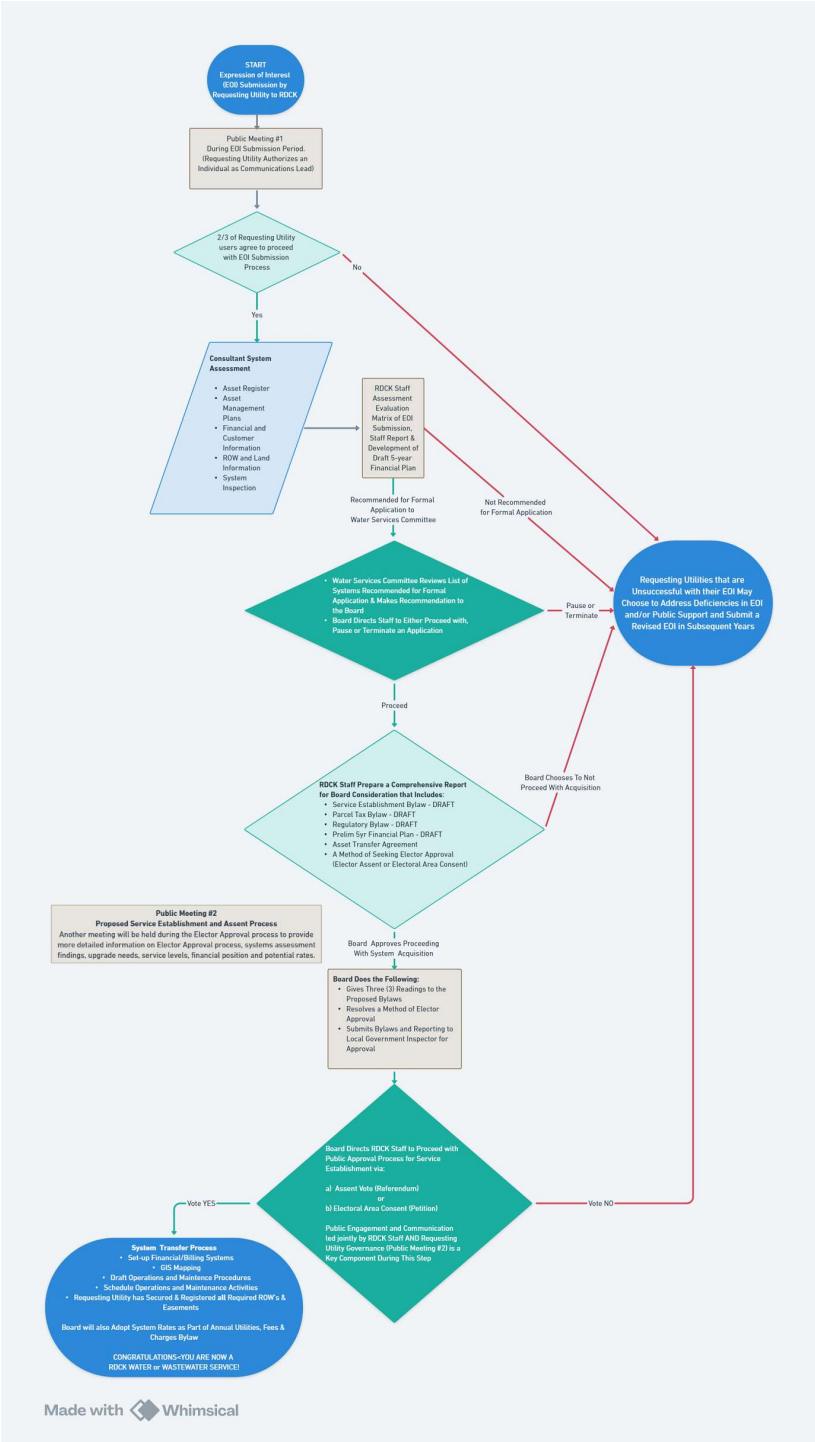
START
Expression of Interest
(EOI) Submission by
Requesting Utility to RDCK
Public Meeting #1
During EOI Submission Period.
(Requesting Utility Authorizes an
Individual as Communications Lead)
2/3 of Requesting Utility
users agree to proceed
with EOI Submission
Process
No
Yes
Consultant System
Assessment
• Asset Register
• Asset
Management
Plans
• Financial and
Customer
Information
• ROW and Land
Information
• System
Inspection
RDCK Staff
Assessment
Evaluation
Matrix of EOI
Submission,
Staff Report &
Development of
Draft 5-year
Financial Plan
Recommended for Formal
Application to
Water Services Committee
Not Recommended
for Formal Application
• Water Services Committee Reviews List of
Systems Recommended for Formal
Application & Makes Recommendation to
the Board
• Board Directs Staff to Either Proceed with,
Pause or Terminate an Application
Pause or
Terminate
Requesting Utilities that are
Unsuccessful with their EOI May
Choose to Address Deficiencies in EOI
and/or Public Support and Submit a
Revised EOI in Subsequent Years
Proceed
RDCK Staff Prepare a Comprehensive Report
for Board Consideration that Includes:
• Service Establishment Bylaw - DRAFT
• Parcel Tax Bylaw - DRAFT
• Regulatory Bylaw - DRAFT
• Prelim 5yr Financial Plan - DRAFT
• Asset Transfer Agreement
• A Method of Seeking Elector Approval
(Elector Assent or Electoral Area Consent)
Board Chooses To Not
Proceed With Acquisition
Public Meeting #2
Proposed Service Establishment and Assent Process
Another meeting will be held during the Elector Approval process to provide
more detailed information on Elector Approval process, systems assessment
findings, upgrade needs, service levels, financial position and potential rates.
Board Approves Proceeding
With System Acquisition
Board Does the Following:
• Gives Three (3) Readings to the
Proposed Bylaws
• Resolves a Method of Elector
Approval
• Submits Bylaws and Reporting to
Local Government Inspector for
Approval
Board Directs RDCK Staff to Proceed with
Public Approval Process for Service
Establishment via:
a) Assent Vote (Referendum)
or
b) Electoral Area Consent (Petition)
Public Engagement and Communication
led jointly by RDCK Staff AND Requesting
Utility Governance (Public Meeting #2) is a
Key Component During This Step
Vote YES
Vote NO
System Transfer Process
• Set-up Financial/Billing Systems
• GIS Mapping
• Draft Operations and Maintenance Procedures
• Schedule Operations and Maintenance Activities
• Requesting Utility has Secured & Registered all Required ROW's &
Easements
Board will also Adopt System Rates as Part of Annual Utilities, Fees &
Charges Bylaw
CONGRATULATIONS=YOU ARE NOW A
RDCK WATER or WASTEWATER SERVICE!
Made with Whimsical