



Making a difference...together

**GANGES SEWER LOCAL SERVICE COMMISSION**  
Notice of Meeting on **Thursday, October 14 at 10:00 am**  
Salt Spring Island Library, 129 McPhillips Ave, Salt Spring Island, BC

Gary Holman      Gary Utter      Jodie Miller      David Toynbee      Mike de Carle

**AGENDA**

- 1. Territorial Acknowledgement / Call Meeting to Order**
- 2. Limited Space Meeting Resolution**

That this resolution applies to the Ganges Sewer Local Service Commission for the meeting being held on October 14, 2021, and that the attendance of the public at the place of the meeting cannot be accommodated in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Ganges Sewer Commission, because:

- a. The available meeting facilities cannot accommodate more than (20) people in person, including members of Ganges Sewer Commission and staff, and
- b. There are no other facilities presently available that will allow physical attendance of the Ganges Sewer Commission and the public in sufficient numbers; and

That the Ganges Sewer Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting.

Zoom Link: <https://us06web.zoom.us/j/88465273227>

- 3. Approval of Agenda** **1-2**
- 4. Approval of Minutes of October 27, 2020** **3-5**
- 5. Chair and Director Reports**

**6. New Business**

**6.1 2022 Operating and Capital Budget**

**6-22**

That the Ganges Sewer Local Service Commission:

1. Approve the 2022 operating and capital budget as presented, and that the 2021 actual operating deficit or surplus be balanced on the 2021 transfer to the Operating Reserve Fund, and
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2022 operating and capital budget and the five-year Financial Plan for the Ganges Sewer Local Service as presented.

**7. New Business - None**

**8. Next Meeting**

Friday, November 5, 2021 at the SSI Library, 129 McPhillips Avenue, Salt Spring Island, BC from 10:00 a.m. – 12 :00 p.m.

**9. Adjournment**



Making a difference...together

**Minutes of the of the Ganges Sewer Local Service Commission  
Held October 27, 2020 at Lions Hall 103 Bonnet Ave, Salt Spring Island, BC**

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**DRAFT**

**PRESENT:**

**Commission Members:** Rod Scotvold, David Toynbee, Director Holman  
**Staff:** Karla Campbell, Senior Manager, SSI Administration; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; All Xu, Manager of Engineering; Lia Xu, Manager Finance Services; Tracey Shaver, Recording Secretary.

**Absent:** Gary Utter, Mike de Carle

David Toynbee acting as Chair called the meeting to order at 10:28 am.

1. **Territorial Acknowledgement was provided.**
2. **Limited Space Meeting Resolution**

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,  
That this resolution applies to the Ganges Sewer Local Service Commission for the meeting being held on October 27, 2020, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Ganges Sewer Commission, because:

- a. The available meeting facilities cannot accommodate more than (30) people in person, including members of Ganges Sewer Commission and staff, and
- b. There are no other facilities presently available that will allow physical attendance of the Ganges Sewer Commission and the public in sufficient numbers; and

That the Ganges Sewer Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting.

**CARRIED**

3. **Approval of Agenda**

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,  
That the October 27, 2020, agenda of the Ganges Sewer Local Service Commission be approved and amended by adding item 8.2 Rate Review.

**CARRIED**

4. **Approval of Minutes – November 21, 2019**

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,  
That the November 21, 2019 meeting minutes of the Ganges Sewer Local Service Commission be approved.

**CARRIED**

5. Delegations/Presentations- none

6. Chair and Director Reports

Director Holman briefly reported:

- Capital Regional Hospital District's hospitals and housing committee gave its support to contributing \$3 million to the Lady Minto Hospital Emergency Room project.
- Climate Action Plan Update to be released by the end of November.

7. Outstanding Business

8. New Business

8.1 2021 OPERATING AND CAPITAL BUDGET

- 2020 operating budget will be over budget by about \$46,000; covered by transfer from operating reserves.
- Operating deficit primarily caused by emergency response and corrective maintenance.
- Reclaimed water study to be funded by Community Works Funds
- Ongoing transfer to operating reserve fund to be prepared for replacement of treatment membranes which have a life expectancy of 8-10 years.
- Work Safe BC identified need for separate building for lab work, chemical storage and break room.
- Difficulties with aeration system; requires study

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,

That the Ganges Sewer Local Service Commission:

1. Approve the 2021 operating and capital budget as presented, and recommend that the 2020 actual deficit be balanced on the transfer from the Operating Reserve Fund to the operating budget; and
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2021 operating and capital budget and the five year Financial Plan for the Ganges Sewer Local Service as presented;

**CARRIED**

8.2 Rate Review

- User fee is based on 50% square footage + water consumption
- Originally set up to create equality and curb water use; modeled on Friday Harbour's rates
- Now square foot of building doesn't necessarily relate to consumption
- Spaces could be restaurant, hair dresser, laundromat or bookstore

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,

That the Ganges Sewer Local Service Commission request staff prepare a review of user rate structures for consideration.

**CARRIED**

9. **Next Meeting:** TBA

10. **Adjournment**

**MOVED** by Commissioner Scotvold, **SECONDED** by Director Holman,  
That the Ganges Sewer Local Service Commission meeting adjourn at 11:14 am.

**CARRIED**

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CHAIR

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SENIOR MANAGER



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**REPORT TO GANGES SEWER LOCAL SERVICES COMMISSION  
THURSDAY, OCTOBER 14, 2021**

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**SUBJECT 2022 Operating and Capital Budget**

**ISSUE SUMMARY**

**ISSUE**

To present the 2022 operating and capital budget. In accordance with Bylaw No 1906, "Ganges Sewer Local Service Commission Bylaw No. 1, 1991" the Commission's approval of the annual budget is required.

**BACKGROUND**

The Capital Regional District (CRD) is required by legislation under the *Local Government Act* (LGA) to prepare an annual operating and capital budget and a 5-year financial plan including Operating Budgets and Capital Expenditure Plans annually. CRD staff have therefore, prepared the financial plan shown in attachment to this report for the Ganges Sewer Local Service.

The Operating Budget includes the regular annual costs to operate the service. The Capital Expenditure Plan shows the anticipated expenditures for capital additions. These may include purchases of new assets or infrastructure, upgrades or improvements to existing assets or asset review and study work that could potentially lead to future capital improvements.

In preparing the Operating Budget, CRD staff considered:

1. Actual expenditures incurred between 2019 and 2021
2. Anticipated changes in level of service (if any)
3. Maximum allowable tax requisition
4. Annual Cost per taxpayer and per SFE

Factors taken into consideration in the preparation of the Capital Expenditure Plan included:

1. Available funds on hand
2. Projects already in progress
3. Condition of existing assets and infrastructure
4. Regulatory, environmental and health and safety factors.

Adjustments for surpluses or deficits from 2021 may be made in January 2022. The CRD Board will give final approval to the budget and financial plan in March 2022.

The Financial Plan for the years 2023 – 2026 may be changed in future years.

**BUDGET OVERVIEW**

***Operating Budget***

It is projected that the 2021 operating expenses will be slightly over budget by approximately \$362. It is projected that the 2021 operating revenue will be on budget. As a result, there is a slight operating deficit of approximately \$362 projected for the service.

In order to balance the 2021 operating budget, it is proposed that the 2021 transfer to the Operating Reserve Fund be reduced by this amount. Otherwise, the resulting deficiency in 2021 must immediately be included as an expenditure to be recovered from revenue in 2022 financial plan as required by Local Government Act Section 374(11).

The 2022 net operating cost for regular annual operating costs has been increased by 2% over 2021. The increase is primarily to account for core inflation.

***Municipal Finance Authority (MFA) Debt***

Loan Authorization Bylaw 4007 to borrow \$3,900,000 was approved and adopted in 2015 for *Ganges Sewer Rehabilitation* Project. Table 1 summarizes the detailed information for existing MFA debt issues related to LA4007.

***Table 1 – Existing Debt Summary***

<i>MFA Issues</i>	<i>Term</i>	<i>Borrowing Year</i>	<i>Retirement Year</i>	<i>Refinance Year</i>	<i>Interest Rate</i>	<i>Principal</i>	<i>Principal Payment</i>	<i>Interest Payment</i>	<i>Total Annual Debt Cost</i>
LA4007-139	20	2016	2036	2026	2.10%	\$350,000	\$13,026	\$7,350	\$20,375
LA4007-142	25	2017	2042	2027	3.15%	\$1,500,000	\$41,142	\$47,250	\$88,392
LA4007-146	20	2018	2038	2028	3.20%	\$1,800,000	\$66,988	\$57,600	\$124,588
LA4007-149	25	2019	2044	2029	2.24%	\$250,000	\$6,857	\$5,600	\$12,457
Total						\$3,900,000	\$128,013	\$117,800	\$245,813

***Operating Reserve Fund***

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis. Typical maintenance activities include outfall inspection, treatment facility tank draining/cleaning/inspection and sanitary sewer collection system jet hydro flushing and manhole inspections. The operating reserve also funds the procurement of small equipment and supplies that are not purchased on an annual basis. Additionally, the operating reserve could be used for emergency unplanned repairs.

It is proposed that transfers to the Operating Reserve Fund be set at \$70,000 in 2022 to ensure future maintenance activities are fully funded and an optimal fund balances is maintained.

There is \$120,000 of planned maintenance to be funded by the operating reserve over the next five years. The operating reserve balance at the end of 2021 is projected to be \$106,746.

***Capital Reserve Fund***

The Capital Reserve Fund is to be used to pay for capital expenditures that are not funded by other sources such as grants, operating budget or debt.

It is proposed the Capital Reserve Fund transfer to be set at \$50,000 in 2022. The reserve fund transfer planning is both influenced by the funding requirement to support the five-year capital expenditure plan, but also guided by *Capital Reserve Funding Guidelines* endorsed by the CRD Board in aiming to achieve the optimal reserve fund level to ensure long-term prudent and sustainable management of service delivery objectives through capital investments.

The balance of the reserve at the end of 2021 is projected to be \$788,970. The balance of the Capital Reserve Fund dedicated to fund costs resulting from expansion of service is projected to be \$66,377 at the end of 2021. The combined balance for the two reserve funds at the end of 2021 is \$855,347.

**Capital Expenditure Plan**

The 5-year plan includes \$2,109,500 of expenditures to be funded from the Capital Reserve Fund, debt or grant.

The following new projects or budget amendments were added to the 2022 five-year capital plan:

1. 22-01 Electorate Assent for Borrowing - \$60,000 (2022)
2. 22-02 Public Engagement - \$10,000 (2022)
3. 23-04 Replace Integrated Water Operations Trailer - \$77,000 (2023)

Table 2 below provides the future debt servicing cost simulation for analytical purposes with the indicative interest rate provided by MFA at the time of simulation. The debt servicing is for two projects: \$800,000 for the construction of chemical storage, lab, and crew room facilities (21-05); and \$530,000 for the construction of aeration system improvements (22-03).

**Table 2 – Future New Debt Simulation**

Future Borrowing(s) Estimation	Term	Borrowing Year	Retirement Year	Refinance Year	Estimated Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
	20	2023	2043	2033	3.10%	\$1,330,000	\$53,389	\$41,230	\$94,619

At the commencement of each loan, 1% of the gross amount borrowed is withheld and retained by MFA as Debt Reserve Fund (DRF). In order to provide the full amount to fund the capital project, this 1% DRF amount is budgeted in operating budget in the year of borrowing. However, there is no principal payment required in the year of borrowing.

**Capital Project Fund**

As specific capital projects are approved, the funding revenues for them are transferred into this Capital Project Fund from the Capital Reserve Fund. Any funds remaining upon completion of a project are transferred back to the Capital Reserve Fund for use on future capital projects. Project CE.711.701 – Upgrade SCADA and CE.714.8301 – Ganges WWTP Storage (Concept Design) are complete.

**User Charge and Parcel Tax**

The user charge and parcel tax fund the service. Residential, institutional and commercial properties within the service area pay the annual user charge and the parcel tax. Table 3 summarizes 2022 over 2021 changes for parcel tax and user fee of residential customer.

**Table 3 – Parcel Tax and User Charge Summary**

<b>Budget Year</b>	<b>Parcel Tax</b>	<b>Taxable Folios Numbers</b>	<b>Parcel Tax per Folio*</b>	<b>User Charge</b>	<b>SFE Numbers</b>	<b>User Charge per SFE</b>	<b>Parcel Tax &amp; User Charge</b>
<b>2021</b>	\$57,000	416	\$144.21	\$1,000,303	591	\$799.66	<b>\$943.87</b>
<b>2022</b>	\$58,140	416	\$147.10	\$1,015,009	616	\$765.08	<b>\$912.18</b>
<b>Change (\$)</b>	\$1,140	0	\$2.89	\$14,706	25	-\$34.58	<b>-\$31.69</b>
<b>Change (%)</b>	2.00%	0.00%	2.00%	1.47%	4.23%	-4.32%	<b>-3.36%</b>

\* Includes the 5.25% admin fee charged by the Ministry of Finance (not CRD revenue)

**RECOMMENDATION**

That the Ganges Sewer Local Service Commission:

1. Approve the 2022 operating and capital budget as presented, and that the 2021 actual operating deficit or surplus be balanced on the 2021 transfer to the Operating Reserve Fund, and
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2022 operating and capital budget and the five-year Financial Plan for the Ganges Sewer Local Service as presented.

Submitted by	Karla Campbell, BPA, Senior Manager, Salt Spring Island Electoral Area
Submitted by	Matthew McCrank, MSc., P.Eng., Senior Manager, Infrastructure Operations
Submitted by	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence	Robert Lapham, MCIP, RPP, Chief Administrative Officer

KC/MMc/RL:sb

Attachment: 2022 Ganges Sewer Service Budget

# CAPITAL REGIONAL DISTRICT

## 2022 Budget

### Ganges Sewer (SSI)

#### Commission Review

OCTOBER 2021

**Service:** 3.810 Ganges Sewer Utility (SSI)

**Committee:** Electoral Area

**DEFINITION:**

To provide, operate and maintain sewage collection treatment and disposal facilities in the Ganges area on Salt Spring Island. (Letters Patent - March, 1978; Bylaw No. 492, 1978) Local Service Conversion Bylaw No. 1923, July 12, 1991.

**PARTICIPATION:**

Ganges - C(764) LSA#10

**MAXIMUM LEVY:**

Greater of \$270,000 or \$7.46 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,347,290

**MAXIMUM CAPITAL DEBT:**

Authorized: (A Bylaw 4007, Aug 12, 2015)	\$3,900,000
Borrowed:	\$3,900,000
Remaining	<u>\$0</u>

**COMMISSION:**

Ganges Sewer Local Services Committee established by Bylaw No. 1906, April 24, 1991.

**FUNDING:**

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding all the property of BC Hydro and Power Authority.

**User Charge:** Based on water consumption billed annually to properties connected to the system.

**Parcel Tax:** Annual charge based only on properties capable of being connected to system.

**Connection Charge:** Based on actual cost.

**RESERVE FUND:**

Bylaw No. 3125 (November 26, 2003)

3.810 - Ganges Sewer (SSI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	2022 ONE-TIME	TOTAL	2023	2024	2025	2026
<b>OPERATING COSTS</b>										
Sludge Hauling Contracts	29,490	42,400	30,080	-	-	30,080	30,660	31,290	31,920	32,560
Screenings, Grit & Waste Sludge Disposal	124,380	148,440	124,740	-	-	124,740	127,230	129,770	132,360	135,010
Repairs & Maintenance	13,140	7,300	14,320	-	10,000	24,320	94,610	44,900	15,200	15,510
Allocations	46,181	46,181	48,481	-	-	48,481	49,395	50,203	51,171	52,004
Electricity	63,050	60,750	61,850	-	-	61,850	63,080	64,340	65,620	66,930
Water	7,600	2,200	7,750	-	-	7,750	7,910	8,070	8,230	8,390
Supplies	15,890	13,930	16,210	-	-	16,210	16,540	16,870	17,210	17,560
Labour Charges	366,839	344,801	374,535	-	-	374,535	382,040	389,584	397,513	405,346
Other Operating Expenses	27,940	28,870	30,590	-	-	30,590	31,420	32,280	33,150	34,050
<b>TOTAL OPERATING COSTS</b>	<b>694,510</b>	<b>694,872</b>	<b>708,556</b>	<b>-</b>	<b>10,000</b>	<b>718,556</b>	<b>802,905</b>	<b>767,307</b>	<b>752,374</b>	<b>767,360</b>
*Percentage Increase over prior year						3.5%	11.7%	-4.4%	-1.9%	2.0%
<b>DEBT / RESERVES</b>										
Transfer to Operating Reserve Fund	68,173	67,811	70,000	-	-	70,000	71,400	72,830	74,290	75,780
Transfer to Capital Reserve Fund	50,000	50,000	50,000	-	-	50,000	60,000	60,000	60,000	60,000
MFA Principal Payment	128,013	128,013	128,013	-	-	128,013	128,013	181,402	181,402	181,402
MFA Interest Payment	117,800	117,800	117,800	-	-	117,800	128,108	159,030	159,030	159,030
MFA Debt Reserve Fund	880	880	830	-	-	830	14,130	830	830	830
<b>TOTAL DEBT / RESERVES</b>	<b>364,866</b>	<b>364,504</b>	<b>366,643</b>	<b>-</b>	<b>-</b>	<b>366,643</b>	<b>401,651</b>	<b>474,092</b>	<b>475,552</b>	<b>477,042</b>
<b>TOTAL COSTS</b>	<b>1,059,376</b>	<b>1,059,376</b>	<b>1,075,199</b>	<b>-</b>	<b>10,000</b>	<b>1,085,199</b>	<b>1,204,556</b>	<b>1,241,399</b>	<b>1,227,926</b>	<b>1,244,402</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Transfer from Operating Reserve Fund	-	-	-	-	(10,000)	(10,000)	(80,000)	(30,000)	-	-
User Charges	(1,000,303)	(1,000,303)	(1,015,009)	-	-	(1,015,009)	(1,061,230)	(1,140,994)	(1,156,291)	(1,171,513)
Other Revenue	(2,073)	(2,073)	(2,050)	-	-	(2,050)	(2,070)	(2,090)	(2,110)	(2,130)
<b>TOTAL REVENUE</b>	<b>(1,002,376)</b>	<b>(1,002,376)</b>	<b>(1,017,059)</b>	<b>-</b>	<b>(10,000)</b>	<b>(1,027,059)</b>	<b>(1,143,300)</b>	<b>(1,173,084)</b>	<b>(1,158,401)</b>	<b>(1,173,643)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(57,000)</b>	<b>(57,000)</b>	<b>(58,140)</b>	<b>-</b>	<b>-</b>	<b>(58,140)</b>	<b>(61,256)</b>	<b>(68,315)</b>	<b>(69,525)</b>	<b>(70,759)</b>
*Percentage increase over prior year										
User Fee							1.5%	4.6%	1.3%	1.3%
Requisition							2.0%	5.4%	1.8%	1.8%
<b>Combined</b>							<b>1.5%</b>	<b>7.7%</b>	<b>1.4%</b>	<b>1.3%</b>

Ganges Sewer (SSI)  
 Reserve Summary Schedule  
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	106,746	166,746	158,146	200,976	275,266	351,046
Total Capital Reserve Fund	855,347	367,847	350,847	385,847	445,847	505,847
<b>Total</b>	<b>962,093</b>	<b>534,593</b>	<b>508,993</b>	<b>586,823</b>	<b>721,113</b>	<b>856,893</b>

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Operating Reserve Fund - Bylaw 4144**

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as treatment facility tank cleaning and inspection, collection system flushing and inspection, outfall inspection etc.

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105210	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		38,495	106,746	166,746	158,146	200,976	275,266
Transfer from Ops Budget		67,811	70,000	71,400	72,830	74,290	75,780
Expenditures		-	(10,000)	(80,000)	(30,000)	-	-
Planned Maintenance Activity			Outfall Inspection	Sanitary sewer flushing and inspections	WWTP tank draining, cleaning and inspection		
Interest Income*		440					
Ending Balance \$		<b>106,746</b>	<b>166,746</b>	<b>158,146</b>	<b>200,976</b>	<b>275,266</b>	<b>351,046</b>

**Assumptions/Background:**

Membrane replacement at \$500K every 10 years = \$50K/yr

\* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #1 - Bylaw 3125**

For capital repairs, additions and improvements to sewage system infrastructure

**Reserve Cash Flow**

Fund:	1056	Estimated		Budget			
		2021	2022	2023	2024	2025	2026
Fund Centre:	101836						
Beginning Balance		793,529	788,970	301,470	284,470	319,470	379,470
Transfer from Ops Budget		50,000	50,000	60,000	60,000	60,000	60,000
Transfer from Cap Fund		40,886	-	-	-	-	-
Transfer to Cap Fund		(101,902)	(537,500)	(77,000)	(25,000)	-	-
Interest Income*		6,457					
<b>Ending Balance \$</b>		<b>788,970</b>	<b>301,470</b>	<b>284,470</b>	<b>319,470</b>	<b>379,470</b>	<b>439,470</b>

**Assumptions/Background:**

\* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #2 - Bylaw 3125**

For capital repairs, additions and improvements to sewage system infrastructure

**Reserve Cash Flow**

Fund: Fund Centre:	1056 101900	Estimated		Budget				
		2021	2022	2023	2024	2025	2026	
Beginning Balance		65,756	66,377	66,377	66,377	66,377	66,377	66,377
Transfer from Ops Budget		-	-	-	-	-	-	-
Transfer from Cap Fund		-	-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-	-
Interest Income*		621						
<b>Ending Balance \$</b>		<b>66,377</b>						

**Assumptions/Background:**

For use only to fund costs resulting from expansion of service

**CAPITAL REGIONAL DISTRICT  
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026**

Service No.	3.810	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
<b>EXPENDITURE</b>								
Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$90,000	\$190,000	\$607,000	\$25,000	\$0	\$0	\$822,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$357,500	\$487,500	\$800,000	\$0	\$0	\$0	\$1,287,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>\$447,500</b>	<b>\$677,500</b>	<b>\$1,407,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,109,500</b>
<b>SOURCE OF FUNDS</b>								
Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debtenture Debt (New Debt Only)	Debt	\$200,000	\$0	\$1,330,000	\$0	\$0	\$0	\$1,330,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$140,000	\$0	\$0	\$0	\$0	\$140,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$247,500	\$537,500	\$77,000	\$25,000	\$0	\$0	\$639,500
		<b>\$447,500</b>	<b>\$677,500</b>	<b>\$1,407,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,109,500</b>

CAPITAL REGIONAL DISTRICT  
5 YEAR CAPITAL PLAN  
2022 - 2026

<p><b>Project Number</b> Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p><b>Capital Project Description</b> Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area. The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p><b>Carryforward from 2021</b> Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p><b>Project Drivers</b> <b>Maintain Level of Service</b> = Project maintains existing or improved level of service. <b>Advance Board or Corporate Priority</b> = Project is a Board or Corporate priority. <b>Emergency</b> = Project is required for health or safety reasons. <b>Cost Benefit</b> = Economic benefit to the organization.</p>
<p><b>Capital Expenditure Type</b> <b>Study</b> - Expenditure for feasibility and business case report. <b>New</b> - Expenditure for new asset only <b>Renewal</b> - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service <b>Replacement</b> - Expenditure replaces an existing asset</p>	<p><b>Total Project Budget</b> Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p><b>Funding Source Codes</b> Debt = Debtenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU - Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p><b>Long-term Planning</b> <b>Master Plan / Servicing Plan</b> = Plan that identifies new assets required to meet future needs. <b>Asset Management Plan / Sustainable Service Delivery Plan</b> = Integrated plan that identifies asset replacements based on level of service, critically, condition, risk, replacement costs as well as external impacts. <b>Replacement Plan</b> = Plan that identifies asset replacements based primarily on asset age or asset material/type. <b>Condition Assessment</b> = Assessment that identifies asset replacements based on asset condition.</p>
<p><b>Capital Project Title</b> Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p><b>Asset Class</b> L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p><b>Cost Estimate Class</b> Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 3.810

Service Name: Ganges Sewer Utility (SSU)

Project List and Budget		Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-01	New	Strategic Asset Management Plan	\$50,000	S	Grant	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
21-01				S	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
21-02	New	Reclaimed Water Study	\$57,500	S	Res	\$57,500	\$57,500	\$0	\$0	\$0	\$0	\$57,500
21-03	New	VFD Installation for EQ Tank	\$50,000	S	Res	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000
21-04	New	Ganges WWTP Lab Room, Crew Room and blower room design	\$60,000	S	Res	\$50,000	\$60,000	\$0	\$0	\$0	\$0	\$60,000
21-05	New	Construction of WWTP Chemical storage, lab, crew room facilities	\$1,000,000	S	Res	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-05				S	Debt	\$200,000	\$0	\$800,000	\$0	\$0	\$0	\$800,000
21-06	New	Aeration system improvement detailed design	\$90,000	E	Res	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$90,000
22-01	Replacement	Electrode Assent for Borrowing	\$60,000	S	Res	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
22-02	Replacement	Public Engagement	\$10,000	S	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
22-03	New	Aeration system improvement construction	\$630,000	E	Grant	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
22-03				E	Debt	\$0	\$0	\$530,000	\$0	\$0	\$0	\$530,000
24-01	New	Electrical upgrades -lighting and HMI	\$25,000	E	Res	\$0	\$0	\$0	\$25,000	\$0	\$0	\$25,000
23-04	Replacement	Replace WOps Trailer F00845 1999 Unit Generator Trailer	\$77,000	E	Res	\$0	\$0	\$77,000	\$0	\$0	\$0	\$77,000
<b>GRAND TOTAL</b>			<b>\$2,109,500</b>			<b>\$447,500</b>	<b>\$677,500</b>	<b>\$1,407,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,109,500</b>

Service:

3.810

Ganges Sewer Utility (SSI)

21-01	Strategic Asset Management Plan	Identify condition of assets, develop prioritized list of infrastructure replacement
<b>Project Number</b>	<b>Capital Project Title</b>	<b>Capital Project Description</b>
<b>Project Rationale</b>	Expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.	

21-02	Reclaimed Water Study	Feasibility study, identify infrastructure and regulatory requirements and develop conceptual plan and cost estimated for use reclaimed water.
<b>Project Number</b>	<b>Capital Project Title</b>	<b>Capital Project Description</b>
<b>Project Rationale</b>	Feasibility study, identify infrastructure and regulatory requirements and develop conceptual plan and cost estimated for use reclaimed water.	

21-03	VFD Installation for EQ Tank	Installation of VFD for EQ pumps to equalize feed rate for the plant
<b>Project Number</b>	<b>Capital Project Title</b>	<b>Capital Project Description</b>
<b>Project Rationale</b>	Current pumps in the Equalization tank are stop when the flow in Bioreactor is high. VFD equipped pumps can better regulate the flow rate for the plant.	

21-04	Ganges WWTP Lab Room, Crew Room and blower room design	Detailed Design for lab and crew room/facility and Blower room expansion for Ganges WWTP
<b>Project Number</b>	<b>Capital Project Title</b>	<b>Capital Project Description</b>
<b>Project Rationale</b>	Detailed designs of expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.	

21-05	Construction of WWTP Chemical storage, lab, crew room facilities	Construction of chemical storage, lab, crew room facilities
<b>Project Number</b>	<b>Capital Project Title</b>	<b>Capital Project Description</b>
<b>Project Rationale</b>	Construction of expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.	

### 3.810 - Ganges Sewer (SSI)

#### Capital Projects

Updated @ Sep 10th, 2021

Year	Project#	Status	Capital Project Description	Total Project Budget	Expenditure Actuals	Remaining Funds
2020	CE:711.701	Close	Upgrade SCADA	20,000	19,386	614
2020	CE:714.8301	Close	Ganges WWTP Storage	30,000	29,554	446
2021	CE:476.8305	Open	Sludge Thickening System Optimization	85,402	-	85,402
2021	CE:755	Open	Compressor replacement (23-01)	10,000	-	10,000
			<b>Totals</b>	<b>145,402</b>	<b>48,940</b>	<b>96,462</b>

Service:

3.810 Ganges Sewer (SSI)

Committee: Electoral Area

<u>Year</u>	<u>Taxable Folios</u>	<u>Parcel Tax per Folio</u>	<u>SFE's</u>	<u>User Charge per SFE</u>	<u>Total Tax &amp; Charges</u>	<u>Actual Assessments \$(000's)</u>
2010	381	\$118.04	565	\$388.26	\$506.30	\$213,515
2011	382	\$118.04	567	\$388.26	\$506.30	\$219,117
2012	408	\$118.04	567	\$420.99	\$539.03	\$213,020
2013	415	\$118.00	570	\$408.51	\$526.51	\$221,913
2014	419	\$127.99	584	\$405.04	\$533.03	\$224,108
2015	419	\$136.07	584	\$401.66	\$537.73	\$218,850
2016	419	\$135.97	583	\$522.98	\$658.95	\$225,589
2017	418	\$136.30	583	\$651.80	\$788.10	\$239,471
2018	418	\$136.30	583	\$721.61	\$857.91	\$269,120
2019	418	\$136.30	586	\$751.31	\$887.61	\$289,639
2020	416	\$136.95	588	\$723.55	\$860.50	\$315,534
2021	416	\$144.21	591	\$799.66	\$943.87	\$314,650
2022	416	\$147.10	616	\$765.08	\$912.18	

Change from 2021 to 2022

\$2.89      -\$34.58      -\$31.69  
2.00%      -4.32%      -3.36%

Ganges Sewer (SSI)  
Funding Analysis 2018 - 2022

