

Municipality of Trent Hills

2022 WATER & WASTEWATER BUDGET

MEETING DATE: DECEMBER 14, 2021

APPROVED DECEMBER 14, 2021





Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Background

The Municipality of Trent Hills has drinking water and wastewater systems located in the communities of Campbellford, Hastings and Warkworth. These systems are considered “user pay” and only those properties utilizing municipal water and wastewater services are subject to the applicable rates, fees and charges.

The Municipal drinking water systems and wastewater systems are operated by the Municipality of Trent Hills in compliance with the Safe Drinking Water Act and the Environmental Protection Act and related Ontario Regulations.

On an annual basis, the Municipality prepares a Budget for Council to authorize expenditures for the year. The Budget is a plan to implement municipal goals and priorities and provides a method to monitor and control income and expenses throughout the year.

The Budget document is organized by three main categories: Operating, Transfers and Capital.

The Operating Budget includes amounts for activities related to day-to-day operations.

Transfers are amounts dedicated each year to Reserves to help finance projects over a long-term period. Transfers may be allocated for operating and capital projects.

The Capital Budget includes amounts for the acquisition or maintenance of assets that provide or support services to residents over many years.

Council approved the financial plan outlined in the Water and Wastewater Rate Study on February 4, 2020, prepared by Watson & Associates Economists Ltd. The 2022 Budget corresponds with the recommendations outlined in the Study.



Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Water Operations

The following list outlines the operational activities the Water Department is responsible for that are included in the annual Budget:

- Administration
- Vehicle Maintenance
- Filtration Plants
- Water Towers
- Watermain Maintenance
- Water Service Maintenance
- Locates
- Hydrant Maintenance
- Water Meter Maintenance
- Booster Pumps
- Capital Planning



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Water-Summary of Gross Revenues and Expenditures
 Operating, Transfers and Capital Budgets**

Operating	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	1,918,483	183,400	-	-	1,735,083
2021	1,890,581	179,800	-	-	1,710,781
Total	27,902	3,600	-	-	24,302

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	189,046	-	-	-	189,046
2021	132,099	-	-	-	132,099
Total	56,947	-	-	-	56,947

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	662,000	-	-	662,000	-
2021	646,000	-	-	646,000	-
Total	16,000		-	16,000	-

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	2,769,529	183,400	-	662,000	1,924,129
2021	2,668,680	179,800	-	646,000	1,842,880
Total	100,849	3,600	-	16,000	81,249

Y:Y % Change	3.78%	2.37%			4.41%
--------------	-------	-------	--	--	-------



Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Detailed Water Budget Summary

Description	2021 Budget	2022 Budget	Y:Y Change
Wages & Benefits	631,704	644,133	12,429
Materials & Supplies	311,980	307,970	(4,010)
Contracted Services	436,709	454,488	17,779
Financial-General	10,206	11,911	1,705
Debt Payments	499,982	499,982	0
Fees & Charges	(179,800)	(183,400)	(3,600)
Total Operating Budget	1,710,781	1,735,083	24,302

Transfers	2021 Budget	2022 Budget	Y:Y Change
Transfer to Reserve	132,099	189,046	56,947
Total Transfers	132,099	189,046	56,947

Capital	2021 Budget	2022 Budget	Y:Y Change
Capital	646,000	662,000	16,000
Reserve Revenue	(646,000)	(662,000)	(16,000)
Grant Revenue	-	-	-
Total Capital	-	-	-

Total (to be recovered from user rate revenue)	1,842,880	1,924,129	81,249
---	-----------	-----------	--------

Notes re Operating Budget

Wages & Benefits-Wages & Benefit adjustments in accordance with corporate COLA adjustments benefit costs.

Materials & Supplies-Memberships, Licenses, Parts, Fuel, Chemicals, etc

Contracted Services-Insurance, Connectivity, Hydro, Telephone, other related contracted services.

Financial-External equipment rentals.

Debt Payments-Payments for infrastructure projects.

Fees & Charges-Bulk water sales, connection/disconnection fees, late payment charges.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

Water Capital

Category	Location	Description	Project Budget	Revenue Grants	Revenue Reserves
Equipment	Campbellford	Clarifier Upgrades Treatment Plant	100,000	-	100,000
Equipment	Hastings	Park St. Watermain Replacement	200,000	-	200,000
Equipment	Hastings	Hastings Standpipe Upgrades	287,000	-	287,000
Equipment	Warkworth	Emergency Generator Replacement	75,000	-	75,000
Total			662,000	-	662,000

As per Water & Wastewater Study Report prepared by Watson, Capital to be funded from Reserves/Reserve Funds. Reserve and Reserve Fund contributions are derived from Connection Charges and annual Budget contributions.



Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Summary of Water Debt Payments

Annual Payments	Year of Expiration
\$ 113,390	2024
\$ 108,493	2026
\$ 47,122	2027
\$ 57,788	2030
\$ 173,189	2039
\$ 499,982	

Annual payments include principal and interest.

Water Debt Payments represent 26.06% of the Operating Budget.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

Monthly Water Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2021 Rate (\$)	2022 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.13%	28.93	29.85	.92
Service Charge 25mm (1")	1.38%	49.17	50.75	1.58
Service Charge 37mm (1 1/2")	.35%	95.46	98.51	3.05
Service Charge 50mm (2")	.96%	153.31	158.21	4.90
Service Charge 75mm (3")	.14%	289.26	298.52	9.26
Service Charge 100mm (4")	.04%	483.07	498.52	15.45
Service Charge 150mm (6")	.00%	963.24	994.06	30.82
Volumetric Rate m ³		1.23	1.26	.03

The monthly service charges are differentiated by meter size, based on American Water Works Association (AWWA) meter factors and industry best practices.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Examples of Monthly Water Billing Amounts
 Residential Customers 19mm (¾")
 Includes Service Charges and Consumption**

Water Consumption	2021 Dollars SC \$ 28.93 Vol \$ 1.23	2022 Dollars SC \$ 29.85 Vol \$ 1.26	Increase Dollars
5 m ³	35.08	36.15	1.07
10 m ³	41.23	42.45	1.22
15 m ³	47.38	48.75	1.37
25 m ³	59.68	61.35	1.67
35 m ³	71.98	73.95	1.97
50 m ³	90.43	92.85	2.42



Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Wastewater Operations

The following list outlines the operational activities the Wastewater Department is responsible for that are included in the annual Budget:

- Administration
- Vehicle Maintenance
- Sewer Flushing
- Sewer Collapse/Laterals
- CCTV
- Sewer Repairs
- Flow Monitoring
- Sewer Locates
- Treatment
- Pumping Stations
- Manholes
- Capital Planning



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Wastewater-Summary of Gross Revenues and Expenditures
 Operating, Transfers and Capital Budgets**

Operating	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	1,825,395	3,800	-	-	1,821,595
2021	1,808,744	3,700	-	-	1,805,044
Total	16,651	100	-	-	16,551

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	641,501	-	-	-	641,501
2021	553,348	-	-	-	553,348
Total	88,153	-	-	-	88,153

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	431,000	-	-	431,000	-
2021	590,000	-	-	590,000	-
Total	(159,000)	-	-	(159,000)	-

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2022	2,897,896	3,800	-	431,000	2,463,096
2021	2,952,092	3,700	-	590,000	2,358,392
Total	(54,196)	100	-	(159,000)	104,704

Y:Y % Change	(1.84)%	(26.8%)	4.44%
--------------	---------	---------	-------



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

Detailed Wastewater Budget Summary

Description	2021 Budget	2022 Budget	Y:Y Change
Wages & Benefits	444,333	453,220	8,887
Materials & Supplies	208,584	209,492	908
Contracted Services	574,977	589,776	14,799
Financial-General	306	312	6
Debt Payments	580,544	572,595	(7,949)
Fees & Charges	(3,700)	(3,800)	(100)
Total Operating Budget	1,805,044	1,821,595	16,551

Transfers	2021 Budget	2022 Budget	Y:Y Change
Transfer to Reserve	553,348	641,501	88,153
Total Transfers	553,348	641,501	88,153

Capital	2021 Budget	2022 Budget	Y:Y Change
Capital	590,000	431,000	(159,000)
Reserve Revenue	(590,000)	(431,000)	159,000
Total Capital	-	-	-

Total (to be recovered from user rate revenue)	2,358,392	2,463,096	104,704
---	------------------	------------------	----------------

Notes re Operating Budget

Wages & Benefits-Wages & Benefit adjustments in accordance with corporate COLA adjustments benefit costs.

Materials & Supplies-Memberships, Licenses, Parts, Fuel, Chemicals, etc

Contracted Services-Insurance, Connectivity, Hydro, Telephone, other related contracted services.

Financial-External equipment rentals.

Debt Payments-Payments for infrastructure projects.

Fees & Charges-Connection/disconnection fees.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

Wastewater Capital

Category	Location	Description	Project Budget	Revenue Grants	Revenue Reserves
Equipment	Campbellford	Treatment Plant Upgrades	100,000	-	100,000
Collection	Campbellford	Corewall Repairs	25,000	-	25,000
Equipment	Hastings	Disinfection Upgrades	181,000	-	181,000
Equipment	Hastings	Treatment Plant Upgrades	75,000	-	75,000
Equipment	Hastings	Pumping Stn Electrical Upgrades	35,000	-	35,000
Equipment	Warkworth	George St. PS Pump Upgrades	15,000	-	15,000
Total			431,000	-	431,000

As per Water & Wastewater Study Report prepared by Watson, Capital to be funded from Reserves/Reserve Funds. Reserve and Reserve Fund contributions are derived from Connection Charges and annual Budget contributions.



Municipality of Trent Hills
2022 Water & Wastewater Budget
Meeting Date: December 14, 2021

Summary of Wastewater Debt Payments

Annual Payments	Year of Expiration
\$ 28,348	2024
\$ 32,239	2027
\$ 57,788	2030
\$ 298,295	*2031
\$ 155,926	2033
\$ 572,596	

Annual payments include principal and interest.

*Serial Debenture

Wastewater Debt Payments represent 31.37 % of the Operating Budget.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

Monthly Wastewater Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2021 Rate (\$)	2022 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.7%	49.39	50.79	1.40
Service Charge 25mm (1")	1.3%	83.97	86.34	2.37
Service Charge 37mm (1 1/2")	.40%	162.99	167.60	4.61
Service Charge 50mm (2")	1.1%	261.77	269.17	7.40
Service Charge 75mm (3")	.10%	493.91	507.86	13.95
Service Charge 100mm (4")	.00%	824.84	848.13	23.29
Service Charge 150mm (6")	.00%	1644.73	1691.19	46.46
Volumetric Rate		2.09	2.15	.06

Wastewater Consumption Flat Rate-Residential (11 cubic meters X \$ 2.15)	23.65
Wastewater Consumption Flat Rate-Non-Residential (45 cubic meters X \$ 2.15)	96.75

The monthly service charges differentiated by meter size, based on American Water Works Association (AWWA) meter factors and industry best practices.



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Examples of Wastewater Billing Amounts
 Residential Customers 19mm (3/4")
 Includes Service Charges and Consumption**

Wastewater Consumption	2021 Dollars SC \$ 49.39 Vol \$ 2.09	2022 Dollars SC \$ 50.79 Vol \$ 2.15	Increase Dollars (Monthly)
5 m ³	59.84	61.54	1.70
10 m ³	70.29	72.29	2.00
15 m ³	80.74	83.04	2.30
25 m ³	101.64	104.54	2.90
35 m ³	122.54	126.04	3.50
50 m ³	153.89	158.29	4.40



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Combined Monthly Water & Wastewater Charges
 Residential Customers 19mm (3/4")
 Example 1**

Consumption 10 m³	2021 Dollars	2022 Dollars	Increase Dollars
Water Service Charge	28.93	29.85	.92
Water Consumption	12.30	12.60	.30
Sewer Service Charge	49.39	50.79	1.40
Sewer Consumption	20.90	21.50	.60
Total Monthly	111.52	114.74	3.22
Total Annual	1,338.24	1,376.88	38.64



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Combined Monthly Water & Wastewater Charges
 Residential Customers 19mm (3/4")
 Example 2**

Consumption	2021	2022	Increase
15 m³	Dollars	Dollars	Dollars
Water Service Charge	28.93	29.85	.92
Water Consumption	18.45	18.90	.45
Sewer Service Charge	49.39	50.79	1.40
Sewer Consumption	31.35	32.25	.90
Total Monthly	128.12	131.79	3.67
Total Annual	1,537.44	1,581.48	44.04



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Other Water and Wastewater
 Rates, Fees, Charges**

Category	Description	2021	2022	Change
Water & Wastewater Administration	Account Changes/New Customer Account Set Up	\$ 10.00	\$ 10.00	No change
	Account Status Request (Owner/Lawyer)	No Charge	No Charge	No change
	Late Payment Charge	5%	5%	No change
	Returned Item (NSF, Stop Payment)	\$ 35.00	\$ 35.00	No change
	Water/Sewer Arrears Transfer to Tax Account	\$ 0.00	\$ 25.00	\$ 25.00
	Removal of Services/Abandonment	Labour/material/equip	Labour/material/equip	No change
	Service Installations (New) From water or sewer main to property line. No oversize watermain charges.	Labour/material/equip	Labour/material/equip	No change



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Other Water and Wastewater
 Rates, Fees, Charges**

Category	Description	2021	2022	Change
Water	Bulk Water Charge	Cubic meter \$ 3.30 1000 imp gal \$ 15.02	Cubic meter \$ 3.48 1000 imp gal \$ 15.80	\$.18 \$.78
	Bulk Water Key Deposit	\$ 25.00	\$ 25.00	No change
	Disconnection/Reconnection			
	o Regular Business Hours	\$ 45.00	\$ 45.00	No change
	o After Regular Business Hours	\$ 265.00	\$ 269.00	\$ 4.00
	Water-Fire Protection Line Charge	Monthly service charge based on water meter size	Monthly service charge based on water meter size	Various
	Hydrant Rental (each; annual; Municipal)	\$ 250.00	\$ 250.00	No change
	Meters (New)	Labour/material/equip	Labour/material/equip	No change
	Non-Metered Seasonal per month	\$ 57.00	\$ 59.00	\$ 2.00
	Temporary Water Service	Labour/material/equip	Labour/material/equip	No change
Thawing Frozen Lines/Meter	Labour/material/equip \$ 50.00 minimum	Labour/material/equip \$ 50.00 minimum	No change	
Water Connection Inspection Fee Existing water service (due to repair/alteration)	\$ 50.00	\$ 50.00	No change	



Municipality of Trent Hills
 2022 Water & Wastewater Budget
 Meeting Date: December 14, 2021

**Other Water and Wastewater
 Rates, Fees, Charges**

Category	Description	2021	2022	Change
Wastewater	Leachate/Waste Processing/m ³			
	o Low Strength	\$ 13.58	\$ 14.08	\$.50
	o High Strength	\$ 26.35	\$ 27.32	\$.97
	o Imported/Abnormal Waste	\$ 35.00	\$ 35.00	No change
	Sanitary Lateral/Main Video Inspection and/or clearing of debris For pipes up to 125mm (5") in size	\$ 200.00	\$ 200.00	No change
Sanitary Lateral/Main Video Inspection and/or clearing of debris For pipes larger than 125mm (5") in size	First hour \$ 300.00	First hour \$ 300.00	No change	
	Add'l hours \$ 100.00	Add'l hours \$ 100.00	No change	
Wastewater Connection Inspection Fee Existing wastewater service (due to repair/alteration)	\$ 50.00	\$ 50.00	No change	