



Notice of Meeting and Meeting Agenda Cedars of Tuam Water Service Commission

Thursday, October 8, 2026

1:00 PM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Budget

[MS Teams Meeting Streaming Link](#)

J. Edwards (Chair), G. Holman (Director), J. Wu, P. Wypkema

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. [26-1047](#) Minutes of October 14, 2025 Cedars of Tuam Water Commission

Recommendation: That the minutes of the October 14, 2025 meetings be adopted as circulated.

Attachments: [Minutes: October 14, 2025](#)

4. Presentations/Delegations

Delegations will have the option to participate electronically. Please complete the online application for "Addressing the Cedars of Tuam Water Service Commission" on our website and staff will respond with details. Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

5. Commission Business

5.1. [26-1048](#) Ratepayer Communication Regarding Annual Billing Rates

Recommendation: That the Cedars of Tuam Water Service Commission direct staff to include an explanation of rate increase and main cost drivers with quarter one billing to ratepayers.

Attachments: [Staff Report: Ratepayer Communication Regarding Annual Billing Rates](#)
[Appendix A: 2026 Cedars of Tuam Water Rates](#)

5.2. [26-1066](#) Asset Replacement Report Card

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Asset Replacement Report Card](#)
 [Appendix A: Asset Replacement Report Card- 2026 Cedars of Tuam Water Ser](#)

5.3. [26-1049](#) 2027 Operating and Capital Budget

Recommendation: That the Cedars of Tuam Water Service Commission recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of Tuam Water Service as presented.

Attachments: [Staff Report: 2027 Operating and Capital Budget](#)
 [Appendix A: 2027 Cedars of Tuam Water Service Budget](#)

6. Adjournment

Next Meeting:

-TBD

Meeting Minutes - Draft

Cedars of Tuam Water Service Commission

Tuesday, October 14, 2025

10:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Budget

PRESENT:

COMMISSION MEMBERS: G. Holman (EP), J. Edwards, J. Wu

STAFF: S. Henderson, General Manager, Electoral Area Services; D. Ovington, Senior Manager, SSI Administration; J. Bilodeau, Manager, Local Services Water and Wastewater Ops.; C. Hopp, Manager SSI Engineering, SSI Administration; L. Xu, Manager, Local Area Services, Finance Services; K. Vincent, Senior Financial Advisor, Finance Services (EP); and M. Williamson, Committee Clerk, (Recorder)

Electronic Participation- (EP)

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

The meeting was called to order at 10:08 am.

1. Territorial Acknowledgement

Commissioner Edwards provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED By Commissioner Wu, SECONDED by Director Holman,
That agenda for the October 14, 2025, Budget Meeting of the Cedar Lane Water
Services Commission be approved as amended with the addition of agenda item
4.2. Water Production and Consumption.
CARRIED

3. Adoption of Minutes

3.1. Minutes of October 21, 2024 Cedars of Tuam Water Commission

MOVED By Commissioner Wu, SECONDED by Director Holman,
That the minutes of the October 21, 2024 meeting be adopted as circulated.
CARRIED

4. New Business

4.1. 2026 Operating and Capital Budget

MOVED by Director Holman, **SECONDED** by Commissioner Edwards,
That the Cedars of Tuam Water Service Commission direct staff to amend the
2.622 Cedars of Tuam Water 2026-2030 Five Year Capital Plan decrease the
amount for Project 26-03 "Abandon Unused wells" from \$10,000 to \$2,000 in 2026
and add \$8,000 to 2027, defer Projects 27-01 "Update Asset Management Plan"
from 2026 until 2027, reduce transfer to Capital Reserve by \$10,000 and defer
\$10,000 transfer to Capital Reserve to 2027.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Edwards,
That the Cedars of Tuam Water Service Commission direct staff to amend the
2.622 Cedars of Tuam Water 2026-2030 Five Year Capital Plan to add project 26-05
"installation of meters" to 2026 funded \$20,000 from CWF and \$5,000 from Capital
Reserve.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Edwards,
That the Cedars of Tuam Water Service Commission direct staff to amend the
2.622 Cedars of Tuam Water 2026-2030 Five Year Capital Plan to defer Project
27-03 "Design new well and dist. System" for \$35,000 from 2027 until 2028.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Edwards,
That the Cedars of Tuam Water Service Commission recommend that the
Electoral Area Committee recommend that the CRD Board approve the 2026
Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of
Tuam Water Service as amended with specific direction on amendments.

CARRIED

4.2. Water Production and Consumption

There was no discussion.

5. Adjournment

MOVED by Director Holman, **SECONDED** by Commissioner Wu,
That the Cedar Lane Water Service Commission adjourn the meeting at 12:32pm.

CARRIED

CHAIR

SENIOR MANAGER

**REPORT TO CEDARS OF TUAM WATER SERVICE COMMISSION
MEETING OF THURSDAY, OCTOBER 8, 2026**

SUBJECT **Ratepayer Communication Regarding Annual Billing Rates**

ISSUE SUMMARY

This report responds to the request for ways to improve communication of annual rates with ratepayers of the Cedars of Tuam Water Service.

BACKGROUND

The Cedars of Tuam Water Service currently communicates with ratepayers through quarterly billing notices, annual rate notices, public Commission meetings, annual reports, service alerts, and information posted on the Capital Regional District (CRD) website. Financial information is also provided through the annual budget process, annual reporting, and project-specific reports presented at public Commission meetings. These communication practices are consistent with the level of reporting provided across other Salt Spring Island CRD utility services.

Staff have heard from a number of Salt Spring Island CRD water commissions that there is interest in increased communication regarding utility rate increases and the factors driving those increases. While the current reporting framework provides information through budgets, annual reports, public meetings and the Cedars of Tuam water service webpage, there may be opportunities to improve ratepayer understanding through enhanced communication materials that explain major cost drivers, capital investment requirements, and financial planning considerations associated with annual rate adjustments.

Billing rates are typically presented to the Commission in the fall and approved by the CRD Board in December with new rates coming into effect January 1 of the following year. Parcel tax, which is subject to change, receives final approval by the CRD Board in March and is billed through the annual property tax. These updated rates are posted on the CRD website (Appendix A) but do not include an explanation of the cost drivers or capital investment requirements.

ALTERNATIVES

Alternative 1

That the Cedars of Tuam Water Service Commission direct staff to include an explanation of rate increase and main cost drivers with quarter one billing to ratepayers.

Alternative 2

That the Cedars of Tuam Water Service Commission direct staff to include an explanation of rate increase and main cost drivers with quarter one billing to ratepayers and advertise the annual budget meeting online and through notices mailed to each household in the service area and increase future advertising of budgets accordingly.

Alternative 3

That the Cedars of Tuam Water Service Commission refer the report back to staff for additional consideration.

IMPLICATIONS

Financial Implications

Current communication tools provide ratepayers with access to service, financial and governance information through a variety of established channels. Opportunities to expand awareness of annual budget discussions and improve understanding of utility rates and parcel taxes are available, although may result in additional costs to the service.

Potential enhancements include:

- Advertising annual budget meetings on the Salt Spring Exchange, similar to the current practice for the Annual General Meeting (AGM).
- Providing mailed notices to ratepayers advising them of upcoming budget meetings and opportunities for public participation, similar to the current practice for the AGM.
- Including an explanation of annual costs per resident and major budget drivers with first-quarter paper billing notices.
- Including the same information as an attachment or link within the electronic billing.

The cost to advertise annual budget meetings is estimated at approximately \$50 per notice in the Salt Spring Exchange. Direct mail notifications would cost approximately \$3 per household for printing and postage and would result in an additional operating expense to the service each year.

There would be no significant additional cost associated with including an “explanation” of annual costs including rate increases and major budget drivers with first-quarter paper or electronic billing notices as staff already prepare an explanation of annual costs that is then posted on the website.

Advertising AGM meeting dates by written notice at least 30 days prior to the date of the AGM is a requirement of the Committees Bylaw #3693. Advertising budget meetings is not a requirement.

CONCLUSION

The Cedars of Tuam Water Service currently provides ratepayers with information through a variety of established communication channels. Opportunities exist to improve awareness of annual rate changes and budget drivers through enhanced communication materials and promotion of budget meetings. Several options could be implemented through existing billing processes with minimal additional cost, while others would require additional funding to support an increased level of service.

RECOMMENDATION

That the Cedars of Tuam Water Service Commission direct staff to include an explanation of rate increase and main cost drivers with quarter one billing to ratepayers.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

ATTACHMENT

Appendix A: 2026 Cedars of Tuam Water Rates

2026 Water Rates

Cedars of Tuam Water Service Area

Appendix A



Capital Regional District | Effective January 1, 2026

Explanation of annual costs per resident

- The Capital Regional District bills Salt Spring Island residents on a quarterly cycle.
- The total annual Fixed Use Charge is divided up into quarterly payments and based on a single-family dwelling unit or equivalent.
- The Water Consumption Charge is based on your metered use each quarter and billed accordingly.
- The Parcel Tax is an annual fee and will appear separately on your property tax bills; Cedars of Tuam does not have a parcel tax at this time.

	2025	2026
FIXED USE CHARGE		
	\$657.21 / quarter (\$2,628.82 total annual)	\$878.24 / quarter (\$3,512.94 total annual)
WATER CONSUMPTION CHARGE		
0 to 38 m ³	\$9.00	\$9.00
over 38 m ³	\$18.00	\$18.00
PARCEL TAX		
(appears on property tax bill)	\$0.00	\$0.00

Note: 1 cubic metre (1 m³) = 1,000 litres = 220 imperial gallons

Additional information

- Watch for a notice of meeting date for the Cedars of Tuam Water Service Annual General Meeting in the spring of 2026.
- 2026 Parcel Tax, which is subject to change, is based on the CRD's Financial Plan. The Financial Plan, with possible revisions, will receive final approval by the CRD Board in March of 2026.
- Due to the unique characteristics of the Cedars of Tuam water system and the need to protect its limited supply, a minimum of Stage 3 water conservation measures will remain in place year-round, in accordance with the [Electoral Areas Water Conservation Bylaw](#).
- Payment is due within 30 days of issuing the water bill. A late payment charge of 1.5% will be added after the billing due date.

For more information on your water service, including water conservation tips, visit www.crd.ca/cot-ws.

Report water emergencies toll-free at 1.855.822.4426. Billing questions toll-free at 1.800.663.4425 (ask for utility billing).

**REPORT TO CEDARS OF TUAM WATER SERVICE COMMISSION
MEETING OF THURSDAY, OCTOBER 8, 2026**

SUBJECT Asset Replacement Report Card

ISSUE SUMMARY

The purpose of this report is to provide the Cedars of Tuam Water Service Commission with an asset replacement report card for the Cedars of Tuam Water Service System.

BACKGROUND

The Capital Regional District (CRD) has prepared Asset Replacement Report Cards for a number of local utilities including the Cedars of Tuam Water Service System located on Salt Spring Island. Asset Replacement Report Cards are prepared to support long-term asset management and financial planning. The reports provide a snapshot of asset condition based on age, expected service life and replacement value. This information will assist CRD staff in identifying future infrastructure renewal requirements and developing sustainable funding strategies. As well as the commissioners to understand how their short term decisions are part of a long term plan.

An asset register was prepared for each service using the inventory of all existing assets from the CRD's maintenance management and geographic information systems. Newly constructed assets and assets under construction are included in the asset register. The asset inventory and asset conditions were verified by site visits and discussions with system operators.

The Cedars of Tuam Water Service includes:

- 0.6 km of distribution mains
- 1 storage tank
- 1 wells

IMPLICATIONS

Financial Implications

The service has a total asset inventory of 59 assets and a replacement values of approximately \$2 million. The overall service condition is poor with no immediate financial implications associated with the report, however the report identifies:

- Approximately \$215,000 in backlog renewals
- Approximately \$2 million in asset replacement needs over the next 40 years
- An average annual capital renewal requirement of approximately \$50,000 if grants cannot be accessed.

CONCLUSION

The Asset Replacement Report Card indicates that the Cedars of Tuam Water Service is in poor overall condition. The report highlights the need for ongoing asset renewal planning to address aging infrastructure and support long-term service reliability. The findings will help inform future budgeting, reserve funding, and capital investment decisions for the service.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Carolyn Hopp, P.Eng., Manager Engineering, Salt Spring Electoral Area
Concurrence:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

ATTACHMENT

Appendix A: Asset Replacement Report Card- 2026 Cedars of Tuam Water Service

Asset Replacement Report Card

2.622 Cedars of Tuam Water

Replacement Cost

\$2M

Service Condition

Poor

Asset Count

59

Value/Property*

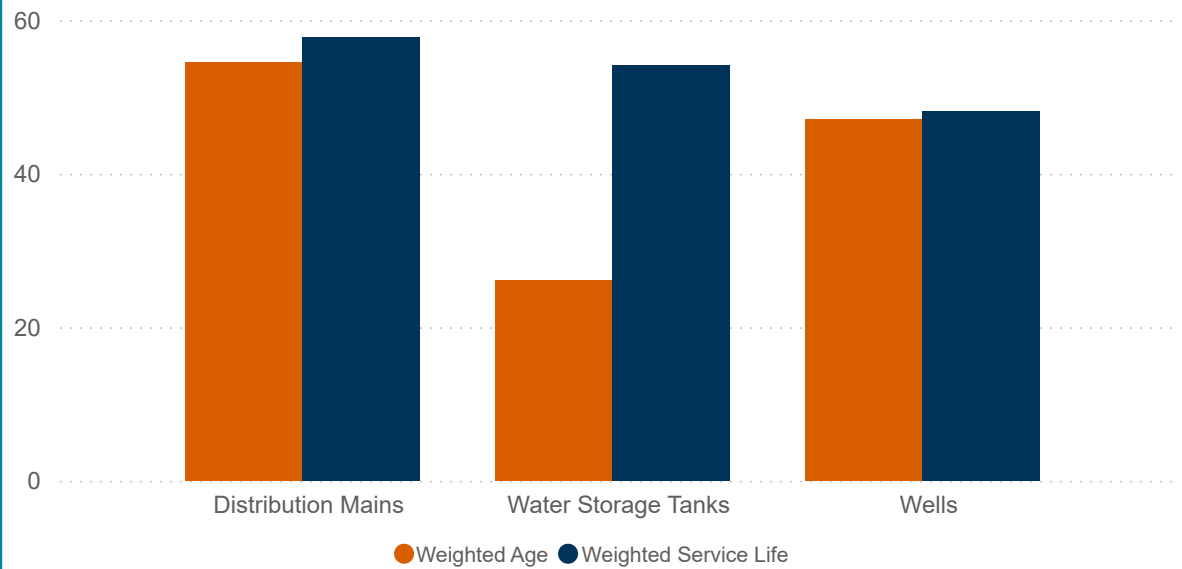
\$99K

Summary

Distribution Mains	0.6 km
Water Storage Tanks	1
Wells	1

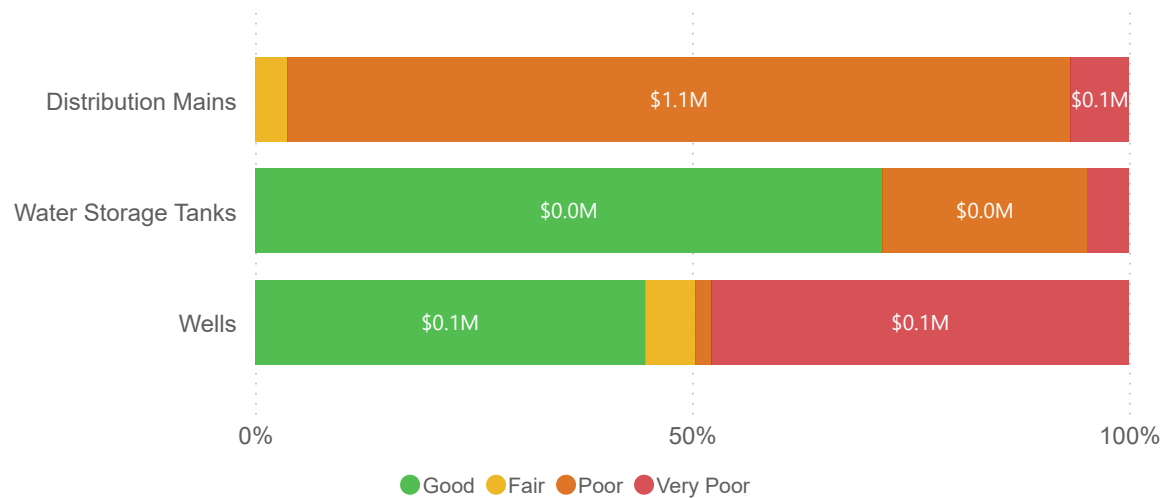
*Based on 16 properties

Asset Service Life



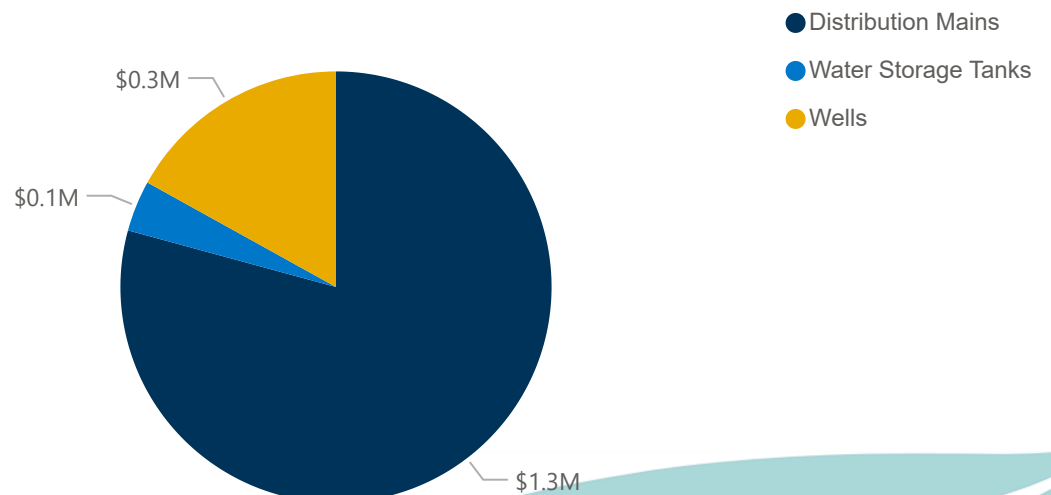
The Asset Service Life chart shows the average expected service life of each asset class in relation to the average age of the assets within the category. A weighted average is used based on replacement value.

Asset Condition by Category



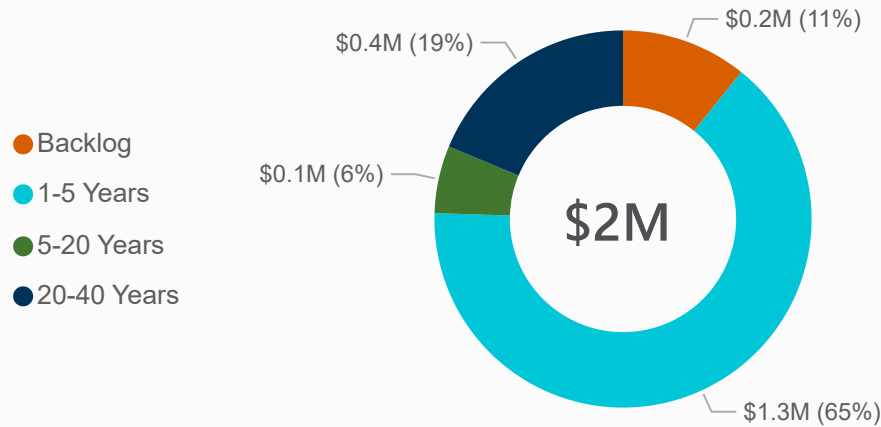
Overall condition rating of the asset categories is based on remaining expected service life. Replacement values are shown in relation to the condition rating.

Asset Replacement Cost by Category



Cedars of Tuam Water

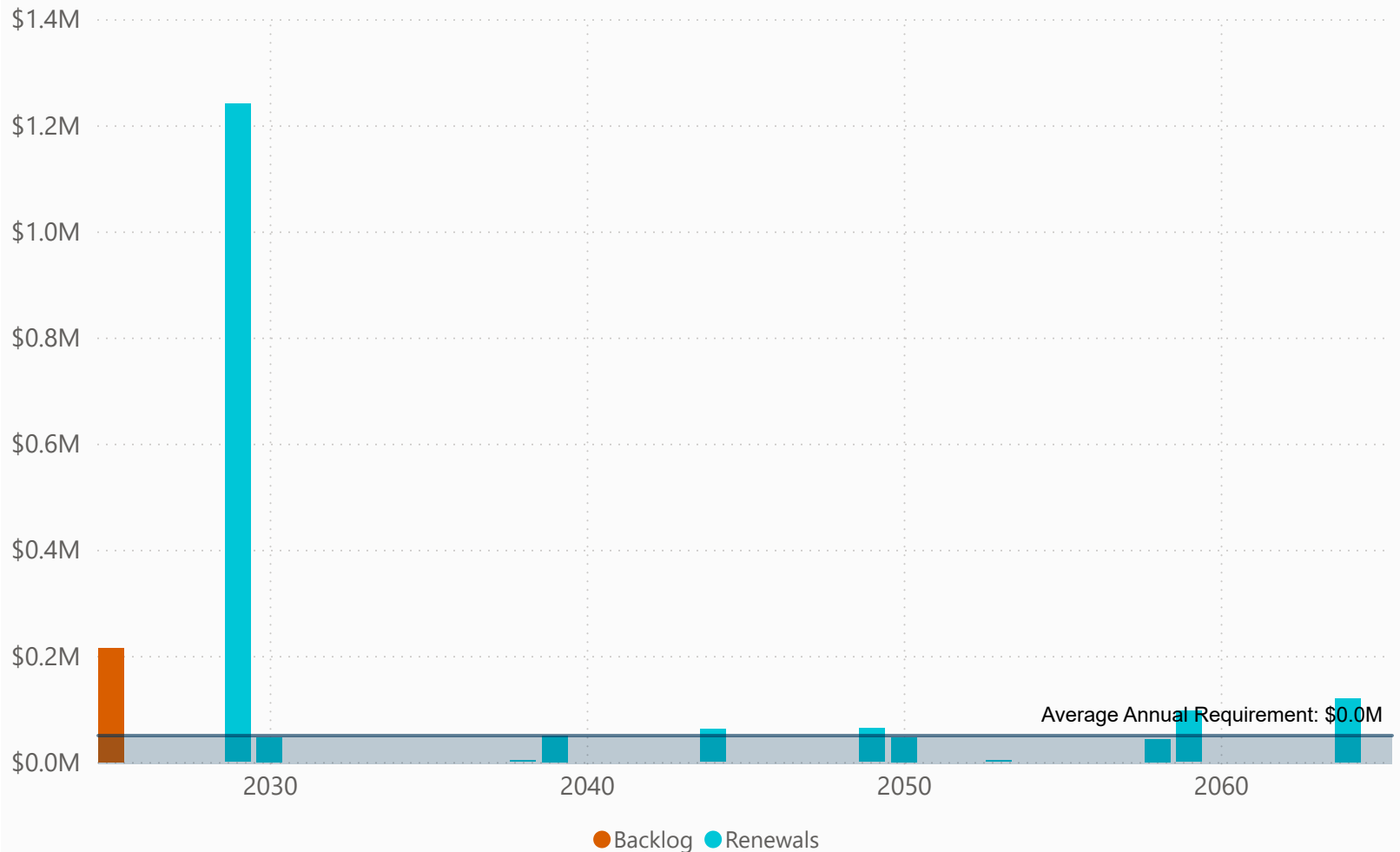
40-Year Asset Renewal Cost



In the next 40 years, it is estimated that \$2M in assets will need to be replaced (an average of \$50K per year)

Approximately \$1.1M of these replacements are for water mains. There are \$215K in assets identified as backlog; these are assets that have passed their expected service life and could be due for replacement or fail unexpectedly.

40-Year Capital Renewal Forecast



The capital renewal forecast is based on the expected service life of assets and their replacement cost (in 2025 dollars). Instances where an asset requires multiple replacements over the 40 year period are accounted for in the projection. Since backlog assets are beyond their expected service life, they may fail prior to renewal. Given the large renewal cost in some years, a replacement plan can be developed to spread the renewals out over multiple years. A more comprehensive long-term financial plan will inform replacement planning for budgeting purposes.

The report card is intended for a high level overview and for budgeting and capital planning purposes in conjunction with other asset and financial planning processes.

**REPORT TO CEDARS OF TUAM WATER SERVICE COMMISSION
MEETING OF THURSDAY, OCTOBER 08, 2026**

SUBJECT 2027 OPERATING AND CAPITAL BUDGET

ISSUE SUMMARY

To present the 2027 operating and capital budget for Commission review and recommendation for the approval of the Capital Regional District (CRD) Board and for inclusion in the CRD Five-Year Financial Plan, in accordance with Bylaw No 3693, "Salt Spring Island Water, Sewer and Liquid Waste Disposal Commissions Bylaw No. 1, 2010"

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. CRD staff have therefore, prepared the financial plan shown in Appendix A.

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 2024 and 2026
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 2026 may be made in January 2027. The CRD Board will give final approval to the budget and financial plan in March 2027.

The Financial Plan for the years 2028 – 2031 is forecasted and can be updated in future years.

BUDGET OVERVIEW

Operating Budget

It is projected that the 2026 operating expenses will be approximately \$4,892 over budget. Factors contributing to the operating overage include emergency response and corrective maintenance primarily due to the following events:

- Water main break at 184 Roland Road

- Service line repair at 180 Roland Road
- Anticipated emergency water hauling and filling of the reservoir. This cost is partially recovered from EMBC through the drought management response program.

It is projected that the 2026 operating revenue will be higher than budget by approximately \$3,600 due to the anticipated EMBC drought cost recovery.

As a result, there is an overall estimated 2026 operating deficit of approximately \$1,292 (\$4,892 - \$3,600). To balance the operating budget at the end of year, the actual deficit will be recovered by 2026 reserve fund transfers, namely the Capital Reserve Fund (CRF) and/or Operating Reserve Fund (ORF). In the event of the deficit cannot be fully recovered by reserve transfers in 2026, the deficit must immediately be included as expenditure to be recovered from revenue in the 2027 financial plan as required by *Local Government Act* (LGA) Section 374(11).

Operating costs for 2027 have increased by \$7,674 (17%) compared to 2026. The increase is to account for increased labour overhead, contracted services for basic repairs, and increased electricity and water testing costs.

Municipal Finance Authority (MFA) Debt

Currently, there is no existing outstanding debt for this service.

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. The target balance for the service is ranged from \$9,000 to \$21,000.

It is proposed that 2027 transfers to the operating reserve be set at \$5,000. The operating reserve balance at the end of 2026 is projected to be approximately \$10,889. There is \$20,000 of planned maintenance to be funded by the ORF 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. The target balance for the service to be maintained is approximately \$40,000.

It is proposed that 2027 capital reserve transfer be set at \$35,425. The balance of the Capital Reserve Fund at the end of 2026 is projected to be \$12,194.

Capital Expenditure Plan

The 5-year plan includes \$1,395,000 of expenditures to be funded by a combination of the service's Capital Reserve Fund, grants, capital funds on hand, and new debt.

Current capital projects that are already in progress and funded include public engagement for future borrowing (24-03), well testing at the schoolboard property (25-01), and H&S improvements at the WTP (26-04).

The new project for 2027 is comprised of:

- Update to the Asset Management Plan (27-01) funded by \$10,000 CWF grant and \$5,000 reserve.
- Old well decommissioning (26-03) funded by \$10,000 reserve.

Upcoming projects through 2028-2031 in the Capital Plan include design and construction of the new well 19325, pumphouse and connection main, and the phased replacement of AC mains.

Table 1 below provides the future debt servicing cost simulation for analytical purpose with the indicative interest rate provided by MFA at the time of simulation. The debt servicing is for the project 26-02 *New Pipeline Construction* for total estimated project budget of \$870,000. This debt funded project will be carried out upon receiving electoral consent which will be carried out under project 24-03. Please refer to the 2027 – 2031 Five Year Capital Plan for details on this project.

Table 1 – Future New Debt (Unapproved) Simulation

<i>Future Borrowing (s) Estimation</i>	<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>
	15	2030	2045	4.75%	\$435,000	\$22,711	\$20,663	\$43,374
	15	2031	2046	4.75%	\$435,000	\$22,711	\$20,663	\$43,374
Total					\$870,000	\$45,422	\$41,326	\$86,748

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 against the partial borrowing of \$870,000 is \$86,748 equates to approximately \$5,102.76 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 Fees

The service is primarily funded by fixed user charges and variable water consumption charge billed to all properties connected to the system.

As recommended by the commission, the tiered water consumption rates are changed from 2026 by 39% as per below in 2027 budget. The water consumption charge is measured in cubic meters over a three-month billing period at the following tiered rates:

- First 38 cubic meters or portion - \$12.50 per cubic meter
- Greater than 38 cubic meters - \$25.00 per cubic meter

The fixed user charges for 2027 and 2026 based on budgets are compared below in Table 2.

Table 2 – Fixed User Charge Summary

<i>Budget Year</i>	<i>User Charge</i>	<i>SFE* Numbers</i>	<i>User Charge per SFE</i>
2026	\$59,720	17	\$3,512.94
2027	\$77,636	17	\$4,566.82
Change (\$)	\$17,916	0	\$1,053.88
Change (%)	30.00%	0.00%	30.00%

**SFE – Single Family Equivalent*

The 2027 fixed user charge per SFE and tiered water consumption rates based on the budget presented will be included in the fees and charges bylaw to be approved by the CRD Board, effective as of January 2027.

ALTERNATIVES

Alternative 1

That the Cedars of Tuam Water Service Commission recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of Tuam Water Service as presented.

Alternative 2

That the Cedars of Tuam Water Service Commission recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of Tuam Water Service as amended with specific direction on amendments.

RECOMMENDATION

That the Cedars of Tuam Water Service Commission recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of Tuam 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:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

Appendix A: [2027 Cedars of Tuam Water Service Budget](#)

CAPITAL REGIONAL DISTRICT

2027 Budget

Cedars of Tuam Water (SSI)

Commission Review

OCTOBER 2026

Service: 2.622 Cedars of Tuam Water (SSI)

Committee: Electoral Areas

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Cedars of Tuam Water System Service Area.
Bylaw No. 3021 (October 9, 2002).

PARTICIPATION:

Local Service Area #45, T(764).

MAXIMUM LEVY:

Greater of \$25,425 or \$6.75 / \$1,000 of actual assessed value of land and improvements.

COMMISSION:

Cedars of Tuam Water Service Commission established by bylaw No 3693 (April 14th, 2010).

FUNDING:

User Charge

- Annual Fixed Fee per per single family dwelling unit or equivalent plus consumption charge
- The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic meters at the following rate:
 - First 38 cubic metres or portion - \$12.50 / cubic metre
 - Greater than 38 cubic metres - \$25.00 / cubic metre

Water Connection Charge

- Actual cost for the connection.

RESERVE FUND:

Fund 1057, established by Bylaw #3136 (June 14, 2004); amended by Bylaw 3948 (April 16, 2014).

2.622 - Cedars of Tuam Water (SSI)	2026		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2028	2029	2030	2031
<u>OPERATING COSTS</u>										
Repairs & Maintenance	3,530	3,530	3,593	-	-	3,593	3,650	23,710	3,770	3,830
Allocations	5,188	5,188	5,678	-	-	5,678	5,786	5,902	6,019	6,137
Water Testing	2,750	2,800	3,557	-	-	3,557	3,651	3,747	3,846	3,947
Electricity	970	1,400	1,470	-	-	1,470	1,500	1,530	1,560	1,590
Supplies	800	1,240	800	-	-	800	810	820	830	840
Labour Charges	26,667	30,590	29,801	-	-	29,801	30,380	30,970	31,570	32,180
Other Operating Expenses	5,261	5,310	7,941	-	-	7,941	8,092	8,245	8,399	8,570
TOTAL OPERATING COSTS	45,166	50,058	52,840	-	-	52,840	53,869	74,924	55,994	57,094
*Percentage Increase over prior year			17.0%			17.0%	1.9%	39.1%	-25.3%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	19,890	18,598	35,425	-	-	35,425	49,990	53,665	54,625	55,605
Transfer to Operating Reserve Fund	4,000	4,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
MFA Debt Reserve Fund - Planned	-	-	-	-	-	-	-	-	4,350	4,350
MFA Debt Principal - Planned	-	-	-	-	-	-	-	-	-	22,711
MFA Debt Interest - Planned	-	-	-	-	-	-	-	-	5,166	25,828
TOTAL DEBT / RESERVES	23,890	22,598	40,425	-	-	40,425	54,990	58,665	69,141	113,494
TOTAL COSTS	69,056	72,656	93,265	-	-	93,265	108,859	133,589	125,135	170,588
*Percentage Increase over prior year			35.1%			35.1%	16.7%	22.7%	-6.3%	36.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	(20,000)	-	-
Sales - Water	(9,246)	(9,246)	(11,939)	-	-	(11,939)	(11,939)	(11,939)	(11,939)	(11,939)
User Charges	(59,720)	(59,720)	(77,636)	-	-	(77,636)	(93,160)	(97,820)	(99,780)	(101,780)
Other Revenue	(90)	(3,690)	(3,690)	-	-	(3,690)	(3,760)	(3,830)	(3,900)	(3,980)
TOTAL REVENUE	(69,056)	(72,656)	(93,265)	-	-	(93,265)	(108,859)	(133,589)	(115,619)	(117,699)
REQUISITION - PARCEL TAX	-	-	-	-	-	-	-	-	(9,516)	(52,889)
*Percentage increase over prior year										
Sales			29.1%			29.1%	0.0%	0.0%	0.0%	0.0%
User Charge			30.0%			30.0%	20.0%	5.0%	2.0%	2.0%
Parcel Tax									NA	455.8%
Combined			29.9%			29.9%	17.3%	4.4%	1.8%	37.4%

Cedars of Tuam Water (SSI)
Reserve Summary Schedule
2027 - 2031 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2026	2027	2028	2029	2030	2031
Operating Reserve Fund	10,889	15,889	20,889	5,889	10,889	15,889
Capital Reserve Fund	12,194	32,619	47,609	61,274	115,899	171,504
Total	23,083	48,508	68,498	67,163	126,788	187,393

Reserve Schedule

Reserve Fund: 2.622 Cedars of Tuam Water (SSI) - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105532	Estimated	Budget				
		2026	2027	2028	2029	2030	2031
Beginning Balance		6,677	10,889	15,889	20,889	5,889	10,889
Transfer from Op Budget		4,000	5,000	5,000	5,000	5,000	5,000
Transfer to Op Budget		-	-	-	(20,000)	-	-
Planned Maintenance Activity					Water Tank Drain,Clean and Inspection		
Interest Income*		212					
Ending Balance \$		10,889	15,889	20,889	5,889	10,889	15,889

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 2.622 Cedars of Tuam Water (SSI) - Capital Reserve Fund - Bylaw 3948

Monies in the reserve fund will be used to provide for capital works, including the planning, study, design, construction of water facilities, conveyance, treatment, storage, distribution of water, land purchases, machinery or equipment necessary for the extension or renewal of existing capital works and related debt servicing payments.

Reserve Cash Flow

Fund: Fund Centre:	1057 101843	Estimated	Budget				
		2026	2027	2028	2029	2030	2031
Beginning Balance		11,296	12,194	32,619	47,609	61,274	115,899
Transfer from Ops Budget		18,598	35,425	49,990	53,665	54,625	55,605
Transfer from Cap Fund		-					
Transfer to Cap Fund		(18,000)	(15,000)	(35,000)	(40,000)	-	-
Interest Income*		300					
Ending Balance \$		12,194	32,619	47,609	61,274	115,899	171,504

Assumptions/Background:

Transfer as much as operating budget will allow.

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

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2027 to 2031

Service No.	2.622	Carry Forward from 2026	2027	2028	2029	2030	2031	TOTAL
	Cedars of Tuam Water (SSI)							

EXPENDITURE

Buildings	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$12,000	\$35,000	\$35,000	\$440,000	\$435,000	\$435,000	\$1,380,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$27,000	\$50,000	\$35,000	\$440,000	\$435,000	\$435,000	\$1,395,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$435,000	\$435,000	\$870,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$10,000	\$0	\$400,000	\$0	\$0	\$410,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$2,000	\$15,000	\$35,000	\$40,000	\$0	\$0	\$90,000

\$27,000	\$50,000	\$35,000	\$440,000	\$435,000	\$435,000	\$1,395,000
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Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. 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
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	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 If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2027 - 2031

Service #: 2.622

Service Name: Cedars of Tuam 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	2027	2028	2029	2030	2031	5 - Year Total auto-populates
26-03	Decommission	Abandon unused wells	Decommission wells.	\$ 10,000	S	Res	\$ 2,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-03	New	Public Engagement for Future Projects	Public engagement to seek service area electors approval to fund projects with borrow funds	\$ 15,000	S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
24-03	New	Public Engagement for Future Projects			S	Cap	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
26-01	New	Analysis and Design of AC pipe replacement	Detail Design of AC pipe replacement.	\$ 30,000	S	Res	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
26-02	New	New pipeline construction	New pipeline construction to replace AC mains	\$ 870,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 435,000	\$ 435,000	\$ 870,000
27-01	Study	Update Asset Management Plan	Revise McElhanney Condition Assessment to SAMP.	\$ 15,000	S	Grant	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
27-01	Study	Update Asset Management Plan	CRD Project Management		S	Res	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
25-01	Study	Well Testing for WIN 19325	Well testing for new well WIN 19325 at 736 Isabella Point Road to determine suitability of use	\$ 58,000	S	Cap	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
27-03	New	Design new well and dist. System	Design the Connection main and infrastructure for new well 19325	\$ 35,000	S	Res	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
28-01	New	Construct new well and dist. System	Construct Connection main and infrastructure for new well 19325	\$ 400,000	S	Grant	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 400,000
26-04	New	WTP H&S improvement	H&S improvement required (building, electrical)	\$ 55,000	B	Cap	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 1,488,000			\$ 27,000	\$ 50,000	\$ 35,000	\$ 440,000	\$ 435,000	\$ 435,000	\$ 1,395,000

Service: 2.622 Cedars of Tuam Water (SSI)

Project Number 24-03

Capital Project Title Public Engagement for Future Projects

Capital Project Description Public engagement to seek service area electors approval to fund projects with borrow funds

Project Rationale Inform residents about future project so they can make informed decision on approval and borrowing.

Project Number 25-01

Capital Project Title Well Testing for WIN 19325

Capital Project Description Well testing for new well WIN 19325 at 736 Isabella Point Road to determine suitability of use

Project Rationale Perform well test on potential new well to replace failing well.

Project Number 26-01

Capital Project Title Analysis and Design of AC pipe replacement

Capital Project Description Detail Design of AC pipe replacement.

Project Rationale Detail design to replace AC pipe. Analysis and investigation - \$20K. CRD PM - \$10K.

Project Number 26-02

Capital Project Title New pipeline construction

Capital Project Description New pipeline construction to replace AC mains

Project Rationale Construction of new mains prioritized. Construction services \$20K.. CRD PM - \$20K

Service: 2.622 Cedars of Tuam Water (SSI)			
Project Number	26-03	Capital Project Title	Abandon unused wells
Capital Project Description	Decommission wells.		
Project Rationale	Decommission old wells as needed. Per regulation		
Project Number	26-04	Capital Project Title	WTP H&S improvement
Capital Project Description	H&S improvement required (building, electrical)		
Project Rationale	OH&S improvements as required. Eyewash etc., building safety		
Project Number	27-01	Capital Project Title	Update Asset Management Plan
Capital Project Description	Revise McElhanney Condition Assessment to SAMP.		
Project Rationale	Revise current AMP to incorporate changes to facility.		
Project Number	27-03	Capital Project Title	Design new well and dist. System
Capital Project Description	Design the Connection main and infrastructure for new well 19325		
Project Rationale	Design the new well, including well pump, building, supply main. (previously 21-03)		
Project Number	28-01	Capital Project Title	Construct new well and dist. System
Capital Project Description	Construct Connection main and infrastructure for new well 19325		
Project Rationale	Construction of new well infrastructure, and supply main for new well 19325 (previously project 21-03)		

2.622 - Cedars of Tuam Water

Capital Projects

Updated (Sep 08, 2026

Year	Project#	Capital Plan#	Status	Capital Project Description	Total Project Budget	Spending		Total Funding in Place
						Expenditure Actuals	Remaining Spending	
2021	CE.792.1601	(21-05/25-02)	Close	WTP Equipment Upgrades (Chlorinator, Sand Separator, Chlorine analyzer, level transducer & flow meter)	47,000	29,931	17,069	47,000
2022	CE.802.8301	24-03	Open	Public Engagement	5,000	-	5,000	5,000
2025	CE.887.4501	25-01	Open	Well Testing for WIN 19325-Study	58,000	-	58,000	58,000
2025	CE.887.4601	23-01	Open	Electrical System Upgrade	50,000	9,554	40,446	50,000
2026	CE.887.7501	26-05	Open	Installation of Water Meters	25,000	17,490	7,510	25,000
2026	CE.887.1201	26-04	Open	OH&S WTP Building Improvements	55,000	354	54,646	55,000
				Totals	240,000	57,330	182,671	240,000

Service: 2.622 Cedars of Tuam Water (SSI)

Committee: Electoral Areas

<u>Year</u>	<u>SFE's</u>	<u>User Charge*</u>	<u>Bylaw</u>
2023	17	\$1,941.18	4525
2024	17	\$2,297.71	4586
2025	17	\$2,628.82	4648
2026	17	\$3,512.94	4735
2027	17	\$4,566.82	

Change from 2026 to 2027

\$1,053.88

30.00%

** A variable consumption charge is paid in addition to the user charge.*

Cedar of Tuam Water (SSI)
Funding Analysis 2023 - 2027

