

Municipality of Trent Hills

2021 WATER & WASTEWATER BUDGET

MEETING DATE: DECEMBER 15, 2020

APPROVED: DECEMBER 15, 2020





Municipality of Trent Hills
2021 Water & Wastewater Budget
Meeting Date: December 15, 2020

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 Operating Budget relates to day-to-day operations, transfers to Reserves plan for longer-term goals and the Capital Budget outlines the expenditure plan and related funding for specific projects, which will 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 2021 Budget corresponds to the recommendations contained in the Study.

The public are invited to observe the proceedings of each meeting and will be given the opportunity to provide comments and ask questions.



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Water Operations

The following list provides an overview of the 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



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

Operating	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	1,890,581	179,800	-	-	1,710,781
2020	1,863,382	176,301	-	-	1,687,081
Total	27,199	3,499	-	-	23,700

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	132,099	-	-	-	132,099
2020	77,604	-	-	-	77,604
Total	54,495	-	-	-	54,495

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	646,000	-	-	646,000	-
2020	770,000	-	115,194	654,806	-
Total	(124,000)	-	(115,194)	(8,806)	-

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	2,668,680	179,800	-	646,000	1,842,880
2020	2,710,986	176,301	115,194	654,806	1,764,685
Total	(42,306)	3,499	(115,194)	(8,806)	78,195

Y:Y % Change	(1.6%)	(12.7%)			4.43%
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Detailed Water Budget Summary

Description	2020 Budget	2021 Budget	Y:Y Change
Wages & Benefits	657,606	631,704	(25,902)
Materials & Supplies	281,697	311,980	30,283
Contracted Services	413,745	436,709	22,964
Financial-General	10,352	10,206	(146)
Debt Payments	499,982	499,982	0
Fees & Charges	(176,301)	(179,800)	3,499
Total Operating Budget	1,687,081	1,710,781	23,700

Transfers	2020 Budget	2021 Budget	Y:Y Change
Transfer to Reserve	77,604	132,099	54,495
Total Transfers	77,604	132,099	54,495

Capital	2020 Budget	2021 Budget	Y:Y Change
Capital	770,000	646,000	(124,000)
Reserve Revenue	(654,806)	(646,000)	8,806
Grant Revenue	(115,194)	0	115,194
Total Capital	0	0	0

Total (to be recovered from user rate revenue)	1,764,685	1,842,880	78,195
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Explanation of Changes (Operating)

Wages & Benefits-Cost of living adjustment, benefits, change in allocation of Admin Staff.

Materials & supplies-increase due to change in Wages & Benefits to maintain expenditure level in Water & Wastewater Rate Study.

Contracted Services-Insurance, Bulk Water software contract, other water related contracted services.

Financial-External equipment rentals.

Debt Payments-No change.

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



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Water Capital

Category	Location	Description	Project Budget	Revenue Grants	Revenue Reserves
Equipment	Hastings	Highlift Pump Discharge Valve Upgr	20,000	0	20,000
Equipment	Hastings	Park St. Watermain Replacement	200,000	0	200,000
Equipment	Hastings	Trent St. Service Upgrades*	27,500	0	27,500
Equipment	Hastings	Hastings Standpipe Upgrades	323,500	0	323,500
Equipment	Warkworth	Emergency Generator Replacement	75,000	0	75,000
Total			646,000	0	646,000

*Trent St. Upgrades contingent upon OCIF Grant Revenue.

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.



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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.



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Monthly Water Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2020 Rate (\$)	2021 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.16%	28.03	28.93	.90
Service Charge 25mm (1")	1.33%	47.65	49.17	1.52
Service Charge 37mm (1 1/2")	.40%	92.50	95.46	2.96
Service Charge 50mm (2")	.93%	148.55	153.31	4.76
Service Charge 75mm (3")	.14%	280.29	289.26	8.97
Service Charge 100mm (4")	.04%	468.09	483.07	14.98
Service Charge 150mm (6")	.00%	933.37	963.24	29.87
Volumetric Rate		1.19	1.23	.04

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



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

Water Consumption	2020 Dollars	2021 Dollars	Increase Dollars
5 m3	33.98	35.08	1.10
10 m3	39.93	41.23	1.30
15 m3	45.88	47.38	1.50
25 m3	57.78	59.68	1.90
35 m3	69.68	71.98	2.30
50 m3	87.53	90.43	2.90



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Other Water Rates, Fees, Charges

Description	2020	2021	Change
Account Changes/New Customer Account Set Up	\$ 10.00	\$ 10.00	No change
Account Status Request (Owner/Lawyer)	N/A	N/A	No Change
Bulk Water Charge	Cubic meter \$ 3.25	Cubic meter \$ 3.30	\$.05
	1000 imp gallon \$ 14.77	1000 imp gallon \$ 15.02	\$.25
Bulk Water Key Deposit	\$ 25.00	\$ 25.00	No change
Disconnection/Reconnection			
o Regular Business Hours	\$ 43.00	\$ 45.00	\$ 2.00
o After Regular Business Hours	\$ 258.00	\$ 265.00	\$ 7.00
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
Late Payment Charge	5%	5%	No change
Meters (New)	Labour/material/equip	Labour/material/equip	No change
Non-metered Seasonal per month	\$ 55.00	\$ 57.00	\$ 2.00
Removal of Services/Abandonment	Labour/material/equip	Labour/material/equip	No change
Returned Item (NSF, Stop Payment)	\$ 35.00	\$ 35.00	No change
Service Installations (New) From watermain to property line. No oversize watermain charges.	Labour/material/equip	Labour/material/equip	No change
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



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Wastewater Operations

The following list provides an overview of the 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



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

Operating	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	1,808,744	3,700	-	-	1,805,044
2020	1,792,755	3,600	-	-	1,789,155
Total	15,989	100	-	-	15,889

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	553,348	-	-	-	553,348
2020	468,535	-	-	-	468,535
Total	84,813	-	-	-	84,813

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	590,000	-	-	590,000	-
2020	643,000	-	191,990	451,010	-
Total	(534,449)		(2,165)	(149,284)	(383,000)

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2021	2,952,092	3,700	0	590,000	2,358,392
2020	2,904,290	3,600	191,990	451,010	2,257,690
Total	47,802	100	(191,990)	138,990	100,702

Y:Y % Change	1.6%	(8.2%)			4.46%
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Detailed Wastewater Budget Summary

Description	2020 Budget	2021 Budget	Y:Y Change
Wages & Benefits	447,178	444,333	(2,845)
Materials & Supplies	200,126	205,510	5,384
Contracted Services	556,396	578,051	21,655
Financial-General	300	306	6
Debt Payments	588,755	580,544	(8,211)
Fees & Charges	(3,600)	(3,700)	(100)
Total Operating Budget	1,789,155	1,805,044	15,889

Transfers	2020 Budget	2021 Budget	Y:Y Change
Transfer to Reserve	468,535	553,348	84,813
Total Transfers	468,535		

Capital	2020 Budget	2021 Budget	Y:Y Change
Capital	643,000	590,000	(53,000)
Reserve Revenue	(451,010)	(590,000)	(138,990)
Grant Revenue	(191,990)	0	191,990
Total Capital	383,000	0	0

Total (to be recovered from user rate revenue)	2,257,690	2,358,392	100,702
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Explanation of Changes (Operating)

Wages & Benefits- Cost of living adjustment, benefits, change in allocation of Admin Staff.

Materials & supplies- Increase due to change in Wages & Benefits to maintain expenditure level in Water & Wastewater Rate Study .

Contracted Services-Insurance, other utilities

Debt Payments-Change in annual interest amount payable.

Fees & Charges-Sewer connections, miscellaneous revenue.



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Wastewater Capital

Category	Location	Description	Project Budget	Revenue Grants	Revenue Reserves
Equipment	Campbellford	Raw Sludge Pump Replacement	75,000	0	75,000
Equipment	Campbellford	Boiler Chimney & End Plate Rpr	30,000	0	30,000
Equipment	Campbellford	VFD-Variou s Pumps	15,000	0	15,000
Equipment	Hastings	Disinfection Upgrades*	345,000	0	345,000
Equipment	Hastings	Main PS Upgrades	60,000	0	60,000
Equipment	Hastings	DO Control & VFD for Aeration	25,000	0	25,000
Equipment	Hasting	Trent St. Lateral Upgrades**	25,000	0	25,000
Equipment	Warkworth	George St. PS Upgrades	15,000	0	15,000
Total			590,000	0	590,000

* Disinfection Upgrades-carry over additional \$ 170,000 from 2020

**Trent St. Upgrades contingent upon OCIF Grant Revenue

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.



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Summary of Wastewater Debt Payments

Annual Payments	Year of Expiration
28,348	2024
32,239	2027
57,788	2030
306,244	2031
155,926	2033
580,544	

Annual payments include principal and interest.



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Monthly Wastewater Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2020 Rate (\$)	2021 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.9%	48.03	49.39	1.36
Service Charge 25mm (1")	1.2%	81.66	83.97	2.31
Service Charge 37mm (1 1/2")	.40%	158.51	162.99	4.48
Service Charge 50mm (2")	.30%	254.58	261.77	7.19
Service Charge 75mm (3")	.10%	480.35	493.91	13.56
Service Charge 100mm (4")	.00%	802.18	824.84	22.66
Service Charge 150mm (6")	.00%	1599.55	1644.73	45.18
Volumetric Rate		2.03	2.09	.06

Wastewater Consumption Flat Rate-Residential (11 cubic meters X \$ 2.09)	22.99
Wastewater Consumption Flat Rate-Non-Residential (45 cubic meters X \$ 2.09)	94.05

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



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

Wastewater Consumption	2020 Dollars	2021 Dollars	Increase Dollars (Monthly)
5 m3	58.18	59.84	1.66
10 m3	68.33	70.29	1.96
15 m3	78.48	80.74	2.26
25 m3	98.78	101.64	2.86
35 m3	119.08	122.54	3.46
50 m3	149.53	153.89	4.36



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Other Wastewater Rates, Fees, Charges

Description	2020	2021	Change
Account Changes/New Customer Account Set Up	\$ 10.00	\$ 10.00	No change
Account Status Request (Owner/Lawyer)	N/A	N/A	No change
Late Payment Charge	5%	5%	No change
Leachate/Waste Processing/m3			
o Low Strength	\$ 13.58	\$ 13.58	No change
o High Strength	\$ 26.35	\$ 26.35	No change
o Imported 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	N/A	First hour \$ 300.00 Add'l hours \$ 100.00	\$ 300.00 \$ 100.00
Removal of Services/Abandonment	Labour/material/equip	Labour/material/equip	No change
Returned Item (NSF, Stop Payment)	\$ 35.00	\$ 35.00	No change
Service Installations (New) To property line	Labour/material/equip	Labour/material/equip	No change
Wastewater Connection Inspection Fee Existing wastewater service (due to repair/alteration)	\$ 50.00	\$ 50.00	No change



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

Consumption 10 m3	2020 Dollars	2021 Dollars	Increase Dollars
Water Service Charge	28.03	28.93	.90
Water Consumption	11.90	12.30	.40
Sewer Service Charge	48.03	49.39	1.36
Sewer Consumption	20.30	20.90	.60
Total Monthly	108.26	111.52	3.26
Total Annual	1,299.12	1,338.24	39.12



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

Consumption 15 m3	2020 Dollars	2021 Dollars	Increase Dollars
Water Service Charge	28.03	28.93	.90
Water Consumption	17.85	18.45	.60
Sewer Service Charge	48.03	49.39	1.36
Sewer Consumption	30.45	31.35	.90
Total Monthly	124.36	128.12	3.76
Total Annual	1,492.32	1,537.44	45.12