

PROJECT

Department:

Project Name:

Short
Description:

COST & FUNDING

Total Cost

Funding Source(s): *Finance to fill out*

☐ Reserves & Surplus

☐ Developer Contributions

☐ Other:

☐ Grants

☐ User Fees

☐ Borrowing

Finance Comments:

REASON FOR CAPITAL REQUEST

☐ Capital Renewal or Required Replacement

☐ Development Driven

☐ Service Level Enhancement

☐ Safety Requirement

☐ Legislative Change

☐ Other Reason

REQUEST LINKED TO?

☐ Specific Master Plan(s) - see page 3

☐ Another Project

☐ Strategic Priority

ANNUAL COSTS

☐ Annualized costs will be required – maintenance or operating

☐ Renewal of the asset will be required – Expected Life: Years

Calculate the annualized costs if required in the table below. For renewal costs, use replacement cost divided by the expected life of the asset. The table will total the columns automatically.

Annualized Costs for Capital Project

	2021	2022	2023	2024	2025
Labour					
Contracted Services					
Materials & Supplies					
Renewal					
Total					

BACKGROUND & JUSTIFICATION (Add further detail here, WHY is this a need?)

Was the project slated for 2021 during the previous 5 year financial plan?

☐ Yes ☐ No

If no, please explain:

When is the expected start date and completion date of the project?

IMPACT - List departments that will need to assist with the project (i.e. communications, legal, finance, etc.)

PRIORITY LEVEL 1 - Critical 2 - Can Wait a Year 3 - Beneficial, Include in 5yr Plan

Priority 1 (2021)

Priority 2 (2022)

Priority 3 (2023-2025)

ADDITIONAL INFORMATION - BUSINESS CASE (include attachments - i.e. quotes, reports)

MASTER PLANS (check all that apply)

Building the Community

- ☐ [Thriving Communities \(2020\)](#)
- ☐ [Airport Development Plan \(2019\)](#)
- ☐ [Business License Review Report \(2018\)](#)
- ☐ [Parks, Recreation & Culture Action Plan \(2017\)](#)
- ☐ [Road Corridor Assessment \(2017\)](#)
- ☐ [Cemetery Master Plan \(2017\)](#)
- ☐ [Age-Friendly Action Plan \(2016\)](#)
- ☐ [Asset Management Investment Project \(2016\)](#)
- ☐ [Economic Development Action Plan \(2015\)](#)
- ☐ [Bridge Inspections \(2015\)](#)
- ☐ [TNRD Regional Growth Strategy \(2013\)](#)
- ☐ [Nicola Valley Evacuation Plan \(2013\)](#)
- ☐ [Well Asset Report \(2012\)](#)
- ☐ [Official Community Plan \(2011\)](#)
- ☐ [Linking Communities \(2011\)](#)
- ☐ [Integrated Growth Strategy \(2010\)](#)
- ☐ [City Centre Improvement Plan \(2008\)](#)
- ☐ [Planning the Future Today \(CMCOC\) \(2007\)](#)
- ☐ [Airport Development Plan \(2006\)](#)
- ☐ [Voght Corridor Traffic Study \(2005\)](#)
- ☐ [Emergency Plan \(2005\)](#)
- ☐ [Water Conservation Strategy \(2003\)](#)
- ☐ [Airport Development Plan \(2003\)](#)
- ☐ [Aquifer Protection Plan \(2002\)](#)
- ☐ [Collettville – Proposed Water and Sewer Services \(1996\)](#)

Tourism

- ☐ [Canadian Tourism Strategy \(2019\)](#)
- ☐ [Tourism Inventory Report \(2018\)](#)
- ☐ [Adventure Tourism Strategy for BC \(2017\)](#)
- ☐ [Value of Tourism, BC | 2007-2017 \(2017\)](#)
- ☐ [Wayfinding Strategy Report \(2015\)](#)
- ☐ [Mountain Bike Tourism BC \(2015\)](#)
- ☐ [Nicola Valley Tourism Plan \(2014\)](#)
- ☐ [Trail Strategy for BC \(2012\)](#)

Water & Sewer

- ☐ [Community Water System Report \(2019\)](#)
- ☐ [Wastewater Treatment Plant Annual Report \(2019\)](#)
- ☐ [Source Water Protection Plan \(2017\)](#)
- ☐ [Water, The Complete Circle | Presentation \(2015\)](#)
- ☐ [Integrated Stormwater Master Plan \(Complete\) \(2014\)](#)
- ☐ [Integrated Stormwater Master Plan \(Compressed\) \(2014\)](#)
- ☐ [Integrated Stormwater Master Plan \(Executive Summary\) \(2014\)](#)
- ☐ [Sanitary Sewer Utility Master Plan \(Complete\) \(2012\)](#)
- ☐ [Sanitary Sewer Utility Master Plan \(Compressed\) \(2012\)](#)
- ☐ [Wastewater Treatment Plan Annual Report \(2012\)](#)
- ☐ [Water Utility Master Plan \(Complete\) \(2012\)](#)
- ☐ [Water Utility Master Plan \(Compressed\) \(2012\)](#)