use in the Porritt Landing Project to install playground equipment on site if other contribution funding can be sourced to complete the project. It will be transferred to reserves during Q3.
- Administration is proposing that the permanent variance due to vacancies in the Councillors' indemnities budget during the year, \$22K, be redistributed to a budget for election expenses within the same department. The costs of the election are estimated to be higher than previous elections. This higher cost is due to using an external contractor for provision of Returning Officer services. This will have no net negative impact on the forecast as the amount is reflected in the same department, as another line item.
- Other variances are due to timing difference and budget spread issues.

Protective Services

The department is under budget by, \$88K, at the end of June due to:

- delays in staffing the Protective Service Specialist position;
- no civil emergency during 2018 spring breakup;
- timing differences on equipment and building maintenance;
- fire response costs have been billed out to the client

Transportation and Public Works

PWS overall is on target however there are a couple of areas to mention;

- Consulting fees need to be distributed to the capital projects to correctly reflect the costs in the various projects. Administration will be working with PWS to make the proper cost allocations out of PWS and into the appropriate cost center during the Q3 review.
- During Q1 review the snow maintenance budget was of concern as the spending was 84% of the total annual budget with only ½ of the winter season gone by. PWS has identified funds in the gravel, culvert, salt & sand, and utility funding gravel budgets to increase the winter maintenance budget by \$110K. This is expected to cover any potential snow emergencies before seasons end.

Environment and Public Health Services

The department is tracking under budget for the period, due to timing issues in the maintenance purchases area.

Planning and Zoning

The department is tracking under budget for the period due to timing issues in wages and consultants.

Recreation and Culture

The department is tracking over budget, \$192K.

Areas contributing overage are;

- Heating and power costs in the new arena have doubled over past years operations – Administration has identified this as an issue and will have more information on this for the Committee when we meet.
- 2018 AWG contributions \$120K which were missed during the accrual process at year end and not budgeted for 2018 as the costs were believed to be reflected in the prior year. Administration will be looking into this during Q3 to determine sources of funding or reduction of spending to cover this shortfall.

Fiscal and valuation

Costs budgeted for the new arena financing included both interest and principal. Now that the financing is in place we can predict that this will amount to a permanent impairment of, \$44K to the forecast.

Proposed Changes at Q2 Forecast

Administration is proposing an decrease in expenditure of \$46K due to

- General Government – moving Wellness funding to reserves \$17K
- Transportation and Public Works – increasing winter road budget \$80K
- Recreation and culture – increasing power and heat budget \$135; increasing budget for AWG costs \$147K
- Fiscal and valuation – reducing borrowing costs \$311K
- Utility fund – reducing gravel budget \$80K

UTILITY FUND

REVENUES

Revenues in the Utility Fund are currently tracking underbudget by \$125K. Administration continues to monitor this trend and are trying to determine the cause. Will provide further information when the Committee meets.

EXPENSES

Expenses are tracking under budget for the quarter, and against the overall budget expenditure is 44% of total budget. Administration is recommending moving \$80K from Utilities to the Winter Roads forecast in General Operations.

LAND DEVELOPMENT FUND

REVENUES

The negative variance of \$254K in the Land Development Fund is due to the budget spread which was done on an historical basis. The lease fees invoicing was done during the 2nd quarter this year, which did not occur until the 3rd quarter in 2016 and 2017.

EXPENSES

Overall expenses are under budget by \$14K. This is due to delayed expenditure in the consulting expense. It is expected this will correct in Q3.



Town of Hay River
 Statement of Financial Position
 June 30, 2018 With Comparative to December 31, 2017

		Jun 2018	Dec 2017	Increase (Decrease)
Financial Assets	Cash	\$ 13,218,741	\$ 6,934,466	6,284,275
	Property tax receivable	5,236,143	1,807,694	3,428,449
	Accounts receivable	2,629,012	3,151,652	(522,640)
	Land inventory for resale	404,755	404,755	0
		<u>21,488,651</u>	<u>12,298,567</u>	<u>9,190,084</u>
Liabilities	Bank loan	-	3,388,000	(3,388,000)
	Accounts payable and accrued liabilities	3,360,729	5,576,931	(2,216,202)
	School tax payable	1,988,968	1,382,522	606,446
	Deferred contributions	1,159,002	1,159,002	0
	Long-term debt	15,249,585	2,546,000	12,703,585
	Landfill closure liability	1,390,090	1,390,090	0
	Deposits held	207,427	198,207	9,220
	<u>23,355,801</u>	<u>15,640,752</u>	<u>7,715,049</u>	
Net financial assets (debt)		<u>(1,867,150)</u>	<u>(3,342,185)</u>	<u>1,475,035</u>
Non Financial Assets	Tangible capital assets	72,203,560	71,300,617	902,943
	Inventory held for use	98,788	98,788	0
	Prepaid expenditure	53,049	46,440	6,609
		<u>72,355,397</u>	<u>71,445,845</u>	<u>909,552</u>
Accumulated surplus		<u>\$ 70,488,247</u>	<u>\$ 68,103,660</u>	<u>2,384,587</u>



Town of Hay River
 Statement of Operations
 Period from January 1, 2018 to June 30,
 2018

	Full Year Budget 2018	YTD Budget 2018	Jun 2018	Variance	Q1 Forecast	Proposed Changes for Q2	Revised Q2 Forecast	Dec 2017
Revenue								
Property taxes	6,305,553	6,315,553	6,270,383	(45,170)	6,305,553	(22,010)	6,283,543	5,911,841
Sales of service	783,108	394,535	302,039	(92,496)	783,108		783,108	607,192
Other revenue from own sources	784,346	373,993	495,235	121,242	784,346	67,500	851,846	1,082,844
Government transfers for operating	2,275,202	751,021	763,134	12,113	2,275,202	33,000	2,308,202	2,553,649
Government transfers for water and sewer	1,021,002	340,336	340,336	-	1,021,002	-	1,021,002	992,000
Water and sewer revenues	2,023,899	1,039,449	928,127	(111,322)	2,023,899	-	2,023,899	1,937,356
Land sales, lease and development	299,199	27,336	281,503	254,167	299,199	-	299,199	145,493
	13,492,309	9,242,223	9,380,757	138,534	13,492,309	78,490	13,570,799	13,230,375
Expenses								
General government	2,051,893	1,039,808	991,161	(48,647)	2,051,893	(17,000)	2,034,893	2,051,309
Protective services	767,943	386,804	298,728	(88,076)	767,943	-	767,943	720,724
Transportation and public works	2,240,699	870,304	863,879	(6,425)	2,240,699	80,000	2,320,699	1,874,434
Environmental and public health services	515,817	253,350	233,256	(20,094)	515,817	-	515,817	806,741
Planning and development	529,981	263,439	226,515	(36,924)	529,981	-	529,981	296,788
Recreational and cultural	2,716,004	1,282,955	1,475,424	192,469	2,716,004	282,403	2,998,407	2,325,799
Fiscal and valuation	789,481	389,029	307,295	(81,734)	789,481	(311,000)	478,481	634,696
Water and sewer expenses	2,579,088	1,316,378	1,119,360	(197,018)	2,579,088	(80,000)	2,499,088	2,439,370
Land development	76,697	16,594	2,265	(14,329)	76,697	-	76,697	94,445
	12,267,603	5,818,661	5,517,883	(300,778)	12,267,603	(45,597)	12,222,006	11,244,306
Surplus before undernoted	1,224,706	3,423,562	3,862,874	439,312	1,224,706	124,087	1,348,793	1,986,069
Capital grants	2,679,903	11,453	54,014	42,561	2,679,903	-	2,679,903	8,209,821
Amortization Expense	(3,064,597)	(1,532,301)	(1,532,301)	-	(3,064,597)	-	(3,064,597)	(2,339,679)
Gain (loss) on disposal of capital assets	-	-	-	-	-	-	-	(706,549)
Mayor's Wellness - funds transferring to reserves	-	-	-	-	-	17,000	(17,000)	-
Annual Surplus (Deficit)	840,012	1,902,714	2,384,587	481,873	840,012	107,087	947,099	7,149,662
Accumulated Surplus Beginning	68,103,660	68,103,660	68,103,660	-	68,103,660	-	68,103,660	60,953,998
Accumulated Surplus Ending	\$ 68,943,672	\$ 70,006,374	\$ 70,488,247	\$ 481,873	\$ 68,943,672	107,087	\$ 69,050,759	\$ 68,103,660



Town of Hay River
 Schedule of Expense by Object
 Period from January 1, 2018 to June 30, 2018

	Full Year Budget 2018	YTD Budget 2018	Jun 2018	Variance	Q1 Forecast	Proposed Changes for Q2	Revised Q2 Forecast	Dec 2017
Salaries, wages and benefits	4,028,302	1,876,862	1,845,631	(31,231)	4,028,302	0	4,028,302	3,603,543
Contracted and general services	1,838,580	641,272	722,708	81,436	1,838,580	0	1,838,580	1,421,173
Materials and supplies	3,929,170	1,978,568	1,644,915	(333,653)	3,929,170	147,000	4,076,170	4,490,070
Provision for bad debts	49,997	24,997	0	(24,997)	49,997	0	49,997	81,746
Mayor and council expenses	156,288	80,118	52,019	(28,099)	156,288	(17,000)	139,288	118,408
Bank Charges and Interest	3,601	1,052	21,155	20,103	3,601	0	3,601	77,462
Interest on LTD	430,883	218,314	152,335	(65,979)	430,883	(311,000)	119,883	124,059
Utilities - electricity	957,151	396,704	493,333	96,629	957,151	84,403	1,041,554	721,195
Utilities - fuel	643,151	351,832	347,133	(4,699)	643,151	51,000	694,151	411,936
Insurance	230,480	248,942	238,654	(10,288)	230,480	0	230,480	194,714
	0	0	0	0	0	0	0	0
	12,267,603	5,818,661	5,517,883	(300,778)	12,267,603	(45,597)	12,222,006	11,244,306



Town of Hay River
 Schedule of Expense by Department
 Period from January 1, 2018 to June 30, 2018

	Protective services	Transportation and public works	Environmental and public health services	Planning and development	Recreational and cultural	Fiscal and valuation	Water and sewer expenses	Land development	Total
Salaries, wages and benefits	88,725	380,014	4,109	184,451	620,524	0	171,251	0	1,845,631
Contracted and general services	17,018	150,363	36,698	6,004	184,698	0	62,431	56	722,708
Materials and supplies	112,181	154,787	189,189	30,170	224,908	133,805	644,199	2,209	1,644,915
Provision for bad debts	0	0	0	0	0	0	0	0	0
Mayor and council expenses	0	0	0	0	0	0	0	0	52,019
Bank Charges and Interest	0	0	0	0	0	21,155	0	0	21,155
Interest on LTD	0	0	0	0	0	152,335	0	0	152,335
Utilities - electricity	37,785	125,713	961	3,067	192,316	0	98,052	0	493,333
Utilities - fuel	26,975	36,843	2,299	2,175	193,443	0	85,396	0	347,133
Insurance	16,044	16,159	0	648	59,535	0	58,031	0	238,654
	298,728	863,879	233,256	226,515	1,475,424	307,295	1,119,360	2,265	5,517,883



REPORT TO COMMITTEE

DEPARTMENT: Finance & Administration

DATE: October 2, 2018

SUBJECT: Q2 Capital Spending Results with Forecast to December 31, 2018

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the 2018 Q2 Financial Results with Forecast to December 31, 2018 as presented.

BACKGROUND:

At a meeting of the Finance Committee on September 24, 2018 the attached report was recommended for Council approval.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions, Council has requested an Quarterly update on the status of the Capital Program.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-Law No. 2252/FIN/11

FINANCIAL IMPLICATIONS:

Projected Capital expenditures for 2018.

ALTERNATIVES TO RECOMMENDATIONS:

The Capital Plan may be revised as directed by Council.

ATTACHMENTS:

None.

Prepared by:

Ruth Boden
Director of Finance & Administration
September 28, 2018

Reviewed by:

Judy Goucher
Senior Administrative Officer
September 28, 2018



REPORT TO FINANCE COMMITTEE

September 18, 2018

CAPITAL SPENDING REPORT

2018 Q2 Review and Forecast to December 31, 2018

The summer capital projects begin during the 2nd quarter with wrapping up project planning, RFP awards and project startups.

Although many of the projects have started by June 30th, we don't see the related expenses until later during July – September as work progresses. The attached report reflects the spending that has occurred up to June 30th and contains supplementary information as to the status of the project as of August 15th. Additionally, any proposed changes and adjustments to December 31, 2018 which are anticipated by mid-August are included with a description of the related change and where possible funding has been identified.

At August 15th, Administration is proposing an increase in the Capital Forecast to December 31, 2018 of \$41,500 as outline in the detailed list below. Most of these items have been previously brought to Council for approval and this is a recap of those approvals;

<u>Project</u>	<u>Impact on 2018 Capital Forecast – Increase (Decrease)</u>
• Design and specs have been received on the arena ice rakes(blockers)	\$3,000
• Porritt Landing – Phase II (conditional on funding approval)	30,000
• Auto scrubber; disc and brush for arena (from equipment reserve)	11,000
• Wright Cres Water & Sewer – sidewalks removed from project	(230,000)
• Generator Replacement at the WTP	(45,000)
• Courtoreille Street – Sidewalk and Street Repairs	210,000
• Snow blower – Heavy Duty (equipment reserves)	10,000
• Sewer Flusher Attachment (equipment reserves)	30,000
• Concession in Arena Facility – final electrical	7,500
• 2018 Lift Station Study (funding approved)	<u>15,000</u>
Total Forecast Adjustment to December 31, 2018	<u>\$41,500</u>



Town of Hay River
2018 CAPITAL BUDGET
 Reporting and Recommended Revisions - as at June 30, 2018

Revised: 24-Aug-18

PROTECTIVE SERVICES		PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS FORECAST Motion #18-244	PROPOSED CHANGE	Q2 FORECAST to 31-Dec-18	O&M	CAPITAL	Target Completion Date
Fire Training School	C1824			180,000	-			Options paper to Council - September 2018.	180,000		180,000		180,000	
Self Contained Breathing Appartus Upgrades (SCBA)- Recreation	C1824			20,500	20,556	100.0%	1-Jun-18	Project complete	20,500		20,500		20,500	
SCBA Upgrades - Public Works	C1825			20,500	20,556	100.0%	1-Jun-18	Project complete	20,500		20,500		20,500	
Positive Pressure Fan	C1826			6,000	-		1-Jul-18	Not Started	6,000		6,000		6,000	
SCBA Compressor Repairs	C1705						15-Aug-18	Obtaining specs and information on the equipment	42,000	-	42,000		42,000	
TOTAL PROTECTIVE SERVICES				227,000	41,112				269,000	-	269,000	-	269,000	

RECREATION AND COMMUNITY SERVICES		PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS FORECAST Motion #18-244	PROPOSED CHANGE	Q2 FORECAST to 31-Dec-18	O&M	CAPITAL	Target Completion Date
Porritt Landing Boat Launch	C1724	202,000	167,006	32,000	4,254	75.0%	15-Aug-17	Picnic tables, fire pit and playground equipment purchased. Seeking contribution funding for installation of day shelter and equipment. See below on Porritt Landing Phase II	32,000	-	32,000		32,000	Tuesday, July 31, 2018
Aquatic Facility Boilers	C1731			82,000	6750	0.0%		Study of system completed by Stantec. Reviewing recommendations and assessing options.	82,000		82,000		82,000	Fall 2018
Arena Front Lot Paving	C1820			60,000		0.0%		Project scope changed to landscaping and green space. Not started	15,000		15,000		15,000	Fall 2018
Arena Ice Blockers	C1821			60,000		0.0%	1-Oct-18	Design and specs have been obtained during Q2. Approved by Council August 28, 2018	60,000	3,000	63,000		63,000	Fall 2018
Porritt Landing - Phase II								Installation of equipment and docking to begin September 2018		30,000	30,000		30,000	
Auto scrubber, disc and brush	C1834				10,956	100.0%	1-May-18	Auto scrubber purchased for new arena floors - funding to come from equipment reserves		11,000	11,000		11,000	Thursday, May 31, 2018
			167,006	234,000	21,960				189,000	44,000	233,000	-	233,000	

PUBLIC WORKS AND PLANNING		PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS UPDATE Motion #18-244	PROPOSED CHANGE	Q2 FORECAST to 31-Dec-18	O&M	CAPITAL	Target Completion Date
Wright Cres. Water & Sewer Upgrades	C1712	3,190,000	1,694,000	1,608,000	-	95.0%	31-Jul-17	Asphalt and curbs completed, remaining landscaping and yard re instatements. Site Clean up.	1,608,000	(230,000)	1,378,000		1,378,000	Oct 1 2018
Sewage Lagoon Upgrades	C1605	250,000	n/a	125,000	21,690	40.0%	15-Apr-17	Re- build of berm structure on wet land. Work planned to restart Nov 2018 when ground freezes to allow heavy equipment access.	125,000		125,000		125,000	Dec 22 2018
Generator Replacement - WTP	C1717	325,000	105,280	50,000	-	80.0%	1-Jun-17	Building and generator installed, awaiting electrical turn over from old system.	50,000	(45,000)	5,000		5,000	Sept 30 2018

PUBLIC WORKS AND PLANNING	PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS UPDATE	PROPOSED CHANGE	Q2 FORECAST to	O&M	CAPITAL	Target Completion Date	
								Motion #18-244		31-Dec-18				
Courtoreille Watermain, Sewer Services, Sidewalk & Street Upgrades	C1812	2,300,000	-	1,725,000	30,376	65.0%	1-Jul-18	Water main and services completed, start of sidewalk prep and road base.	1,515,000	210,000	1,725,000		1,725,000	Oct 1 2018
Birch Road to Cedar Road Watermain	C1813			650,000	13,406	5.0%	1-Sep-18	Tendered, awarded. Cost \$80,710 higher than planned. Approved by Council Motion #18-217 June 6, 2018. Work to start mid Aug	771,000		771,000		771,000	Sept 30 2018
Snowblower - Heavy Duty	C1815			102,000	-	0.0%	1-Feb-18	Preliminary quotes are coming in slightly higher than initial estimates.	102,000	10,000	112,000		112,000	Oct 1 2018
Truck Replacement Program - 2018	C1816			45,000	44,524	100.0%	1-Mar-18	Truck purchased added to fleet	45,000		45,000		45,000	4/1/2018
Truck Replacement Program - 2018	C1817			45,000	1,012	100.0%	1-May-18	Truck purchased added to fleet	45,000		45,000		45,000	July 15 2018
McBryan Drive - VIC sidewalk	C1837			15,000		0.0%	1-Jul-18	Gravel lift on pathway	15,000		15,000		15,000	Sept 30 2018
Lift Station #1 - Roof Replacement	C1729	75,000		75,000	-	0.0%	1-Aug-18	In the Design Stage	75,000		75,000		75,000	Oct 31 2018
Sewer Flusher (equipment only)	C1819			60,000		0.0%	1-Mar-18	Initial estimates were based on a complete unit replacement on existing equipment. Additional costs are related to further investigation which has revealed that the unit will need some adjustment to adapt to the existing vehicle.	60,000	30,000	90,000		90,000	Oct 31 2018
Landfill Closure Plan	C1822	-		25,000	1,201	50.0%	1-Apr-18	In progress/ Stantec	25,000		25,000		25,000	Dec 31 2018
Planning for Industrial Roads	C1823			25,000		25.0%	1-Jul-18	Study to determine best option for drainage on Poplar Road. Work to start in the 3rd Q	25,000		25,000		25,000	Oct 31 2018
Mansell, Dessy, and Morin Water, Sewer & Road Upgrades	C1827	2,300,000	-	1,600,000	40,718	20.0%	1-Aug-18	Tendered, awarded to Rows for \$2.2M. Approved by Council Motion #18-218 June 6, 2018. Mansell asphalt removal, grade and curb and new asphalt completed, Dessy start on sewer tie ins at Stewart Dr.. Anticipate some savings from Mansell services not requiring replacement (to be deducted from \$2.2 M Rows contract). Engineering services estimated at \$150,000. Dessy and Morin paving to take place in 2019.	1,671,000		1,671,000		1,671,000	9/1/2019
Concession in New Arena Facility	C1811			50,000	55,198	95.0%	1-Feb-18	1 PAC pole remaining. Delivery and install in September 2018	50,000	7,500	57,500		57,500	Sept 15 2018
2018 Lift Station Study	C1836				7,800	100.0%	1-May-18	Study completed; cost offset 100% by funding from ITI		15,000	15,000		15,000	7/31/2018
TOTAL PUBLIC WORKS AND PLANNING			1,799,280	6,200,000	215,925				6,182,000	(2,500)	6,179,500	-	6,179,500	

FINANCE AND ADMINISTRATION	PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS FORECAST	PROPOSED CHANGE	Q2 FORECAST to	O&M	CAPITAL	Target Completion Date	
								Motion #18-244		31-Dec-18				
Computer Equipment Replacement Program - 2018	C1828			118,000	10,015	8.5%	15-Mar-18	Installed ShoreTel VOIP upgrades (100% complete). Preparing the RFP for the Area Network Storage Unit for distribution in September.	118,000		118,000		118,000	11/30/2018
Downtown Beautification	C1734	420,000	339,616	72,500	74,972	100.0%	1-Aug-17	Project complete.	72,500		72,500		72,500	7/1/2018

PUBLIC WORKS AND PLANNING		PROJECT TOTAL (Multi - Year Projects)	Prior Year Spend	BUDGET 2018	Invoiced to June 30 2018	% Complete as of June 30	Start Date	Project Status as of August 15, 2018	PREVIOUS UPDATE Motion #18-244	PROPOSED CHANGE	Q2 FORECAST to 31-Dec-18	O&M	CAPITAL	Target Completion Date
									-		-		-	
									-		-		-	
									-		-		-	
TOTAL FINANCE AND ADMINISTRATION			339,616	190,500	84,987				190,500	0	190,500	-	190,500	
2018 CAPITAL BUDGET TOTAL				6,851,500	363,984				6,830,500	41,500	6,872,000	-	6,872,000	
New Recreation Centre	C1613	\$22,300,000		\$1,747,292	2,000,310		5-Jul-16	Reported separately	1,597,262		1,597,262		1,597,262	
TOTAL				8,598,792	2,364,294				6,830,500	41,500	6,872,000	-	6,872,000	