



**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON WEDNESDAY, DECEMBER 9, 2015
1:30 pm
*Regional District of Nanaimo – Board Chambers***

Present:	M. Lefebvre, Chair B. Luchtmeijer J. Stanhope L. Butterworth B. Rogers	City of Parksville Town of Qualicum Beach Regional District of Nanaimo City of Parksville Regional District of Nanaimo
Also Present:	M. Donnelly R. Alexander W. Idema G. St. Pierre P. Thorkelsson M. Squire F. Manson S.Schultz	Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo City of Parksville City of Parksville Recording Secretary
Regrets:	B.Weir S. Powell	Town of Qualicum Beach City of Parksville

CALL TO ORDER

The Chair called the meeting to order at 1:30pm.

MINUTES

MOVED Director Stanhope, SECONDED Director Luchtmeijer, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held May 7, 2015 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

REPORTS**Arrowsmith Lake Reservoir Status. (Verbal)**

M. Squire provided a verbal presentation to the Board on the lake levels. Due to careful flow management of releases from Arrowsmith Lake this year, the Arrowsmith Lake Reservoir was in a surplus as of the end of September. This is an improvement from June and July of this year which were below normal levels. As a result of rainfall received the last couple of weeks the lake levels are well above normal and the reservoir is over 75% full. Projecting forward it is looking like we are in good shape for next year.

MOVED Director Stanhope, SECONDED Director Rogers that the Arrowsmith Lake Reservoir Status verbal report be received.

CARRIED

Arrowsmith Snow Pillow/Weather Station Update. (Verbal)

J. Pisani provided a verbal presentation to update the Board on the Arrowsmith Snow Pillow Weather Station installation. This project is a partnership that has come out of efforts of Drinking Water and Watershed Protection (DWWP) program.

The Weather Station and Arrowsmith Snow Pillow falls under the data collection and monitoring portion of the DWWP program within the region in order to fill gaps in regional water information. Earlier this year a scoping study was performed in which Mount Arrowsmith was identified as a priority as there is currently a gap in upper elevation precipitation information being collected. Through a partnership with Vancouver Island University, Ministry of Environment, Ministry of Forests Lands and Natural Resources Operations, Arrowsmith Water Service and Island Timberlands a Snow Pillow and Weather Station on Mount Arrowsmith has been installed. The location is within the RDN Regional Park in the area of Judy's Meadows at approximately 1300 Metres.

The Station was installed early in November 2015 by the Ministry of Environment Snow Program with the assistance of VIU technicians. The station will provide real time data on precipitation from the elevation including snow depth, snow water equivalent, temperature, wind and barometric pressure. There is also an opportunity to collect samples that would enable groundwater isotope analysis to better understand the connection between Mountain Block recharge and lower level aquifers.

Final instrumentation and calibration will be completed in 2016. The River Forecast center will include the Snow Pillow station ensuring the data is publicly available.

Annual operating costs are funded by both the AWS (3/4) and Island Timberlands (1/4). And operating costs are estimated to be approximately \$10,000.00. Service will consist of four visits per year at approximately \$1,750.00 per visit. VIU contributed \$20,000.00 for the capital instrumentation of the site itself. Maintenance and operation for the station will be the ministry's responsibility within the partnership.

MOVED Director Stanhope, SECONDED Director Rogers that the Arrowsmith Snow Pillow/Weather Station Update verbal report be received.

CARRIED

Arrowsmith Water Services 2016-2020 Financial Plan. (Circulated – verbal presentation)

M. Squire presented the AWS 2016-2020 Financial Plan. The financial plan Summarized actual costs from 2006 to date in each column and going forward it shows the proposed budget from 2016 to 2020. M. Squire mentioned that there is no capital for the AWS that was foreseen for the next 5 years

MOVED Director Stanhope, SECONDED Director Rogers that the Arrowsmith Water Services 2016-2020 Financial Plan be received.

CARRIED

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

QUESTIONS

The Chair opened the floor to questions and comments.

Duane Round questioned if any of the requisition portion of the budget came from development cost charges?

Mike Squire replied that none of the revenue seen on the Arrowsmith Water Service is from Development cost charges. Revenue includes \$7,500.00 in 2006 from grants and logging revenue in 2008 for a total of just over \$8,400.00.

NEXT MEETING

The next meeting of the AWS Management Board will be held on December 17, 2015 for the AWS 2016-2020 Financial Plan.

ADJOURNMENT

MOVED Director Stanhope, SECONDED Director Rogers that the meeting be adjourned.

CARRIED

Marc Lefebvre, CHAIRPERSON



DATE: December 7, 2015

REPORT TO: ARROWSMITH WATER SERVICE MANAGEMENT BOARD

FROM: ARROWSMITH WATER SERVICE MANAGEMENT COMMITTEE

SUBJECT: Arrowsmith Water Service (AWS) 2016 – 2020 FINANCIAL PLAN

PURPOSE: ADOPTION OF THE AWS 2016 – 2020 FINANCIAL PLAN

EXECUTIVE SUMMARY:

A Five Year 2016 – 2020 Financial Plan is required in an effort to identify future operations, maintenance and capital expenditures. Under Section 8.2 of the AWS Joint Venture Agreement, a proposed budget is required on or before December 15th of the year preceding each fiscal year. The Community Charter requirements are that current year budgets be passed by May 15.

RECOMMENDATION(S):

1. THAT the report from the Arrowsmith Water Service Management Committee dated December 7, 2015 entitled AWS 2016 - 2020 Financial Plan be received;
2. AND THAT the Arrowsmith Water Service Management Board accept the 2016 – 2020 Financial Plan as outlined in Table 1 attached to the December 7, 2015 report,
3. AND THAT the Arrowsmith Water Service Management Board recommend the Joint Ventures adopt their portion of the 2016 – 2020 Financial Plan as outlined in Table 2 attached to the December 7, 2015 report.

BACKGROUND:

A 2016 – 2020 Financial Plan was developed in an effort to outline funding requirements for operations, maintenance and capital expenditures for the next five years. A 2016 – 2020 Financial Plan has been prepared for consideration by the AWS Management Board. The proposed budget is shown on Table 1, attached.

The Mount Arrowsmith Snow Monitoring Site has been installed and will be fully commissioned in the next several months pending favorable weather conditions. The real-time snow monitoring and weather station site will allow for more accurate precipitation and snow levels in the Englishman River Watershed. This is a cooperative project in partnership with AWS, Vancouver Island University, Island Timberlands and the Ministry of Environment. Under this agreement AWS will provide support funding to the Ministry of Environment up to a maximum of \$ 8,000 annually for the operation and maintenance of the real-time snow and weather station.

OPTIONS:

1. Adopt the recommended budget

The AWS Management Board could adopt the 2016 – 2020 Financial Plan reflected on Table 1.

2. Adopt a different budget, or defer adoption

The AWS Management Board could adopt a different 2016 – 2020 Financial Plan from that reflected on Table 1, or defer adoption to a different date. This would require that direction be given to the AWS Management Committee.

ANALYSIS:

1. The AWS Management Board could accept the 2016 – 2020 Financial Plan reflected on Table 1. This would allow completion of necessary operations and maintenance projects.
2. The AWS Management Board could reject the 2016 – 2020 Financial Plan reflected on Table 1.

FINANCIAL:

The 2016 - 2020 Financial Plan sets out the financial requirements needed for the AWS staff to carry out necessary projects for the remainder of the fiscal year. Without this plan the administration, operations and other major maintenance would be delayed or halted due to insufficient funds.

REFERENCES:

- AWS 2015 Budget,
- Arrowsmith Water Service Joint Venture Agreement – July 1, 2011,
- Table 1, dated December 7, 2015 showing the recommended AWS - 2016 – 2020 Financial Plan and Table 2 showing each Joint Venture's requisition share.

**TABLE 1
ARROWSMITH WATER SERVICE
2016 - 2020 FINANCIAL PLAN (\$)**

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUE															
Parkville Requisition (63.9% for Admin and Maintenance, Ops based on flow)	91,799	76,292	110,116	145,235	78,878	109,690	122,580	76,093	104,907	50,029	101,255	102,897	104,571	106,279	108,021
RDN Requisition (22.4% for Admin and Maintenance, Ops based on flow)	31,634	26,902	39,571	69,162	31,269	36,013	40,364	26,051	36,205	15,982	32,976	33,501	34,037	34,583	35,140
Qualicum Requisition (13.7% - for Admin and Maintenance Only)	19,022	16,547	24,782	53,214	21,288	20,968	22,851	14,011	20,366	8,911	18,769	19,062	19,361	19,666	19,977
Joint Venture Requisitions	142,455	119,741	174,469	267,611	131,435	166,672	185,795	116,155	161,498	74,922	153,000	155,460	157,969	160,529	163,139
Other Revenue															
Logging Revenue	0	0	8,497	0	0	0									
Grants	7,500														
Transfer From Reserves															
Reserve for Future Expenditures															
Carry-Forward Reserve															
Total Other Revenue															
TOTAL REVENUE	149,955	119,741	182,966	267,611	131,435	166,672	185,795	116,155	161,498	74,922	153,000	155,460	157,969	160,529	163,139
EXPENDITURES															
Operating															
Administration															
Salaries and Wages	437	284	433	607	1,548	4,496	7,841	6,336	5,947	4,580	7,000	7,140	7,283	7,428	7,577
Memberships Sub.							90	357	60	201	200	204	208	212	216
Contracts		363	340			1,628	729		2,837	0	1,000	1,020	1,040	1,061	1,082
Consulting						11,816	5,370		30,072	0	2,500	2,550	2,601	2,653	2,706
Legal Fees						9,880				0		0	0	0	0
Audit fees	1,400	2,100	2,100	2,100	4,375	4,172	4,172	4,100	4,100	4,100	4,500	4,590	4,682	4,775	4,871
Licenses and Insurance	38,659	43,033	44,267	45,544	45,197	49,226	35,851	35,538	48,193	7,920	50,000	51,000	52,020	53,060	54,122
Advertising							180			0					
Photocopy Supplies							74			0					
Office Supplies						91	15			0					
Tel / Cable						605				0					
Meetings	369	96	147	120	190	1,599	381	33	20	7	300	306	312	318	325
Parts, Materials & Supplies						408	999	73		0	500	510	520	531	541
Courier / Delivery						36	19			0					
Equip. Res. Charge Out	44	10	72	77	107	20	15			0					
Total Administration	40,909	45,886	47,359	48,448	51,417	83,976	55,736	46,437	91,229	16,808	66,000	67,320	68,666	70,040	71,441
Operations															
Salaries and Wages	5,807	3,968	5,381	2,070	1,398	6,905	7,999	6,591	5,947	5,630	7,000	7,140	7,283	7,428	7,577
Contracts	2,568	3,726	10,519	5,066	2,505	3,690	8,143	3,558	2,568	1,563	3,000	3,050	3,121	3,184	3,247
Consulting				275				0	0	0	0	0	0	0	0
Equipment Rental/Lease							535			1,498	1,500	1,530	1,561	1,592	1,624
Licenses and Insurance	386	386	386	386	386	386	0	0	0	0	0	0	0	0	0
Meetings		129				365		0	0	0	500	510	520	531	541
Parts, Materials and Supplies	1,537	85	4,959	7,924	49	614	1,124	2,776	1,426	0	1,800	1,836	1,873	1,910	1,948
Oil and Gas							1,549	377	331	0	0	0	0	0	0
Natural Gas					988	1,422		0	2,422	1,188	2,000	2,040	2,081	2,122	2,165
Equip Res. Charge Out	1,116	469	792	283	123	236	185	45	0	0	200	204	208	212	216
Total Operations	11,413	8,763	22,038	16,023	5,449	13,619	19,000	13,882	12,694	9,879	16,000	16,320	16,646	16,979	17,319

Table 1 - AWS 2016 - 2020 Financial Plan

December 7, 2015

GL Account	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	YTD	Budget	Budget	Budget	Budget	Budget
Maintenance	4-2-25-7012														
Salaries & Wages	4-2-25-7012-300	22,227	16,315	17,956	23,893	11,538	10,284	25,023	13,228	21,230	10,101	20,300	20,706	21,120	21,543
Conferences / Seminars / Travel	4-2-25-7012-307	24			250				0	0	0	0	0	0	0
Contract	4-2-25-7012-330	1,504	3,275	27,069	54,649	3,436	12,811	5,969	4,624	1,462	4,222	4,500	4,580	4,682	4,775
Consulting	4-2-25-7012-331	1,503	2,467		7,508		3,751	26,955	1,083	0	0	500	510	520	4,775
Equipment Lease and Rental	4-2-25-7012-340				213				0	0	47	8,000	8,160	8,323	8,490
Materials and Supplies	4-2-25-7012-450	16,848	2,782	17,956	4,363	2,426	3,406	13,086	3,624	1,427	897	1,000	1,020	1,040	1,061
Small Tools, Equipment & Furniture	4-2-25-7012-451		86	37	437	107	2,104	188	0	0	0	0	0	0	0
Courier and Delivery	4-2-25-7012-452		45	75	42		304		0	40	62	100	102	104	106
Gas & Oil	4-2-25-7012-460	2,780	2,242	1,190	203		1,985		0	43	0	100	102	104	106
Equip Res. Charge Out	4-2-25-7012-800	2,226	1,599	1,424	2,147	1,278	867	3,082	1,315	1,684	997	1,500	1,530	1,561	1,592
Total Maintenance		47,111	26,810	65,716	93,706	18,787	35,512	74,313	23,874	25,886	16,326	36,000	36,720	37,454	38,203
Road Maintenance	4-2-25-7013														
Salaries & Wages	4-2-25-7013-300				466	90	146	835	689	495	1,616	2,000	2,040	2,081	2,122
Contracts	4-2-25-7013-330	25	0	0				5,795	161	263	0	1,200	1,224	1,248	1,273
Insurance and Licences	4-2-25-7013-400				600	611	611		720	720	0	800	816	832	849
Equip Res. Charge Out	4-2-25-7013-800				65	15	24	114	392	212	293	1,000	1,020	1,040	1,061
Total Road Maintenance		25	0	0	1,131	715	780	6,745	1,962	1,690	1,909	5,000	5,100	5,202	5,306
Total Administration, Operations and Maintenance		99,459	83,459	135,112	159,307	76,368	133,888	155,794	86,156	131,499	44,922	123,000	125,460	127,969	130,529
Transfer to Reserves	4-2-25-7014-821	30,000	30,000	30,000	24,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Total		129,459	113,459	165,112	183,307	106,368	163,888	185,794	116,156	161,499	74,922	153,000	155,460	157,969	160,529
Capital															
Capital Planning		4,980	727	4,480	84,304	16,714									
Equipment		15,516		13,373		8,353	2,784								
Engineering Consulting Legal Fees	4-6-25-9701-331														
AWS Road															
Radio Connection			5,555												
River Intake / Treatment Prop. Acquisition Administration	4-6-25-9704-450														
Total Capital		20,496	6,282	17,853	84,304	25,067	2,784	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)		149,955	119,741	182,966	267,611	131,435	166,672	185,794	116,156	161,499	74,922	153,000	155,460	157,969	160,529
Capital Planning Grant		7,500													
Transfer from Reserves															
TOTAL EXPENDITURES (with Grant)		142,455	119,741	182,966	267,611	131,435	166,672	185,794	116,156	161,499	74,922	153,000	155,460	157,969	160,529

Table 2 - AWS 2016 - 2020 Financial Plan - Parkville Requisition

December 7, 2015

TABLE 2
City of Parkville Requisition - AWS
2016 - 2020 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	
REVENUE																
Parkville Requisition	91,799	76,292	110,116	145,235	78,878	109,690	123,168	77,472	106,168	50,029	101,255	102,897	104,571	106,279	108,021	
Other Revenue																
Logging Revenue	0	0	5,430	0	0	0	0	0	0	0	0	0	0	0	0	
Grants	2,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transfer From Reserves																
Reserve for Future Expenditu	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Other Revenue	2,500	0	5,430	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	96,799	76,292	120,975	145,235	78,878	109,690	123,168	77,472	106,168	50,029	101,255	102,897	104,571	106,279	108,021	
EXPENDITURES																
Operating																
Administration	4-2-25-7010															
Salaries and Wages	4-2-25-7010-300	279	182	277	388	989	2,873	5,010	4,049	3,800	2,927	4,473	4,562	4,654	4,747	4,842
Memberships Sub	4-2-25-7010-311	0	0	0	0	0	0	58	228	38	128	128	130	133	136	138
Contracts	4-2-25-7010-330	0	232	217	0	0	1,040	466	0	1,813	0	639	652	678	692	
Consulting	4-2-25-7010-331	0	0	0	0	0	7,550	3,431	0	19,216	0	1,598	1,629	1,662	1,729	
Legal Fees	4-2-25-7010-332	0	0	0	0	0	6,313	0	0	0	0	0	0	0	0	
Audit fees	4-2-25-7010-333	895	1,342	1,342	1,342	2,796	2,666	2,666	2,620	2,620	2,620	2,933	2,992	3,052	3,113	
Licenses and Insurance	4-2-25-7010-400	24,703	27,498	28,287	29,102	28,881	31,456	22,909	22,709	30,795	5,061	31,950	32,589	33,241	33,906	34,584
Advertising	4-2-25-7010-410	0	0	0	0	0	0	115	0	0	0	0	0	0	0	
Photocopy Supplies	4-2-25-7010-411	0	0	0	0	0	0	47	0	0	0	0	0	0	0	
Office Supplies	4-2-25-7010-414	0	0	0	0	0	58	10	0	0	0	0	0	0	0	
Tel / Cable	4-2-25-7010-422	0	0	0	0	0	387	0	0	0	0	0	0	0	0	
Meetings	4-2-25-7010-423	236	61	94	77	121	1,022	243	21	13	4	192	196	199	203	208
Parts, Materials & Supplies	4-2-25-7010-450	0	0	0	0	0	261	638	47	0	320	326	332	339	346	
Courier / Delivery	4-2-25-7010-452	0	0	0	0	0	23	12	0	0	0	0	0	0	0	
Equip Res. Charge Out	4-2-25-7010-800	28	6	46	49	68	13	10	0	0	0	0	0	0	0	
Total Administration	26,141	29,321	30,262	30,958	32,856	53,661	35,615	29,673	58,295	10,740	42,174	43,017	43,878	44,755	45,650	
Operations (based on water used - 5 year avg.)	4-2-25-7011															
Salaries & Wages	4-2-25-7011-300	3,711	2,536	3,439	1,323	893	6,028	6,983	5,754	5,192	4,825	5,999	6,119	6,241	6,366	6,494
Contracts	4-2-25-7011-330	1,641	2,381	6,722	3,250	1,601	3,222	7,109	3,106	2,242	1,339	2,571	2,622	2,675	2,728	2,783
Consulting	4-2-25-7011-331	0	0	0	176	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Lease	4-2-25-7011-345								467	0	1,284	1,286	1,311	1,337	1,364	1,391
Licenses and Insurance	4-2-25-7011-400	247	247	247	247	247	337	0	0	0	0	0	0	0	0	0
Meetings	4-2-25-7011-423	0	82	0	0	0	319	0	0	0	0	429	437	448	455	464
Parts, Materials and Supplies	4-2-25-7011-450	962	54	3,169	5,063	31	536	981	2,423	1,245	0	1,543	1,573	1,605	1,637	1,670
Oil and Gas	4-2-25-7011-460	0	0	0	0	0	0	1,352	329	289	0	0	0	0	0	0
Natural Gas	4-2-25-7011-462	0	0	0	0	831	1,241	0	2,114	0	1,018	1,714	1,748	1,783	1,819	1,855
Equip Res. Charge Out	4-2-25-7011-800	713	300	506	181	79	206	162	39	0	171	175	178	182	186	
Total Operations	7,293	5,600	14,082	10,239	3,482	11,889	16,587	12,119	11,082	8,466	13,712	13,986	14,266	14,551	14,842	

Table 2 - AWS 2016 - 2020 Financial Plan - Parkville Requisition

December 7, 2015

GL Account	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	YTD	Budget	Budget	Budget	Budget	Budget	
Maintenance	4-2-25-7012															
Salaries & Wages	4-2-25-7012-300	14,203	10,426	11,480	15,267	7,373	6,571	15,990	8,453	13,566	6,455	12,972	13,231	13,496	13,766	14,041
Conferences / Seminars / Travel	4-2-25-7012-307	15	0	0	160	0	0	0	0	0	0	0	0	0	0	0
Contract	4-2-25-7012-330	961	2,093	17,297	34,921	2,197	8,186	3,814	2,955	934	2,698	2,876	2,933	2,992	3,052	3,113
Consulting	4-2-25-7012-331	960	1,576	0	4,798	0	2,397	17,231	692	0	0	320	326	332	339	346
Equipment Lease and Rental	4-2-25-7012-340	0	0	0	136	0	0	0	0	0	30	5,112	5,214	5,319	5,425	5,533
	4-2-25-7012-350	10,766	1,778	11,474	2,788	1,550	2,177	8,362	2,316	912	573	639	652	665	678	692
Small Tools, Equipment & Furniture	4-2-25-7012-451	0	55	24	279	68	1,344	120	0	0	0	0	0	0	0	0
Courier and Delivery	4-2-25-7012-452	0	28	48	27	0	194	0	0	26	40	64	65	66	68	69
Gas & Oil	4-2-25-7012-460	1,777	1,432	760	130	0	1,269	0	0	27	0	64	65	66	68	69
Equip Res. Charge Out	4-2-25-7012-800	1,422	1,022	910	1,372	817	554	1,969	840	1,076	637	959	978	997	1,017	1,038
Total Maintenance		30,104	18,410	41,992	59,878	12,005	22,692	47,486	15,255	16,541	10,432	23,004	23,464	23,933	24,412	24,900
Road Maintenance	4-2-25-7013															
Salaries & Wages	4-2-25-7013-300	0	0	0	298	58	93	534	441	316	1,033	1,278	1,304	1,330	1,356	1,383
Contracts	4-2-25-7013-330	16	0	0	0	0	0	3,703	103	168	0	767	782	798	814	830
Insurance and Licences	4-2-25-7013-400	0	0	0	383	390	390	0	460	460	0	511	521	532	542	553
Equip Res. Charge Out	4-2-25-7013-800	0	0	0	42	9	15	73	250	135	187	639	652	665	678	692
Total Road Maintenance		16	0	0	723	457	499	4,310	1,254	1,080	1,220	3,195	3,259	3,324	3,391	3,458
Total Administration, Operations and Maintenance		63,554	53,331	86,337	101,797	48,799	88,741	103,998	58,302	86,998	30,859	82,085	83,727	85,401	87,109	88,851
Transfer to Reserves	4-2-25-7014-821	19,170	19,170	19,170	15,336	19,170	19,170	19,170	19,170	19,170	19,170	19,170	19,170	19,170	19,170	19,170
Total		82,724	72,501	105,507	117,133	67,969	107,911	123,168	77,472	106,168	50,029	101,255	102,897	104,571	106,279	108,021
Capital																
Capital Planning		1,660	242	1,493	28,101	5,571										
Equipment		9,915	0	8,546	0	5,337	1,779									
Engineering, Consulting, Legal Fees	4-6-25-9701-331	0	0	0	0	0	0									
AWS Road		0	0	0	0	0	0									
Radio Connection		0	3,549	0	0	0	0									
River Intake / Treatment Prop. Acquisition	4-6-25-9704-450	0	0	0	0	0	0									
Administration		0	0	0	0	0	0									
Total Capital		11,575	3,792	10,039	28,101	10,909	1,779	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)		94,299	76,292	115,546	145,235	78,878	109,690	123,168	77,472	106,168	50,029	101,255	102,897	104,571	106,279	108,021
Capital Planning Grant																
Transfer from Reserves		4,793														
TOTAL EXPENDITURES (with Grant)¹		89,506	76,292	115,546	145,235	78,878	109,690	123,168	77,472	106,168	50,029	101,255	102,897	104,571	106,279	108,021

TABLE 2
Regional District of Nanaimo Requisition - AWS
2016 - 2020 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUE															
RDN Requisition	31,634	26,902	39,571	69,162	31,269	36,013	39,775	24,672	34,944	15,982	32,976	33,501	34,037	34,683	35,140
Other Revenue															
Logging Revenue	0	0	1,903	0	0	0	0	0	0	0	0	0	0	0	0
Grants	2,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From Reserves															
Reserve for Future Expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Revenue	2,500	0	1,903	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	36,634	26,902	43,377	69,162	31,269	36,013	39,775	24,672	34,944	15,982	32,976	33,501	34,037	34,683	35,140
EXPENDITURES															
Operating															
Administration															
4-2-25-7010															
Salaries and Wages	98	64	97	136	347	1,007	1,756	1,419	1,332	1,026	1,568	1,599	1,631	1,664	1,697
Memberships Sub	0	0	0	0	0	0	20	80	13	45	45	46	47	48	48
Contracts	0	81	76	0	0	365	163	0	635	0	224	228	233	238	242
Consulting	0	0	0	0	0	2,647	1,203	0	6,736	0	560	571	583	594	606
Legal Fees	0	0	0	0	0	2,213	0	0	0	0	0	0	0	0	0
Audit fees	314	470	470	470	980	934	934	918	918	918	1,008	1,028	1,049	1,070	1,091
Licenses and Insurance	8,660	9,639	9,916	10,202	10,124	11,027	8,031	7,961	10,795	1,774	11,200	11,424	11,652	11,886	12,123
Advertising	0	0	0	0	0	0	40	0	0	0	0	0	0	0	0
Photocopy Supplies	0	0	0	0	0	0	17	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	20	3	0	0	0	0	0	0	0	0
Tel / Cable	0	0	0	0	0	136	0	0	0	0	0	0	0	0	0
Meetings	83	22	33	27	43	358	85	7	4	2	67	69	70	71	73
Parts, Materials & Supplies	0	0	0	0	0	91	224	16	0	0	112	114	117	119	121
Courier / Delivery	0	0	0	0	0	8	4	0	0	0	0	0	0	0	0
Equip Res. Charge Out	10	2	16	17	24	4	3	0	0	0	0	0	0	0	0
Total Administration	9,164	10,278	10,608	10,852	11,517	18,811	12,485	10,402	20,435	3,765	14,784	15,080	15,381	15,689	16,003
Operations (12.7 % - based on avg. flow req'd.)						12.7%	12.7%	12.7%	12.7%	14.3%	14.3%	14.3%	14.3%	14.3%	14.3%
4-2-25-7011															
Salaries & Wages	1,301	889	1,205	464	313	877	1,016	837	755	805	1,001	1,021	1,041	1,062	1,084
Contracts	575	835	2,356	1,139	561	469	1,034	452	326	224	429	438	446	455	464
Consulting	0	0	0	62	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Lease	0	0	0	0	0	0	0	68	0	214	215	219	223	228	232
Licenses and Insurance	86	86	86	86	86	49	0	0	0	0	0	0	0	0	0
Meetings	0	29	0	0	0	46	0	0	0	0	0	0	0	0	0
Parts, Materials and Supplies	344	19	1,111	1,775	11	78	143	353	181	0	72	73	74	76	77
Oil and Gas	0	0	0	0	0	197	0	48	42	0	257	263	268	273	279
Natural Gas	0	0	0	0	221	181	0	0	308	170	286	292	298	304	310
Equip Res. Charge Out	250	105	177	63	26	30	23	6	0	0	29	29	30	30	31
Total Operations	2,557	1,963	4,936	3,589	1,221	1,730	2,413	1,763	1,612	1,413	2,288	2,334	2,380	2,426	2,477

Table 2 - AWS 2016 - 2020 Financial Plan

December 7, 2015

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Maintenance	4-2-25-7012														
Salaries & Wages	4,979	3,655	4,024	5,352	2,585	2,304	5,605	2,963	4,756	2,263	4,547	4,638	4,731	4,826	4,922
Conferences / Seminars / Travel	5	0	0	56	0	0	0	0	0	0	0	0	0	0	0
Contract	337	734	6,063	12,241	770	2,870	1,337	1,036	327	948	1,008	1,028	1,049	1,070	1,091
Consulting	337	553	0	1,682	0	840	6,040	243	0	0	112	114	117	119	121
Equipment Lease and Rental	0	0	0	48	0	0	0	0	0	11	1,792	1,828	1,864	1,902	1,940
Small Tools, Equipment & Furniture	3,774	623	4,022	977	543	763	2,931	812	320	201	224	228	233	238	242
Courier and Delivery	0	19	8	98	24	471	42	0	0	0	0	0	0	0	0
Gas & Oil	0	10	17	9	0	68	0	0	9	14	22	23	23	24	24
Equip Res. Charge Out	623	502	266	46	0	445	0	0	10	0	22	23	23	24	24
Total Maintenance	10,553	6,453	14,720	20,990	4,208	7,955	16,646	5,348	5,798	3,657	8,064	8,225	8,390	8,558	8,729
Road Maintenance	4-2-25-7013														
Salaries & Wages	0	0	0	104	20	33	187	154	111	362	448	457	466	475	485
Contracts	6	0	0	0	0	0	1,298	36	59	0	269	274	280	285	291
Insurance and Licenses	0	0	0	134	137	137	0	161	161	0	179	183	186	190	194
Equip Res. Charge Out	0	0	0	15	3	5	25	88	47	66	224	228	233	238	242
Total Road Maintenance	6	0	0	253	160	175	1,511	440	379	428	1,120	1,142	1,165	1,189	1,212
Total Administration, Operations and Maintenance	22,279	18,695	30,265	35,685	17,106	28,670	33,055	17,952	28,224	9,262	26,256	26,781	27,317	27,863	28,420
Transfer to Reserves	6,720	6,720	6,720	5,376	6,720	6,720	6,720	6,720	6,720	6,720	6,720	6,720	6,720	6,720	6,720
Total	28,999	25,415	36,985	41,061	23,826	35,390	39,775	24,672	34,944	15,982	32,976	33,501	34,037	34,583	35,140
Capital	4-6-25-9701-331														
Capital Planning	1,660	242	1,493	28,101	5,571										
Equipment	3,476	0	2,996	0	1,871	624									
Engineering, Consulting, Legal Fees	0	0	0	0	0	0									
AWS Road	0	0	0	0	0	0									
Radio Connection	0	1,244	0	0	0	0									
River Intake / Treatment Prop. Acquisition	0	0	0	0	0	0									
Administration	0	0	0	0	0	0									
Total Capital	5,136	1,487	4,489	28,101	7,442	624	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	34,134	26,902	41,474	69,162	31,269	36,013	39,775	24,672	34,944	15,982	32,976	33,501	34,037	34,583	35,140
Capital Planning Grant	1,680														
Transfer from Reserves															
TOTAL EXPENDITURES (with Grant)¹	32,454	26,902	41,474	69,162	31,269	36,013	39,775	24,672	34,944	15,982	32,976	33,501	34,037	34,583	35,140

TABLE 2
Town of Qualicum Beach Requisition - AWS
2016 - 2020 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUE															
Town of Qualicum Beach Requisition	19,022	16,547	24,782	53,214	21,288	20,968	22,851	14,011	20,386	8,911	18,769	19,062	19,361	19,666	19,977
Other Revenue															
Logging Revenue	0	0	1,164	0	0	0	0	0	0	0	0	0	0	0	0
Grants	2,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From Reserves															
Reserve for Future Expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Revenue	2,500	0	1,164	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	24,022	16,547	27,110	53,214	21,288	20,968	22,851	14,011	20,386	8,911	18,769	19,062	19,361	19,666	19,977
EXPENDITURES															
Operating															
Administration															
4-2-25-7010															
Salaries and Wages	60	39	59	83	212	616	1,074	868	815	627	959	978	998	1,018	1,038
Memberships Sub	0	0	0	0	0	0	12	49	8	28	27	28	29	29	30
Contracts	0	50	47	0	0	223	100	0	388	0	137	140	143	145	148
Consulting	0	0	0	0	0	1,619	756	0	4,120	0	343	349	356	363	371
Legal Fees	0	0	0	0	0	1,354	0	0	0	0	0	0	0	0	0
Audit fees	192	288	288	288	599	572	572	562	562	562	617	629	641	654	667
Licenses and Insurance	5,296	5,895	6,065	6,239	6,192	6,744	4,912	4,869	6,602	1,085	6,850	6,987	7,127	7,269	7,415
Advertising	0	0	0	0	0	0	25	0	0	0	0	0	0	0	0
Photocopy Supplies	0	0	0	0	0	0	10	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	12	2	0	0	0	0	0	0	0	0
Tel / Cable	0	0	0	0	0	83	0	0	0	0	0	0	0	0	0
Meetings	51	13	20	16	26	219	52	5	3	1	41	42	43	44	44
Parts, Materials & Supplies	0	0	0	0	0	56	137	10	0	0	69	70	71	73	74
Courier / Delivery	0	0	0	0	0	5	3	0	0	0	0	0	0	0	0
Equip. Res. Charge Out	6	1	10	11	15	3	2	0	0	0	0	0	0	0	0
Total Administration	5,605	6,286	6,488	6,637	7,044	11,505	7,636	6,362	12,498	2,303	9,042	9,223	9,407	9,695	9,787
Operations															
4-2-25-7011															
Salaries & Wages	796	544	737	284	192	0	0	0	0	0	0	0	0	0	0
Contracts	352	510	1,441	697	343	0	0	0	0	0	0	0	0	0	0
Consulting	0	0	0	38	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Lease	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Licenses and Insurance	53	53	53	53	53	0	0	0	0	0	0	0	0	0	0
Meetings	0	18	0	0	0	0	0	0	0	0	0	0	0	0	0
Parts, Materials and Supplies	211	12	679	1,086	7	0	0	0	0	0	0	0	0	0	0
Oil and Gas	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Natural Gas	0	0	0	0	135	0	0	0	0	0	0	0	0	0	0
Equip Res. Charge Out	153	64	109	39	17	0	0	0	0	0	0	0	0	0	0
Total Operations	1,564	1,201	3,019	2,195	747	0	0	0	0	0	0	0	0	0	0

Table 2 - AWS 2016 - 2020 Financial Plan

December 7, 2015

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 YTD	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Maintenance															
4-2-25-7012															
Salaries & Wages	3,045	2,235	2,461	3,273	1,581	1,409	3,428	1,812	2,909	1,384	2,781	2,837	2,893	2,951	3,010
Conferences / Seminars / Travel	3	0	0	34	0	0	0	0	0	0	0	0	0	0	0
Contract	206	449	3,708	7,467	471	1,755	818	633	200	578	617	629	641	654	667
Consulting	206	338	0	1,029	0	514	3,694	148	0	0	69	70	71	73	74
Equipment Lease and Rental	0	0	0	29	0	0	0	0	0	6	1,096	1,118	1,140	1,163	1,186
4-2-25-7012-340															
4-2-25-7012-450	2,308	381	2,460	598	332	467	1,793	496	195	123	137	140	143	145	146
Small Tools, Equipment & Furniture	0	12	5	60	15	288	26	0	0	0	0	0	0	0	0
4-2-25-7012-451															
4-2-25-7012-452	0	6	10	6	0	42	0	0	5	8	14	14	14	15	15
4-2-25-7012-453	381	307	163	28	0	272	0	0	6	14	14	14	14	15	15
Gas & Oil	305	219	195	294	175	119	422	180	231	137	206	210	214	218	222
Equip Res. Charge Out	4-2-25-7012-800														
Total Maintenance	6,454	3,947	9,003	12,838	2,674	4,865	10,181	3,271	3,546	2,237	4,932	5,031	5,131	5,234	5,339
Road Maintenance															
4-2-25-7013															
Salaries & Wages	0	0	0	64	12	20	114	94	68	221	274	279	285	291	297
4-2-25-7013-300															
Contracts	3	0	0	0	0	0	794	22	36	0	164	168	171	174	178
4-2-25-7013-330															
Insurance and Licences	0	0	0	82	84	84	0	99	99	0	110	112	114	116	119
4-2-25-7013-400															
Equip Res. Charge Out	0	0	0	9	2	3	16	54	29	40	137	140	143	145	148
4-2-25-7013-800															
Total Road Maintenance	3	0	0	155	98	107	924	269	232	262	685	699	713	727	741
Total Administration, Operations and Maintenance	13,626	11,434	18,510	21,825	10,462	16,477	18,741	9,901	16,276	4,801	14,659	14,952	15,251	15,656	15,867
Transfer to Reserves	4-2-25-7014-821	4,110	4,110	4,110	3,288	4,110	4,110	4,110	4,110	4,110	4,110	4,110	4,110	4,110	4,110
Total	17,736	15,544	22,620	25,113	14,672	20,587	22,851	14,011	20,386	8,911	18,769	19,062	19,361	19,666	19,977
Capital															
Capital Planning	1,660	242	1,493	28,101	5,571										
Equipment	2,126	0	1,832	0	1,144	381									
4-6-25-9701-331															
Engineering, Consulting, Legal Fees	0	0	0	0	0	0									
AWS Road	0	0	0	0	0	0									
Radio Connection	0	761	0	0	0	0									
4-6-25-9704-450															
River Intake / Treatment Prop. Acquisition	0	0	0	0	0	0									
Administration	0	0	0	0	0	0									
Total Capital	3,786	1,003	3,325	28,101	6,716	381	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	21,522	16,547	25,946	53,214	21,288	20,968	22,851	14,011	20,386	8,911	18,769	19,062	19,361	19,666	19,977
Capital Planning Grant	1,028														
Transfer from Reserves															
TOTAL EXPENDITURES (with Grant) ¹	20,494	16,547	25,946	53,214	21,288	20,968	22,851	14,011	20,386	8,911	18,769	19,062	19,361	19,666	19,977