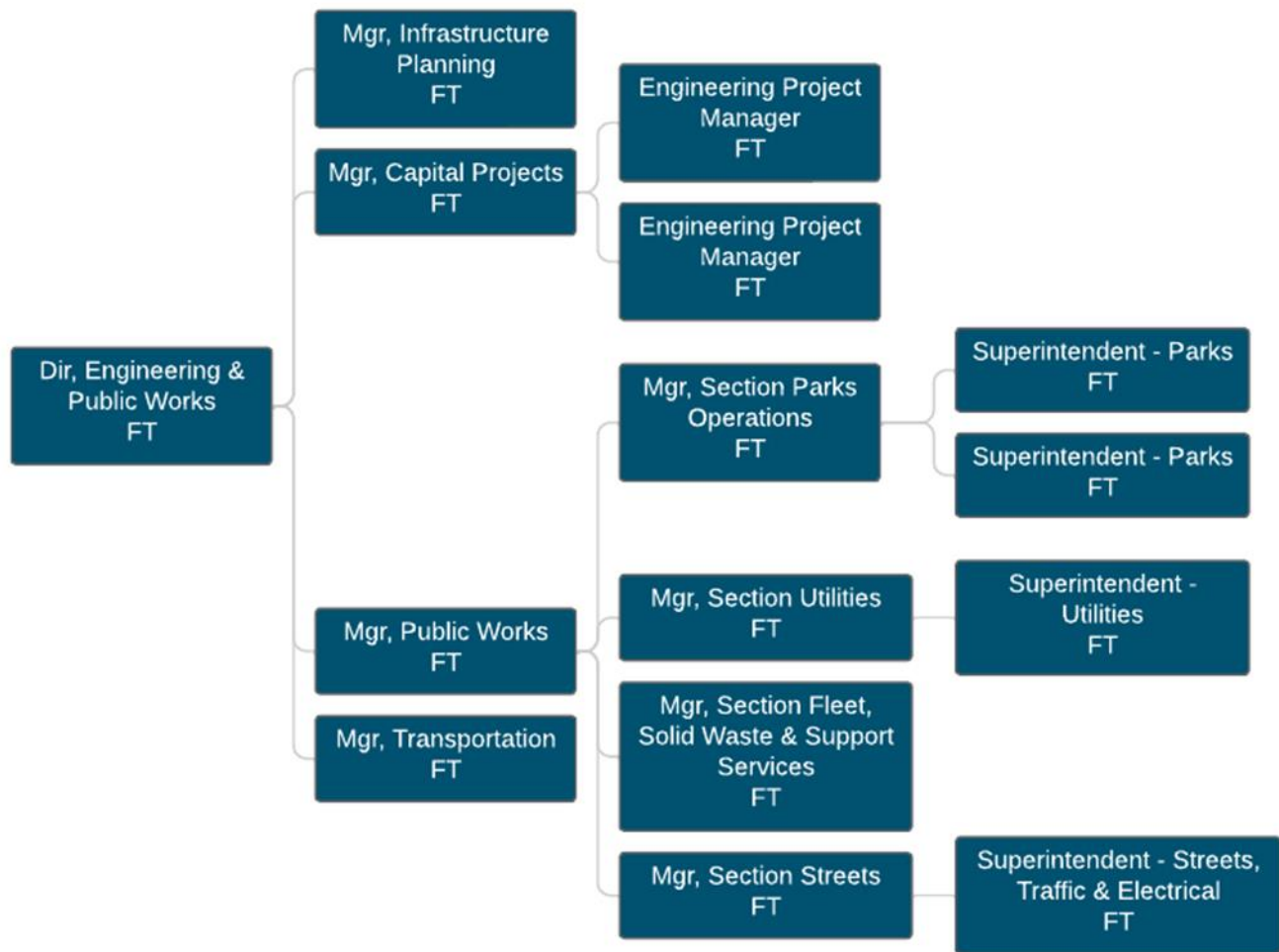


ENGINEERING & PUBLIC WORKS

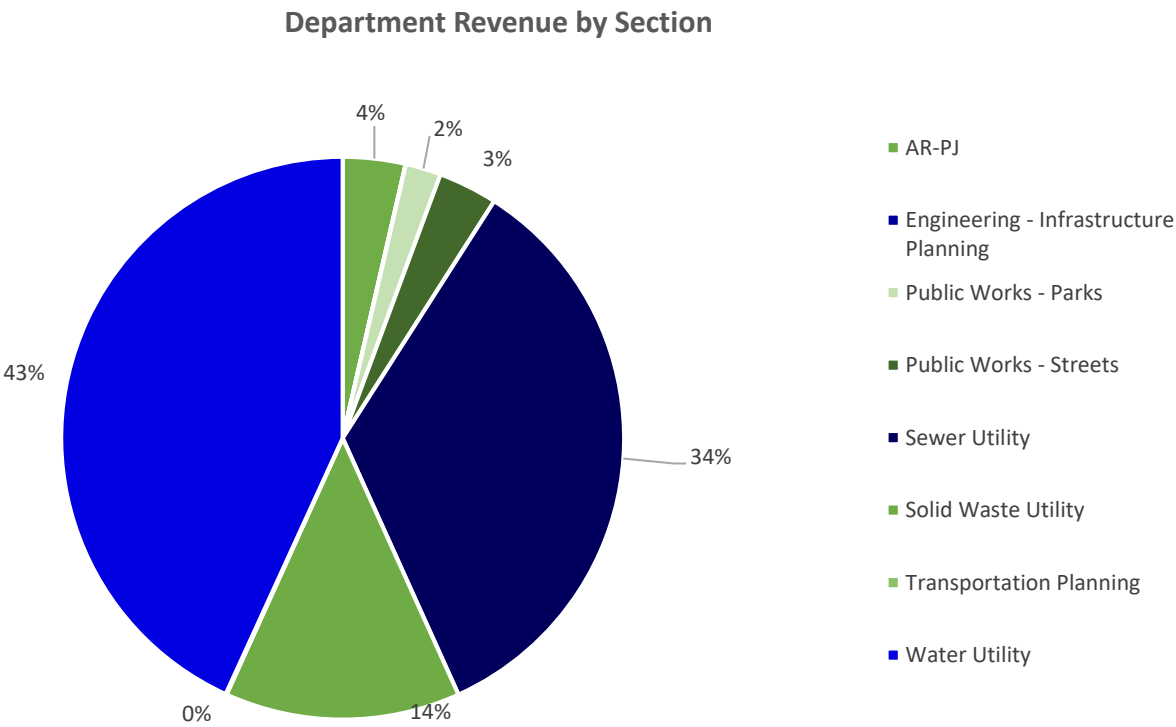
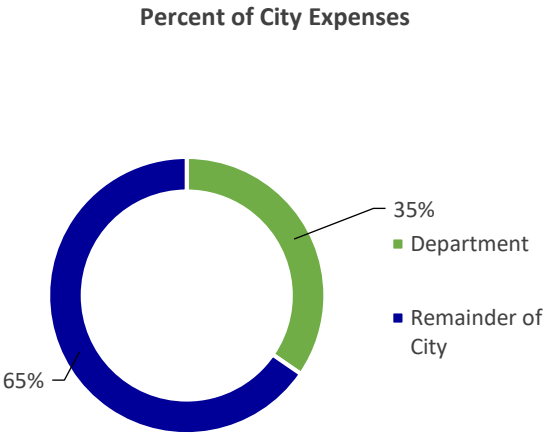
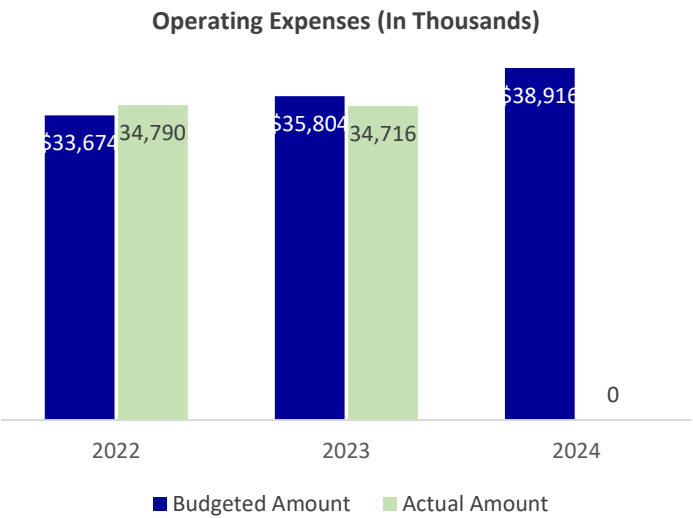
FOCUS

The Engineering & Public Works Department provides and maintains essential municipal services and infrastructure, including the transportation network, parks and trails, cemetery operations, vehicles, waste collection, and the sewer and water network.

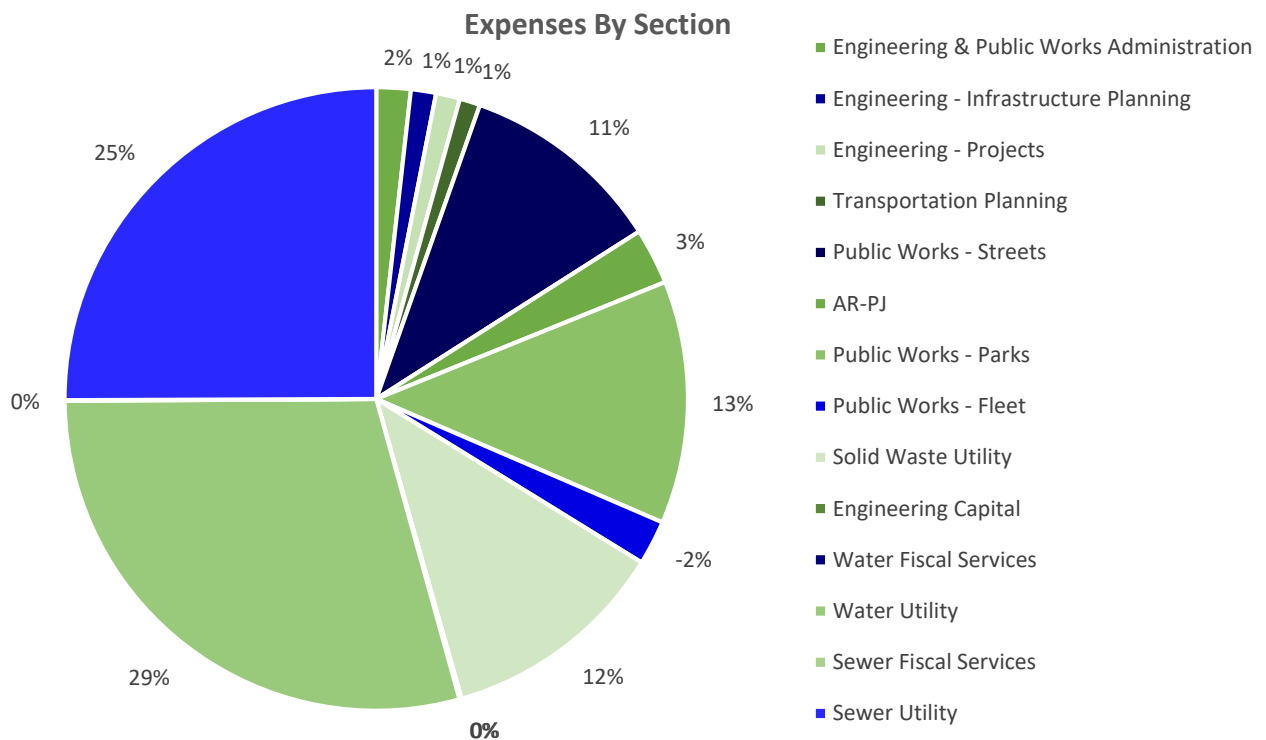
ORGANIZATIONAL STRUCTURE



OPERATING BUDGET



REVENUES	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
Engineering & Public Works Administration	0	0	0	N/A	9,290
Engineering - Infrastructure Planning	7,000	7,000	0	0.0%	4,650
Transportation Planning	20,000	20,000	0	0.0%	29,200
Public Works - Streets	1,163,300	1,163,300	0	0.0%	786,680
AR-PJ	1,178,200	1,228,200	50,000	4.2%	414,350
Public Works - Parks	686,600	697,600	11,000	1.6%	612,520
Solid Waste Utility	4,015,500	4,623,000	607,500	15.1%	4,118,200
Engineering Capital	0	0	0	N/A	10,480
Water Utility	14,178,900	14,763,100	584,200	4.1%	14,479,020
Sewer Utility	10,092,400	11,692,300	1,599,900	15.9%	10,320,100
Total	\$31,341,900	\$34,194,500	\$2,852,600	9.1%	\$30,784,490



EXPENSES	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
Engineering & Public Works Administration	675,100	725,200	50,100	7.4%	1,059,130
Engineering - Infrastructure Planning	492,200	531,900	39,700	8.1%	418,520
Engineering - Projects	494,500	507,800	13,300	2.7%	381,320
Transportation Planning	424,700	436,800	12,100	2.8%	267,250
Public Works - Streets	4,209,400	4,314,600	105,200	2.5%	4,110,840
AR-PJ	1,164,200	1,186,700	22,500	1.9%	1,627,730
Public Works - Parks	5,053,400	5,141,800	88,400	1.7%	5,137,790
Public Works - Fleet	(919,500)	(942,200)	(22,700)	2.5%	(747,720)
Solid Waste Utility	4,689,500	4,813,800	124,300	2.7%	4,148,920
Water Fiscal Services	17,400	43,700	26,300	151.1%	0
Water Utility	10,962,700	11,916,100	953,400	8.7%	9,572,870
Sewer Fiscal Services	5,800	14,600	8,800	151.7%	0
Sewer Utility	8,534,300	10,225,400	1,691,100	19.8%	8,364,320
Total	\$35,803,700	\$38,916,200	\$3,112,500	8.7%	\$34,340,970

ALLOCATIONS (TO) / FROM RESERVES	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
Engineering - Infrastructure Planning	0	207,700	207,700	N/A	0
Engineering - Projects	0	287,400	287,400	N/A	0
Transportation Planning	0	207,700	207,700	N/A	0
Public Works - Streets	(533,000)	(533,000)	0	0.0%	0
Public Works - Fleet	(1,245,700)	(1,245,700)	0	0.0%	0
Solid Waste Utility	(120,000)	(120,000)	0	0.0%	0
Water Utility	(3,198,800)	(2,803,300)	395,500	-12.4%	0
Sewer Utility	(1,552,300)	(1,452,300)	100,000	-6.4%	0
Total	(\$6,649,800)	(\$5,451,500)	\$1,198,300	-18.0%	\$0

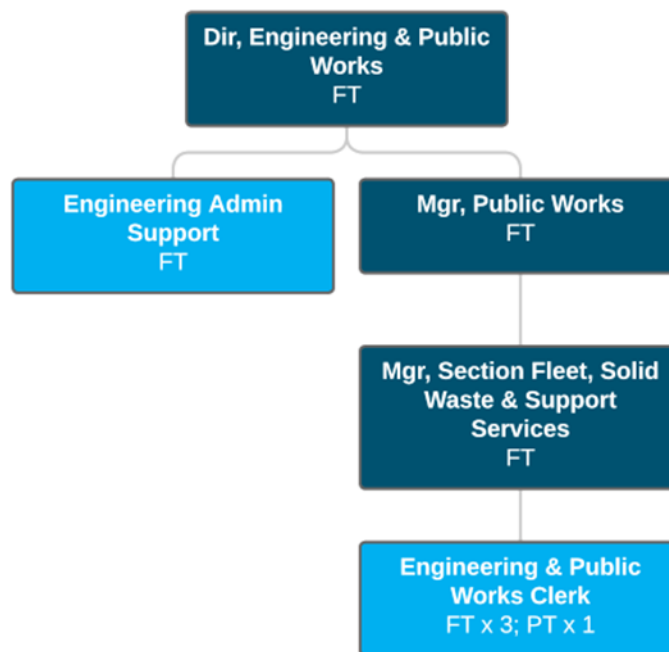
NET REVENUE / EXPENSES	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
	(11,111,600)	(10,173,200)	938,400	-8.4%	(3,556,490)
Total	(\$11,111,600)	(\$10,173,200)	\$938,400	-8.4%	(\$3,556,490)

ENGINEERING & PUBLIC WORKS ADMINISTRATION

FOCUS

This area is responsible for overall management of the Department of Engineering & Public Works Department. The Infrastructure Planning, Capital Projects and Public Works divisions ensure the City's public infrastructure is planned, designed, constructed, operated and maintained to defined service levels and standards. Staff in this area also support the Council and participate in regional committees to coordinate work while sharing and learning from others.

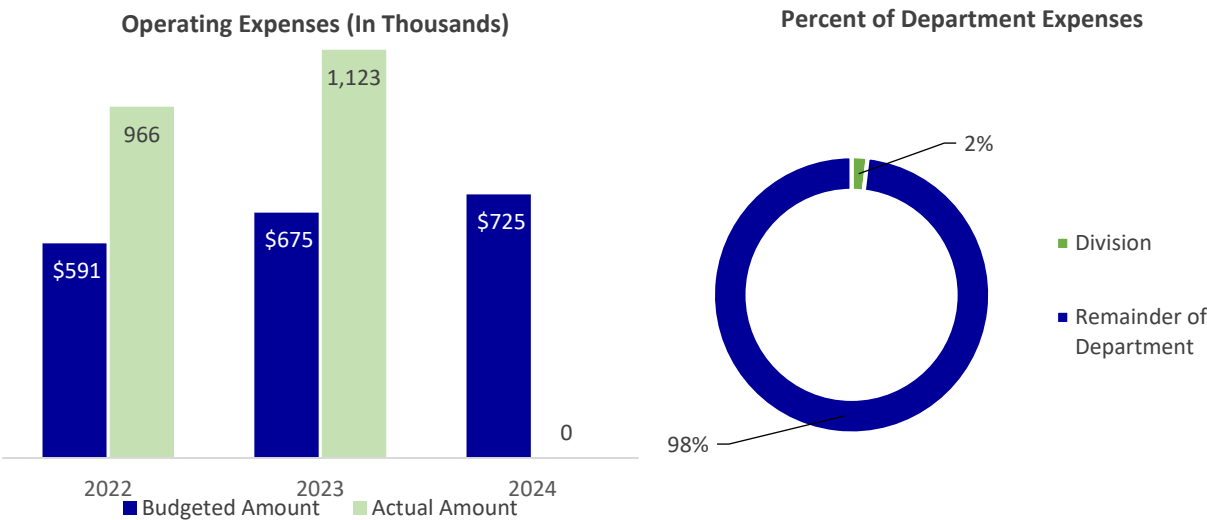
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Core Service Delivery	There is ongoing pressure from the public for new infrastructure and services, however, it is important for the City to focus on delivering basic core services first. Staff and Council will need to continue to balance these priorities.
Climate Challenges	Changing weather patterns associated with climate change will have impacts to municipal infrastructure and operations. Planning to adapt to climate change is critical for long term service sustainability.
Customer Service	Ensuring the City is providing exceptional customer experience through proactively streamlining processes, while educating and raising awareness with staff.
Corporate Culture	Maintaining and supporting an engaged workforce is essential to service delivery. Implementing City-wide organizational culture initiatives to support employee engagement helps to deliver a high level of customer service and employee satisfaction.
Employee Retention and Attraction	Attracting and retaining experienced staff in a competitive market continues to be a challenge. Skill gap and lack of qualified applicants combined with a competitive job market has made it challenging to fill key positions. Vacancies increase other staff workloads and reduce team efficiency. The recruitment landscape is seeing the effects of an aging workforce, with labor statistics predicting that millennials will make up 75% of all workers by 2025.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Sale of services	0	0	0	N/A	9,290
Total	\$0	\$0	\$0	N/A	\$9,290

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	1,022,800	1,065,700	42,900	4.2%	1,376,560
Other personnel costs	37,000	37,000	0	0.0%	79,730
Contracted and other services	127,000	138,300	11,300	8.9%	91,860
Materials and supplies	13,400	13,400	0	0.0%	37,730
Telephone, utilities and rent	0	0	0	N/A	220
Internal charges	(525,100)	(529,200)	(4,100)	0.8%	(526,980)
Total	\$675,100	\$725,200	\$50,100	7.4%	\$1,059,120

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(675,100)	(725,200)	(50,100)	7.4%	(1,049,840)
Total	(\$675,100)	(\$725,200)	(\$50,100)	7.4%	(\$1,049,840)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(3,800)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(13,600)
Payroll expense	Labour Increase - General	To Adjust Exempt Grid and Labour Correction	(25,500)
Contracted and other services	Contracted Services	Inflation	(4,000)
Contracted and other services	Departmental Ongoing Adjustment (No DP)	Contractual increase for Dispatch Services	(7,300)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	4,100
Total			(\$50,100)

INFRASTRUCTURE PLANNING

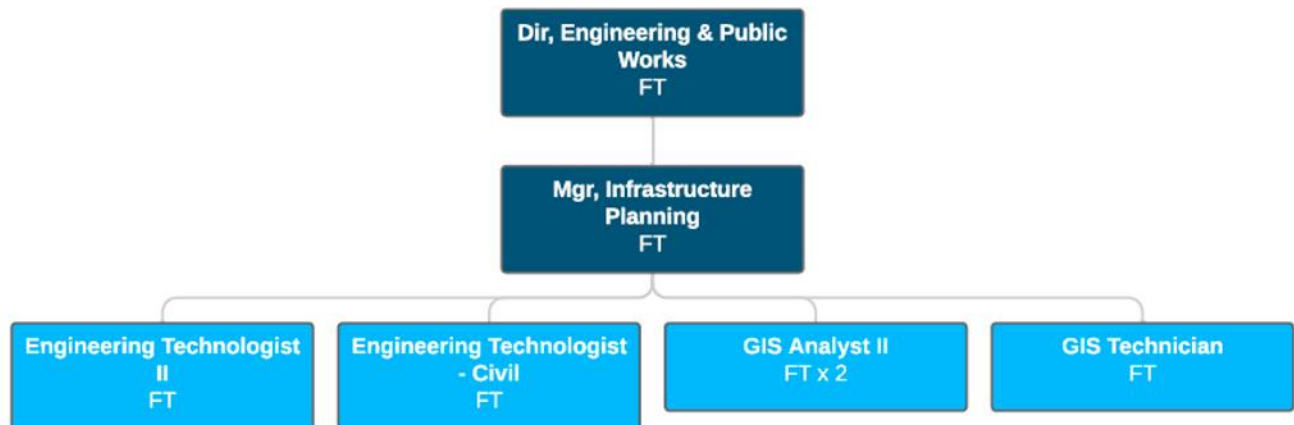
FOCUS

The Infrastructure Planning Division is responsible for monitoring, managing, planning and improving the City's infrastructure systems (water, sewer, drainage, pavement). Staff develops long range plans for infrastructure improvements to support pavement rehabilitation and the safe provision of drinking water, sanitary, drainage and road pavement services. This Division is also responsible for the City's GIS and PoCoMAP systems.

The Infrastructure Planning Division is responsible for developing the City's capital program and leading the asset management program. Additionally, this Division supports and collaborates frequently with the Planning, Development Engineering, Public Works, Capital Projects, and Finance divisions on other work.

Staff in this area participate in utility regional committees and working groups. Staff also acts as the primary liaison with external agencies such as Metro Vancouver, and the provincial and federal governments. This liaison function is fundamental to securing external grants and improving services that directly benefit residents, employees, and businesses.

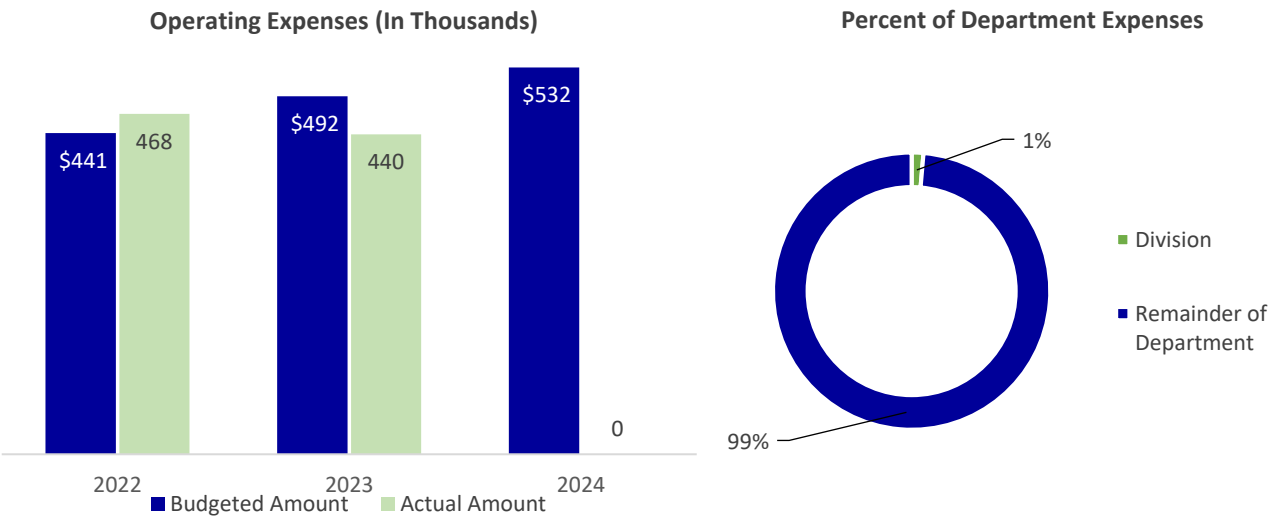
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Aging infrastructure	The City owns and maintains significant aging assets and infrastructure which provide service to the residents of Port Coquitlam. As these assets and infrastructure age, additional maintenance is required and failure becomes more likely. City staff have drafted a budget focused on rehabilitation to take care of and replace the assets the City already owns. Development and implementation of asset management plans help to prioritize and allocate funding for long term sustainability.
Basic infrastructure	Funding for new assets is allocated carefully and focused on the provision of core infrastructure such as road paving, streetlights, sidewalks and utilities to address gaps and provide a basic level of service and safety. Updates to the Development Cost Charge Bylaw will help offset the costs of growth-related infrastructure and upgrade projects.
Development and Climate Change	Population growth and climate change goals are driving the need for updated design criteria and infrastructure. Such improvements help to provide adequate service capacity, flood protection, water conservation, and protection of the natural environment.
Maturation	The City has a number of outdated strategic utility and transportation plans. Work has shifted to address since the establishment of the Infrastructure Planning Division in 2017. A large number of policies, programs and procedures have been introduced to address outstanding needs.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Taxation and other levies	0	0	0	N/A	(6,620)
Sale of services	5,000	5,000	0	0.0%	11,260
Other revenue	2,000	2,000	0	0.0%	0
Total	\$7,000	\$7,000	\$0	0.0%	\$4,640

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	742,900	757,600	14,700	2.0%	653,230
Other personnel costs	11,600	11,600	0	0.0%	9,730
Contracted and other services	80,000	102,900	22,900	28.6%	98,910
Materials and supplies	3,300	3,300	0	0.0%	1,860
Telephone, utilities and rent	100	100	0	0.0%	490
Internal charges	(345,700)	(343,600)	2,100	-0.6%	(345,700)
Total	\$492,200	\$531,900	\$39,700	8.1%	\$418,520

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer From Reserve	201,100	207,700	6,600	3.3%	0
Total	\$201,100	\$207,700	\$207,700	3.3%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(284,100)	(317,200)	(33,100)	11.7%	(413,870)
Total	(\$284,100)	(\$317,200)	(\$33,100)	11.7%	(\$413,870)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Contracted and other services	Contracted Services	Inflation	(2,900)
Internal charges	Departmental Ongoing Adjustment (No DP)	Update Internal Charge Allocation Solid Waste	(2,100)
Transfer from Reserve	Labour Increase - General	Labour Funded by Capital - Mgr, Infrastructure Planning	6,600
Payroll expense	Labour Increase - General	Labour Funded by Capital	(14,700)
Contracted and other services	Departmental Ongoing Adjustment (No DP)	Increase in cost of application licenses above general inflation	(20,000)
Total			(\$33,100)

INDICATORS AND MEASURES

Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
Value of external grants/partnerships	\$1.3M	\$4.2M	\$3.4M	\$6M	\$2.4M
Value of civil infrastructure projects (roads, utilities)	\$7.7M	\$12.2	\$15M	\$21.7M	\$15.6M
Value of active transportation, traffic calming, sidewalk and pedestrian safety projects	\$650K	\$1M	\$1.5M	\$1.8M	\$830k
# of new/updated policies, plans, programs or contracts	8	12 in progress	3 completed. 12 in progress	12 in progress	9 drafts completed; 3 in development*
# of public inquiries (calls for service)	202	242	309	174	129

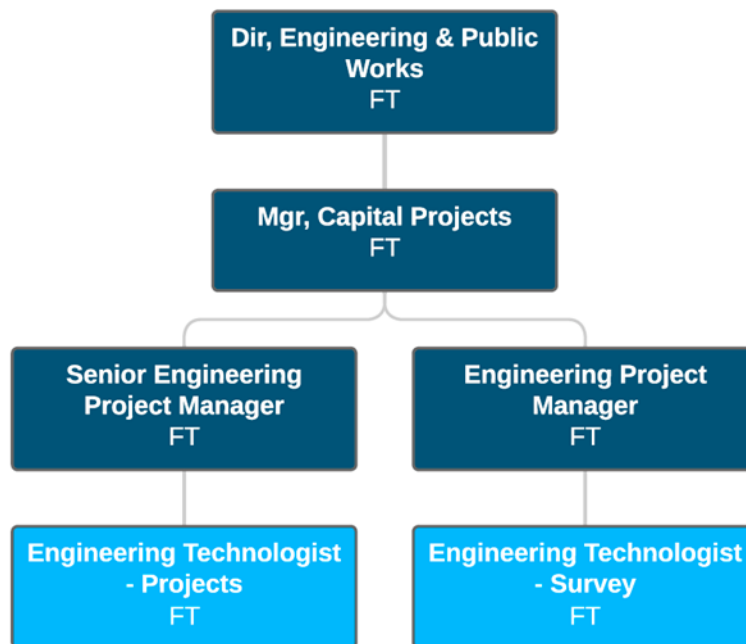
*Drafts completed (9): Asset Management Plans (8), DCC Bylaw Update. In progress (3): Master Transportation Plan, South PoCo IWMP, Servicing Bylaw

CAPITAL PROJECTS

FOCUS

The Capital Projects Division coordinates the design, construction and implementation of Capital Projects approved in the City's annual 5-year financial plan for road, water, sewer, drainage and parks infrastructure. The team also prepares construction estimates for future capital projects, maintains historical project costing information, and assists with the recording and valuation of fixed assets for road, water, sewer, drainage and parks infrastructure.

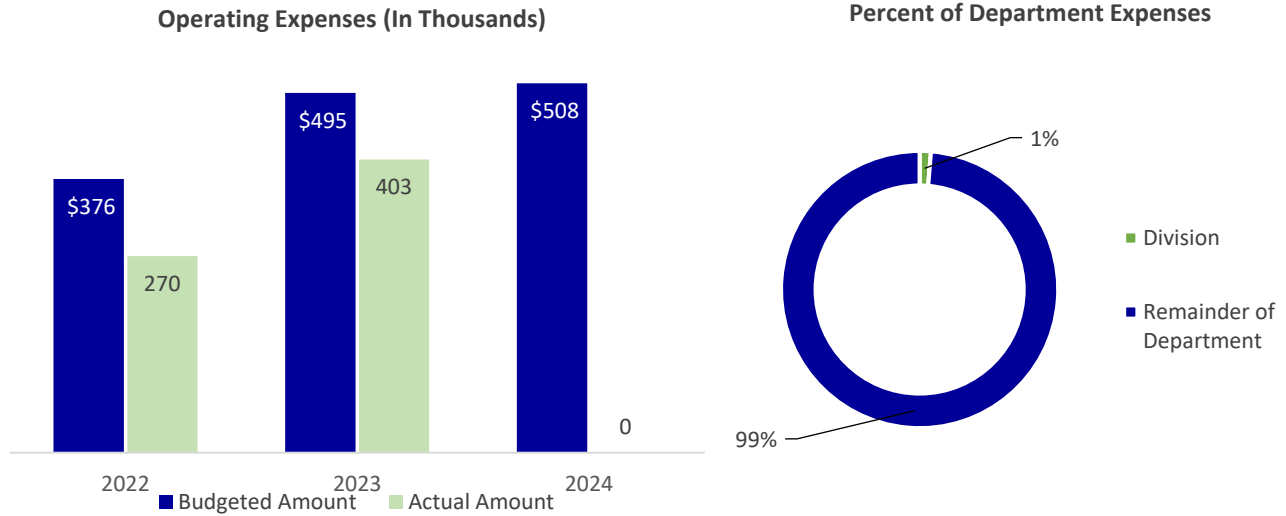
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Regulatory changes	Changes to environmental regulatory processes have resulted in substantially longer wait times for receiving approvals related to work within or directly adjacent to streams. Accordingly, additional time has been allocated in project schedules for environmental permitting.
Provincial Impacts	Applications reviewed by the Ministry of Forests, Lands, Natural Resource Operations and Rural Developments continue to be backlogged, which, in addition to regulatory changes, has further increased review times for approval to proceed with site investigations and construction.
Supply Chain	Capital Projects relies heavily on goods and manufacturing materials which are transported by various methods. Lead times for material acquisition have increased. Materials need to be ordered early in the process to ensure availability for construction schedules. Alternatives with lesser lead times are being considered for some projects.
Public expectations	Staff strive to keep residents informed of construction work and designs underway for future construction. Additional communication efforts have been implemented to maximize engagement. With the increased size and interest in the capital program, staff endeavor to keep residents informed of the plans early in the design process, promoting the City's values, strategy and vision for implementation.
Experienced staff	Attracting and retaining experienced staff in a competitive market continues to be a challenge. Skill gap and lack of qualified applicants combined with a competitive job market has made it challenging to fill key positions. Vacancies increase other staff workloads and reduce team efficiency.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	766,200	777,800	11,600	1.5%	648,850
Other personnel costs	9,400	9,400	0	0.0%	6,960
Contracted and other services	3,000	3,100	100	3.3%	6,640
Materials and supplies	1,500	1,500	0	0.0%	6,130
Telephone, utilities and rent	700	700	0	0.0%	880
Internal charges	(286,300)	(284,700)	1,600	-0.6%	(288,140)
Total	\$494,500	\$507,800	\$13,300	2.7%	\$381,320

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer From Reserve	284,900	287,400	2,500	0.9%	0
Total	\$284,900	\$287,400	\$2,500	0.9%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(209,600)	(220,400)	(10,800)	5.2%	(381,320)
Total	(\$209,600)	(\$220,400)	(\$10,800)	5.2%	(\$381,320)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(3,200)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(10,700)
Payroll expense	Labour Increase - General	Labour Funded by Capital	1,400
Payroll expense	Labour Increase - General	To Adjust 2024 Exempt Grid	900
Contracted and other services	Contracted Services	Inflation	(100)
Transfer from Reserve	Labour Increase - General	Labour Funded by Capital	2,500
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(1,600)
Total			(\$10,800)

INDICATORS AND MEASURES

Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
# of Open Houses for Projects	3	0*	0*	0	0
Asphalt Rehabilitation (equivalent lane km)	10	9	10.52	3.75	4.0
Sewer Main Replacement (m)	1,075	709	493	30	570
Watermain Replacement (m)	1,075	2,550	1,762	616	497
Storm Replacement (m)	1,475	988	739	356	872
Storm Pump Station (ea.)	0	2	0	0	0
Sanitary Lift Station Replacement (ea.)	0	0	1	1	0
PRV Replacement (ea.)	0	0	0	0	1
Water Pump Station Replacement (ea.)	0	0	0	0	0
Sidewalk / Multi-Use Path installation (m)	1,105	1,690	3,058	2,674	342
Pedestrian Improvements (ea.)	4	4	14	8	16
Traffic Calming Installations (ea.)	2	3	55	9	22
Calls for Service Received	N/A	N/A	N/A	204	84

* In person public information sessions were not held on account of COVID-19. Information and engagement via letters and website content

TRANSPORTATION

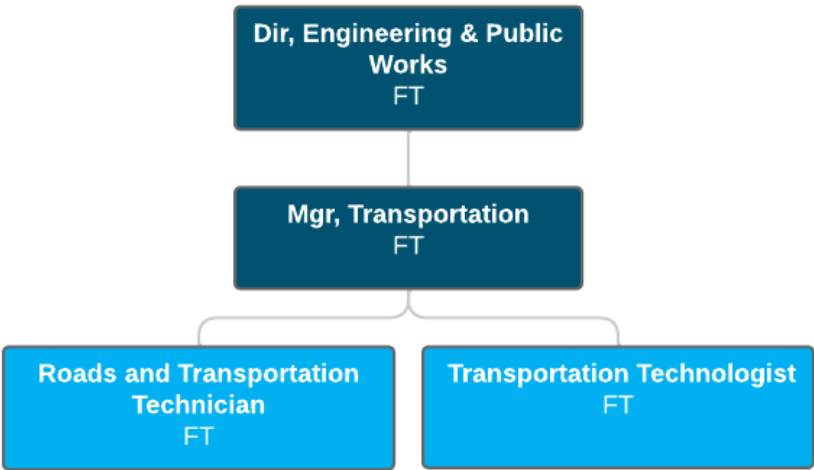
FOCUS

The Transportation Division is responsible for monitoring, managing, planning, and improving the City’s transportation network. Staff implement improvements identified through the Master Transportation Plan through capital projects and in coordination with offsite requirements for development projects. The Division is also responsible for review and issuance of road closure permits, encroachment permits, Bylaw infraction letters, traffic studies, and transit shelters.

This division supports and collaborates with the Planning, Development Engineering, Public Works, Capital Projects, and Finance divisions on other work.

Staff in this area participate in regional committees and working groups. Staff acts as the primary liaison with external agencies such as TransLink, Coast Mountain Bus Company, Ministry of Transportation and Infrastructure, ICBC, provincial and federal governments, and the RCMP. This liaison function is fundamental to securing external grants and improving services that directly benefit residents, employees, and businesses.

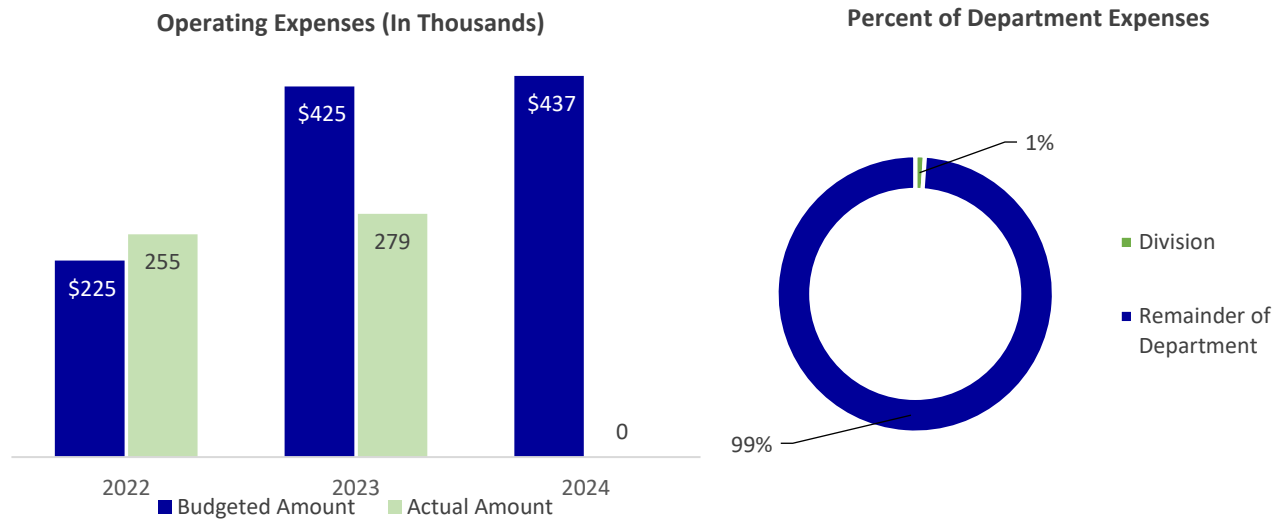
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Development and Climate Change	Population growth is putting a strain on our existing transportation network. Increased traffic on the roads leads to gridlock during peak times and increasingly at other times of day, contributing to increase greenhouse gas production. Improving the active transportation network can help alleviate traffic on the roads and contribute to the City meeting climate change goals.
Complete Transportation Network	Residents' expectations have increased for pedestrian and cycling infrastructure that includes complete networks instead of discontinuous segments. Implementation of the Master Transportation Plan has a focus on filling in the gaps in the existing networks.
Public Expectations	The public places a high level of expectation with traffic calming and safety improvements. A lot of time is spent within the Division to review, assess, and provide thoughtful responses to residents, regardless of the outcome of their request.
Experienced Staff	Attracting experienced, qualified staff in a competitive market continues to be a challenge. Skill gap and lack of qualified applicants combined with a competitive job market has made it challenging to fill key positions. Vacancies increase other staff workloads and reduce team efficiency.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Permits and licences	20,000	20,000	0	0.0%	29,200
Total	\$20,000	\$20,000	\$0	0.0%	\$29,200

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	418,700	430,800	12,100	2.9%	262,230
Other personnel costs	2,500	2,500	0	0.0%	4,850
Contracted and other services	0	0	0	N/A	0
Materials and supplies	3,000	3,000	0	0.0%	110
Telephone, utilities and rent	500	500	0	0.0%	70
Total	\$424,700	\$436,800	\$12,100	2.8%	\$267,260

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer From Reserve	195,600	207,700	12,100	6.2%	0
Total	\$195,600	\$207,700	\$12,100	6.2%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(209,100)	(209,100)	0	0.0%	(238,050)
Total	(\$209,100)	(\$209,100)	\$0	0.0%	(\$238,050)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Payroll expense	Labour Increase - General	Labour Funded by Capital - Transportation Manager	(12,100)
Transfer From Reserve	Labour Increase - General	Labour Funded by Capital - Transportation Manager	12,100
Total			0

INDICATORS AND MEASURES

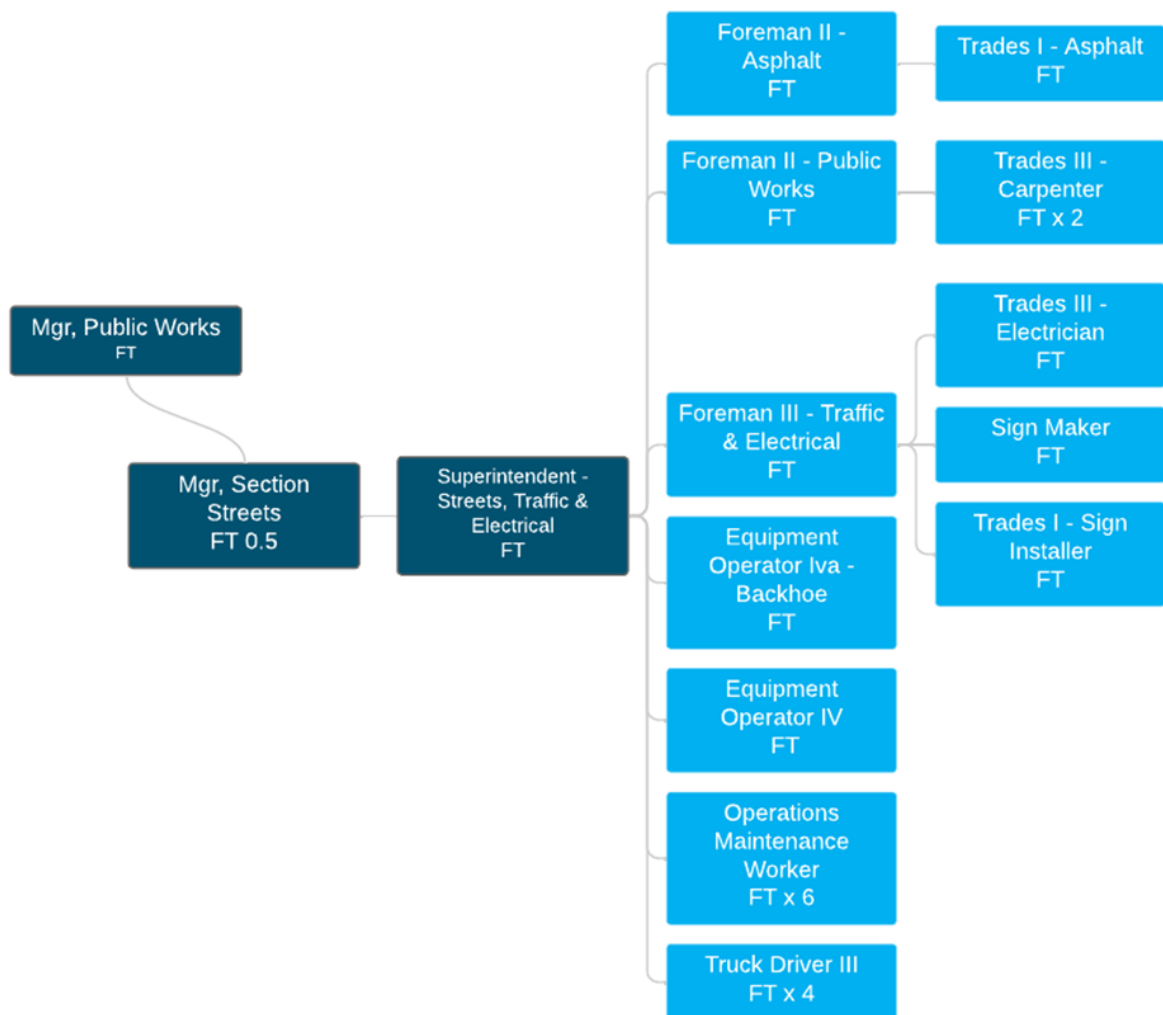
Indicator/Measure	2023 (3 rd Quarter)
Value of external grants/partnerships	\$2.4M
Value of active transportation, traffic calming, sidewalk and pedestrian safety projects	\$830k
# of public inquiries (calls for service)	400

PUBLIC WORKS – STREETS OPERATIONS

FOCUS

Streets Operations plays a crucial role in maintaining the City's road network and transportation assets, ensuring that they meet community best practices. This involves delivering of maintenance activities, rehabilitation projects, and responding to emergent needs. The scope of their work includes flood control, ditch maintenance, streetlight and traffic signal upkeep, electrical services, road markings, sign installation, sidewalk maintenance, snow and ice control, pothole repair and larger asphalt rehabilitation projects. This Division is also tasked with maintaining the City's Major Road Network. They receive funding from TransLink for specific maintenance activities as well as capital renewal projects. By diligently managing the infrastructure and planning for its upkeep, Streets Operations effectively supports the smooth functioning of the City's road network and supporting assets.

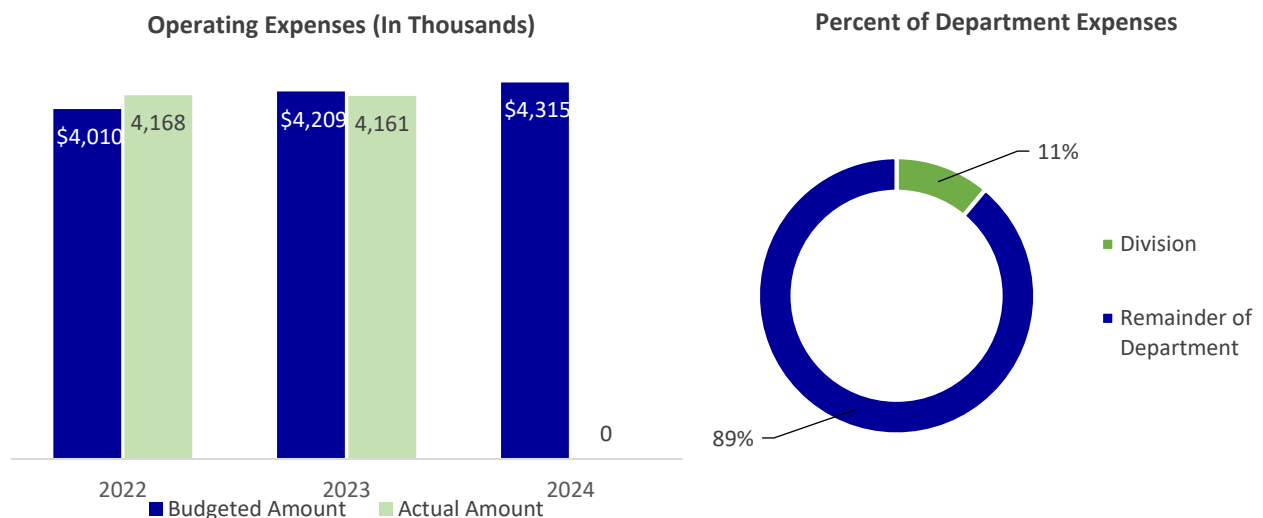
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Climate challenges	Weather events are becoming extreme in nature and causing stresses on resources for planned or scheduled maintenance activities. Less predictable weather patterns including wind, snow and rainfall events are requiring emergency response and the rising sea levels are requiring more strategy around flood protection.
Aging infrastructure	The City is using forward thinking strategies to repair or rehabilitate some of the aging infrastructure. Innovative technologies like Artificial Intelligence are helping us quickly inspect the road network and respond with proactive repair strategies.
Inflation	The cost of living has increased 24.67% since 2015 putting stress on the procurement of materials and services to support the maintenance of the road network.
Supply chain	<p>This division relies heavily on goods and manufacturing materials which are transported by various methods. Supply chain issues are affecting the Division in the following ways:</p> <ul style="list-style-type: none"> products are not as available as they normally are. it is taking longer to get items shipped. some products are costing more
Employee Retention and Attraction	The recruitment landscape continues to change. The ability to find skilled workers externally is pointing to the need to focus on developing people from inside the organization. This investment in our people has a return on investment as we are able to pivot quickly with inhouse expertise and improve the division's culture.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Sale of services	3,300	3,300	0	0.0%	9,180
Contributions	1,160,000	1,160,000	0	0.0%	777,500
Total	\$1,163,300	\$1,163,300	\$0	0.0%	\$786,680

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	1,902,800	1,908,400	5,600	0.3%	1,607,970
Other personnel costs	800	800	0	0.0%	11,870
Contracted and other services	813,400	868,100	54,700	6.7%	968,650
Materials and supplies	557,000	557,000	0	0.0%	676,610
Telephone, utilities and rent	458,800	470,900	12,100	2.6%	393,480
Insurance and claims	0	0	0	N/A	400
Internal charges	476,600	509,400	32,800	6.9%	451,850
Total	\$4,209,400	\$4,314,600	\$105,200	2.5%	\$4,110,830

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer to Reserve	(550,000)	(550,000)	0	0.0%	0
Transfer From Reserve	17,000	17,000	0	0.0%	0
Total	(\$533,000)	(\$533,000)	\$0	0.0%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(3,579,100)	(3,684,300)	(105,200)	2.9%	(3,324,160)
Total	(\$3,579,100)	(\$3,684,300)	(\$105,200)	2.9%	(\$3,324,160)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(1,500)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(5,000)
Payroll expense	Labour Increase - General	To Adjust 2024 Exempt Grid	900
Contracted and other services	Contract Adjustment - Metro Vancouver Utilities	Tipping fee increase of \$7/tonne, 1,429 Tonnes	(10,000)
Contracted and other services	Contracted Services	Inflation	(27,700)
Contracted and other services	Departmental Ongoing Adjustment (No DP)	Increase based on actual increased contractual and internal costs	(17,000)
Telephone, utilities and rent	Utilities and Fuel	Electricity	(12,100)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(32,800)
Total			(105,200)

INDICATORS AND MEASURES

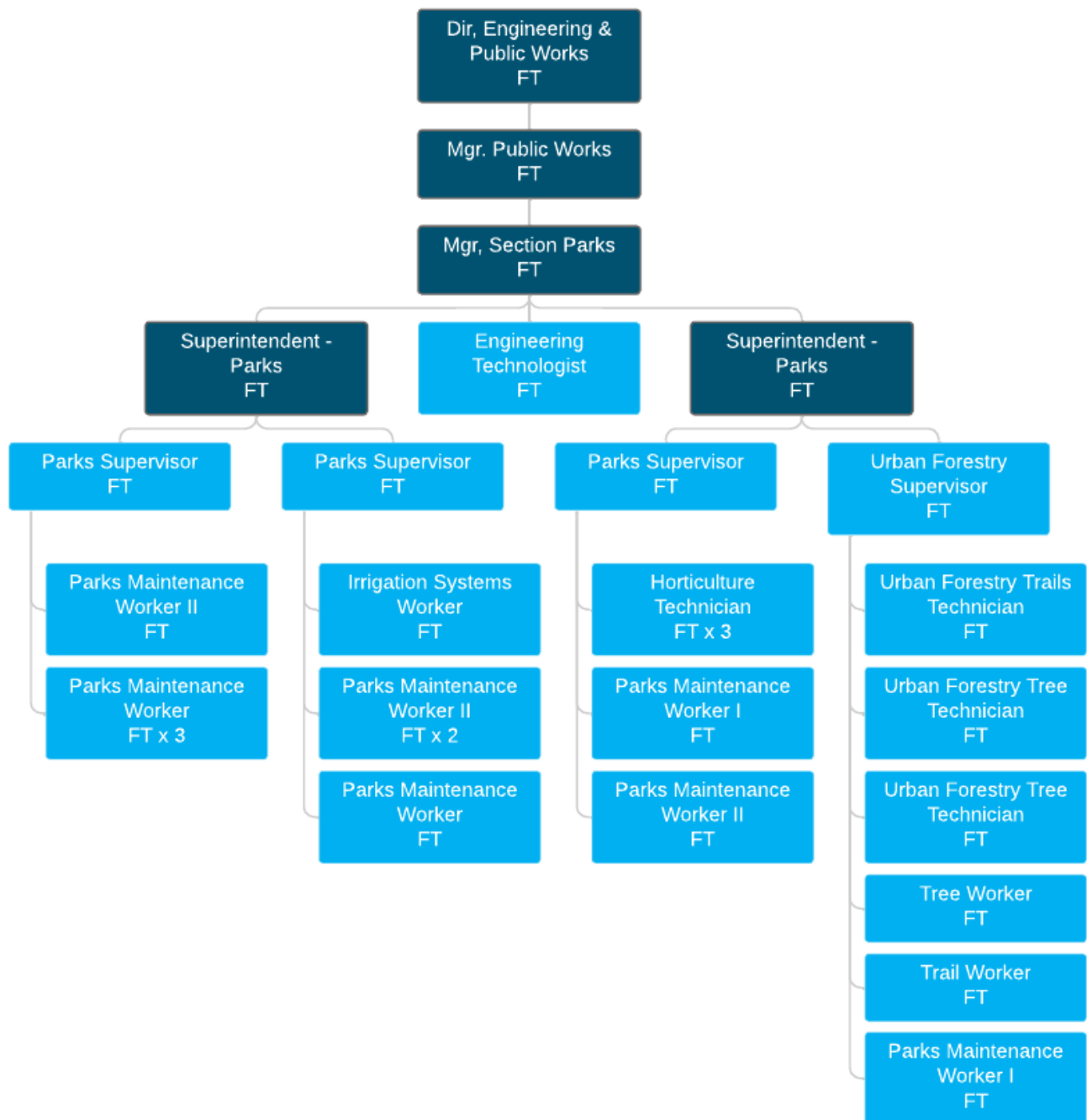
Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
# of Illegal Dumping Requests Completed	253	464	493	286	204
Snow/Ice # of Events Response Hours	6 2667	6 2242	5 3055	4 1607	9 2899.50
Mm of Precipitation	710	1,433	1160	747	817
Calls for Service: Street Sweeping Flooding/Drainage Pothole Filling	59 9 99	64 22 176	99 23 136	65 9 192	36 12 90
Calls for Service: Cross Walks Curb/Sidewalk Maintenance Street Signs Traffic Signs	28 134 27 117	32 137 18 87	12 124 8 82	4 114 12 87	5 70 12 49

PUBLIC WORKS - PARKS SERVICES

FOCUS

The Parks Division provides and maintains parks and open space to strengthen the community, provide a cleaner environment and make the City and its neighborhoods a more attractive place to live and work. In addition, the Division provides cemetery operations, community engagement, a donation program (bench, table & tree), special events support and opportunities for learning, sport, fun and relaxation. These public spaces consist of numerous parks, trails, athletic fields, playgrounds, and ornamental and urban forestry areas.

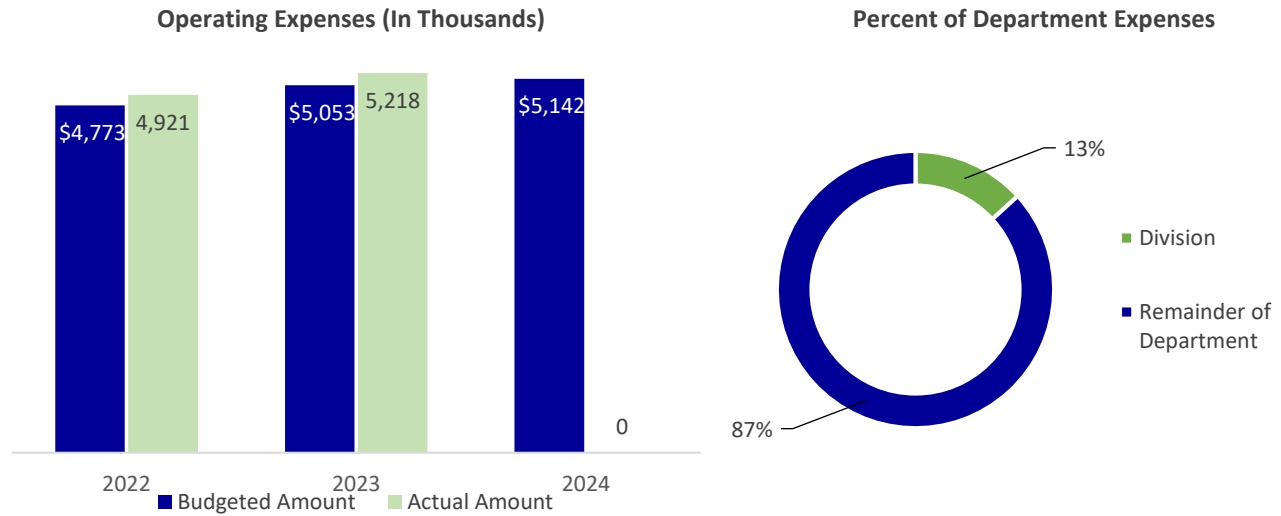
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Increased Park use	Positive initiatives to engage the community, along with upgrades and replacements being completed to our park systems including playgrounds, sports fields, tree canopy and additional garden beds and planters being added around the City. These have increased the usage as well as beautified the City as a whole Staff continue to see an increase in litter/garbage and washroom use. Staff have also seen an increase in our vulnerable population which also impacts the same measures as the community usage.
Climate Challenges	Extreme weather events, changing climate patterns and invasive species are becoming more frequent causing stresses on available resources for scheduled maintenance activities. Changing weather patterns including heat, wind, snow, and rainfall events, require emergency responses, sea level and flood protection strategies.
Vulnerable populations	The Section continues to face challenges with inappropriate use of parks and facilities, vandalism, graffiti, smoking, off-leash dogs, litter, and sharps.
Tree canopy	There has been an increase in tree failures primarily related to climate change. An increase in administrative work related to tree bylaw implementation has impacted staff's ability to complete cyclical pruning which will result in increased future maintenance and decreased tree health. Staff continue to work on adding to the current tree population and have added additional resources to assist with meeting service levels.
Inflation	The cost of living has increased by 24.67% since 2015 putting stress on the valuation of contracted services, supplies, and materials which poses an impact on the ability to provide a high-level product for the patrons.
Supply chain	<p>The division relies heavily on goods and manufacturing materials which are transported by various methods. Supply chain issues are affecting the Division in the following ways:</p> <ul style="list-style-type: none"> • products are not as available as they normally are • it is taking longer to get items shipped • some products are costing more
Employee Retention and Attraction	Recruitment continues to be a challenge. The ability to find skilled workers externally points to the need to focus on developing people from inside the organization. This investment in our people has a return on investment as we are able to pivot quickly with in-house expertise and improve the division's culture.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Sale of services	665,000	676,000	11,000	1.7%	572,870
Contributions	0	0	0	N/A	27,400
Permits and licences	21,600	21,600	0	0.0%	12,250
Total	\$686,600	\$697,600	\$11,000	1.6%	\$612,520

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	3,211,200	3,234,000	22,800	0.7%	3,245,240
Other personnel costs	31,800	31,800	0	0.0%	24,910
Contracted and other services	633,800	656,600	22,800	3.6%	742,130
Materials and supplies	519,300	520,300	1,000	0.2%	580,990
Telephone, utilities and rent	65,100	66,700	1,600	2.5%	60,790
Interest and bank charges	4,300	4,300	0	0.0%	7,350
Insurance and claims	0	0	0	N/A	450
Internal charges	587,900	628,100	40,200	6.8%	475,930
Total	\$5,053,400	\$5,141,800	\$88,400	1.7%	\$5,137,790

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(4,366,800)	(4,444,200)	(77,400)	1.8%	(4,525,260)
Total	(\$4,366,800)	(\$4,444,200)	(\$77,400)	1.8%	(\$4,525,260)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Sale of services	Departmental Ongoing Adjustment (No DP)	Revenue Increase - P&R Fees and Charges	11,000
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(4,500)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(14,200)
Payroll expense	Labour Increase - General	To Adjust 2024 Exempt Grid	900
Payroll expense	Departmental Ongoing Adjustment (No DP)	Increase based on actual special event support	(5,000)
Contracted and other services	Contracted Services	Inflation	(22,800)
Materials and supplies	Departmental Ongoing Adjustment (No DP)	Increase based on actual special event support	(1,000)
Telephone, utilities and rent	Utilities and Fuel	Electricity and Natural Gas	(1,600)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(40,200)
Total			(\$77,400)

INDICATORS AND MEASURES

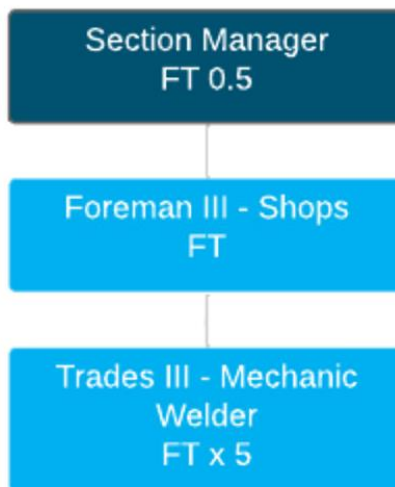
Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
# of Requests for Service by area					
▪ Bears in Park	10	4	33	25	14
▪ Cemetery Maintenance	8	11	7	5	3
▪ Graffiti	33	32	57	76	82
▪ Invasive Species	20	29	39	36	23
▪ Parks Related Inquiries	195	240	408	235	245
▪ Streets / Garbage & Litter	35	33	75	72	58
▪ Trails Maintenance	128	137	107	153	113
▪ Tree Assessments	380	457	783	579	490
Total # of Requests for Service	1035	1199	1780	1366	
# of Public Education Initiatives	17	N/A due to COVID-19	N/A due to COVID-19	15	40
# of Tree Permits	147	203	198	182	126
# of Special Events Supported	22	6	12	20	24

PUBLIC WORKS – FLEET OPERATIONS

FOCUS

Fleet Operations includes procurement, maintenance and repair of equipment which is essential in the City's ability to provide the critical operations for our residents and businesses. Our Fleet includes public works, parks, recreation, engineering, bylaws and fire vehicles and small equipment. The City's Fleet totals 538 units which includes 178 vehicles including compact vehicles, pickups, dump trucks, backhoes, trailers, solid waste trucks and trailers. 360 units are identified as small equipment, and this includes mowers, blowers, chainsaws, trimmers, aerators, generators and pumps. Fleet performs annual maintenance and inspection of units, manages condition, performs reactive repairs and determines when replacement is required. As an internal service provider all charges for operating the fleet operation are incurred in this Section, and then distributed to the various Departments via monthly or hourly charge out rates to reflect the cost of operating those activities.

ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Employee Retention and Attraction	The recruitment landscape continues to be a challenge. The ability to find skilled workers is extremely challenging. Currently Fleet has experienced difficulty in recruiting Trades, Staff continue to try different strategies to attract qualified candidates to these roles.
Data driven decision making	Cost pressures and workload have created the need to find efficiencies. Implementation of maintenance management software program to maximize useful life of fleet assets and ensure preventative maintenance regulatory requirements are met, and operational needs evaluated.
Currency	Weak Canadian dollar against U.S. currency increases capital costs for specialized equipment purchases.
Commodity pricing	Current instability in commodity markets may result in increased capital costs for specialized equipment and supplies.
Aging fleet	The City owns and maintains significant aging vehicles and equipment which provide service to the residents of Port Coquitlam. As these age, additional maintenance is required and failure becomes more likely along with lower salvage value, increased fuel and higher CO2 emissions.
Supply Chain	Fleet relies heavily on goods and manufacturing materials which are transported by various methods. Supply chain issues are affecting the Division in the following ways: <ul style="list-style-type: none"> • products are not as available as they normally are (fleet units require 16-24 months lead time) • it is taking longer to get items shipped • some products are costing more
Inflation	The cost of living has increased 24.67% since 2015 putting stress on the valuation of contracted services, supplies and materials which are required to support the maintenance, repair and procurement of goods and services needed for Fleet Operation.

OPERATING BUDGET

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	698,400	700,400	2,000	0.3%	580,100
Other personnel costs	12,500	12,500	0	0.0%	1,440
Contracted and other services	310,000	321,100	11,100	3.6%	267,490
Materials and supplies	1,015,000	1,175,200	160,200	15.8%	1,184,960
Telephone, utilities and rent	1,800	1,800	0	0.0%	1,480
Insurance and claims	224,200	243,100	18,900	8.4%	210,420
Internal charges	(3,181,400)	(3,396,300)	(214,900)	6.8%	(2,993,610)
Total	(\$919,500)	(\$942,200)	(\$22,700)	2.5%	(\$747,720)

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer to Reserve	(1,245,700)	(1,245,700)	0	0.0%	0
Total	(\$1,245,700)	(\$1,245,700)	\$0	0.0%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(326,200)	(303,500)	22,700	-7.0%	747,720
Total	(\$326,200)	(\$303,500)	\$22,700	-7.0%	\$747,720

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(500)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(1,500)
Contracted and other services	Contracted Services	Inflation	(11,100)
Materials and supplies	Utilities and Fuel	Fuel	(160,200)
Insurance and claims	Insurance	Inflation	(18,900)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	218,200
Internal charges	Departmental Ongoing Adjustment (No DP)	Revenue balancing for missing labour	(3,300)
Total			\$22,700

PUBLIC WORKS – SOLID WASTE OPERATIONS

FOCUS

The Solid Waste Section provides solid waste collection services for all single-family residential households and some multi-family residential and industrial, commercial, and institutional units across the City. Solid Waste services include curbside garbage, recycling, organics collection and glass collection from depot locations across the City. Also included in the Solid Waste Section is the ambassador who provide outreach and support to the community. As a result of the implementation of Continuous Improvement Assessment recommendations, Solid Waste is also responsible for public waste collection in various locations including the downtown core and bus shelters, as well as street sweeping operations.

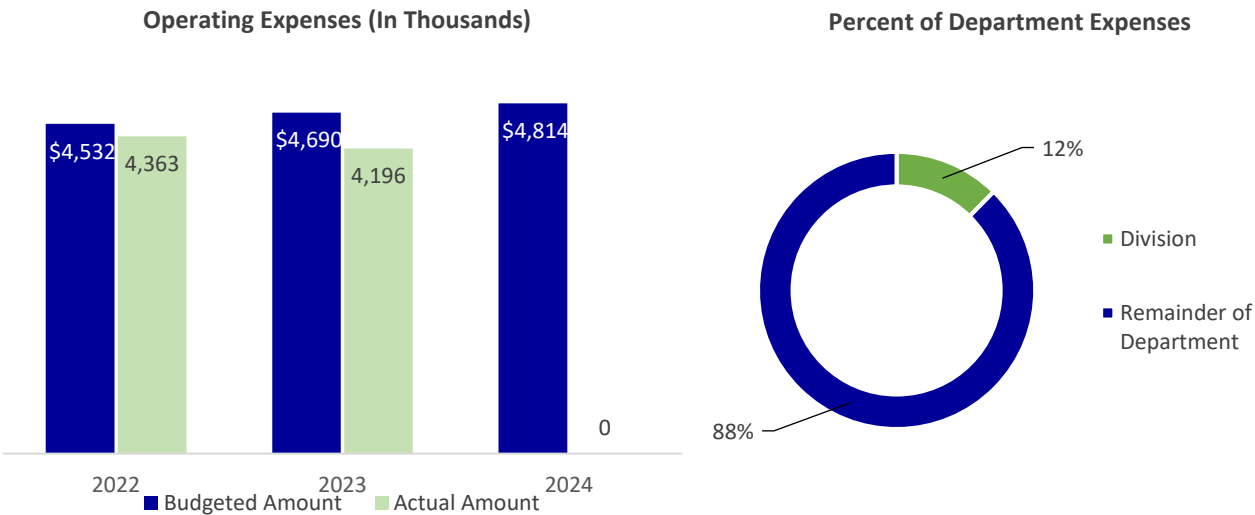
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Regulatory requirements	Increased scrutiny by processors of contamination is resulting in the potential for higher costs. The expansion of the Extended Producer Responsibility (EPR) programs is resulting in increased regulation of products and stewardship. Increased outreach and education are required to achieve regional diversion goals.
Recycle B.C.	Recycle B.C. has issued service failure notices to local government contractors regarding contamination.
Organics processor	The contract with Organics processor expires end of 2023. Due to procurement regulations the City will be required to go back out to market. The region is challenged with cost effective solutions as the regulatory policies continue to change to adapt to regional and marketplace challenges.
Customer Service	The public continues to express frustration with the recycling program mandated by other levels of government, which the City has limited control over.
Wildlife	Bears continue to be a nuisance for the community. The entire City is now impacted with interactions and significant time, cost and energy are allocated to education and awareness to minimize issues with cart damage and potential human bear conflict.

OPERATING BUDGET



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Utility charges	3,460,200	4,067,700	607,500	17.6%	3,580,400
Sale of services	555,300	555,300	0	0.0%	534,430
Other revenue	0	0	0	N/A	3,380
Total	\$4,015,500	\$4,623,000	\$607,500	15.1%	\$4,118,210

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	1,259,600	1,264,200	4,600	0.4%	1,203,850
Other personnel costs	2,600	2,600	0	0.0%	740
Contracted and other services	1,732,100	1,854,000	121,900	7.0%	1,320,140
Materials and supplies	20,500	20,500	0	0.0%	34,840
Telephone, utilities and rent	0	0	0	N/A	2,560
Interest and bank charges	0	0	0	N/A	10
Internal charges	1,674,700	1,672,500	(2,200)	-0.1%	1,586,780
Total	\$4,689,500	\$4,813,800	\$124,300	2.7%	\$4,148,920

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer to Reserve	(120,000)	(120,000)	0	0.0%	0
Total	(\$120,000)	(\$120,000)	\$0	0.0%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	(794,000)	(310,800)	483,200	-60.9%	(30,710)
Total	(\$794,000)	(\$310,800)	\$483,200	-60.9%	(\$30,710)

BREAKDOWN OF BUDGET CHANGES

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Utility charges	Revenue Balancing Requirements	Balancing Entry	388,300
Utility charges	Revenue Balancing Requirements	Recycling moved from Taxation to Solid Waste Levy	488,400
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(1,100)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(3,500)
Contracted and other services	Contract Adjustment - Metro Vancouver Utilities	Tipping fee increase	(91,500)
Contracted and other services	Contracted Services	Inflation	(5,400)
Contracted and other services	Departmental Ongoing Adjustment (No DP)	Increase in printing costs for calendar, flip guide and insert	(25,000)
Internal charges	Departmental Ongoing Adjustment (No DP)	Update Internal Charge Allocation Solid Waste	79,000
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(76,800)
Various expenses	Ongoing Enhancement (Council Approved)	Large Item pickup	(269,200)
Total			\$483,200

INDICATORS AND MEASURES

Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
Diversion Rate (%)	65.5%	66.1%	65.8%	65.8%	65%
Garbage kgs/customer	398	433.3	421.4	387.3	387.4
Green kgs/customer	528.1	616.3	591.4	541.1	504.4
Recycle kgs/customer	166.9	170	163.3	196.9	189.8
Total Solid Waste Calls for Service	2,146	4,352	3,742	4,602	3,228
Total Carts Tipped	N/A	N/A	N/A	861,810	587,073
Route completion service success score	N/A	N/A	N/A	99.9%	99.9%
Large Item Pickup CFS	N/A	N/A	2,306	2,461	1,551
Large Item Pickup – Items removed	N/A	N/A	4,722	4,016	3,257
Ambassador Cart Audits	N/A	N/A	N/A	15,814	11,374
Violation Tags Issued	N/A	N/A	N/A	3,268	2,822
Waste Cart Lock Audits	N/A	N/A	N/A	1,754	1,598
Violation Tags Issued	N/A	N/A	N/A	419	378
Bear Awareness brochures/letters issued	N/A	N/A	N/A	998	1,876

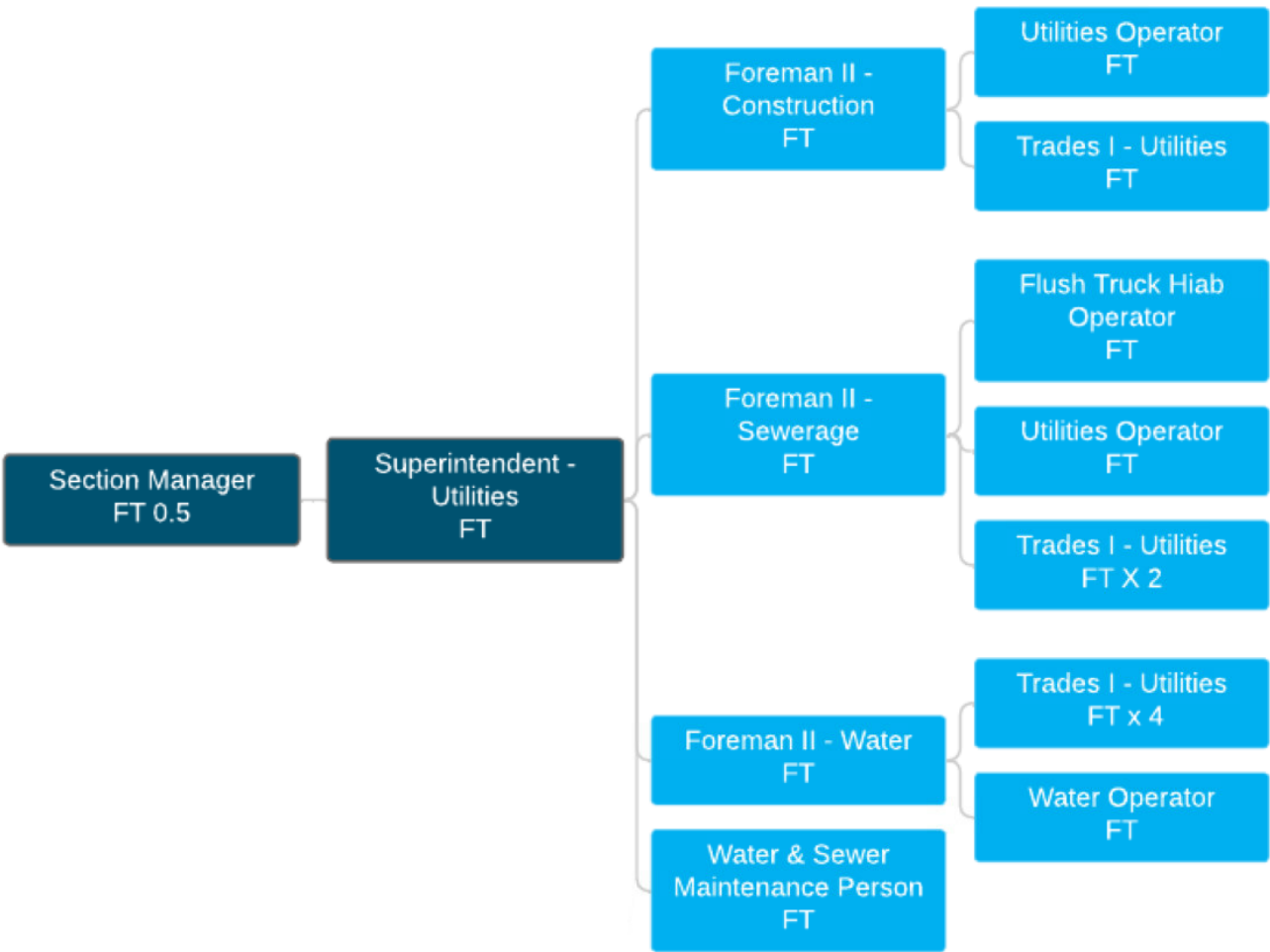
*New indicators are being collected to help track various operations

PUBLIC WORKS – UTILITIES

FOCUS

The Utilities Section of the City of Port Coquitlam is responsible for the maintenance and operation of water and sewer infrastructure. They purchase bulk treated water from the Greater Vancouver Water District and safely deliver around 10 million cubic meters of high-quality potable water annually to their approx. 25K customers. The employees in this department are involved in the maintenance, operation, and construction of a distribution system that ensures safe and reliable drinking water. They also ensure that adequate flows and pressures are maintained for the City's fire protection needs (subject to engineering constraints). In addition to water operations, they also handle sewer operations, which involves operating and maintaining the sewer infrastructure prior to passing flows to Greater Vancouver Sewerage and Drainage District.

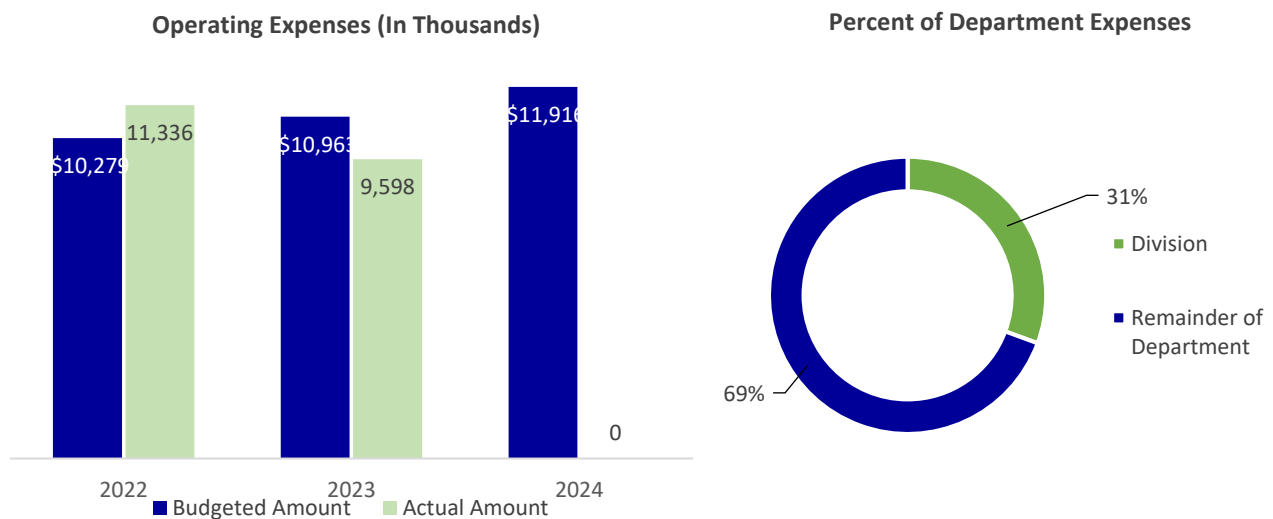
ORGANIZATIONAL STRUCTURE



ENVIRONMENTAL SCAN

Factor	Impact
Climate challenges	Weather events are becoming extreme in nature and causing stresses on resources for planned or scheduled maintenance activities. Less predictable weather patterns including wind, snow and rainfall events can have an impact on Utilities Maintenance activities as the emergent needs of the moment become the priority. Preparation is key as the climate challenges present themselves.
Aging infrastructure	The division is working with Capital Projects and developing strategies to deal with aging infrastructure. Replacement of aging blow-offs, asbestos cement water mains and using innovative practises like relining are part of the approach.
Inflation	The cost of living has increased 24.67% since 2015 putting stress on the procurement of materials and services to support the maintenance of the road network.
Supply chain	<p>This division relies heavily on goods and manufacturing materials which are transported by various methods. Supply chain issues are affecting the Division in the following ways:</p> <ul style="list-style-type: none"> products are not as available as they normally are it is taking longer to get items shipped some products are costing more
Recruitment	The recruitment landscape continues to change. The ability to find skilled workers externally is pointing to the need to focus on developing people from inside the organization. This investment in our people has a return on investment as we are able to pivot quickly with inhouse expertise and improve the division's culture.

OPERATING BUDGET – WATER



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Utility charges	14,062,800	14,620,700	557,900	4.0%	14,351,630
Permits and licences	18,700	18,700	0	0.0%	27,480
Penalties and fines	80,000	80,000	0	0.0%	99,000
Other revenue	0	0	0	N/A	920
Total	\$14,161,500	\$14,719,400	\$557,900	3.9%	\$14,479,030

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	818,000	823,600	5,600	0.7%	766,960
Other personnel costs	0	0	0	N/A	10,940
Contracted and other services	8,635,100	9,542,600	907,500	10.5%	7,225,040
Materials and supplies	136,900	165,000	28,100	20.5%	216,350
Telephone, utilities and rent	43,600	45,200	1,600	3.7%	29,170
Internal charges	1,329,100	1,339,700	10,600	0.8%	1,324,420
Total	\$10,962,700	\$11,916,100	\$953,400	8.7%	\$9,572,880

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer to Reserve	(3,198,800)	(3,338,300)	(139,500)	4.4%	0
Transfer From Reserve	0	535,000	535,000	N/A	0
Total	(\$3,198,800)	(\$2,803,300)	\$395,500	-12.4%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	-	-	-	0.0%	4,906,150
Total	\$0	\$0	\$0	0.0%	\$4,906,150

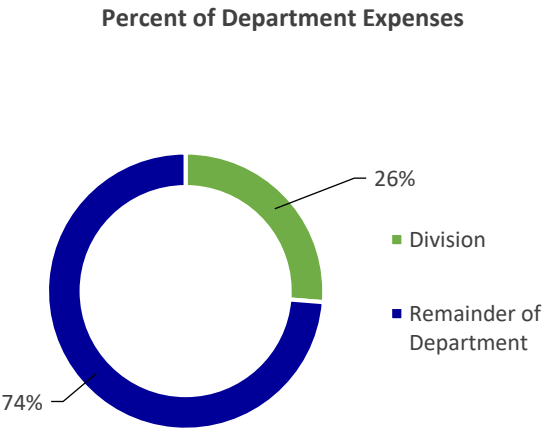
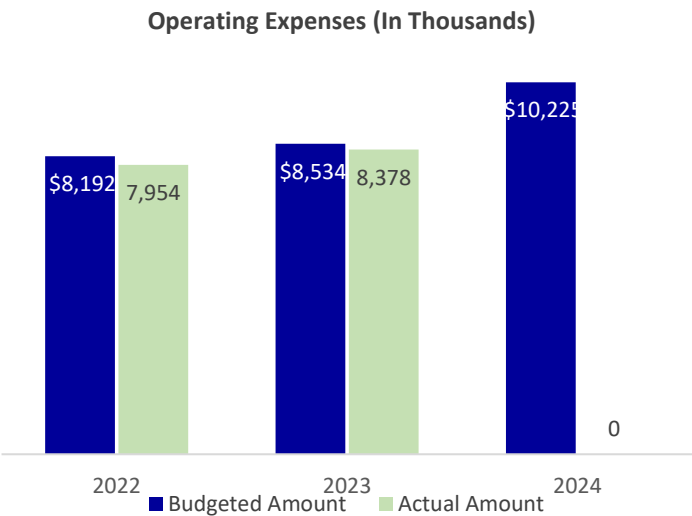
BREAKDOWN OF BUDGET CHANGES -WATER

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Utility charges	Additional Revenues from Growth	Growth	171,000
Utility charges	Revenue Balancing Requirements	Balancing Entry	386,900
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(2,000)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(5,700)
Payroll expense	Departmental Ongoing Adjustment (No DP)	Increase based on actuals	(5,600)
Payroll expense	Departmental Ongoing Adjustment (No DP)	New approach for fire hydrant painting	7,700
Contracted and other services	Contract Adjustment - Metro Vancouver Utilities	Proposed increase by Metro Vancouver 10.0% from prior year budget	(849,400)
Contracted and other services	Contracted Services	Inflation	(5,500)
Contracted and other services	Departmental Ongoing Adjustment (No DP)	Service Cost Increase (Service Level, traffic control servicing, contractor cost, etc.)	(52,600)
Materials and supplies	Departmental Ongoing Adjustment (No DP)	Add for backflow replacements	(28,100)
Telephone, utilities and rent	Departmental Ongoing Adjustment (No DP)	Phone & Electricity	(1,600)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(10,600)
Transfer to Reserve	Long Term Infrastructure Reserve Levy	Additional 1% to LTR Water based on the 2023 Water levy	(139,500)
Transfer from Reserve	Departmental One-time Adjustment (No DP)	Contribution from Water Stabilization Reserve	535,000
Total			\$0

INDICATORS AND MEASURES - WATER

Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
Water Consumption (L/Capita Per Day)	401	423	476	454	445
# of Watermain Breaks/100 km of Length	12	2.38	11.40	7.62	4.29
Operating \$/100 km of Watermain length	\$594K	\$633K	\$647K	\$655K	\$663K
Calls for Service:					
Water Quality	37	30	80	61	39
Water On/Off	90	103	133	187	65
Locate Service	33	56	52	49	33
Emergency Leak	110	39	61	36	7

OPERATING BUDGET – SEWER



	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
REVENUES					
Utility charges	10,023,600	11,614,700	1,591,100	15.9%	10,251,140
Penalties and fines	63,000	63,000	0	0.0%	68,960
Total	\$10,86,600	\$11,677,700	\$1,591,100	15.8%	\$10,320,100

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
EXPENSES					
Payroll expense	347,500	352,400	4,900	1.4%	301,040
Other personnel costs	0	0	0	N/A	1,820
Contracted and other services	6,688,000	8,362,600	1,674,600	25.0%	6,633,780
Materials and supplies	106,800	106,800	0	0.0%	67,110
Telephone, utilities and rent	75,000	76,900	1,900	2.5%	72,660
Insurance and claims	0	0	0	N/A	2,490
Internal charges	1,317,000	1,326,700	9,700	0.7%	1,285,420
Total	\$8,534,300	\$10,225,400	\$1,691,100	19.8%	\$8,364,320

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
ALLOCATIONS (TO) / FROM RESERVES					
Transfer to Reserve	(1,552,300)	(1,652,300)	(100,000)	6.4%	0
Transfer From Reserve	0	200,000	200,000	N/A	0
Total	(\$1,552,300)	(\$1,452,300)	\$100,000	-6.4%	\$0

	2023 Budget	2024 Budget	\$ Changes	% Change	2023 Actuals (Dec 1)
NET REVENUE / EXPENSES					
	-	-	-	0.0%	1,955,770
Total	\$0	\$0	\$0	0.0%	\$1,955,770

BREAKDOWN OF CHANGES - SEWER

Line Item	Adjustment Category	Nature of Adjustment	Net Impact to Revenue / Expenses
Utility charges	Additional Revenues from Growth	Growth	129,000
Utility charges	Revenue Balancing Requirements	Balancing Entry	1,462,100
Payroll expense	Labour Increase - Exempt Staff	Benefit Increase	(1,000)
Payroll expense	Labour Increase - Exempt Staff	Exempt Policy Increase	(3,900)
Contracted and other services	Contract Adjustment - Metro Vancouver Utilities	Proposed increase by Metro Vancouver 26.1% from prior year budget	(1,663,100)
Contracted and other services	Contracted Services	Inflation	(11,500)
Telephone, utilities and rent	Utilities and Fuel	Electricity	(1,900)
Internal charges	Departmental Ongoing Adjustment (No DP)	Adjustment for Internal Equipment allocation	(9,700)
Transfer to Reserve	Long Term Infrastructure Reserve Levy	Additional 1% to LTR Sewer based on the 2022 Sewer levy	(100,000)
Transfer from Reserve	Departmental One-time Adjustment (No DP)	Contribution from Sewer Stabilization Reserve	200,000
Total			\$0

INDICATORS AND MEASURES - SEWER

Indicator/Measure	2019	2020	2021	2022	2023 (3 rd Quarter)
Calls for Service:					
Sewer Blockages	55	54	63	89	36
Plugged Catch Basins	99	153	201	118	74
Flooding/Urgent	44	19	43	19	2
Manhole Lids Missing	5	8	14	7	8