



Making a difference...together

STICKS ALLISON WATER LOCAL SERVICE COMMITTEE

Notice of Annual General Meeting on **Tuesday, August 20, 2019 at 9:30 am**

Galiano Island Community Library

1290A Sturdies Bay Road, Galiano Island, BC

Patrick Ramsay (Chair)

Brian Russell

Doug Knight

Director D. Howe

Mel Serink

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of the Annual General Meeting held August 27, 2018
3. Chair's Report
4. 2018 Annual Report
5. Appointment of Committee Members
6. New Business
7. Adjournment

To ensure quorum, advise Sharon Orr 250.474.9622 or sorr@crd.bc.ca if you cannot attend.

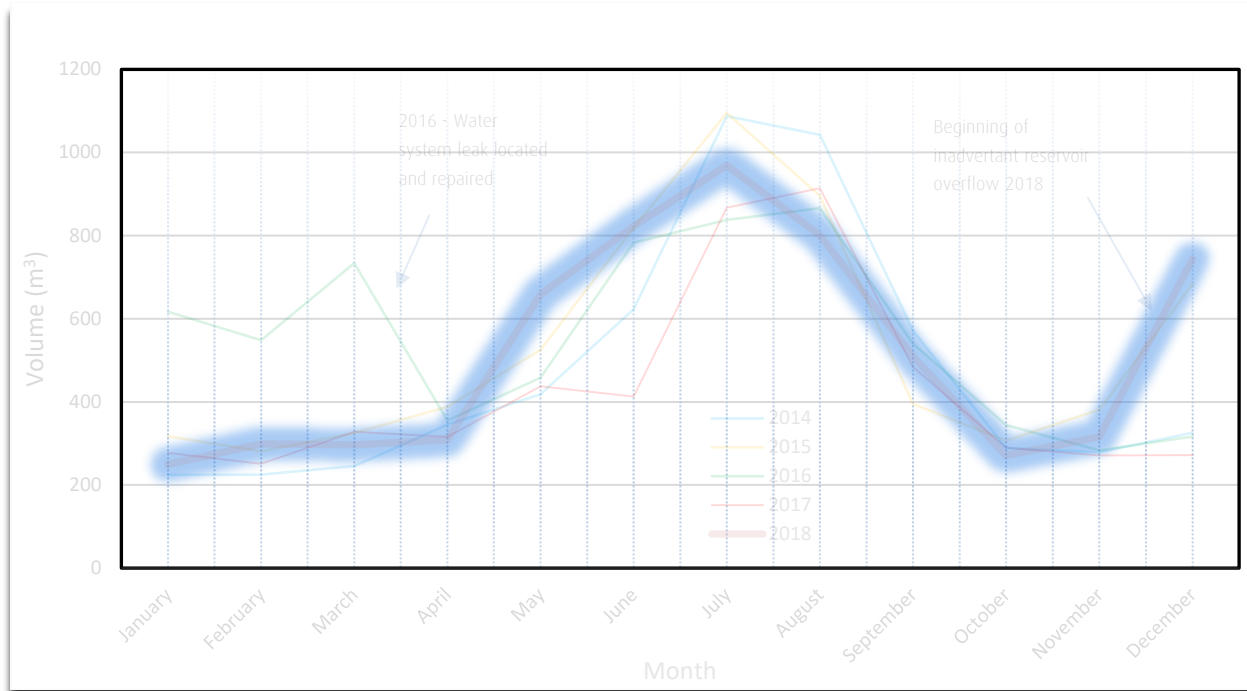


Figure 4: Sticks Allison Water Service Monthly Water Production.

Drinking Water Quality

Staff completed the water quality monitoring program at Sticks Allison based on the regulatory requirements and system specific risks. Samples were collected at regular frequencies from the raw water as well as from a number of sampling stations at the treatment plant and in the distribution system. The samples were shipped for various analyses to CRD's Water Quality Lab or to external laboratories for special analyses, including disinfection by-products or metals.

The water system performed well in 2018 and consistently supplied drinking water of good quality to its customers. The groundwater well produced generally good quality source water with the exception of a few episodes characterized by elevated iron and manganese concentrations. After chlorination, this can lead to brown/yellow water discoloration and become a nuisance for customers. These elevated iron and manganese concentrations, however, have no health implications.

The data below provides a summary of the water quality characteristics in 2018:

Raw Water:

- The Sticks Allison well produced raw water that contained no *E. coli* bacteria and almost no total coliform bacteria.
- The raw water contained iron and manganese at concentrations below the aesthetic objectives in the Guidelines for Canadian Drinking Water. However, iron and manganese concentrations do build up at locations of high water age such as dead end pipe sections with little water demand and then lead to exceedances with coloured water implications for the customers nearby.

Treated Water:

- The treated water was safe to drink with no confirmed *E. coli* or total coliform bacteria concentrations in any samples. One total coliform positive result on April 10, 2018 at the east end of Sticks Allison Road could not be confirmed by a subsequent resample.
- The treated water turbidity was very low with a median of 0.27 NTU.
- The iron and manganese concentrations in the distribution system were generally below the aesthetic limits according to the Guidelines for Canadian Drinking Water Quality but regularly exceeded the limits at the east end of Sticks Allison Road. No customer complaints were received. However, periodic flushing of standpipe at this far end of the system would ensure that elevated iron and manganese concentrations do not accumulate in the pipes and reach levels in exceedance of the guidelines limits.
- The annual average levels of the disinfection by-product total trihalomethanes were well below the maximum allowable concentration.
- The free chlorine residual concentrations in the distribution system ranged from 0.02 to 1.44 mg/L with a median of 0.35 mg/L indicating sufficient secondary disinfection.

Water quality data collected from this drinking water system can be reviewed on the CRD website:

<https://www.crd.bc.ca/about/data/drinking-water-quality-reports>

Operational Highlights

The following is a summary of the major operational issues that were addressed by CRD Integrated Water Services staff:

- Emergency water distribution system flushing activities due to elevated levels of iron and manganese.
- Reservoir communications battery replacement.
- UV equipment corrective maintenance.
- Relocate electrical wires due to safety concerns.

No Capital Projects were completed in 2018

Financial Report

Please refer to the attached Statement of Operations. *Revenue* includes parcel taxes (*Transfers from Government*), fixed user fees (*User Charges*), interest on savings (*Interest Earnings*), a transfer from the maintenance reserve account, and miscellaneous revenue such as late payment charges (*Other Revenue*).

Expenses includes all costs of providing the service. *General Government Services* includes budget preparation, financial management, utility billing and risk management services. *CRD Labour and Operating Costs* includes CRD staff time as well as the costs of equipment, tools and vehicles. *Debt servicing costs* are interest and principal payments on long term debt. *Other Expenses* includes all other costs to administer and operate the water system, including insurance, supplies, water testing and electricity.

The difference between *Revenue* and *Expenses* is reported as *Net Revenue (expenses)*. 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.

| | |
|---------------|---|
| Submitted by: | Matt McCrank, M.Sc., P.Eng., Senior Manager, Infrastructure Operations |
| | Ian Jesney, P.Eng., Senior Manager, Infrastructure Engineering |
| | Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection |
| | Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services |
| Concurrence | Ted Robbins, BSc, C.Tech, General Manager, Integrated Water Services |

Attachment: 2018 Financial Summary (Statement of Operations)


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 Making a difference...together 250.474.9600 www.crd.bc.ca



CAPITAL REGIONAL DISTRICT

STICKS ALLISON WATER Statement of Operations (Unaudited) For the Year Ended December 31, 2018

| | 2018 | 2017 |
|---|---------------|---------------|
| Revenue | | |
| Transfers from government | 5,000 | 5,000 |
| User Charges | 43,345 | 40,561 |
| Other revenue from own sources: | | |
| Interest earnings | 102 | 2 |
| Other revenue | 1,001 | 392 |
| Trf from Operating Reserve | 1,317 | - |
| Total revenue | 50,765 | 45,955 |
| Expenses | | |
| General government services | 2,465 | 2,320 |
| CRD Labour and Operating costs | 38,503 | 31,857 |
| Debt Servicing Costs | - | - |
| Other expenses | 6,797 | 8,267 |
| Total expenses | 47,765 | 42,445 |
| Net revenue (expenses) | 3,000 | 3,510 |
| Transfers to own funds: | | |
| Capital Reserve Fund | - | - |
| Operating Reserve Fund | 3,000 | 3,510 |
| Annual surplus (deficit) | - | 0 |
| Accumulated surplus, beginning of year | - | - |
| Accumulated surplus, end of year | \$ - | 0 |

CAPITAL REGIONAL DISTRICT

STICKS ALLISON WATER
Statement of Reserve Balances (Unaudited)
For the Year Ended December 31, 2018

| | Capital Reserve | |
|---|--------------------------|---------------|
| | 2018 | 2017 |
| Beginning Balance | 14,420 | 18,228 |
| Transfer from Operating Budget | - | 1,510 |
| Transfers from completed capital projects | 2,067 | 2,478 |
| Interest Income | 352 | 203 |
| Transfer to Capital Projects | - | (8,000) |
| Ending Balance | <u>16,839</u> | <u>14,420</u> |
| | Operating Reserve | |
| | 2018 | 2017 |
| Beginning Balance | 6,004 | 2,014 |
| Transfer from/(to) Operating Budget | 1,683 | 3,872 |
| Interest Income | 186 | 118 |
| Ending Balance | <u>7,873</u> | <u>6,004</u> |