



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**WOODBURY VILLAGE WATER SERVICE
COMMUNITY ADVISORY COMMITTEE
DISCUSSION OUTLINE**

Time: 1:00 pm PST
Date: Monday, January 27th 2025
Location: Hybrid Model – Zoom & RDCK Board Room, 202 Lakeside Drive, Nelson

Join Zoom Meeting

<https://rdck-bc-ca.zoom.us/j/96516964829?pwd=FqDKrTgnYgx57009ALVF5kkv3pIdZC.1&from=addon>

Meeting ID: 965 1696 4829

Passcode: 797212

Dial by your location

- 833 958 1164 Canada Toll-free

COMMITTEE MEMBERS PRESENT

Committee Member R. Nellis
Committee Member B. Gilmore
Committee Member A. Hobden
Committee Member K. Chambers
Committee Member B. Nadwidny
Director A. Watson, Electoral Area D (ex-officio)

COMMITTEE MEMBERS ABSENT

STAFF

Uli Wolf	GM of Environmental Services
Chris Gainham	Utility Services Manager
Alex Divlakovski	Water Operations Manager

1. WELCOME AND INTRODUCTIONS

2. STAFF REPORTS: OPERATIONS & MAINTENANCE UPDATE

2.1 Operations and Maintenance Update

2.2 Capital Works Update

3. FINANCIAL PLAN

A copy of the following Financial Plans are provided:

- Woodbury Water Utility S259 – Board Adopted 2024-2028 Financial Plan
- DRAFT 2025-2029 Financial Plans for Service S259 Woodbury Water Utility – for information only

4. NEXT ASSEMBLY

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

Board Adopted 2024-2028 Financial Plan – S259 Woodbury Water Utility

REGIONAL DISTRICT OF CENTRAL KOOTENAY

ADOPTED 2024-2028 FINANCIAL PLAN

S259 Water Utility-Area D (Woodbury)

INCOME

Account	Description	2023 Final	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
41015	Parcel Taxes	17,466	17,466	17,466	18,863	20,750	20,750	25,937
42030	User Fees	38,181	37,486	38,880	40,329	41,837	43,405	45,035
43020	Grants	49,976	49,976	0	0	0	0	0
43025	Grants - Specified	0	284,322	10,000	0	0	0	0
43030	Community Works Grants (Internal)	1,750	0	0	0	0	0	0
44020	Investment Income & Interest	7,036	0	6,000	5,000	5,000	5,000	3,000
45000	Transfer from Reserves	27,000	27,000	28,540	0	0	0	0
49100	Prior Year Surplus	50,590	49,372	-6,889	0	0	0	0
Total Income		191,998	465,622	93,997	64,192	67,587	69,155	73,972

EXPENSES

Account	Description	2023 Final	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
51010	Salaries	3,860	8,352	8,870	9,225	9,409	9,597	9,789
51020	Overtime	0	217	230	240	244	249	254
51030	Benefits	914	2,172	2,307	2,399	2,447	2,496	2,546
51500	Directors - Allowance & Stipend	505	403	536	558	569	580	592
51565	Directors - Mileage	71	133	76	79	80	82	83
53020	Admin, Office Supplies & Postage	16	0	17	17	18	18	18
53030	Communication	0	541	1,000	1,040	1,061	1,082	1,104
53050	Insurance	946	1,983	2,106	2,190	2,234	2,279	2,324
53080	Licence & Permits	190	676	718	747	762	777	792
54010	Legal	15,488	14,500	2,000	0	0	0	0
54030	Contracted Services	692	1,190	1,264	1,314	1,341	1,367	1,395
55010	Repairs & Maintenance	550	1,082	1,149	1,195	1,219	1,243	1,268
55020	Operating Supplies	167	1,072	1,138	1,184	1,208	1,232	1,256
55025	Chemicals	193	595	632	657	670	684	697
55040	Utilities	2,661	2,380	2,528	2,629	2,681	2,735	2,790
59000	Contribution to Reserve	60,974	53,938	30,257	14,542	16,945	17,500	21,285
59500	Transfer to Other Service	20,880	14,901	9,753	5,983	6,103	6,225	6,350
59510	Transfer to Other Service - General Admin. Fee	4,256	4,256	3,705	3,853	3,930	4,009	4,089
59550	Transfer to Other Service - Environmental Services Fee	14,794	14,794	15,711	16,340	16,666	17,000	17,340
60000	Capital Expenditures	356,052	342,437	10,000	0	0	0	0
Total Expenses		483,209	465,622	93,997	64,192	67,587	69,155	73,972

Total Service	-291,210	0	0	0	0	0	0	0
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RESERVE BALANCES

Opening Balance	152,089	186,062	187,779	202,321	219,266	236,766
Net change for the year	33,974	1,717	14,542	16,945	17,500	21,285
Total Reserve for Service	186,062	187,779	202,321	219,266	236,766	258,051

Regional District of Central Kootenay

V-P2

P1 - O&M and Capital to Dec 31 AD

P2 - Balanced CG

S259 Water Utility-Area D (Woodbury)

SYSTEM INFORMATION AND RATES

Active Accounts	
Accounts Using Water	
Accounts Not Using Water	
Service Charges % Increase	
WDV-DWELLING-MULTI FAMILY FIRST DWELLING	
WDV-DWELLING- MULTI FAMILY- ADDITIONAL	
WDV-DWELLING-SINGLE FAMILY	
WDV-UNDEVELOPED PARCEL	
Metered Rate	
Base Charge	
Metered Consumption	
Parcel Tax % Increase	
Parcel Tax	
Total	

DRAFT

2025 to 2029 Financial Plan

No.	2024
41	
34	
7	
7	4%
7	989
7	520
34	989
0	0%
7	377
	141
	4.04
	0%
41	426

2025	2026	2027	2028	2029
4%	4%	4%	4%	4%
1,029	1,070	1,113	1,158	1,204
540	562	585	608	632
1,029	1,070	1,113	1,158	1,204
0	0	0	0	0
392	392	392	392	392
0	0	0	0	0
146	152	158	164	171
4	4.36	4.54	4.72	4.91
0	0	0	0	0
7%	7%	7%	2%	0.00%
456	488	522	532	532

REVENUE

Account	2021	2022	2023	Average
41010 Requisitions				
41015 Parcel Taxes	17,466	17,466	17,466	17,466
42025 Sale of Services - Specified				
42030 User Fees	29,707	35,195	38,181	34,361
43015 Donations - Specified				
43020 Grants			49,976	49,976
43025 Grants - Specified	153,869	42,649	0	65,506
43030 Community Works Grants		85,440	1,750	43,595
45000 Transfer from Reserves	12,105	6,709	0	6,271
49100 Prior Year Surplus	(5,240)	5,035	50,590	16,795
Revenue	207,907	192,495	157,963	233,970

2021	2022	2023	Average
17,466	17,466	17,466	17,466
29,707	35,195	38,181	34,361
		49,976	49,976
153,869	42,649	0	65,506
	85,440	1,750	43,595
12,105	6,709	0	6,271
(5,240)	5,035	50,590	16,795
207,907	192,495	157,963	233,970

2024 Budget	2024 YTD Actual	2024 Est Year End
17,466	17,466	17,466
38,880	39,467	39,467
10,000	284,322	284,322
28,540		28,540.00
(6,889)	(291,210)	(291,210)
130,457	50,045	78,585

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
18,689	19,997	21,397	21,825	21,825
48,719	50,558	52,471	54,460	56,528
50,000				
77,904	0	0	0	0
(67,904)	0	0	0	0
127,408	70,555	73,867	76,284	78,533

OPERATING EXPENSES

Account	2021	2022	2023	Average
51010 Salaries	3,874	9,281	3,860	5,672
51020 Overtime	49	996	0	348
51030 Benefits	667	1,528	914	1,036
52010 Travel				
53020 Admin, Office Supplies & Postage	0	0	16	5
53030 Communication	0	0	0	0
53040 Advertising	0	905		453
53050 Insurance	654	63	946	554
53080 Licence & Permits	513	5,951	190	2,218
54010 Legal			15,488	15,488
54030 Contracted Services	416	4,276	692	1,795
55010 Repairs & Maintenance	298	1,497	550	782
- reservoir mixer NSF				
55020 Operating Supplies	423	859	167	483
55025 Chemicals	51	(96)	193	49
55030 Equipment				
55040 Utilities	1,805	2,023	2,661	2,163
Operating Expenses	8,751	27,283	26,254	31,047

2021	2022	2023	Average
3,874	9,281	3,860	5,672
49	996	0	348
667	1,528	914	1,036
0	0	16	5
0	0	0	0
0	905		453
654	63	946	554
513	5,951	190	2,218
		15,488	15,488
416	4,276	692	1,795
298	1,497	550	782
423	859	167	483
51	(96)	193	49
1,805	2,023	2,661	2,163
8,751	27,283	26,254	31,047

2024 Budget	2024 YTD Actual	2024 Est Year End
8,870	8,020	10,693
230		0
2,307	2,087	2,783
0	39	39
17	0	0
1,000	0	1,500
0	0	0
2,106	964	964
718	189	189
2,000	456	456
1,264	758	758
1,149	345	345
1,138	802	802
632	203	203
0	148	148
2,528	2,427	2,427
24,570	16,438	21,307

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
10,800	11,092	11,314	11,540	11,771
233	239	244	249	254
2,810	2,886	2,944	3,003	3,063
0	0	0	0	0
17	18	18	18	19
1,500	1,541	1,571	1,603	1,635
0	0	0	0	0
2,163	2,221	2,266	2,311	2,357
737	757	772	788	804
468	481	491	500	510
1,298	1,333	1,360	1,387	1,415
1,180	1,212	1,236	1,261	1,286
10,000				
1,169	1,201	1,225	1,249	1,274
649	666	680	693	707
0	0	0	0	0
2,596	2,666	2,719	2,774	2,829
35,621	26,313	26,839	27,376	27,923

CAPITAL EXPENSES

Account	2021	2022	2023	Average
60000 CAP1221-100 WDV W - 2021 SROW Water Line Protection			1,216	
60000 CAP1422-100 WDV W - 2023 Water Quality Upgrades			354,836	
60000 CAP1552-100 WDV W Hydrant Infill				
Capital Expenses	0	0	356,052	0

2021	2022	2023	Average
		1,216	
		354,836	
0	0	356,052	0

2024 Budget	2024 YTD Actual	2024 Est Year End
10,000	79,409	79,409
10,000	79,409	79,409

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
50,000				
50,000	0	0	0	0

NON-OPERATING EXPENSES

Account	2021	2022	2023	Average
59000 Contribution to Reserve	12,739	3,194	53,938	23,290
59500 Transfer to Other Service	15,818	11,526	18,182	15,175
59510 Transfer to Other Service - General Admin. Fee	3,952	4,150	4,256	4,120
59550 Transfer to Other Service - Environmental Services Fee	15,648	17,555	14,794	15,999
Non-Operating Expenses	48,157	36,425	91,170	58,584

2021	2022	2023	Average
12,739	3,194	53,938	23,290
15,818	11,526	18,182	15,175
3,952	4,150	4,256	4,120
15,648	17,555	14,794	15,999
48,157	36,425	91,170	58,584

2024 Budget	2024 YTD Actual	2024 Est Year End
24,257	24,257	24,257
9,753	2,100	2,100
3,705	3,705	3,705
15,711	15,711	15,711
53,426	45,773	45,773

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
15,300	17,196	19,441	20,770	21,728
6,547	6,707	6,841	6,978	7,118
3,805	3,881	3,959	4,038	4,119
16,135	16,458	16,787	17,123	17,465
41,787	44,242	47,028	48,909	50,429

Total Service

(28,540)	(91,575)	(67,904)
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(28,540)	(91,575)	(67,904)
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(0)	0	0	(0)	0
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(0)	0	0	(0)	0
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59500 TRANSFER TO OTHER SERVICE

Account	Work Order	2021	2022	2023	Average
59500 CAP1422-100 WDV W Woodbury Water Utility- Project Management		12,105	3,970	14,540	10,205
59500 OPR327-100 Woodbury Water Utility-Distribution - General					
59500 OPR327-112 Woodbury Water Utility-Transfer to other Service - Fleet		2,978	1,996	3,642	2,872
59500 OPR327-117 Woodbury Water Utility-Transfer to other Service - Operator Admin		735	1,592		1,164
Total Transfer to Other Service		3,713	3,588	18,182	4,036

2021	2022	2023	Average
12,105	3,970	14,540	10,205
2,978	1,996	3,642	2,872
735	1,592		1,164
3,713	3,588	18,182	4,036

2024 Budget	2024 YTD Actual	2024 Est Year End
4,000	2,100	2,100
2,331		2,331
3,422		3,422
9,753	0	5,753

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
2,394	2,442	2,491	2,540	2,591
4,153	4,265	4,350	4,438	4,526
6,547	6,707	6,841	6,978	7,118

RESERVES

		2024
Balance Previous Year		186,062
Interest (Assumed 2%)		3,721
Contribution		24,257
Withdrawal		(28,540)
		185,501

		2024
186,062		186,062
3,721		3,721
24,257		24,257
(28,540)		(28,540)
185,501		185,501

		2024
185,501		185,501
3,710		3,710
15,300		15,300
(77,904)		(77,904)
126,606		126,606

		2025	2026	2027	2028	2029
185,501		185,501	188,390	191,280	194,170	197,060
3,710		3,710	3,710	3,710	3,710	3,710
15,300		15,300	15,300	15,300	15,300	15,300
(77,904)		(77,904)	(77,904)	(77,904)	(77,904)	(77,904)
126,606		126,606	126,606	126,606	126,606	126,606

2022 Asset Management Plan Identified Contribution to Reserves	
25 Year	\$34,102
100 Year	\$45,058