



Making a difference...together

**STICKS ALLISON WATER SERVICE  
2013 ANNUAL REPORT  
October 29, 2014**

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**Purpose of the Annual General Meeting**

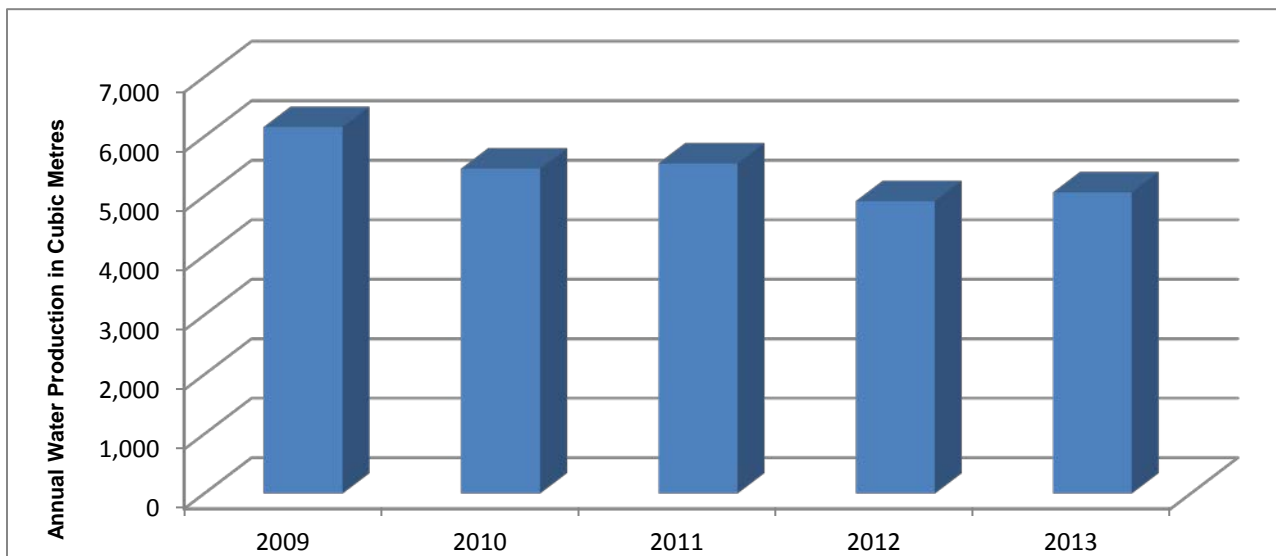
The agenda for the Annual General Meeting is approved by the members of the committee. The purposes (and hence the agenda items) of the meeting are:

- To have the last year's Annual General Meeting minutes approved (by committee members), and to present reports on the work of the committee, the past year's operation, maintenance and capital upgrades of the service to the service residents and owners,
- To nominate members for appointment to the committee, and;
- To enable the owners and occupiers present to express views on subjects which relate to the work of the committee. The committee can specify (under "new business") some issues on which it wants feedback. Motions are not considered from the floor at the AGM.

**Water Supply and Demand**

A total of 5,060 cubic metres (m<sup>3</sup>) of water was drawn from the Sticks Allison well in 2013, a modest 3% increase over 2012's total of 4,913 m<sup>3</sup>; however, still 18% less than in 2009. Total annual water production since 2009 is shown in **Figure 1**.

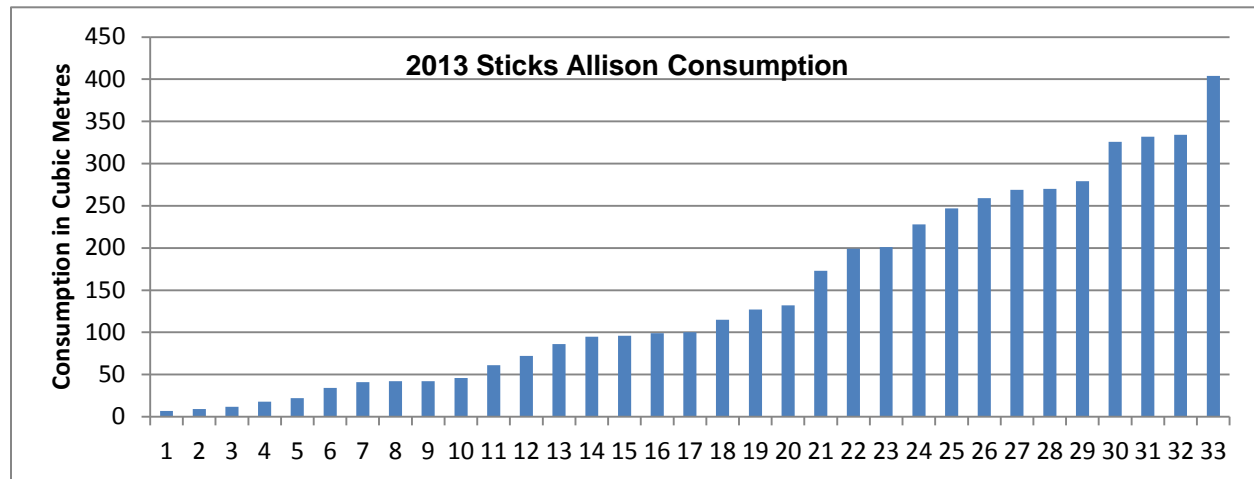
**Figure 1. Total Sticks Allison Water Production 2009 – 2013**



The reduced water consumption in the community is likely attributable to repaired leaks in the distribution system and private-side plumbing and conservation efforts on the part of the community.

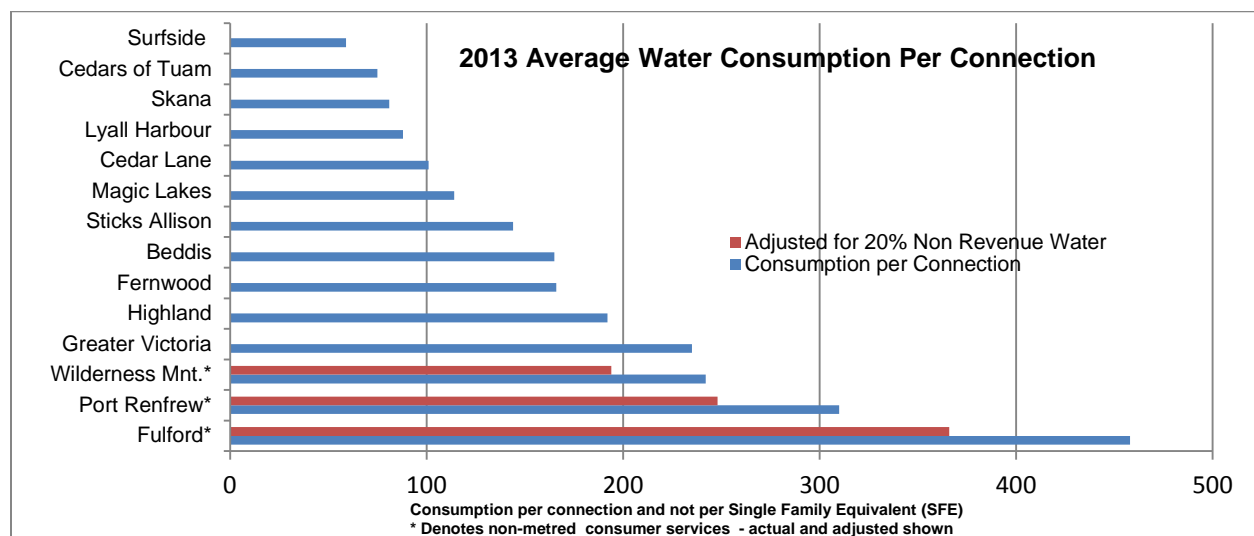
Total metered usage by customers of the Sticks Allison Water Service in 2013 was 4,777 m<sup>3</sup>, approximately 7% more than 2012's measured consumption of 4,476 m<sup>3</sup> and close to 2010's 4,645 m<sup>3</sup>. Annual consumption by customers, listed in order of increasing volume consumed, is shown in **Figure 2** below.

**Figure 2. Sticks Allison 2012 Annual Consumption by Connection**



The difference between total production through the water treatment plant and total metered customer use is referred to as non-revenue water and includes distribution system leaks, system maintenance (e.g. water main flushing), any unauthorized connections (theft), fire-fighting and meter inaccuracy. Non-revenue water volumes have decreased from 2,216 m<sup>3</sup> in 2008 to 283 m<sup>3</sup> in 2013 or 5.5% of the total 2013 annual production; an enviable rate for any water system. An average consumption by customer/connection comparison is shown in **Figure 3** below; however, in several service areas, multiple SFE (Single Family Equivalents) are provided service through a single property/customer connection and many service areas, although metered, are not charged usage fees on a tiered consumption basis. The three highest consumers are not metered and therefore, consumption is estimated using an assume non-revenue volume of 20% of overall water production.

**Figure 3. 2013 Average Customer/Connection Consumption by Service Area**



### Water Quality – 2013

In 2013, Sticks Allison drinking water quality was well within the *Guidelines for Canadian Drinking Water Quality (GCDWQ)*. Water quality characteristics include:

- The raw water source was of good bacteriological quality
- Parasites were not detected in the source water
- The source water is relatively soft with a slightly alkaline pH
- Metals were below guideline limits
- The disinfected drinking water was bacteriologically safe to drink
- Total trihalomethanes (by-products of organic material reacting with chlorine in the treated drinking water) were well below the GCDWQ limit of 100 micrograms per litre
- Chlorine residuals were maintained within guidelines and industry best practices.

### Operations – 2013

The Sticks Allison water system continues to operate reliably. Significant activities include:

- Replaced UV disinfection system as part of an approved capital project
- Replaced failed chlorine pump
- Replaced valve boxes and risers at hydrants: 314 and 494 Sticks Allison Road
- Installed three new valve boxes and risers on system
- Removal of hazard tree located near 109 West Sticks Allison Road.
- Replaced reservoir water level pressure transducer battery

Incidental operation and maintenance activities included building and grounds maintenance and water quality testing.

### Capital – 2013

As previously noted, the ultraviolet light disinfection unit was replaced in 2013, due to the previous unit being prone to failure and non-compatible with the SCADA system.

### Financial Report - 2013

Attached is a copy of the *Statement of Financial Activities (Unaudited)* as prepared by CRD Finance and Corporate Services for 2013. The statement provides an overview of the revenues and expenses for the year.

*Revenue* includes parcel taxes (*transfers from government*) and user fees (*sale of services*), and small amounts for interest on savings and miscellaneous revenue such as late payment charges (*other revenue*). *Expenses* include all costs of providing the service. *General government services* include budget preparation, financial management, utility billing and risk management services. *Other fiscal services* include administration costs for loans. *Other expenses* include the cost to administer and operate the water system and the payments on borrowing to finance capital projects.

The difference between *revenue* and *expenses* is reported as *net revenue (expense)*. Any transfers to or from capital or reserve accounts for the service (*transfers to own funds*) are deducted from this amount and it is then added to any surplus or deficit carry forward from the

prior year, yielding an *Accumulated surplus* (or deficit) that is carried forward to the following year.

The Sticks Allison 2013 revenue of \$48,677 and expenses of \$40,500 yielded net revenue of \$8,177. A onetime transfer of \$2,553 was made to the capital reserve account, resulting in an annual 2013 surplus of \$5,624 which when added to the 2012 carry forward of \$449 results in a 2014 carry forward of \$6,073.

On December 31, 2013, the Sticks Allison Water Service held uncommitted cash values of \$1,242 in the Capital Reserve Fund and \$991 in the Capital Fund.

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Concurrence

GP:ls  
Attachment: 1