



Making a difference...together

WILDERNESS MOUNTAIN WATER SERVICE COMMISSION

Notice of Meeting on **Thursday, October 28, 2021 at 1:30 p.m.**

Goldstream Conference Room, 479 Island Highway, Victoria, BC

For members of the **public who wish to listen to the meeting** via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

Director Mike Hicks (Chair)

Larry Cutler

Martin Lechowicz

Doug Pepino

AGENDA

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

Recommendation: That the minutes of the following meetings be adopted:

- November 24, 2020 Annual General Meeting 2
- November 24, 2020 Budget Meeting 4
- February 16, 2021 Meeting 8
- June 2, 2021 Special Meeting 9

3. CHAIR'S REMARKS

4. PRESENTATIONS/DELEGATIONS

Due to limited seating capacity this meeting will be held by without the public present. A phone in number is provided above that will allow the public to listen to the meeting.

Presentation and Delegation requests can be made [online](#) or complete this [printable form](#) (PDF). Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

5. COMMISSION BUSINESS

5.1. Wilderness Mountain Water Service 2022 Operating and Capital Budget.....11

Recommendation: That the Wilderness Mountain Water Services Commission:

1. Approve the 2022 Operating and Capital Budget as presented, and that the 2021 actual surplus or deficit be balanced on 2021 transfer to Operating Reserve Fund;
2. Recommends that the Electoral Areas Committee recommend that the CRD Board approve the 2022 Operating and Capital Budget and the five year Financial Plan for the Wilderness Mountain Water Service as presented.

6. NEW BUSINESS

7. ADJOURNMENT

Next Meeting: At the call of the Chair

*To ensure quorum, advise **Denise Dionne 250.360.3087** if you cannot attend.*



Making a difference...together

MINUTES OF THE ANNUAL GENERAL MEETING OF THE WILDERNESS MOUNTAIN WATER SERVICE COMMISSION held Tuesday, November 24, 2020 in the Goldstream Conference Room, 479 Island Highway Victoria, BC

PRESENT: Commissioners: M. Lechowicz

By WebEx: Director M. Hicks (Chair); D. Pepino; D. Tallyn

Staff: I. Jesney, Senior Manager, Infrastructure Engineering; S. Irg, Senior Manager, Water Infrastructure Operations; D. Puskas, Manager Capital Projects; L. Xu, Manager, Financial Services; C. Moch, Manager, Water Quality; S. Orr (recorder)

By WebEx: T. Duthie, Manager Administrative Services

The meeting was called to order at 2:01 pm.

1. APPROVAL OF AGENDA

MOVED by D. Pepino, **SECONDED** by D. Tallyn,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING OF NOVEMBER 27, 2019

MOVED by D. Pepino, **SECONDED** by D. Tallyn,
That the minutes of the Annual General Meeting of November 27, 2019 be adopted.

CARRIED

3. CHAIR'S REPORT

The Chair thanked everyone for attending.

4. APPOINTMENT OF COMMITTEE MEMBERS

I. Jesney stated that the two member positions were expiring December 31, 2020. He stated there were three nominations received for a term beginning January 1, 2021 and expiring December 31, 2022. The following nominations were received and agreed to stand:

- Rob Hancock
- Martin Lechowicz
- Larry Cutler

The following two nominees received the most votes by mail-in ballots:

- Larry Cutler
- Martin Lechowicz

**Wilderness Mountain Water Service Commission AGM
Minutes - November 24, 2020**

2

MOVED by D. Pepino, **SECONDED** by D. Tallyn,
That the Wilderness Mountain Water Service Commission:

1. Direct staff to forward the following names of the nominees with the most mail-in votes to the Capital Regional District Board for appointment;
 - Larry Cutler
 - Martin Lechowicz
2. Direct staff to retain polling materials for 30 days after the Capital Regional District Board ratifies the Wilderness Mountain Water Service Commission appointment(s) and make them available for public inspection upon request; and
3. Direct staff to destroy polling materials as soon as practicable following 56 days after the Capital Regional District Board ratification of the appointments, including:
 - a. The ballots used in the election; and
 - b. Any copies of the list of owners and occupants within the service area used for the purposes of voting proceedings.

CARRIED

5. CORRESPONDENCE

There was no correspondence.

6. NEW BUSINESS

There was no new business.

7. ADJOURNMENT

MOVED by M. Lechowicz, **SECONDED** by D. Pepino,
That the meeting be adjourned at 2:11 pm.

CARRIED

Chair

Secretary



Making a difference...together

MINUTES OF A MEETING OF THE WILDERNESS MOUNTAIN WATER SERVICE COMMISSION held Tuesday, November 24, 2020 in the Goldstream Conference Room, 479 Island Highway, Victoria, BC

PRESENT: Commissioners: M. Lechowicz

By WebEx: Director M. Hicks (Chair); D. Pepino; D. Tallyn

Staff: I. Jesney, Senior Manager, Infrastructure Engineering; S. Irg, Senior Manager, Water Infrastructure Operations; D. Puskas, Manager Capital Projects; L. Xu, Manager, Financial Services; C. Moch, Manager, Water Quality; S. Orr (recorder)

The meeting was called to order at 2:11 pm.

1. ELECTION OF CHAIR

I. Jesney called for nominations for the Chair of the Wilderness Mountain Water Service Commission for a one-year term. M. Lechowicz nominated M. Hicks. M. Hicks agreed to stand. Nominations were called two additional times, and hearing none, M. Hicks was elected as Chair by acclamation.

2. APPROVAL OF AGENDA

The following items were added:

8. New Business

- 8.1 Lot B, Seatree Road
- 8.2 Water Quality
- 8.3 Water Service Extension
- 8.4 Operations Capital Update

MOVED by D. Tallyn, **SECONDED** by D. Pepino

That the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES OF JULY 30, 2020

MOVED by M. Lechowicz, and **SECONDED** by D. Pepino,

That the minutes of July 30, 2020 be adopted.

CARRIED

4. WM2020-06 WILDERNESS MOUNTAIN WATER SERVICE - SOURCE WATER VULNERABILITY STUDY

I. Jesney introduced the report stating that the study was completed in November 2020 in response to an order from Island Health. He stated the study will be submitted to Island Health.

Discussion took place and staff answered questions from the Commission regarding the Vulnerability Study and the Source Water Protection Plan.

**Wilderness Mountain Water Service Commission
Minutes – Tuesday, November 24, 2020**

2

MOVED by D. Pepino, **SECONDED** by D. Tallyn

That the Wilderness Mountain Water Service Commission refer the report back to staff pending completion of the Source Water Protection Plan.

CARRIED

5. WM2020-07 WILDERNESS MOUNTAIN WATER SERVICE - WATER TREATMENT ASSESSMENT

I. Jesney introduced the report stating that at its meeting held July 30, 2020, the Commission directed staff to prepare a grant application for the “Investing in Canada Infrastructure Program - British Columbia – Rural and Northern Communities Infrastructure” grant program and that the report supported the grant application.

MOVED by M. Lechowicz, and **SECONDED** by D. Pepino,

That the Wilderness Mountain Water Service Commission receive the report for information.

CARRIED

6. WM2020-08 2021 OPERATING AND CAPITAL BUDGET

I. Jesney introduced the report and provided a summary of the key factors influencing the 2021 Operating and Capital Budget.

Staff answered questions from the Commission regarding:

- Debt repayment
- Amortization schedule
- Interest and Refinancing rates
- Referendum
- Water sampling and filtering
- Capital projects
- Watershed Protection Plan
- Turbidity monitoring
- Island Health requirements

Discussion took place about the Source Water Protection Plan.

MOVED by D. Tallyn, and **SECONDED** by M. Hicks,

That the Wilderness Mountain Water Service Commission amend the 2021 Capital Plan to replace ‘Capital Project 21-01 - Floating Intake’ with a Source Water Protection Plan with a budget of \$4,000 from Capital Reserve Fund and of \$30,000 from grant Community Works Fund.

CARRIED

Discussion took place about rate increase regarding a \$5,000 transfer from the Operations budget that can be deferred.

The Commission directed staff to close project CE515 William Brook Reservoir (2016).

**Wilderness Mountain Water Service Commission
Minutes – Tuesday, November 24, 2020**

3

MOVED by D. Pepino, **SECONDED** by M. Hicks,
That the Wilderness Mountain Water Service Commission cancel the transfer of \$5,000 from the Operations Budget to the Capital Reserve Fund.

CARRIED

MOVED by M. Hicks, **SECONDED** by D. Pepino,
That the Wilderness Mountain Water Service Commission:

1. Approve the 2021 Operating and Capital Budget as amended, and recommend that any deficit be brought forward as an expense in the 2021 budget, and a surplus be transferred to the Capital Reserve Fund;
2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2021 Operating and Capital Budget and the five year Financial Plan for the Wilderness Mountain Water Service as amended.

CARRIED

7. CORRESPONDENCE

There was no correspondence.

8. NEW BUSINESS

8.1 Lot B - Seatree Road

Discussion took place about availability of water service for "Lot B" at the end of Seatree Road.

MOVED by D. Pepino, and **SECONDED** by D. Tallyn,
That the Wilderness Mountain Water Service Commission direct staff to confirm how Wilderness Mountain Water Service could deliver water to Lot B.

CARRIED

8.2 Water Quality

M. Lechowicz stated that the information presented during the meeting satisfied his earlier questions to staff. He requested that staff to provide water quality data from 2009-2015. Staff confirmed to send it to the Commission by email.

8.3 Water Service Extension

Discussion took place and staff answered questions from the Commission regarding service expansion to properties outside the service area.

MOVED by D. Pepino, and **SECONDED** by D. Tallyn,
That staff determine what implications would be involved in providing a service extension for the service area, assuming water capacity exists.

DEFEATED

**Wilderness Mountain Water Service Commission
Minutes – Tuesday, November 24, 2020**

4

8.4 Operations Capital Update

S. Irg provided an update on three projects completed through grant Capital Works Fund:

- Hazardous Tree
- Access Road Improvements
- Mold Removal

9. ADJOURNMENT

The Chair adjourned the meeting at 3:59 pm.

Chair

Secretary



Making a difference...together

MINUTES OF A MEETING OF THE WILDERNESS MOUNTAIN WATER SERVICE COMMISSION held Tuesday, February 16, 2021 in the Main Conference Room, 479 Island Highway, Victoria, BC

PRESENT: **Commissioners (by WebEx):** Director M. Hicks (Chair); L. Cutler; M. Lechowicz; D. Pepino

Staff: S. Orr (recorder)

The meeting was called to order at 11 am.

The Chair provided a Territorial Acknowledgement.

1. APPROVAL OF AGENDA

The following item was added to the Agenda:

3.1 Soil Deposit Report

MOVED by M. Lechowicz, **SECONDED** by L. Cutler,
That the agenda be approved as amended.

CARRIED

2. PRESENTATIONS/DELEGATIONS

There were no Presentations or Delegations.

3. SPECIAL MEETING BUSINESS

3.1 Soil Deposit Report

The Chair provided an update on the structure of the dam and lower reservoir soil deposit.

The Chair answered questions from the Commission regarding soil deposit.

3.2 Potential Amendment to the 2021 Operating and Capital Budget (verbal discussion)

Discussion took place regarding:

- Commissioner inquiries
- Protocol for contacting staff

The Chair stated that he will act as liaison between Commissioners and staff.

MOVED by D. Pepino, **SECONDED** by M. Lechowicz,
That the Wilderness Mountain Water Service Commission allocate up to \$5,000 of the 2021 Operating and Capital Budget for Capital Regional District staff time related to consultation and information sharing.

CARRIED

4. ADJOURNMENT

MOVED by D. Pepino, **SECONDED** by M. Lechowicz,
That the meeting be adjourned at 11:38 am.

CARRIED

Chair

Secretary



Making a difference...together

MINUTES OF A SPECIAL MEETING OF THE WILDERNESS MOUNTAIN WATER SERVICE COMMISSION held Wednesday, June 2, 2021 in the Goldstream Conference Room, 479 Island Highway, Victoria, BC

PRESENT: **Committee Members:** M. Hicks (Chair), L. Cutler, M. Lechowicz, D. Pepino

Staff: T. Robbins, General Manager, Integrated Water Services, S. Irg, Senior Manager, Waste Infrastructure Operations; C. Moch, Manager, Water Quality Operations, T. Duthie (recorder)

REGRETS: None

The meeting was called to order at 10:00 am.

1. APPROVAL OF AGENDA

MOVED by D. Pepino, **SECONDED** by M. Lechowicz,
That the agenda be approved.

CARRIED

2. PRESENTATIONS/DELEGATIONS

There were none.

3. SPECIAL MEETING BUSINESS

3.1 Discuss Water Supply Source and Treatment Options

T. Robbins briefed the Commission on the regulatory requirement to have an accepted plan in place to achieve the Drinking Water Treatment Objectives (microbiological) for Surface Water Supplies in British Columbia and to meet the 43210 objectives for the Wilderness Mountain Water System. He expressed his appreciation for the time and effort the Commission put forth reviewing data in preparation for the meeting.

S. Irg and C. Moch provided an overview of how the disinfection system works and the resulting boil water advisory. Discussion ensued.

In turn, the Commission advised staff that they are looking to achieve a relatively low cost solution while still meeting the compliance requirements through a combination of upgrades. The Commission committed to providing further details. Discussion ensued.

T. Robbins advised the Commission that he would follow-up with Vancouver Island Health Authority to:

- provide an update in regard to the Wilderness Mountain Water System and the plans to meet the Drinking Water Treatment Objectives (microbiological for Surface Water Supplies in British Columbia and put forward the Commission's suggestions
- put forward the Commission's alternative, lower-cost, near-term option based proposal and request feedback.

4. **ADJOURNMENT**

MOVED by D. Pepino, **SECONDED** by M. Lechowicz,
That the meeting be adjourned at 11:08 am.

CARRIED

Chair

Secretary

Draft



REPORT TO WILDERNESS MOUNTAIN WATER SERVICE COMMISSION MEETING OF THURSDAY, OCTOBER 28, 2021

SUBJECT Wilderness Mountain Water Service 2022 Operating and Capital Budget

ISSUE SUMMARY

To present the 2022 Operating and Capital Budget for Commission approval, pursuant to Bylaw No 3511, "Wilderness Mountain Water Service Commission Bylaw No. 1, 2008".

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 prepared the financial plan shown in Appendix A for the Wilderness Mountain 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 as well as upgrades or improvements to existing assets.

In preparing the Operating Budget, CRD staff took into account:

- Actual expenditures incurred between 2019 and 2021
- Anticipated changes in level of service (if any)
- Maximum allowable tax requisition
- Annual cost per taxpayer and per Single Family Equivalent (SFE)

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

- Available funds on hand
- Projects already in progress
- Condition of existing assets and infrastructure
- 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 years 2023 to 2026 may be changed in future years.

BUDGET OVERVIEW

Operating Budget

It is projected that operating expenses in 2021 will be \$386 (0.3%) under budget. Operating revenue in 2021 is projected to be \$1,137 (1.3%) over budget due to a new water service connection added in 2021. As a result, there is an overall estimated surplus of \$1,523. In order to balance the budget, it is proposed that the transfer to the Operating Reserve Fund be increased by actual surplus amount.

Wilderness Mountain Water Service Commission – October 28, 2021
Wilderness Mountain Water Service 2022 Operating and Capital Budget

2

The 2022 core operating costs have been increased by \$2,713 (2.2%) over the 2021 core budget (excluding cyclical maintenance program). This increase is primarily to account for core inflation and increased supply costs. The 2022 operating budget also includes a \$10,000 one-time expenditure to conduct Reservoir Cleaning and Inspection funded by the Operating Reserve Fund.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 3504 (LA3504) to borrow \$281,000, was approved and adopted in 2008 to upgrade/construct water supply and distribution facilities in Wilderness Mountain Service Area. Table 1 below summarizes the detailed information for existing MFA debt issue related to LA3504.

Table 1 – Existing Debt Summary

MFA Issues	Term	Borrowing Year	Retirement Year	Refinance Year	Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
LA3504-118	15	2012	2027	2022	3.40%	\$281,000	\$14,033	\$9,554	\$23,587

Operating Reserve Fund

The Operating Reserve Fund is used to undertake cyclical maintenance activities that typically do not occur on an annual basis. Typical maintenance activities include reservoir cleaning, valve exercising, and distribution system flushing. The operating reserve also funds the procurement of equipment and supplies that are not purchased on an annual basis. Additionally, the operating reserve could be used for unplanned emergency repairs.

It is proposed that transfers to the operating reserve be set at \$6,000 in 2022 to ensure future maintenance activities are fully funded and an optimal balance in the reserve fund be maintained. There is \$14,500 of planned maintenance to be funded by the Operating Reserve Fund over the next five years.

The Operating Reserve Fund balance at the end of 2021 is projected to be \$8,195.

Capital Reserve Fund (CRF)

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 that the 2022 Capital Reserve Fund transfer be set at \$25,000. The reserve fund transfer planning process is influenced by the funding requirement to support the five-year capital expenditure plan and further 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 CRF at the end of 2021 is projected to be approximately \$46,590.

Capital Expenditure Plan

The 5-year capital plan includes \$565,000 of expenditures to be funded by a combination of the service's CRF (\$65,000) to complete the Alternative Approval Process and Water Treatment Plant Conceptual Design projects in 2022; and debt funding (\$500,000) to complete Water Treatment Plant Upgrades in 2023.

Table 2 below provides the future debt servicing cost simulation for analytical purposes only with the indicative interest rate provided by MFA at the time of simulation.

Wilderness Mountain Water Service Commission – October 28, 2021
Wilderness Mountain Water Service 2022 Operating and Capital Budget

3

Table 2 – Future New Debt Simulation

Future Borrowing Estimation	Term	Borrowing Year	Retirement Year	Refinance Year	Estimated Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
	15	2023	2038	2033	2.90%	\$500,000	\$28,394	\$14,500	\$42,894

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 Projects Fund

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

The 21-01 Source Water Protection Plan and 20-02 Water Treatment Options Analysis projects are anticipated to be complete by the end of 2021.

User Charge and Parcel Tax

The service is funded by parcel tax, fixed user charges, and fixed water consumption charge. Properties connected to the water system pay the annual user charge and water consumption charge, and all properties within the local service area are responsible for the parcel tax. The 2022 water rate for consumption charge remains unchanged from 2021.

Table 3 below summarizes the 2022 over 2021 changes for parcel tax and user charge.

Table 3 – Parcel Tax and User Charge Summary

Budget Year	Parcel Tax	Taxable Folios Numbers	Parcel Tax per Folio*	User Charge	SFE Numbers	User Charge per SFE	Parcel Tax & User Charge
2021	\$59,520	82	\$763.96	\$69,442	73	\$951.26	\$1,715.22
2022	\$69,981	82	\$898.23	\$90,386	74	\$1,221.43	\$2,119.66
Change (\$)	\$10,461	0	\$134.27	\$20,944	1	\$270.17	\$404.44
Change (%)	17.58%	0.00%	17.58%	30.16%	1.37%	28.40%	23.58%

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

RECOMMENDATION

That the Wilderness Mountain Water Services Commission:

1. Approve the 2022 Operating and Capital Budget as presented, and that the 2021 actual surplus or deficit be balanced on 2021 transfer to Operating Reserve Fund;

Wilderness Mountain Water Service Commission – October 28, 2021
Wilderness Mountain Water Service 2022 Operating and Capital Budget

4

2. Recommends that the Electoral Areas Committee recommend that the CRD Board approve the 2022 Operating and Capital Budget and the five year Financial Plan for the Wilderness Mountain Water Service as presented.

Submitted by	Shayne Irg, P.Eng., Senior Manager, Water Infrastructure Operations
Submitted by	Rianna Lachance, B.Com, CPA, CA, Senior Manager, Financial Services
Concurrence	Ted Robbins, B.Sc., C.Tech., General Manager, Integrated Water Services
Concurrence	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A – 2022 Wilderness Mountain Water Service Budget

CAPITAL REGIONAL DISTRICT

2022 Budget

Wilderness Mountain Water

Commission Review

OCTOBER 2021

Service: 2.691 Wilderness Mountain Water Service

Committee: Electoral Area

DEFINITION:

To finance, operate and maintain the supply, conveyance, treatment, storage and distribution of water to the Wilderness Mountain Local Service area that is within the JDF Electoral Area. The service was established by Bylaw No. 3503, adopted on May 14, 2008.

PARTICIPATION:

Wilderness Mountain Local Service Area

MAXIMUM LEVY:

Greater of \$130,000 or \$3.27/ \$1,000 of actual assessed value of land and improvements. To a maximum of \$227,007.

MAXIMUM CAPITAL DEBT:

Maximum Authorized:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service adopted on May 14, 2008)
Borrowed:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service)

COMMISSION:

Wilderness Mountain Water Service Commission established by Bylaw No. 3511 (July 9, 2008).

FUNDING:

Consumption Charge:

Water Consumption charge will be collected from each Single Family Equivalent connected to the water system

User Charge:

Collected as a fixed user fee charged quarterly to each Single Family Equivalent connected to the system

Parcel Tax:

Charged to each taxable parcel in the service area whether connected or not.

RESERVE FUND # 1075:

Approved by Bylaw No. 3535 adopted on November 12, 2008.

2.691 - Wilderness Mountain Water

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	900	100	900	-	-	900	920	940	960	980
Allocations	9,187	9,187	9,700	-	-	9,700	9,889	10,083	10,290	10,500
Electricity	6,470	6,600	6,700	-	-	6,700	6,830	6,970	7,110	7,250
Supplies	22,160	29,010	23,860	-	-	23,860	24,340	24,830	25,320	25,830
Labour Charges	69,970	65,500	70,000	-	10,000	80,000	71,900	76,830	74,280	75,770
Insurance	1,250	1,250	1,460	-	-	1,460	1,530	1,600	1,680	1,760
Other Operating Expenses	10,940	8,844	10,970	-	-	10,970	11,180	11,390	11,610	11,840
TOTAL OPERATING COSTS	120,877	120,491	123,590	-	10,000	133,590	126,589	132,643	131,250	133,930
*Percentage Increase over prior year			2.24%			10.5%	-5.2%	4.8%	-1.1%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	-	-	25,000	-	-	25,000	25,000	25,000	25,000	25,000
Transfer to Operating Reserve Fund	5,000	6,523	6,000	-	-	6,000	6,000	6,000	6,000	6,000
MFA Debt Reserve Fund	80	80	70	-	-	70	5,070	70	70	70
MFA Debt Principal	14,033	14,033	14,033	-	-	14,033	14,033	42,428	42,428	42,428
MFA Debt Interest	9,554	9,554	9,554	-	-	9,554	13,179	24,054	24,054	24,054
TOTAL DEBT / RESERVES	28,667	30,190	54,657	-	-	54,657	63,282	97,552	97,552	97,552
TOTAL COSTS	149,544	150,681	178,247	-	10,000	188,247	189,871	230,195	228,802	231,482
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	(10,000)	(10,000)	(500)	(4,000)	-	-
Balance c/fwd from 2020 to 2021	(2,932)	(2,932)	-	-	-	-	-	-	-	-
User Charges	(69,442)	(70,239)	(90,386)	-	-	(90,386)	(100,491)	(116,763)	(119,370)	(122,050)
Sale - Water	(17,520)	(17,760)	(17,760)	-	-	(17,760)	(17,760)	(17,760)	(17,760)	(17,760)
Other Revenue	(130)	(230)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
TOTAL REVENUE	(90,024)	(91,161)	(108,266)	-	(10,000)	(118,266)	(118,871)	(138,643)	(137,250)	(139,930)
REQUISITION - PARCEL TAX	(59,520)	(59,520)	(69,981)	-	-	(69,981)	(71,000)	(91,552)	(91,552)	(91,552)
*Percentage increase over prior year										
User Charge						30.2%	11.2%	16.2%	2.2%	2.2%
Water Sale						1.4%	0.0%	0.0%	0.0%	0.0%
Requisition						17.6%	1.5%	28.9%	0.0%	0.0%
Combined						21.6%	6.2%	19.5%	1.2%	1.2%

Wilderness Mountain Reserves
Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	8,195	4,195	9,695	11,695	17,695	23,695
Capital Reserve Fund	46,590	6,590	31,590	56,590	81,590	106,590
Total	54,785	10,785	41,285	68,285	99,285	130,285

Reserve Schedule

Reserve Fund: 2.691 Wilderness Mountain - Operating Reserve Fund - Bylaw 4242
--

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.
--

Reserve Cash Flow

Fund: Fund Centre:	1500 105540	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		1,657	8,195	4,195	9,695	11,695	17,695
Transfer from Ops Budget		6,523	6,000	6,000	6,000	6,000	6,000
Transfer to Ops Budget		-	(10,000)	(500)	(4,000)	-	-
Planned Maintenance Activity			Reservoir Cleaning and Inspection	PRV Maintenance	Distribution System Flushing, Valve Exercising		
Interest Income*		15					
Ending Balance \$		8,195	4,195	9,695	11,695	17,695	23,695

<u>Assumptions/Background:</u>

* 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: 2.691 Wilderness Mountain Water - Capital Reserve Fund - Bylaw 3535
--

The capital Reserve Fund established to provide for capital expenditures for or in respect of capital projects, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or related debt servicing payments.

Surplus monies from the operation of the Wilderness Mountain Water Service may be paid from time to time into the Reserve Fund.

Reserve Cash Flow

Fund: Fund Centre:	1075 101994	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		50,130	46,590	6,590	31,590	56,590	81,590
Transfer from Ops Budget		-	25,000	25,000	25,000	25,000	25,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(4,000)	(65,000)	-	-	-	-
Interest Income*		460					
Ending Balance \$		46,590	6,590	31,590	56,590	81,590	106,590

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.

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

Service No.	2.691 Wilderness Mountain Water Service	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
-------------	--	-------------------------------	------	------	------	------	------	-------

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
	\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number 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. For projects in previous capital plans, use the same project numbers previously assigned.	Capital Project Description Briefly describe project scope and service benefits. For example: <i>"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".</i>	Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.	Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.
Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the serviceability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset	Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.	Funding Source Codes 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 STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.	
Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".	Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles	Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.	
Cost Estimate Class 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.			

Service #: 2.691

Service Name: Wilderness Mountain Water Service

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	New	Alternative Approval Process	Undertake an Alternative Approval Process to borrow funds for water treatment plant upgrades.	\$15,000	S	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
22-02	New	Water Treatment Plant Conceptual Design	Conceptually design the water treatment plant upgrades	\$50,000	S	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
23-01	New	Water Treatment Plant Upgrades	Water Treatment Plant Upgrades	\$500,000	S	Debt	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
GRAND TOTAL				\$565,000			\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$565,000

2.691 - Wilderness Mountain Water

Capital Projects

Updated @ Sep 3rd, 2021

Year	Project#	Status	Capital Project Description	Total Project Budget	Expenditure Actuals	Remaining Funds
2017	CE.616	Open	WilderM-Source Wtr Vulnerability Study	45,000	40,460	4,540
2021	CE.731	Open	Source Water Protection Plan (21-01)	34,000	3,909	30,091
			Totals	79,000	44,369	34,631

Service: **2.691 Wilderness Mountain Water**

Committee: Electoral Area

<u>Year</u>	<u>Taxable Folios</u>	<u>Parcel Tax</u>	<u>SFE's</u>	<u>User Charge*</u>	<u>Tax & Charges</u>	<u>Water Rate</u>	<u>Bylaw</u>	<u>Actual Assessments \$(000's)</u>
2012	82	\$704.39	69	\$550.71	\$1,467.97	\$212.87	3823	47,205.84
2013	82	\$782.41	69	\$570.59	\$1,569.00	\$216.00	3892	43,642.64
2014	82	\$811.73	70	\$566.50	\$1,594.23	\$216.00	3924	46,751.04
2015	82	\$853.94	70	\$613.43	\$1,683.37	\$216.00	3987	42,680.24
2016	82	\$584.39	70	\$613.43	\$1,413.82	\$216.00	4074	43,178.41
2017	82	\$715.44	71	\$748.59	\$1,724.03	\$240.00	4170	49,803.30
2018	82	\$774.36	71	\$849.72	\$1,864.08	\$240.00	4233	55,346.64
2019	82	\$796.95	73	\$892.11	\$1,929.06	\$240.00	4274	61,377.64
2020	82	\$819.66	73	\$899.42	\$1,719.08	\$240.00	4337	64,880.94
2021	82	\$763.96	73	\$951.26	\$1,715.22	\$243.29	4389	69,421.04
2022	82	\$898.23	74	\$1,221.43	\$2,119.66	\$240.00		

Change from 2021 to 2022

\$134.27
17.58%

\$270.17
28.40%

\$404.44
23.58%

-\$3.29
99%

