

#### REPORT TO GANGES SEWER LOCAL SERVICE COMMISSION MEETING OF FRIDAY 03 JUNE 2011

#### SUBJECT CHANGES TO 2011 OPERATING AND CAPITAL BUDGET

#### **ISSUE**

Due to unplanned increases in the costs of sludge hauling and disposal in 2010, changes to the 2011 budget for the Ganges Sewer Service were required following commission review of the budget in November 2011.

#### BACKGROUND

#### 2010 Operating Expense

At the time the 2011 budget was prepared for November 2010 commission review, it was estimated that operating expense would exceed budget by \$25,281, and that the 2010 budget would be balanced by reducing a planned transfer to the reserve fund by the same amount. However, due to an unbudgeted increase in the tipping fee for the Salt Spring Island Liquid Waste service, and operational problems with the Burgoyne facility (requiring Ganges sludge to be diverted to Vancouver Island during shutdowns in May and December), 2010 actual sludge and grit hauling and disposal costs were \$69,514 over the estimated actuals presented in November. This variance was partially offset by:

- Elimination of the transfer to reserve Actual is \$15,422 under estimated actual (EA)
- Actual operating labour \$28,115 under EA
- Other actual operating expenses \$5,054 under EA
- Actual revenues \$6,959 over EA (due to receipt of \$8,000 connection revenue late in the year)
- Actual subdivision development expense \$500 under EA (no actual expense)
- Actual connection expense \$6,577 under EA

A net deficit of \$3,349 resulting from these variances from estimated actuals in the 2010 actual revenue and expense was carried forward to 2011.

#### 2011 Operating Expense

The 2011 budget for operating expenses as recommended by the Ganges Sewer Local Services Commission (GSLSC) was \$517,219, including a budget of \$67,920 for disposal costs. At the current rates for hauling and tipping sludge, a budget of \$110,000 is required for disposal costs. As a result, the total budget operating expense was increased by \$42,192 to \$559,411.

#### 2011 Capital Plan

The planned replacement of dissolved oxygen instruments in 2011 has been deferred to 2012, deferring an estimated \$8,000 expenditure of reserve funds. The remaining two 2011 Capital Plan projects (Engineering Study, \$30,000; and Major Equipment Replacement, \$20,000) will both be funded from existing reserves. These revisions will eliminate the need for a planned transfer of \$38,000 from 2011 revenue to capital, partially offsetting the increase in operating expense.

#### Ganges Sewer Local Service Commission – 03 June 2011 Re: Changes to 2011 Operating and Capital Budget Page 2

#### Impact on 2011 Taxes and User Charges

The \$3,319 deficit carried forward from 2010 and the net increase in 2011 budget expense of \$4,192 increase the required revenue from taxes and fees by \$9,948 over 2010. As a result, the 2011 parcel tax remains at \$118 and the average annual residential user fee will be approximately \$403.

The revised budget is attached.

#### **RECOMMENDATION**

That the Ganges Sewer Local Service Commission receive this report for information.

Ted Robbins, &Sc, CTech

Senior Manager, Water Management

1

J.A. (Jack) Hull, MBA, PEng

General Manager, Integrated Water Services

Concurrence

TR:CS:ls

Attachment:

Service: 3.810 Ganges Sewer Utility (SSI)

Committee: Environmental Sustainability

#### **DEFINITION:**

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

#### PARTICIPATION:

Ganges - C(764) LSA#10

#### MAXIMUM LEVY:

Greater of \$270,000 or \$7.46 / \$1,000 to a maximum of \$1,601,281 on actual assessed value of land and improvements.

### MAXIMUM CAPITAL DEBT:

BORROWED & RETIRED: REMAINING: EXPIRED: AUTHORIZED: 5 Year borrowing (ends 2010) 5 Year leasing Zenon (ends 2010) Sup. Letter Patent (Oct. 1980) adjusted to LA Bylaw No. 491(June 1978)/646(Jan. 1980) \$2,700,000 (2,000,000) (2,100,000) 4,100,000 236,470 70,140

#### COMMISSION:

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

#### FUNDING:

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

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

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

Connection Charge: Based on actual cost

#### RESERVE FUND:

Bylaw No. 3125 (November 26, 2003)

13/04/2011

Service:

3.810

Ganges Sewer Utility (SSI)

			5			Residential	F:				ē
Year			Taxable Folios	Parcel Tax	Bylaw No.	Number SFE's		User Charge **	Bylaw No.	Actual Converted Assessments Assessments	Converted Assessment
2006			349	\$118.00		ĸ				160.242.970	23.054.575
2007			353	\$118.04		527.74	Î.			186,783,520	26,605
2008		IR:	365	\$118.04						207,958,720	29.746
2009			379	\$118.04						206,779,420	29,711,740
2010			381	\$118.04						213,514,921	30,975,235
2011	×		382	\$118.04			•			219,590,947	31,788,005

Variable rates plus square footage for commercial Variable rates for institutional Fixed \$150 per SFE and variable rates for Residential

\*\* CURRENT:

Variable rates are based on water flow

13/04/2011

CAPITAL REGIONAL DISTRICT

\$600

3.810 Ganges Sewer Utility (SSI)

Service:

Committee: Environmental Sustainability

## GANGES SEWER CAPITAL RESERVE FUND (# 1056)

Interest	Balance as at:
	December 31, 2009
978	108,535

Transfer to Reserve

Earmarked for Membranes

Transfer to Sewer Capital

(65,000)

978

TOTAL FUNDS: December 31, 2010

## GANGES SEWER CAPITAL PURCHASE FUND

Transfer to Sewer Capital	Connection Revenue	Interest	Balance as at:
	a e		0
ē	e; s		December 31, 2009
(120,000)	4,612	1,764	210,061

**TOTAL FUNDS:** 

December 31, 2010

13/04/2011

#### Capital Regional District

3.810 Ganges Sewer Utility (SSI)
2011 - 5 YEAR CAPITAL PLAN (\$'000 - 2011 Dollars)

10175	TOTAL	Lichard Like	Penlace Dr	Remove ah	Membrane I	Major Equip	- in Station	Dissolved C	Asset Cond	Capital W	
		replace Fremilialy ocieetility System	discipation Collibration	Remove shandoned RBC Compositor	Mambrane Periodoment	Asior Equipment Pontagement Congo MANTO	Electrical/SCADA I horndon (Monton and III at III a	lissolved Oxygen Instrument Benjacoment	Asset Condition Evaluation, Eng Study (2010 C/F)	Capital Works Description	
	İ	S	C.	П	П	I	In	10	n	Туре	Cap
50		ı			20		-	30	30	2011	
343		200	35		18	1	a			2012	WINCH WITH THE PERSON
200			1		100	100	1	,		2013	
600		٠	•	500	100		7			2014	
100		•	1	,	100					2015	
1,293		200	35	500	420	100	8	30		2015 Total	5 Yr
										completion cost	

#### Cap Type:

- B = BuildIngs E = Equipment
- t = Land
- S = Engineering Structures
- V = Vehicles

## CAPITAL REGIONAL DISTRICT - SCHEDULE G

L = Land S = Engineering Structures B = Buildings V = Vehicles E = Equipment			2015 E Major Equipment Replacement - Ganges WWTP	2014 E Major Equipment Replacement - Ganges WWTP	2014 E Membrane Replacement	2013 E Major Equipment Replacement - Ganges WWTP	2013 E LIT Station Electrical/SCADA Upgrades (Manson and Harbour House)		2012 E Major Equipment Replacement - Ganges WWTP	2012 S Remove abandoned RBC Components	2012 S Replace Preliminary Screening System	2012 E Dissolved Oxygen Instrument Replacement	2011 E Wajor Equipment Replacement - Ganges vvvv IP		(1) (2)* (3)	Type Specific Pro	2011 & Forecast 2012 to 2015	CAPITAL BUDGET FORM	
							irbour House)									P.			CAPITAL REGIONAL DIGITAL
E = E G = 0 O = I	1,293,000		 100,000 F	100,000 F	500,000 [	100,000 F	100,000	_				8,000 F	20,000		€	Capital S	60	60	1
rce Codes (4) ** Debenture Debt Debenture Debt Equipment Repla Eqants (Federal, Grants / Thiro Donations / Thiro			<b>Σ</b>	<del> </del>		P			R	D		R	Z	R	<b>←</b> (4)*	Ful Source A	Service Name:	Service #:	SCIE
rce Codes (4) ** Debenture Debt (new debt only) Equipment Replacement Fund Grants (Federal, Provincial) Donations / Third Party Funding	1,293,000		100,000	100,000	500,000	100,000	100,000		100,000	35,000	200,000	8,000	20,000	30,000	\$ (5)	Total	Name:		מלחת ערה פ
ebt only) nt Fund cial) Funding				21						3					(6)	Grant Program Sponsor	Ganges S	3.810	
ー の 辺 O ii ii															(7)	Loan Authorization #	Ganges Sewer Utility (SSI)		
Capital Funds on Hand Reserve Fund Short Term Loans Lands Sales															<b>←</b> (8)	Participants	' (SSI)		
า Hand												•				%			

#### Ganges Sewer

<b>*</b> 5	#4	. <b>*</b>		#2	#
Remove Abandoned RBC Components (2012)\$35,000	Replace Preliminary Screening System (2012)\$200,000 The existing mechanical screen at the Ganges WWTP headworks is a flow constriction, is maintenance intensive and is subject to overflows. A new mechanical screen is required.	Dissolved Oxygen Instrument Replacement (2012)\$8,000 Existing instruments are nearing the end of their service life and are obsolete.	Major Equipment Replacement - Ganges WWTP (2012)\$100,000 Capital improvements as identified in 2011 engineering study.	Major Equipment Replacement – Ganges WWTP (2011)\$20,000  Discretionary item to replace equipment as required to meet operational needs.	Asset Condition Evaluation, Engineering Study – 2010 c/f (2011)\$30,000 An engineering study will be conducted to determine the quantity, age, condition and approximate life expectancy of sewers and other infrastructure; estimate the cost to renew or replace infrastructure; and develop a long-term financial plan to fund infrastructure renewal or replacement as required to maintain an acceptable level of service and stable annual cost of service.

### 2011 KEY OBJECTIVES:

- Asset condition assessment and capital planning study
- Replace major equipment and Dissolved Oxygen instrumentation at Ganges WWTP

## 2010 KEY ACCOMPLISHMENTS:

- Development Cost Charge study completed
- No odour complaints
- SCADA upgrades completed
- Air piping replaced
- Thickener cover installed

## PERFORMANCE STANDARDS/BENCHMARKS:

- Total waste water volume treated 176,233 m<sup>3</sup> (2008), 172,118m<sup>3</sup> (2009)
- Cost to convey and treat waste water \$3.07/m<sup>3</sup> (2011 budget operations)
- Compliance with Waste Management Permit (out of compliance on effluent quality for 3 hours in March 2009 due to electrical maintenance work)

### MAJOR BUDGET IMPACTS:

Revenue increase required to recover new vehicle costs and increasing effort to operate and maintain the system.

# FIVE-YEAR CAPITAL PLAN BUDGET (see separate Capital Schedule) MAJOR IMPACTS:

Capital project beyond 2011 are expected to require new borrowing. A loan of more than \$400,000 would likely require a revenue

29/03/2011

3.810 GANGES SEWER UTILITY

Saleried	NOTE: Capital / Reserve Fund Expenditures PARTICIPANTS: Salt Spring Island Specified Area	Percentage increase over prior year	REQUISITION - PARCEL TAX	TOTAL REVENUE	estimated balance C/F from current to Next year Balance C/F from Prior to Current year Revenue - Other User Charges Grants In Lleu of Taxes Transfer From Own Funds	FUNDING SOURCES (REVENUE)	OPERATING COSTS LESS INTERNAL RECOVERIES	Internal Recoveries Recovery - Other	"Percentage Increase over prior year	TOTAL COSTS	Debt Expenditures MFA Debt Reserve	TOTAL CAPITAL / RESERVES	<u>CAPITAL / RESERVE</u> Transfer to Capital Fund Transfer to Equipment Replacem Transfer to Reserve Fund	*Percentage Increase over prior year	TOTAL OPERATING COSTS	OPERATING COSTS:  Allocation - Operating Labour Disposal Costs Operating - Other Costs - Summary Labour - Administration & Engl Electricity Confract For Services Alloc-Corp.Svs & Insurance/Leg Allocation - Envir Protection Allocation - Vehicles Contingency	GANGES SEWER UTILITY	
0.00	0	0,00%	(42,729)	(506,734)	(21,279) (1,200) (484,110) (145)	_	549,463	00	0.00%	549,463	45,817 0	39,594	0 39,594	2,00%	463,052	169,884 67,920 51,958 52,160 45,000 35,040 23,630 17,680 0	2010 BOARD BUDGET	
0.00	0	0,00%	(42,729)	(507,561)	0 (21,279) (2,027) (484,110) (145) 0		550,290	00	0.15%	550,290	46,535 0	15,422	0 0 15,422	5,46%	486,333	192,575 66,650 52,658 52,160 45,000 38,000 23,630 17,660 0	2010 ESTIMATED ACTUAL	
0.00	0	0.26%	(42,841)	(516,570)	3,348 (2,027) (517,747) (145)		559,411	00	1.81%	559,411	00	0	000	20.81%	559,411	194,948 110,000 58,465 50,290 45,020 35,040 26,350 20,400 18,806 11,806	CORE	
0.00 0.00	0	0,00%	Q	0	0000		0	00	0,00%	0	00	0		0.00%	0		CONTINUOUS SUPPLE- MENTARY	2011
0.00	0	0.00%	0	0	0000		0	00	0.00%		00	0	000	0.00%	Đ	00000000	ONE-TIME SUPPLE- MENTARY	
0.00 0,00	0	0.26%	[42,841)	(516,570)	3,348 (2,027) (517,747) (145)		559,411	00	1.81%	559,411	٥٥	0	000	20,81%	559,411	194,948 110,000 58,465 50,290 45,040 35,040 26,350 20,400 18,806 112	TOTAL	
0.00	0	0,00%	(42,841)	.(647,361)	(2,027) (645,189) (145)		690,202	00	23.38%	690,202	8,225 2,350	100,000	0 0 100,000	3.61%	579,627	198,847 111,358 59,534 51,280 45,900 35,74 26,877 26,877 26,808 19,182 10,000	2012	7
0.00	0	0.00%	(42,841)	(673,157)	0 (2,027) (670,985) (145) 0		715,998	0.0	3.74%	715,998	25,836 0	100,000	0 0 100,000	1.82%	590,162	202.824 112,744 60,927 52,289 46,818 36,456 27,415 21,224 19,565 10,000	2013	TURE PRO
0.00 0.00	Đ	0.00%	(42,841)	(706,402)	0 (2,027) (704,230) (145) 0		749,243	00	4,64%	749,243	43,336 5,000	100,000	0 0 100,000	1.82%	600,907	206,880 114,157 62,044 53,319 47,754 37,185 27,968 27,968 19,958 10,000	2014	FUTURE PROJECTIONS
0,00	0	0.00%	(42,841)	(749.834)	(2,027) (747,562) (145)		792,675	0.0	5.80%	792,675	80,807 0	100,000	0 000,000	1.82%	611,868	211,018 115,599 63,284 54,370 48,709 37,928 28,522 22,082 20,356 10,000	2015	

29/03/2011

Transfer to Capital Fund Transfer to Equipment Replacem Transfer to Reserve Fund Capital Costs Capital Reserve Expenditures Oebt Expenditures MFA Debt Reserve Internal Recoveries Revenue - Other User Charges Grants - Federal/Provincial/Ot Transfer From Own Funds Revenue Parcel Taxes Funds Carried Forward Deficit Debit Total Plan	Operating Expenditures - LSA's	Operating - Other Costs - Summary	Supplies - Operating Repairs and Maintenance Costs Utilities & Telecom Operating - Other Costs Supplies - Chemical Travel Expenses Allocation - Other Labour Licences/Surveys/Fees Rentals and Leases Supplies - Other Water Testing Expenditures	GANGES SEWER UTILITY column Allocation - Operating Labour Disposal Costs Operating - Other Costs - Summary Labour - Administration & Engl Electricity Contract For Services Alloc-Corp, Svs & Insurance/Leg Allocation - Envir Protection Allocation - Vehicles Contingency	
10 39,594 45,817 (1,200) (484,110) (484,110) (485,455) (485,455) (487,729) (21,279) 0	463,052	51,95B	12,880 9,610 7,500 7,198 6,900 3,680 2,870 8,870 8,870 0	Prior Yr v7 1 169,684 67,950 51,958 52,160 45,040 23,630 17,660 0	
15,422 15,422 46,535 0 (2,027) (484,110) (484,282) (42,729) (42,729) (21,279) (21,279)	488,333	52,658	12,880 14,210 8,500 7,198 2,000 0 3,680 2,870 820 500 0	Est Act.v9 192,575 6650 52,650 52,160 45,000 38,000 23,630 17,660 0	
(2,027) (517,747) (517,841) (42,841) (42,841) (42,841) 0	559,411	58,465	12,880 9,510 7,500 7,198 6,900 6,737 6,737 2,450 2,870 2,870 500 500	Core v2 C 194,948 110,000 58,465 50,280 45,000 35,040 26,350 20,400 18,806	•
60000000000000000	0	0	20000000	Contv3 Single v4	
000000000000000000	o	0	0000000000		
(2,027) (517,747) (517,919) (42,841) (3348) (3348)	558,411	58,465	12,880 9,610 7,500 7,198 6,900 6,737 3,450 2,450 2,800 500	Total 194,948 1194,955 58,465 50,290 45,000 35,540 26,350 18,806 118,806	
**************************************				7	2
0 100,000 100,000 8,225 2,350 (2,027) (845,189) (445,189) (447,361) (42,841)	579,627	59,634	13,138 9,802 7,650 7,342 7,038 6,872 3,518 2,927 836 510 0	Fcst Yr1 v10 188,847 111,358 59,634 51,280 45,900 35,741 26,877 26,808 19,182 10,000	
0 100,000 100,000 25,836 (2,027) (670,985) (670,985) (145) (673,157) (42,841) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	590,162	60,827	13,400 9,998 7,803 7,489 7,179 7,099 7,009 9,589 2,986 863 520 0	Fcst Yr2 v11 202, 824 112,744 60, 827 52, 289 46, 818 36,456 27,415 21,224 19,565	
0 100,000 100,000 43,336 5,000 (2,027) (704,230) (145) 0 (706,402) (42,841) 0 0	600,907	62,044	13,668 10,198 7,959 7,639 7,322 7,132 7,132 3,661 3,046 3,046 3,046 3,046	Fcst Yr3 y12 206,880 114,157 62,044 53,319 47,754 37,185 27,669 19,956 10,000	
749,841) (42,841) (42,841) (42,841)	611,868	63,284	13,942 10,402 8,118 7,791 7,469 7,292 3,734 3,107 888 541	Fcst Yr4 y13 211,018 115,599 63,240 54,370 48,709 37,928 28,522 22,082 20,356 10,000	