

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** June 5, 2025

**RE:** **Bylaw 3109, 2025 Multiple Electoral Areas Community Works Program (Gas Tax) Reserve Fund Expenditure**

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### **Administrative Recommendation:**

THAT Bylaw 3109, 2025 to authorize an expenditure of \$155,006.71 from various Community Works Program (Gas Tax) Reserves Fund to purchase curbside carts be given first, second, and third readings and be adopted.

### **Purpose:**

To ensure there is appropriate funding for the curbside cart program.

### **Reference:**

Bylaw 3109, 2025 Multiple Electoral Areas Community Works Program (Gas Tax) Reserve Fund Expenditure

### **Business Plan Objective:**

Strategic Priorities 24.172 curbside cart purchase and delivery

### **Background:**

The total cost for purchase and deployment of the curbside cart program less GST was \$2,306,304.95. The total cost approved in the 2025 budget was \$2,111,322. The difference of \$194,982.95 represents the cost of surplus carts. Ordering surplus carts at the time of initial purchase allows the RDOS to take advantage of economies of scale pricing. As each service needs to pay its own portion, the surplus cart costs were prorated to each area based on the budgeted number of carts. The result was an increase to each area as seen in the chart below. Electoral Area "E" and the Village of Keremeos have elected to fund the surplus carts through debt servicing all other electoral areas have elected to fund through Community Works Program (Gas Tax) Reserve Fund.

Area	Budget Amount	Surplus Cart Cost	Total Cart Cost
Electoral Area "A"	\$ 221,152.00	\$ 19,240.07	\$ 240,392.07
Electoral Area "B"	\$ 104,007.00	\$ 9,218.32	\$ 113,225.32
Electoral Area "C"	\$ 309,912.00	\$ 25,195.85	\$ 335,107.85
Electoral Area "D"	\$ 386,659.00	\$ 35,553.80	\$ 422,212.80
Electoral Area "F"	\$ 201,609.00	\$ 17,945.37	\$ 219,554.37
Electoral Area "G"	\$ 260,225.00	\$ 21,076.20	\$ 281,301.20
Electoral Area "I"	\$ 219,278.00	\$ 26,777.10	\$ 246,055.10
<b>Sub total</b>	\$ 1,702,842.00	<b>\$ 155,006.71</b>	\$ 1,857,848.71
Electoral Area "E"	\$ 239,585.00	\$ 25,176.84	\$ 264,761.84
Village of Keremeos	\$ 168,895.00	\$ 14,799.40	\$ 183,694.40
<b>Total</b>	<b>\$ 2,111,322.00</b>	<b>\$ 194,982.95</b>	<b>\$ 2,306,304.95</b>

#### Financial Implications:

No tax requisition impact. No increase to user fees for curbside users in Electoral Areas "A", "B", "C", "D", "F", "G", and "I". Electoral Area "E" curbside users will have an anticipated increase to the annual debt servicing portion on the curbside bill from \$50 to \$55. Keremeos curbside users will also have an anticipated increase to the annual debt servicing portion on the curbside bill from \$28 to \$40.

#### Alternatives:

That Bylaw 3109, 2025 be denied.

#### Communication Strategy:

Purchasing policy has been followed.

Will a PowerPoint presentation be presented at the meeting? No

**Respectfully submitted:**

*“Wayne Making”*

W. Making, Deputy Chief Financial Officer

**Endorsed by:**

*“Noelle Evans-MacEwan, CPA, CA”*

N. Evans-MacEwan, Chief Financial Officer