



Staff Report

Corporate & Financial Services – Finance

Report To: Council Meeting
Meeting Date: March 10, 2025 Click or tap to enter a date.
Report Number: CFS.25.005
Title: Water Financial Plan
Prepared by: Monica Quinlan, Director of Corporate and Financial Services
Vicky Bouwman, Asset Management Specialist

A. Recommendations

THAT Council receive Staff Report CFS.25.005, entitled “Water Financial Plan”; for information purposes;

AND THAT Council approve the Municipal Drinking License Financial Plan #111-301 as attached;

AND THAT Council direct staff to forward the Municipal Drinking Water License Financial Plan #111-301 to the Ministry of Municipal Affairs and Housing and the Ministry of the Environment as required.

B. Overview

This report is seeking Council’s approval of the Municipal Drinking License Financial Plan #111-301 (the Plan) to satisfy the requirements of Ontario Regulation 453/07 (O.Reg 453/07) as per The Safe Drinking Act, 2002.

C. Background

In 2007 as part of the Municipal Drinking Water Licensing Program, the Ministry of Environment released O.Reg 453/07. The Act requires a Council approved six-year financial plan before a municipality can renew their municipal drinking water license. The Town’s current municipal drinking water license & permit expires on September 23, 2025 and our application for renewal is due March 24, 2025.

D. Analysis

The updated Water Financial Plan is prepared consistent with the requirements of the Safe Drinking Water Act (the SDWA) and its associated regulation Ontario Regulation 453/07. The Water Financial Plan that has been prepared and attached illustrates that the system is financially sustainable over the planning period.

Ontario Regulation 453/07 provides details with regard to s.30 (1) part b of the SDWA for existing water systems. The requirements for existing systems are summarized as follows:

- Financial plans must be approved by a resolution of Council (or the governing body).
- Plans must cover a minimum six-year period, starting in the year of the licence expiry, and include a statement confirming that financial impacts have been considered.
- Financial plans must detail projected financial operations, including total revenues, total expenses, annual surplus/deficit, and accumulated surplus/deficit (consistent with a PSAB-compliant Statement of Operations).
- The financial position must be presented annually, including total financial assets, total liabilities, net debt, non-financial assets, and tangible capital assets (as per a Statement of Financial Position under PSAB).
- Gross cash receipts and payments must be categorized into operating, capital, investing, and financial transactions (as per a Statement of Cash Flow under PSAB).
- Financial plans for multiple solely owned drinking water systems may be consolidated into a single plan.
- Plans must be made available to the public upon request at no cost and published online if a municipal website is maintained.
- Public notice must be provided regarding the availability of the financial plan.
- A copy of the financial plan must be submitted to the Ministry of Municipal Affairs and Housing.
- The Council resolution approving the financial plan must be submitted to the Ministry of the Environment, Conservation and Parks (MECP).

Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

E. Environmental Impacts

None.

F. Financial Impacts

This plan was developed using the 2025 Proposed Budget as the base from the staff prepared Rates Study completed in Q2 of 2024. While this financial plan provides a framework for sustainable water service funding, staff recognize the need for a more comprehensive review of water and wastewater rates. To that end, a fulsome Water/Wastewater Rates Study is planned for Q2/3 of 2025 and will inform user fees for the 2026 budget and beyond. This study will provide a more detailed analysis of rate structures, revenue needs, and system costs, ensuring that the Municipality is charging appropriate rates to support system renewal, regulatory compliance, and operational efficiency.

G. In Consultation With

Michael Switzer, Deputy Treasurer / Manager of Budgets & Accounting
Vicky Bouwman, Asset Management Specialist
Meg Boyd, Water & Wastewater Compliance and Efficiency Coordinator

H. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Monica Quinlan, Director of Corporate and Financial Services finance@thebluemountains.ca.

I. Attached

1. Attachment 1 - Municipal Drinking License Financial Plan #111-301

Respectfully submitted,

Monica Quinlan,
Director of Corporate & Financial Services

For more information, please contact:
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Report Approval Details

Document Title:	CFS.25.005 Water Financial Plan.docx
Attachments:	- Att 1 - 2025 Water Financial Plan 111-301.pdf
Final Approval Date:	Feb 28, 2025

This report and all of its attachments were approved and signed as outlined below:

Monica Quinlan - Feb 28, 2025 - 3:44 PM