



Making a difference...together

**FERNWOOD AND HIGHLAND
WATER SERVICE COMMISSION**

Notice of Meeting on **Friday, October 15, 2021 at 10:00 AM**
Salt Spring Island Library, 129 McPhillips Avenue, Salt Spring Island, BC

Gary Holman Laura Travelbea Brian Travelbea Kevin Wilson

AGENDA

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

That this resolution applies to the Fernwood and Highland Water Service Commission for the meeting being held on October 15, 2021, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Commission because:

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

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

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

Zoom Link: <https://us06web.zoom.us/j/84741603400>

- 3. Approval of Agenda**
- 4. Adoption of Minutes of October 29, 2020**
- 5. Chair and Director Reports**

1-2

3-5

To ensure quorum, advise Shayla Burnham 250 537 4448 if you cannot attend.

EXEC-1295039085-2239

6. New Business

6-39

6.1 2022 Operating and Capital Budget

That the Fernwood and Highland Water Service Commission:

A. FERNWOOD AND HIGHLAND WATER SERVICE

1. Approve the 2022 operating and capital budget as presented, and that the 2021 actual deficit be carried forward to the 2022 budget to be recovered by revenue immediately and,
2. Recommend 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 Fernwood and Highland Water Service as presented.

B. HIGHLAND WATER SERVICE

1. Approve the 2022 operating and capital budget as presented; and,
2. Recommend 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 Highland Water Service as presented.

C. FERNWOOD WATER SERVICE

1. Approve the 2022 operating budget as presented; and,
2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2022 Operating Budget and the five-year Financial Plan for the Fernwood Water Service as presented.

7. Outstanding Business - None

8. Adjournment



Making a difference...together

Minutes of the Meeting of the Highland/Fernwood, Highland and Fernwood Local Water Service Commissions

Held Thursday, October 29, 2020, Lions Hall, 103 Bonnet Ave, Salt Spring Island, BC

DRAFT

Present: **Commission Members:** Laura Travelbea, Brian Travelbea, Director Holman
Staff: Karla Campbell, Senior Manager; Allen Xu, Manager Engineering; Matt McCrank, Senior Manager, Wastewater Infrastructure Operations; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lia Xu, Manager, Finance Services; Tracey Shaver, Recording Secretary.
Absent: Kevin Wilson

1. Territorial Acknowledgement / Call Meeting to Order

Chair L. Travelbea called the meeting to order at 11:25 am with a Territorial Acknowledgement.

2. Limited Space Meeting Resolution

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman,
That this resolution applies to the Highland/Fernwood Water Service Commission for the meeting being held on October 29, 2020, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Commission because:

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

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

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

CARRIED

3. Approval of Agenda

MOVED by Commissioner L. Travelbea, **SECONDED** by Commissioner B. Travelbea,
That the combined Highland/Fernwood Water Service Commission agenda of October 29, 2020 be approved.

CARRIED

4. Adoption of Minutes of February 24, 2020

MOVED by Commissioner L. Travelbea, **SECONDED** by Director Holman,
That the combined Highland/Fernwood Water Service Commission approve the minutes of February 24, 2020 as submitted.

CARRIED

5. **Chair and Director Reports - Highland/Fernwood Water Service Commission-** No reports

6. **New Business**

6.1 **Highland Fernwood Water Conservation Plan**

- This water conservation plan is required as part of the grant application for Maliview Sewer.

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman,
That Highland Fernwood Water Service Commission recommend the Electoral Areas
Committee recommend to the Capital Regional District Board endorse the Water
Conservation Plan Dated October 14, 2020.

CARRIED

6.2 **2021 Operating and Capital Budget**

- 2020 saw a deficit due to repairs and water main breaks
- Under revenue and carrying forward \$100,000 (+/-)
- Continue to build reserves and prepare for future borrowing

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman,

That the Highland/Fernwood Water Service Commission:

A. HIGHLAND/FERNWOOD WATER SERVICE

1. Approve the 2021 operating and capital budget as presented and that the 2020 actual operating deficit be carried forward to 2021 budget to be recovered by user charge;
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 Highland/Fernwood Water Service as presented;

B. HIGHLAND WATER SERVICE

1. Approve the 2021 operating and capital budget as presented; and,
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 Highland Water Service as presented.

C. FERNWOOD WATER SERVICE

1. Approve the 2021 operating budget as presented; and,

2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2021 Operating Budget and the five year Financial Plan for the Fernwood Water Service as presented.

CARRIED

The Commission took a short recess from 11:55 am to 12:11 pm

7. Outstanding Business

7.1 Bylaw 4371 – Salt Spring Island Water, Sewer, and Liquid Waste Disposal Commission Bylaw No. 1, 2010, Amendment No. 1 2020

- House-keeping change to separate out Maliview Sewer from the Fernwood/Highland water service.

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman, The Fernwood Water Local Service Commission and the Highland Water and Sewer Services Commission recommends that the Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw 4371, “Salt Spring Island Water, Sewer, and Liquid Waste Disposal Commission Bylaw No. 1, 2010, Amendment No. 1, 2020” be introduced and read a first, second, and third time.
2. That Bylaw 4371 be adopted.

CARRIED

7.2 Highland Fernwood Asset Management Plans

- Water reservoirs and distribution system near end of life cycle
- Highland legacy fund has defined work for the middle reservoir
- Any designs will be brought to the Commission and then forward for public consultation and rate payer approval to borrow funding.

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman, That the Highland Fernwood asset management plans be received for information

CARRIED

8. Adjournment

MOVED by Director Holman, **SECONDED** by Commissioner B. Travelbea, That the meeting be adjourned at 12:30 pm.

CARRIED

CHAIR

SENIOR MANAGER

**REPORT TO FERNWOOD AND HIGHLAND WATER SERVICE COMMISSION
FRIDAY, OCTOBER 15, 2021**

SUBJECT 2022 Operating and Capital Budget

ISSUE SUMMARY

To present the 2022 operating and capital budget. In accordance with Bylaw No 3911, "Highland Fernwood Water Service Commission Bylaw No. 1, 2015" the Commissions' 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 5-year financial plan including Operating Budgets and Capital Expenditure Plans annually. CRD staff have prepared the financial plan shown in attachment to this report for the Highland/Fernwood 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 potentially leading to future capital improvements.

In preparing the Operating Budget, CRD staff considered:

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

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

1. Available funds on hand
2. Projects already in progress
3. Condition of existing assets and infrastructure (Asset Management Plan in 2021)
4. Inputs from Operations and Maintenance
5. Regulatory, environmental, and health and safety factors.

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

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

BUDGET OVERVIEW

A. FERNWOOD AND HIGHLAND WATER SERVICE

Operating Budget

It is projected that operating expenses in 2021 will be approximately \$60,580 over budget. Factors contributing to the operating overage include emergency response and corrective maintenance primarily due to the following events:

- Emergency response to water system breaks at:
 - 200 Maliview Drive watermain break (resulted in a boil water advisory)
 - 214 Maliview Drive watermain break (resulted in a boil water advisory)
 - 210 Langs Road watermain break (resulted in a boil water advisory)
 - Upper Trincomali Heights Pumping Station pump failure and replacement
 - 147 Maliview Drive water service line repair
 - 249 Maliview Drive water service line repair
 - 234 Trincomali Heights water service line repair
 - 287 Southbank Road water service line repair
 - 208 Fairway Cres. water service line repair
- Water Treatment Plant:
 - air saturator compressor replacement
 - backwash tank water level transducer replacement
 - water backflow preventer corrective maintenance

The debt servicing costs will be about \$7,095 below the budget since the planned new borrowing of \$490,000 in 2021 is deferred to 2023 and increased to \$805,000 (see capital expenditure plan below). As a result, the total projected budget overrun from the expenditure is \$53,485.

It is projected that revenue in 2021 will be \$8,000 below budget primarily as a result of lower than budgeted water sales.

As a result, there is an overall operating deficit of approximately \$61,485. In order to balance the 2021 budget, the resulting deficiency must immediately be included as expenditure (deficit carry forward) to be recovered from revenue in the 2022 financial plan per Local Government Act Section 374(11).

The 2022 gross operating costs has been increased by \$13,847 (4.6%) over 2021. The increase is primarily to account for labour charges and core inflation. The 2022 operating budget also includes a \$27,000 one-time expenditure to conduct hydrant maintenance and reservoir cleaning and inspection funded by the Operating Reserve Fund.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 3754 to borrow \$500,000 was approved and adopted in 2011 for the construction of a combined Highland-Fernwood water supply system. Table 1 below summarizes the detailed information for existing MFA debt issue related to LA3754.

Table 1 – Existing Debt Summary

MFA Issues	Term	Borrowing Year	Retirement Year	Refinance Year	Original Interest Rate	Current Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
LA3754-117	15	2011	2026	Fall 2021	3.25%	1.47%	\$500,000	\$26,841	\$7,350	\$34,191

Operating Reserve Fund

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis. Typical maintenance activities include hydrant/standpipe maintenance and reservoir cleaning and inspection. 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 emergency unplanned repairs.

It is proposed that the 2022 transfer to the Operating Reserve Fund be set at \$30,000 to ensure future maintenance activities are fully funded and an adequate minimum balance in the reserve fund be maintained.

The Operating Reserve Fund balance at the end of 2021 is projected to be \$22,608.

Capital Reserve Fund

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

It is proposed that the 2022 budgeted transfer to the Capital Reserve Fund be set at \$50,000. The reserve fund transfer planning is influenced by the funding requirement to support the five-year capital expenditure plan and 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 Capital Reserve Fund balance at the end of 2021 is projected to be \$75,302.

Capital Expenditure Plan

The 5-year plan includes \$2,794,000 of expenditures to be funded by the service's capital funds on hand, Capital Reserve Fund, grants and new debt. A public engagement and referendum is planned to take place in 2022 to borrow funds to carry out the construction of backup power, Upper Reservoir replacement, and the initial phase of the water main replacement project.

Contingent on electoral assent, new borrowings in total of \$2,055,000 are planned in 2023 and 2024 based on the 5-year capital plan to fund below projects:

- 22-01 Purchase and install back-up power generation equipment – \$240,000 (2023)
- 21-03 Highland Upper Reservoir replacement – \$465,000 (2023)
- 21-04 Water main replacement strategy and detailed design – \$100,000 (2023)
- 23-01 Initial phase of water main replacement for high priority areas – \$1,250,000 (2024)

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

Table 2 - Future New Debt Simulation

Future Borrowing(s) Estimation	Term	Borrowing Year	Retirement Year	Refinance Year	Estimated Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
	15	2023	2038	2033	2.90%	\$805,000	\$45,715	\$23,345	\$69,060
	15	2024	2039	2034	2.90%	\$1,250,000	\$37,795	\$36,250	\$74,045
Total						\$2,055,000	\$83,510	\$59,595	\$143,105

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

Capital Project Fund

As specific capital projects are approved, the funding revenues for them are transferred into the Capital Project Fund from the Capital Reserve Fund. Any funds remaining upon completion of a project are transferred back to the Capital Reserve Fund for use on future capital projects.

There are three active open capital projects for this service. There are no projects to be closed in 2021.

User Charge and Parcel Tax

The fixed user charge, parcel tax, and variable sale of water consumption fund the service. Properties connected to the water system pay the annual user charge and all properties within the local service area are responsible for the parcel tax. The tiered water consumption rates are 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	\$75,000	333	\$237.05	\$379,591	321	\$1,182.53	\$1,419.58
2022	\$75,000	333	\$237.05	\$351,910	321	\$1,096.29	\$1,333.34
Change (\$)	\$0	0	\$0.00	-\$27,681	0	-\$86.24	-\$86.24
Change (%)	0.00%	0.00%	0.00%	-7.29%	0.00%	-7.29%	-6.07%

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

A. HIGHLAND WATER SERVICE

Operating Budget

The sole purpose of this budget is to repay existing debt and to complete the Valve Distribution Renewal project.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 3580 to borrow \$559,000 was approved and adopted in 2009 for water distribution system upgrades and construct of a new water treatment plan. Table 4 below summarizes the detailed information for existing MFA debt issue related to LA3580.

Table 4 - Existing Debt Summary

MFA Issues	Term	Borrowing Year	Retirement Year	Refinance Year	Original Interest Rate	Current Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
LA3580-106	15	2009	2024	2019	4.13%	2.25%	\$250,000	\$12,485	\$5,625	\$18,110
LA3580-118	15	2012	2027	2022	3.40%	3.40%	\$150,680	\$7,525	\$5,123	\$12,648
Total							\$400,680	\$20,010	\$10,748	\$30,758

Capital Expenditure Plan

The 5-year plan includes \$98,792 of expenditures related to Middle Reservoir repairs and Upper Reservoir repair/replacement work to be carried forward into 2022.

Capital Project 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). There is one project remaining open (budget of \$122,442 with \$95,840 remaining) to be carried forward into 2022 for the repair of Middle Reservoir and initial design work for the Upper Reservoir.

Parcel Tax

Parcel tax funds the service. Table 5 below summarizes the 2022 over 2021 changes for parcel tax.

Table 5 – Parcel Tax Summary

Budget Year	Parcel Tax	Taxable Folios Numbers	Parcel Tax per Folio*
2021	\$31,119	254	\$128.95
2022	\$30,861	254	\$127.88
Change (\$)	-\$258	0	-\$1.07
Change (%)	-0.83%	0.00%	-0.83%

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

B. FERNWOOD WATER SERVICE

Operating Budget

The sole purpose of this budget is to repay debt. The operating budget for 2022 is \$934 higher than 2021 mainly due to no surplus projected to be carry forward from 2021 to 2022.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 3581 to borrow \$195,000 was approved and adopted in 2009 for water distribution system upgrades and interconnection to new Highlands's water treatment plant. Table 6 summarizes the detailed information for existing MFA debt issue related to LA3581.

Table 6 - Existing Debt Summary

MFA Issues	Term	Borrowing Year	Retirement Year	Refinance Year	Original Interest Rate	Current Interest Rate	Principal	Principal Payment	Interest Payment	Total Annual Debt Cost
LA3581-106	15	2009	2024	2019	4.13%	2.25%	\$100,000	\$4,994	\$2,250	\$7,244
LA3581-110	15	2010	2025	2020	4.50%	1.28%	\$50,000	\$2,684	\$640	\$3,324
LA3581-118	15	2012	2027	2022	3.40%	3.40%	\$45,000	\$2,247	\$1,530	\$3,777
Total							\$195,000	\$9,925	\$4,420	\$14,345

Capital Expenditure Plan

There are currently no capital expenditures planned for 2022-2026.

Capital Project 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). There are no active projects in Capital Project Fund.

Parcel Tax

Parcel tax funds the service. Table 7 below summarizes the 2022 over 2021 changes for parcel tax. The minor increase in parcel tax is the result of not having any projected surplus carry forward from 2021 to 2022 operating budget.

Table 7 – Parcel Tax Summary

<i>Budget Year</i>	<i>Parcel Tax</i>	<i>Taxable Folios Numbers</i>	<i>Parcel Tax per Folio*</i>
2021	\$13,493	79	\$179.76
2022	\$14,427	79	\$192.21
Change (\$)	\$934	0	\$12.45
Change (%)	6.92%	0.00%	6.92%

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

RECOMMENDATION

That the Fernwood and Highland Water Service Commission:

A. FERNWOOD AND HIGHLAND WATER SERVICE

1. Approve the 2022 operating and capital budget as presented, and that the 2021 actual deficit be carried forward to the 2022 budget to be recovered by revenue immediately and,
2. Recommend 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 Fernwood and Highland Water Service as presented.

B. HIGHLAND WATER SERVICE

1. Approve the 2022 operating and capital budget as presented; and,
2. Recommend 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 Highland Water Service as presented.

C. FERNWOOD WATER SERVICE

1. Approve the 2022 operating budget as presented; and,
2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2022 Operating Budget and the five-year Financial Plan for the Fernwood Water Service as presented.

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

KC/MMc/RL:sb

Attachment: 2022 Budget Fernwood and Highland Water Service Budget
2022 Budget Highland Water Service Budget
2022 Budget Fernwood Water Service Budget

CAPITAL REGIONAL DISTRICT

2022 Budget

Highland/Fernwood Water (SSI)

Commission Review

OCTOBER 2021

Service: 2.621 Highland & Fernwood Water (SSI)

Committee: Electoral Area

DEFINITION:

To construct water works for the provision, supply, treatment, conveyance, storage and distribution of water for the Salt Spring Island Highland and Fernwood Water Service, Bylaw No. 3753 (April 13, 2011).

PARTICIPATION:

Local Service Area #63, 3(764)

MAXIMUM LEVY:

Greater of \$350,000 or \$2,572 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$519,156.

MAXIMUM CAPITAL DEBT:

Authorized:	LA3754 (April 13, 2011)	\$500,000
Borrowed:	SI Bylaw 3800 (Aug 10, 2011)	(\$500,000) 3.25%
Remaining:		\$0

COMMITTEE:

Highland Water Committee established by Resolution No. 675 and Fernwood Local Service Committee established by Bylaw No. 1774. Highland Fernwood Water Services Commission Established by Bylaw 3911, March 2015

FUNDING:

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

User Charge: Annual Fixed Fee per single family dwelling unit or equivalent.
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: (BL4311, June 2019)

- First 38 cubic metres or portion - \$0.64 / cubic metre
- Next 68 cubic metres or portion - \$2.00 / cubic metre
- Greater than 106 cubic metres - \$5.13 / cubic metre

Water Connection Charge: Actual cost for the connection.

RESERVE FUND:

Established by Bylaw #3907 (April 16, 2014)

2.621 - Highland/Fernwood Water (SSI)

	2021 BOARD ESTIMATED BUDGET ACTUAL		BUDGET REQUEST 2022 CORE BUDGET ONGOING ONE-TIME TOTAL				FUTURE PROJECTIONS 2023 2024 2025 2026			
OPERATING COSTS										
Sludge Hauling Contract	9,150	9,150	9,330	-	-	9,330	9,520	9,710	9,900	10,100
Waste Sludge Disposal	12,500	14,500	14,500	-	-	14,500	14,790	15,065	15,239	15,532
Repairs & Maintenance	8,880	7,890	9,050	-	27,000	36,050	29,220	29,410	9,600	9,790
Allocations	20,944	20,944	19,870	-	-	19,870	20,295	20,614	21,073	21,389
Water Testing	13,470	13,650	13,740	-	-	13,740	14,010	14,290	14,580	14,870
Electricity	20,390	20,960	20,800	-	-	20,800	21,220	21,640	22,070	22,510
Supplies	22,720	27,600	23,170	-	-	23,170	23,630	24,100	24,580	25,060
Labour Charges	172,553	228,103	183,174	-	-	183,174	186,907	190,602	194,478	198,315
Other Operating Expenses	17,400	15,790	18,220	-	-	18,220	18,650	19,090	19,550	20,020
TOTAL OPERATING COSTS	298,007	358,587	311,854	-	27,000	338,854	338,242	344,521	331,070	337,586
*Percentage Increase over prior year						13.7%	-0.2%	1.9%	-3.9%	2.0%
DEBT / RESERVES										
Transfer to Capital Reserve Fund	48,250	48,250	50,000	-	-	50,000	50,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	19,710	19,710	30,000	-	-	30,000	20,000	20,000	20,000	20,000
MFA Debt Principal	24,971	24,971	26,841	-	-	26,841	26,841	72,556	110,351	110,351
MFA Debt Interest	18,445	16,250	7,350	-	-	7,350	19,023	48,820	66,945	66,945
MFA Debt Reserve Fund	5,040	140	130	-	-	130	8,180	12,630	130	130
TOTAL DEBT / RESERVES	116,416	109,321	114,321	-	-	114,321	124,044	174,006	217,426	217,426
TOTAL COSTS	414,423	467,908	426,175	-	27,000	453,175	462,286	518,527	548,496	555,012
FUNDING SOURCES (REVENUE)										
Estimated Deficit C/FW from 2021 to 2022	-	(61,485)	61,485	-	-	61,485	-	-	-	-
Balance C/FW from 2020 to 2021	100,918	100,918	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	(27,000)	(27,000)	(20,000)	(20,000)	(60,000)	(60,000)
Sales - Water	(60,000)	(52,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
User Charges	(379,591)	(379,591)	(351,910)	-	-	(351,910)	(305,026)	(359,727)	(408,125)	(413,040)
Other Revenue	(750)	(750)	(750)	-	-	(750)	(760)	(770)	(780)	(790)
TOTAL REVENUE	(339,423)	(392,908)	(351,175)	-	(27,000)	(378,175)	(385,786)	(440,497)	(468,905)	(473,830)
REQUISITION - PARCEL TAX	(75,000)	(75,000)	(75,000)	-	-	(75,000)	(76,500)	(78,030)	(79,591)	(81,162)
*Percentage Increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Fee						-7.3%	-13.3%	17.9%	13.5%	1.2%
Requisition						0.0%	2.0%	2.0%	2.0%	2.0%
Combined						-5.4%	-9.3%	12.7%	10.0%	1.2%

Highland/Fernwood Water (SSI)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary						
	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	22,608	25,608	25,608	25,608	45,608	65,608
Capital Reserve Fund	75,302	61,302	111,302	86,302	66,302	86,302
Total	97,910	86,910	136,910	111,910	111,910	151,910

Reserve Schedule

Reserve Fund: 2.621 Highland/Fernwood 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 etc. Optimum minimum balance of \$30,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105205	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,818	22,608	25,608	25,608	25,608	45,608
Transfer from Ops Budget		19,710	30,000	20,000	20,000	20,000	20,000
Expenditures		-	(27,000)	(20,000)	(20,000)	-	-
Planned Maintenance Activity			Hydrant maintenance & Reservoir cleaning & inspection (Ph2)	Filter media replacement	Reservoir cleaning & inspection		
Interest Income		80					
Ending Balance \$		22,608	25,608	25,608	25,608	45,608	65,608

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.621 Highland/Fernwood Water (SSI) - Capital Reserve Fund - Bylaw 3991

For capital repairs, additions and improvements to sewage system infrastructure

Reserve Cash Flow

Fund: Fund Centre:	1088 102156	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		25,744	75,302	61,302	111,302	86,302	66,302
Transfer from Ops Budget		48,250	50,000	50,000	20,000	20,000	20,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(64,000)	-	(45,000)	(40,000)	-
Interest Income*		1,308					
Ending Balance \$		75,302	61,302	111,302	86,302	66,302	86,302

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.	2.621	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
Highland & Fernwood Water (SSI)								
EXPENDITURE								
Buildings		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment		\$0	\$64,000	\$240,000	\$45,000	\$40,000	\$0	\$389,000
Land		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures		\$490,000	\$140,000	\$765,000	\$1,500,000	\$0	\$0	\$2,405,000
Vehicles		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$490,000	\$204,000	\$1,005,000	\$1,545,000	\$40,000	\$0	\$2,794,000
SOURCE OF FUNDS								
Capital Funds on Hand		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debtenture Debt (New Debt Only)		\$390,000	\$0	\$805,000	\$1,250,000	\$0	\$0	\$2,055,000
Equipment Replacement Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)		\$100,000	\$140,000	\$200,000	\$250,000	\$0	\$0	\$590,000
Donations / Third Party Funding		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund		\$0	\$64,000	\$0	\$45,000	\$40,000	\$0	\$149,000
		\$490,000	\$204,000	\$1,005,000	\$1,545,000	\$40,000	\$0	\$2,794,000

CAPITAL REGIONAL DISTRICT

<div>Project Number</div> <div>Project number format is "Y"-#"</div> <div>Y" is the last two digits of the year the project is planned to start.</div> <div>#" is a numerical value, for example, 22-01 is a project planned to start in 2022.</div> <div>For projects in previous capital plans, use the same project numbers previously assigned.</div>	<div>Capital Project Description</div> <div>Briefly describe the project scope and service benefits.</div> <div>For example, "Full Road Replacement of a 400' road east above the swimming pool area, The new roading system is built current engineering standards, designed to minimize maintenance and have an expected service life of 35 years".</div>	<div>Capital Project Title</div> <div>Input the title of the project, for example "Asset Name" - Road Replacement", Main Water Pipe Replacement".</div>
<div>Capital Expenditure Type</div> <div>Study - Expenditure for feasibility and business case report</div> <div>New - Expenditure for new asset only</div> <div>Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service</div> <div>Replacement - Expenditure replaces an existing asset</div>	<div>Asset Class</div> <div>L - Land</div> <div>B - Buildings</div> <div>V - Vehicles</div> <div>Engineering Structure</div>	<div>Total Project Budget</div> <div>Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</div>
<div>Funding Source Codes</div> <div>Debt = Indenture Debt (new debt only)</div> <div>EPF = Equipment Replacement fund</div> <div>GR = Grants (Federal, Provincial)</div> <div>Cap = Capital funds on hand</div> <div>Other = Donations / Third Party funding</div> <div>Res = Reserve fund</div> <div>Stipan = Short term loans</div> <div>WU = Water Utility</div> <div>If there is more than one funding source, use additional rows for the project.</div>	<div>Long-Term Planning</div> <div>Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.</div> <div>Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, critically, condition, risk, replacement costs as well as external impacts.</div> <div>Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type</div> <div>Condition Assessment = Assessment that identifies asset replacements based on asset condition.</div>	<div>Cost Estimate Class</div> <div>Class A (±10-15%) = Estimate based on final drawings and specifications, used to evaluate tenders.</div> <div>Class B (±15-25%) = Estimate based on investigations, studies or preliminary design, used for budget planning.</div> <div>Class C (±25-40%) = Estimate based on limited site information, used for program planning.</div> <div>Class D (±50%) = Estimate based on little/no site information, used for long-term planning.</div>
<div>Confirmed from 2021</div> <div>Input the confirmed amount for up to 2021 (capital plan that is remaining to be spent) - forecasts the spending in 2022 to 2026.</div>	<div>Project Phases</div> <div>Median level of Service = Project maintains existing or improved level of service.</div> <div>Advance Board or Corporate Priority - Project is a Board or Corporate priority.</div> <div>Emergency - Project is required for health or safety reasons.</div> <div>Cost Benefit = Economic benefit to the organization.</div>	

Service #: 2.621

Service Name: Highland & Fernwood Water (SSL)

[illegible]

Service: 2.621 Highland & Fernwood Water (SSI)

Project Number 19-01	Capital Project Title Replace intake	Capital Project Description Construct new intake and screen
Project Rationale	Tender and construct intake. Current intake is undersized for capacity of WTP and creates a bottleneck upstream.	
Project Number 19-02	Capital Project Title #N/A	Capital Project Description #N/A
Project Rationale	To design and install a system to pump DAF (Dissolved Air Flotation) Float Waste, to replace the existing failing pumps.	
Project Number 19-05	Capital Project Title Referendum or Alternative Approval Process - F-funding for Future Projects	Capital Project Description Undertake a referendum or AAP to borrow funds to carry out the intake back up power and upper reservoir projects.
Project Rationale	Undertake a referendum or AAP to borrow funds to carry out the intake, back up power and upper reservoir projects.	
Project Number 21-01	Capital Project Title Public Engagement for Future Projects	Capital Project Description Public engagement for the intake and upper reservoir projects.
Project Rationale	Public engagement for the intake and upper reservoir projects.	
Project Number 21-02	Capital Project Title Power generation equipment	Capital Project Description Back-Up Power Detailed Design
Project Rationale	Need to design a back up power system to provide power (water) in the event of a temporary power failure.	
Project Number 21-03	Capital Project Title Highland Upper Reservoir Replacement	Capital Project Description Construction to replace existing leaking upper reservoir
Project Rationale	Upper reservoir is leaking and wasting water. Needs to be replaced.	

Project Number 21-04		Capital Project Title Water main replacement strategy and detailed design		Capital Project Description Conduct watermain replacement assessment and develop a phased replacement strategy and design drawings and specs
Project Rationale The water main system needs to be replaced so this will assess the system and create a strategy to deal with it along with design drawings and specifications.				
Project Number 22-01		Capital Project Title Power generation equipment	Capital Project Description Back-Up Power Construction	
Project Rationale This is the construction phase of the previously designed backup power system needed in the event of a power failure to continue to provide water to the community.				
Project Number 22-03		Capital Project Title Safety Improvements for the WTF	Capital Project Description Design and installation of eyewash, safe access platform, roof access hatch	
Project Rationale These are Health and Safety improvements required to provide a safe working environment for CRD personnel.				
Project Number 23-01		Capital Project Title Initial phase of Water main replacement	Capital Project Description Engineering and construction of replacement/renewal of failing water main for high priority areas	
Project Rationale This is the initial phase for the replacement of the failing water main system building on the assessment that was completed previously under Project 22-01.				
Project Number 24-01		Capital Project Title Fernwood PS Haz Assess and Demolition	Capital Project Description Assessment of hazard and demolition.	
Project Rationale Assessment of hazard and demolition.				
Project Number 24-02		Capital Project Title Strainer installation for PRV	Capital Project Description Install strainer for North End and Mailview PRV	
Project Rationale A new strainer is needed for the system. CRD Operations may be able to carry out this task.				
Project Number 25-01		Capital Project Title Fence installation around storage reservoirs	Capital Project Description Install fencing around all reservoirs and WTP	
Project Rationale This fence is required for community safety (child access etc.) and security of the asset (vandalism).				

Updated @ Sep 07, 2021

Year	Project#	Status	Capital Project Description	Total Project Budget	Expenditure Actuals	Remaining Funds
2019	CE.677	OPEN	Water Intake Assessment	20,000	13,535	6,465
2019	CE.699.4501	OPEN	Safe Work Procedures	17,000	3,830	13,170
2020	CE.707	OPEN	Waste Pump Design and Construct	80,000	18,555	61,445
			Totals	117,000	35,920	81,080

Service:

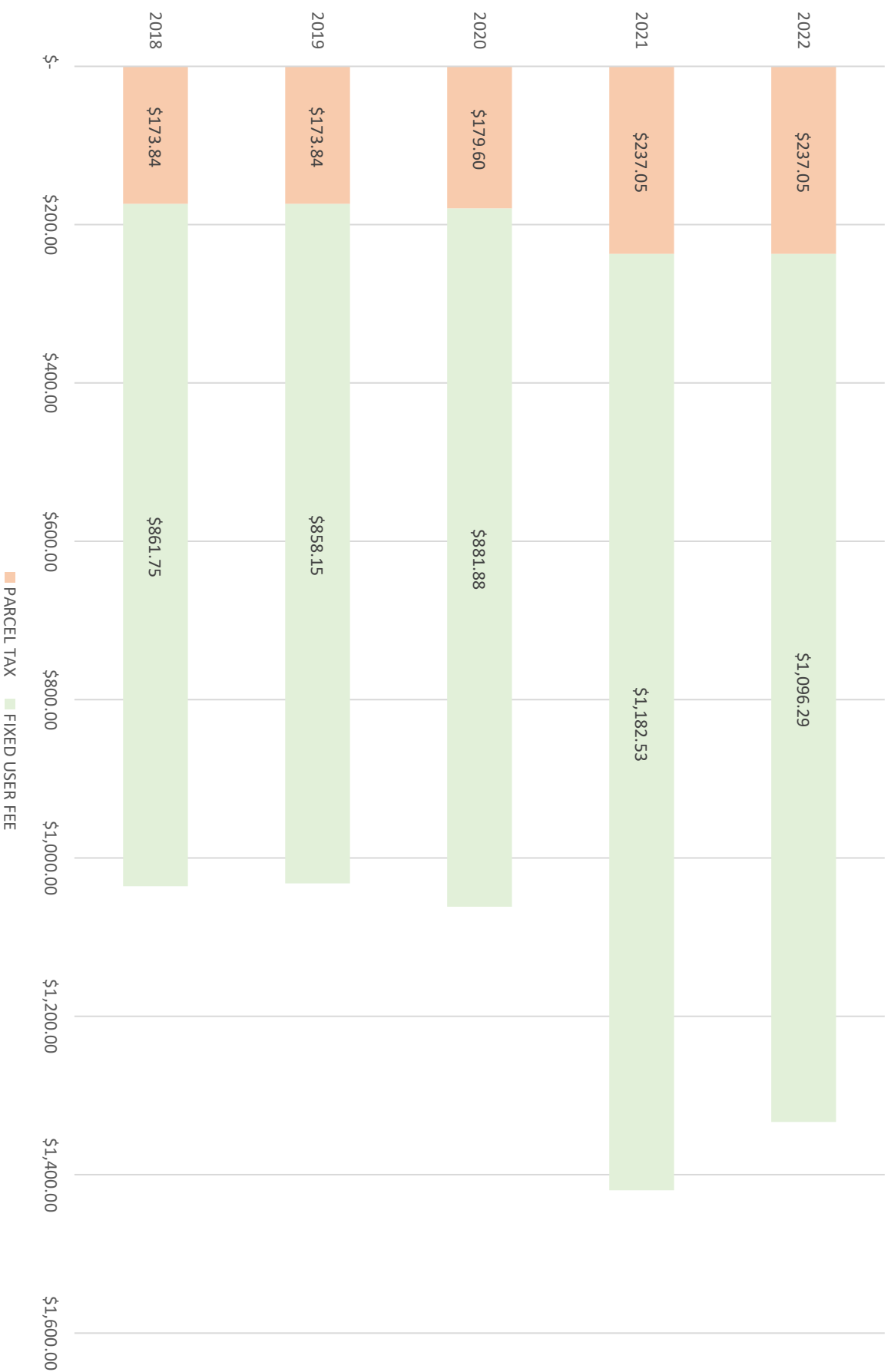
2.621 Highland/Fernwood Water (SSI)

Committee: Electoral Area

<u>Year</u>	<u>Taxable Folios</u>	<u>Parcel Tax Per Folio</u>	<u>SFEs</u>	<u>User Charge Per SFE</u>	<u>Total Tax & Charges*</u>	<u>Bylaw</u>	<u>Actual Assessments \$(000's)</u>
2012	0	\$0.00	318	\$156.23	\$156.23	3864	\$138,812
2013	332	\$158.51	318	\$522.72	\$681.23	3891	\$136,061
2014	333	\$173.84	318	\$558.04	\$731.88	3925	\$125,134
2015	333	\$173.84	318	\$638.15	\$811.99	3891	\$126,876
2016	333	\$173.84	317	\$704.93	\$878.77	3993	\$131,385
2017	333	\$173.84	319	\$817.51	\$991.35	4073	\$149,011
2018	333	\$173.84	319	\$861.75	\$1,035.58	4208	\$167,935
2019	333	\$173.84	320	\$858.15	\$1,031.99	4273	\$177,921
2020	333	\$179.60	321	\$881.88	\$1,061.48	4339	\$191,456
2021	333	\$237.05	321	\$1,182.53	\$1,419.58	4395	\$201,818
2022	333	\$237.05	321	\$1,096.29	\$1,333.34		
Change from 2021 to 2022							
		\$0.00		-\$86.24	-\$86.24		
		0.00%		-7.29%	-6.07%		

* A variable consumption charge is paid in addition to the fixed user charge and parcel tax.

Highland/Fernwood Water (SI) Funding Analysis 2018 - 2022



CAPITAL REGIONAL DISTRICT

2022 Budget

Highland Water System (SSI)

Commission Review

OCTOBER 2021

Service: 2.620 Highland Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Highland Water System Specified Area.
Bylaw No. 847 (March 25, 1981). Local Service Establishment Bylaw No. 1937 (October 9, 1991).

PARTICIPATION:

Local Service Area #13, H(764)

MAXIMUM LEVY:

Greater of \$120,000 or \$5.50 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$766,196.

MAXIMUM CAPITAL DEBT:

Authorized:	LA3580 (April 3, 2009)	\$559,000 *
Borrowed:	SI Bylaw 3634 (2009, 4.13%)	(\$250,000)
	SI Bylaw 3817 (2012, 3.4%)	(\$150,680)
Remaining:		<hr/> \$158,320

COMMITTEE:

Highland Water Committee established by Resolution No. 675.

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes by Special Act.

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

RESERVE FUND:

Highland Water System Capital Reserve Fund, Bylaw No. 1501 (Dec. 17, 1986)

2.620 - Highland Water System (SSI)			BUDGET REQUEST				FUTURE PROJECTIONS			
	2021 BOARD BUDGET	ESTIMATED ACTUAL	2022 CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Allocations	394	394	103	-	-	103	105	107	109	111
TOTAL OPERATING COSTS	394	394	103	-	-	103	105	107	109	111
*Percentage Increase over prior year						-73.9%	1.9%	1.9%	1.9%	1.8%
DEBT										
MFA Debt Principal	20,010	20,010	20,010	-	-	20,010	20,010	20,010	7,525	7,525
MFA Debt Interest	10,748	10,748	10,748	-	-	10,748	10,748	10,748	5,123	5,123
MFA Debt Reserve Fund	120	120	110	-	-	110	110	110	110	110
TOTAL DEBT	30,878	30,878	30,868	-	-	30,868	30,868	30,868	12,758	12,758
TOTAL COSTS	31,272	31,272	30,971	-	-	30,971	30,973	30,975	12,867	12,869
FUNDING SOURCES (REVENUE)										
Balance c/fwd from 2020 to 2021	(33)	(33)	-	-	-	-	-	-	-	-
Other Income	(120)	(120)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
TOTAL REVENUE	(153)	(153)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
REQUISITION - PARCEL TAX	(31,119)	(31,119)	(30,861)	-	-	(30,861)	(30,863)	(30,865)	(12,757)	(12,759)
*Percentage increase over prior year Requisition						-0.8%	0.0%	0.0%	-58.7%	0.0%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.620	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
Highland Water (SSI)								
EXPENDITURE								
Buildings		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures		\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792
Vehicles		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792
SOURCE OF FUNDS								
Capital Funds on Hand		\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792
Debtenture Debt (New Debt Only)		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<div>Project Number</div> <div>Project number format is "Yy-Ww"</div> <div>"Yy" is the last two digits of the year the project is planned to start.</div> <div>"Ww" = a numerical value. For example, 22-01 is a project planned to start in 2022.</div>	<div>Capital Project Description</div> <div>briefly describes the project scope and service benefits.</div> <div>For example: <i>"Full Roof Replacement of a 40' deep 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></div>	<div>Capital Estimate Class</div> <div>Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.</div> <div>Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for program planning.</div> <div>Class C (+25-40%) = Estimate based on limited site information; used for program planning.</div> <div>Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</div>
<div>Input file of project: For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement"</div> <div>Capital Project Title</div>	<div>Capital Project Description</div> <div>briefly describes the project scope and service benefits.</div> <div>For example: <i>"Full Roof Replacement of a 40' deep 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></div>	<div>Project Objectives</div> <div>Maintain level of Service = "Project maintains existing or improved level of service.</div> <div>Advance Board or Corporate Priority = Project is a board or corporate priority.</div> <div>Emergency = Project is required for health or safety reasons.</div> <div>Cost Benefit = Economic benefit to the organization.</div>
<div>Capital Expenditure Type</div> <div>Study - Expenditure for feasibility and business case report.</div> <div>New - Expenditure for new asset only</div> <div>Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service</div> <div>Replacement - Expenditure replaces an existing asset</div>	<div>Total Project Budget</div> <div>Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</div>	<div>Long-term Planning</div> <div>Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.</div> <div>Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacement based on level of service, critically, condition, risk, replacement costs as well as external impacts.</div> <div>Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type</div> <div>Condition Assessment = Assessment that identifies asset replacements based on asset condition</div>
<div>Asset Class</div> <div>1 - Land</div> <div>2 - Engineering Structure</div> <div>3 - Buildings</div> <div>4 - Vehicles</div>	<div>Funding Source Codes</div> <div>Debt = Debt/venture Debt (new debt only)</div> <div>ERF = Equipment Replacement fund</div> <div>Grant = Grants (Federal, Provincial)</div> <div>Cap = Capital funds on hand</div> <div>Other = Donations / Third Party funding</div> <div>Rex = Reserve fund</div> <div>Stoun = Short term loans</div> <div>WU = Water Utility</div> <div>If there is more than one funding source, use additional rows for the project.</div>	<div>Capitalized from 2021</div> <div>Input the capitalized amount for year 2021 (capital plan that is remaining to be spent) forecast this spending in 2022 to 2026.</div>

[illegible]

Service:

2.620

Highland Water (SSI)

Project Number

16-01

Capital Project Title

Infrastructure Upgrades (Valve Distribution)

Capital Project Description

Middle & Upper Reservoir Repairs

Project Rationale

These funds are reserved for Highland only upgrade/repairs/replacement. The middle reservoir needs an access hatch and a replacement of a failed outlet piping and it has also recently starts to leak. The upper reservoir has been leaking and needs to be replaced. The fund is reserved for the repair of Middle reservoir and the planning, option analysis and the design of Upper Reservoir replacement.

2.620 - Highland Water System (SSI)

Capital Projects

Updated @ Sep 7th, 2021

Year	Project#	Status	Capital Project Description	Total Project Budget	Expenditure Actuals	Remaining Funds
2016	CE.360.4651	OPEN	Highland Middle Reservoir Repair	72,442	486	71,956
2016	CE.360.4655	OPEN	Upper Reservoir Repair	50,000	26,117	23,883
			Totals	122,442	26,602	95,840

Service:

2.620 Highland Water System (SSI)

Committee: Electoral Area

<u>Year</u>	<u>Taxable</u> <u>Folios</u>	<u>Parcel</u> <u>Tax</u>	<u>Number</u> <u>SFE's</u>	<u>User</u> <u>Charge</u>	<u>Bylaw</u> <u>Assessments</u>	<u>Actual</u> <u>Assessments</u>	<u>Converted</u> <u>Assessments</u>
2011	254	\$481.73	242	\$198.71 + Variable rate	3777	101,534,571	10,227,802
2012	254	\$481.73	244	\$204.93 + Variable rate	3822	96,500,271	9,723,502
2013	254	\$153.97	244	\$0.00	3891	94,169,838	9,490,838
2014	254	\$153.97	244	\$0.00	3891	86,342,165	8,703,326
2015	254	\$154.27	244	\$0.00	3993	89,962,520	9,070,897
2016	254	\$153.79	244	\$0.00	4073	911,979,953	9,200,860
2017	254	\$153.88	244	\$0.00	4171	104,068,888	10,464,573
2018	254	\$154.27	244	\$0.00	4236	116,044,437	11,668,285
2019	254	\$152.65	239	\$0.00	4311	126,933,707	12,762,562
2020	254	\$126.44	246	\$0.00	4339	136,331,012	13,701,537
2021	254	\$128.95	246	\$0.00	4395	139,308,437	14,017,388
2022	254	\$127.88	246	\$0.00			

Change from 2021 to 2022

-\$1.07
-0.83%

Highland Water System(SI)
Funding Analysis 2018 - 2022



CAPITAL REGIONAL DISTRICT

2022 Budget

Fernwood Water (SSI)

Commission Review

OCTOBER 2021

Service: **2.660 Fernwood Water (SSI)**

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain water supply and distribution facilities for the Fernwood Water Local Service Area on Salt Spring Island Bylaw No. 1772 (January 1990). Amended Bylaw No. 2034 (July 15, 1992).

PARTICIPATION:

Fernwood Area of Salt Spring Island. Local Service Area #6, F(764).

MAXIMUM LEVY:

Greater of **\$56,000** or **\$5.07 / \$1,000** of actual assessed value of land and improvements. To a maximum of **\$316,923**.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3581 (April 8, 2009)	\$195,000
BORROWED:	SI Bylaw 3634 (Nov 2009)	\$ (100,000)
	SI Bylaw 3677 (Feb 2010)	\$ (50,000)
	SI Bylaw 3817 (May 2012)	\$ (45,000)

REMAINING: _____ \$0

COMMISSION:

Fernwood Local Services Committee established by Bylaw No. 1774.

FUNDING:

Any deficiencies after user charge and/or parcel tax to be levied on taxable hospital assessments.
Parcel Tax: - Annual, levied only on properties capable of being connected to the system.

MAXIMUM OPERATING EXPENDITURE:

Under Bylaw No. 2187 - Maximum requisition greater of **\$56,000** or **\$5.07 / \$1,000** of actual assessments for land and improvements.

RESERVE FUND BYLAW:

Bylaw No. 1832.

2.660 - Fernwood Water (SSI)		BUDGET REQUEST				FUTURE PROJECTIONS				
	BOARD BUDGET	2021 ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	348	348	82	-	-	82	83	85	87	88
TOTAL OPERATING COSTS	348	348	82	-	-	82	83	85	87	88
*Percentage Increase over prior year						-76.4%	1.2%	2.4%	2.4%	1.1%
<u>DEBT</u>										
MFA Debt Principal	9,925	9,925	9,925	-	-	9,925	9,925	9,925	4,931	2,247
MFA Debt Interest	4,420	4,420	4,420	-	-	4,420	4,420	4,420	1,850	1,530
MFA Debt Reserve Fund	60	60	50	-	-	50	50	50	50	50
TOTAL DEBT	14,405	14,405	14,395	-	-	14,395	14,395	14,395	6,831	3,827
TOTAL COSTS	14,753	14,753	14,477	-	-	14,477	14,478	14,480	6,918	3,915
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/f from 2020 to 2021	(1,200)	(1,200)	-	-	-	-	-	-	-	-
Other Revenue	(60)	(60)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(1,260)	(1,260)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
REQUISITION - PARCEL TAX	(13,493)	(13,493)	(14,427)	-	-	(14,427)	(14,428)	(14,430)	(6,868)	(3,865)
*Percentage increase over prior year Requisition						6.9%	0.0%	0.0%	-52.4%	-43.7%

Service:

2.660 Fernwood Water (SSI)

Committee: Electoral Area

<u>Year</u>	<u>Taxable Folios</u>	<u>Parcel Tax</u>	<u>SFEs</u>	<u>User Charge</u>	<u>Tax & Charges</u>	<u>Bylaw</u>	<u>Actual Assessments \$(000's)</u>	<u>Converted Assessments \$(000's)</u>
2012	78	\$334.10	74	\$936.27 + variable		3822	42,311.86	4,388.69
2013	78	\$402.28	74	\$0.00	\$402.28	3822	41,890.79	4,348.36
2014	78	\$259.72	74	\$0.00	\$259.72	3925	38,791.55	4,038.84
2015	79	\$252.57	74	\$0.00	\$252.57	3993	38,592.17	4,016.32
2016	79	\$256.16	73	\$0.00	\$256.16	4073	40,186.91	4,157.61
2017	79	\$256.46	73	\$0.00	\$256.46	4171	44,942.60	4,639.75
2018	79	\$257.80	73	\$0.00	\$257.80	4236	51,890.35	5,346.59
2019	79	\$252.87	74	\$0.00	\$252.87	4311	50,987.50	5,271.36
2020	79	\$215.00	75	\$0.00	\$215.00	4339	55,124.65	5,706.62
2021	79	\$179.76	75	\$0.00	\$179.76	4395	62,509.50	6,432.48
2022	79	\$192.21	75	\$0.00	\$192.21			

Change from 2021 to 2022

\$12.45
6.92%

Fernwood Water (SSI)
Funding Analysis 2018 - 2022

