



Notice of Meeting and Meeting Agenda Fulford Water Service Commission

Monday, October 21, 2024

2:00 PM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Budget

MS Teams Link: [Click here](#)

C. Eyles (Chair), G. Holman, A. Martin, D. Thompson, B. Walker

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We Pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

- 3.1. [24-1065](#) Minutes of October 30, 2023 Fulford Water Service Commission Budget Meeting

Recommendation: That the minutes of the October 30, 2023 meeting be adopted as circulated.

Attachments: [Minutes: October 30, 2024](#)

4. New Business

- 4.1. [24-996](#) 2025 Operating and Capital Budget

Recommendation: That the Fulford Water Service Commission:

1. Approve the 2025 operating and capital budget as presented, and that the 2024 actual operating deficit/surplus be balanced on 2024 Reserve Funds transfer (CRF and/or ORF).

2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2025 Operating and Capital Budget and the five-year Financial Plan for the Fulford Water Service as presented.

Attachments: [Staff Report: 2025 Operating and Capital Budget Fulford](#)
[Appendix A: 2025 Budget Fulford Water Service Budget](#)

5. Adjournment

Next Meeting

-TBD



Making a difference...together

**Minutes of the Fulford Water Service Commission Budget Meeting
Held October 30, 2023 at the Salt Spring Island Multi Space (SIMS), 124 Rainbow Road,
Salt Spring Island, BC**

DRAFT

Present: **Director:** Gary Holman
Commission Members: Carole Eyles (Chair); Don Thompson; Alan Martin;
Brenda Walker
Staff: Karla Campbell, Senior Manager SSI Electoral Area; Lia Xu, Manager,
Finance Services; Kim Vincent (Via Teams); Dan Robson, Manager, Saanich
Peninsula and Gulf Islands Operations; Dean Olafson, Manager Engineering,,
MacKenzie Williamson, Committee Clerk

These minutes follow the order of the agenda although the sequence may have varied.

1. Call to Order

Commissioner Eyles called the meeting to order at 12:37 pm.

CARRIED

2. Territorial Acknowledgement / Call Meeting to Order

Commissioner Eyles provided a Territorial Acknowledgement.

CARRIED

3. Approval of Agenda

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Thompson, that the Fulford Water Service Commission agenda of October 30, 2023 be approved as amended by adding item number 5. Director and Commissioner Reports, as well as moving item number 5. New Business to item number 6.

CARRIED

4. Adoption of the Minutes of October 3, 2022

MOVED by Commissioner Martin, **SECONDED** by Commissioner Thompson, that Fulford Water Service Commission meeting minutes of October 3, 2022 be approved as amended by edit item 5.1; updating for fourth bullet point to remove “initially” and changing last word in bullet point from “request” to “study”.

CARRIED

Commissioner Walker joined the meeting at 12:43 pm.

5. Director and Commissioner Report

Director report

- Provisional Capital Regional District Board approval of 2024 Capital Budget.
- Salt Spring Island Local Community Commission currently reviewing referral from the Islands Trust regarding the possibly acquiring the Salt Spring Island Watershed Protection Alliance (SSIWPA) Service.

Commissioner Eyles report

- Commissioner Eyles read letter to staff regarding Five-Year Capital plan projects.

6. New Business

6.1 2024 Operating and Capital Budget

MOVED by Director Holman, **SECONDED** by Commissioner Walker, That the Fulford Water Service Commission defer in the Five-Year Capital Plan; project number 22-04 Fulford AC Water Main Renewal Program and Detailed Design, project number 24-04 install in-line strainers upstream of PRVS, and project number 24-05 Replace Air Valves in raw water line on Sunnyside to 2025,

and that the projects number 24-01 (\$66K) Electrical service improvement at Fulford WTP, project number 24-02 (\$24K) Ventilation for WTP and project number 24-03 (\$24K) Replacement of flocculator mixer motors at WTP be funded by \$90,000 in Community Works Funds and \$24,000 from Capital Reserves Fund,

and that saving from the estimated 2024 debt (\$114K debt) servicing be transferred to Capital Reserves Fund.

CARRIED

MOVED by Commissioner Martin, **SECONDED** by Commissioner Walker, that the Fulford Water Service Commission increase the non-residential properties consumption rate by 10% from \$3.27 to \$3.60 per cubic meter cubic meter per quarter.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Martin, that the Fulford Water Service Commission request that staff investigate and implementation alternative deposal methods of Dissolved Air Flotation (DAF) residuals to be added to the Capital plan.

CARRIED

MOVED by Commissioner, **SECONDED** by Commissioner Martin that the Fulford Water Service Commission remove project number 23-02 Back up power design and construction from the Five-Year Capital Plan.

CARRIED

Commission Walker Opposed

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Walker, That the Fulford Water Service Commission:

1. Approve the 2024 operating and capital budget as amended, and that the 2023 actual operating deficit/surplus be balanced on 2023 Reserve Funds transfer (CRF and/or ORF).
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2024 Operating and Capital Budget and the five-year Financial Plan for the Fulford Water Service as amended.

CARRIED

7. **Next meeting** – TBD

8. **Adjournment**

MOVED by Commissioner Eyles, that the meeting be adjourned at 2:35 p.m.

CARRIED

CHAIR

SENIOR MANAGER

**REPORT TO FULFORD WATER SERVICE COMMISSION
MONDAY, OCTOBER 21, 2024**

SUBJECT 2025 OPERATING AND CAPITAL BUDGET

ISSUE SUMMARY

To present the 2025 operating and capital budget. In accordance with Bylaw No 3248, "Fulford Water Service Commission Bylaw No. 1, 2004" 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 five-year financial plan including Operating Budgets and Capital Expenditure Plans annually. CRD staff have prepared the budget and financial plan shown in Appendix A to this report for the Fulford Water 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 2022 and 2024
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 2024 may be made in January 2025. The CRD Board will give final approval to the budget and financial plan in March 2025.

The Financial Plan for the years 2026 – 2029 may be changed in future years.

BUDGET OVERVIEW

Operating Budget

It is projected that operating expenses in 2024 will be approximately \$4,410 under budget. This is primarily the result of underspent:

- Waste sludge disposal expenses.

The debt servicing cost will be \$4,620 below the budget since the planned new borrowing of \$220,000 in 2024 is now deferred to 2026.

It is projected that the 2024 operating revenue will be \$5,800 over budget due to higher water sales revenue.

This results in a projected overall operating surplus of approximately \$14,830 (\$4,410 + \$4,620 + \$5,800). To balance the operating budget, it is proposed that the 2024 Operating Reserve Fund (ORF) transfer be increased by \$3,000 and the 2024 Capital Reserve Fund (CRF) transfer be increased by \$11,830.

The 2025 over 2024 operating costs (excluding 2024 one-time cyclical program funded by ORF for reservoir cleaning in the amount of \$20,000) has been increased by \$8,840 (5.5%). The increase is primarily to account for core inflation and labour costs reflecting the renewed collective agreement since 2023.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 3758 to borrow \$225,000 was approved and adopted in 2011 for upgrading water systems. Table 1 below summarizes the detailed information for existing MFA debt issues related to LA3758.

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>Original Interest Rate</i>	<i>Current Interest Rate</i>	<i>Principal</i>	<i>Principal Payment</i>	<i>Interest Payment</i>	<i>Total Annual Debt Cost</i>
<i>LA3758-118</i>	15	2012	2027	2022	3.40%	3.39%	\$145,000	\$8,327	\$4,916	\$13,243
<i>LA3758-121</i>	15	2012	2027	2022	2.90%	3.39%	\$25,000	\$1,342	\$847	\$2,189
<i>Total</i>							<i>\$170,000</i>	<i>\$9,669</i>	<i>\$5,763</i>	<i>\$15,432</i>

Operating Reserve Fund

Operating Reserve Fund (ORF) is used to fund cyclical maintenance activities, equipment and supplies purchases that typically do not occur on an annual basis to mitigate the swings in expense and revenue requirement year over year. Typical maintenance activities include hydrant/standpipe maintenance, reservoir cleaning and inspection and ground water well servicing. Additionally, the ORF is also used to respond to unforeseen events and operating emergencies.

The ORF transfers planned in the budget are evaluated and guided by the CRD Operating Reserve Guidelines endorsed by the CRD Board.

It is proposed that 2025 transfers to the operating reserve fund be set at \$8,260. The Operating Reserve Fund balance at the end of 2024 is projected to be approximately \$8,803. There is \$20,000 of planned maintenance to be funded by the Operating Reserve Fund over the next five years.

Capital Reserve Fund

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

The CRF transfers planned in the budget are evaluated and influenced by the funding required to support the five-year capital expenditure plan and the emergency response to infrastructure failures, also guided by the CRD Capital Reserve Funding Guidelines endorsed by the CRD Board.

It is proposed that the 2025 capital reserve fund transfer (CRF) be set at \$54,500. The balance of the Capital Reserve Fund at the end of 2024 is projected to be \$88,514. A total of \$104,000 will be required from capital reserves over the next five years to support the capital expenditure plan.

Capital Expenditure Plan

The 5-year plan includes \$5,222,000 of expenditures to be funded by a combination of the service's Capital Reserve Fund, grants, capital funds on hand, and new debt following a public engagement and referendum process planned in 2025.

Three (3) projects were added to the 2025-2029 five-year capital plan:

1. Investigate DAF Residual Disposal Alternatives (25-02) - \$5,000 (CRF)
2. Water Main Assessment and Replacement Strategy and Initial Phase of Detailed Design (22-03) - \$35,000 (Capital funds on hand)
3. Support for Lifting Apparatus over DAF System (23-07) - \$40,000 (Capital funds on hand)

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 three (3) projects for a total of \$4,890,000. Please refer to the 2025 – 2029 Five Year Capital Plan for details on these three projects.

Table 2 – Future New Debt Simulation

	<i>Term</i>	<i>Borrowing Year</i>	<i>Retirement Year</i>	<i>Estimated Interest Rate</i>	<i>Principal</i>	<i>Principal Payment</i>	<i>Interest Payment</i>	<i>Total Annual Debt Cost</i>
<i>Future Borrowing(s) Estimation</i>	25	2026	2051	4.40%	\$390,000	\$9,880	\$17,160	\$27,040
	25	2027	2052	4.40%	\$1,500,000	\$38,001	\$66,000	\$104,001
	25	2028	2053	4.40%	\$1,500,000	\$38,001	\$66,000	\$104,001
	25	2029	2054	4.40%	\$1,500,000	\$38,001	\$66,000	\$104,001
<i>Total</i>					\$4,890,000	\$123,883	\$215,160	\$339,043

At the commencement of each loan, 1% of the gross amount borrowed is withheld and retained by MFA as Debt Reserve Fund (DRF). To provide the full amount to fund the capital project, this 1% DRF amount is budgeted in the operating budget in the year of borrowing. However, there is no principal payment required in the year of borrowing. The estimated debt servicing cost of \$339,043 equates to approximately \$3,324 cost per parcel.

Capital Projects Fund

As specific capital projects are approved, the funding revenues for them are transferred into this Capital Project Fund from multiple funding sources if applicable, including Capital Reserve Fund (CRF), grant funding, external contributions, and debt. Any funds remaining upon completion of a project will be transferred back to its original funding source(s).

User Charge and Parcel Tax

The service is funded by parcel tax, fixed user charges on residential properties, and water consumption charges on non-residential properties. All properties within the local service area are responsible for the parcel tax, residential properties connected to the water system pay the annual fixed user charge and all non-residential properties connected to the water system pay water consumption charge based on the water rate.

The 2025 water rate for consumption charge is proposed to be increased in alignment with fixed user charge increase by 3% from \$3.60 to 3.71 per cubic meter over 2024 with the minimum charge equal to the residential fixed user charge in 2025.

Table 3 below summarizes the 2025 over 2024 changes for parcel tax and fixed user charge for residential properties.

Table 3 – Parcel Tax and User Charge Summary

<i>Budget Year</i>	<i>Parcel Tax</i>	<i>Taxable Folios Numbers</i>	<i>Parcel Tax per Folio*</i>	<i>User Charge</i>	<i>SFE Numbers</i>	<i>User Charge per SFE</i>	<i>Parcel Tax & User Charge</i>
2024	\$55,230	102	\$569.90	\$164,291	95	\$1,729.38	\$2,299.28
2025	\$56,888	102	\$587.01	\$169,220	95	\$1,781.26	\$2,368.27
Change (\$)	\$1,658	0	\$17.11	\$4,929	0	\$51.88	\$68.99
Change (%)	3.00%	0.00%	3.00%	3.00%	0.00%	3.00%	3.00%

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

RECOMMENDATION

That the Fulford Water Service Commission:

1. Approve the 2025 operating and capital budget as presented, and that the 2024 actual operating deficit/surplus be balanced on 2024 Reserve Funds transfer (CRF and/or ORF).
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2025 Operating and Capital Budget and the five-year Financial Plan for the Fulford Water Service as presented.

Submitted by:	Dan Ovington, BBA , Senior Manager, Salt Spring Island Electoral Area
Submitted by:	Jason Dales, B.Sc, WD IV, Senior Manager, Infrastructure Operations
Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

DO/JD/VS/:mw

Appendix A: [2025 Budget Fulford Water Service Budget](#)

CAPITAL REGIONAL DISTRICT

2025 Budget

Fulford Water (SSI)

Commission Review

OCTOBER 2024

Service: **2.626 Fulford Water (SSI)**

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain water supply and distribution facilities for the Fulford Water Local Service Area on Salt Spring Island.
Bylaw No. 3202 (November 24, 2004).

PARTICIPATION:

Order In Council No 177, Feb 24, 2005.

MAXIMUM LEVY:

Greater of \$156,000 or \$5.46 / \$1,000 of actual assessed value of land and improvements.

COMMISSION:

Fulford Water Service commission - Bylaw No 3693 (April 14, 2010).

FUNDING:

Any deficiencies after user charge and/or parcel tax to be levied on taxable hospital assessments.

User Charge: Fixed user charge for residential properties.

Parcel Tax: Annual, levied only on properties capable of being connected to the system, starting 2006.

Connection Charge: The connection charge for a service shall be the actual cost for the connection.

Consumption Charge: Single Family Residential: No Consumption Charge
 Other: \$3.60 per cubic metre
 Minimum charge for non-residential properties is equal to residential fixed user charge per SFE.

RESERVE FUND BYLAW:

Fund 1070, established by Bylaw #3275 (April 27, 2005)

2.626 - Fulford Water (SSI)

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Grit & Waste Sludge Disposal	14,120	9,900	14,550	-	-	14,550	14,840	15,140	15,450	15,760
Repairs & Maintenance	28,710	27,830	8,970	-	-	8,970	9,150	9,330	9,520	29,710
Allocations	10,688	10,808	12,355	-	-	12,355	12,693	12,941	13,192	13,447
Water Testing	6,930	6,920	7,050	-	-	7,050	4,866	4,960	5,055	5,152
Electricity	9,100	9,550	9,370	-	-	9,370	9,560	9,750	9,950	10,150
Supplies	9,310	9,310	9,600	-	-	9,600	9,780	9,970	10,160	10,350
Labour Charges	89,947	90,947	94,100	-	-	94,100	95,990	97,910	99,870	101,870
Other Operating Expenses	10,950	10,080	12,600	-	-	12,600	13,098	13,627	14,200	14,810
TOTAL OPERATING COSTS	179,755	175,345	168,595	-	-	168,595	169,977	173,628	177,397	201,249
*Percentage Increase over prior year			-6.2%			-6.2%	0.8%	2.1%	2.2%	13.4%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	8,000	11,000	8,260	-	-	8,260	8,500	9,000	9,500	10,000
Transfer to Capital Reserve Fund	51,374	63,204	54,500	-	-	54,500	67,320	65,040	59,305	67,372
MFA Debt ReserveFund	2,250	50	70	-	-	70	3,970	15,070	15,070	15,070
MFA Debt Principal	9,669	9,669	9,669	-	-	9,669	9,669	19,550	47,881	85,882
MFA Debt Interest	8,183	5,763	5,764	-	-	5,764	10,053	36,965	99,660	165,660
TOTAL DEBT / RESERVES	79,476	89,686	78,263	-	-	78,263	99,512	145,625	231,416	343,984
TOTAL COSTS	259,231	265,031	246,858	-	-	246,858	269,489	319,253	408,813	545,233
*Percentage Increase over prior year			-4.8%			-4.8%	9.2%	18.5%	28.1%	33.4%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(20,000)	(20,000)	-	-	-	-	-	-	-	(20,000)
Sales - Water	(19,000)	(25,000)	(20,000)	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
User Charges	(164,291)	(164,291)	(169,220)	-	-	(169,220)	(186,140)	(223,370)	(290,380)	(377,490)
Other Revenue	(710)	(510)	(750)	-	-	(750)	(770)	(790)	(810)	(830)
TOTAL REVENUE	(204,001)	(209,801)	(189,970)	-	-	(189,970)	(206,910)	(244,160)	(311,190)	(418,320)
REQUISITION - PARCEL TAX	(55,230)	(55,230)	(56,888)	-	-	(56,888)	(62,579)	(75,093)	(97,623)	(126,913)
*Percentage increase over prior year										
Sales			5.3%			5.3%	0.0%	0.0%	0.0%	0.0%
User Fee			3.0%			3.0%	10.0%	20.0%	30.0%	30.0%
Requisition			3.0%			3.0%	10.0%	20.0%	30.0%	30.0%
Combined			3.2%			3.2%	9.2%	18.5%	28.1%	28.5%

Fulford Water (SSI)
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary						
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	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	8,803	17,063	25,563	34,563	44,063	34,063
Capital Reserve Fund	88,514	74,014	116,334	171,374	230,679	298,051
Total	97,317	91,077	141,897	205,937	274,742	332,114

Reserve Schedule

Reserve Fund: 2.626 Fulford Water (SSI) - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance.

Reserve Cash Flow

Fund: 1500 Fund Centre: 105207	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	19,903	8,803	17,063	25,563	34,563	44,063
Transfer from Ops Budget	8,000	8,260	8,500	9,000	9,500	10,000
Expenditures	(20,000)	-	-	-	-	(20,000)
Planned Maintenance Activity	Reservoir cleaning and inspection					Reservoir cleaning and inspection
Interest Income*	900					
Ending Balance \$	8,803	17,063	25,563	34,563	44,063	34,063

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 2.626 Fulford Water (SSI) - Capital Reserve Fund

Bylaw 3275

Reserve Cash Flow

Fund: Fund Centre:	1070 101897	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		49,940	88,514	74,014	116,334	171,374	230,679
Transfer from Ops Budget		51,374	54,500	67,320	65,040	59,305	67,372
Transfer from Cap Fund		10,000					
Transfer to Cap Fund		(24,000)	(69,000)	(25,000)	(10,000)	-	-
Interest Income*		1,200					
Ending Balance \$		88,514	74,014	116,334	171,374	230,679	298,051

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.626	Carry						
	Fulford Water (SSI)	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$151,000	\$161,000	\$0	\$0	\$0	\$0	\$161,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$291,000	\$96,000	\$415,000	\$1,550,000	\$1,500,000	\$1,500,000	\$5,061,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$442,000	\$257,000	\$415,000	\$1,550,000	\$1,500,000	\$1,500,000	\$5,222,000

SOURCE OF FUNDS

Capital Funds on Hand	\$98,000	\$98,000	\$0	\$0	\$0	\$0	\$98,000
Debenture Debt (New Debt Only)	\$220,000	\$0	\$390,000	\$1,500,000	\$1,500,000	\$1,500,000	\$4,890,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$80,000	\$90,000	\$0	\$40,000	\$0	\$0	\$130,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$44,000	\$69,000	\$25,000	\$10,000	\$0	\$0	\$104,000
	\$442,000	\$257,000	\$415,000	\$1,550,000	\$1,500,000	\$1,500,000	\$5,222,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>Debt - Debenture 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 WU - Water Utility</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

2.626

Service Name:

Fulford Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
21-02	Study	Public Engagement for Future Projects	Inform and engage public within service area on upcoming works that will require borrowing to fund.	\$ 20,000	S	Res	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
21-03	Study	Referendum or Alternative Approval Process - Funding for Future Projects	Undertake a referendum or AAP to borrow funds to carry out the replacement of the asbestos cement water main lines and SCADA upgrades	\$ 10,000	S	Res	\$ 10,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
22-02	New	Installation of turbidity meter on influent line	Installation of turbidity meter on influent line	\$ 28,000	E	Cap	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000
22-04	New	Fulford AC Water Main Renewal Program and Detailed Design	Develop a renewal program, cost estimate and detailed design. Includes CRD project management.	\$ 170,000	S	Debt	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000
23-01	New	Replacement of impellers of pumps at Sunnyside Pump station	Replacement of impellers in pumps at Sunnyside Pump station to match WTP processing capacity.	\$ 21,000	E	Cap	\$ 11,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000
24-01	New	Electrical service improvement at Fulford WTP	Replacement of panel board directory and address issues with regard to resetting motor overload.	\$ 60,000	E	Grant	\$ 50,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
24-01	New	Electrical service improvement at Fulford WTP	Replacement of panel board directory and address issues with regard to resetting motor overload. CRD project management.		E	Res	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000
24-02	New	Ventilation for WTP	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months	\$ 20,000	S	Grant	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
24-02	New	Ventilation for WTP	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months. CRD project management.		S	Res	\$ 4,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000
24-03	Replacement	Replacement of flocculator mixer motors at WTP.	Replacement of flocculator mixer motors at WTP	\$ 20,000	S	Grant	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
24-03	Replacement	Replacement of flocculator mixer motors at WTP.	Replacement of flocculator mixer motors at WTP. CRD project management.		S	Res	\$ 4,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000
24-04	New	Install In-Line Strainers upstream of PRVs	Install In-Line Strainers upstream of PRVs. Includes CRD project management.	\$ 14,000	S	Res	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ 14,000
24-05	Replacement	Replace Air Valves in raw water line on Sunnyside	Replace Air Valves in raw water line on Sunnyside. Includes construction services and CRD project management.	\$ 11,000	S	Res	\$ -	\$ -	\$ 11,000	\$ -	\$ -	\$ -	\$ 11,000
24-06	New	Sunnyside PRS Install Guard Rail	Install a guard rail along the concrete edge of the Sunnyside PRS. Includes CRD project management.	\$ 4,000	S	Cap	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
24-07	New	WTP SCADA Upgrades - WTP Communications and Control Upgrades	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.	\$ 220,000	S	Debt	\$ 220,000	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
25-01	New	Water main replacement program - construction.	Water main replacement and construction - phased program. Based on \$1000/m and includes water meters and service connections. Includes construction services and CRD project management.	\$ 4,500,000	S	Debt	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 4,500,000
27-01	Study	Update Asset Management Plan	Update Asset Management Plan	\$ 50,000	S	Grant	\$ -	\$ -	\$ -	\$ 40,000	\$ -		\$ 40,000
27-01	Study	Update Asset Management Plan	CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -		\$ 10,000
26-02	Study	Investigate DAF Residual Disposal Alternatives	Investigate alternatives for the disposal of DAF residuals.	\$ 5,000	S	Res	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
22-03	New	Water main assessment and replacement strategy and initial phase detailed design	Develop a strategy and phased program to replace aging AC water mains in the system and perform detailed design for initial phase	\$ 90,000	E	Cap	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
23-07	New	Install Support for Lifting apparatus over DAF system.	Support for a lifting apparatus is required at ceiling level to lift the 80lb lid for the Saturator as well as for confined space entry apparatus	\$ 55,000	E	Cap	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
												\$ -	\$ -
												\$ -	\$ -
			Grand Total	\$ 5,298,000				\$ 257,000	\$ 415,000	\$ 1,550,000	\$ 1,500,000	\$ 1,500,000	\$ 6,222,000

Service:	2.626	Fulford Water (SSI)
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Project Number	21-02	Capital Project Title	Public Engagement for Future Projects	Capital Project Description	Inform and engage public within service area on upcoming works that will require borrowing to fund.
Project Rationale	Inform and engage public within service area on upcoming works that will require borrowing to fund.				

Project Number	21-03	Capital Project Title	Referendum or Alternative Approval Process - Funding for Future Projects	Capital Project Description	Undertake a referendum or AAP to borrow funds to carry out the replacement of the asbestos cement water main lines and SCADA upgrades.
Project Rationale	Undertake a referendum or AAP to borrow funds to carry out the new well design and construction.				

Project Number	23-01	Capital Project Title	Replacement of impellers of pumps at Sunnyside Pump station	Capital Project Description	Replacement of impellers in pumps at Sunnyside Pump station to match WTP processing capacity.
Project Rationale	Current impellers do not provide enough throughput capacity.				

Project Number	24-01	Capital Project Title	Electrical service improvement at Fulford WTP	Capital Project Description	Replacement of panel board directory and address issues with regard to resetting motor overload.
Project Rationale	Replacement of aging equipment.				

Project Number	24-02	Capital Project Title	Ventilation for WTP	Capital Project Description	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months.
Project Rationale	E H & S issue. Ventilation is required to ensure worker safety.				

Service: 2.626 Fulford Water (SSI)			
Project Number	24-03	Capital Project Title	Replacement of flocculator mixer motors at WTP.
Capital Project Description	Replacement of flocculator mixer motors at WTP		
Project Rationale	Replacement of aging equipment.		
Project Number	24-04	Capital Project Title	Install In-Line Strainers upstream of PRVs
Capital Project Description	Install In-Line Strainers upstream of PRVs. Includes CRD project management.		
Project Rationale	In order to prevent malfunction of PRVs, strainer must be installed up stream of them to ensure maintenance free operation.		
Project Number	24-05	Capital Project Title	Replace Air Valves in raw water line on Sunnyside
Capital Project Description	Replace Air Valves in raw water line on Sunnyside. Includes construction services and CRD project management.		
Project Rationale	Replacement of aging equipment.		
Project Number	24-06	Capital Project Title	Sunnyside PRS Install Guard Rail
Capital Project Description	Install a guard rail along the concrete edge of the Sunnyside PRS. Includes CRD project management.		
Project Rationale	E H & S issue. Guard rail is required to ensure worker safety.		
Project Number	24-07	Capital Project Title	WTP SCADA Upgrades - WTP Communications and Control Upgrades
Capital Project Description	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management		
Project Rationale	General E I & C upgrade and replacement of aging and obsolete equipment to ensure maintenance free operation.		

Service: 2.626 Fulford Water (SSI)

Project Number	25-01	Capital Project Title	Water main replacement program - construction.	Capital Project Description	Water main replacement and construction - phased program. Based on \$1000/m and includes water meters and service connections. Includes construction services and CRD project management.
Project Rationale	Aging asbestos concrete water lines require replacement.				
Project Number	27-01	Capital Project Title	Update Asset Management Plan	Capital Project Description	Update Asset Management Plan
Project Rationale	Revise existing Asset Management Plan to reflect recent modifications to facility.				
Project Number	25-02	Capital Project Title	Investigate DAF Residual Disposal Alternatives	Capital Project Description	Investigate alternatives for the disposal of DAF residuals.
Project Rationale	Investigation of alternative methods to dispose of DAF residuals in order to reduce disposal costs.				
Project Number	22-03	Capital Project Title	Water main assessment and replacement strategy and initial phase detailed design	Capital Project Description	Develop a strategy and phased program to replace aging AC water mains in the system and perform detailed design for initial phase
Project Rationale	Develop a strategy and phased program to replace aging AC water mains in the system and perform detailed design for initial phase				
Project Number	23-07	Capital Project Title	Install Support for Lifting apparatus over DAF system.	Capital Project Description	Support for a lifting apparatus is required at ceiling level to lift the 80lb lid for the Saturator as well as for confined space entry apparatus.
Project Rationale	Operations has identified an H & S issue for the maintenance of this equipment and require lifting apparatus at height in order to make the maintenance tasks for the DAF unit safe.				

2.626 - Fulford Water

Capital Projects

Updated @ Sep 04, 2024

Year	Project#	Capital Plan#	Status	Capital Project Description	Total Project Budget	Spending		Total Funding in Place
						Expenditure Actuals	Remaining Spending	
2016	CE.507.4601	22-04	Close	Weston Creek Watermain Crossing on Morningside	169,100	156,853	12,247	169,100
2019	CE.699.4504	19-01	Open	Safe Work Procedures	11,000	2,957	8,043	11,000
2022	CE.794.6001	22-03	Open	Replacement of AC Water Pipelines - Study and Design	90,000	49,659	40,341	90,000
2022	CE.794.1601	22-02	Open	Installation of turbidity meter on influent line	28,000	18,656	9,344	28,000
2024	CE.794.8001	24-06	Open	Sunnyside PRS Install Guard Rail	4,000	407	3,593	4,000
2023	CE.735.4504	20-02	Close	Power generation equipment study	10,000	-	10,000	10,000
2023	CE.837.2001	23-07	Open	Fulford WTP Lifting Apparatus	55,000	14,061	40,939	55,000
2023	CE.794.1701	23-01	Open	New Pump Impellers Fulford Water	11,000	234	10,766	11,000
				Totals	378,100	242,827	135,273	378,100

Service: **2.626 Fulford Water (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 & Charges</u>	<u>Bylaw</u>	<u>Actual Assessments \$(000's)</u>
2012	102	\$631.68	96	\$1,391.00	\$2,022.68	3864	51,088.73
2013	102	\$771.68	96	\$1,251.00	\$2,022.68	3891	52,452.83
2014	102	\$771.68	94	\$1,251.00	\$2,022.68	3925	49,769.93
2015	102	\$771.73	95	\$1,251.00	\$2,022.73	3993	47,220.50
2016	102	\$771.73	95	\$1,251.00	\$2,022.73	4073	47,289.73
2017	102	\$771.73	95	\$1,251.00	\$2,022.73	4208	50,526.00
2018	102	\$771.76	95	\$1,255.88	\$2,027.65	4236	58,318.00
2019	102	\$771.73	95	\$1,255.89	\$2,027.62	4311	62,269.56
2020	102	\$684.73	95	\$1,376.77	\$2,061.50	4339	66,327.36
2021	102	\$386.95	96	\$1,381.23	\$1,768.18	4395	72,583.46
2022	102	\$490.13	97	\$1,480.40	\$1,970.53	4470	90,535.06
2023	102	\$518.12	95	\$1,572.18	\$2,090.30	4525	100,409.43
2024	102	\$569.90	95	\$1,729.38	\$2,299.28	4586	96,666.18
2025	102	\$587.01	95	\$1,781.26	\$2,368.27		

Change from 2024 to 2025

\$17.11

3.00%

\$51.88

3.00%

\$68.99

3.00%

* A variable consumption charge is paid by non-residential properties with a minimum charge equal to residential user charge per SFE.

Fulford Water Funding Analysis 2021 - 2025

