

**ANNUAL WATERWORKS INFORMATION  
2023**

**Available at the Village Office by September 1 of each year  
(as required under *The Municipalities Regulations*)**

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**Village of Elbow  
September 1, 2024**

**Waterworks Rate Policy**

Describe the waterworks rates and fees charged by the municipality, including the price per unit.

On November 8, 2022, Council passed a bylaw to fix the rates to be charged for the use and consumption of water and to fix the rates to be charged by way of rent and service charge for the use of the sewer.

Under the Water & Sewer Rate Bylaw No. 5-2022, passed on November 8, 2022 and approved by the Local Government Committee on January 11, 2023, the water rate was set with a fixed rate of \$43.92 per month and a variable rate of \$10.94/1,000 gallons effective April 1, 2023. The water infrastructure maintenance charge increased to \$13/month in 2023.

Based on the Potable Water Supply Agreement with SaskWater, the Village purchased potable water for a fixed flat rate of \$12,462.95 per month, and a variable rate of \$1.8030/cubic meter until April 30, 2023.

SaskWater increased the Certified Operation & Maintenance Agreement fees in 2019. It has stayed the same for 2023.

As potable water and certified operation rates change, Council will closely monitor waterworks revenues and expenditures, and may adjust from time to time by Bylaw as need arises.

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Describe how the waterworks rates and fees are determined, including the types of costs used for determining the rates and fees.

The \$43.92 per month fixed rate, and \$10.94/1,000 gallons variable water rate that came into effect April 1, 2023 was chosen to be an acceptable rate at that time by estimating the impact of the changed fee structure in the SaskWater Potable Water Supply Agreement, and increased cost of the SaskWater Operation & Maintenance Agreement.

Council will continually review the total waterworks operation and will adjust water rates to ensure that waterworks revenues cover waterworks operating costs.

Waterworks operating costs, or expenditures include: purchase of potable water, cost of certified operation and maintenance service, lab testing, water line repairs, materials and supplies, postage, and amortization expense.

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Describe the objectives of the waterworks rate policy.

The objective of the waterworks rate policy is to work towards waterworks that are self-financing, where the users pay for the cost of the service. To accomplish this, waterworks rates need to increase over time as costs increase. Council plans to review rates on an annual basis. Council may also consider increasing rates to build a waterworks reserve in order to cover future infrastructure maintenance and replacement costs.

This waterworks rate policy will work towards financially independent waterworks that do not have to compete with other key municipal financial demands under the municipal general revenue fund. Rates that cover costs will influence consumer demand and water conservation, and self-financing waterworks will reduce pressures on property taxes.

**Waterworks Capital Investment Strategy**

The objective of the waterworks capital investment strategy is to address anticipated waterworks infrastructure maintenance and replacements in a timely fashion so as to ensure the municipal waterworks provides safe drinking water. The strategy uses the 2022 Waterworks System Assessment that was required by Saskatchewan Environment for infrastructure planning.

The raw water supply, water treatment plant and reservoirs are all owned by SaskWater.

The 2022 Waterworks System Assessment also addresses the waterworks distribution system which continues to be owned by the Village. In order to cover the costs of future waterworks distribution infrastructure maintenance and replacements, Council has undertaken a combination of increasing water rates to build a waterworks reserve and may have to consider long-term borrowing in the future.

This capital investment strategy will ensure that safe drinking water can be provided to the residents and businesses in the community in the present and future.

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Describe how capital plans are determined, including how they are identified and prioritized. Indicate the sources of funding for waterworks infrastructure projects.

Capital plans have been established to address the waterworks infrastructure deficiencies and replacements as identified and prioritized in the 2022 Waterworks System Assessment to ensure safe drinking water. The current waterworks capital plans and planned sources of funding are as follows:

| <b>Project</b>                            | <b>Planned Year of Completion</b> | <b>2023 Estimated Replacement Cost</b> | <b>Source of Funding</b> |
|---|-----------------------------------|--|--------------------------|
| Standby Generator for Distribution System | 2024                              | 95,000                                 | Reserves                 |
| Spare Water Distribution Pump             | 2024                              | 25,000                                 | Reserves                 |
| Electric Fire Pump                        | 2025                              | 120,000                                | Reserves                 |

For future waterworks capital plans, projects will be prioritized based on what is needed to ensure safe drinking water.

**Annual Waterworks Financial Overview (of the previous calendar year)**

|  |   |       |
|--|---|-------|
| Total 2023 waterworks revenues   | \$301,061.00                              |       |
| Total 2023 waterworks expenditures (including \$40,000 amortization expense)               | \$315,856.00                              |       |
| Total dept payments on waterworks infrastructure loans                                     | \$0.00                                    |       |
| Comparison of waterworks revenues to expenditures plus dept payments, expressed as a ratio | <u>\$301,061.00</u> / <u>\$315,856.00</u> | = .95 |

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| For 2023, waterworks revenues covered 95% of the waterworks expenditures |
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**Reserves**

As of December 31, 2023, there are the following reserves in place for capital infrastructure:

|                               |                |
|-------------------------------|----------------|
| Utility Reserve (water/sewer) | \$6,032.22     |
| Lagoon Reserve (sewer)        | \$1,049,197.37 |

## **Additional Information Available**

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The following additional information is available at the Municipal Office on the waterworks:

- Certified Operation & Maintenance Agreement with SaskWater
- Potable Water Supply Agreement with SaskWater
- 2022 Waterworks System Assessment
- 2023 financial overview of the waterworks