



2025-2029 FINANCIAL PLAN

Committee of the Whole - October 30, 2024

General Fund Operating and Capital

CITY OF PARKSVILLE FINANCIAL PLAN

2025-2029 Financial Plan

General Fund

Reserves

Foundation

Water Fund

Sewer Fund

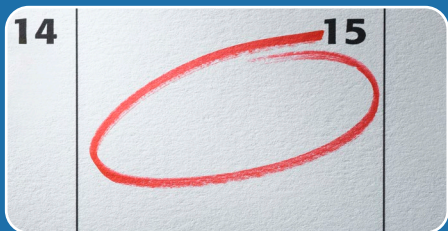
FINANCIAL PLAN TIMELINE – “PROVISIONAL/FINAL”

Five-year Financial Plan details and public consultation



- OCT 28 COW: Setting the stage for the 2024-2028 FP / Water/ Sewer
- OCT 30 COW: General Fund Departments/ Reserves
- NOV 4: Council decision items
- NOV 6: Community group funding requests
- NOV 18: Cumulative analysis and direction from Council

Bylaws



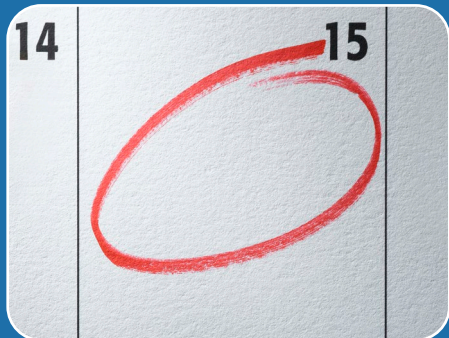
- DEC 2024/ JAN 2025: Financial Plan Bylaw adoption

FINANCIAL PLAN TIMELINE – **AMENDED FP**



5 Year Financial Plan details and public consultation

- APR 7 COW: New information, carry forward balances, BC Assessment revised roll for PT
- APR 21: Resolutions from April 8 COW and direction from Council re PT/water/sewer rates



Bylaws (adoption required before May 15, 2025)

APR 28/MAY 5, 2025:

- Amended 2025-2029 Financial Plan Bylaw
- 2025 Water/Sewer Rates Bylaws
- 2025 Tax Rates Bylaw

FINANCIAL PLAN OVERVIEW

CORE activities include:

- Same service level as 2024 at estimated costs for 2025-2029
- Known and estimated contractual employee costs
- Routine maintenance of assets
- Replacement of assets considered in risk/safety context (based on recent valuations and assessments)
- Additional resources required to provide service level to larger population



REVENUE ASSUMPTIONS CARRIED FORWARD

Approved in 2024-2028 Financial Plan:	2024	2025	2026	2027	2028	2029 (draft)
Property Tax	5.9%	4.6%	3.5%	3.5%	3.0%	3.0%
Contribution to Capital Reserve for Infrastructure Renewal	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
Contribution to Protective Services Reserve	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%
Total PT increase	6.6%	5.3%	4.2%	4.2%	3.7%	3.7%
Water Rates	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Sewer Rates	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

Changes to these assumptions per direction from Council.

FINANCIAL PLAN – RECURRING AND NON-RECURRING

	2024 Amended Financial Plan	2025 Proposed Financial Plan	Incr(Decr) from 2024		2025 Ongoing	2025 Non- Recurring
			\$	%		
FUNDING SOURCES						
Taxation	\$ 20,225,700	\$ 21,365,900	\$ 1,140,200	6%	\$ 21,365,900	
Fees and Charges	3,410,000	3,431,900	21,900	1%	3,431,900	
Investment Income	600,000	800,000	200,000	33%	800,000	
Government Transfers and Grants	1,772,400	1,186,600	(585,800)	-33%	1,108,100	78,500
Developer Contributions	340,650	1,091,750	751,100	220%		1,091,750
Other	740,000	-	(740,000)	-100%		
	27,088,750	27,876,150	787,400	3%	26,705,900	1,170,250

Sustainable financial position:

Consider ongoing vs non-recurring revenues and expenditures

FINANCIAL PLAN – ONGOING AND NON-RECURRING

	2024 Amended Financial Plan	2025 Proposed Financial Plan	Incr(Decr) from 2024		2025 Ongoing	2025 Non- Recurring
			\$	%		
EXPENDITURES						
General Government Services	5,965,800	5,412,300	(553,500)	-9%	4,127,300	1,285,000
Protective Services:						
Fire Rescue	2,443,800	2,468,100	24,300	1%	2,468,100	-
Police	3,669,800	3,883,600	213,800	6%	3,883,600	-
Bylaw & Business Licenses	631,300	666,300	35,000	6%	666,300	-
Engineering and Transportation Services						
Engineering and Emergency Services	1,523,800	1,421,300	(102,500)	-7%	1,174,300	247,000
Operations	2,656,300	2,537,600	(118,700)	-4%	2,400,800	136,800
Community Planning Services	848,500	871,100	22,600	3%	871,100	
Parks, Facilities and Cultural Services						
Parks and Trails	2,421,800	2,543,700	121,900	5%	2,201,400	342,300
Facilities	1,540,300	1,395,100	(145,200)	-9%	977,000	418,100
Library Requisition	998,300	1,064,700	66,400	7%	1,064,700	
Solid Waste Collection	900,200	918,700	18,500	2%	918,700	
Interest on Long Term Debt	3,800	1,300	(2,500)	-66%		1,300
Amortization of Tangible Capital Assets	4,060,700	4,295,500	234,800	6%		4,295,500
	27,664,400	27,479,300	(185,100)	-1%	20,753,300	6,726,000

FINANCIAL PLAN – ONGOING AND NON-RECURRING

	2024 Amended Financial Plan	2025 Proposed Financial Plan	Incr(Decr) from 2024		2025 Ongoing	2025 Non- Recurring
			\$	%		
SURPLUS (DEFICIT) FROM OPERATIONS	\$ (575,650)	\$ 396,850	\$ 972,500		\$ 5,952,600	\$ (5,555,750)
NON-OPERATING ITEMS						
Capital Expenditures	\$ (8,390,000)	\$ (13,694,900)	\$ (5,304,900)	63%		\$ (13,694,900)
Transfers From Reserves						
Capital Reserves	4,027,000	5,379,800	1,352,800	34%		5,379,800
Carry Forward Reserve /Accum. Surplus	3,134,450	3,432,850	298,400	10%		3,432,850
Reserve for Future Expenditures/ Covid Restart Funds	380,000	8,000	(372,000)	-98%		8,000
Land Sale Reserve	160,000	1,010,000	850,000	531%		1,010,000
Parks Reserve	85,000	239,100	154,100	181%		239,100
Canada Community Building Fund Reserve	2,337,100	2,246,800	(90,300)	-4%		2,246,800
Growing Communities Fund	2,275,000	1,469,800	(805,200)	-35%		1,469,800
	12,398,550	13,786,350	1,387,800	11%	-	13,786,350

FINANCIAL PLAN – ONGOING AND NON-RECURRING

	2024 Amended Financial Plan	2025 Proposed Financial Plan	Incr(Decr) from 2024		2025 Ongoing	2025 Non- Recurring
			\$	%		
Transfers to Reserves						
Capital Reserve (0.5% PT incr)	(320,000)	(405,000)	(85,000)	27%	(405,000)	
Capital Reserve- Infrastructure Renewal	(3,675,000)	(3,675,000)	-	0%	(3,675,000)	
Protective Services Reserve	(1,534,000)	(68,000)	1,466,000	-96%	(68,000)	
Future Expenditures Reserves	(275,300)	(30,000)	245,300	-89%	(30,000)	
Canada Community Building Fund Reserve	(676,400)	(686,500)	(10,100)	1%	(686,500)	
Parks Reserve	(740,000)		740,000	-100%		
	(7,220,700)	(4,864,500)	2,356,200	-257%	(4,864,500)	-
Long Term Debt Principal Payments	(49,100)	(50,300)	(1,200)	2%		(50,300)
Amortization	4,060,700	4,295,500	234,800	6%		4,295,500
	799,450	(527,850)	(1,327,300)		(4,864,500)	4,336,650
FINANCIAL PLAN SURPLUS (DEFICIT)	\$ 223,800	\$ (131,000)	\$ (354,800)		\$ 1,088,100	\$ (1,219,100)

TAXATION REVENUE

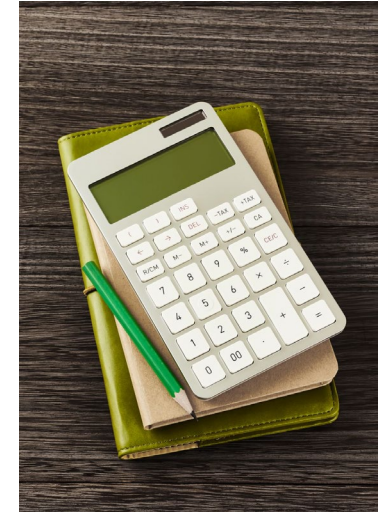
Proposed increase: 4.6% + .5% Capital Reserve
 + .2% Protective Services Reserve

\$18,589,000 2024

995,000 5.3% increase

186,000 1% growth estimate (*Non-market change ~ BC Assessment TBD*)

\$19,770,000 2025 preliminary property tax revenue



*~approx. \$135 for
 average residential
 home*

TAXATION	2024 FP	2025 FP
Property Taxes	18,705,900	19,770,200
Library requisition	998,300	1,064,700
1% Utility Taxes	385,500	393,200
Debt Taxes	74,000	74,000
Grants In lieu (Prov/Fed)	62,000	63,800
	\$ 20,225,700	\$ 20,225,700

REVENUE - FEES AND CHARGES

		2024 FP	2025 FP
Executive	<i>Bus licenses, EMO, bylaw fines</i>	248,600	259,600
Finance	<i>Penalties/interest, PCTC lease</i>	451,300	441,900
Police	<i>Criminal record checks</i>	7,500	7,500
Fire	<i>Service agreement</i>	953,200	953,200
Community Planning	<i>Building permits, dev't fees</i>	359,300	349,500
Engineering	<i>Administration fees</i>	70,000	70,000
Parks	<i>D69 sportsfields RDN cost share</i>	269,700	277,200
Facilities	<i>Rentals</i>	39,600	40,400
Solid Waste Collection	<i>Fees collected for RDN service</i>	1,010,800	1,032,600
		\$ 3,410,000	\$ 3,431,900



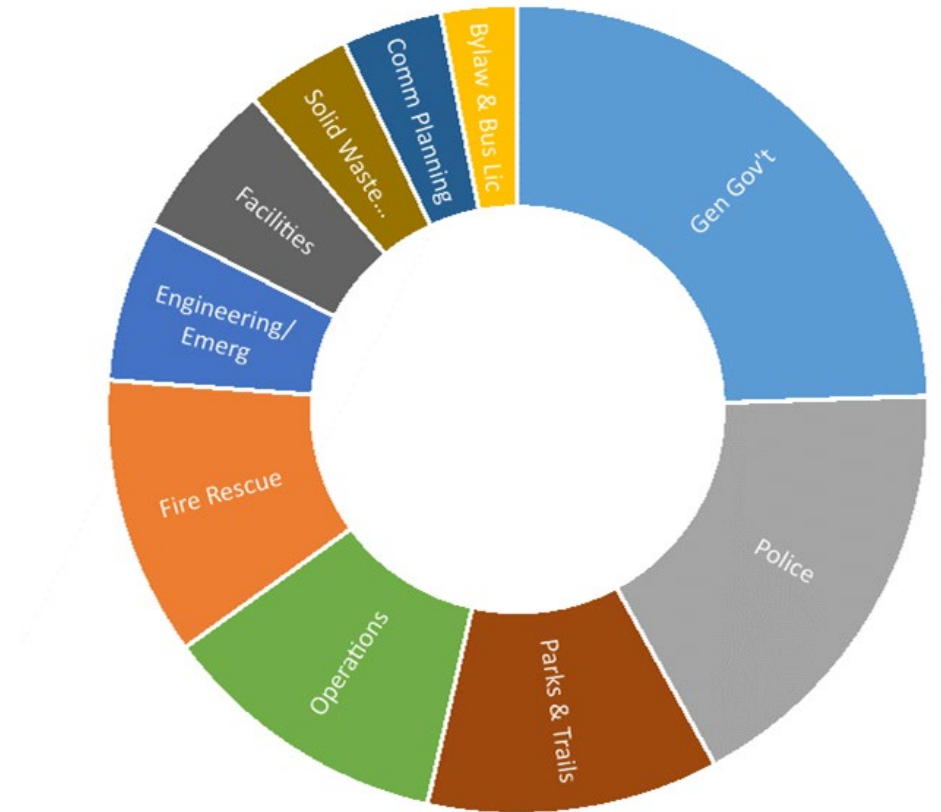
REVENUE - GRANTS

Provincial:	<i>Small Communities</i>	300,000
	<i>Traffic Fine Sharing</i>	81,600
	<i>Share of Prisoner Costs</i>	17,500
Federal:	<i>Canada Community Building Fun</i>	686,500
Other	<i>Emergency Program</i>	101,000
		\$ 1,186,600

Grants received in 2024 for implementation of new provincial legislation included in carry forward revenue.

EXPENDITURES - BY FUNCTIONAL AREA

		2024 FP	2025 FP	
Gen Gov't	26%	5,965,800	5,412,300	24%
Fire Rescue	11%	2,443,800	2,468,100	11%
Police	16%	3,669,800	3,883,600	18%
Bylaw & Bus Lic	3%	631,300	666,300	3%
Engineering/ Emerg	7%	1,523,800	1,421,300	6%
Operations	12%	2,656,300	2,537,600	11%
Comm Planning	4%	848,500	871,100	4%
Parks & Trails	11%	2,421,800	2,543,700	12%
Facilities	7%	1,540,300	1,395,100	6%
Solid Waste Collection	4%	900,200	918,700	4%
		\$ 22,601,600	\$ 22,117,800	



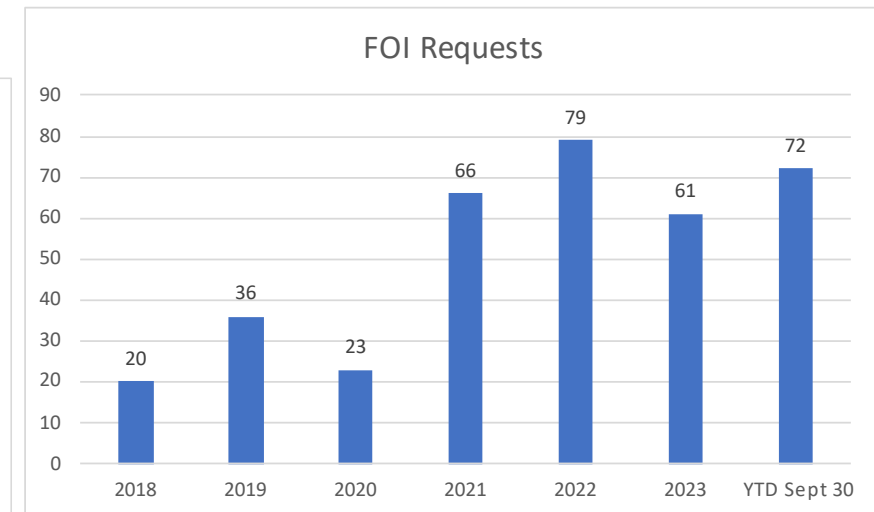
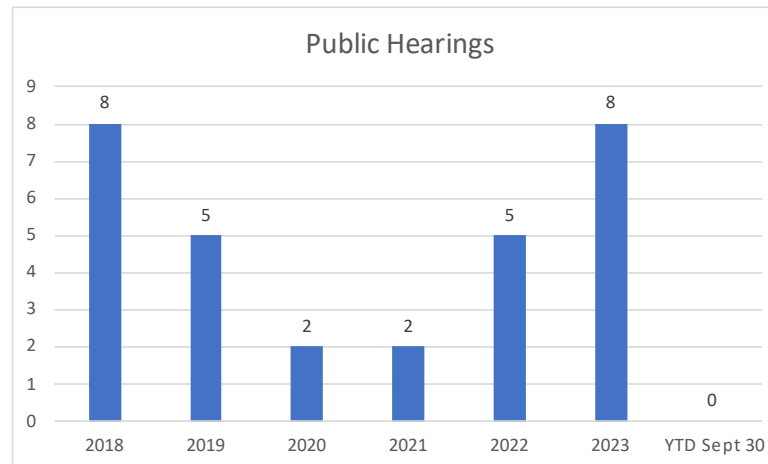
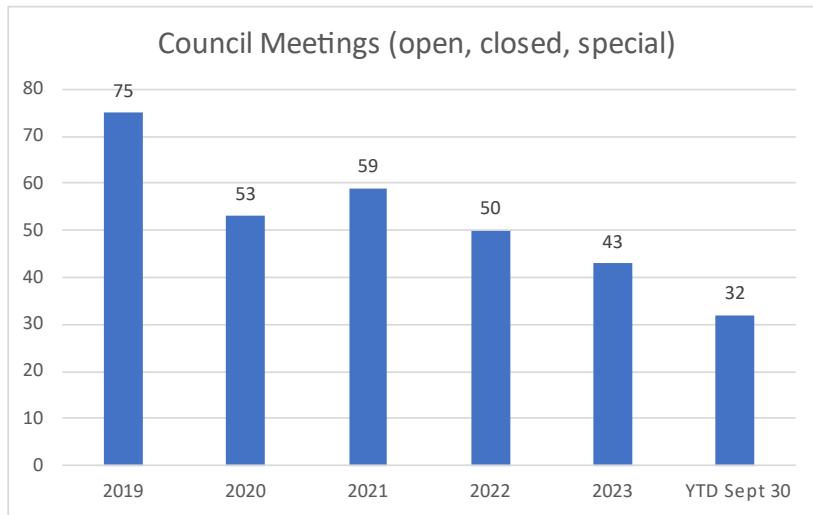
DEPARTMENT FINANCIAL PLAN OVERVIEWS

EXECUTIVE

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Legislative	431,400	318,360	423,800	(7,600)	-2%
Corporate Admin	986,100	615,295	909,700	(76,400)	-8%
Communications	379,700	285,123	405,200	25,500	7%
Finance	1,879,000	1,338,803	1,885,600	6,600	0%
Human Resources / OH&S	672,200	393,674	661,000	(11,200)	-2%
Bylaw & Business Licenses	631,600	469,648	666,300	34,700	5%
Operations	4,980,000	3,420,903	4,951,600	(28,400)	(0)
Less allocation to other depts	(1,364,000)		(1,418,000)	(54,000)	4.0%
Minor Capital	1,704,100	-	1,119,500		
Capital	-	-	2,300,000		

LEGISLATIVE/ COUNCIL / CORPORATE ADMIN

	2024 Financial Plan (\$)	2024 Unaudited Actual (\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Legislative	431,400	318,360	423,800	(7,600)	-2%
Corporate Admin	986,100	615,295	909,700	(76,400)	-8%
Minor Capital	1,704,100	-	1,119,500		
Capital	-	-	2,300,000		



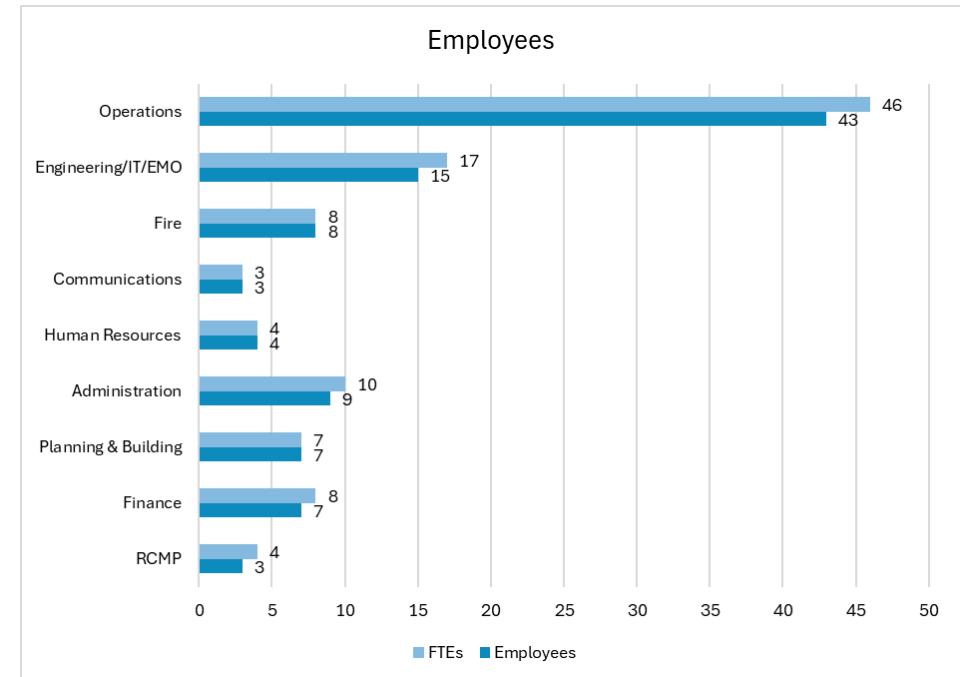
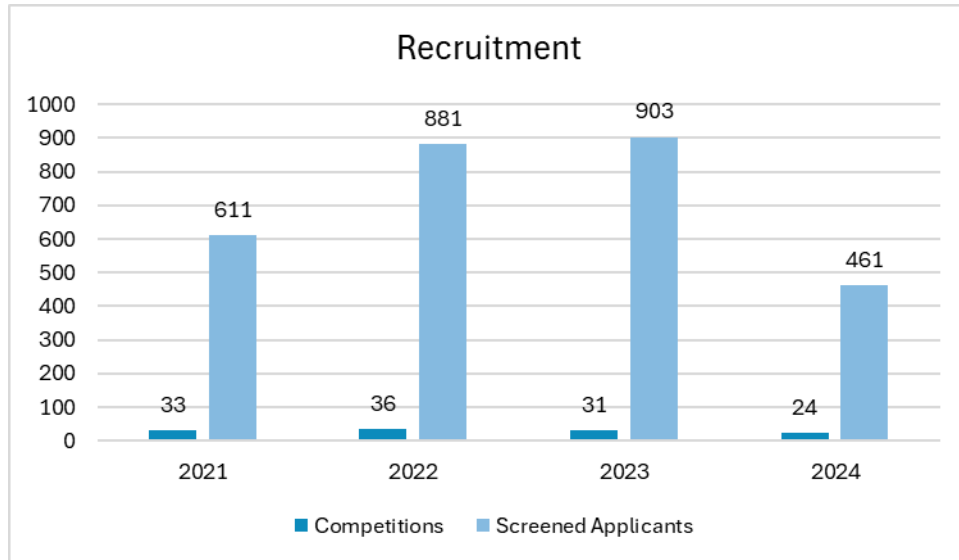
COMMUNICATIONS AND SPECIAL EVENTS

	2024 Financial Plan (\$)	2024 Unaudited Actual (\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Communications	379,700	285,123	405,200	25,500	7%

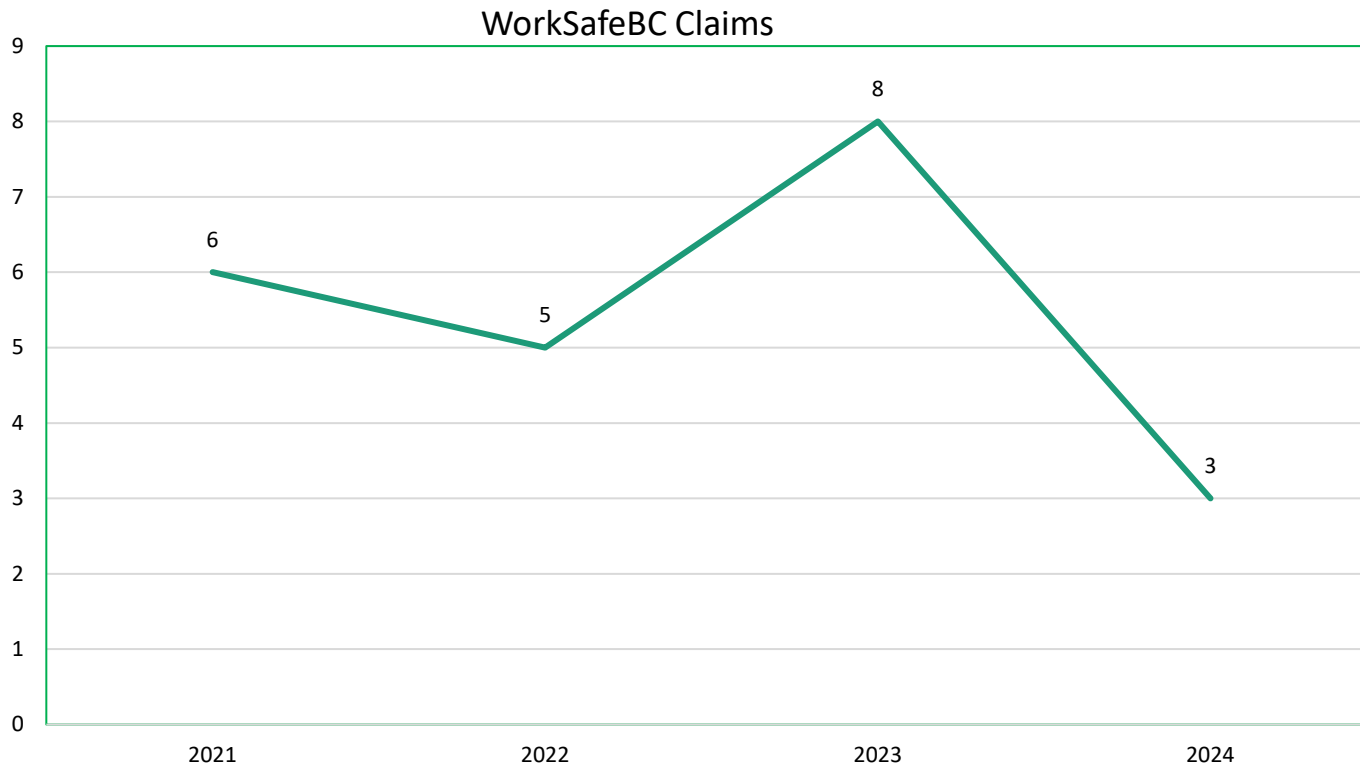


HUMAN RESOURCES

	2024 Financial Plan (\$)	2024 Unaudited Actual (\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Human Resources / OH&S	672,200	393,674	661,000	(11,200)	-2%



OCCUPATIONAL HEALTH & SAFETY



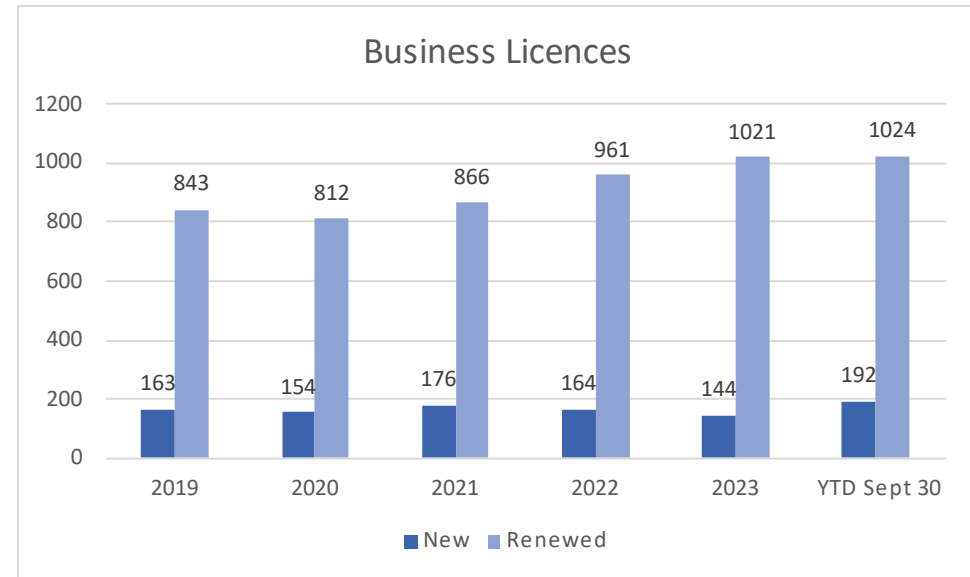
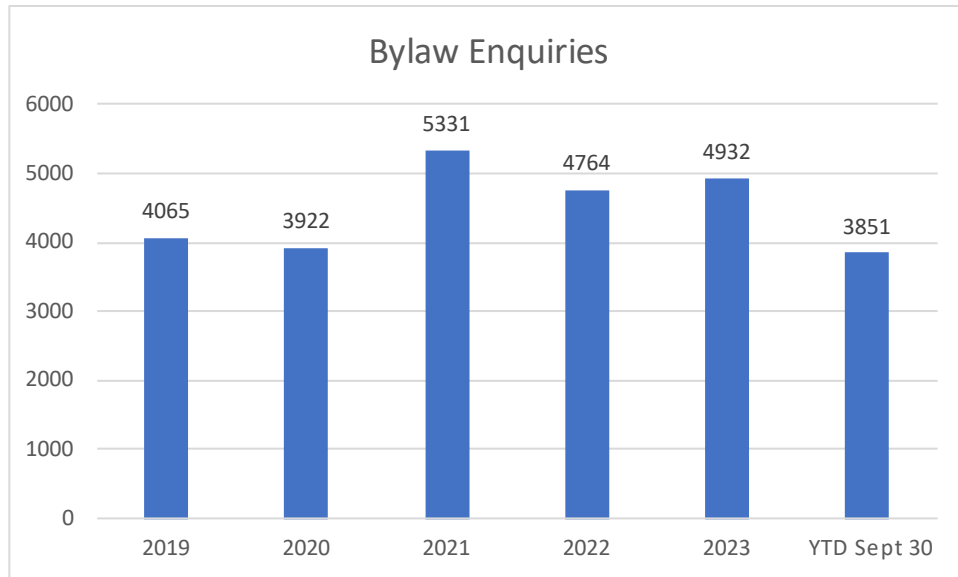
2025 WorkSafe BC rate reduction from 3.76% to 2.49%

OHS 2024

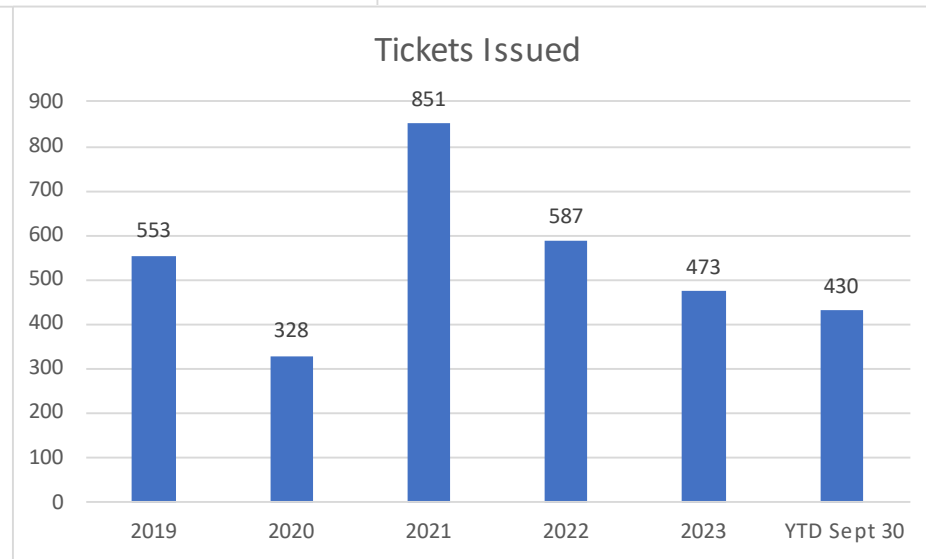
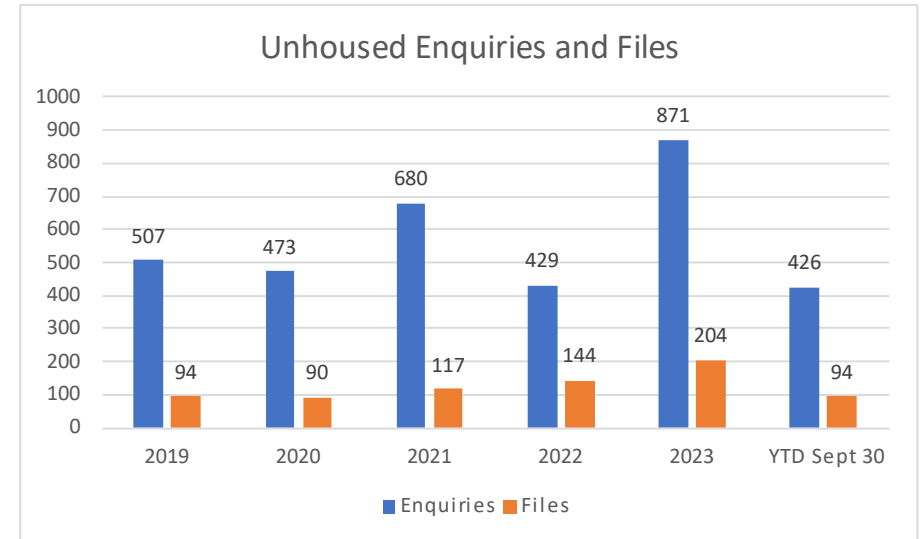
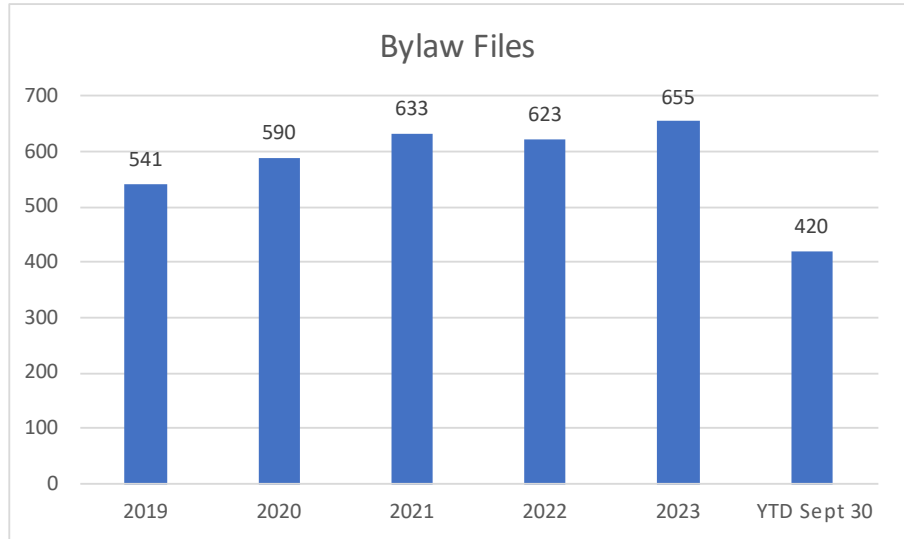
- 3 First Aid Incidents
- 6 Incident Investigations
- 2/4 Worksite safety inspections completed
- 3 WSBC Claims

BYLAW SERVICES / BUSINESS LICENSING

	2024 Financial Plan (\$)	2024 Unaudited Actual (\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Bylaw & Business Licenses	631,600	469,648	666,300	34,700	5%



BYLAW SERVICES / BUSINESS LICENSING



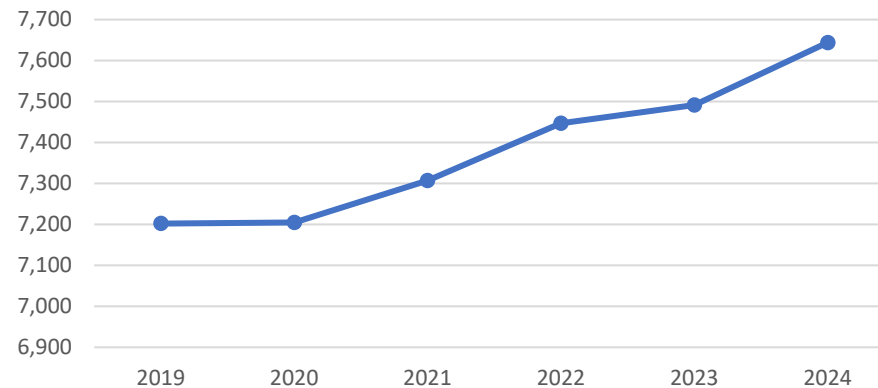
FINANCE

	2024 Financial Plan (\$)	2024 Unaudited Actual (\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Administration					
Finance	1,879,000	1,338,803	1,885,600	6,600	0%

FOCUS:

- *Implementation of new financial statement software*
- *Asset management program to long term financial plan*
- *Enhancing budget process and reporting*
- *Moving paperless and more electronic transactions*

ACTIVE FOLIO COUNT



ADMINISTRATION MINOR CAPITAL PROJECTS

		2025 Funding	2024	2025	2026	2027	2028	2029
Administration								
	Executive							
	Strategic Planning	gen rev	22,000	2,000	2,000	50,000	2,000	2,000
	Website redesign	cfwd	22,500	15,000	-	-	20,000	
	Records Management Overview	Capital Reserve	25,000	25,000	-	-	-	-
	HR-OHS Ergonomics Program		4,100	-	-	-	-	-
	Banners & Facilities Signage / Branding	cfwd	13,500	20,000	-	-	-	-
	Council Laptop Replacement		-	-	25,000	-	-	-
	Community Safety Contingency	cfwd	50,000	50,000	50,000	50,000	50,000	50,000
	CPTED Implementation (from 2023 studies)		50,000	-	-	-	-	-
	Collective Bargaining				50,000			
	Subtotal - Executive		187,100	112,000	127,000	100,000	72,000	52,000

ADMINISTRATION MINOR CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
<u>Finance / Common Services</u>							
Asset Management Program	cfwd	144,000	143,000				
Caseware Financial Software		15,000					
Actuarial Review	gen rev		8,000				
Subtotal - Finance / Common Services		159,000	151,000	-	-	-	-

ADMINISTRATION MINOR CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
<u>Provincially Legislated Items</u>							
Accessibility Plan & Implementation - PCTC Doors		20,000	-	-	-	-	-
Next Gen 911 Implementation	grant / cfwd	45,000	45,000				
EDMA Indigenous Engagement	cfwd	40,000	40,000				
LGCAP Reporting Software		5,000					
New Provincial Housing Legislation Costs		-					
Housing Plan / OCP Update for Housing Only	cfwd	50,000	80,000	-	-	-	-
DCC / Amenity Bylaws	cfwd	50,000	100,000				
Other	cfwd	15,000					
OCP Full Update	gen rev / cfwd	50,000	50,000	200,000			
Subtotal - Provincially Legislated Items		275,000	315,000	200,000	-	-	-

ADMINISTRATION MINOR CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
Special Projects							
City Hosted Event - Canada Day	gen rev	30,000	55,000	56,700	58,400	60,200	62,000
City Hosted Event - Christmas	gen rev	10,000	12,500	12,900	13,300	13,700	14,100
City Hosted Event - PDBA @ Memorial		14,500					
City Hosted Event - Other	gen rev	2,500	4,000	4,100	4,200	4,300	4,400
Ads for City Hosted Events		2,000					
Staff Support for City Hosted Events	gen rev	24,000	5,000	5,200	5,400	5,600	5,800
Drinking Water Master Plan	GCF	500,000	430,000	250,000	-	-	-
Oceanside Track contribution#2		500,000	-	-	-	-	-
It's Your City Open House	gen rev		35,000		37,100		39,400
		-	-	-	-	-	-
Subtotal - Special Projects		\$ 1,083,000	\$ 541,500	\$ 328,900	\$ 118,400	\$ 83,800	\$ 125,700

ADMINISTRATION CAPITAL PROJECTS

		2025 Funding	2024	2025	2026	2027	2028	2029
			-	-	-	-	-	-
	PDBA Lighting Project	GCF	-	100,000	100,000	100,000	-	-
	Strategic Infrastructure Purchase	Cap Res. / Land Sale Res.	-	2,200,000	-	-	-	-
Total Admin Capital			\$ -	\$ 2,300,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Admin Source of Funds								
	General Capital Reserve		-	1,450,000	-	-	-	-
	Land Sale Reserve		-	750,000	-	-	-	-
	Growing Communities Fund		-	100,000	100,000	100,000	-	-
Total Admin Source of Funds			\$ -	\$ 2,300,000	\$ 100,000	\$ 100,000	\$ -	\$ -

INFORMATION TECHNOLOGY

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Information Technology					
Operations	1,123,800	856,875	1,260,000	136,200	12.1%
Minor Capital	153,500	-	165,500		
Capital	-	-	180,000		

No. of Devices	
8	Total iPads
48	Total Laptops
124	Total PCs
14	Total Fire Tablets
194	Total Devices

2025 Workplan:

- Upgrade all servers at PCTC
- Migrate data to SharePoint
- Move Tree plotter data to ArcGIS online
- Next Gen 911 implementation

2024:

- Implemented MDR system
- Forum AV equipment upgraded
- Upgraded 3 physical host servers at ERWS
- 500+ helpdesk tickets supported
- All user files moved to OneDrive
- Upgrades completed for 30 workstations
- GIS Server upgraded to newest version
- GIS Re-built external and internal maps in Experience Builder

IT MINOR CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
Software Operations & Maintenance Contingency	cfwd / gen rev	30,000	30,000	30,000	30,000	30,000	30,000
Cyber security audit recommendations- various	CFWD	34,000	34,000	25,000			25,000
Cyber security audit recommendations- Network Intrusion Detection System		25,000					
Upgrade GP Financial Software (every 2 years)	cfwd / gen rev		15,000		15,000		15,000
Postage machine - Common Services		5,000					5,000
Aerial/Ortho Photos	gen rev		25,000		25,000		25,000
Meeting rooms equipment upgrade						18,000	
Core Switch redundancy						7,000	
Business Process Assessment				20,000		-	
Network Switches	cfwd	20,000	20,000		40,000	-	-
Photocopiers	gen rev	9,500	26,500	3,500		-	19,500
Back Up Systems	gen rev	-	15,000			-	-
Firewall replacement		30,000			30,000		
Radio Antennas, Upgrades & Technology Improvements				15,000	-	-	-
Total IT Minor Capital		\$ 153,500	\$ 165,500	\$ 93,500	\$ 140,000	\$ 55,000	\$ 119,500

IT CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
Server Replacement	cfwd/gen rev	-	150,000	30,000	20,000	30,000	20,000
Server Room UPS Replacement	gen rev		30,000				
Engineering plotter/scanner replacement		-	-	-	25,000	-	-
Total IT Capital		\$ -	\$ 180,000	\$ 30,000	\$ 45,000	\$ 30,000	\$ 20,000
IT Source of Funds							
Operations		-	110,000	30,000	45,000	30,000	20,000
Carry Forward Reserve / Unrestricted Surplus		-	70,000	-	-	-	-
Total IT Source of Funds		\$ -	\$ 180,000	\$ 30,000	\$ 45,000	\$ 30,000	\$ 20,000

FIRE RESCUE

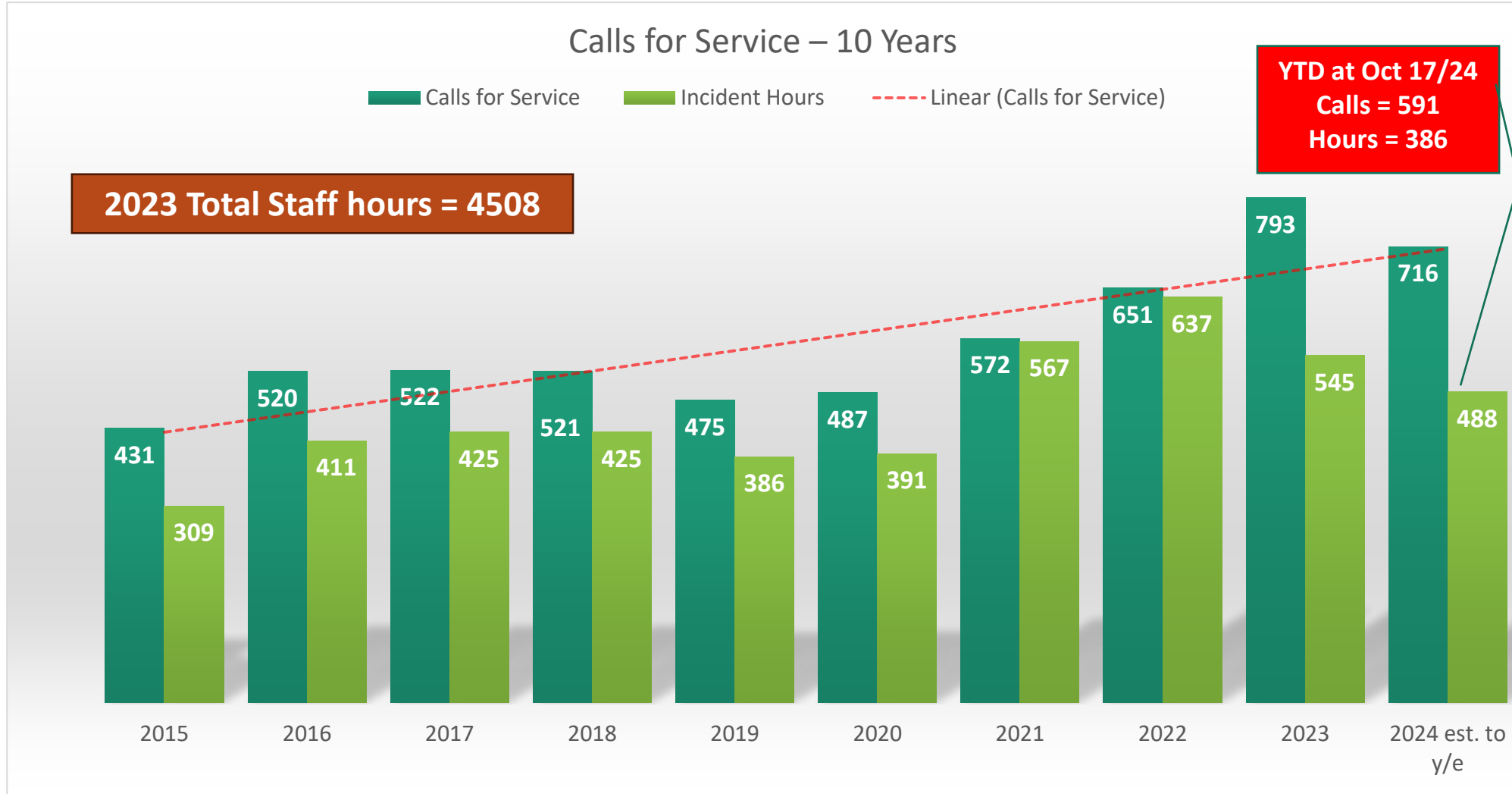
	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Fire Department					
Operations	2,389,300	1,412,794	2,468,100	78,800	3.3%
Minor Capital	54,500	-	-		
Capital	2,660,000	-	5,229,300		

- 8 paid staff (3 Chief Officers, 4 FRST's, 1 Admin)
- 44 is target volunteer on-call complement – currently 43
- Population = calls / incidents increasing (22% increase in calls in 2023 over 2022)
- Demands on Volunteers ever increasing
- Firehall renovation project (removal/demo of houses complete; initial project management for scope, needs assessment and order of magnitude cost projections received)



Consider contributing to Protective Services reserve for replacement of major apparatus

Fire Rescue – Operations (Incident Responses)



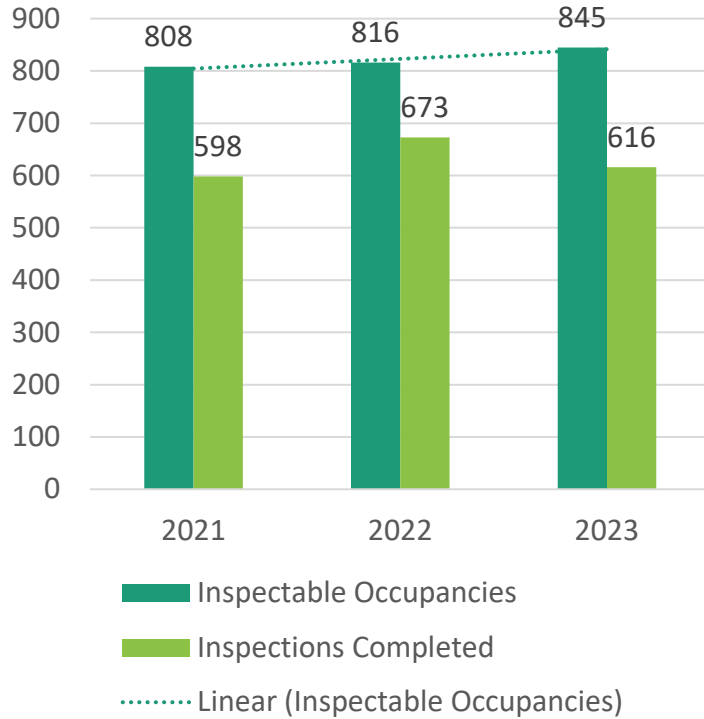
	2023
Calls for Service	793
Change (+ / -)	+ 142
Percentage Increase	22%

10-year Avg.	
Calls for Service	569
Change (+ / -)	+ 32
Percentage Increase	7%

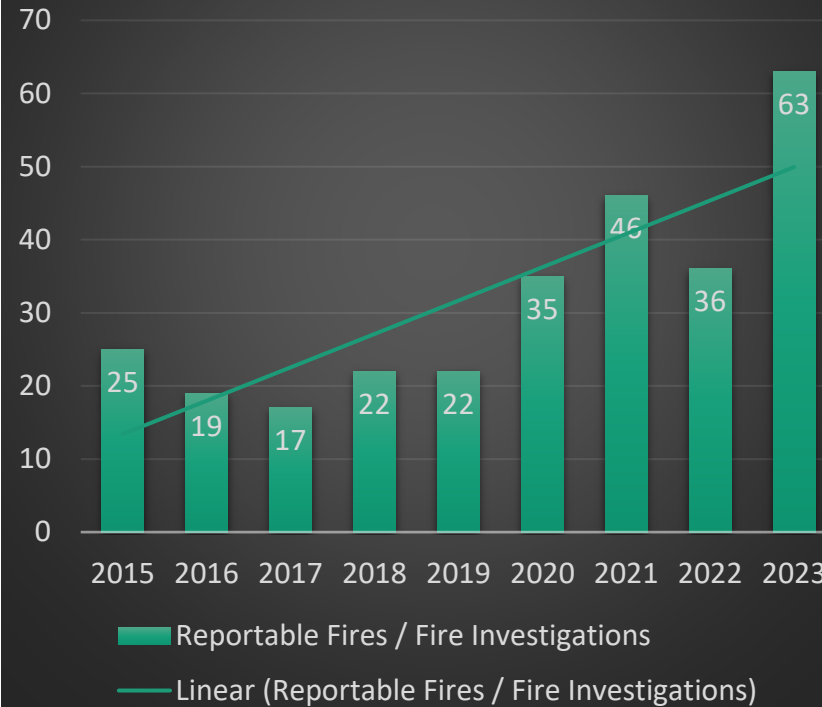


Fire Rescue Services – Fire Prevention

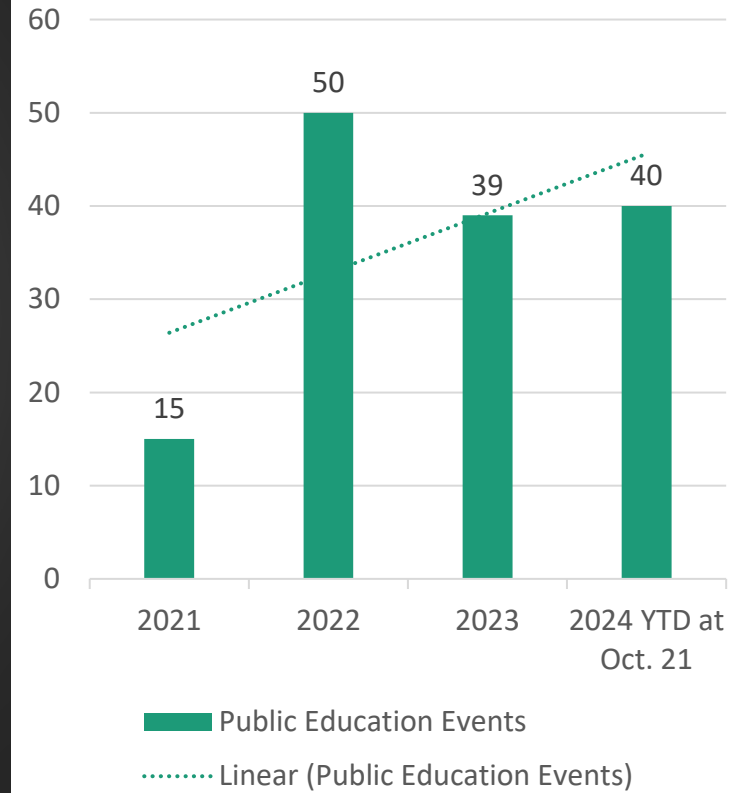
Fire Prevention Fire and Life Safety Inspections



Fire Prevention Reportable Fires / Fire Investigations



Fire Prevention Public Education Events

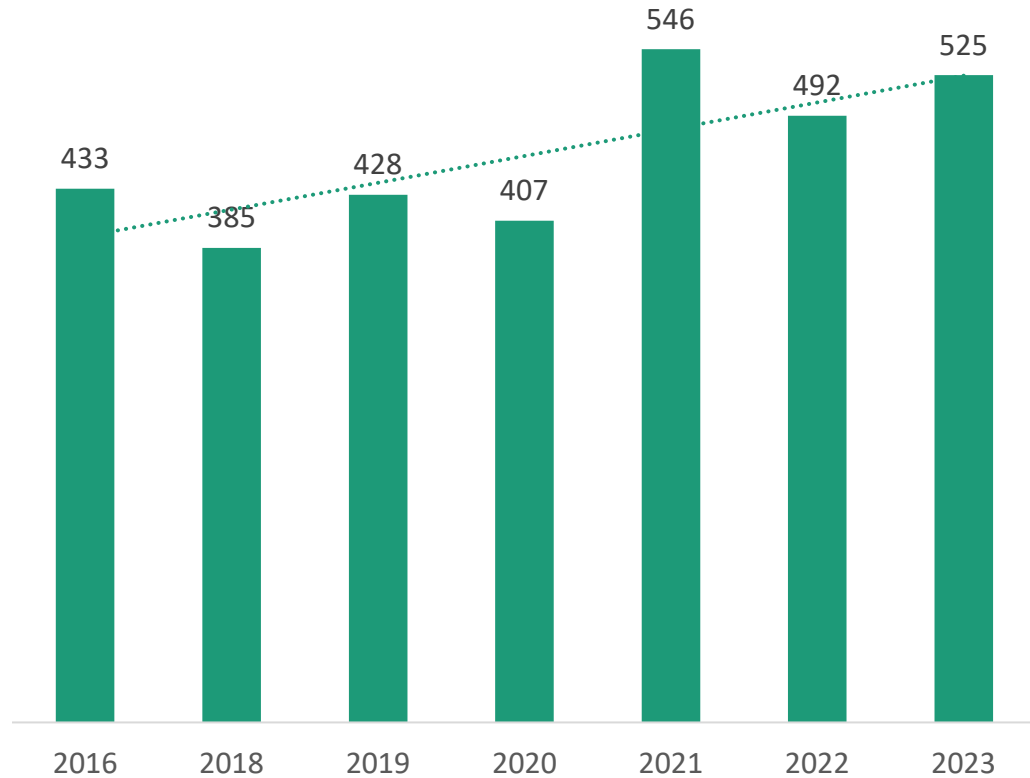




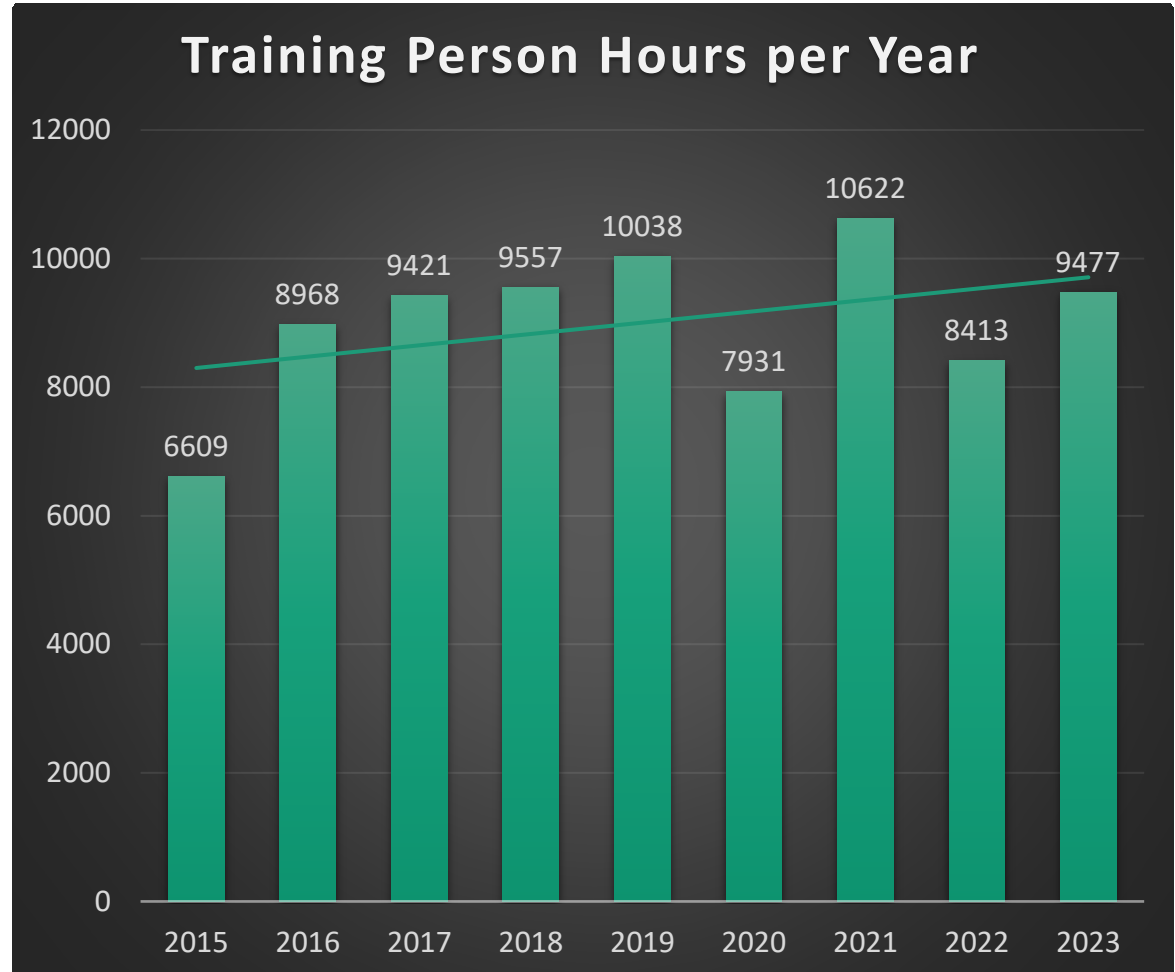
Fire Rescue Services – Training

Training Sessions per Year

■ Training Sessions per Year Linear (Training Sessions per Year)



Training Person Hours per Year



FIRE RESCUE – CAPITAL

Fire Station Project



FIRE DEPARTMENT



2024/25 - Firehall
Addition/renovation
\$2.7M in Financial Plan 2024
\$2.5M in Financial Plan 2025

2026 - Special Ops/support cube van - \$200k
2027 –Tanker truck and tank - \$600k



FIRE RESCUE - CAPITAL

	2025 Funding	2024	2025	2026	2027	2028	2029
Replace C 41 (pickup)		-	-	-	-	65,000	-
Replace C-42 (pickup)		-	-	-	-	65,000	-
Replace C-43 (pickup)		-	-	-	-	65,000	-
Equip pickups with lights, canopy etc.						90,000	
C-44 (new utility vehicle)		-	-	-	-	95,000	-
Special Ops/Support Cube Van	gen rev	-		200,000	-	-	-
Tanker Truck & Tank (Tender 47)		-	-	-	750,000	-	-
Replace E-41 (2034)		-	-	-	-	-	-
Replace E-42 (2031)		-	-	-	-	-	1,250,000
Addition to Fire Hall	LSR, GCF, Gas	2,660,000	5,119,300	-	-	-	-
Turnout Gear Cleaning apparatus	gen rev	-	50,000	-	-	-	-
Auto Extrication/Rescue Tools	gen rev	-	60,000	-	-	-	-
Total Fire Department Capital		\$ 2,660,000	\$ 5,229,300	\$ 200,000	\$ 750,000	\$ 380,000	\$ 1,250,000
Fire Department Source of Funds							
Operations		-	110,000	200,000	525,000	380,000	875,000
Carry Forward Reserve / Unrestricted Surplus		-	1,900,000	-	225,000	-	375,000
Land Sale Reserve		160,000	260,000	-	-	-	-
Canada Community Building Fund (Gas Tax)		1,750,000	2,209,300	-	-	-	-
Growing Communities Fund		750,000	750,000	-	-	-	-
Total Fire Department Source of Funds		\$ 2,660,000	\$ 5,229,300	\$ 200,000	\$ 750,000	\$ 380,000	\$ 1,250,000

FIRE RESCUE – Capital

- PPE Cleaning

- \$20,000 budgeted
- Anticipate purchasing two (2) extractors for PPE cleaning



Example: The Extractor 22 (EW22G) is a soft-mounted turnout gear washer programmed to meet NFPA 1851 compliance, making firefighter PPE safer and last longer.

- Extrication / Rescue Tools

- \$60,000 budgeted
- Anticipate purchasing additional battery-operated equipment.



FIRE RESCUE – Grant Applications

- **Volunteer and Composite Training and Equipment (UBCM)**
 - **\$40,000** applied for

Equipment decontamination is the subject of the application.



- **FireSmart (UBCM)**
 - **\$76,250** applied for.
 - Two main areas:
 - Community Wildfire Resiliency Plan
 - Public Education



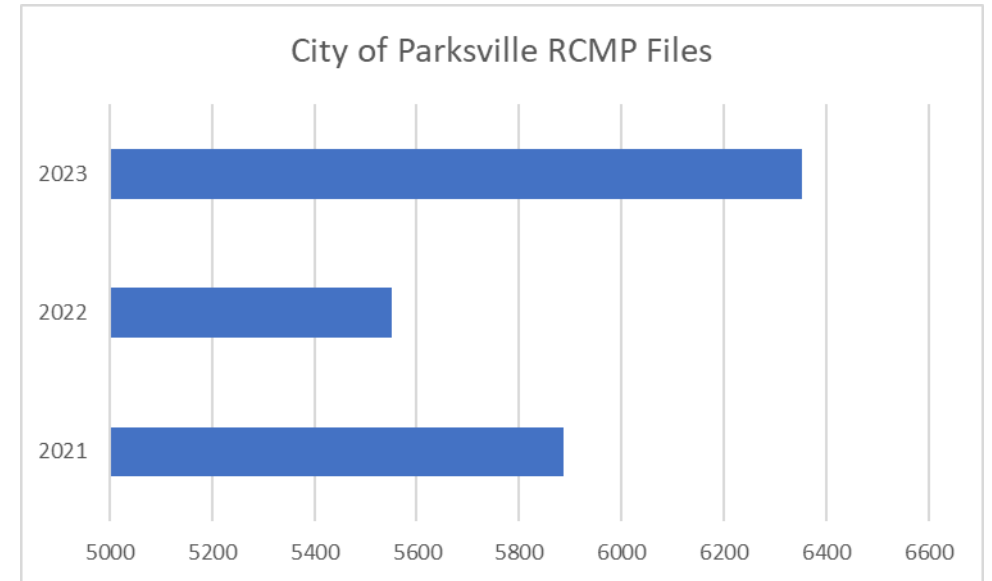
POLICING

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Police - RCMP					
Operations	3,669,700	1,760,916	3,883,600	213,900	5.8%

- 18 officers allocated to City of Parksville as part of regional service structure
- 2028 reflects 19 Officers (typically +1 every 4 years)
- 15,000 population estimated in 2026 to 2028 – increase from 70% to 90% share of costs (~\$1.5M increase)
- 4 civilian staff (transitioned from Public Sector employees within RCMP contract after retirements)
-



Consider increasing Protective Services Reserve contributions to accumulate surplus policing funds to lessen impact of transition after 15,000 population (90% costs) AND provision of facility space for detachment (date TBD).



ENGINEERING

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Engineering					
Operations	912,900	614,301	914,900	2,000	0.2%
Minor Capital	278,000	95,358	212,500		



ENGINEERING

	2025 Funding	2024	2025	2026	2027	2028	2029
Traffic Safety Improvements	cfwd / gen rev	25,000	25,000	25,000	25,000	25,000	25,000
Transportation Master Plan	CCBF	87,100	37,500				-
Storm Master Plan		95,900					-
Drainage Video Assessment Program	gen rev	50,000	50,000	50,000	50,000	50,000	50,000
Brownfield Ph1&2 Assessment		20,000					
Works Adjacent to Development / Construction	cfwd / gen rev		100,000	100,000	100,000	100,000	100,000
Total Engineering		\$ 278,000	\$ 212,500	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
Engineering Source of Funds							
Operations		50,000	123,300	75,000	75,000	75,000	75,000
Carry Forward Reserve / Unrestricted Surplus		140,900	51,700	100,000	100,000	100,000	100,000
Canada Community Building Fund (Gas Tax)		87,100	37,500	-	-	-	-
Total Engineering Source of Funds		\$ 278,000	\$ 212,500	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000



EMERGENCY PROGRAM

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Emergency Program					
Operations	250,500	150,630	259,400	8,900	3.6%
Minor Capital	82,400	-	34,500		
Capital	150,000	-	-		



EMERGENCY PROGRAM

In 2024, City of Parksville staff:

- Activated multiple cold emergency and heat emergency responses.
- Attended 284 hours of emergency management training.
- Facilitated 5 public preparedness education presentations.
- Distributed approximately 100 emergency preparedness information packages.
- Received \$59,000 in grant funding for City of Parksville/Town of Qualicum Beach EOC training and supplies.
- Collaborated with Town of Qualicum Beach to secure \$60,000 grant funding to be managed by TQB for Emergency Support Services training and equipment.
- Collaborated with the Regional District of Nanaimo to secure \$88,000 grant funding to be managed by RDN for Evacuation Route Planning in the City of Parksville, Town of Qualicum Beach and Electoral Area G.
- **Delivered a full-day emergency preparedness event attended by hundreds of members of the public. The event consisted of information booths from 30 local emergency management partners, presentations from 6 Emergency Management subject matter experts, a hands-on display of emergency service resources, and an earthquake simulator.**

EMERGENCY PROGRAM



In 2024, Emergency Management Oceanside :

- Comprises 20 Emergency Support Services (ESS) volunteers.
- Comprises 14 Emergency Communications Team (ECT) volunteers.
- ESS volunteers attended approximately 800 hours of training, meetings and workshops.
- ECT volunteers attended approximately 1500 hours of training, meetings and workshops.
- ECT volunteers also provided hundreds of hours of equipment maintenance.
- Transitioned to the provincial digital Evacuee Registration Assistance system for reception centre setups and level 1 emergency response calls.
- Provided ESS resources to 18 people.
- Saw fewer ESS activations than 2023, with structure fires being the most common callout incident.

EMERGENCY PROGRAM –MINOR / CAPITAL

	2025 Funding	2024	2025	2026	2027	2028	2029
EOC training program (UBCM grant funded)		23,400					
EMO - training and equipment	Grant	59,000	34,500				
Total Emergency Program		\$ 82,400	\$ 34,500	\$ -	\$ -	\$ -	\$ -
Emergency Program Source of Funds							
Grants		82,400	34,500	-	-	-	-
Emergency Program Source of Funds		\$ 82,400	\$ 34,500	\$ -	\$ -	\$ -	\$ -

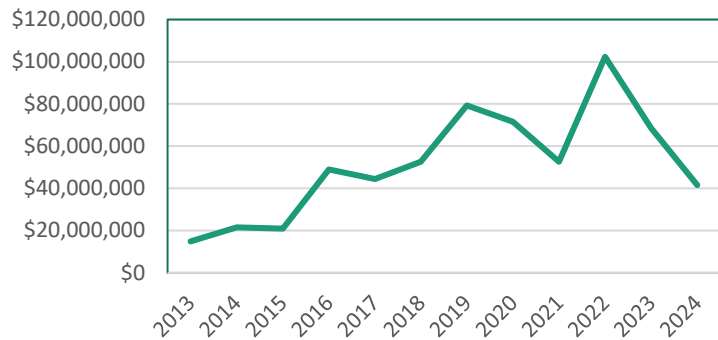


	2025 Funding	2024	2025	2026	2027	2028	2029
Replace PCTC / Jensen Centre Radio Towers		150,000	-	-	-	-	-
Total Emergency Program Capital		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Emergency Program Source of Funds							
Carry Forward Reserve / Unrestricted Surplus		20,000	-	-	-	-	-
Growing Communities Fund		130,000	-	-	-	-	-
Total Emergency Program Source of Funds		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -

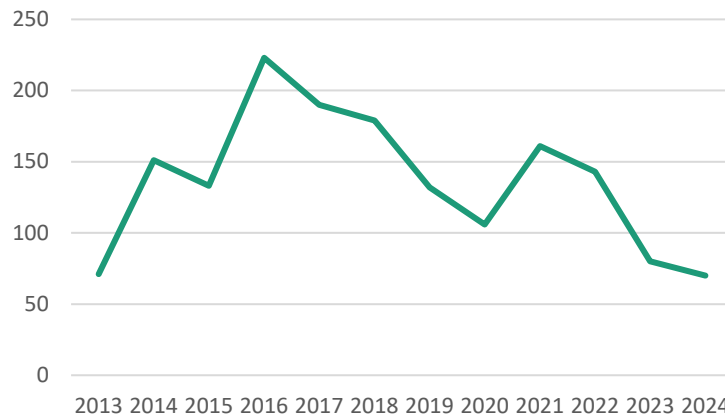
COMMUNITY PLANNING AND BUILDING

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Community Development					
Planning	495,400	396,351	510,600	15,200	3.1%
Building Inspection	353,400	255,266	360,500	7,100	2.0%

Value



Permits

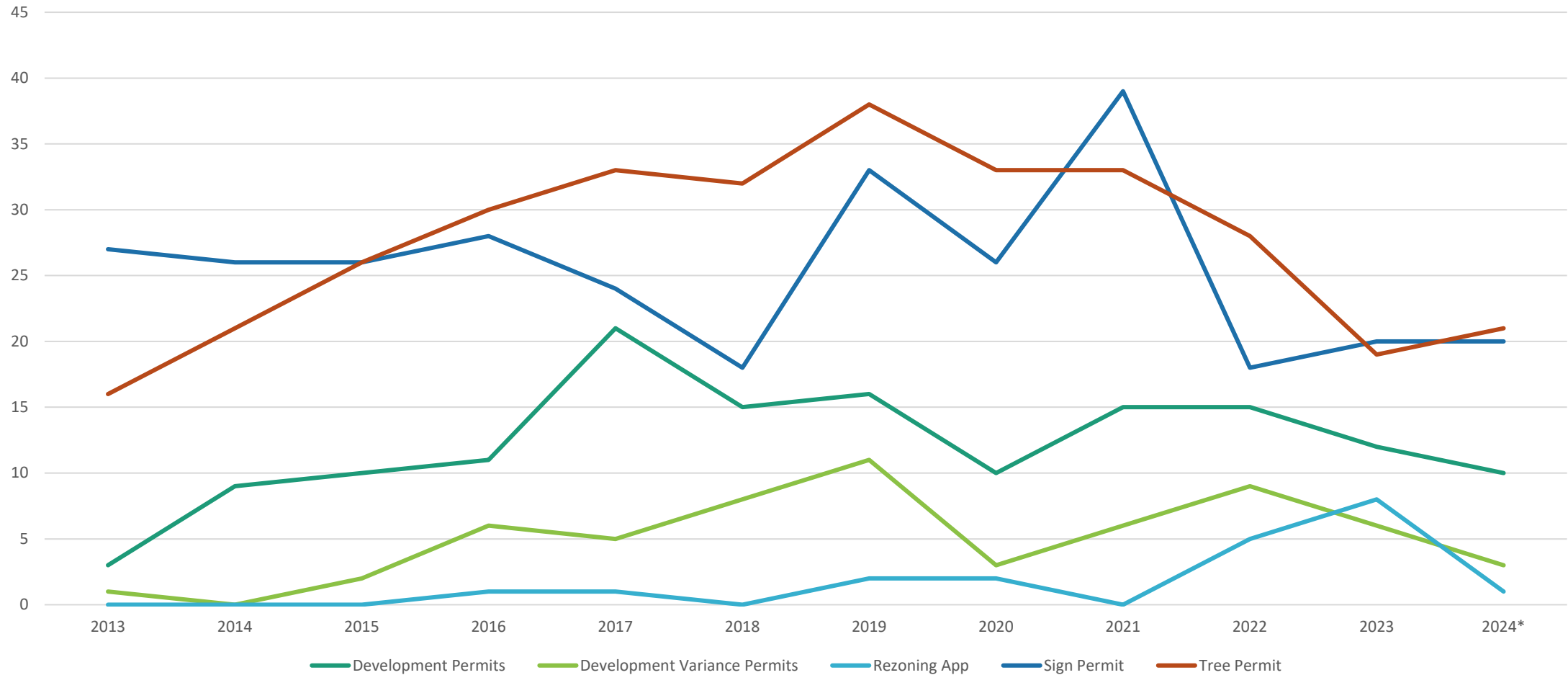


Units

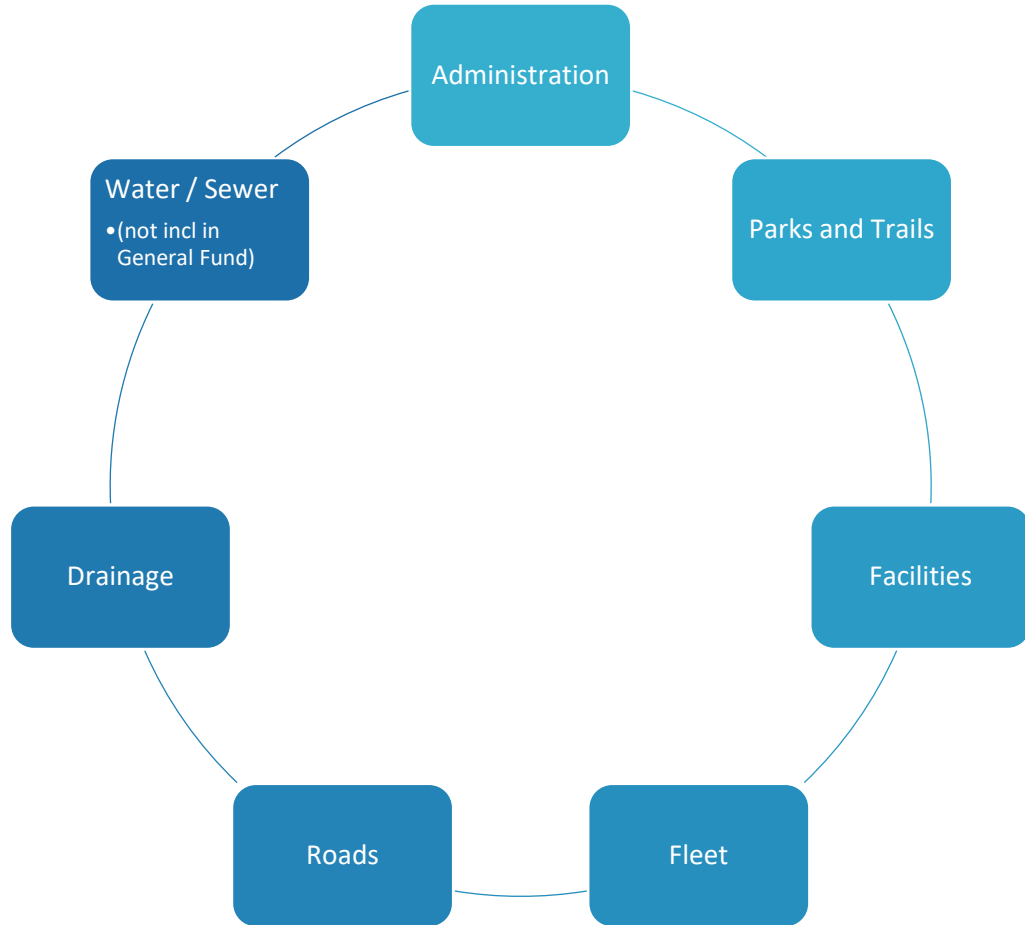


COMMUNITY PLANNING AND BUILDING

Planning Applications

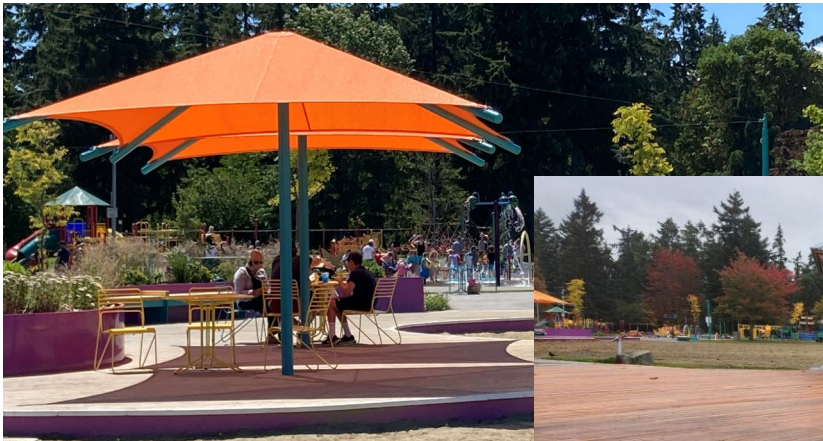


OPERATIONS



PARKS AND TRAILS

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Parks & Trails					
Operations	2,139,300		2,201,400	62,100	2.9%
Minor Capital	282,500	-	342,300		
Capital	1,045,000	-	1,752,000		



Significant projects for 2024:

- Community Park Capital Projects - Lighting
- Boardwalk Renewal – Phase 1
- Springwood Park Dugouts Updated
- Community Park Security Cameras

PARKS AND TRAILS – MINOR CAPITAL



PARKS AND TRAILS – MINOR CAPITAL

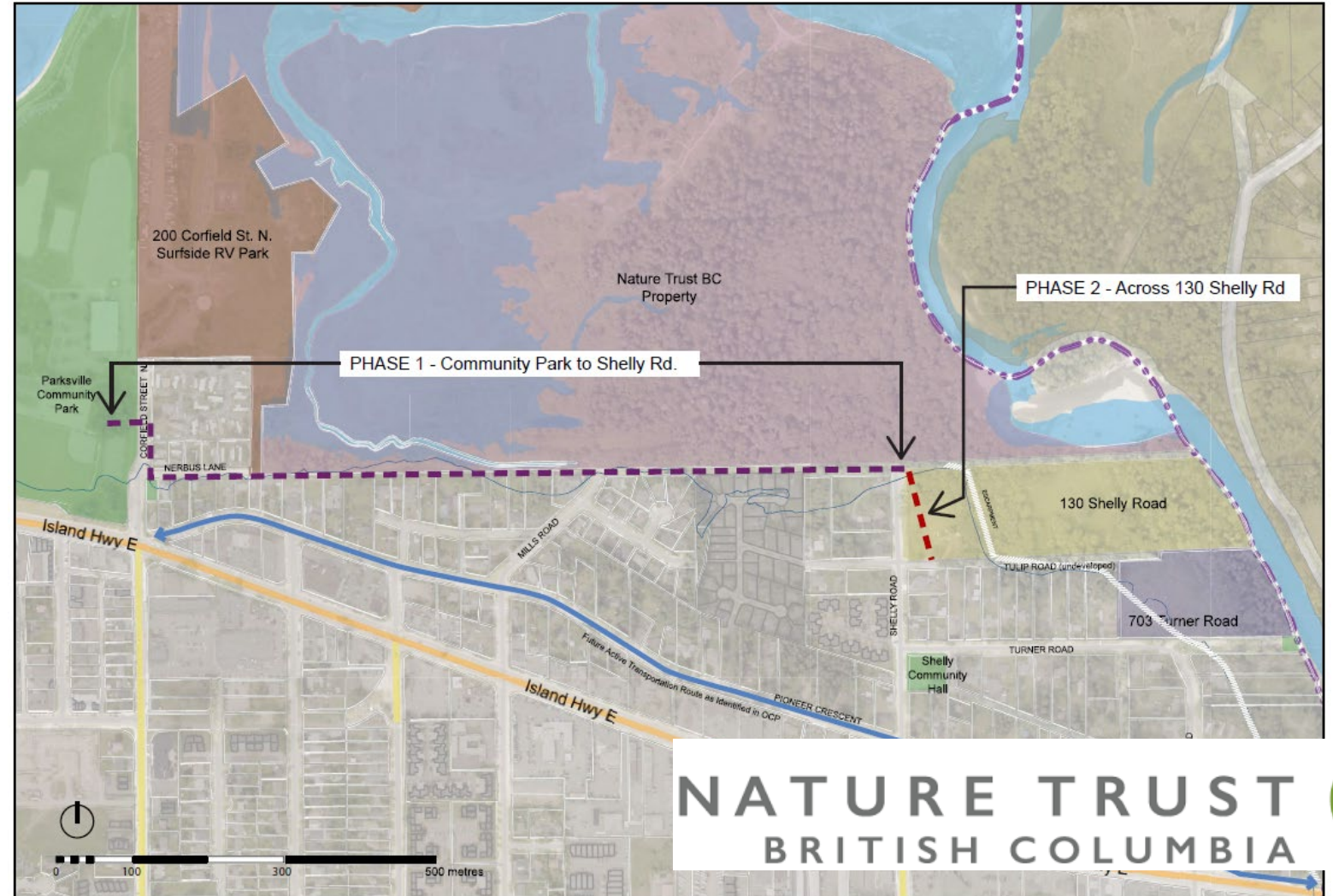
	2025 Funding	2024	2025	2026	2027	2028	2029
Replace Playground Equipment	gen rev	50,000	50,000	50,000	50,000	50,000	50,000
Urban Forest Strategy Implementation	LGCAP C/fwd		30,000	30,000		-	-
Springwood Pk buildings, minor capital maint	gen rev	15,000			15,000	-	-
Foster and Springwood Park Washroom Accessibility	cfwd / gen rev		55,000				
Sportsfields & Facilities needs assessment	gen rev		100,000			-	-
Wetlands/ Ecologically Sensitive Areas Management Plans	C/fwd /Grant	145,700	60,000				
Community Park Master Plan Review	gen rev					150,000	-
Springwood Park Tennis Courts - Refurbishment	gen rev			100,000		-	-
Parks & Trails Master Plan	Gas Tax				150,000	-	-
Deconstruct Railway water tower (from Ops)	C/fwd	17,300	17,300				
Boardwalk Minor Repair Contingency	gen rev	30,000	30,000	30,000	30,000	30,000	30,000
Parks Contingency	cfwd	24,500					
Total Parks & Trails Minor Capital		\$ 282,500	\$ 342,300	\$ 210,000	\$ 245,000	\$ 230,000	\$ 80,000
Parks & Trails Source of Funds							
Operations		149,600	226,000	150,000	65,000	200,000	50,000
Grants		60,000	-	-	-	-	-
Carry Forward Reserve / Unrestricted Surplus		72,900	116,300	60,000	30,000	30,000	30,000
Canada Community Building Fund (Gas Tax)		-		-	150,000	-	-
Total Parks & Trails Source of Funds		\$ 282,500	\$ 342,300	\$ 210,000	\$ 245,000	\$ 230,000	\$ 80,000

PARKSVILLE PATHWAY PROJECT- Conceptual

Previous City owned property on Shelly Road sold to Nature Trust of BC

In Financial Plan:

- Contribution to Parks Reserve = proceeds from sale \$740k in 2024
- Design/construction of trail
- (funded 75% DCC's, balance Reserves – no PT impact)

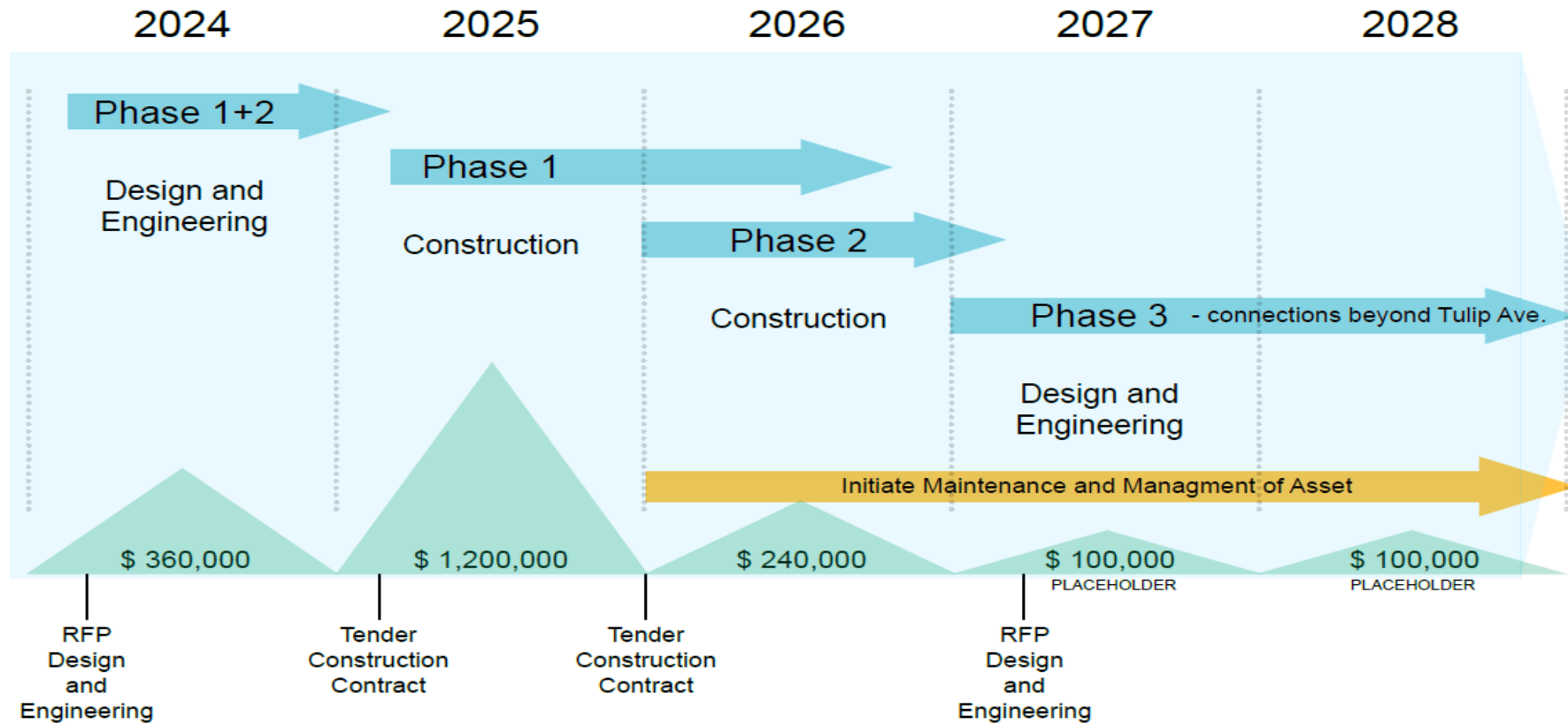


PARKSVILLE PATHWAY PROJECT

PHASE 1 - Community Park to Shelly Road

PHASE 2 - Across 130 Shelly Road Property to Tulip Avenue

PHASE 3 - Beyond Tulip Avenue with Pedestrian Connections to Pioneer Crescent and Island Highway East



PARKS AND TRAILS – CAPITAL

		2025 Funding	2024	2025	2026	2027	2028	2029
<u>Parks & Recreation</u>								
	Community Park Projects							
	Washrooms		100,000	-	-	-	-	-
	Sports Courts	cfwd	50,000	50,000	-	-	-	-
	CP Access/safety/multiuse upgrades	cfwd	200,000	78,000				
	Gathering Place		100,000	-	-	-	-	-
	Beachfest Relocation Design	GCF	5,000	5,000				
	Boardwalk Renewal	gen rev	50,000	50,000	50,000	50,000	50,000	50,000
	Maple Glenn Trail Resurface		20,000					
	Shelly Rd Ctr Playground	cfwd / donation		100,000				
	Springwood park							
	Field Lighting		-				100,000	400,000
	Dugouts		85,000					
	Foster Park Rental Heat Pump	ops		15,000				
	Beach Hut Roof Replacement	ops		50,000				
	Subtotal Parks & Recreation		610,000	348,000	50,000	50,000	150,000	450,000
<u>Parkland Open Spaces</u>								
	Land Acquisition		50,000	-	-	-	-	-
	Parkville Pathway Project	cfwd / parks res / dcc	360,000	1,379,000	240,000	100,000	100,000	-
	Trail Development	dcc	25,000	25,000	25,000	25,000	25,000	25,000
	Subtotal Parkland Open Spaces		435,000	1,404,000	265,000	125,000	125,000	25,000
	Total Parks & Trails		\$ 1,045,000	\$ 1,752,000	\$ 315,000	\$ 175,000	\$ 275,000	\$ 475,000

PARKS AND TRAILS – CAPITAL FUNDING

Parks & Trails Source of Funds								
Operations		50,000	115,000	50,000	50,000	150,000	450,000	
COVID / Future Expenditures		-	8,000	-	-	-	-	
General Capital Reserve		91,500	-	-	-	-	-	
Carry Forward Reserve / Unrestricted Surplus		472,850	293,150	-	-	-	-	
Growing Communities Fund		5,000	5,000	-	-	-	-	
DCC		340,650	1,091,750	202,350	98,750	98,750	25,000	
Parks Reserve		85,000	239,100	62,650	26,250	26,250		
Total Parks & Trails Source of Funds		\$ 1,045,000	\$ 1,752,000	\$ 315,000	\$ 175,000	\$ 275,000	\$ 475,000	

BUILDINGS and FACILITIES

- Constructed new salt shed at operations yard
- Railings and glass replaced at PCTC
- Fire Safety Plans for 3 buildings at operations
- Completed washroom accessibility buttons at PCTC
- Painted 5 offices at PCTC
- Installed new door and fob reader in engineering



BUILDINGS and FACILITIES

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Facilities					
Operations	725,800		977,000	251,200	34.6%
Minor Capital	814,500	-	418,100		
Capital	85,000	-	298,800		



FACILITIES – MINOR CAPITAL

	2025 Funding	2024	2025	2026	2027	2028	2029
PCTC (JV Shared)							
Roof replacement		255,500			-	-	-
Elevator upgrade	Cfwd / gen rev	55,200	57,100		-	-	-
Structural engineering assessment			-	-	-	-	30,300
Paint exterior				-	-	109,800	-
Replace Flooring/carpets				81,300	81,300	-	-
Road/Parking Lot Maintenance		10,300			-	-	65,900
HVAC computer controls		69,000	-				
PCTC Forum Upgrade		125,000					
Stairway Railing Replacement		34,500					
Replace Wooden Posts / Trellis Around Exterior					175,800		
PCTC (City Only)							
Painting Interior - City	cwfd	25,000	50,000			-	-
Subtotal PCTC		\$ 574,500	\$ 107,100	\$ 81,300	\$ 257,100	\$ 109,800	\$ 96,200

FACILITIES – MINOR CAPITAL

		2025 Funding	2024	2025	2026	2027	2028	2029
Other Facilities								
Shelly Road Centre								
	Structural assessment		25,000				-	-
	Renovations/structural upgrades	gen rev		60,000			-	-
Jensen Centre								
	Outer walls painting	gen rev		30,000			-	-
	Roof Repairs as per Report	gen rev		10,000				
	A/V Equipment		75,000					
PW building, Yard, & Other								
	CPTED-Crime Prevention Through Environmental Design	cfwd		24,000	24,000	24,000	24,000	24,000
	Yard Environmental Assessment	cfwd	20,000	20,000			-	-
	Yard Space Assessment	C/fwd	30,000	30,000			-	-
	Building roof assessment & Repairs	gen rev	25,000	87,000				
	Contingency	cfwd	50,000	50,000	50,000	50,000	50,000	50,000
	Facilities Signage		15,000	-				
Curling Club								
Subtotal Other Facilities				\$ 240,000	\$ 311,000	\$ 74,000	\$ 74,000	\$ 74,000

FACILITIES – CAPITAL

		2025 Funding	2024	2025	2026	2027	2028	2029
Facilities								
	Facilities Van		85,000	-	-	-	-	-
	Jensen Centre Roof Replacement						335,000	-
	Jensen Centre Window Replacement							
	Jensen Centre HVAC Replacement						50,000	
	PW A HVAC Replacement				100,000			
	PW A Roof Replacement				30,000		80,000	
PCTC (Shared)								
	Refurbish RTU's & Controls (3).	cfwd / gen rev	-	298,800	-	-	-	-
	Roof Safety Railings / Tie-Offs		-	-	87,900	-	-	-
			-	-	-	-	-	-
	Total Facilities Capital		\$ 85,000	\$ 298,800	\$ 217,900	\$ -	\$ 465,000	\$ -
Facilities Source of Funds								
	Operations		-	-	217,900	-	465,000	-
	Grants		-	-	-	-	-	-
	Donations		-	-	-	-	-	-
	COVID / Future Expenditures		-	-	-	-	-	-
	General Capital Reserve		-	229,800	-	-	-	-
	Carry Forward Reserve / Unrestricted Surplus		85,000	69,000	-	-	-	-
	Total Facilities Source of Funds		\$ 85,000	\$ 298,800	\$ 217,900	\$ -	\$ 465,000	\$ -

OPERATIONS – “PUBLIC WORKS”

ADMIN, FLEET, ROADS, AND STORM SEWER

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Operations, Roads, & Drainage					
Operations	2,216,300		2,400,800	184,500	8.3%
Minor Capital	440,000	-	136,800	(303,200)	-68.9%
Capital	4,450,000	-	3,934,800	(515,200)	-11.6%



ROADS & FLEET



REQUESTS FOR SERVICE 2024

• Roads and Drainage	460
• Buildings and Facilities	243
• Parks	405
• Utilities	192
• Call Outs	<u>125</u>
• TOTAL	1,425



SIDEWALK INSPECTIONS - 2024



- 24 km of sidewalks inspected
- 2 of 3 zones completed (on a 3-year cycle)
- 223 Sidewalk corrective actions identified and completed including panel replacements, grinding and repairing trip hazards.

STORM and SANITARY FLUSHING PROGRAM



2024:

- 611 Catch basins cleaned and inspected
- 330 Sanitary lines flushed
- 264 Drainage Mains Flushed
- 3 Residential/Commercial storm installations

OPERATIONS MINOR CAPITAL PROJECTS

	2025 Funding	2024	2025	2026	2027	2028	2029
Minor Road Construction	cfwd / gen rev	40,000	40,000	40,000	40,000	40,000	40,000
Major crack Sealing/patching program	cfwd / gen rev	320,000	56,800	30,000	30,000	30,000	30,000
Sidewalk and Accessibility Improvements	cfwd	40,000	40,000	40,000	40,000	40,000	40,000
Works Adjacent to Development/Construction		40,000					
Total Operations, Roads, and Drainage Minor Capital		\$ 440,000	\$ 136,800	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
Operations, Roads, and Drainage Source of Funds							
Operations		122,000	65,900	-	-	-	-
Carry Forward Reserve / Unrestricted Surplus		28,000	70,900	110,000	110,000	110,000	110,000
Growing Communities Fund		290,000	-	-	-	-	-
Total Operations, Roads, and Drainage Source of Funds		\$ 440,000	\$ 136,800	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000

INFRASTRUCTURE PROJECTS

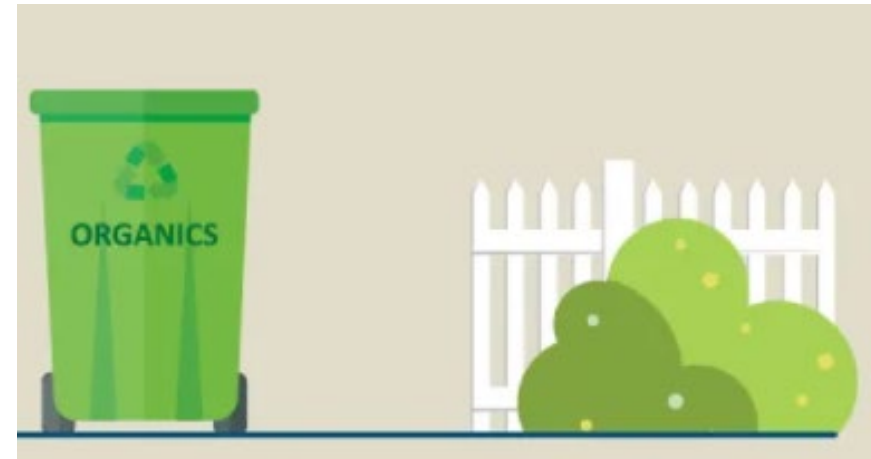
	2025 Funding	2024	2025	2026	2027	2028	2029
Operations							
Signal Replace/connectivity Hwy 19a Controllers (16' cfwd Works Adjacent to Development/Construction		75,000	75,000	75,000	75,000	75,000	75,000
		100,000					
Subtotal Operations		175,000	75,000	75,000	75,000	75,000	75,000
Roads & Storm Drainage Infrastructure Projects							
General Asphalt Overlays	cap res / gcf	1,100,000	684,800	500,000	500,000	500,000	500,000
Moss Ave - Roads		20,000	-	-	-	-	-
Moss Ave - Storm Drainage		90,000					
Salt Shed Replacement		400,000					
Operations Yard Wash Bay	Capital Reserve		386,000				
Other from Asset Management Plan	Capital Reserve	2,665,000	2,789,000	3,175,000	3,175,000	3,175,000	3,175,000
Subtotal Roads & Storm Drainage Infrastructure Projects		4,275,000	3,859,800	3,675,000	3,675,000	3,675,000	3,675,000



SOLID WASTE

	2024 Financial Plan (\$)	2024 Unaudited YTD(\$)	2025 Proposed Financial Plan (\$)	Increase (Decrease) from 2024 FP	
				\$	%
Solid Waste Collection					
Operations	900,200		918,700	18,500	2.1%

Finance employees administer RDN contract for Parksville including managing resident questions, semi-annual invoicing, and tracking new residences for cart delivery.



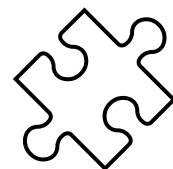
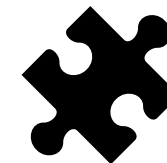
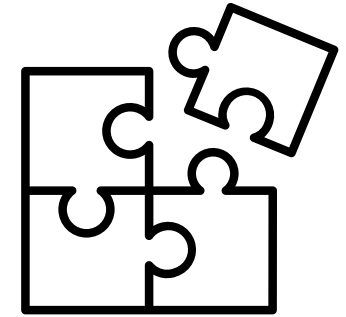
RESERVES AND OTHER TRANSFERS – NOV 4

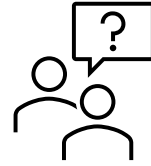


	2024 Amended Financial Plan	2025 Proposed Financial Plan	Incr(Decr) from 2024		2025 Ongoing	2025 Non- Recurring
			\$	%		
Transfers From Reserves						
Capital Reserves	4,027,000	5,379,800	1,352,800	34%		5,379,800
Carry Forward Reserve /Accum. Surplus	3,134,450	3,432,850	298,400	10%		3,432,850
Reserve for Future Expenditures/ Covid Restart Funds	380,000	8,000	(372,000)	-98%		8,000
Land Sale Reserve	160,000	1,010,000	850,000	531%		1,010,000
Parks Reserve	85,000	239,100	154,100	181%		239,100
Canada Community Building Fund Reserve	2,337,100	2,246,800	(90,300)	-4%		2,246,800
Growing Communities Fund	2,275,000	1,469,800	(805,200)	-35%		1,469,800
	12,398,550	13,786,350	1,387,800	11%	-	13,786,350
Transfers to Reserves						
Capital Reserve (0.5% PT incr)	(320,000)	(405,000)	(85,000)	27%	(405,000)	
Capital Reserve- Infrastructure Renewal	(3,675,000)	(3,675,000)	-	0%	(3,675,000)	
Protective Services Reserve	(1,534,000)	(68,000)	1,466,000	-96%	(68,000)	
Future Expenditures Reserves	(275,300)	(30,000)	245,300	-89%	(30,000)	
Canada Community Building Fund Reserve	(676,400)	(686,500)	(10,100)	1%	(686,500)	
Parks Reserve	(740,000)		740,000	-100%		
	(7,220,700)	(4,864,500)	2,356,200	-257%	(4,864,500)	-

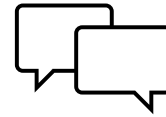
MORE INFORMATION TO COME

- Spending proposals for enhancements to current/core levels of service
- Council initiatives
- BC Assessment preview roll
- Core Financial Plans for General Fund - Operating and Capital
- RDN, AWS, ERWS Financial Plans





Questions from Council



Comments from the Public



Council deliberation/
discussion/
direction