



**ARROWSMITH WATER SERVICE JOINT VENTURE
MANAGEMENT BOARD REGULAR MEETING
AGENDA**

Thursday, November 2, 2017

9:30 A.M.

City of Parkville Forum

100 Jensen Avenue

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Arrowsmith Water Service Management Board Meeting - May 3, 2017** **2**

That the minutes of the Arrowsmith Water Service Management Board meeting held May 3, 2017, be adopted.
- 4. REPORTS**
 - 4.1 Arrowsmith Dam Operational Update**

Staff will provide verbal report.
 - 4.2 AWS 2018-2022 Financial Plan** **4**
 1. THAT the report from the Arrowsmith Water Service Management Committee dated October 25, 2017 entitled AWS 2018 - 2022 Financial Plan be received.
 2. AND THAT the Arrowsmith Water Service Management Board accept the 2018 – 2022 Financial Plan as outlined in Table 1 attached to the October 25, 2017 report.
 3. AND THAT the Arrowsmith Water Service Management Board recommend the Joint Ventures adopt their portion of the 2018 – 2022 Financial Plan as outlined in Table 2 attached to the October 25, 2017 report.
- 5. NEW BUSINESS**
- 6. ADJOURNMENT**



**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON TUESDAY, MAY 3, 2017 AT 10:30AM
Parksville Community and Conference Centre**

Present:	M. Lefebvre, Chair B. Luchtmeijer B. Rogers	City of Parksville Town of Qualicum Beach Regional District of Nanaimo
Also Present:	M. Squire L. Butterworth B. Weir C. Midgley J. Stanhope R. Alexander W. Idema R. Graves	City of Parksville City of Parksville Town of Qualicum Beach Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Recording Secretary
Regrets:	S. Powell	City of Parksville

CALL TO ORDER

The Chairperson called the meeting to order at 10:30 AM and respectfully acknowledged the Coast Salish First Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

It was moved and seconded that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held November 1, 2016 be adopted.

CARRIED UNANIMOUSLY

REPORTS

AWS Audited Financial Statements.

L. Lee from KPMG, presented on the highlights of the AWS Audited Financial Statement.

It was moved and seconded that the AWS Audited Financial Statements be received and approved.

UNANIMOUSLY CARRIED

Arrowsmith Lake Reservoir Update.

M. Squire provided a verbal presentation to the Board on the lake levels and reported that the reservoir is at full capacity.

It was moved and seconded that the Arrowsmith Lake Reservoir Update be received.

CARRIED UNANIMOUSLY

QUESTIONS

The Chair opened the floor to questions and comments, none received.

NEXT MEETING

To be announced.

ADJOURNMENT

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

CARRIED UNANIMOUSLY

Marc Lefebvre, CHAIRPERSON



DATE: October 25, 2017

REPORT TO: ARROWSMITH WATER SERVICE MANAGEMENT BOARD

FROM: ARROWSMITH WATER SERVICE MANAGEMENT COMMITTEE

SUBJECT: Arrowsmith Water Service (AWS) 2018 – 2022 FINANCIAL PLAN

PURPOSE: ADOPTION OF THE AWS 2018 – 2022 FINANCIAL PLAN

EXECUTIVE SUMMARY:

A Five Year 2018 – 2022 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 proceeding 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 October 25, 2017 entitled AWS 2018 - 2022 Financial Plan be received;
2. AND THAT the Arrowsmith Water Service Management Board accept the 2018 – 2022 Financial Plan as outlined in Table 1 attached to the October 25, 2017 report,
3. AND THAT the Arrowsmith Water Service Management Board recommend the Joint Ventures adopt their portion of the 2018 – 2022 Financial Plan as outlined in Table 2 attached to the October 25, 2017 report.

BACKGROUND:

A 2018 – 2022 Financial Plan was developed in an effort to outline funding requirements for operations, maintenance and capital expenditures for the next five years. A 2018 – 2022 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 2018 – 2022 Financial Plan reflected on Table 1.

2. Adopt a different budget, or defer adoption

The AWS Management Board could adopt a different 2018 – 2022 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 2018 – 2022 Financial Plan reflected on Table 1. This would allow completion of necessary operations and maintenance projects.
2. The AWS Management Board could reject the 2018 – 2022 Financial Plan reflected on Table 1.

FINANCIAL:

The 2018 - 2022 Financial Plan sets out the financial requirements needed for the AWS staff to carry out necessary operations and projects for the 2018 fiscal year. Without this plan the administration, operations and other major maintenance would be delayed or halted due to insufficient funds.

REFERENCES:

- AWS 2017 Budget,
- Arrowsmith Water Service Joint Venture Agreement – July 1, 2011,
- Table 1, dated October 25, 2017 showing the recommended AWS - 2018 – 2022 Financial Plan and Table 2 showing each Joint Venture's requisition share.

**TABLE 1
ARROWSMITH WATER SERVICE
2018 - 2022 FINANCIAL PLAN (\$)**

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE																	
Parkville Requisition (63.9% for Admin and Maintenance, Ops based on fld	76,292	110,116	145,235	78,878	109,690	122,580	76,093	104,907	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372
RDN Requisition (22.4% for Admin and Maintenance, Ops based on flow)	26,902	39,571	69,162	31,269	36,013	40,364	26,051	36,205	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215
Qualicum Requisition (13.7% - for Admin and Maintenance Only)	16,547	24,782	53,214	21,288	20,968	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413
Joint Venture Requisitions	119,741	174,469	267,611	131,435	166,672	185,795	116,155	161,498	61,457	149,834	95,352	166,756	149,100	151,500	154,000	157,400	159,000
Other Revenue																	
Logging Revenue	0	8,497	0	0	0												
Grants																	
Transfer From Reserves																	
Reserve for Future Expenditures																	
Carry-Forward Reserve																	
Total Other Revenue																	
TOTAL REVENUE	119,741	182,966	267,611	131,435	166,672	185,795	116,155	161,498	61,457	149,834	95,352	166,756	149,100	151,500	154,000	157,400	159,000
EXPENDITURES																	
Operating																	
Administration																	
4-2-25-7010																	
Salaries and Wages 4-2-25-7010-300	284	433	607	1,548	4,496	7,841	6,336	5,947	4,356	50	8,203	7,000	22,000	22,000	22,000	23,000	23,000
Memeberships Sub. 4-2-25-7010-311						90	357	60	201	0	0	200	200	200	200	200	200
Contracts 4-2-25-7010-330	363	340			1,628	729		2,837	0	0	1,000	1,000	1,000	1,100	1,100	1,100	1,100
Consulting 4-2-25-7010-331					11,816	5,370		30,072	0	0	0	2,500	0	0	0	0	0
Legal fees 4-2-25-7010-332					9,880				0	0	0	0	2,600	2,600	2,700	2,700	2,700
Audit fees 4-2-25-7010-333	2,100	2,100	2,100	4,375	4,172	4,172	4,100	4,100	4,100	0	3,900	4,500	4,600	4,700	4,800	4,900	4,900
Licenses and Insurance 4-2-25-7010-400	43,033	44,267	45,544	45,197	49,226	35,851	35,538	48,193	3,489	34,654	25,862	50,000	30,000	31,000	32,000	33,000	34,000
Advertising 4-2-25-7010-410					180				0	0	0	0	0	0	0	0	0
Photocopy Supplies 4-2-25-7010-411					74				0	0	0	0	0	0	0	0	0
Office Supplies 4-2-25-7010-414					91	15			0	0	0	0	0	0	0	0	0
Tel / Cable 4-2-25-7010-422					605				0	0	0	0	0	0	0	0	0
Meetings 4-2-25-7010-423	96	147	120	190	1,599	381	33	20	7	43	0	300	300	300	300	300	300
Parts, Materials & Supplies 4-2-25-7010-450					408	999	73		0	0	0	500	500	500	500	500	600
Courier / Delivery 4-2-25-7010-452					36	19			0	0	0	0	0	0	0	0	0
Equip. Res. Charge Out 4-2-25-7010-800	10	72	77	107	20	15			0	0	0	0	0	0	0	0	0
Total Administration	45,886	47,359	48,448	51,417	83,976	55,736	46,437	91,229	12,154	34,747	37,965	66,000	61,200	62,300	63,600	65,700	66,800
Operations																	
4-2-25-7011																	
Salaries & Wages 4-2-25-7011-300	3,968	5,381	2,070	1,398	6,905	7,999	6,591	5,947	5,215	395	1,624	7,000	7,100	7,300	7,400	7,600	7,600
Contracts 4-2-25-7011-330	3,726	10,519	5,086	2,505	3,690	8,143	3,558	2,568	1,135	0	268	3,000	3,100	3,100	3,200	3,200	3,300
Consulting 4-2-25-7011-331			275						0	0	0	0	0	0	0	0	0
Equipment Rental/Lease 4-2-25-7011-345							535		1,498	1,926	3,768	1,500	1,500	1,600	1,600	1,600	1,600
Licenses and Insurance 4-2-25-7011-400	386	386	386	386	386	0	0	0	0	0	0	0	0	0	0	0	0
Meetings 4-2-25-7011-423	129				365				0	0	0	500	500	500	500	500	500
Parts, Materials and Supplies 4-2-25-7011-450	85	4,959	7,924	49	614	1,124	2,776	1,426	0	433	415	1,800	1,800	1,900	1,900	1,900	1,900
Oil and Gas 4-2-25-7011-460						1,549		377	331		1,787	0	0	0	0	0	0
Natural Gas 4-2-25-7011-462				988	1,422			2,422	1,188	1,127	1,535	2,000	2,000	2,100	2,100	2,200	2,200
Equip Res. Charge Out 4-2-25-7011-800	469	792	283	123	236	185	45	0	0	17	0	200	200	200	200	200	200
Total Operations	8,763	22,038	16,023	5,449	13,619	19,000	13,882	12,694	9,036	5,685	7,610	16,000	16,200	16,700	16,900	17,200	17,300

GL Account	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2017	2018	2019	2020	2021	2022
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	YTD	Budget	Budget	Budget	Budget	Budget	Budget
Maintenance																	
4-2-25-7012																	
Salaries & Wages	16,315	17,966	23,893	11,538	10,284	25,023	13,228	21,230	5,792	37,773	8,021	20,300	20,700	21,100	21,500	22,000	22,100
Conferences / Seminars / Travel			250				0	0	0	0	0	0	0	0	0	0	0
Contract	3,275	27,069	54,649	3,438	12,811	5,969	4,624	1,462	1,922	7,085	2,661	4,500	4,600	4,700	4,800	4,900	4,900
Consulting	2,467		7,508		3,751	26,965	1,083		0	0	0	500	500	500	500	500	500
Equipment Lease and Rental			213				0	0	0	0	2,625	8,000	8,200	8,300	8,500	8,700	8,700
Materials and Supplies	2,782	17,956	4,363	2,426	3,406	13,086	3,624	1,427	762	27,342	0	12,000	1,000	1,000	1,100	1,100	1,100
Small Tools, Equipment & Furniture	86	37	437	107	2,104	188	0	0	0	2,824	2,702	2,756	0	0	0	0	0
Courier and Delivery	45	75	42		304		0	40	67	32	79	100	100	100	100	100	100
Gas & Oil	2,242	1,190	203		1,985		0	43	0	821	129	100	100	100	100	100	100
Equip Res. Charge Out	1,599	1,424	2,147	1,278	867	3,082	1,315	1,684	554	3,381	795	1,500	1,500	1,600	1,600	1,600	1,700
Total Maintenance	28,810	65,716	93,706	18,787	35,512	74,313	23,874	25,886	9,097	79,258	17,012	49,756	36,700	37,400	38,200	39,000	39,200
Road Maintenance																	
4-2-25-7013																	
Salaries & Wages			466	90	146	835	689	495	330	144	1,792	2,000	2,000	2,100	2,100	2,200	2,300
Contracts	0	0				5,796	161	263	812	0	243	1,200	1,200	1,200	1,300	1,300	1,300
Insurance and Licences			600	611	611		720	720	0	0	0	800	800	800	800	900	900
Equip Res. Charge Out			65	15	24	114	392	212	28	0	730	1,000	1,000	1,000	1,100	1,100	1,200
Total Road Maintenance	0	0	1,131	715	780	6,745	1,962	1,690	1,170	144	2,765	5,000	5,000	5,100	5,300	5,500	5,700
Total Administration, Operations and Maintenance	83,459	135,112	159,307	76,368	133,888	155,794	86,156	131,499	31,457	119,834	65,352	136,756	119,100	121,500	124,000	127,400	129,000
Transfer to Reserves	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	30,000	30,000	30,000	30,000
Total	113,459	165,112	183,307	106,368	163,888	185,794	116,156	161,499	61,457	149,834	95,352	166,756	149,100	151,500	154,000	157,400	159,000
Capital																	
Capital Planning	727	4,480	84,304	16,714													
Equipment		13,373		8,353	2,784												
Engineering, Consulting, Legal Fees																	
AWS Road																	
Radio Connection	5,555																
River Intake / Treatment Prop. Acquisition																	
Administration																	
Total Capital	6,282	17,853	84,304	25,067	2,784	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	119,741	182,966	267,611	131,435	166,672	185,794	116,156	161,499	61,457	149,834	95,352	166,756	149,100	151,500	154,000	157,400	159,000
Capital Planning Grant																	
Transfer from Reserves																	
TOTAL EXPENDITURES (with Grant) ¹	119,741	182,966	267,611	131,435	166,672	185,794	116,156	161,499	61,457	149,834	95,352	166,756	149,100	151,500	154,000	157,400	159,000

TABLE 2
City of Parkville Requisition - AWS
2018 - 2022 FINANCIAL PLAN (\$)

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE																	
Parkville Requisition	76,292	110,116	145,235	78,878	109,690	123,168	77,472	106,168	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372
Other Revenue																	
Logging Revenue	0	5,430	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grants	0	0	0	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	0	0
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Revenue	0	5,430	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	76,292	120,975	145,235	78,878	109,690	123,168	77,472	106,168	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372
EXPENDITURES																	
Operating																	
Administration																	
4-2-25-7010																	
Salaries and Wages	182	277	388	989	2,873	5,010	4,049	3,800	2,784	32	5,242	4,473	14,058	14,058	14,058	14,697	14,697
Memberships Sub.	0	0	0	0	0	58	228	38	128	0	0	128	128	128	128	128	128
Contracts	232	217	0	0	1,040	466	0	1,813	0	0	0	639	639	639	703	703	703
Consulting	0	0	0	0	7,550	3,431	0	19,216	0	0	0	1,598	0	0	0	0	0
Legal Fees	0	0	0	0	6,313	0	0	0	0	0	0	0	1,661	1,661	1,725	1,725	1,725
Audit fees	1,342	1,342	1,342	2,796	2,666	2,666	2,620	2,620	2,620	0	2,492	2,876	2,939	3,003	3,067	3,131	3,131
Licenses and Insurance	27,498	28,287	29,102	28,881	31,456	22,909	22,709	30,795	2,230	22,144	16,526	31,950	19,170	19,809	20,448	21,087	21,726
Advertising	0	0	0	0	0	115	0	0	0	0	0	0	0	0	0	0	0
Photocopy Supplies	0	0	0	0	0	47	0	0	0	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	58	10	0	0	0	0	0	0	0	0	0	0	0
Tel / Cable	0	0	0	0	387	0	0	0	0	0	0	0	0	0	0	0	0
Meetings	61	94	77	121	1,022	243	21	13	4	27	0	192	192	192	192	192	192
Parts, Materials & Supplies	0	0	0	0	261	638	47	0	0	0	0	320	320	320	320	320	383
Courier / Delivery	0	0	0	0	23	12	0	0	0	0	0	0	0	0	0	0	0
Equip. Res. Charge Out	6	46	49	68	13	10	0	0	0	0	0	0	0	0	0	0	0
Total Administration	29,321	30,262	30,958	32,856	53,661	35,615	29,673	58,295	7,766	22,203	24,260	42,174	39,107	39,810	40,640	41,982	42,685
Operations (based on water used - 5 year avg.)					87.3%	87.3%	87.3%	87.3%	85.7%	85.7%	85.7%	85.7%	85.7%	85.7%	85.7%	85.7%	85.7%
Salaries and Wages	2,536	3,439	1,323	893	6,028	6,983	5,754	5,192	4,470	339	1,392	5,999	6,085	6,256	6,342	6,513	6,513
Contracts	2,381	6,722	3,250	1,601	3,222	7,109	3,106	2,242	973	0	230	2,571	2,657	2,657	2,742	2,742	2,828
Consulting	0	0	176	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Lease	0	0	0	0	0	0	467	0	1,284	1,651	3,229	1,286	1,286	1,371	1,371	1,371	1,371
Licenses and Insurance	247	247	247	247	337	0	0	0	0	0	0	0	0	0	0	0	0
Meetings	82	0	0	0	319	0	0	0	0	0	0	429	429	429	429	429	429
Parts, Materials and Supplies	54	3,169	5,063	31	536	981	2,423	1,245	0	371	356	1,543	1,543	1,628	1,628	1,628	1,628
Oil and Gas	0	0	0	0	0	1,352	329	289	0	1,531	0	0	0	0	0	0	0
Natural Gas	0	0	0	631	1,241	0	0	2,114	1,018	966	1,315	1,714	1,714	1,800	1,800	1,885	1,885
Equip Res. Charge Out	300	506	181	79	206	162	39	0	0	15	0	171	171	171	171	171	171
Total Operations	5,600	14,082	10,239	3,482	11,889	16,587	12,119	11,082	7,744	4,872	6,522	13,712	13,883	14,312	14,483	14,740	14,826

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Maintenance	4-2-25-7012																
Salaries & Wages	10,426	11,480	15,267	7,373	6,571	15,990	8,453	13,566	3,701	24,137	5,125	12,972	13,227	13,483	13,739	14,058	14,122
Conferences / Seminars / Travel	0	0	160	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract	2,093	17,297	34,921	2,197	8,186	3,814	2,955	934	1,228	4,527	1,700	2,876	2,939	3,003	3,067	3,131	3,131
Consulting	1,576	0	4,798	0	2,397	17,231	692	0	0	0	0	320	320	320	320	320	320
Equipment Lease and Rental	0	0	136	0	0	0	0	0	0	0	1,677	5,112	5,240	5,304	5,432	5,559	5,559
Small Tools, Equipment & Furniture	1,778	11,474	2,788	1,550	2,177	8,362	2,316	912	487	17,472	0	7,668	639	639	703	703	703
Courier and Delivery	55	24	279	68	1,344	120	0	0	0	1,804	1,727	1,761	0	0	0	0	0
Gas & Oil	28	48	27	0	194	0	0	26	43	21	50	64	64	64	64	64	64
Equip Res. Charge Out	1,432	760	130	0	1,269	0	0	27	0	525	82	64	64	64	64	64	64
Total Maintenance	18,410	41,992	59,878	12,005	22,692	47,486	15,255	16,541	5,813	50,646	10,871	31,794	23,451	23,899	24,410	24,921	25,049
Road Maintenance	4-2-25-7013																
Salaries & Wages	0	0	298	58	93	534	441	316	211	92	1,145	1,278	1,278	1,342	1,342	1,406	1,470
Contracts	0	0	0	0	0	3,703	103	168	519	0	155	767	767	831	831	831	831
Insurance and Licences	0	0	383	390	390	0	460	460	0	0	0	511	511	511	511	575	575
Equip Res. Charge Out	0	0	42	9	15	73	250	135	18	0	466	639	639	703	703	703	767
Total Road Maintenance	0	0	723	457	499	4,310	1,254	1,080	748	92	1,767	3,195	3,195	3,259	3,387	3,515	3,642
Total Administration, Operations and Maintenance	53,331	86,337	101,797	48,799	88,741	103,998	58,302	86,998	22,071	77,813	43,419	90,875	79,637	81,279	82,920	85,158	86,202
Transfer to Reserves	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	19,170	19,170	19,170
Total	72,501	105,507	117,133	67,969	107,911	123,168	77,472	106,168	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372
Capital	4-2-25-9701-331																
Capital Planning	242	1,493	28,101	5,571													
Equipment	0	8,546	0	5,337	1,779												
Engineering, Consulting, Legal Fees	0	0	0	0	0												
AWS Road	0	0	0	0	0												
Radio Connection	3,549	0	0	0	0												
River Intake / Treatment Prop. Acquisition	0	0	0	0	0												
Administration	0	0	0	0	0												
Total Capital	3,792	10,039	28,101	10,909	1,779	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	76,292	115,546	145,235	78,878	109,690	123,168	77,472	106,168	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372
Capital Planning Grant																	
Transfer from Reserves																	
TOTAL EXPENDITURES (with Grant) ¹	76,292	115,546	145,235	78,878	109,690	123,168	77,472	106,168	41,241	96,983	62,589	110,045	98,807	100,449	102,090	104,328	105,372

TABLE 2
Regional District of Nanaimo Requisition - AWS
2018 - 2022 FINANCIAL PLAN (\$)

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE																	
RDN Requisition	26,902	39,571	69,162	31,269	36,013	39,775	24,672	34,944	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215
Other Revenue																	
Logging Revenue	0	1,903	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grants	0	0	0	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	0	0
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Revenue	0	1,903	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	26,902	43,377	69,162	31,269	36,013	39,775	24,672	34,944	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215
EXPENDITURES																	
Operating																	
Administration	4-2-25-7010																
Salaries and Wages	4-2-25-7010-300	64	97	136	347	1,007	1,756	1,419	1,332	976	11	1,837	1,568	4,928	4,928	5,152	5,152
Memberships Sub.	4-2-25-7010-311	0	0	0	0	0	20	80	13	45	0	0	45	45	45	45	45
Contracts	4-2-25-7010-330	81	76	0	0	365	163	0	635	0	0	0	224	224	246	246	246
Consulting	4-2-25-7010-331	0	0	0	0	2,647	1,203	0	6,736	0	0	0	560	0	0	0	0
Legal Fees	4-2-25-7010-332	0	0	0	0	2,213	0	0	0	0	0	0	0	582	582	605	605
Audit fees	4-2-25-7010-333	470	470	470	980	934	934	918	918	918	0	874	1,008	1,030	1,053	1,075	1,098
Licenses and Insurance	4-2-25-7010-400	9,639	9,916	10,202	10,124	11,027	8,031	7,961	10,795	782	7,762	5,793	11,200	6,720	6,944	7,168	7,392
Advertising	4-2-25-7010-410	0	0	0	0	0	40	0	0	0	0	0	0	0	0	0	0
Photocopy Supplies	4-2-25-7010-411	0	0	0	0	0	17	0	0	0	0	0	0	0	0	0	0
Office Supplies	4-2-25-7010-414	0	0	0	0	20	3	0	0	0	0	0	0	0	0	0	0
Tel / Cable	4-2-25-7010-422	0	0	0	0	136	0	0	0	0	0	0	0	0	0	0	0
Meetings	4-2-25-7010-423	22	33	27	43	358	85	7	4	2	10	0	67	67	67	67	67
Parts, Materials & Supplies	4-2-25-7010-450	0	0	0	0	91	224	16	0	0	0	0	112	112	112	112	134
Courier / Delivery	4-2-25-7010-452	0	0	0	0	8	4	0	0	0	0	0	0	0	0	0	0
Equip. Res. Charge Out	4-2-25-7010-800	2	16	17	24	4	3	0	0	0	0	0	0	0	0	0	0
Total Administration	10,278	10,608	10,852	11,517	18,811	12,485	10,402	20,435	2,722	7,783	8,504	14,784	13,709	13,955	14,246	14,717	14,963
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%	14.3%	14.3%	14.3%	14.3%
Salaries & Wages	4-2-25-7011-300	889	1,205	464	313	877	1,016	837	755	746	56	232	1,001	1,015	1,044	1,058	1,087
Contracts	4-2-25-7011-330	835	2,356	1,139	561	469	1,034	452	326	162	0	38	429	443	443	458	472
Consulting	4-2-25-7011-331	0	0	62	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Lease	4-2-25-7011-345	0	0	0	0	0	0	68	0	214	275	539	215	215	229	229	229
Licenses and Insurance	4-2-25-7011-400	86	86	86	86	49	0	0	0	0	0	0	0	0	0	0	0
Meetings	4-2-25-7011-423	29	0	0	0	46	0	0	0	0	0	0	72	72	72	72	72
Parts, Materials and Supplies	4-2-25-7011-450	19	1,111	1,775	11	78	143	353	181	0	62	59	257	257	272	272	272
Oil and Gas	4-2-25-7011-460	0	0	0	0	0	197	48	42	0	256	0	0	0	0	0	0
Natural Gas	4-2-25-7011-462	0	0	0	0	221	181	0	308	170	161	220	286	286	300	300	315
Equip Res. Charge Out	4-2-25-7011-800	105	177	63	28	30	23	6	0	2	0	29	29	29	29	29	29
Total Operations	1,963	4,936	3,589	1,221	1,730	2,413	1,763	1,612	1,292	813	1,088	2,288	2,317	2,388	2,417	2,460	2,474

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Maintenance	4-2-25-7012																
Salaries & Wages	3,655	4,024	5,352	2,585	2,304	5,605	2,963	4,756	1,297	8,461	1,797	4,547	4,637	4,726	4,816	4,928	4,950
Conferences / Seminars / Travel	0	0	56	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract	734	6,063	12,241	770	2,870	1,337	1,036	327	431	1,587	596	1,008	1,030	1,053	1,075	1,098	1,098
Consulting	553	0	1,682	0	840	6,040	243	0	0	0	0	112	112	112	112	112	112
Equipment Lease and Rental	0	0	48	0	0	0	0	0	0	0	588	1,792	1,837	1,859	1,904	1,949	1,949
	623	4,022	977	543	763	2,931	812	320	171	6,125	0	2,688	224	224	246	246	246
Small Tools, Equipment & Furniture	19	8	98	24	471	42	0	0	0	633	605	617	0	0	0	0	0
Courier and Delivery	10	17	9	0	68	0	0	0	15	7	18	22	22	22	22	22	22
Gas & Oil	502	266	46	0	445	0	0	10	0	184	29	22	22	22	22	22	22
Equip Res. Charge Out	358	319	481	286	194	690	295	377	124	757	178	336	336	358	358	358	381
Total Maintenance	6,453	14,720	20,990	4,208	7,955	16,646	5,348	5,798	2,038	17,754	3,811	11,145	8,221	8,378	8,557	8,736	8,781
Road Maintenance	4-2-25-7013																
Salaries & Wages	0	0	104	20	33	187	154	111	74	32	401	448	448	470	470	493	515
Contracts	0	0	0	0	0	1,298	36	59	182	0	54	269	269	269	291	291	291
Insurance and Licences	0	0	134	137	137	0	161	161	0	0	0	179	179	179	179	202	202
Equip Res. Charge Out	0	0	15	3	5	25	88	47	6	0	164	224	224	224	246	246	269
Total Road Maintenance	0	0	253	160	175	1,511	440	379	262	32	619	1,120	1,120	1,142	1,187	1,232	1,277
Total Administration, Operations and Maintenance	18,695	30,265	35,685	17,106	28,670	33,055	17,952	28,224	6,314	26,382	14,022	29,337	25,366	25,863	26,407	27,144	27,495
Transfer to Reserves	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	6,720	6,720	6,720
Total	25,415	36,985	41,061	23,826	35,390	39,775	24,672	34,944	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215
Capital	4-6-25-9701-331																
Capital Planning	242	1,493	28,101	5,571													
Equipment	0	2,996	0	1,871	624												
Engineering, Consulting, Legal Fees	0	0	0	0	0												
AWS Road	0	0	0	0	0												
Radio Connection	1,244	0	0	0	0												
River Intake / Treatment Prop. Acquisition	0	0	0	0	0												
Administration	0	0	0	0	0												
Total Capital	1,487	4,489	28,101	7,442	624	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	26,902	41,474	69,162	31,269	36,013	39,775	24,672	34,944	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215
Capital Planning Grant																	
Transfer from Reserves																	
TOTAL EXPENDITURES (with Grant) ¹	26,902	41,474	69,162	31,269	36,013	39,775	24,672	34,944	13,034	33,102	20,742	36,057	32,086	32,583	33,127	33,864	34,215

TABLE 2
Town of Qualicum Beach Requisition - AWS
2018 - 2022 FINANCIAL PLAN (\$)

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE																	
Town of Qualicum Beach Requisition	16,547	24,782	53,214	21,288	20,968	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413
Other Revenue																	
Logging Revenue	0	1,164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grants	0	0	0	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	0	0
Carry-Forward Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Revenue	0	1,164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	16,547	27,110	53,214	21,288	20,968	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413
EXPENDITURES																	
Operating																	
Administration																	
4-2-25-7010																	
Salaries and Wages	39	59	83	212	616	1,074	868	815	597	7	1,124	959	3,014	3,014	3,014	3,151	3,151
Memberships Sub.	0	0	0	0	0	12	49	8	28	0	0	27	27	27	27	27	27
Contracts	50	47	0	0	223	100	0	389	0	0	0	137	137	137	151	151	151
Consulting	0	0	0	0	1,619	736	0	4,120	0	0	0	343	0	0	0	0	0
Legal Fees	0	0	0	0	1,354	0	0	0	0	0	0	0	356	356	370	370	370
Audit fees	288	288	288	599	572	572	562	562	562	0	534	617	630	644	658	671	671
Licenses and Insurance	5,895	6,065	6,239	6,192	6,744	4,912	4,869	6,602	478	4,748	3,543	6,850	4,110	4,247	4,384	4,521	4,658
Advertising	0	0	0	0	0	25	0	0	0	0	0	0	0	0	0	0	0
Photocopy Supplies	0	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	12	2	0	0	0	0	0	0	0	0	0	0	0
Tel / Cable	0	0	0	0	83	0	0	0	0	0	0	0	0	0	0	0	0
Meetings	13	20	16	26	219	52	5	3	1	6	0	41	41	41	41	41	41
Parts, Materials & Supplies	0	0	0	0	56	137	10	0	0	0	0	69	69	69	69	69	82
Courier / Delivery	0	0	0	0	5	3	0	0	0	0	0	0	0	0	0	0	0
Equip. Res. Charge Out	1	10	11	15	3	2	0	0	0	0	0	0	0	0	0	0	0
Total Administration	6,286	6,488	6,637	7,044	11,505	7,636	6,362	12,498	1,665	4,760	5,201	9,042	8,384	8,535	8,713	9,001	9,152
Operations																	
4-2-25-7011																	
Salaries and Wages	544	737	284	192	0	0	0	0	0	0	0	0	0	0	0	0	0
Contracts	510	1,441	697	343	0	0	0	0	0	0	0	0	0	0	0	0	0
Consulting	0	0	38	0	0	0	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	0	0
Licenses and Insurance	53	53	53	53	0	0	0	0	0	0	0	0	0	0	0	0	0
Meetings	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parts, Materials and Supplies	12	679	1,086	7	0	0	0	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	0	0
Natural Gas	0	0	0	135	0	0	0	0	0	0	0	0	0	0	0	0	0
Equip Res. Charge Out	64	109	39	17	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Operations	1,201	3,019	2,195	747	0	0	0	0	0	0	0	0	0	0	0	0	0

GL Account	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 YTD	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Maintenance	4-2-25-7012																
Salaries & Wages	2,235	2,461	3,273	1,581	1,409	3,428	1,812	2,909	793	5,175	1,099	2,781	2,836	2,891	2,946	3,014	3,028
Conferences / Seminars / Travel	0	0	34	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contract	449	3,708	7,487	471	1,755	818	633	200	263	971	365	617	630	644	658	671	671
Consulting	338	0	1,029	0	514	3,694	148	0	0	0	0	69	69	69	69	69	69
Equipment Lease and Rental	0	0	29	0	0	0	0	0	0	0	360	1,096	1,123	1,137	1,165	1,192	1,192
	4-2-25-7012-450	381	2,460	598	332	467	1,793	496	195	104	3,746	0	1,644	137	137	151	151
Small Tools, Equipment & Furniture	4-2-25-7012-451	12	5	60	15	288	26	0	0	387	370	378	0	0	0	0	0
Courier and Delivery	4-2-25-7012-452	6	10	6	0	42	0	0	5	9	4	11	14	14	14	14	14
Gas & Oil	4-2-25-7012-460	307	163	28	0	272	0	0	6	0	112	18	14	14	14	14	14
Equip Res. Charge Out	4-2-25-7012-800	219	195	294	175	119	422	180	231	76	463	109	206	206	219	219	233
Total Maintenance	3,947	9,003	12,838	2,574	4,865	10,181	3,271	3,546	1,246	10,858	2,331	6,817	5,028	5,124	5,233	5,343	5,370
Road Maintenance	4-2-25-7013																
Salaries & Wages	4-2-25-7013-300	0	0	64	12	20	114	94	68	45	20	246	274	274	288	288	301
Contracts	4-2-25-7013-330	0	0	0	0	0	794	22	36	111	0	33	164	164	178	178	178
Insurance and Licences	4-2-25-7013-400	0	0	82	84	84	0	99	99	0	0	110	110	110	110	123	123
Equip Res. Charge Out	4-2-25-7013-800	0	0	9	2	3	16	54	29	4	0	100	137	137	151	151	164
Total Road Maintenance	0	0	155	98	107	924	269	232	160	20	379	685	685	699	726	754	781
Total Administration, Operations and Maintenance	11,434	18,510	21,825	10,462	16,477	18,741	9,901	16,276	3,072	15,638	7,911	16,544	14,097	14,358	14,673	15,097	15,303
Transfer to Reserves	4-2-25-7014-821	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	4,110	4,110	4,110
Total	15,544	22,620	25,113	14,572	20,587	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413
Capital	4-6-25-9701-331																
Capital Planning	242	1,493	28,101	5,571													
Equipment	0	1,832	0	1,144	381												
Engineering, Consulting, Legal Fees	4-6-25-9701-331	0	0	0	0	0											
AWS Road	0	0	0	0	0												
Radio Connection	761	0	0	0	0												
River Intake / Treatment Prop. Acquisition	4-6-25-9704-450	0	0	0	0	0											
Administration	0	0	0	0	0												
Total Capital	1,003	3,325	28,101	6,716	381	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES (no Grant)	16,547	25,946	53,214	21,288	20,968	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413
Capital Planning Grant																	
Transfer from Reserves																	
TOTAL EXPENDITURES (with Grant) ¹	16,547	25,946	53,214	21,288	20,968	22,851	14,011	20,386	7,182	19,748	12,021	20,654	18,207	18,468	18,783	19,207	19,413