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LYALL HARBOUR BOOT COVE WATER LOCAL SERVICE COMMITTEE

Notice of Meeting on Thursday, November 9, 2017 at 1:30 p.m.

**Capital Regional District Headquarters
625 Fisgard Street, Room 107**

Dan Thachuk (Chair)
John Money

Director Dave Howe Ron Lewis
Ian Rowe

Michael Fry

AGENDA

1. Approval of Agenda
 2. Adoption of Minutes of November 18, 2016
 3. Dam Safety Discussion with John Baldwin (Province of BC)
 4. Verbal Updates
 5. 2018 Operating and Capital Budget (staff report)
 6. New Business
 7. Adjournment

To ensure quorum, advise Lorrie Siemens 250.360.3087 if you cannot attend.



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**Minutes of a Meeting of the Lyall Harbour/Boot Cove Water Local Service Committee
Held November 18, 2016 at Capital Regional District Headquarters, 625 Fisgard Street,
Victoria, BC**

PRESENT: **Committee Members:** D. Thachuk (Chair), R. Lewis, I. Rowe, J. Money, M. Fry, Director D. Howe, Southern Gulf Islands Regional Director
Staff: I. Jesney, Senior Manager, Infrastructure Engineering, M. McCrank, Senior Manager, Infrastructure Operations, D. Robson, Manager Saanich Peninsula and Gulf Islands Operations, S. Mason, Manager, Water Engineering and Planning, M. Cowley, Manager, Wastewater Engineering and Operations, D. Gosper, Project Engineer, Kyu-Chang Jo, Financial Analyst, L. Siemens (recorder)

The meeting was called to order at 1:30 p.m.

1. Approval of Agenda

The following item was added to the agenda under New Business:

Parcel Taxes

- Verbal update by staff regarding the committee's motion to explore the idea of finding additional revenue from properties not located in the water service area.

MOVED by M. Fry, **SECONDED** by J. Money,
That the agenda be approved as amended.

CARRIED

2. Adoption of Minutes of September 25, 2015

MOVED by J. Money, **SECONDED** by M. Fry,
That the minutes of September 25, 2015 be adopted as previously circulated.

CARRIED

3. 2017 Operating and Capital Budget

I. Jesney presented a written report and the 2017 Operating and Capital budget documents.

The following amendments were made to the budget:

- Move Capital Budget Item No. 17-04 to 2018
- Remove Capital Budget Item No. 17-05

MOVED by R. Lewis, **SECONDED** by M. Fry,
That the Lyall Harbour Boot Cove Water Local Service Committee recommend that the Capital Regional District Board:

1. Approve the 2017 operating and capital budget for the Lyall Harbour Boot Cove Water Service as amended;
2. Approve the 2017 Parcel Tax of \$671.11 and User Charge of \$535.34 for the Lyall Harbour Boot Cove Water Service; and
3. Balance the 2016 actual revenue and expense on the 2016 transfer to capital reserve fund.

CARRIED

4. Draft Strategic Asset Management Plan for Lyall Harbour Boot Cove Water System

M. Cowley presented a written report and distributed a copy of the Draft Strategic Asset Management Plan to each committee member.

MOVED by R. Lewis, **SECONDED** by M. Fry,
That the Lyall Harbour Boot Cove Water Local Service Committee receive the report and draft Strategic Asset Management Plan (SAMP) and provide comments back to CRD staff so that the SAMP can be finalized by June 1, 2017.

CARRIED

It was agreed that a workshop would be held with committee members and CRD staff in late March to discuss the SAMP.

5. Money Lake Dam No. 1 – Soil Investigation and Seismic Stability Assessment

S. Mason presented a written report.

MOVED by R. Lewis, **SECONDED** by I. Rowe,
That the Lyall Harbour Boot Cove Water Local Service Committee receive the report for information.

Director Howe left the meeting at 3:10 p.m.

CARRIED

6. New Business

Parcel Taxes

I. Jesney reported on the following motion from the Lyall Harbour Boot Cove Water Local Service Committee at the August 13, 2016 Annual General Meeting:

"That CRD explore the idea of finding additional revenue from properties not located in the water service area since there are indirect benefits to the greater community of having the water service"

It was reported that additional revenue from the properties could only be received if the service area was expanded to include the additional properties.

Signage

A discussion took place on the addition of signage at the dam site. In accordance with the *Dam Safety Regulation* and most recent inspection, the CRD will prepare and install signage, funded by the operating budget.

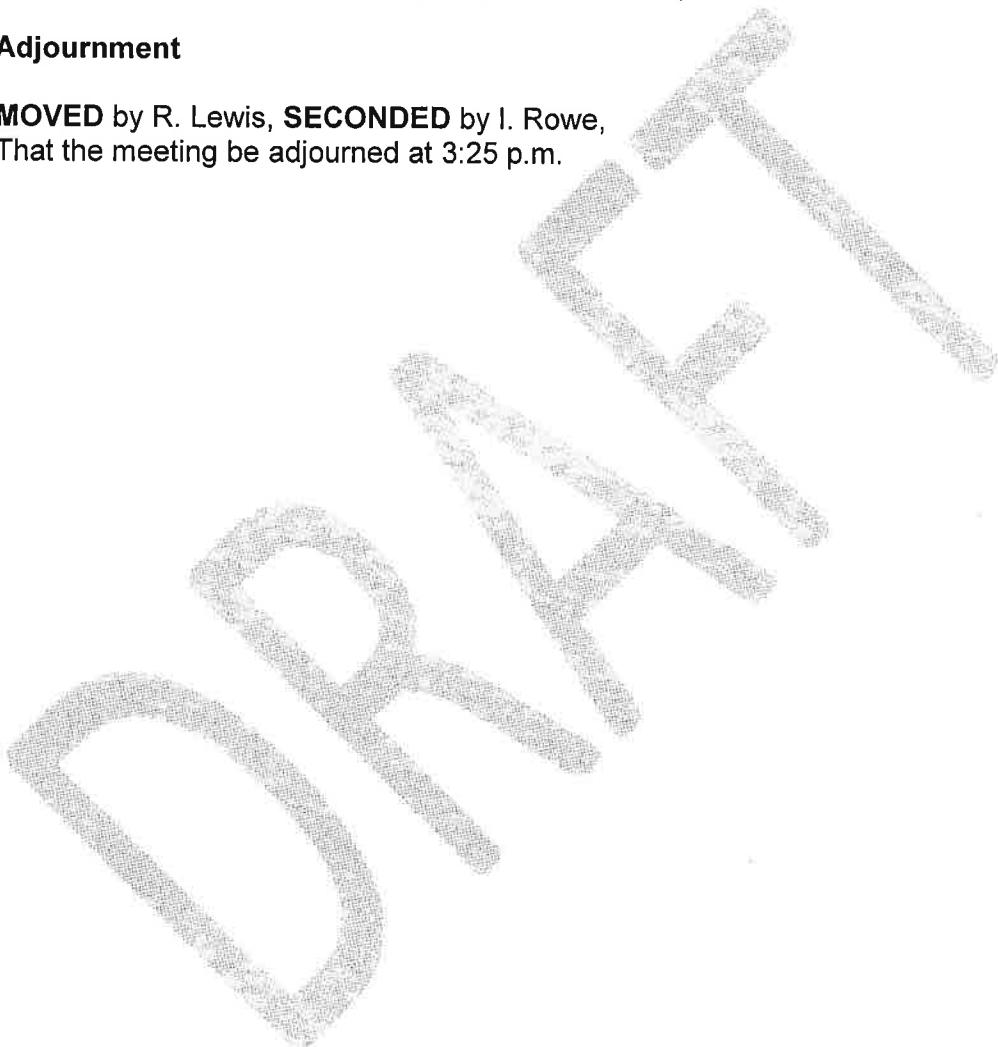
Emergency Notification System

M. McCrank advised that notices will be included in the utility bills advising of a program of voluntary sign up to the Emergency Notification System.

7. Adjournment

MOVED by R. Lewis, **SECONDED** by I. Rowe,
That the meeting be adjourned at 3:25 p.m.

CARRIED





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REPORT TO LYALL HARBOUR BOOT COVE WATER LOCAL SERVICE COMMITTEE MEETING OF TUESDAY, NOVEMBER 7, 2017

SUBJECT 2018 OPERATING AND CAPITAL BUDGET

ISSUE

To present the 2018 operating and capital budget. In accordance with Bylaw No. 1875, "Lyall Harbour Boot Cove Water Local Services Committee Bylaw 1, 1990" the committee's approval of the annual budget is required.

BACKGROUND

The Capital Regional District (CRD) is required by legislation under the *Local Government Act* (LGA) to prepare a 5-year financial plan including Operating Budgets and Capital Expenditure Plans annually. CRD staff have therefore, prepared the financial plan shown in Appendix A to this report for the Lyall Harbour Boot Cove Water Local Service.

The Operating Budget includes the regular annual costs to operate the service. The Capital Expenditure Plan shows the anticipated expenditures for capital additions. These may include purchases of new assets or infrastructure, upgrades or improvements to existing assets or asset review and study work that could potential lead to future capital improvements.

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

1. Actual expenditures incurred between 2015 and 2017
2. Anticipated changes in level of service (if any)
3. Maximum allowable tax requisition
4. Annual Cost per taxpayer and per SFE

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

1. Available funds on hand
2. Projects already in progress
3. Condition of existing assets and infrastructure
4. Regulatory, environmental, and health and safety factors

The proposed Operating and Capital budget for the Services will be presented to the Electoral Area Services Committee in the fall of 2017. Adjustments for surpluses or deficits from 2017 may be made in January 2018. The CRD Board will give final approval to the budget and financial plan in March 2018.

The Financial Plan for the years 2019 – 2022 is subject to change in future years.

BUDGET OVERVIEW

Operating Budget

It is anticipated that operating expenses in 2017 will be approximately \$7,000 over budget, due to unexpected breakdowns in equipment. Significant breakdowns include the repair and replacement of seepage return pumps and ancillary equipment, electronic communications repairs and water service connection repairs. The CRD staff recommend that the budgeted transfer to the Capital Reserve Fund be reduced to balance the 2017 budget. The 2018 operating budget has been increased by approximately 5.0% over the 2017 budget to account for inflation and increased labour charges.

Municipal Finance Authority (MFA) Debt

MFA debt servicing costs are incurred on debt of \$250,000 issued in 2009 at 4.13% interest and \$180,000 issued in 2010 at 4.50% interest. The annual debt servicing cost of \$39,900 will remain unchanged in 2018.

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, reservoir cleaning and water treatment filter media servicing. 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 transfers to the operating reserve increase from \$1,500 to \$1,800 to ensure future maintenance activities are fully funded. Future increases are also recommended to ensure an appropriate minimum balance be maintained in the Operating Reserve Fund. The Operating Reserve Fund balance at the end of 2017 is projected to be \$6,502.

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 budgeted transfer to the Capital Reserve Fund be \$20,500 in 2018. The balance at the end of 2017 is projected to be \$44,116.

In 2015, \$56,875 unspent CWF (Community Works Fund) was transferred to the Capital Reserve Fund. Consequently, \$45,000 in the Capital Reserve Fund was utilized for funding grant funded capital projects. This results in a funding shortfall of \$32,384 in the Capital Reserve Fund for delivering the projects identified in the 2018 plan. This shortfall can be remedied in one of three ways:

- Increase the Requisition to take advantage of room available up to the Maximum Levy of \$367,159. The current Parcel Tax is \$110,310 and therefore there is a maximum of \$256,849 available in additional Levy.
- Receive grant money from the Community Works Fund (if available).
- Delay projects until funding is available.

An amendment to this budget is required once a decision is made on the preceding options or a combination of the options.

Capital Expenditure Plan

The 5-year plan includes \$460,000 of expenditures to be funded by a combination of Community Works Funds grants, the service's Capital Reserve Fund and new debt following a public engagement and referendum process planned in 2019. The 5-year plan does not yet include budget for Dam Seismic improvements as the construction scope for this project is still to be completed.

Capital Project Fund

As specific capital projects are approved, the funding revenues for them are transferred into the Capital Project Fund. Whenever possible, any funds remaining upon completion of a project are transferred back to the Capital Reserve Fund for use on future capital projects. There is a planned transfer of \$8,750 from the Capital Projects Fund to the Capital Reserve Fund in 2017.

User Charge and Parcel Tax

The user charge and parcel tax fund the service. Typically the user charge funds the operational costs and the parcel tax funds the debt and Capital Reserve Fund contributions. 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 proposed 2018 user charge is \$585.06, an increase from the 2017 rate and the parcel tax of \$667.25 is unchanged from the 2017 rate. The parcel tax may increase depending on the solution chosen in resolving the Capital Reserve Fund shortfall. Historical user charge and parcel tax rates are included for information.

RECOMMENDATION

That the Lyall Harbour Boot Cove Water Local Service Committee:

1. Approve the 2018 operating and capital budget as amended, and recommend that the actual surplus or deficit be balanced on the 2017 transfer to the Capital Reserve Fund; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 operating and capital budget and the five year Financial Plan for the Lyall Harbour Boot Cove Water Service as presented.

Submitted by	Matthew McCrank, M.Sc., P.Eng., Senior Manager, Infrastructure Operations
Submitted by	Ian Jesney, P.Eng. Senior Manager, Infrastructure Engineering
Submitted by	Rianna Lachance, BCom, 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

MMc/IJ/RL:ls

Attachment: 1

2018LYALLHARBOURBUDGET Oct 31 2017

IWSS-928280410-5311

CAPITAL REGIONAL DISTRICT

2018 Budget

Lyall Harbour Boot Cove Water (Saturna)

Committee Review

Compiled and Presented by CRD Finance

Nov 2017

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna)**Committee:** Electoral Area Services**DEFINITION:**

To provide and operate and maintain a domestic water supply and distribution system for the Saturna Island Water Supply and Distribution System Specified Area in the Lyall Harbour/Boot Cove district on Saturna Island. Bylaw No. 513 (November 22, 1978).

PARTICIPATION:

Specified Area #14 - G(764)

MAXIMUM LEVY: Greater of \$150,000 or \$6.90 / \$1,000 of actual assessed value of land and improvements, to a maximum of \$367,159

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3587 (Jan 14, 2009)	\$430,000
BORROWED:	SI Bylaw 3634 (Aug 12, 2009)	\$250,000
BORROWED:	SI Bylaw 3677 (Feb 10, 2010)	\$180,000
REMAINING:		<u>\$0</u>

COMMITTEE:

Lyall Harbour/Boot Cove Water Committee established by Resolution - September 29, 1982

Lyall Harbour/Boot Cove Water Local Services Committee established by Bylaw No. 1875 (December 12, 1990)

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.

User Charge:

Annual charge per single family equivalency unit connected to the system.

Parcel Tax:

Annual charge levied only on properties capable of being connected to the system.

Connection Charges:

Actual Cost + 15% Admin Fee (Minimum Connection \$400 Bylaw No. 2137, April 28, 1993).

RESERVE FUND:

Bylaw No. 1785 (February 14, 1990)

		BUDGET REQUEST					FUTURE PROJECTIONS							
		2017		2018			2019		2020		2021		2022	
	BOARD BUDGET	ESTIMATED BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2019	2020	2021	2022			
OPERATING COSTS:														
Repairs & Maintenance	4,860	3,000	4,910	-	-	-	4,910	5,010	5,110	5,210	5,320			
Allocations	18,160	12,160	11,640	-	-	-	11,640	11,870	12,110	12,350	12,600			
Water Testing	6,380	9,700	7,820	-	-	-	7,820	7,980	8,140	8,300	8,470			
Electricity	4,630	4,700	4,900	-	-	-	4,900	5,000	5,100	5,200	5,300			
Supplies	3,450	2,390	3,340	-	-	-	3,340	3,410	3,480	3,550	3,620			
Labour Charges	88,230	102,000	99,920	-	-	-	99,920	101,920	103,960	106,040	114,160			
Other Operating Expenses	9,410	8,120	9,380	-	-	-	9,380	9,570	9,770	9,970	10,170			
TOTAL OPERATING COSTS	135,120	142,070	141,910	-	-	-	141,910	154,760	147,670	150,620	159,640			
*Percentage Increase over prior year														
DEBT/RESERVES														
Transfer to Operating Reserve Fund	1,500	1,500	1,800	-	-	-	1,800	3,000	3,060	3,120	3,180			
Transfer to Capital Reserve Fund	19,650	12,610	20,500	-	-	-	20,500	21,490	20,500	20,520	20,550			
MFA Debt Principal	21,470	21,470	21,470	-	-	-	21,470	21,470	22,330	23,410	29,060			
MFA Debt Interest	18,430	18,430	18,430	-	-	-	18,430	18,560	19,400	21,110	26,900			
TOTAL DEBT / RESERVES	61,050	54,010	62,200	-	-	-	62,200	64,520	65,290	68,160	79,670			
Deficit	-	-	-	-	-	-	-	-	-	-	-			
TOTAL COSTS	196,170	196,080	204,110	-	-	-	204,110	219,280	212,960	218,780	239,310			
FUNDING SOURCES (REVENUE)														
User Charges	(85,670)	(85,670)	(93,610)	-	-	-	(93,610)	(95,850)	(96,130)	(97,430)	(98,750)			
Transfer from Operating Reserve Fund	(190)	(100)	(190)	-	-	-	(190)	(10,000)	(190)	-	(6,000)			
Other Revenue	(85,860)	(85,770)	(93,800)	-	-	-	(93,800)	(190)	(190)	(190)	(190)			
TOTAL REVENUE	(110,310)	(110,310)	(110,310)	-	-	-	(110,310)	(113,240)	(116,640)	(121,160)	(134,370)			
REQUISITION - PARCEL TAX														
User Charges								9.3%	2.4%	0.3%	1.4%			
Requisition								0.0%	2.7%	3.0%	3.9%			
Combined								4.1%	2.5%	1.8%	2.7%	10.9%	6.6%	

*Percentage increase over prior year
User Charges
Requisition
Combined

Reserve Schedule

Reserve Fund: 2,640 Lyall Harbour Water Operating Reserve Fund (Bylaw No: 4144)

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, filter media replacement etc. Optimum minimum balance of \$6,500 (approximately 5%) of the annual operating budget.

Reserve Cash Flow

	Estimate	2017	2018	2019	Budget	2020	2021	2022
Beginning Balance	5,002	6,502		8,302		1,302	4,362	7,482
Transfer from Operating Budget	1,500		1,800		3,000		3,060	
Transfer to Operating Budget	-		-		(10,000)		-	
Interest Income	-		-		Reservoir Cleaning		-	
Ending Balance \$	6,502	6,502	8,302	1,302	4,362	7,482	4,662	

Set level of transfers in order to avoid spikes in requisition resulting from unforeseen breakdowns in water infrastructure

Reserve Schedule

Reserve Fund: 2,640 Lyall Harbour Boot Cove Water (Saturna) Capital Reserve Fund - Bylaw 1785

Reserve Cash Flow

Fund: 1025 Fund Center: 101369	Estimated	Budget				
		2018	2019	2020	2021	2022
Beginning Balance	98,660	44,116	0	(18,510)	(5,010)	15,510
Transfer to Cap Fund	(76,500)	(64,616)	(40,000)	(7,000)	-	-
Transfer from Operating Budget	12,610	20,500	21,490	20,500	20,520	20,530
Transfer from Cap Fund	8,750	-	-	-	-	-
Interest Income*	596	-	-	-	-	-
Ending Balance \$	44,116	0	(18,510)	(5,010)	15,510	36,040

Assumptions/Background:

To fully fund capital expenditure plan

* 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 CAPITAL PLAN

CAPITAL BUDGET FORM 2018 & Forecast 2019 to 2022

Service #: **2.640**
Service Name: **Lyal Harbour Boot Cove Water**

			By Capital Expenditure										
No.	Project Code	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carry Forward	2018	2019	2020	2021	2022	Total Project Budget	
17-01	Renewal	Dam Safety Improvements - Toe Berm - Ph 1	\$45,000	S	Cap	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	
18-01	Renewal	Dam Safety Improvements - Toe Berm - Ph 2	\$45,000	S	Res	\$0	\$45,000	\$0	\$0	\$0	\$0	\$5,000	
18-02	Renewal	Cover Recirc Pipe	\$2,000	E	Res	\$0	\$2,000	\$0	\$0	\$0	\$0	\$45,000	
18-03	Renewal	Dam Safety Improvements - Seismic Design	\$40,000	S	Other	\$0	\$32,384	\$0	\$0	\$0	\$0	\$2,000	
18-04	Renewal	Building & Site Improvements	\$10,000	S	Res	\$0	\$7,616	\$0	\$0	\$0	\$0	\$32,384	
18-05	New	Biological Filter Backwash Upgrade	\$30,000	E	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$7,616	
18-06	Renewal	Infrastructure Renewal	\$100,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	
18-07	Study	WTP Optimization Study	\$10,000	E	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	
19-01	Replacement	Air Valve Replacement - Ph 2	\$20,000	E	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	
19-02	Replacement	PRV Bypass Assembly Replacement	\$8,000	E	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	
19-03	Replacement	Standpipe and Valve Replacement	\$8,000	E	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	
19-04	New	Public Consultation & Referendum	\$20,000	S	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	
20-01	Replacement	Chlorine Injection Pump	\$7,000	E	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	
21-01	Replacement	Source Water Reliability Study	\$15,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000	
21-02	Renewal	Dam Safety Review	\$50,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	
22-01	New	Install Larger Supply Line to Tank	\$150,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	
			TOTAL ANNUAL CAPITAL EXPENDITURE			\$560,000						\$150,000	

5,000 102,000 56,000 27,000 105,000 170,000 460,000

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

Asset Class

L - Land
S - Engineering Structure
B - Buildings
V - Vehicles
E - Equipment

Capital Exp. Type

Study - Expenditure for feasibility and business case report.

New - Expenditure for new asset only

Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service

Replacement - Expenditure replaces an existing asset

Service: 2.640	Lyall Harbour Boot Cove Water (Saturna)		
Proj. No. 17-01	Capital Project Title Dam Safety Improvements - Toe Berm	Capital Project Description Construction of the toe berm and drainage improvements based upon preliminary design carried out in 2016	
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale The 2012 Dam Safety Review recommended a number of improvements, which have been spread out over several years. This project includes Phase 1 of installation of a gravel toe berm on the downstream side of the dam.		
Proj. No. 18-01	Capital Project Title Dam Safety Improvements - Toe Berm	Capital Project Description Construction of the toe berm and drainage improvements	
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale The 2012 Dam Safety Review recommended a number of improvements, which have been spread out over several years. This project includes Phase 2 of installation of a gravel toe berm on the downstream side of the dam.		
Proj. No. 18-02	Capital Project Title Cover Recirc Pipe	Capital Project Description Cover exposed PVC recirculation pipe before it becomes brittle with exposure to UV from sunlight.	
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale Cover sections of the existing recirculation pipe that are not painted to provide UV protection from the sun. It is proposed to undertake work in conjunction with 2017/2018 dam safety work (placement of surplus material excavated from toe drain installation project).		

Service: 2640	Lyall Harbour Boot Cove Water (Saturna)	
Proj. No. 18-06	Capital Project Title Infrastructure Renewal	Capital Project Description Renewal of infrastructure based upon the SAMP recommendations
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area Drinking Water
Project Rationale A draft Strategic Asset Management Plan was prepared in 2017. Recommendations for infrastructure renewal, replacement and upgrades were made. <i>Funding is required to carry out some of the recommended infrastructure renewals.</i>		
Proj. No. 18-07	Capital Project Title WTP Optimization Study	Capital Project Description Since construction of the WTP, additional works and elimination of extra infrastructure can improve operation.
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water
Project Rationale Since the WTP was upgraded, a few proposed improvements are proposed including increasing the hydraulic capacity to the storage tank, eliminating the secondary valve, eliminating the chlorine contact chamber, filter backwash water supply, etc. it is propose to conduct a technical/operational study to determine what improvements could be made and estimate the costs.		
Proj. No. 19-01	Capital Project Title Air Valve Replacement - Ph 2	Capital Project Description Replace aging air valves that are a safety concern.
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water
Project Rationale The air valves are 35 years old and are corroded, giving rise to safety concerns.		

Service: 2.640	Lyal Harbour Boot Cove Water (Saturna)		
Proj. No. 19-02	Capital Project Title PRV Bypass Assembly Replacement	Capital Project Description Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.	
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale The inlet and outlet piping at the East Point, Narvaez and Boot Cove PRV stations are very corroded and there is no way to isolate the stations to replace or maintain the pressure reducing valves. It is proposed that new inlet and outlet piping be installed with 100mm gate valves and bypass piping so that customers are not without water when PRV's are being serviced.		
Proj. No. 19-03	Capital Project Title Standpipe and Valve Replacement	Capital Project Description Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable	
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale The standpipe valves at 119 and 155 East Point Road are seized and inoperable. Therefore, the operators cannot use them for flushing or draining of the mains. It is proposed the valves and corroded 50mm supply line to the standpipe be replaced. The scope of work and material pricing was re-evaluated in 2016. It was determined that the budget needed to be increased from \$5,000 to \$8,000 to accommodate the required works.		
Proj. No. 19-04	Capital Project Title Public Consultation & Referendum	Capital Project Description Conduct public consultation to inform strategies for a referendum to borrow necessary future capital funds.	
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale Future required projects to maintain public safety and level of service require funding in excess of current projected reserve balance. Future funding will be for improvements the Water Treatment Plant to increase reliability and optimize for improved operations, conducting a regulatory requirement for a dam safety review and construct a larger supply line to the storage tank. Funding is required to undertake public consultation to inform borrow strategies and conduct a referendum.		

Service: 2-640	Lyall Harbour Boot Cove Water (Saturna)		
Proj. No. 20-01	Capital Project Title Chlorine Injection Pump	Capital Project Description Install an additional chlorine injection pump to address dosing requirements related to fluctuating water demands.	
Asset Class Equipment	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale <i>Install an additional chlorine injection pump to address dosing requirements related to fluctuating water demands.</i>		
Proj. No. 21-01	Capital Project Title Source Water Reliability Study	Capital Project Description Study to determine vulnerability of the source water and its viability.	
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale <i>Study to determine the medium to long term vulnerability of the source water (Money Lake) and its viability as a water source (quantity and quality) for the LHBC system in light of pressures such as projected demand changes and climate change.</i>		
Proj. No. 21-02	Capital Project Title Dam Safety Review	Capital Project Description Conduct an audit type dam safety review.	
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area Drinking Water	
	Project Rationale <i>The Dam Safety Regulation (Water Sustainability Act) requires that dams with a "High" failure consequence rating undergo a Dam Safety Review (DSR) at a frequency of every ten years. The previous DSR was conducted in 2011 and the proposed type for the 2021 DSR is a simpler "audit" type.</i>		

Service: 2.640	Lyall Harbour Boot Cove Water (Saturna)		
Proj. No. 22-01	Capital Project Title Install Larger Supply Line to Tank	Capital Project Description	Construct a larger supply line to the tank to improve system reliability and operation.
Asset Class Engineered Structures	Board Priority Area Other	Corporate Priority Area	Drinking Water
Project Rationale	<i>The supply line to the tank is undersized, installation of a larger supply line will improve operation. Funding is required to construct a larger supply line to the tank.</i>		

Lyall Harbour/Boot Cove

Capital Projects Fund

Year/Project#	Status	Capital Project Description	Total Budget	Expenditure Actuals	Remaining Funds	Funding Source-CRF*	Funding Source-CWF**	Return to CRF*	Return to CWF**
2015/CE_429	OPEN	Dam Safety Improvements	56,000	(52,021)	3,979	28,000	28,000		
2017/CE_584	OPEN	Dam Safety Improve-Toe Berm/Ph1	45,000	(7,541)	37,460	22,500	22,500		
2012/CE_323	CLOSED	SAMP Study	20,000	(260)	19,740	0	20,000		19,740
2015/CE_460	CLOSED	Equipment Infrastructure	18,000	(15,881)	2,119	6,881	9,000		2,119
2016/CE_483	CLOSED	Relocate shed to Upper TP	1,000	(1,008)	(8)	1,000	0		
2017/CE_585	CLOSED	Lyall Harb Paint Recirc Pipe Ancillary	2,000	(274)	1,726	274	0		
2017/CE_586	CLOSED	Lyall Harb Gillian Lane Isolation Valve	7,000	(3,133)	3,867	3,133	0		3,867
		Unspent fund from previously closed projects						1,037	
		Totals	149,000	(80,117)	68,883	61,787	79,500	8,750	19,740

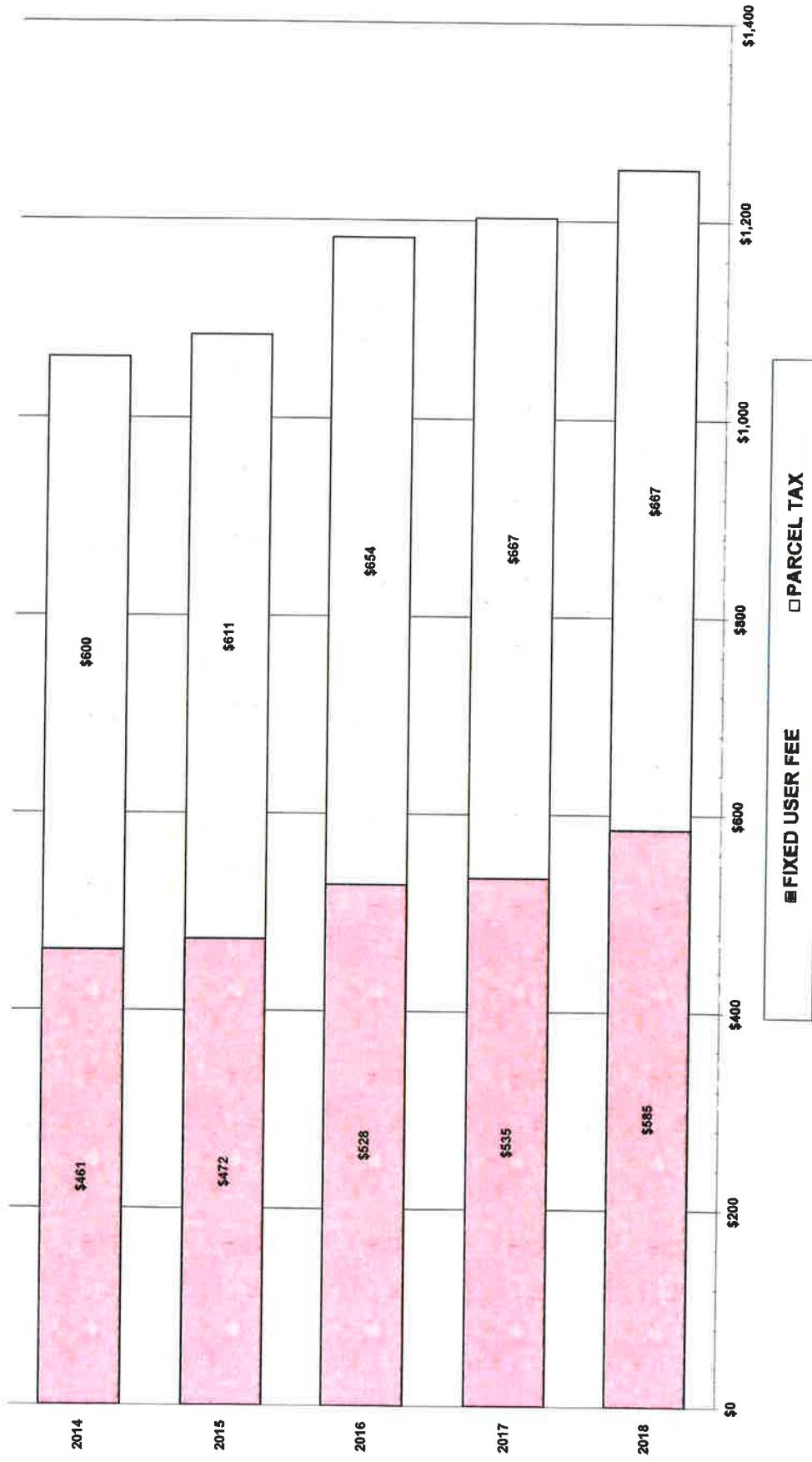
* CRF (Capital Reserve Fund)

** CWF (Community Works Fund)

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna) Committee: Electoral Area Services

<u>Year</u>	<u>Taxable Folios</u>	<u>Parcel Tax</u>	<u>SFE's</u>	<u>User Charge</u>	<u>Tax & Charges</u>	<u>Bylaw</u>	<u>Assessments \$1,000's)</u>
2011	170	\$560.00	158	\$325.00	\$885.00	3799	57,270
2012	171	\$560.00	159	\$375.00	\$935.00	3823	56,059
2013	171	\$560.00	159	\$390.31	\$950.31	3892	55,690
2014	171	\$600.00	159	\$461.14	\$1,061.14	3924	50,582
2015	171	\$611.11	159	\$472.48	\$1,083.59	3987	48,842
2016	174	\$654.18	159	\$528.24	\$1,182.42	4074	48,842
2017	174	\$667.25	160	\$535.34	\$1,202.59	4170	53,211
2018	174	\$667.25	160	\$585.06	\$1,252.31		

**CAPITAL REGIONAL DISTRICT
LYALL HARBOUR / BOOT COVE (SATURNA) WATER
FUNDING ANALYSIS
2014-2018**



Actual Costs 2014-2017, Projected 2018
Prepared by CRD Finance
10/31/2017