



Town of Hinton
Special Meeting of Council
AGENDA
November 20, 2019 - 12:00 AM
Council Chambers, Hinton Government
Centre
2nd Floor, 131 Civic Centre Road
Hinton, Alberta

Page

ADOPTION OF AGENDA - CAPITAL BUDGET SCHEDULE

1. Special Meeting of Council Agenda - November 20, 2019

WELCOME

DEPARTMENT PRESENTATIONS

- 2 - 22
1. Capital Budget Process Overview

IN CAMERA

1. Financial (FOIP Section 25)

ADJOURNMENT



TOWN OF HINTON Administrative Report

DIRECTION REQUEST REQUEST FOR DECISION INFORMATION ITEM

DATE: Special Meeting of November 18 and 20, 2019

PRESENTED BY: Martin Taylor, Chief Administrative Officer

RE: **2020-2022 DRAFT OPERATING BUDGET AND 5-YEAR CAPITAL PLAN**

Recommended Action

That Committee direct Administration to bring the 2020-2022 Draft Operating Budget and the 5-year Capital Plan to the next Regular Meeting of Council for Approval.

Background

During the Budget preparations over the past two years, a focus has been placed on working to maintain current service levels with a tax increase to address items such as inflation, negotiated wage increases, and resource needs.

The three priority areas identified in the 2019 Operating and Capital Budget were:

- Maintain existing service levels
- Build reserve balances to meet the long-term needs; and
- Work on organizational efficiency and effectiveness

Throughout 2020, Administration has been working on strengthening the foundation of the Town, by increasing resources to support cross training between positions and service areas to maximize efficiencies and facilitate succession planning; by preparing for an update and replacement of old and out dated Policies and Bylaws; by documenting and implementing of a long-term asset management plan that supports the maintenance, replacement and appropriate investments (reserve funds).

Analysis

The recommended focus for 2020 remain much the same as 2019 as operational leadership is starting to stabilize. The 2020 Operating Budget requires a 12.44% municipal tax increase over the total taxation collected in 2019 (16.64% - 4.2%), which is required to meet resource needs and increased operational expenditures to address on going legal concerns and maintain appropriate reserve levels to meet the five-year capital plan. This increase is over the 2019 budget; however, the actual increase a resident or business would receive will be **8.24%**, due to the increase in assessments that took place in 2019 and Council's direction to apply this unanticipated tax revenue as a credit in 2020.

The amount of taxes collected by the Town for municipal services is required to increase by approximately \$1,035,752. The impact of this increase on an average residence, based on actual rate charged in 2019 and assessed at \$365,000 is \$12.71/month or \$152.50/year.

Administration recognizes that the 12.44% increase plus the additional 4.2% in excess taxation collected in 2019 is a large burden for taxpayers to bare. Some of this current situation has been created

Reviewed by:

Capital Budget Process Overview

Approved by:

Page 2 of 22

by short term planning and the utilization of reserve funds to fund operations. Administration is hopeful that bringing the current financial situation on the existing operational challenges to the table with Council, that workable solutions will be achieved to reduce the overall taxation burden. The work ahead needs a serious focus on the present services offered to ensure a sustainable future.

There are no current proposed Water and Sewer rate increases for 2020, however a Waste rate increase of 5% commercial customers is proposed.

Capital project decisions have long-lasting effects on the community and are supported by planning documents. The *5-Year Capital Plan* reflects good planning, proactive maintenance, required purchases, and the completion of infrastructure plans to help guide the municipality with its long-term capital decisions. While Administration prepares capital project plans, it is Council that decides which projects to include or defer; Council may even offer an alternative to project implementation.

The purpose of the capital budget is:

- Rehabilitation and revitalization (RR);
- Planning and design (PD) of future assets;
- Maintenance and lifecycle (ML) repairs of Town Infrastructure; and
- Creation/purchase construction (CC) of new assets.

The Town currently has a funded *5-Year Capital Plan*, which is attached. The 2020 Capital projections total \$12,866,002 approx. which includes major investments into road, water, sewer, and waste infrastructure. In the Attachment 1 the 5-Year Capital Plan is detailed.

Implications of Decision

Financial Implications	
Items	Comments
Operating Cost/Implications	\$1,562,743 Increase of 2019 Budget \$1,035,752 Increase over actual 2019 amount collected
Capital Cost	\$12,866,002
Budget Available	\$12,620,722 Amount required by taxation based on Operational Budget approved in 2019 \$13,147,715 Amount of Taxation collected based on Reassessments and used to calculate the 2019 tax rate charge to Residents and Business.
Source of Funds <ul style="list-style-type: none"> ○ Budgeted Amount ○ Grants (successful/unsuccessful) 	\$14,183,465 Municipal Taxation
Unbudgeted Costs <ul style="list-style-type: none"> ○ Options for where to acquire the necessary funds 	All increases presented will need to be covered by an increase in taxation required.

Level of Service Implications

The 2020 Draft Budget is based on maintaining existing service levels in most areas with a slight increase in service delivery for Corporate Services Department with the addition of a partially funded intern position, and the CAO Office with the on boarding of an HR Advisor. A slight service level decrease is anticipated in Protective Services, specifically the Fire Services and Bylaw area as these Departments are not able to meet the increased legislative requirements for inspections.

Reviewed by:

Approved by:

Public Engagement

All Departmental budget meetings, operational and capital budget meetings are open public meetings. In addition, the budget survey tool has run through October and November collecting public input on the service areas of the Town. A Town Hall meeting was held prior to the Strategic Planning Session of Council to allow for public input. Please see Attachment 2 for the results of the Citizen Budget Tool.

Communications

All budget meetings are open to the public, and all budget materials are shared through the agenda area of the website. Media relations to support decisions regarding budget will continue through the adoption of the budget. Once the budget is adopted, a CivicSend e-newsletter will be sent out highlighting the budget decisions, impacts and other pertinent information.

Risk / Liability

Council and Administration need to take into consideration all operational service level needs including; inflation, wage, reserve and resource needs for the Town during 2020 budget deliberations to ensure a complete understanding of the overall budget requirements to support current service levels.

Currently the Town's reserves are being drawn down by a compounded unrestricted deficiency coming from previous years losses as shown in an analysis section in Attachment 1. This is a risk to the Town as the deficiency is being absorbed/offset by other reserves, which can be misleading as this deficiency is drawing down reserve balances.

Over the last few years a decision was made to fund a large amount of the debenture payments with reserve funds. In 2018 approximately \$1,141,464 and an additional \$590,000 was transferred from reserve funds in 2019. This has negatively impacted the reserves and has put the Facilities reserve in the negative. Some debentured payments will be paid out by the end of 2019 and approximately \$320,786 in payments were removed. However, three new debentures were added in 2020 which have offset this reduction. This in turn means that the \$590,000 worth of reserve revenue will no longer be available, and an additional tax increase will need to occur to offset these costs.

Legislative Implications		
Conforms with:	Yes/No/ Partial	Comments
Council's Strategic Plan	Yes	Mission: Making decisions to meet the needs of the present without compromising the long-term viability of Hinton and ensuring municipal service delivery supports the changing needs of Hinton. Goal 3: Foster innovative, efficient, and exceptional service delivery. Objective 3.1 – Improve Service Delivery
Community Sustainability Plan	Yes	Theme 3: Governance and Partnerships •Providing proactive leadership that is transparent and collaborative •Providing fiscally responsible and accountable leadership.
Municipal Policies or Bylaws	N/A	Is this affected by or compliant with related municipal policies and/or bylaws? Which ones, and how?
Provincial Laws or MGA	Yes	Section 242(1), 245, 313 Municipal Government Act
Other plans or policies	N/A	Other policies, documents, etc.

Reviewed by:

Approved by:

Options / Alternatives

The attachments and the explanations given by Administration through a built-out budget process are designed to support Council's decision-making during Budget 2020 preparations. Council may consider the following options in moving the budget forward for adoption:

1. That Committee direct Administration to bring the 2020-2022 Draft Operating Budget and 5-year Capital Plan to the next Regular Meeting of Council for Approval.

Administration supports the direction to bring the draft 2020 Budget to Regular Council and 5-year Capital Plan, after the productive discussions that took place through the budget meetings and department presentations.

2. That Committee direct Administration to bring the 2020-2022 Draft Operating Budget and 5-year Capital Plan to the Budget Meeting scheduled for Monday, November 25, 2019 for further discussion.

Council may direct Administration to bring the Budget 2020 and 5-year Capital Plan to a future Standing Committee Meeting to allow for further discussion by Council.

3. That Committee direct Administration to prepare an interim budget for 2020 to allow for additional time to review and discuss Budget 2020.

Attachment(s)

1. Schedule
2. Financial Documents - Five-Year Capital Plan

Reviewed by:

Approved by:

CAPITAL BUDGET SCHEDULE

Department Presentations

November 20, 2019

4:00 am – 8:00 pm

4:00 pm – 4:15 pm

Welcome & Regional Overview

Martin Taylor, CAO

4:15 pm – 4:45 pm

Budget Process Overview

Carla Fox, Director of Corporate Services

4:45 pm – 5:15 pm

Department Presentation: CAO's Office

Martin Taylor, CAO

5:15 pm – 5:45 pm

Department Presentation: Corporate Services

Carla Fox, Director of Corporate Services

5:45 pm – 5:50 pm

BREAK

5:50 pm – 6:15 pm

Department Presentation: Infrastructure Services

Emdad Haque, Director of Infrastructure Services

6:15 pm – 6:35 pm

Department Presentation: Protective Services

Todd Martens, Fire Chief/Protective Services Manager

6:35 pm – 7:05 pm

**Department Presentation:
Community Services - Parks, Recreation & Culture
– FCSS, Transportation & Library**

Hans van Klaveren, Parks, Recreation & Culture Manager

7:05 pm – 7:10 pm

BREAK

7:10 pm – 7:25 pm

Department Presentation: Development Services

Lorraine Walker, Planning & Development Manager

7:25 pm – 7:45 pm

**Department Presentation: Taxation & Reserves
Council & Civic Agencies**

Carla Fox, Director of Corporate Services

Town of Hinton						
Five Year Capital Projections 2020-2024						
Summary of Services - Capital	Years					
	2020	2021	2022	2023	2024	
1 Community Services	\$ 547,211	\$ 927,500	\$ 1,127,500	\$ 1,010,000	\$ 1,735,000	
2 Infrastructure Services - Publicworks	\$ 9,710,594	\$ 4,592,180	\$ 19,556,420	\$ 22,596,180	\$ 13,619,340	
4 Development Services	\$ 1,995,852	\$ 443,000	\$ -	\$ 100,000	\$ -	
5 Protective Services	\$ 479,345	\$ 194,045	\$ 254,045	\$ 554,045	\$ 554,045	
6 Corporate & General Services	\$ 133,000	\$ 53,500	\$ 90,000	\$ 20,000	\$ 20,000	
Total Services	\$ 12,866,002	\$ 6,210,225	\$ 21,027,965	\$ 24,280,225	\$ 15,928,385	
Total Funding Plan	2020	2021	2022	2023	2024	
Reserve Funding						
Roads & Streets Reserve	\$ -	\$ 847,380	\$ 689,600	\$ 40,980	\$ -	
Common Equipment Reserve	\$ 1,362,000	\$ 650,000	\$ 583,000	\$ 619,000	\$ 769,000	
Fire Services Equipment Reserve	\$ 425,300	\$ 140,000	\$ -	\$ 250,000	\$ 200,000	
Facilities Reserve	\$ 392,750	\$ 264,900	\$ 300,000	\$ -	\$ 503,000	
Recreation Facilities Construction Reserve	\$ -	\$ 480,000	\$ 240,000	\$ 480,000	\$ 240,000	
Water and Sewer Reserve	\$ 1,323,760	\$ 1,324,900	\$ 1,738,820	\$ 1,751,200	\$ 2,370,000	
Computer Equipment Reserve	\$ 108,000	\$ 53,500	\$ 90,000	\$ 20,000	\$ 20,000	
One-time Operating Reserve	\$ -	\$ 320,000	\$ -	\$ 100,000	\$ -	
Housing Reserve	\$ 1,152,452	\$ -	\$ -	\$ -	\$ -	
Safety Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	
Library Reserve	\$ 30,000	\$ -	\$ -	\$ -	\$ -	
Municipal Reserve	\$ 300,000	\$ -	\$ -	\$ -	\$ -	
Parks & Trails Reserve	\$ 183,693	\$ 387,500	\$ 627,500	\$ 260,000	\$ 585,000	
New Infrastructure Major	\$ 1,628,102	\$ 523,000	\$ 200,000	\$ -	\$ -	
Future Development Entrepreneurial	\$ 175,000	\$ -	\$ -	\$ -	\$ -	
ATE Reserve	\$ 764,045	\$ 74,045	\$ 69,045	\$ 54,045	\$ 54,045	
Provincial Grant Funding	\$ 90,000	\$ 150,000	\$ -	\$ -	\$ 50,000	
Federal Grant Funding	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Grant Funding	\$ 1,629,000	\$ 390,000	\$ 1,350,000	\$ 2,090,000	\$ 5,137,340	
MSI Gas Tax	\$ 243,500	\$ 375,000	\$ 500,000	\$ 1,085,000	\$ -	
MSI Capital Funding	\$ 280,000	\$ 230,000	\$ 2,440,000	\$ -	\$ -	
MSI Operating Funding	\$ 178,400	\$ -	\$ -	\$ -	\$ -	
Loan	\$ 2,600,000	\$ -	\$ 10,800,000	\$ 16,495,000	\$ 6,000,000	
Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	
YHC	\$ -	\$ -	\$ 1,400,000	\$ 1,035,000	\$ -	
Total Funding Plan	\$ 12,866,002	\$ 6,210,225	\$ 21,027,965	\$ 24,280,225	\$ 15,928,385	

Town of Hinton - Capital Plan V1
Community Services - Capital & Projects
Five Year Capital Projections 2020-2024

				Five Year Plan				
Community Services - Capital & Projects		Details		2020	2021	2022	2023	2024
		Details						
Park and Trail Upgrades 2019				\$ -	\$ -	\$ -	\$ -	\$ -
Park and Trail Upgrades 2020-2022				233,518	670,000	880,000	-	-
	POST	Gerard Redmond Community Catholic School Park	2020					
		Alder Park Improvements	2020					
	POST	Beaver Boardwalk	2021					
	POST	Playgrounds - various	2021					
	POST	Nickerson Ave Park Improvements	2021					
	POST	Natural Resources Interpretive Park	2021					
	POST	Athabasca Riverfront Park - POST advice and approval	2022					
	POST	Erith Park Improvements	2022					
Park and Trail Upgrades 2023-2025				-	-	-	980,000	1,310,000
	POST	Gerard Redmond Community Catholic School Park	2020					
	POST	Beaver Boardwalk	2021					
	POST	Playgrounds - various	2021					
	POST	Trail Connectivity	2021					
		Bradwell Park Improvements	2023					
		Maday Park Improvements	2023					
	POST	Maxwell Lake Area	2023					
	POST	St. Gregory Elementary School Park Improvements	2024					
	POST	Kinsmen Park Improvements	2024					
	POST	Lions Park Improvements	2024					

Town of Hinton - Capital Plan V1
Community Services - Capital & Projects
Five Year Capital Projections 2020-2024

		POST	Eaton Park Improvements	2024					
	Park and Trail Equipment Upgrades 2019				-	-	-	-	-
	Park and Trail Equipment Upgrades 2020-2022				-	40,000	-	30,000	-
			Spray Park Shade	2021					
			Highway Corridor -Silhouettes	2023					
	Park and Trail Equipment Upgrades 2019				-	-	-	-	-
	Park and Trail Equipment Upgrades 2023-2025				-	-	-	-	25,000
		2019	Spray Park Inground Work	2024					
	Park and Trail Plan Review & Updates 2019				-	37,500	37,500	-	-
	Planning & Dev	2018	Parks, Open Spaces and Trails Master Plan	2019					
		POST	Minimum Landscape and Design and Construction Standards	2021					
	Park and Trail Plan Review & Updates 2020-2022				250,193	180,000	210,000	-	400,000
		2018	Beaver Boardwalk Condition Assessment	2020					
		POST	Trail Connectivity	2021					
		POST	Land Acquisition Strategy	2022					
		POST	Athabasca Riverfront Park Outline Plan	2022					
		POST	Mary Reimer Reg Park Plan	2022					
			Skate Park - Life Cycle	2024					
	Recreation Facility Equipment Upgrades 2019				-	-	-	-	-
	Arena		Arena Auto Scrubber		-				
	Recreation Facility Equipment Upgrades 2020-2022				30,000	-	-	-	-
			Pickle Ball & Tennis Court	2020					
	Library Equipment Upgrades 2019								
	Library Equipment Upgrades 2020-2022				33,500	-	-	-	-
			Library Computers	2020					

Town of Hinton - Capital Plan V1
Community Services - Capital & Projects
Five Year Capital Projections 2020-2024

		Library Furniture	2020					
	Projects to be Considered 2020-2022							
	Total Community Services			\$ 547,211	\$ 927,500	\$ 1,127,500	\$ 1,010,000	\$ 1,735,000
	Community Services Funding Plan			2020	2021	2022	2023	2024
	Parks and Trails Reserve			\$ 183,693	\$ 387,500	\$ 627,500	\$ 260,000	\$ 585,000
	Provincial Grant Funding				150,000			
	Library Reserve			30,000		-	-	-
	Infrastructure Major			203,518				
	Other Grant Funding			130,000	390,000	500,000	750,000	650,000
	Loan							500,000
	Total Funding Plan			\$ 547,211	\$ 927,500	\$ 1,127,500	\$ 1,010,000	\$ 1,735,000

Town of Hinton

Infrastructure Services - General Capital & Projects

Five Year Capital Projections 2020-2024

				Five Year Plan				
Infrastructure Services - General Capital & Projects		Details	Details	2020	2021	2022	2023	2024
		Infrastructure Rehab. and Lifecycle Replacement Design (2020 - 2021)		91,675	145,380	-		
		Infrastructure Rehab. and Lifecycle Replacement Construction (2020 - 2022)		825,909	702,000	2,423,000	-	-
		Side Walk Rehabilitation (over \$5000)	2020					
		Storm - Drainage and Swales/Catch Basins over 5	2020					
		Road Rehabilitation	2020					
		Replace 5-6 hydrants lifeclyce	2020					
		Overlay on Gregg Avenue (Park Street to Mountain Street)	2018					
		W. River Road - Culverts Replacement	2020					
		CN Drinnan Road Crossing Rehab (cost share)	2020					
		W. River Road - LIA - improve gravel base and rehab	2021					
		Wanyandi Ave Install 300 mm water line Lovisin to Balasm	2021					
	MP	Jarvis Street - 150mm CI with a 250 mm PVC (Hwy 16 to end of the line) Water & Sewer	2022					
		Hampshire Road - Replace 150 mm water line with 300 mm line	2021					
	MP	Thompson Place - Install Catchbasin Lead	2022					
		Infrastructure Rehab and Lifecycle Replacement Design (2022 - 2024)				21,600	160,980	1,244,340
		Infrastructure Rehab and Lifecycle Replacement Construction (2023 - 2025)					360,000	2,683,000
		Side Walk Rehabilitation (over \$5000)						
		Storm - Drainage and Swales/Catch Basins over 5						
		Road Rehabilitation (Skim Patching)						
		Replace 5-6 hydrants lifeclyce						
		Belmont Cres. - Storm	2023					
		Switzer Drive (Jug Handle to Hardisty) - Mill and Overlay	2023					
		Traffic Control & Traffic Safety Upgrades and Replacement Design (2020 - 2021)	2020	40,000	-	-		
		Traffic Control & Traffic Safety Upgrades and Replacement (2020 - 2022)		610,000	20,000	15,000	-	-
Road and Streets		St. Gregory School Crossing (Council) ATE Funds						
		Street Sign Upgrades	2019					
		Replace Speed Zone Signs Lifeclyce	2020					

Town of Hinton

Infrastructure Services - General Capital & Projects

Five Year Capital Projections 2020-2024

		Street Lights Rehab/paint /accidents	2021					
		Traffic Control & Traffic Safety Upgrades and Replacement Design (2022 - 2024)		-	-	5,000	5,000	5,000
		Traffic Control & Traffic Safety Upgrades and Replacement (2023 - 2025)		-	-	-	15,000	15,000
		Street Lights Rehab/paint /accidents		-				
Water Treatment Plant (WTP)								
		WTP Upgrades & Replacement Design (2020 - 2021)		250,000	400,000	500,000	-	-
		WTP Bypass - Pre design Phase 2						
		WTP Upgrades & Replacement Construction (2020 - 2022)		450,000	-	-	-	-
		Repiar Clarifer Shared WF Critical	2020		-	-		
		WTP Backwash -Approval Requirement New Cost Share	2020		-	-		
		Water Treatment Plant (WTP) Upgrades & Replacement Design (2022 - 2024)				-	350,000	-
		Phase 3 - Future Water Treatment Plant	2023			-		
		WTP Upgrades & Replacement Construction (2023 - 2025)		\$ -	\$ -	\$ -	\$ -	\$ 7,500,000
		WTP Phase II Bypass Construction		-				
Water Distribution								
		Commercial Meters - 24 Meters x \$3,000 and 4 Meters x \$5000	2019					
		Water Distribution Infrastructure Upgrades & Replacement Design (2020 - 2021)	2021	-	30,000	-		
		Water Distrubuiton Infrastructure Rehab. & Replacement Construction (2020 - 20	2022	400,000	-	500,000	-	-
		Pumps in Switzer Booster Station for pump plus configuring	2019/20					
		Hillcrest Pumphouse - Replace pumps and valves	2022					
		Water Distribution Infrastructure Upgrades & Replacement Design (2022 - 2024)	2022			30,000	-	-
		Water Distrubuiton Infrastructure Rehab. & Replacement Construction (2023 - 2025)		-	-	-	-	300,000
		Cheviot and Emmerson Abandon reseviours and cross connections 2024	2024					
Waste Water Collection								
		Waste Water Collection Infrastructure Upgrades & Replacement Design (2020 - 2022)		45,960	183,900	-		
		Waste Water Collection Infra Upgrades & Replacement Construction (2020 - 2022)		55,000	711,000	3,065,000	-	-
		Replace Lifecyle Manholes	2020-22					
		Laterals Lifecyle	2020-22					
		Switzer Drive Sanitary Upgrade	2021					
	MP	Switzer Drive at Kelly Road - Install 750mm gravity	2021					
	MP	Mountain Street - Installation of 250 mm Gravity line	2021					
		Reimer Pump Station Retrofit	2021					
		Waste Water Collection Infra Upgrades & Replacement Design (2022 - 2024)				83,820	4,200	-
		Waste Water Collection Infra Upgrades & Replacement Construction (2023 - 2024)		-	-	-	1,397,000	70,000
	MP	Switzer Drive at King Street - Install 750mm gravity	2023					

Town of Hinton

Infrastructure Services - General Capital & Projects

Five Year Capital Projections 2020-2024

		Replace Lifecycle Manholes	2023-2024					
		Laterals Lifecycle	2023-2024					
	MP	WWMP- Establishing Proper Sanitary Connections	2023					
		Water Safety Plan - Statgnet water Phase II Inovista	2023					
Waste Management Infra & Equipment Rehab and Replacement Design (2020 - 2021)				50,000	-	-	-	-
		Waste Management Strategy Dev.	2020					
Waste Management Infra & Equipment Rehab and Replacement (2020 - 2022)				230,000	230,000	230,000	-	-
		Replace 1150 black bins over 5 years	2020-2023					
		Replace 800 blues ins over 7 years	2020-2023					
Waste Management Infra & Equipment Rehab and Replacement Design (2022 - 2024)						10,000	10,000	10,000
Waste Management Infra & Equipment Rehab and Replacement (2023 - 2025)				-	-	-	230,000	230,000
		Replace 1150 black bins over 2 years	2024-2025					
		Replace 800 blues ins over 4years	2024-2026					
Total Infrastructure Services				\$ 3,048,544	\$ 2,422,280	\$ 6,883,420	\$ 2,532,180	\$ 12,057,340
Infrastructure Services Funding Plan				2020	2021	2022	2023	2024
Roads and Streets Reserve				\$ -	\$ 847,380	\$ 689,600	\$ 40,980	\$ -
Infrastructure Major				917,584				
Water and Sewer Reserve				1,200,960	1,324,900	1,738,820	1,751,200	2,370,000
Other Grant Funding							240,000	4,187,340
ATE Reserve				650,000	20,000	15,000	-	-
MSI Gas Tax						500,000	500,000	
MSI Capital Funding				280,000	230,000	2,440,000		
Loan					-	1,500,000		5,500,000
Total Funding Plan				\$ 3,048,544	\$ 2,422,280	\$ 6,883,420	\$ 2,532,180	\$ 12,057,340

Town of Hinton - Capital Plan V1
Infrastructure Services- Common Equipment - Capital & Projects
Five Year Capital Projections 2020-2024

				5 Year Plan				
Infrastructure Services- Common Equipment -		Details	Details	2020	2021	2022	2023	2024
				GPS Based AVL/Radio Equipment on Town Fleet		2020	500,000	
Parks Light Vehicle Upgrades and Replacements (2020 - 2022)				37,000	76,000	35,000	-	-
	Pick up Unit 301 Replacement	2020						
	Pick up Unit 302 Replacement	2021						
	Pick Up Unit 307 Replacement	2021						
	Pick Up Unit 304 Replacement	2022						
Parks Light Vehicle Upgrades and Replacements (2023 - 2025)				-	-	-	42,000	-
	Pick Up Unit 329 Replacement	2023						
Parks Equipment Upgrades and Replacements (2020 - 2022)				125,000	64,000	113,000	-	-
	Riding Mower Unit 312	2020						
	F550 Water Truck Unit 333	2020						
	JDR Riding Mower Unit 343	2021						
	John Deer AMT Unit 323	2021						
	JDR Riding Mower Unit 344	2022						
	Ford 550 Truck Unit 340	2022						
Parks Equipment Upgrades and Replacements (2023- 2025)				-	-	-	124,000	-
	Skid Steer Unit 319	2023						
	John Deer Tractor Unit 320	2023						
	John Deer Gator Unit 342	2023						
	Skid Steer Unit 316	2025						
	JDR Riding Mower Unit 350	2026						
	2012 Ford F550 4X4 Unit 326	2028						
Public Works Light Vehicle/Equipment Upgrades and Replacements (2019)				-	-	-	-	-
	Equipment Replacement (Unplanned)	2019		-				
	(Unit 421 Pickup)	2019		-				
	(Tandem Trailer - Hydravac)	2019		-				
	Portable Safety Fence (20 panels)	2019		-				
	Ford Escape 2009 Unit 458	2019		-				
	Purchase Tank only Water Truck	2019		-				
Public Works Light Vehicle Upgrades and Replacements (2020 - 2022)				-	40,000	40,000	-	-
	Pick Up Unit 425	2021						

Town of Hinton - Capital Plan V1
Infrastructure Services- Common Equipment - Capital & Projects
Five Year Capital Projections 2020-2024

	Admin Truck Unit 405	2022						
	Public Works Light Vehicle Upgrades and Replacements (2023 - 2025)			-	-	-	41,000	41,000
	Admin Truck Unit 406	2023						
	Pick up 407	2024						
	Pick up Unit 403	2025						
	Pick up Unit 404	2025						
	Admin Truck Unit 453	2025						
	Admin Truck Unit 452	2027						
	Public Works Equipment Upgrades and Replacements (2020 - 2022)			985,000	420,000	240,000	-	-
	Equipment Replacement (Unplanned)	2021						
	Tandem truck/plough Combo Unit 436	2020						
	Grader Unit 439	2020						
	Garbage Truck Unit 448	2020						
	Tandem Truck/Plough and Sander Unit 418	2021						
	Sewer Flusher Unit 413	2022						
	Public Works Equipment Upgrades and Replacements (2023 - 2025)			-	-	-	280,000	640,000
	Equipment Replacement (Unplanned)	2023						
	Snow Blower Unit 401	2023						
	Tandem Combo Plough Unit 436	2024						
	Tandem Truck/Plough Unit 442	2024						
	Facilities Mt. Light Vehicle Upgrades and Replacements (2020 - 2022)			37,000	-	40,000	-	-
	Pick Up Truck Unit 334	2020						
	Ford Connect Van Unit 306	2022						
	Light Vehicle Upgrades and Replacements (2023 - 2025)			-	-	-	42,000	38,000
	Ford Connect Van Unit 328	2023						
	Dodge Quad Unit 310	2024						
	Facilities Mt. Equipment Upgrades and Replacements (2020 - 2022)			48,000	-	-	-	-
	Arial Bucket Truck Safety - Used	2020						
	Facilities Mt. Equipment Upgrades and Replacements (2023- 2025)			-	-	-	-	-
	Protective Services (PS) Light Vehicle Upgrades and Replacements (2020 - 2022)			130,000	-	115,000	-	-
	Light pick up truck U2 Replace - 230,000km - 15 years old	2020						
	Peace Officer - Chev Tahoe 2013 Unit 209	2020						
	Quad 6x6 with box - 17 years old	2022						

Town of Hinton - Capital Plan V1
Infrastructure Services- Common Equipment - Capital & Projects
Five Year Capital Projections 2020-2024

		Duty 20 - 10 years or 180,000km	2022					
		PS Light Vehicle Upgrades and Replacements (2023 - 2025)		-	-	-	90,000	-
		Peace Office's Ford Tahoe 2017 Unit 208	2023					
		PS Equipment Upgrades and Replacements (2020 - 2022)		1,300,000	-	1,300,000	-	-
		Will be 20 years old in 2020 and NFPA requirements for front line fire trucks is 20 years then replace. Engine 24.	2020					
		Will be 20 years old in 2020 and NFPA requirements for front line fire trucks is 20 years then replace. Engine 27.	2022					
		PS Equipment Upgrades and Replacements (2023 - 2025)		-	-	-	-	-
		Corporate Services						
		FCSS Handi Bus Upgrade & Replacement (2020 - 2022)		-	50,000	-	-	-
		Ford Escape 2010 Unit 215	2021					
		FCSS Handi Bus Upgrade & Replacement (2023 - 2025)		-	-	-	-	100,000
		Handi Bus Unit 504	2024					
		Total Infrastructure Services		\$ 3,162,000	\$ 650,000	\$ 1,883,000	\$ 619,000	\$ 819,000
		Infrastructure Services Funding Plan		2020	2021	2022	2023	2024
		Common Equipment Reserve Fund		\$ 1,362,000	\$ 650,000	\$ 583,000	\$ 619,000	\$ 769,000
		Provincial Grant Funding						50,000
		Other Grant Funding		500,000				
		Loan		1,300,000	-	1,300,000		
		Total Funding Plan		\$ 3,162,000	\$ 650,000	\$ 1,883,000	\$ 619,000	\$ 819,000
		Total Remaining (Should be Zero)		-	-	-	-	-

Town of Hinton
Infrastructure Services - Capital & Projects
Five Year Capital Projections 2020-2024

				5 Year Plan				
Infrastructure Services - Capital & Projects		Details						
				2020	2021	2022	2023	2024
Facility Improvement and Replacements Program (2019-2020)				259,800	-	-	-	-
	2019 C/F	Log Work Replacement						
	2019 C/F	Recreation Center - Sewer Backup Repair						
	2019 C/F	Phase 2 asbestos						
	2019 C/F	Guild Concession Reconfiguration						
Facilities Improvement and Life Cycle Replacement Program Design (2020-2021)				147,750	9,900	-		
Facilities Improvement and Life Cycle Replacement Program (2020-2022)				1,552,500	910,000	165,000	220,000	-
		Chiller for Fire Hall (full design)		2020				
		Concession Hood ULC Listed/Designed		2020				
		Arc Flash for RCMP, Govt. Center & Rec. Center		2020				
		RCMP Building Security Fencing,Paving		2020				
		Government Centre Tenant Impr, Security Gate, CPTED and BMS Software		2020				
		Scout Hall Decommissioning		2020				
		Greenhouse Training Building		2020				
		Hinton Centre FF&E		2020				
		Pool Locker Replacement & Hot Tub Drains and Jets		2020				
	FMP	Recreation Centre & Arena Mechanical Replacement; Boiler,Equip,Arena Mechanical, Lobby Roof		2020				
		The Guild HVAC & Arc Flash		2020				
		General FF&E		2020				
		Centennial Building		2020				
		Library - HVAC		2021				
		Infrastructure Services Building Sump		2021				
		Fire Hall Emergency Services HVAC		2021				
		Comfort Stations/Campground		2022				
Recreation Center Upgrade and Replacment Design				240,000	600,000	600,000	240,000	
Recreation Center Upgrade and Replacment Estimated to be \$28M-\$35M						10,000,000	18,000,000	

	Facilities Improvement and Life Cycle Replacement Program Design (2022-2024)			25,000	50,000	
	Facilities Improvement and Life Cycle Replacement Program (2023-2025)	-	-	-	935,000	743,000
	Hinton Centre FFE, Roof Rehab					
	Pool Retiling					
	Infrastructure Building HVAC, FF&E					
	Government Centre Tenant Impr, Security Gate, CPTED and BMS Software					
	Greenhouse Training Building					
	Comfort Stations/Campground					
	Share Shop Roof Rehab					
	RCMP Detachment (UPS) Repl					
	Comfort Stations/Campground Rehab					
	Recreation Centre Boards Replacement	FMP				
New Facilities	EMS - Fire Hall PurchasePurchase of EMS-Firehall		1,300,000			
Total Infrastructure Services			\$ 3,500,050	\$ 1,519,900	\$ 10,790,000	\$ 19,445,000
Infrastructure Services Funding Plan			2020	2021	2022	2023
	Facility Reserve Fund		\$ 392,750	\$ 264,900	\$ 300,000	\$ -
	Recreation Facility Construction Reserve		\$ -	480,000	240,000	480,000
	Water and Sewer Reserve		\$ 122,800			
	New Infrastructure Major		\$ 382,000	400,000		
	ATE Reserve		\$ 60,000	-	-	\$ -
	Other Grant Funding		999,000		850,000	850,000
	MSI Gas Tax		243,500	375,000	-	585,000
	Loan		1,300,000		8,000,000	16,495,000
	YHC				1,400,000	1,035,000
Total Funding Plan			\$ 3,500,050	\$ 1,519,900	\$ 10,790,000	\$ 19,445,000

Town of Hinton - Capital Plan V1
Development Services - Capital & Projects
Five Year Capital Projections 2020-2024

				5 Year Plan					
Planning & Development Services - Capital		Details		Details	2020	2021	2022	2023	2024
	Other Development Services				283,400	-	-	-	-
		Land - 150 Sherwood Drive Property - Contingency							
		Plotter							
		Land Purchase - Bradwell		2020					
	Legal				300,000	-	-	-	-
		2019 C/F	Legal Planning Contingency						
	Housing				1,152,452	-	-	-	-
		2019 C/F	Housing Happy Creek Building D \$400,000 allocated from reserves plus \$25,000 approved in 2018						
		2019 C/F	Housing - Happy Creek - Provincial Grant with the Province						
	Engineering Studies and Bylaw Updates 2020-2022				100,000	75,000	-	-	-
		2019 C/F	Engineering Standard		2020				
		2019 C/F	Off-site Levy Bylaw - Review		2020				
			Fringe Study		2020				
			Signage Standard Manual Update		2021				
			Traffic Impact Assessment Guidelines		2021				
	Engineering Studies and Bylaw Updates 2023-2025				-	-	-	100,000	-
			Aerial Photo Update		2023				
	Development Studies and Bylaw Updates 2020-2022				-	-	-	-	-
	Development Studies and Bylaw Updates 2023-2029				-	-	-	-	-
	Long-term Asset Management Planning 2020-2022				160,000	320,000	-	-	-
		2019 C/F	Strategy Document						
			City Wide Module for GIS		2020				
			Asset Management Planning Document		2020				

			System Setup - City Works	2021					
			Data Migration of Work Order System	2021					
			Financial System Interface	2021					
			Capital Planning and Replacement of City Wide TCA	2021					
			Development Service - Tracking Software		-	48,000	-	-	-
			Development Permits	2020					
			Total Planning & Development Services		\$ 1,995,852	\$ 443,000	\$ -	\$ 100,000	\$ -
			Planning & Development Services Funding Plan		2020	2021	2022	2023	2024
			Operating Reserve Fund			\$ 320,000	\$ -	\$ 100,000	\$ -
			Housing		\$ 1,152,452				
			Provincial Grant Funding		90,000				
			Municipal Reserve		300,000	-	-	-	-
			Infrastructure		100,000	123,000	-	-	-
			Future Development Entrepreneurial		175,000	-	-	-	-
			MSI Operating Funding		178,400				
			Total Funding Plan		\$ 1,995,852	\$ 443,000	\$ -	\$ 100,000	\$ -

Town of Hinton - Capital Plan V1
Protective Services - Capital
Five Year Capital Projections 2020-2024

						5 Year Plan				
Protective Services - Capital	Details		Total Amount Estimated		2020	2021	2022	2023	2024	
		Details								
	Other Equipment		\$ 560,000		\$ 135,000	\$ 40,000	\$ -	\$ -	\$ -	
		FDM Software (fire department records management for billing, paperwork, inspections, training, Asset management, Personnel, Property managemnet, FDM Importer, FDM Workflow tools etc.)	\$ 135,000							
		FUSE Study (fire underwriters) - Supports Growth Development	\$ 40,000							
	Fire Services Equipment		\$ 1,897,500		290,300	100,000	200,000	500,000	500,000	
		SCBA Training Packs (8-10 packs	\$ 28,000							
		Office Furniture/Equipment	\$ 16,500							
		Apparatus Tablets	\$ 55,000							
		Radio Equipment - YHC 911 Capital Costs	\$ 188,000							
		Vehicle Extrication Tools (Engine 24 & Rescue in 2028)	\$ 220,000							
		Wall/fill/concrete pad (fix bank erosion)	\$ 200,000							
		Communications Equipment	2023 \$ 500,000							
		SCBA – 50 packs 10 years old to be replaced – NFPA	2033 \$ 500,000							
	General Governance	Community Grant Program	\$ 54,045		54,045	54,045	54,045	54,045	54,045	
Total Protective Services					\$ 479,345	\$ 194,045	\$ 254,045	\$ 554,045	\$ 554,045	
Protective Services Funding Plan					2020	2021	2022	2023	2024	
	Fire Equipment Reserve Fund				425,300	140,000	-	250,000	200,000	
	ATE Reserve				54,045	54,045	54,045	54,045	54,045	
	Infrastructure Major						200,000			
	Other Grant Funding							250,000	300,000	
Total Funding Plan					\$ 479,345	\$ 194,045	\$ 254,045	\$ 554,045	\$ 554,045	

Town of Hinton - Capital Plan V1
General Government Services - Capital & Projects
Five Year Capital Projections 2020-2024

				5 Year Plan				
General Government		Details		2020	2021	2022	2023	2024
General Projects				\$ -	\$ -	\$ -	\$ -	\$ -
IT Projects Organizational Wide 2020-22				133,000	53,500	90,000	20,000	20,000
		Council Room Committee Upgrades						
		Server Replacement - New Hypervisor Hosts and Storage at the GC	8 to 10					
		New Server at the RC Location						
		VOIP -Voice Over IP Upgrade Communication System						
		Computer Replacement						
Total General Government Services Capital				\$ 133,000	\$ 53,500	\$ 90,000	\$ 20,000	\$ 20,000
General Governance Services Funding Plan				2020	2021	2022	2023	2024
		Computer Equipment Reserve		108,000	53,500	90,000	20,000	20,000
		Infrastructure		25,000				
Total Funding Plan				\$ 133,000	\$ 53,500	\$ 90,000	\$ 20,000	\$ 20,000