

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

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

**DATE:** July 3, 2025

**RE:** **Bylaw 3102.03 2025-2029 Five Year Financial Plan Amendment**

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### **Administrative Recommendation:**

THAT Bylaw No. 3102.02, 2025 being a bylaw to amend the 2025-2029 Five Year Financial Plan to include the replacement of a Mosquito Control vehicle using a combination of funds from the Vehicle Replacement Reserve and Mosquito Control Operating Reserve be read a first, second and third time and be adopted.

### **Purpose:**

To allow for the replacement of RD41 from the Mosquito Control service with a cost of no more than \$64,000. A maximum of \$37,000 from the Vehicle Replacement Reserve and a maximum of \$27,000 from the Mosquito Control Operating Reserve.

### **Strategic Priorities:**

Operational

### **Background & Analysis:**

The Regional District's Mosquito Control Program utilizes two trucks to deliver mosquito control treatments throughout the region. Due to pesticide regulations, the trucks are outfitted with canopies and decals. The trucks have RDOS logos and are clearly marked as mosquito control for ease of public identification.

RD41, one of the vehicles in the service, has been deemed unsafe to operate and requires replacement to ensure that there are no disruptions to the treatment schedule for targeting critical larva stages.

As the safety issue is recent, new and used replacement options are considered with delivery timelines being a major decision factor. The RDOS purchasing policy will be followed in either scenario. If a new vehicle is the best option, an RFP will be issued. If a used vehicle is more appropriate, three quotes will be analyzed to determine the most suitable choice.

### **Financial Implications:**

No direct tax implications for the replacement vehicle as funding will be through reserves.

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**Communication Strategy:**

RDOS Purchasing Policy will be followed.

**Alternatives:**

That Bylaw No. 3102.03 allowing for a replacement vehicle purchase for Mosquito Control be denied.

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