



DATE: December 5, 2013

REPORT TO: ARROWSMITH WATER SERVICE
MANAGEMENT BOARD

FROM: ARROWSMITH WATER SERVICE
MANAGEMENT COMMITTEE

SUBJECT: 2014 PROVISIONAL BUDGET AND 2014 – 2018 FINANCIAL PLAN

ISSUE:

Arrowsmith Water Service 2014 Provisional Budget and 2014 – 2018 Financial Plan.

EXECUTIVE SUMMARY:

A 2014 Provisional Budget is required as part of the Arrowsmith Water Service (AWS) Joint Venture agreement. A Five Year 2014 – 2018 Financial Plan is also required in an effort to identify future operations, maintenance and capital expenditures.

REFERENCE:

- AWS 2013 Budget,
- Arrowsmith Water Service Joint Venture Agreement – July 1, 2011,
- Table 1, dated December 5, 2013 showing the recommended AWS - 2014 Provisional Budget and the AWS 2014 – 2018 Financial Plan and Table 2 showing each Joint Venture's requisition share.
- Correspondence from the Ministry of Environment regarding replacement of Water Survey Canada Flow gauge, dated May 30, 2013.

BACKGROUND:

Additional survey and assessment work is expected in year 2014 to complete the Flood Inundation Map as a result of the Dam Safety Review. The additional cost for this work is estimated to be \$ 15,000 and is included in the 2014 Provisional Budget. Unspent budgets for the Flood Inundation Map will need to be transferred to year 2014 in order to finalize this project. Being that AWS is a joint venture partnership, no formal governance is in place to carry over funds from the current year into future year budgets as the AWS is only funded by partners for actual funds spent. The Ministry of Environment has identified required upgrades to the hydrometric station (WSC 08HB002) located at the Highway 19A bridge over the Englishman River. The total cost of this work is incorporated into the 2014 Provisional Budget and is estimated at \$ 12,700. The will be cost-shared (50 / 50) between the Province and AWS.

A Year 2014 AWS Provisional Budget and a 2014 – 2018 Financial Plan were developed in an effort to outline funding requirements for operations, maintenance and capital expenditures for

the next five years. A 2014 Provisional Budget and a 2014 – 2018 Financial Plan has been prepared for consideration by the AWS Management Board. The proposed budget is shown on Table 1, attached.

OPTIONS:

1. Adopt the recommended budget

The AWS Management Board could adopt the 2014 Provisional budget and the 2014 – 2018 Financial Plan reflected on Table 1.

2. Adopt a different budget, or defer adoption

The AWS Management Board could adopt a different 2014 Provisional Budget and 2014 – 2018 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 2014 Provisional Budget and 2014 – 2018 Financial Plan reflected on Table 1. This would allow completion of necessary operations and maintenance projects.
2. The AWS Management Board could reject the 2014 Provisional Budget and 2014 – 2018 Financial Plan reflected on Table 1. If this option is to be considered, the AWS Joint Venture Agreement requires the Management Board to recommend a Provisional budget to the Joint Venturers by December 15.

FINANCIAL:

The 2014 AWS Provisional Budget and 2014 - 2018 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.

RECOMMENDATION:

THAT the AWS Management Board recommend the Joint Ventures adopt the Year 2014 Provisional Budget and the 2014 – 2018 Financial Plan as shown on Table 1, dated December 5, 2013.

TABLE 1
ARROWSMITH WATER SERVICE
YEAR 2014 PROVISIONAL BUDGET & 2014 - 2018 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
REVENUE														
Parksville Requisition (63.9% for Admin and Maintenance, Ops based on flow)	91,799	76,292	110,116	145,235	78,878	109,690	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283
RDN Requisition (22.4% for Admin and Maintenance, Ops based on flow)	31,634	26,902	39,571	69,162	31,269	36,013	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781
Qualicum Requisition (13.7% - for Admin and Maintenance Only)	19,022	16,547	24,782	53,214	21,288	20,968	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059
Joint Venture Requisitions	142,455	119,741	174,469	267,611	131,435	166,672	150,700	97,261	180,770	205,385	175,233	178,138	181,101	184,123
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	150,700	97,261	180,770	205,385	175,233	178,138	181,101	184,123
EXPENDITURES														
Operating														
Administration	4-2-25-7010													
Salaries and Wages	4-2-25-7010-300	437	284	433	607	1,548	4,496	7,277	4,926	1,020	5,040	5,141	5,244	5,349
Memberships Sub.	4-2-25-7010-311							90	357					
Contracts	4-2-25-7010-330		363	340			1,628	729						
Consulting	4-2-25-7010-331						11,816	5,370						
Legal Fees	4-2-25-7010-332						9,880	0	3,570	3,641	3,714	3,789	3,864	3,942
Audit fees	4-2-25-7010-333	1,400	2,100	2,100	2,100	4,375	4,172	4,172	4,100					
Licenses and Insurance	4-2-25-7010-400	38,659	43,033	44,267	45,544	45,197	49,226	33,739	31,285	46,410	50,338	48,285	49,251	50,236
Advertising	4-2-25-7010-410							180						
Photocopy Supplies	4-2-25-7010-411							74						
Office Supplies	4-2-25-7010-414						91	15						
Tel / Cable	4-2-25-7010-422						605							
Meetings	4-2-25-7010-423	369	96	147	120	190	1,599	381	33	510	520	531	541	552
Parts, Materials & Supplies	4-2-25-7010-450						408	999	73	510	520	531	541	552
Courier / Delivery	4-2-25-7010-452						36	19						
Equip. Res. Charge Out	4-2-25-7010-800	44	10	72	77	107	20	15						
Total Administration	40,909	45,886	47,359	48,448	51,417	83,976	53,060	40,774	52,020	60,060	58,202	59,366	60,553	61,764
Operations	4-2-25-7011													
Salaries & Wages	4-2-25-7011-300	5,807	3,968	5,381	2,070	1,398	6,905	7,080	5,069	15,300	15,606	15,918	16,236	16,561
Contracts	4-2-25-7011-330	2,568	3,726	10,519	5,086	2,505	3,690	7,940	2,944	6,120	6,242	6,367	6,495	6,624
Consulting	4-2-25-7011-331				275				0	0	0	0	0	0
Equipment Rental	4-2-25-7011-340								535	0	0	0	0	0
Licenses and Insurance	4-2-25-7011-400	386	386	386	386	386	386	0	0	0	0	0	0	0
Meetings	4-2-25-7011-423		129				365		0	510	520	531	541	552
Parts, Materials and Supplies	4-2-25-7011-450	1,537	85	4,959	7,924	49	614	1,124	2,776	4,080	4,162	4,245	4,330	4,416
Oil and Gas	4-2-25-7011-460							1,549	0	0	0	0	0	0
Natural Gas	4-2-25-7011-462						988	1,422	0	0	0	0	0	0
Equip Res. Charge Out	4-2-25-7011-800	1,116	469	792	283	123	236	105	15	1,530	1,561	1,592	1,624	1,656
Total Operations	11,413	8,763	22,038	16,023	5,449	13,619	17,797	11,339	27,540	28,091	28,653	29,226	29,810	30,406

GL Account		2006	2007	2008	2009	2010	2011	2012	2013	2013	2014	2015	2016	2017	2018
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual YTD	Budget	Budget	Budget	Budget	Budget	Budget
Maintenance	4-2-25-7012														
Salaries & Wages	4-2-25-7012-300	22,227	16,315	17,966	23,893	11,538	10,284	25,023	9,891	25,500	26,010	26,530	27,061	27,602	28,154
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	3,438	12,811	5,969	957	7,140	7,283	7,428	7,577	7,729	7,883
Consulting	4-2-25-7012-331	1,503	2,467		7,508		3,751	25,749	1,083	20,000	35,000	5,100	5,202	5,306	5,412
Equipment Lease and Rental	4-2-25-7012-340				213				0	0	0	0	0	0	0
Materials and Supplies	4-2-25-7012-450	16,848	2,782	17,956	4,363	2,426	3,406	13,086	296	10,000	10,200	10,404	10,612	10,824	11,041
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	0	0	0	0	0	0
Gas & Oil	4-2-25-7012-460	2,780	2,242	1,190	203		1,985		0	3,570	3,641	3,714	3,789	3,864	3,942
Equip Res. Charge Out	4-2-25-7012-800	2,226	1,599	1,424	2,147	1,278	867	3,082	960	0	0	0	0	0	0
Total Maintenance		47,111	28,810	65,716	93,706	18,787	35,512	73,098	13,186	66,210	82,134	53,177	54,240	55,325	56,432
Road Maintenance	4-2-25-7013														
Salaries & Wages	4-2-25-7013-300				466	90	146	835	689						
Contracts	4-2-25-7013-330	25	0	0				5,796	0	5,000	5,100	5,202	5,306	5,412	5,520
Insurance and Licences	4-2-25-7013-400				600	611	611		881	0	0	0	0	0	0
Equip Res. Charge Out	4-2-25-7013-800				65	15	24	114	392	0	0	0	0	0	0
Total Road Maintenance		25	0	0	1,131	715	780	6,745	1,962	5,000	5,100	5,202	5,306	5,412	5,520
Total Administration, Operations and Maintenance		99,459	83,459	135,112	159,307	76,368	133,888	150,700	67,261	150,770	175,385	145,233	148,138	151,101	154,123
Transfer to Reserves	4-2-25-7014-821	30,000	30,000	30,000	24,000	30,000	30,000	0	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	150,700	97,261	180,770	205,385	175,233	178,138	181,101	184,123
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	4-6-25-9704-450														
Administration															
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	150,700	97,261	180,770	205,385	175,233	178,138	181,101	184,123
Capital Planning Grant		7,500													
Transfer from Reserves															
TOTAL EXPENDITURES (with Grant)¹		142,455	119,741	182,966	267,611	131,435	166,672	150,700	97,261	180,770	205,385	175,233	178,138	181,101	184,123

TABLE 2
City of Parkville Requisition - AWS
YEAR 2014 PROVISIONAL BUDGET & 2014 - 2018 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
REVENUE														
Parkville Requisition	91,799	76,292	110,116	145,235	78,878	109,690	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283
Other Revenue														
Logging Revenue	0	0	5,430	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
Transfer From Reserves														
Reserve for Future Expenditure	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
Total Other Revenue	2,500	0	5,430	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	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283
EXPENDITURES														
Operating														
Administration 4-2-25-7010														
Salaries and Wages 4-2-25-7010-300	279	182	277	388	989	2,873	4,650	3,148	652	3,221	3,285	3,351	3,418	3,486
Memberships Sub. 4-2-25-7010-311	0	0	0	0	0	0	58	228	0	0	0	0	0	0
Contracts 4-2-25-7010-330	0	232	217	0	0	1,040	466	0	0	0	0	0	0	0
Consulting 4-2-25-7010-331	0	0	0	0	0	7,550	3,431	0	0	0	0	0	0	0
Legal Fees 4-2-25-7010-332	0	0	0	0	0	6,313	0	0	2,281	2,327	2,373	2,421	2,469	2,519
Audit fees 4-2-25-7010-333	895	1,342	1,342	1,342	2,796	2,666	2,666	2,620	0	0	0	0	0	0
Licenses and Insurance 4-2-25-7010-400	24,703	27,498	28,287	29,102	28,881	31,456	21,559	19,991	29,656	32,166	30,854	31,471	32,101	32,743
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	326	332	339	346	353	360
Parts, Materials & Supplies 4-2-25-7010-450	0	0	0	0	0	261	638	46	326	332	339	346	353	360
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	33,905	26,055	33,241	38,378	37,191	37,935	38,693	39,467
Operations (based on water used - 5 year avg.) 4-2-25-7011						87.3%	87.3%	87.3%	87.3%	85.7%	85.7%	85.7%	85.7%	85.7%
Salaries & Wages 4-2-25-7011-300	3,711	2,536	3,439	1,323	893	6,028	6,181	4,426	13,357	13,374	13,642	13,915	14,193	14,477
Contracts 4-2-25-7011-330	1,641	2,381	6,722	3,250	1,601	3,222	6,931	2,570	5,343	5,350	5,457	5,566	5,677	5,791
Consulting 4-2-25-7011-331	0	0	0	176	0	0	0	0	0	0	0	0	0	0
Equipment Rental 4-2-25-7011-340	0	0	0	0	0	0	467	0	0	0	0	0	0	0
Licenses and Insurance 4-2-25-7011-400	247	247	247	247	247	337	0	0	0	0	0	0	0	0
Meetings 4-2-25-7011-423	0	82	0	0	0	319	0	0	445	446	455	464	473	483
Parts, Materials and Supplies 4-2-25-7011-450	982	54	3,169	5,063	31	536	981	2,423	3,562	3,566	3,638	3,711	3,785	3,860
Oil and Gas 4-2-25-7011-460	0	0	0	0	0	0	1,352	0	0	0	0	0	0	0
Natural Gas 4-2-25-7011-462	0	0	0	0	631	1,241	0	0	0	0	0	0	0	0
Equip Res. Charge Out 4-2-25-7011-800	713	300	506	181	79	206	92	13	1,336	1,337	1,364	1,391	1,419	1,448
Total Operations	7,293	5,600	14,082	10,239	3,482	11,889	15,537	9,899	24,042	24,074	24,555	25,046	25,547	26,058

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Maintenance														
4-2-25-7012														
Salaries & Wages	14,203	10,426	11,480	15,267	7,373	6,571	15,990	6,320	16,295	16,620	16,953	17,292	17,638	17,990
Conferences / Seminars / Travel	15	0	0	160	0	0	0	0	0	0	0	0	0	0
Contract	961	2,093	17,297	34,921	2,197	8,186	3,814	612	4,562	4,654	4,747	4,842	4,939	5,037
Consulting	960	1,576	0	4,798	0	2,397	16,454	692	12,780	22,365	3,259	3,324	3,391	3,458
Equipment Lease and Rental	0	0	0	136	0	0	0	0	0	0	0	0	0	0
`	10,766	1,778	11,474	2,788	1,550	2,177	8,362	189	6,390	6,518	6,648	6,781	6,917	7,055
Small Tools, Equipment & Furniture	0	55	24	279	68	1,344	120	0	0	0	0	0	0	0
Courier and Delivery	0	28	48	27	0	194	0	0	0	0	0	0	0	0
Gas & Oil	1,777	1,432	760	130	0	1,269	0	2,281	2,327	2,373	2,421	2,469	2,519	2,519
Equip Res. Charge Out	1,422	1,022	910	1,372	817	554	1,969	613	0	0	0	0	0	0
Total Maintenance	30,104	18,410	41,992	59,878	12,005	22,692	46,710	8,426	42,308	52,484	33,980	34,660	35,353	36,060
Road Maintenance														
4-2-25-7013														
Salaries & Wages	0	0	0	298	58	93	534	441	0	0	0	0	0	0
Contracts	16	0	0	0	0	0	3,703	0	3,195	3,259	3,324	3,391	3,458	3,528
Insurance and Licences	0	0	0	383	390	390	0	563	0	0	0	0	0	0
Equip Res. Charge Out	0	0	0	42	9	15	73	250	0	0	0	0	0	0
Total Road Maintenance	16	0	0	723	457	499	4,310	1,254	3,195	3,259	3,324	3,391	3,458	3,528
Total Administration, Operations and Maintenance	63,554	53,331	86,337	101,797	48,799	88,741	100,462	45,633	102,786	118,195	99,050	101,031	103,052	105,113
Transfer to Reserves	19,170	19,170	19,170	15,336	19,170	19,170	0	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	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283
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	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	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
TOTAL EXPENDITURES (no Grant)	94,299	76,292	115,546	145,235	78,878	109,690	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283
Capital Planning Grant	4,793													
Transfer from Reserves														
TOTAL EXPENDITURES (with Grant)¹	89,506	76,292	115,546	145,235	78,878	109,690	100,462	64,803	121,956	137,365	118,220	120,201	122,222	124,283

TABLE 2
Regional District of Nanaimo Requisition - AWS
YEAR 2014 PROVISIONAL BUDGET & 2014 - 2018 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
REVENUE														
RDN Requisition	31,634	26,902	39,571	69,162	31,269	36,013	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781
Other Revenue														
Logging Revenue	0	0	1,903	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
Transfer From Reserves														
Reserve for Future Expenditure	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
Total Other Revenue	2,500	0	1,903	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	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781
EXPENDITURES														
Operating														
Administration 4-2-25-7010														
Salaries and Wages 4-2-25-7010-300	98	64	97	136	347	1,007	1,630	1,103	228	1,129	1,152	1,175	1,198	1,222
Memberships Sub. 4-2-25-7010-311	0	0	0	0	0	0	20	80	0	0	0	0	0	0
Contracts 4-2-25-7010-330	0	81	76	0	0	365	163	0	0	0	0	0	0	0
Consulting 4-2-25-7010-331	0	0	0	0	0	2,647	1,203	0	0	0	0	0	0	0
Legal Fees 4-2-25-7010-332	0	0	0	0	0	2,213	0	0	800	816	832	849	866	883
Audit fees 4-2-25-7010-333	314	470	470	470	980	934	934	918	0	0	0	0	0	0
Licenses and Insurance 4-2-25-7010-400	8,660	9,639	9,916	10,202	10,124	11,027	7,558	7,008	10,396	11,276	10,816	11,032	11,253	11,478
Advertising 4-2-25-7010-410	0	0	0	0	0	0	40	0	0	0	0	0	0	0
Photocopy Supplies 4-2-25-7010-411	0	0	0	0	0	0	17	0	0	0	0	0	0	0
Office Supplies 4-2-25-7010-414	0	0	0	0	0	20	3	0	0	0	0	0	0	0
Tel / Cable 4-2-25-7010-422	0	0	0	0	0	136	0	0	0	0	0	0	0	0
Meetings 4-2-25-7010-423	83	22	33	27	43	358	85	7	114	117	119	121	124	126
Parts, Materials & Supplies 4-2-25-7010-450	0	0	0	0	0	91	224	16	114	117	119	121	124	126
Courier / Delivery 4-2-25-7010-452	0	0	0	0	0	8	4	0	0	0	0	0	0	0
Equip. Res. Charge Out 4-2-25-7010-800	10	2	16	17	24	4	3	0	0	0	0	0	0	0
Total Administration	9,164	10,278	10,608	10,852	11,517	18,811	11,885	9,133	11,652	13,453	13,037	13,298	13,564	13,835
Operations (12.7 % - based on avg. flow req'd.) 4-2-25-7011						12.7%	12.7%	12.7%	12.7%	14.3%	14.3%	14.3%	14.3%	14.3%
Salaries & Wages 4-2-25-7011-300	1,301	889	1,205	464	313	877	899	644	1,943	2,232	2,276	2,322	2,368	2,416
Contracts 4-2-25-7011-330	575	835	2,356	1,139	561	469	1,008	374	777	893	911	929	947	966
Consulting 4-2-25-7011-331	0	0	0	62	0	0	0	0	0	0	0	0	0	0
Equipment Rental 4-2-25-7011-340	0	0	0	0	0	0	0	68	0	0	0	0	0	0
Licenses and Insurance 4-2-25-7011-400	86	86	86	86	86	49	0	0	0	0	0	0	0	0
Meetings 4-2-25-7011-423	0	29	0	0	0	46	0	0	65	74	76	77	79	81
Parts, Materials and Supplies 4-2-25-7011-450	344	19	1,111	1,775	11	78	143	353	518	595	607	619	632	644
Oil and Gas 4-2-25-7011-460	0	0	0	0	0	0	197	0	0	0	0	0	0	0
Natural Gas 4-2-25-7011-462	0	0	0	0	221	181	0	0	0	0	0	0	0	0
Equip Res. Charge Out 4-2-25-7011-800	250	105	177	63	28	30	13	2	194	223	228	232	237	242
Total Operations	2,557	1,963	4,936	3,589	1,221	1,730	2,260	1,440	3,498	4,017	4,097	4,179	4,263	4,348

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Maintenance	4-2-25-7012													
Salaries & Wages	4,979	3,655	4,024	5,352	2,585	2,304	5,605	2,216	5,712	5,826	5,943	6,062	6,183	6,307
Conferences / Seminars / Travel	5	0	0	56	0	0	0	0	0	0	0	0	0	0
Contract	337	734	6,063	12,241	770	2,870	1,337	214	1,599	1,631	1,664	1,697	1,731	1,766
Consulting	337	553	0	1,682	0	840	5,768	243	4,480	7,840	1,142	1,165	1,189	1,212
Equipment Lease and Rental	0	0	0	48	0	0	0	0	0	0	0	0	0	0
	3,774	623	4,022	977	543	763	2,931	66	2,240	2,285	2,330	2,377	2,425	2,473
Small Tools, Equipment & Furniture	0	19	8	98	24	471	42	0	0	0	0	0	0	0
Courier and Delivery	0	10	17	9	0	68	0	0	0	0	0	0	0	0
Gas & Oil	623	502	266	46	0	445	0	0	800	816	832	849	866	883
Equip Res. Charge Out	499	358	319	481	286	194	690	215	0	0	0	0	0	0
Total Maintenance	10,553	6,453	14,720	20,990	4,208	7,955	16,374	2,954	14,831	18,398	11,912	12,150	12,393	12,641
Road Maintenance	4-2-25-7013													
Salaries & Wages	0	0	0	104	20	33	187	154	0	0	0	0	0	0
Contracts	6	0	0	0	0	0	1,298	0	1,120	1,142	1,165	1,189	1,212	1,237
Insurance and Licences	0	0	0	134	137	137	0	197	0	0	0	0	0	0
Equip Res. Charge Out	0	0	0	15	3	5	25	88	0	0	0	0	0	0
Total Road Maintenance	6	0	0	253	160	175	1,511	440	1,120	1,142	1,165	1,189	1,212	1,237
Total Administration, Operations and Maintenance	22,279	18,695	30,265	35,685	17,106	28,670	32,031	13,967	31,101	37,011	30,211	30,816	31,432	32,061
Transfer to Reserves	6,720	6,720	6,720	5,376	6,720	6,720	0	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	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781
Capital														
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
TOTAL EXPENDITURES (no Grant)	34,134	26,902	41,474	69,162	31,269	36,013	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781
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	32,031	20,687	37,821	43,731	36,931	37,536	38,152	38,781

TABLE 2
Town of Qualicum Beach Requisition - AWS
YEAR 2014 PROVISIONAL BUDGET & 2014 - 2018 FINANCIAL PLAN (\$)

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
REVENUE														
Town of Qualicum Beach Requisition	19,022	16,547	24,782	53,214	21,288	20,968	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059
Other Revenue														
Logging Revenue	0	0	1,164	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
Transfer From Reserves														
Reserve for Future Expenditure	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
Total Other Revenue	2,500	0	1,164	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	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059
EXPENDITURES														
Operating														
Administration														
4-2-25-7010														
Salaries and Wages	60	39	59	83	212	616	997	675	140	691	704	718	733	747
Memberships Sub.	0	0	0	0	0	0	12	49	0	0	0	0	0	0
Contracts	0	50	47	0	0	223	100	0	0	0	0	0	0	0
Consulting	0	0	0	0	0	1,619	736	0	0	0	0	0	0	0
Legal Fees	0	0	0	0	0	1,354	0	0	489	499	509	519	529	540
Audit fees	192	288	288	288	599	572	572	562	0	0	0	0	0	0
Licenses and Insurance	5,296	5,895	6,065	6,239	6,192	6,744	4,622	4,286	6,358	6,896	6,615	6,747	6,882	7,020
Advertising	0	0	0	0	0	0	25	0	0	0	0	0	0	0
Photocopy Supplies	0	0	0	0	0	0	10	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	12	2	0	0	0	0	0	0	0
Tel / Cable	0	0	0	0	0	83	0	0	0	0	0	0	0	0
Meetings	51	13	20	16	26	219	52	4	70	71	73	74	76	77
Parts, Materials & Supplies	0	0	0	0	0	56	137	10	70	71	73	74	76	77
Courier / Delivery	0	0	0	0	0	5	3	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
Total Administration	5,605	6,286	6,488	6,637	7,044	11,505	7,269	5,586	7,127	8,228	7,974	8,133	8,296	8,462
Operations														
4-2-25-7011														
Salaries & Wages	796	544	737	284	192	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
Consulting	0	0	0	38	0	0	0	0	0	0	0	0	0	0
Equipment Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Licenses and Insurance	53	53	53	53	53	53	0	0	0	0	0	0	0	0
Meetings	0	18	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
Oil and Gas	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
Equip Res. Charge Out	153	64	109	39	17	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

GL Account	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual YTD	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Maintenance	4-2-25-7012													
Salaries & Wages	3,045	2,235	2,461	3,273	1,581	1,409	3,428	1,355	3,494	3,563	3,635	3,707	3,781	3,857
Conferences / Seminars / Travel	3	0	0	34	0	0	0	0	0	0	0	0	0	0
Contract	206	449	3,708	7,487	471	1,755	818	131	978	998	1,018	1,038	1,059	1,080
Consulting	206	338	0	1,029	0	514	3,528	148	2,740	4,795	699	713	727	741
Equipment Lease and Rental	0	0	0	29	0	0	0	0	0	0	0	0	0	0
	2,308	381	2,460	598	332	467	1,793	40	1,370	1,397	1,425	1,454	1,483	1,513
Small Tools, Equipment & Furniture	0	12	5	60	15	288	26	0	0	0	0	0	0	0
Courier and Delivery	0	6	10	6	0	42	0	0	0	0	0	0	0	0
Gas & Oil	381	307	163	28	0	272	0	0	489	499	509	519	529	540
Equip Res. Charge Out	305	219	195	294	175	119	422	131	0	0	0	0	0	0
Total Maintenance	6,454	3,947	9,003	12,838	2,574	4,865	10,014	1,806	9,071	11,252	7,285	7,431	7,580	7,731
Road Maintenance	4-2-25-7013													
Salaries & Wages	0	0	0	64	12	20	114	94	0	0	0	0	0	0
Contracts	3	0	0	0	0	0	794	0	685	699	713	727	741	756
Insurance and Licences	0	0	0	82	84	84	0	121	0	0	0	0	0	0
Equip Res. Charge Out	0	0	0	9	2	3	16	54	0	0	0	0	0	0
Total Road Maintenance	3	0	0	155	98	107	924	269	685	699	713	727	741	756
Total Administration, Operations and Maintenance	13,626	11,434	18,510	21,825	10,462	16,477	18,208	7,661	16,883	20,179	15,972	16,291	16,617	16,949
Transfer to Reserves	4,110	4,110	4,110	3,288	4,110	4,110	0	4,110	4,110	4,110	4,110	4,110	4,110	4,110
Total	17,736	15,544	22,620	25,113	14,572	20,587	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059
Capital														
Capital Planning	1,660	242	1,493	28,101	5,571									
Equipment	2,126	0	1,832	0	1,144	381								
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								
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
TOTAL EXPENDITURES (no Grant)	21,522	16,547	25,946	53,214	21,288	20,968	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059
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	18,208	11,771	20,993	24,289	20,082	20,401	20,727	21,059

From: Chew, Luanne C ENV:EX [<mailto:Luanne.Chew@gov.bc.ca>]
Sent: Thursday, May 30, 2013 12:03 PM
To: Mike Squire
Cc: Hogan, Dan ENV:EX
Subject: Englishman River near Parksville hydrometric station upgrade approval

Hello Mike,

Thanks for responding to my voicemail this morning – I'm sorry I missed your call. Below is additional information related to the requirements for the upgrades at the hydrometric station (WSC 08HB002) that is cost-shared 50-50 between the province and the City of Parksville.

The data logger upgrade is to replace the existing VEDAS II logger (ver 1.24; 2006 vintage with internal modem) and aging TAVIS DISI 1200 (circa 1998?) with a satellite transmission GOES capable FTS, and affixing a solar panel & antenna to a pole installed on the right-of-way. As an emergency measure in 2012, the Tavis 1200 sensor was replaced with a Tavis 1210, an Eclipse N2 sensor was installed, & the sight feed and regulator were replaced (though not billed). The cost is estimated to be \$7,700.

Subsequently, reliability of AC power has become an issue. The station had been provided AC power from the local hotel owner which was paid by WSC for the past several years. However, changes with the federal government accounting practises which now require a contract for such arrangements, and questions around the ownership of the hotel with whom to have a contract with, have necessitated an alternative power source for the station. Therefore, WSC is now proposing a DC power system for this site, locating the panel and antenna to a nearby light standard to reduce the potential for vandalism. Quotes for this work are proceeding, but the initial cost is estimated to be about \$5,000.

The total estimated cost for the upgrade is \$12,700, with the City of Parksville portion to be \$6,350. Once WSC has received firm quotes on the power supply upgrade, we will provide you with an update. The province has already approved their portion of the upgrade cost.

If you have any further questions of a technical nature surrounding the upgrade, my colleague Dan Hogan, is able to provide more information. His email is copied above, and he can also be reached at 604-222-6752. In your phone message, you mentioned a potential future request to move the station further upstream, and Dan would be the best person to discuss this further with you.

Regards,
Luanne

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