

Municipality of Trent Hills

2025 DRAFT WATER & WASTEWATER BUDGET
MEETING DATE: NOVEMBER 26, 2024





Municipality of Trent Hills
2025 Draft Water & Wastewater Budget
Meeting Date: November 26, 2024

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 properties utilizing municipal water and wastewater services and/or are within the mandatory connection areas 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.

2025 Revenue and Expenditure totals have been adjusted to align with the recommendations outlined in the Study and further adjusted to reflect the increasing costs.



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Water Operations

The following list outlines an overview of the operational activities the Water Department is responsible for that are included in the annual Budget.

- Administration-software fees for water meter reading, bulk water; bank fees,
- Vehicle Maintenance-3 light duty vehicles, 2 SUVs, 1 trailer
- Filtration Plants-3 water plants to process treated potable water
- Water Towers-3 water towers for offsite storage of treated potable water for consumption and fire protection
- Watermain Maintenance-repairs to maintain infrastructure for distribution system
- Water Service Maintenance-installation, repairs and maintenance of customer water services
- Locates-identifying buried infrastructure for other utility services
- Hydrant Maintenance-flushing and maintaining fire hydrants in accordance with application regulations
- Water Meter Maintenance-installation and repair of customer water meters
- Booster Pumps-operation and maintenance to ensure adequate water pressure in distribution system



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

Operating	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves/ Financing	User Rates
2025	2,192,960	275,350	-	-	1,917,610
2024	1,989,125	204,043	-	-	1,785,082
Difference	203,835	71,307	-	-	132,528

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves/ Financing	User Rates
2025	348,000	-	-	-	348,000
2024	311,760	-	-	-	311,760
Difference	36,240	-	-	-	36,240

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves/ Financing	User Rates
2025	785,000	-	-	785,000	-
2024	5,315,567	-	1,913,363	3,402,204	-
Difference	(4,530,567)	-	(1,913,363)	(2,617,204)	-

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2025	3,325,960	275,350	-	785,000	2,265,610
2024	7,616,452	204,043	1,913,363	3,402,204	2,096,842
Difference	(4,290,492)	71,307	(1,913,363)	(2,617,204)	168,768



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Detailed Water Budget Summary

Operating	2024 Budget	2025 Budget	Y:Y Change
Wages & Benefits	681,945	824,126	142,181
Materials & Supplies	321,740	332,547	10,807
Contracted Services	473,672	522,703	49,031
Financial-General	11,786	8,200	(3,586)
Debt Payments	499,982	505,384	5,402
Sub-total	1,989,125	2,192,960	203,835
Fees & Charges	(204,043)	(275,350)	71,307
Net Operating Budget	1,785,082	1,917,610	132,528

Transfers	2024 Budget	2025 Budget	Y:Y Change
Transfer to Reserve	311,760	348,000	36,240
Total Transfers	311,760	348,000	36,240

Capital	2024 Budget	2025 Budget	Y:Y Change
Capital Expenditures	5,315,567	785,000	(4,530,567)
Reserve Revenue	(3,402,204)	(785,000)	(2,617,204)
Grant Revenue	(1,913,363)	0.00	(1,913,363)
Net Capital	-	-	-

Total (to be recovered from user rate revenue)	2,096,842	2,265,610	168,768
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Notes re Operating Budget

Wages & Benefits-adjusted each year in accordance with corporate cost of living and benefit costs and the collective agreement.

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.



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2025 Water Capital

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Campbellford	GAC Replacement	160,000	-	160,000
Treatment	Campbellford	Filter Underdrain Replacement	350,000	-	350,000
Treatment	Campbellford	SCADA PC Replacement	30,000	-	30,000
Distribution	Campbellford	Singer Valve Main Kits	10,000	-	10,000
Distribution	Campbellford	Water Meter Replacement	50,000	-	50,000
Total			600,000		600,000

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Hastings	GAC Replacement	75,000		75,000
Treatment	Hastings	Scada PC Replacement	15,000		15,000
Total			90,000		90,000

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Warkworth	GAC Replacement	20,000	-	20,000
Treatment	Warkworth	Scada PC Replacement	15,000		15,000
Distribution	Warkworth	Booster Station PLC Upgrades	60,000	-	60,000
Total			95,000		95,000

Total			785,000	-	785,000
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As recommended in the 2020 Water & Wastewater Study Report prepared by Watson, Capital projects to be funded from Reserves/Reserve Funds. Reserve and Reserve Fund contributions are derived from Connection Charges and annual Budget contributions.

Annual provisional Capital amounts are included in the Budget each year. The 2025 annual provisional Capital amount is 785,000. If annual provisional Capital projects are not completed during the year, the related budget amount is transferred to the Water Reserve and projects are funded by the Reserve in subsequent years. Additional funds may be required from the Water Reserve or Reserve Fund if project costs exceed the annual provisional amounts.



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Summary of Water Debt Payments

Annual Payments	Year of Expiration
\$ 108,493	2026
\$ 47,122	2027
\$ 57,788	2030
\$ 173,189	2039
\$386,592	

Annual payments include principal and interest.

Water Debt Payments represent 15.21% of the Water Operating Budget.



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Monthly Water Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2024 Rate (\$)	2025 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.06%	31.79	33.79	2.00
Service Charge 25mm (1")	1.45%	54.05	57.44	3.39
Service Charge 37mm (1 1/2")	.35%	104.92	111.51	6.59
Service Charge 50mm (2")	.97%	168.50	179.08	10.58
Service Charge 75mm (3")	.14%	317.93	337.89	19.96
Service Charge 100mm (4")	.03%	530.94	564.28	33.34
Service Charge 150mm (6")	.00%	1058.70	1125.19	2183.89

Volumetric Rate m ³	1.35	1.40	.05
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Water Consumption Flat Rate-Residential (11 cubic meters X \$ 1.40)	15.40
Water Consumption Flat Rate-Non-Residential (45 cubic meters X \$ 1.40)	63.00

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

Water Consumption	2024 Dollars SC \$ 31.79 Vol \$ 1.35	2025 Dollars SC \$ 33.79 Vol \$ 1.40	Increase Dollars
5 m ³	38.54	40.79	2.25
10 m ³	45.29	47.79	2.50
15 m ³	52.04	54.79	2.75
25 m ³	65.54	68.79	3.25
35 m ³	79.04	82.79	3.75
50 m ³	99.29	103.79	4.50



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Wastewater Operations

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

- Administration-software fees
- Vehicle Maintenance-1 light duty vehicle, 1 van
- Sewer Flushing-cleaning sewer mains within collection system
- Sewer Collapse/Laterals-repairs to sewer mains up to property lines
- CCTV-inspection of sewer mains (covering entire system over 5 year period)
- Sewer Repairs-repairs to sewer mains as a result of CCTV inspections
- Flow Monitoring-at wastewater plants and pumping stations to optimize processes
- Sewer Locates-identifying buried infrastructure for other utility services
- Treatment-2 wastewater treatment plants, 1 stabilization pond
- Pumping Stations-9 wastewater pumping stations, conveying raw sewage to plants
- Manholes-inspections, maintenance to ensure adequate access to sewer mains



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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
2025	1,992,849	4,000	-	-	1,988,849
2024	1,860,269	4,000	-	-	1,856,269
Difference	132,580	0			132,580

Transfers	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2025	939,000	-	-	-	939,000
2024	828,456	-	-	-	828,456
Difference	110,544	-	-	-	110,544

Capital	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2025	2,757,500			2,757,500	-
2024	3,505,353	-	-	3,505,353	-
Difference	(747,853)		-	(747,853)	-

Total	Expenditures	Revenue			
		Fees/Chgs	Grants	Reserves	User Rates
2025	5,689,349	4,000		2,757,500	2,927,849
2024	6,194,078	4,000	-	3,505,353	2,684,725
Difference	(504,729)	0		(747,853)	243,124



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Detailed Wastewater Budget Summary

Operating	2024 Budget	2025 Budget	Y:Y Change
Wages & Benefits	466,645.00	555,847.00	89,202.00
Materials & Supplies	210,622.00	313,325.00	102,703.00
Contracted Services	625,008.00	598,775.00	(26,233.00)
Financial-General	1,124.00	4,500.00	3,376.00
Debt Payments	556,870.00	520,402.00	(36,468.00)
Sub-total	1,860,269.00	1,992,849.00	132,580.00
Fees & Charges	(4,000.00)	(4,000.00)	-
Net Operating Budget	1,856,269.00	1,988,849.00	132,580.00

Transfers	2024 Budget	2025 Budget	Y:Y Change
Transfer to Reserve	828,456.00	939,000.00	110,544.00
Total Transfers	828,456.00	939,000.00	110,544.00

Capital	2024 Budget	2025 Budget	Y:Y Change
Capital Expenditures	3,505,353.00	2,757,500.00	(747,853.00)
Reserve Revenue	(3,505,353.00)	(2,757,500.00)	747,853.00
Net Capital	-	-	-

Total (to be recovered from user rate revenue)	2,684,725.00	2,927,849.00	243,124.00
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Notes re Operating Budget

Wages & Benefits-adjusted each year in accordance with corporate cost of living and benefit costs and collective agreement.

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.



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2025 Wastewater Capital

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Campbellford	Centrifuge Building Rooftop Unit	30,000	-	30,000
Treatment	Campbellford	Boiler Upgrades	35,000	-	35,000
Treatment	Campbellford	PLC Upgrades	50,000	-	50,000
Total			115,000	-	115,000

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Hastings	Capacity Assess/Disinfection Upgrades	2,500,000	-	2,500,000
Treatment	Hastings	AC Replacement	5,000	-	5,000
Collection	Hastings	North Pumping Station Pump	30,000	-	30,000
Total			2,535,000	-	2,535,000

Category	Location	Description	Gross Expenditure	Revenue	Revenue
				Grants	Reserve
Treatment	Warkworth	Sonar Imaging Lagoon	7,500	-	7,500
Treatment	Warkworth	George St. Pumping Station Upgrades	100,000	-	100,000
Total			107,500	-	107,500

Total			2,757,500	-	2,757,500
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Capital projects to be funded from Reserves/Reserve Funds. Reserve and Reserve Fund contributions are derived from Connection Charges and annual Budget contributions.

Annual provisional Capital amounts are included in the Budget each year. The 2025 annual provisional Capital amount is \$ 257,500. Major Capital is \$ 2,500,000.



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If annual provisional Capital projects are not completed during the year, the related budget amount is transferred to the Water Reserve and projects are funded by the Reserve in subsequent years. Additional funds may be required from the Wastewater Reserve or Reserve Fund if project costs exceed the annual provisional amounts.

Summary of Wastewater Debt Payments

Annual Payments	Year of Expiration
\$ 32,239	2027
\$ 57,787	2030
\$ 274,449	*2031
\$ 155,925	2033
\$ 520,400	

Annual payments include principal and interest.

*Serial Debenture

Wastewater Debt Payments represent 26.11% of the Wastewater Operating Budget.



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Monthly Wastewater Service Charges & Volumetric (Consumption) Rates

Description	% of customers	2024 Rate (\$)	2025 Rate (\$)	Monthly Change (\$)
Service Charge 19mm (3/4")	97.17%	53.70	55.70	2.00
Service Charge 25mm (1")	1.21%	91.28	94.69	1.41
Service Charge 37mm (1 1/2")	0.40%	177.20	183.81	6.61
Service Charge 50mm (2")	1.17%	284.59	295.21	10.62
Service Charge 75mm (3")	0.12%	536.96	556.97	20.01
Service Charge 100mm (4")	0.00%	896.72	930.20	33.48
Service Charge 150mm (6")	0.04%	1788.07	1854.82	66.75

Volumetric Rate m ³	2.27	2.34	0.07
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Wastewater Consumption Flat Rate-Residential (11 cubic meters X \$ 2.34)	25.74
Wastewater Consumption Flat Rate-Non-Residential (45 cubic meters X \$ 2.34)	105.30

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



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

Wastewater Consumption	2024 Dollars SC \$ 53.70 Vol \$ 2.27	2025 Dollars SC \$ 55.70 Vol \$ 2.34	Increase Dollars (Monthly)
5 m ³	65.05	67.40	2.35
10 m ³	76.40	79.10	2.70
15 m ³	87.75	90.80	3.05
25 m ³	110.45	114.20	3.75
35 m ³	133.15	137.60	4.45
50 m ³	167.20	172.70	5.50



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

Consumption 10 m³	2024 Dollars	2025 Dollars	Increase Dollars
Water Service Charge	31.79	33.79	2.00
Water Consumption	13.50	14.00	0.50
Sewer Service Charge	53.70	55.70	2.00
Sewer Consumption	22.70	23.40	0.70
Total Monthly	121.69	126.89	5.20
Total Annual	1,460.28	1,522.68	62.40



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

Consumption	2024	2025	Increase
15 m³	Dollars	Dollars	Dollars
Water Service Charge	31.79	33.79	2.00
Water Consumption	20.25	21.00	0.75
Sewer Service Charge	53.70	55.70	2.00
Sewer Consumption	34.05	35.10	1.05
Total Monthly	139.79	145.59	5.80
Total Annual	1,677.48	1,747.08	69.60



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

Category	Description	2024	2025	Change
Water & Wastewater Administration	Account Changes/New Customer Account Set Up	\$ 15.00	\$ 15.00	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	\$ 25.00	\$ 25.00	No change
	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



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Other Water and Wastewater Rates, Fees, Charges

Category	Description	2024	2025	Change
Water	Bulk Water Charge	Cubic meter \$ 3.70 1000 imp gal \$ 16.83	Cubic meter \$ 3.85 1000 imp gal \$ 17.50	\$.15 \$.67
	Bulk Water Key Deposit	\$ 25.00	\$ 25.00	No change
	Disconnection/Reconnection			
	o Regular Business Hours	\$ 50.00	\$ 51.00	\$ 1.00
	o After Regular Business Hours	\$ 296.00	\$ 302.00	\$ 6.00
	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	\$ 275.00	\$ 25.00
	Meters (New)	Labour/material/equip	Labour/material/equip	No change
	Non-Metered Seasonal per month	\$ 61.00	\$ 65.00	\$ 4.00
	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	



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

Category	Description	2024	2025	Change
Wastewater	Leachate/Waste Processing/m ³			
	○ Low Strength	\$ 15.43	\$ 15.43	No change
	○ High Strength	\$ 29.95	\$ 29.95	
	○ Imported/Abnormal Waste	\$ 35.00	\$ 35.00	
	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 Addt'l hours \$ 100.00	First hour \$ 300.00 Addt'l hours \$ 100.00	No change No change	
Wastewater Connection Inspection Fee Existing wastewater service (due to repair/alteration)	\$ 50.00	\$ 50.00	No change	



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Budget Procedure

The 2025 Draft Water and Wastewater Budgets will appear on two Council Agendas as follows:

- November 26, 2024
- December 10, 2024

The public are invited to observe the proceedings of each meeting and will be given the opportunity to provide comments following the Council meetings by completing the online form entitled:

“Trent Hills 2025 Draft Water and Wastewater – Comment Submission”

trenthills.ca/Water-Wastewater-Budget

Comments received before December 3, 2024 will be included on the December 10, 2024 Council Agenda.