



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# YMIR WATER COMMISSION OF MANAGEMENT OPEN MEETING AGENDA

**Time:** 10:00 am PST

**Date:** Friday December 12, 2025

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

### Join Zoom Meeting

<https://rdck-bc-ca.zoom.us/j/92444285701?pwd=faVU8IDkN3k976eUkfM0ZumxzQTmMZ.1>

**Meeting ID:** 924 4428 5701

**Passcode:** 075829

### Dial by your location

- 833 958 1164 Canada Toll-free

**In-Person Location:** Ymir Fire Hall, 7208 First Avenue, Ymir

### COMMISSION/COMMITTEE MEMBERS

Director H. Cunningham	Electoral Area G
Commissioner T. Nixon	
Commissioner J. Leus	
Commissioner T. Kingsley	
Commissioner L. Hamnett	
Commissioner S. Mountford	

### STAFF

Uli Wolf	General Manager of Environmental Services
Alexandra Divlakovski	Water Operations Manager
Chris Gainham	Utility Services Manager
Emma Clark	Meeting Coordinator

\_\_\_\_ out of 6 voting Commission members were present – quorum was met.

**1. CALL TO ORDER**

Chair Cunningham to call the meeting to order at \_\_\_\_\_ a.m.

**1.1. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

**1.2. ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

The Agenda for the December 12, 2025 Ymir Water Commission of Management meeting, be adopted as circulated.

**Carried/Defeated/Referred**

**1.3. RECEIPT OF MINUTES**

The March 17, 2025 Ymir Water Commission of Management meeting minutes, have been received.

**2. STAFF VERBAL REPORTS**

**2.1 OPERATIONS AND MAINTENANCE & CAPITAL UPDATE**

**Operations & Maintenance**

- A new and more accurate level transmitter was installed in the intake weir for creek flow monitoring
- One significant service line leak was repaired by a customer this past spring
- Three hydrants were identified for repair during spring inspections and are now operational
- The intake pond was dredged to remove accumulated gravel and silt

**Capital Projects**

- No capital completed in 2025

**Future Capital**

- Replace obsolete UV units in 2027

**2.2 QUARTZ CREEK NATURAL ASSET MANAGEMENT PLAN (NAMP)**

The Quartz Creek NAMP provides a comprehensive assessment of Quartz Creek as a natural asset that underpins the Ymir water system, documenting existing conditions, anticipated land-use impacts, and the associated risks to water quality and supply continuity. It establishes a baseline for watershed condition and identifies priority monitoring, restoration, and risk-mitigation actions to help ensure long-term viability of the source water.

Overall, the NAMP reinforces that the watershed itself is a critical piece of infrastructure and that maintaining service levels requires both monitoring and ongoing engagement with upstream land-use activities. The NAMP provides additional technical information for future discussions with the Province and licensees regarding cumulative impacts and mitigation opportunities.

### **2.3 QUARTZ CREEK FLOW MONITORING SUMMARY**

The 2024 Quartz Creek Flow and Water Quality Monitoring Report provides an updated picture of source conditions at the Ymir intake. Flow monitoring shows a wide seasonal range, with peak visually-recorded flows of approximately 395 L/s on April 30 and minimum flows of 8 L/s on September 16, reflecting the watershed's sensitivity to freshet and late-season low-flow periods. Data reliability improved in 2024 following controls upgrades in February, although visual readings were still used due to earlier level-sensor failures.

Water quality results remain consistent with prior years. Raw-water turbidity peaked at only 0.59 NTU during freshet (June 3), and pH values remained stable between 7.12 and 7.64. All raw and treated bacteriological samples were within acceptable limits, with no adverse treated-water results. Quarterly comprehensive chemistry results and disinfection-byproduct monitoring (THMs/HAA5s) also remained well below Canadian Drinking Water Quality guideline limits.

Overall, the 2024 monitoring indicates that Quartz Creek continues to provide high-quality source water, but also reinforces the need for ongoing flow measurement and watershed oversight, particularly given the sharp decline to late-summer low flows.

### **3. 2026-2030 DRAFT FINANCIAL PLAN**

The 2026-2030- DRAFT Financial Plan for Service S244 Water Utility-Area G (Ymir), has been received.

### **4. PUBLIC TIME**

The Chair will call for questions from the public at \_\_\_\_\_ a.m.

### **5. NEXT MEETING**

The next Ymir Water Commission of Management meeting will be scheduled at the call of the Chair.

### **6. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Ymir Water Commission of Management meeting be adjourned at \_\_\_\_\_ a.m.

**Carried/Defeated/Referred**



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# YMIR WATER COMMISSION OF MANAGEMENT OPEN MEETING MINUTES

10:00 am PST

Monday, March 17, 2025

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

### COMMISSION MEMBERS PRESENT

Director H. Cunningham	Electoral Area G	In-person <sup>[2]</sup>
Commissioner T. Nixon		In-person <sup>[2]</sup>
Commissioner J. Leus		In-person <sup>[2]</sup>
Commissioner S. Mountford		In-person <sup>[1]</sup>

### COMMISSION MEMBERS ABSENT

Commissioner T. Kingsley  
Commissioner L. Hamnett

### STAFF

Uli Wolf	General Manager of Environmental Services	In-person <sup>[1]</sup>
Chris Gainham	Utility Services Manager	In-person <sup>[2]</sup>
Emma Clark	Meeting Coordinator	In-person <sup>[1]</sup>

**4 out of 6 voting Commission members were present – quorum was met.**

#### 1. CALL TO ORDER

Manager Gainham called the meeting to order at 10:10 a.m.

#### 2. ELECTION OF CHAIR

##### 2.1. CALL FOR NOMINATIONS (3 Times)

Director Cunningham called for nominations a first time.  
Commissioner Nixon nominated Director Cunningham.

Manager Gainham called for nominations a second time and third time.  
Commissioner Leus nominated Director Cunningham.

**2.2. DECLARATION OF ELECTED OR ACCLAIMED CHAIR**

Director Cunningham ratifies the appointed Director Cunningham as Chair of the Ymir Water Commission of Management for 2025.

**3. CHAIR’S ADDRESS**

Director Cunningham thanked the Commission for their support.

**4. COMMENCEMENT OF REGULAR MEETING**

The Ymir Commission of Management Chair assumes the chair.

**4.1. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

**4.2. ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

The Agenda for the March 17, 2025 Ymir Water Commission of Management meeting, be adopted as circulated.

**Carried**

**4.3. RECEIPT OF MINUTES**

The November 23, 2023 Ymir Water Commission of Management minutes, have been received.

**5. STAFF REPORTS**

**5.1. Staff Presentation - Capital Works, Operations and Maintenance Update and Ymir Infrastructure Asset Management Plan**

Chris Gainham, Utility Services Manager provided the following information to the Commission:

- Operations and maintenance works on the system included regular system flushing and hydrant maintenance; the pressure transducer that records stage at the Quartz Creek flow monitoring weir was likely damaged during an electrical storm, some data was lost, the transducer was replaced in December 2024.
- 2024 capital works included installation of a reservoir outflow magmeter and SCADA upgrades. Future capital works include replacement of the UV units
- An overview of the Ymir Water System Asset Management Plan including asset values and 25 and 100 year horizon asset replacement needs forecasts, and also commented on the ongoing Natural Asset Management Plan for the Quartz Creek Watershed.

- Information on a test well drilled in Ymir in 2003 and the Commission discussed results of the drilling and drill report. Staff will distribute the report to the Commission.

**6. 2025-2029 DRAFT FINANCIAL PLAN**

The 2025-2029 Financial Plan for Service S244 Water Utility-Area G (Ymir), has been received.

**MOVED** and seconded,  
AND Resolved:

That the Ymir Water Commission of Management approve the draft 2025-2029 Financial Plan for Service S244 Water Utility-Area G (Ymir).

**Carried**

**Direction to Staff** – Staff to provide copies of the Water Frontage Tax Bylaw and Ymir Water Supply and Distribution System Local Service Establishment Bylaw to Commission members.

**7. PUBLIC TIME**

The Chair will call for questions from the public at 11:38 a.m.

**8. NEXT MEETING**

The next Ymir Water Commission of Management meeting will be scheduled at the call of the Chair.

**9. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Ymir Water Commission of Management meeting be adjourned at 11:46 a.m.

**Carried**

**APPROVED BY**

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Director Cunningham, Chair

## S244 Water Utility-Area G (Ymir)

## 2026 to 2030 Financial Plan

**SYSTEM INFORMATION AND RATES**

		No.	2025	2026	2027	2028	2029	2030
Active Accounts		111						
Service Charges % Increase			4%	3%	3%	3%	3%	3%
YMR-COMMERCIAL- BUSINESS	y	2	686	706	728	749	772	795
YMR-COMMERCIAL- HOTEL/MOTEL- BASE RATE	y	1	3286	3,385	3,487	3,591	3,699	3,810
YMR-COMMERCIAL- HOTEL/MOTEL- COFFEE SHOP			744	766	789	813	837	862
YMR-COMMERCIAL- HOTEL/MOTEL- LOUNGE		1	534	550	567	584	601	619
YMR-COMMERCIAL- HOTEL/MOTEL- LAUNDRY			3286	3,385	3,486	3,591	3,698	3,809
YMR-COMMERCIAL- HOTEL/MOTEL- PER ROOM	y	14	104	108	111	114	118	121
YMR-COMMERCIAL- HOTEL/MOTEL- RESTAURANT			743	766	788	812	837	862
YMR-COMMERCIAL-FOOD & BEVERAGE SERVICES	y	1	1030	1,061	1,093	1,126	1,160	1,194
YMR-COM-SHORT TERM ACCOMODATION BASE	y	1	686	706	728	749	772	795
YMR-COM-SHORT TERM ACCOMODATION/ ROOM	y	9	104	108	111	114	118	121
YMR-DWELLING- MULTI FAMILY- ADDITIONAL	y	1	686	706	728	749	772	795
YMR-DWELLING-MULTI FAMILY FIRST DWELLING	y	1	686	706	728	749	772	795
YMR-DWELLING-SINGLE FAMILY		104	686	706	728	749	772	795
YMR-INSTITUTIONAL- RDCK FIRE HALL		1	0	0	0	0	0	0
YMR-INSTITUTIONAL-COMMUNITY HALL		1	0	0	0	0	0	0
Metered Rate			0	0	0	0	0	0
Base Charge			68	70	72	74	77	79
Metered Consumption			2.79	2.88	2.96	3.05	3.14	3.24
Parcel Frontage Tax % Increase		No	5%	3%	0%	0%	0%	0%
Parcels assessed frontage tax (In 2025 amounts range from \$141.07 to \$705.33. One is \$70.53)		142						
Frontage tax parcel with zero dollar rate		7						
Parcels in water system but not assessed frontage tax		7						
<b>Total</b>								

**REVENUE**

Account		2022	2023	2024 YTD Actual	Average	2025 Budget	2025 YTD Actual	2025 Est Year End	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
41010	Requisitions - Subtotal												
41015	Parcel Taxes	40,000	44,000	46,200	43,400	48,510	48,510	48,510	49,965	49,965	49,965	49,965	49,965
42020	Sale of Services - Subtotal												
42025	Sale of Services - Specified					0	18,260	18,260					
42030	User Fees	72,774	74,657	79,102	75,511	80,638	84,371	84,371	84,470	87,004	89,615	92,303	95,072
43030	Community Works Grant		2,600	2,600	2,600								
43505	External Contributions & Contracts - Specified	6,120	6,120	6,935	6,392	0	6,935	6,935	7,095				
44020	Investment Income & Interest							2,889	3,186	4,531	4,531	5,051	5,585
45000	Transfer from Reserves	11,297		0	5,649				0	70,000	0	0	
45802	Transfer from Community Works												
49100	Prior Year Surplus	(3,776)	(5,153)	29,940	7,003	14,592	14,480	14,480	36,065				
<b>Revenue</b>		<b>126,415</b>	<b>122,224</b>	<b>162,177</b>	<b>140,555</b>	<b>143,740</b>	<b>172,556</b>	<b>175,445</b>	<b>180,781</b>	<b>211,500</b>	<b>144,110</b>	<b>147,319</b>	<b>150,622</b>

OPERATING EXPENSES						Benefits 23%	Wages 2.5%	CPI 2.3%	Utilities 3.45%	2029	2030		
Account		2022	2023	2024 YTD Actual	Average	2025 Budget	2025 YTD Actual	2025 Est Year End	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
51010	Salaries	14,731	16,894	21,452	17,692	16,496	9,203	16,496	16,908	17,331	17,764	18,208	18,664
51010	- leak detection					2,000		0	0	0			
51020	Overtime	0	65		33			0	500	513	525	538	552
51030	Benefits	2,851	3,514	5,680	4,015	3,769	2,546	3,769	3,863	3,960	4,059	4,160	4,264
51030	- Benefits - leak detection					520		0	0				
51500	Directors - Allowance & Stipend	965	1,212	1,075	1,084			0	0	0	0	0	0
51565	Directors - Mileage		126		126	0	45	45	46	47	48	49	50
52030	Memberships, Dues & Subscriptions	400	250	315	322	454	250	386	395	404	413	423	432
53030	Communication	890	964	899	918	1,157	764	917	938	959	982	1,004	1,027
53050	Insurance	1,642	1,421	1,545	1,536	1,683	1,233	1,843	1,885	1,929	1,973	2,019	2,065
53080	Licence & Permits	209	302	308	273	702	253	304	311	318	325	333	340
54030	Contracted Services	6,822	5,926	8,014	6,921	7,738	5,688	6,826	7,916	8,098	8,285	8,475	8,670
55010	Repairs & Maintenance - Subtotal	6,266	1,297	9,717	5,760	7,108	3,238	6,912	7,071	7,233	7,400	7,570	7,744
55020	Operating Supplies	9,813	2,716	5,145	5,891	11,814	3,535	4,242	6,027	6,165	6,307	6,452	6,601
55025	Chemicals	2,372	1,835	1,021	1,743	2,001	1,906	2,287	2,340	2,394	2,449	2,505	2,563
55030	Equipment	0	0	179	60	184	0	0	184	188	192	197	201
55040	Utilities	4,565	4,268	4,633	4,489	4,655	4,981	5,977	6,183	6,326	6,471	6,620	6,772
55060	Rentals	64	64		64	70		0	0	0	0	0	0
Operating Expenses		51,589	40,853	59,983	50,925	61,986	33,642	50,004	54,568	55,865	57,194	58,554	59,946

CAPITAL EXPENSES						2025	2025 YTD	2025 Est	2026	2027	2028	2029	2030
Account		2022	2023	2024 YTD Actual	Average	Budget	Actual	Year End	Budget	Budget	Budget	Budget	Budget
60000	CAP1446-100 YMR W - UV Unit Replacement									67,900			
Capital Expenses		0	62,151	23,428	0	0	0	0	0	67,900	0	0	0

NON-OPERATING EXPENSES						2025	2025 YTD	2025 Est	2026	2027	2028	2029	2030
Account		2022	2023	2024 YTD Actual	Average	Budget	Actual	Year End	Budget	Budget	Budget	Budget	Budget
59000	Contribution to Reserve	17,621	6,049	22,401	15,357	14,333	14,833	14,833	67,230	25,472	26,034	26,671	27,827
59500	Transfer to Other Service - Subtotal	10,847	4,116	0	4,988	9,498	(2,662)	15,662	9,901	10,099	10,099	10,301	10,301
59510	Transfer to Other Service - General Admin. Fee	7,953	7,192	7,938	7,694	7,938	8,896	8,896	9,101	9,283	9,286	9,468	9,476
59520	Transfer to Other Service - IT Fee	4,810	5,516	4,870	5,065	4,870	4,870	4,870	4,982	5,082	5,084	5,183	5,187
59550	Transfer to Other Services - ES Fees					45,116	45,116	45,116					
59703	Transfer to Utility Services - General (ES fees)	27,424	23,111	33,790	28,108				35,000	35,700	36,414	37,142	37,885
59712	Transfer to Project Management									2,100			
Non-Operating Expenses		68,655	45,984	68,999	61,213	81,754	71,053	89,377	126,213	87,735	86,916	88,765	90,676
Total Service						(0)	67,861	36,065	(0)	0	0	0	(0)

59500 TRANSFER TO OTHER SERVICE						2025	2025 YTD	2025 Est	2026	2027	2028	2029	2030
Account	Work Order	2022	2023	2024 YTD Actual	Average	Budget	Actual	Year End	Budget	Budget	Budget	Budget	Budget
59500	OPR329-100 Ymir Water Utility-Distribution - General												
59500	OPR329-112 Ymir Water Utility-Transfer to other Service - Fleet	2,255	4,116	2,634	3,002	2,662	(2,662)	2,662	2,723	2,778	2,778	2,833	2,833
59500	OPR329-117 Ymir Water Utility-Transfer to other Service - Operator Admin	8,592	0	6,925	5,172	6,836	0	13,000	7,177	7,321	7,321	7,467	7,467
Total Transfer to Other Service		10,847	4,116	9,559	8,174	9,498	(2,662)	15,662	9,901	10,099	10,099	10,301	10,301

RESERVES						2025	2026	2027	2028	2029	2030
Balance Previous Year						144,463	159,296	226,526	226,526	252,560	279,231
Contribution						14,833	67,230	25,472	26,034	26,671	27,827
Withdrawal						0	0	(70,000)	0	0	0
						159,296	226,526	181,998	252,560	279,231	307,058

**2024 Asset Management Plan Identified Contribution to Reserves**  
 25 Year **\$34,511**  
 100 Year **\$94,419**