



REGIONAL DISTRICT OF CENTRAL KOOTENAY

GRANDVIEW PROPERTIES WATER SERVICES COMMUNITY ADVISORY COMMITTEE DISCUSSION OUTLINE

A meeting of the Grandview Properties Water Services Community Advisory Committee was held at 1:00 pm PST / 2:00 pm MST on Thursday, November 30, 2023 through a hybrid model.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m02802ac0bf5dde6e20984abd05f8229b>

Join by Meeting Number:

Meeting Number (access code): 2771 992 7411

Meeting Password: kGZTm73B9mr (54986732 from phones)

Join by Phone:

+1-604-449-3026 Canada Toll (Vancouver)

COMMITTEE MEMBERS PRESENT

Committee Member Mike Orton
Committee Member Jim Swetlikoe
Committee Member Robin Cooke

COMMITTEE MEMBERS ABSENT

Director Cheryl Graham, Electoral Area E (ex-officio)

STAFF

Uli Wolf, GM – Environmental Services
Alex Divlakovski, Water Operations Manager

1. WELCOME AND INTRODUCTIONS

2. STAFF REPORTS: OPERATIONS & MAINTENANCE UPDATE

2.1 Operations and Maintenance Update

- Annual flushing and valve exercising
- Repaired leaking roof on WTP

- Spring hydrant testing
- PRV station installed

2.2 Development

- Final Phase of development completed
- Grandview cost shared 12,000 for PRV upgrades

3. 2024-2028 FINANCIAL PLAN

A copy of the 2024-2028 Financial Plan for Service S258 Water Utility-Area E (Grandview) is provided.

Action Item: Staff to determine whether change from undeveloped parcel to metered account without Occupancy Permit is in line with RDCK process.

Action Item: Staff to reassess insurance costs for 2024.

Action Item: Staff to confirm withdraw from reserves amount.

4. DISCUSSION ITEM: COMMITTEE MEMBERSHIP EXPIRING

All Committee memberships are set to expire on December 31, 2023.

5. ADDITIONAL AGENDA ITEM: PUBLIC MEETING

Community Advisory Committee members agreed that Grandview would benefit from a Public Meeting to discuss Asset Management, future development, etc.

Action Item: Staff to provide dates to Community Advisory Committee members for potential 2024 Open House.

6. NEXT ASSEMBLY

The next assembly of Grandview Properties Water Services Community Advisory Committee will be schedule in accordance with Section of 9 (1) of the RDCK Drainage, Water and Wastewater System Community Advisory Committee Bylaw No. 2858.

The next meeting will be scheduled in November 2024 to review budgets. Date to be determined.

SUMMARY OF ACTION ITEMS:

1. Staff to determine whether change from undeveloped parcel to metered account without Occupancy Permit is in line with RDCK process.
2. Staff to reassess insurance costs for 2024.
3. Staff to confirm withdraw from reserves amount.
4. Staff to provide dates to Community Advisory Committee members for potential 2024 Open House.
5. Schedule next meeting in November 2024 to review budgets.

Regional District of Central Kootenay

V-P2

Version P2 - Issued for CAC meeting.

S258 Water Utility-Area E (Grandview)

2024 to 2028 Financial Plan

SYSTEM INFORMATION AND RATES

		2022 Year end	No.	2023	2024	2025	2026	2027	2028
Active Accounts		73	81						
Undeveloped Parcels % Increase				15%	15%	10%	3%	3%	3%
GRA-UNDEVELOPED PARCEL		28	25	725	833	917	944	973	1,002
GRA-UNMETERED BUILDING CONSTRUCTION		3	3	1,310	1,506	1,657	1,707	1,758	1,811
GRA-UNMETERED OR FAILED METER			0						
Metered Based Charge % Increase				15%	15%	10%	3%	3%	3%
M-GRA-RESIDENTIAL BASE CHARGE			41	725	833	917	944	973	1,002
Consumption Service Charges % Increase				15%	15%	10%	3%	3%	3%
M-GRA-RESIDENTIAL CONSUMPTION			41						
First Block per m3 (Up to 50 m3)				1.26	1.45	1.60	1.64	1.69	1.74
Second Block per m3 (Over 50 m3)				3.16	3.63	3.99	4.11	4.23	4.36
Assumed Total New Accounts - Undeveloped					8	6	4	2	0
Assumed Total New Accounts - Metered (Developed)					0	2	4	6	8
Assumed Consumption per New Customer (m3)			200						
Assumed User fees from new development - Undeveloped Parcels					6,667	5,501	3,777	1,945	0
Assumed User fees from new development - Consumption Based					0	2,472	5,093	7,868	10,806
Parcels Assessed Parcel Tax									
Parcel Tax % Increase		78	86	19%	0%	0%	0%	0%	25%
Parcel Tax				220	220	220	220	220	275

REVENUE

Account	2020	2021	2022	Average	2023 Budget	2023 YTD Actual	2023 Est Year End	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
41010 Requisitions					17,160	17,160	17,160	18,920	18,920	18,920	18,920	23,650
41015 Parcel Taxes	12,210	12,210	12,210	12,210								
42010 Sale of Goods	663	9,564		5,114								
42020 Sale of Services			12,059	12,059		9,900	14,848	5,100				
42025 Sale of Services - Specified	1,899	24,000		12,950								
42030 User Fees	44,414	54,415	55,439	51,422	61,388	43,743	64,458	69,090	73,249	75,447	77,710	80,041
42030 - Assumed New User Fees from Development					8,697		1,449	6,667	7,973	8,870	9,814	10,806
43030 Community Works Grant		33,855		33,855								
45000 Transfer from Reserves			8,000		22,828		13,198	3,000	0	0	0	0
49100 Prior Year Surplus	8,092	(641)	985	2,812	(17,612)	(15,675)	(15,675)	(12,728)	0	0	0	0
Revenue	67,278	133,403	88,693	130,422	92,461	55,128	95,438	90,050	100,142	103,236	106,444	114,497

OPERATING EXPENSES

Account	2020	2021	2022	Average	2023 Budget	2023 YTD Actual	2023 Est Year End	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
51010 Salaries	9,928	16,519	13,735	13,394	11,838	9,585	12,780	12,572	13,075	13,336	13,603	13,875
51020 Overtime	330	285	577	397	602	206	275	639	665	678	692	706
51030 Benefits	1,645	2,829	2,401	2,292	3,078	1,628	2,171	3,269	3,400	3,468	3,537	3,608
51050 Employee Health & Safety	0	222	25	82	45	0	0					
51500 Directors - Allowance & Stipend			483		502	404	539	533	554	566	577	588
52030 Memberships, Dues & Subscriptions		219	200		208	200	267	221	230	234	239	244
53020 Admin, Office Supplies & Postage	40	5	4	16	4	32	42					
53030 Communication	866	1,017	1,019	967	1,144	789	1,051	1,215	1,264	1,289	1,315	1,341
53050 Insurance	485	1,388	2,454	1,442	2,552	1,485	1,980	2,710	2,819	2,875	2,933	2,991
53080 Licence & Permits	200	240	67	169	203	202	269	216	224	229	233	238
54010 Legal			0				0	0	0	0	0	0
54030 Contracted Services	1,297	2,915	6,167	3,459	2,676	3,127	4,169	2,842	2,956	3,015	3,075	3,136
55010 Repairs & Maintenance	7,740	7,105	17,682	10,843	8,000	10,814	14,418	8,496	8,836	9,013	9,193	9,377
55020 Operating Supplies	505	387	2,594	1,162	1,000	1,456	1,942	1,062	1,104	1,127	1,149	1,172
55025 Chemicals	264	734	143	380	596	968	1,291	1,371	1,426	1,454	1,483	1,513
55040 Utilities	4,507	4,314	5,754	4,858	5,984	3,986	5,314	6,355	6,609	6,741	6,876	7,014
Operating Expenses	27,807	38,179	53,304	39,463	39,502	34,882	47,579	44,501	43,161	44,024	44,904	45,802

CAPITAL EXPENSES

Account	2020	2021	2022	Average	2023 Budget	2023 YTD Actual	2023 Est Year End	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
60000 CAP1309-100 PRV upgrade cost share					12,000	128	12,128					
Capital Expenses	0	0	0	0	12,000	128	12,128	0	0	0	0	0

NON-OPERATING EXPENSES

Account	2020	2021	2022	Average	2023 Budget	2023 YTD Actual	2023 Est Year End	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
59000 Contribution to Reserve	7,118	26,864	10,404	14,795	941	941	8,441	3,051	12,782	14,130	15,554	21,790
59500 Transfer to Other Service	7,480	6,672	8,965	7,706	9,994	0	9,994	10,614	11,038	11,259	11,484	11,714
59510 Transfer to Other Service - General Admin. Fee	5,119	5,273	5,536	5,309	6,517	6,517	6,517	6,921	7,198	7,342	7,489	7,638
59520 Transfer to Other Service - IT Fee	4,690	4,750	4,810	4,750	5,516	5,516	5,516	5,858	6,092	6,214	6,338	6,465
59550 Transfer to Other Service - Environmental Services Fee	15,702	16,825	21,349	17,959	17,991	17,991	17,991	19,106	19,871	20,268	20,673	21,087
Non-Operating Expenses	40,109	60,384	51,064	50,519	40,959	30,965	48,459	45,550	56,981	59,213	61,539	68,695

Total Service	0	29,464	(12,728)	0	0	0	0	0	0	0	0	0
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59500 TRANSFER TO OTHER SERVICE

Account	Work Order	2020	2021	2022	Average	2023 Budget	2023 YTD Actual	2023 Est Year End	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
59500	OPR317-100					4,563	0	4,563	4,846	5,040	5,141	5,243	5,348
59500	OPR317-112	5,733	3,732	2,500	3,988								
59500	OPR317-117	903	2,940	6,465	3,436	5,431	0	5,431	5,768	5,998	6,118	6,241	6,366
Total Transfer to Other Service		6,636	6,672	8,965	7,424	9,994	0	9,994	10,614	11,038	11,259	11,484	11,714

RESERVES

	2023	2024	2025	2026	2027	2028
Balance Previous Year	77,388	73,405	74,189	87,714	102,720	119,302
Interest (Assumed 1%)	774	734	742	877	1,027	1,193
Contribution	8,441	3,051	12,782	14,130	15,554	21,790
Withdrawal	(13,198)	(3,000)	0	0	0	0
	73,405	74,189	87,714	102,720	119,302	142,285

2022 Asset Management Plan Identified Contribution to Reserves

	2023	2024	2025	2026	2027	2028
25 Year	13,643					
100 Year	96,164					