

# **LaSalle Water**

## ***-Accounting for Every Drop-***

(Updated for 2025 License Submission)

### **Water System Financial Plan**

The Corporation of the Town of LaSalle  
032-301

Prepared in accordance with the Safe Drinking  
Water Act and its associated regulations

September 10, 2024

**The Corporation of the Town of LaSalle**  
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## **I. Introduction & Background**

The Town of LaSalle (LaSalle or Town) operates a water distribution system which services approximately 11,300 water users located primarily within the Town of LaSalle boundaries. There are a few customers, generally located along boundary lines which are serviced by other municipal water systems. The municipal water system is comprised of approximately 226 kilometers of watermains which vary in size.

The Town purchases its water supply from the Windsor Utilities Commissions, an agency of the City of Windsor, through an agreement which last update took effect July 1, 2024. The water is transmitted or received from the Windsor Utilities Commission via a number of boundary meters located on the northerly and easterly borders of the Town.

With the introduction of the Safe Drinking Water Act, 2002 and the associated Ontario Regulations the legislative framework which governs the operations and maintenance of water services in Ontario has changed dramatically. The purpose of the Safe Drinking Water Act is to protect human health through the control and regulation of drinking-water systems and drinking-water testing.

Building on existing policy and practice in Ontario's treatment and distribution of drinking water, the Safe Drinking Water Act requires that all municipal drinking water systems obtain an approval from the Director of the Ministry of the Environment in order to operate. Operators are required to be trained and certified to provincial standards. The act also provides legally binding standards for testing of drinking water and requires that testing be done in licensed and accredited laboratories. As part of the Act and Regulations water system owners are required to provide a Financial Plan (Plan) to the Ministry of Municipal Affairs and Housing, which:

- Accounts for the inventory of the tangible capital assets required to provide the service
- Assesses the revenue and expenditures of providing the services – and forecasts these revenues and expenditures for a minimum of a six (6) year period
- Describes how the funding will be generated to cover the costs of the service
- Be approved by a resolution of Council

Currently there is no requirement to establish a plan to deal with Wastewater Service, however the Act and Regulations encourages wastewater system owners to prepare a financial plan.

## **II. Towards Financially Sustainable Drinking-Water and Wastewater Systems**

### Guidelines for the Plan

The LaSalle Plan has been prepared using the financial planning guidelines released by the Ministry of the Environment report – Towards Financially Sustainable Drinking-Water and Wastewater systems that are outlined below.

- Principle #1: Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.
- Principle #2: An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.
- Principle #3: Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.
- Principle #4: Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.
- Principle #5: An asset management plan is a key input to the development of a financial plan.
- Principle #6: A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.
- Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.
- Principle #8: Financial plans are “living” documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.
- Principle #9: Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

### Format of the Plan

The Regulation requires the Plan to contain projections of prescribed categories of financial information. The required categories of information in the Regulation are consistent with the presentation of financial statements in accordance with Section PS 1200 of the CICA Public Sector Accounting Handbook.

In essence, the Regulation requires owners to project certain elements of their statement of financial position, statement of operations, and statement of cash flow. Each of these statements are discussed briefly below:

- The statement of financial position highlights the key figures that describe the financial position of the government at the reporting date. For example, the net debt position of the government is calculated as the difference between its liabilities and financial assets. The non-financial assets of the government are assets that are, by nature, normally for use in service provision and include purchased, constructed, contributed, developed or leased tangible capital assets, inventories of supplies, and prepaid expenses.
- The statement of operations reports the surplus or deficit from operations in the accounting period. The statement displays the cost of government services provided in the period, the revenues recognized in the period and the difference between them. It measures, in monetary terms, the extent to which a government has maintained its net assets in the period.
- The statement of cash flow reports the change in cash and cash equivalents in the accounting period, and how a municipality finances its activities and meets its cash requirements.

Projections of these three statements will help provide a snapshot of a drinking-water system's projected financial situation, as well as the resources required to run and sustain the system.

### III. FINANCIAL PLAN SUMMARY

The following table summarizes the 10 year forecasted Financial Plan for Water Services for the Town of LaSalle. Detailed information can be found on the following pages (5-1 to 5-6).

Forecasted Year:	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Statement of Financial Position (in thousands)</b>										
Financial Assets	16,548	17,437	18,591	19,947	21,584	23,437	25,556	27,883	30,512	33,382
Liabilities	1,091	1,168	1,246	1,325	1,407	1,489	1,574	1,660	1,748	1,838
<b>Net Financial Assets</b>	<b>15,457</b>	<b>16,269</b>	<b>17,345</b>	<b>18,622</b>	<b>20,177</b>	<b>21,948</b>	<b>23,982</b>	<b>26,223</b>	<b>28,764</b>	<b>31,544</b>
Non Financial Assets	31,809	32,953	34,154	35,415	36,739	38,130	39,591	41,125	42,736	44,428
<b>Accumulated Surplus</b>	<b>47,266</b>	<b>49,222</b>	<b>51,499</b>	<b>54,037</b>	<b>56,916</b>	<b>60,078</b>	<b>63,573</b>	<b>67,348</b>	<b>71,500</b>	<b>75,972</b>
<b>Statement of Financial Activity (in thousands)</b>										
Revenues	7,881	8,398	9,007	9,569	10,229	10,840	11,522	12,162	12,919	13,635
Expenditures	6,101	6,441	6,730	7,032	7,349	7,679	8,026	8,388	8,766	9,162
<b>Annual Water Surplus</b>	<b>1,780</b>	<b>1,957</b>	<b>2,277</b>	<b>2,537</b>	<b>2,880</b>	<b>3,161</b>	<b>3,496</b>	<b>3,774</b>	<b>4,153</b>	<b>4,473</b>
<b>Affect to the Average Homeowner</b>										
Base Rate	60	60	66	66	72	72	78	78	84	84
Capital Charge	222	240	258	276	294	309	324	340	357	379
Consumption Charge	335	348	362	376	391	406	422	439	456	474
<b>Total Charges</b>	<b>617</b>	<b>648</b>	<b>686</b>	<b>718</b>	<b>757</b>	<b>790</b>	<b>828</b>	<b>861</b>	<b>901</b>	<b>937</b>

It should be noted that the Plan has been prepared using the most accurate information available at the time of writing. The estimates are based on the current technical and financial requirements and may be subject to change. Actual results could differ from these estimates.

Town of LaSalle  
Unaudited: Water Financial Plan  
Ontario Regulation 453/07

Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>STATEMENT OF FINANCIAL POSITION</b>														
<b>FINANCIAL ASSETS</b>														
Cash and investments - Unrestricted/Operating	1,658,968	1,574,316	1,319,342	A	13,786,497	14,582,867	15,627,324	16,881,980	18,400,723	20,143,094	22,139,957	24,351,170	26,844,177	29,585,597
Cash Investments - Restricted/Capital	9,498,271	11,967,071	13,151,533	A	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Accounts Receivable (net)	1,200,689	1,281,229	1,312,212	B	1,261,056	1,354,050	1,463,780	1,565,008	1,683,748	1,793,693	1,916,392	2,031,654	2,167,877	2,296,830
<b>TOTAL FINANCIAL ASSETS</b>	<b>12,357,928</b>	<b>14,822,616</b>	<b>15,783,087</b>		<b>16,547,553</b>	<b>17,436,917</b>	<b>18,591,105</b>	<b>19,946,988</b>	<b>21,584,471</b>	<b>23,436,787</b>	<b>25,556,350</b>	<b>27,882,824</b>	<b>30,512,054</b>	<b>33,382,427</b>
<b>LIABILITIES</b>														
Accounts Payable and Accrued Liabilities	-	-	-	C	-	-	-	-	-	-	-	-	-	-
Long Term Debt	-	-	-		-	-	-	-	-	-	-	-	-	-
Post Retirement Obligations	1,052,676	956,682	1,016,290	D	1,091,290	1,167,790	1,245,820	1,325,411	1,406,593	1,489,399	1,573,861	1,660,013	1,747,887	1,837,519
<b>TOTAL LIABILITIES</b>	<b>1,052,676</b>	<b>956,682</b>	<b>1,016,290</b>		<b>1,091,290</b>	<b>1,167,790</b>	<b>1,245,820</b>	<b>1,325,411</b>	<b>1,406,593</b>	<b>1,489,399</b>	<b>1,573,861</b>	<b>1,660,013</b>	<b>1,747,887</b>	<b>1,837,519</b>
<b>NET FINANCIAL ASSETS/(DEBT)</b>	<b>11,305,252</b>	<b>13,865,935</b>	<b>14,766,797</b>		<b>15,456,263</b>	<b>16,269,127</b>	<b>17,345,285</b>	<b>18,621,577</b>	<b>20,177,878</b>	<b>21,947,388</b>	<b>23,982,489</b>	<b>26,222,811</b>	<b>28,764,166</b>	<b>31,544,908</b>
<b>NON-FINANCIAL ASSETS</b>														
Net-Tangible Capital Assets	28,536,792	29,504,122	30,719,421	E	31,809,421	32,953,421	34,154,421	35,415,421	36,739,421	38,130,421	39,591,421	41,125,421	42,736,421	44,428,421
Prepaid Expenses (net)	-	-	-		-	-	-	-	-	-	-	-	-	-
<b>TOTAL NON-FINANCIAL ASSETS</b>	<b>28,536,792</b>	<b>29,504,122</b>	<b>30,719,421</b>		<b>31,809,421</b>	<b>32,953,421</b>	<b>34,154,421</b>	<b>35,415,421</b>	<b>36,739,421</b>	<b>38,130,421</b>	<b>39,591,421</b>	<b>41,125,421</b>	<b>42,736,421</b>	<b>44,428,421</b>
<b>ACCUMULATED SURPLUS/(DEFICIT)</b>	<b>39,842,044</b>	<b>43,370,057</b>	<b>45,486,218</b>		<b>47,265,684</b>	<b>49,222,548</b>	<b>51,499,706</b>	<b>54,036,999</b>	<b>56,917,299</b>	<b>60,077,809</b>	<b>63,573,910</b>	<b>67,348,233</b>	<b>71,500,588</b>	<b>75,973,329</b>
<b>ACCUMULATED SURPLUS/(DEFICIT) Consists of:</b>														
Deferred Revenue, Capital Deposits & Retained Earnings	12,357,928	14,822,616	15,783,087		16,547,553	17,436,917	18,591,105	19,946,988	21,584,471	23,436,787	25,556,350	27,882,824	30,512,054	33,382,427
Net Tangible Capital Assets	28,536,792	29,504,122	30,719,421	E	31,809,421	32,953,421	34,154,421	35,415,421	36,739,421	38,130,421	39,591,421	41,125,421	42,736,421	44,428,421
Post Retirement Obligations	(1,052,676)	(956,682)	(1,016,290)		(1,091,290)	(1,167,790)	(1,245,820)	(1,325,411)	(1,406,593)	(1,489,399)	(1,573,861)	(1,660,013)	(1,747,887)	(1,837,519)
<b>ACCUMULATED SURPLUS/(DEFICIT)</b>	<b>39,842,044</b>	<b>43,370,057</b>	<b>45,486,218</b>		<b>47,265,684</b>	<b>49,222,548</b>	<b>51,499,706</b>	<b>54,036,999</b>	<b>56,917,299</b>	<b>60,077,809</b>	<b>63,573,910</b>	<b>67,348,233</b>	<b>71,500,588</b>	<b>75,973,329</b>

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Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>STATEMENT OF FINANCIAL ACTIVITY</b>														
<b>WATER REVENUE</b>														
Consumption Revenues	3,609,144	3,961,706	3,692,315	F	3,801,500	4,038,600	4,288,501	4,551,842	4,829,296	5,121,567	5,429,392	5,753,545	6,094,834	6,454,108
Base Rate Revenues	713,627	720,462	727,331	F	681,780	696,780	782,958	799,458	890,136	908,136	1,003,314	1,022,814	1,122,492	1,143,492
Watermain replacement levy revenue	2,073,216	2,336,802	2,629,642	F	2,522,586	2,787,120	3,060,654	3,343,188	3,634,722	3,935,256	4,213,919	4,510,610	4,826,435	5,162,566
Capital Grant / Other Revenue	3,179,641	1,349,601	349,855		-	-	-	-	-	-	-	-	-	-
Interest and Penalty Revenue	205,405	425,166	840,954		800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Other Contributions			-		-	-	-	-	-	-	-	-	-	-
Gain / (Loss) on disposal of Tangible Capital Assets	(21,660)	(80,601)	(21,025)		-	-	-	-	-	-	-	-	-	-
Other Revenues	72,206	68,194	88,340		75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>Water Revenue</b>	<b>9,831,579</b>	<b>8,781,329</b>	<b>8,307,412</b>		<b>7,880,866</b>	<b>8,397,500</b>	<b>9,007,113</b>	<b>9,569,488</b>	<b>10,229,154</b>	<b>10,839,959</b>	<b>11,521,625</b>	<b>12,161,968</b>	<b>12,918,761</b>	<b>13,635,167</b>
<b>WATER EXPENDITURES</b>														
Water Purchases	1,844,658	2,028,247	2,074,121	G	2,325,900	2,537,221	2,694,219	2,859,661	3,033,969	3,217,586	3,410,975	3,614,622	3,829,034	4,054,746
Labour Costs	868,275	872,063	1,008,988	H	950,200	982,269	1,015,421	1,049,691	1,085,118	1,121,741	1,159,600	1,198,736	1,239,194	1,281,017
Administrative Expenses	-	-	-	I	-	-	-	-	-	-	-	-	-	-
Personnel Expenses	-	-	-	I	-	-	-	-	-	-	-	-	-	-
Facility Expenses	-	-	-	I	-	-	-	-	-	-	-	-	-	-
Vehicle/Equipment Expenses	16,217	2,875	7,594	I	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433	23,902
System Operations/Maintenance	232,282	415,767	761,974	I	421,500	429,930	438,529	447,299	456,245	465,370	474,677	484,171	493,854	503,732
Overhead Allocation	1,020,600	1,148,700	1,371,400	J	1,398,800	1,438,316	1,478,949	1,520,729	1,563,689	1,607,864	1,653,286	1,699,991	1,748,016	1,797,397
Post Retirement Benefit Expense	32,733	(95,994)	59,608	D	75,000	76,500	78,030	79,591	81,182	82,806	84,462	86,151	87,874	89,632
Amortization of Capital Assets	840,685	881,657	907,566	E	910,000	956,000	1,004,000	1,054,000	1,107,000	1,162,000	1,220,000	1,281,000	1,345,000	1,412,000
<b>Water Expenditures</b>	<b>4,855,450</b>	<b>5,253,315</b>	<b>6,191,251</b>		<b>6,101,400</b>	<b>6,440,636</b>	<b>6,729,955</b>	<b>7,032,195</b>	<b>7,348,853</b>	<b>7,679,449</b>	<b>8,025,524</b>	<b>8,387,645</b>	<b>8,766,406</b>	<b>9,162,425</b>
<b>ANNUAL WATER SURPLUS/(DEFICIT)</b>	<b>4,976,129</b>	<b>3,528,013</b>	<b>2,116,161</b>		<b>1,779,466</b>	<b>1,956,864</b>	<b>2,277,158</b>	<b>2,537,293</b>	<b>2,880,300</b>	<b>3,160,510</b>	<b>3,496,101</b>	<b>3,774,323</b>	<b>4,152,355</b>	<b>4,472,742</b>

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Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>STATEMENT OF NET CASH FLOWS</b>														
<b>Opening Cash Position</b>	<b>9,357,236</b>	<b>11,157,238</b>	<b>13,541,387</b>		<b>14,470,875</b>	<b>15,286,497</b>	<b>16,082,867</b>	<b>17,127,324</b>	<b>18,381,980</b>	<b>19,900,723</b>	<b>21,643,094</b>	<b>23,639,957</b>	<b>25,851,170</b>	<b>28,344,177</b>
<b>Operating Transactions</b>														
Annual Water Surplus/(Deficit)	4,976,129	3,528,013	2,116,161		1,779,466	1,956,864	2,277,158	2,537,293	2,880,300	3,160,510	3,496,101	3,774,323	4,152,355	4,472,742
Amortization of Capital Assets	840,685	881,657	907,566		910,000	956,000	1,004,000	1,054,000	1,107,000	1,162,000	1,220,000	1,281,000	1,345,000	1,412,000
Loss on disposal of Capital Assets	21,660	80,601	21,025		-	-	-	-	-	-	-	-	-	-
Change in Post Retirement Benefits	32,733	(95,994)	59,608		75,000	76,500	78,030	79,591	81,182	82,806	84,462	86,151	87,874	89,632
Change in Accounts Receivable	(25,638)	(80,540)	(30,983)		51,156	(92,994)	(109,730)	(101,228)	(118,740)	(109,945)	(122,700)	(115,262)	(136,223)	(128,953)
Change in Accounts Payable	-	-	-		-	-	-	-	-	-	-	-	-	-
Change in Prepaid Expenses	-	-	-		-	-	-	-	-	-	-	-	-	-
<b>Changes in Cash Position - Operating</b>	<b>5,845,569</b>	<b>4,313,738</b>	<b>3,073,378</b>		<b>2,815,622</b>	<b>2,896,370</b>	<b>3,249,458</b>	<b>3,569,656</b>	<b>3,949,743</b>	<b>4,295,371</b>	<b>4,677,863</b>	<b>5,026,212</b>	<b>5,449,007</b>	<b>5,845,421</b>
<b>Capital Transactions</b>														
Acquisition of Tangible Capital Assets	(4,045,567)	(1,929,589)	(2,143,890)		(2,000,000)	(2,100,000)	(2,205,000)	(2,315,000)	(2,431,000)	(2,553,000)	(2,681,000)	(2,815,000)	(2,956,000)	(3,104,000)
<b>Changes in Cash Position-Capital</b>	<b>(4,045,567)</b>	<b>(1,929,589)</b>	<b>(2,143,890)</b>		<b>(2,000,000)</b>	<b>(2,100,000)</b>	<b>(2,205,000)</b>	<b>(2,315,000)</b>	<b>(2,431,000)</b>	<b>(2,553,000)</b>	<b>(2,681,000)</b>	<b>(2,815,000)</b>	<b>(2,956,000)</b>	<b>(3,104,000)</b>
<b>CLOSING CASH POSITION</b>	<b>11,157,238</b>	<b>13,541,387</b>	<b>14,470,875</b>		<b>15,286,497</b>	<b>16,082,867</b>	<b>17,127,324</b>	<b>18,381,980</b>	<b>19,900,723</b>	<b>21,643,094</b>	<b>23,639,957</b>	<b>25,851,170</b>	<b>28,344,177</b>	<b>31,085,597</b>
<b>CLOSING CASH POSITION</b>														
Cash and Investments - Unrestricted/Operating	1,658,968	1,574,316	1,319,342		13,786,497	14,582,867	15,627,324	16,881,980	18,400,723	20,143,094	22,139,957	24,351,170	26,844,177	29,585,597
Cash and Investments - Restricted/Capital	9,498,271	11,967,071	13,151,533		1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
<b>CLOSING CASH POSITION</b>	<b>11,157,238</b>	<b>13,541,387</b>	<b>14,470,875</b>		<b>15,286,497</b>	<b>16,082,867</b>	<b>17,127,324</b>	<b>18,381,980</b>	<b>19,900,723</b>	<b>21,643,094</b>	<b>23,639,957</b>	<b>25,851,170</b>	<b>28,344,177</b>	<b>31,085,597</b>



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Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>STATEMENT OF CHANGES IN NET ASSETS/(DEBT)</b>														
Opening Net Assets/(Debt)	9,512,345	11,305,252	13,865,934		14,766,797	15,456,262	16,269,127	17,345,284	18,621,577	20,177,878	21,947,387	23,982,488	26,222,811	28,764,166
Annual Water Surplus/(Deficit)	4,976,129	3,528,013	2,116,161		1,779,466	1,956,864	2,277,158	2,537,293	2,880,300	3,160,510	3,496,101	3,774,323	4,152,355	4,472,742
Acquisition of Tangible Capital Assets	(4,045,567)	(1,929,589)	(2,143,890)		(2,000,000)	(2,100,000)	(2,205,000)	(2,315,000)	(2,431,000)	(2,553,000)	(2,681,000)	(2,815,000)	(2,956,000)	(3,104,000)
Amortization of Tangible Capital Assets	840,685	881,657	907,566		910,000	956,000	1,004,000	1,054,000	1,107,000	1,162,000	1,220,000	1,281,000	1,345,000	1,412,000
(Gain) / Loss on Disposal of Tangible Capital Assets	21,660	80,601	21,025		-	-	-	-	-	-	-	-	-	-
Change in Prepaid Expenses	-	-	-		-	-	-	-	-	-	-	-	-	-
Changes in Net Debt	1,792,907	2,560,682	900,862		689,466	812,864	1,076,158	1,276,293	1,556,300	1,769,510	2,035,101	2,240,323	2,541,355	2,780,742
<b>CLOSING NET ASSETS/(DEBT)</b>	<b>11,305,252</b>	<b>13,865,934</b>	<b>14,766,797</b>		<b>15,456,262</b>	<b>16,269,127</b>	<b>17,345,284</b>	<b>18,621,577</b>	<b>20,177,878</b>	<b>21,947,387</b>	<b>23,982,488</b>	<b>26,222,811</b>	<b>28,764,166</b>	<b>31,544,908</b>
<b>STATEMENT OF CHANGES IN ACCUMULATED SURPLUS/(DEFICIT)</b>														
Opening Accumulated Surplus/(Deficit)	34,800,448	39,842,044	43,370,057		45,486,218	47,265,684	49,222,548	51,499,706	54,036,999	56,917,299	60,077,809	63,573,910	67,348,233	71,500,587
Acquisition of Tangible Capital Assets	4,045,567	1,929,589	2,143,890		2,000,000	2,100,000	2,205,000	2,315,000	2,431,000	2,553,000	2,681,000	2,815,000	2,956,000	3,104,000
Amortization of Tangible Capital Assets	(840,685)	(881,657)	(907,566)		(910,000)	(956,000)	(1,004,000)	(1,054,000)	(1,107,000)	(1,162,000)	(1,220,000)	(1,281,000)	(1,345,000)	(1,412,000)
Gain / (Loss) on Disposal of Tangible Capital Assets	(21,660)	(80,601)	(21,025)		-	-	-	-	-	-	-	-	-	-
Change in Reserves and Reserve Funds	1,825,640	2,464,689	960,471		764,466	889,364	1,154,188	1,355,883	1,637,483	1,852,316	2,119,563	2,326,474	2,629,229	2,870,374
Change in Post Retirement Benefits	32,733	95,994	(59,608)		(75,000)	(76,500)	(78,030)	(79,591)	(81,182)	(82,806)	(84,462)	(86,151)	(87,874)	(89,632)
<b>CLOSING ACCUMULATED SURPLUS/(DEFICIT)</b>	<b>39,842,044</b>	<b>43,370,057</b>	<b>45,486,218</b>		<b>47,265,684</b>	<b>49,222,548</b>	<b>51,499,706</b>	<b>54,036,999</b>	<b>56,917,299</b>	<b>60,077,809</b>	<b>63,573,910</b>	<b>67,348,233</b>	<b>71,500,587</b>	<b>75,973,329</b>

Town of LaSalle  
Unaudited: Water Financial Plan  
Ontario Regulation 453/07

Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>STATEMENT OF TANGIBLE CAPITAL ASSETS</b>														
Opening: Net Book Value	25,353,570	28,536,792	29,504,123		30,719,421	31,809,421	32,953,421	34,154,421	35,415,421	36,739,421	38,130,421	39,591,421	41,125,421	42,736,421
Opening: Cost	39,284,217	42,562,122	44,381,304		46,457,092	48,457,092	50,557,092	52,762,092	55,077,092	57,508,092	60,061,092	62,742,092	65,557,092	68,513,092
Acquisition of Tangible Capital Assets	4,045,567	1,929,589	2,143,890		2,000,000	2,100,000	2,205,000	2,315,000	2,431,000	2,553,000	2,681,000	2,815,000	2,956,000	3,104,000
Disposal of Tangible Capital Assets	(767,662)	(110,407)	(68,102)		-	-	-	-	-	-	-	-	-	-
Closing: Cost	42,562,122	44,381,304	46,457,092		48,457,092	50,557,092	52,762,092	55,077,092	57,508,092	60,061,092	62,742,092	65,557,092	68,513,092	71,617,092
Opening: Accumulated Amortization	13,930,647	14,025,330	14,877,181		15,737,670	16,647,670	17,603,670	18,607,670	19,661,670	20,768,670	21,930,670	23,150,670	24,431,670	25,776,670
Amortization of Tangible Capital Assets	840,685	881,657	907,566		910,000	956,000	1,004,000	1,054,000	1,107,000	1,162,000	1,220,000	1,281,000	1,345,000	1,412,000
Accumulated Amortization of Disposed Assets	(746,002)	(29,806)	(47,077)		-	-	-	-	-	-	-	-	-	-
Closing: Accumulated Amortization	14,025,330	14,877,181	15,737,670		16,647,670	17,603,670	18,607,670	19,661,670	20,768,670	21,930,670	23,150,670	24,431,670	25,776,670	27,188,670
Closing Net Book Value	28,536,792	29,504,123	30,719,421		31,809,421	32,953,421	34,154,421	35,415,421	36,739,421	38,130,421	39,591,421	41,125,421	42,736,421	44,428,421
<b>CASH FLOW REQUIREMENTS:</b>														
Water Purchases	1,844,658	2,028,247	2,074,121		2,325,900	2,537,221	2,694,219	2,859,661	3,033,969	3,217,586	3,410,975	3,614,622	3,829,034	4,054,746
Labour Costs	868,275	872,063	1,008,988		950,200	982,269	1,015,421	1,049,691	1,085,118	1,121,741	1,159,600	1,198,736	1,239,194	1,281,017
Operating Costs	248,499	418,642	769,569		1,840,300	1,888,646	1,938,285	1,989,252	2,041,583	2,095,315	2,150,486	2,207,136	2,265,303	2,325,031
Capital (TCA) requirements	4,045,567	1,929,589	2,143,890		2,000,000	2,100,000	2,205,000	2,315,000	2,431,000	2,553,000	2,681,000	2,815,000	2,956,000	3,104,000
Cash Flow Requirement	7,006,999	5,248,541	5,996,567		7,116,400	7,508,136	7,852,925	8,213,604	8,591,671	8,987,643	9,402,062	9,835,494	10,289,532	10,764,793
Forecasted Water Revenues	9,831,579	8,781,329	8,307,412		7,880,866	8,397,500	9,007,113	9,569,488	10,229,154	10,839,959	11,521,625	12,161,968	12,918,761	13,635,167
Surplus/(Deficit)	2,824,580	3,532,788	2,310,846		764,466	889,364	1,154,188	1,355,883	1,637,483	1,852,316	2,119,563	2,326,474	2,629,229	2,870,374

Town of LaSalle  
Unaudited: Water Financial Plan  
Ontario Regulation 453/07

Town of LaSalle	2021	2022	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Water Department Summary	Actual	Actual	Actual	Ref	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>BASE OPERATIONS DATA</b>														
Inflationary Factor (CPI-Ontario)					2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Household Growth Rate														
Household Growth Rate					250	250	250	250	250	250	250	250	250	250
Average Household Count	10,966	11,041	11,113		11,363	11,613	11,863	12,113	12,363	12,613	12,863	13,113	13,363	13,613
Water Consumption (m3) per Household	294	315	284		281	278	276	273	270	267	265	262	259	257
Water Sales (m3)	3,222,411	3,475,175	3,155,812		3,194,538	3,232,173	3,268,737	3,304,245	3,338,717	3,372,169	3,404,618	3,436,081	3,466,574	3,496,114
Average unit sale price per m3 (consumption)	1.12	1.14	1.17		1.19	1.25	1.31	1.38	1.45	1.52	1.59	1.67	1.76	1.85
Water Sales (\$)	3,609,100	3,961,700	3,692,300		3,801,500	4,038,600	4,288,501	4,551,842	4,829,296	5,121,567	5,429,392	5,753,545	6,094,834	6,454,108
Water Purchases (m3)	3,421,814	3,575,181	3,450,507		3,472,323	3,513,232	3,552,975	3,591,571	3,629,041	3,665,401	3,700,672	3,734,871	3,768,016	3,800,124
Average cost per unit purchased (\$/m3)	0.54	0.57	0.60		0.69	0.72	0.76	0.80	0.84	0.88	0.92	0.97	1.02	1.07
Water purchases (\$)	1,844,700	2,028,200	2,074,100		2,388,264	2,537,221	2,694,219	2,859,661	3,033,969	3,217,586	3,410,975	3,614,622	3,829,034	4,054,746
Water Loss	5.8%	2.8%	8.5%		8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%
Unaccounted water (m3)	199,403	100,005	294,695		277,786	281,059	284,238	287,326	290,323	293,232	296,054	298,790	301,441	304,010
Value of unaccounted water (\$)	107,498	56,733	177,141		191,061	202,978	215,538	228,773	242,718	257,407	272,878	289,170	306,323	324,380
Average base rate per household	65.08	65.25	65.45		60.00	60.00	66.00	66.00	72.00	72.00	78.00	78.00	84.00	84.00
Average capital charge per household	189.06	211.65	236.63		222.00	240.00	258.00	276.00	294.00	312.00	327.60	343.98	361.18	379.24
Average consumption revenue per household	329.12	358.82	332.25		334.55	347.77	361.50	375.78	390.62	406.05	422.09	438.77	456.10	474.11
Total average annual water billing	583.25	635.72	634.33		616.55	647.77	685.50	717.78	756.62	790.05	827.69	860.75	901.28	937.35

#### IV. FINANCIAL PLAN – Notes and References

- A. **Cash and Investment:** Cash and Investments are comprised of two difference accounts. The first is the Net Operating Cash Balance, which is the combination of the operating bank balance less any temporary borrowings outstanding. The second component is the Restrict Capital Balance which is typically invested and was established, by a resolution of Council, to set aside funding to address an unforeseen or scheduled water emergency which would require financial support. The minimum balance set was \$1.5 million.
- B. **Accounts Receivable:** Account Receivable balances have been estimated based as a percentage of the total revenues billed to users. The accounts receivable rate utilized, 18%, was determined as part of an analysis of the historical rate. It assumed that in the current year the previous balances are collected and the current years balances remain outstanding.
- C. **Accounts Payable & Accrued Liabilities:** The Accounts Payable & Accrued Liabilities balances have been calculated based on historical trends.
- D. **Post Retirement Obligation:** The Post Retirement Obligation represents the future cost of extend health benefits to existing current employees and retired employees. The Town obtains this value through the engagement of an actuarial valuation for the Town as a whole. The Water Operation's portion has been calculated as 4% of the entire Town portion, based on the ratio of Water employees and retirees to the total Town employees and retirees. Annual increases to the post retirement obligation have been based on historical trends.
- E. **Tangible Capital Assets:** Tangible Capital Assets (TCA) represent the capital assets of the systems as well as assets related to the delivery of services. As part of the changeover in 2009/2010 to the Public Sector Accounting Board recommendations, the Town compiled the inventory of TCA of the water system along all other assets of the Town. Previously, capital assets were expensed in the year they were purchased. The chart below summarized in total the tangible capital assets of the water system.

(In Thousands)	2021			2022			2023		
	Cost	Accum. Amort-ization	Net Book Value	Cost	Accum. Amort-ization	Net Book Value	Cost	Accum. Amort-ization	Net Book Value
Opening Balance	39,284	13,931	25,354	42,562	14,025	28,537	44,381	14,877	29,504
Net Additions	3,277	94	3,183	1,819	852	967	2,076	861	1,215
Closing Balance	42,562	14,025	28,537	44,381	14,877	29,504	46,457	15,738	30,719

As part compiling the inventory of the Town utilized a TCA system to track additions, disposals and amortization of the assets. While the TCA System does not address the replacement of singular assets the system does approximate the replacement date and approximate further replacement cost. The following chart summarizes the expected replacement schedule of the assets of the water system.

Now Due	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
									<b>2034 to 2071</b>	53,897

For the purposes of the Financial Plan the replacement of tangible capital assets has been on the following schedule. It is important to note, it is assumed that \$2,000,000 of capital expenditures will occur in 2024 and increase annually at a rate of 5% thereafter for inflation.

Now Due/2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
2,000	2,100	2,205	2,315	2,431	2,553	2,681	2,815	2,956	3,104

Annual amortization has been calculated based on past amortization expenses adjusted for additional amortization expenses resulting from projected future capital purchases.

- F. Water Sales & Revenues: Water Sales are the product of average household count of the Town, the average water consumption per household and water rates. In determining the water sales for the forecast, the following assumptions were made:
- The household growth rate will be consistent at 250 homes per year over the next 10 years. This is consistent with expectations of the Development and Strategic Initiatives department assuming that the Town is able to develop the Howard-Bouffard area of Town within a five-year timeframe.
  - The average household utilization of water would decrease over time at an average annual rate of 1%. This is consistent with current and expected further conservation policies and historic trends for water utilization.
  - The average consumption sale price per unit (cubic meter) is assumed to increase at an annual rate consistent with the bulk rate increase from the Windsor Utilities Commission (WUC). Based on historical trends, this results in an annual 5% rate increase.

It should be noted that the average unit sale price per unit is the weighted average of the 3 block rates 70% of Block 1 (0-81 cubic meters per quarter), 12% of Block 2 (81-135 cubic meters per quarter) and 18% of Block 3 (over 135 cubic meters per quarter) which are currently in place.

- iv. Fixed and Base Charges are assumed to increase at the following intervals:
  - a) Base Rate: The base rate, used to fund operating expenditures is assumed to increase by an amount of \$6 every second year (\$1.50 per quarter). This is based on the objective of decreasing the reliance on consumption related revenues over time, thus ensuring a stable funding base.
  - b) Capital Rate: The capital rate is assumed to increase at a rate of \$18 every year (\$4.50 per quarter) up to 2029 and a 5% annual increase thereafter to ensure that the appropriate funding is raised to address the capital replacement requirements of the system and any inflationary increases.
- G. Water Purchases: Water purchases are a function of the water sales and the unaccounted water lost. In determining the water purchases for the forecast the following assumptions were made:
  - i. The average purchase price per unit from WUC is assumed to increase at a rate of 5% per year. This increase is due to three factors:
    - 1) inflationary production and distribution cost increases,
    - 2) lower overall consumption, which results in less cubic meters to allocate cost to
    - 3) increase in LaSalle's share percentage as compared to Tecumseh and Windsor as LaSalle's usage is decreasing at a rate slower than Windsor and Tecumseh's usage rates and LaSalle's growth rate is faster than Windsor and Tecumseh's growth rate.
  - ii. It is assumed that over the forecast period the amount of unaccounted for water will stay consistent at 8.0% annually.
- H. Labour Costs: Labour Costs have been estimated based on the following: (1) Wages and Salary costs (which represent 75% of the total labour cost) will increase at the assumed inflationary factor, and (2) the Benefits cost (which represents the remaining 25% of the total labour cost) will increase at an annual rate of 7.5%. The inflationary factor and the benefit increase rate are based on historical trends.
- I. Operating Expenditures: Operating Expenditures have been increased by the assumed inflationary factor, which has been based on historical trends of 2%.
- J. Overhead Allocation: Overhead expenditures are 55% labour related and 45% operating expense related. The labour portion is assumed to increase 3.5% annually, based on historical trends (consists of wages and benefits) and the operating portion has increased based on the inflationary factor of 2%.

## **V. Submission to and Approval by the Province**

As part of Ontario Regulation 453/07, the process established for approval of the plan, public circulation, and filing is provided as follows:

1. The financial plan must be approved by resolution of the municipality who owns the drinking water systems or the governing body of the owner.
2. The owner of the drinking water systems must provide notice advertising the availability of the financial plan. The plans will be made available to the public upon request and without charge. The plans must also be made available to the public on the municipality's website. The owner of the drinking water systems must provide a copy of the financial plan to the Director of Policy Branch, Ministry of Municipal Affairs and Housing.
3. The owner of the drinking water system must provide proof satisfactory to the Ministry of the Environment that the financial plans for the system satisfy the requirements under the Safe Water Drinking Act.

## VII. Recommendations

This report presents the water financial plan for the Town of LaSalle in accordance with the mandatory reporting formats for water systems as detailed in Act and Regulations. Council is required to pass certain resolutions with regard to this plan and regulations and it is recommended that:

1. The Town of LaSalle Water Financial Plan dated September 10, 2024 be approved.
2. Notice of availability of the Financial Plan be advertised.
3. Submit the Financial Plan, the Council Resolution approving the Financial Plan, and the Water and Wastewater Rate Study underpinning the Financial Plan, to the Ministry of Municipal Affairs and Housing.
4. Submit the Financial Plan, the Council Resolution approving the Financial Plan, and the Water and Wastewater Rate Study underpinning the Financial Plan, to the Ministry of the Environment, satisfying the requirements under the Safe Drinking Water Act.

Submitted by:

  
Dale Langlois, CA, CPA  
Director of Finance & Treasurer



**Appendix A: Town of LaSalle**  
**Ontario – Municipal Drinking Water License**

## MUNICIPAL DRINKING WATER LICENCE

**Licence Number: 032-101**

**Issue Number: 4**

Pursuant to the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, I hereby issue this municipal drinking water licence under Part V of the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32 to:

### **The Corporation of the Town of LaSalle**

**5950 Malden Road  
LaSalle, ON N9H 1S4**

For the following municipal residential drinking water system:

### **Town of LaSalle Distribution System**

This municipal drinking water licence includes the following:

<b>Schedule</b>	<b>Description</b>
Schedule A	Drinking Water System Information
Schedule B	General Conditions
Schedule C	System-Specific Conditions
Schedule D	Conditions for Relief from Regulatory Requirements

Upon the effective date of this drinking water licence # 032-101, all previously issued versions of licence # 032-101 are revoked and replaced by this licence.

DATED at TORONTO this 20<sup>th</sup> day of March, 2020

Signature



Aziz Ahmed, P.Eng.  
Director  
Part V, *Safe Drinking Water Act*, 2002

## Schedule A: Drinking Water System Information

System Owner	The Corporation of the Town of LaSalle
Licence Number	032-101
Drinking Water System Name	Town of LaSalle Distribution System
Licence Effective Date	March 20, 2020

### 1.0 Licence Information

Licence Issue Date	March 20, 2020
Licence Effective Date	March 20, 2020
Licence Expiry Date	March 19, 2025
Application for Licence Renewal Date	September 19, 2024

### 2.0 Incorporated Documents

The following documents are applicable to the above drinking water system and form part of this licence:

#### 2.1 Drinking Water Works Permit

Drinking Water System Name	Permit Number	Issue Date
Town of LaSalle Distribution System	032-201	March 20, 2020

#### 2.2 Permits to Take Water

Water Taking Location	Permit Number	Issue Date
Not Applicable	Not Applicable	Not Applicable

### 3.0 Financial Plans

The Financial Plan Number for the Financial Plan required to be developed for this drinking water system in accordance with O. Reg. 453/07 shall be:	032-301
Alternately, if one Financial Plan is developed for all drinking water systems owned by the owner, the Financial Plan Number shall be:	032-301A

### 4.0 Accredited Operating Authority

Drinking Water System or Operational Subsystems	Accredited Operating Authority	Operational Plan No.	Operating Authority No.
Town of LaSalle Water Distribution System	The Corporation of the Town of LaSalle	032-401	032-OA1

## Schedule B: General Conditions

System Owner	The Corporation of the Town of LaSalle
Licence Number	032-101
Drinking Water System Name	Town of LaSalle Distribution System
Licence Effective Date	March 20, 2020

### 1.0 Definitions

**1.1** Words and phrases not defined in this licence and the associated drinking water works permit shall be given the same meaning as those set out in the SDWA and any regulations made in accordance with that act, unless the context requires otherwise.

**1.2** In this licence and the associated drinking water works permit:

“**adverse effect**”, “**contaminant**” and “**natural environment**” shall have the same meanings as in the EPA;

“**alteration**” may include the following in respect of this drinking water system:

- (a) An addition to the system,
- (b) A modification of the system,
- (c) A replacement of part of the system, and
- (d) An extension of the system;

“**compound of concern**” means a contaminant described in paragraph 4 subsection 26 (1) of O. Reg. 419/05, namely, a contaminant that is discharged to the air from a component of the drinking water system in an amount that is not negligible;

“**CT**” means the CT Disinfection Concept, as described in subsection 3.1.1 of the Ministry’s Procedure for Disinfection of Drinking Water in Ontario, dated July 29 2016.

“**Director**” means a Director appointed pursuant to section 6 of the SDWA for the purposes of Part V of the SDWA;

“**drinking water works permit**” means the drinking water works permit for the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

“**emission summary table**” means a table described in paragraph 14 of subsection 26 (1) of O. Reg. 419/05;

“**EPA**” means the *Environmental Protection Act*, R.S.O. 1990, c. E.19;

“**financial plan**” means the financial plan required by O. Reg. 453/07;

“**Harmful Algal Bloom (HAB)**” means an overgrowth of aquatic algal bacteria that produce or have the potential to produce toxins in the surrounding water, when the algal

cells are damaged or die. Such bacteria are harmful to people and animals and include microcystins produced by cyanobacterial blooms.

**“licence”** means this municipal drinking water licence for the municipal drinking water system identified in Schedule A of this licence;

**“Ministry”** means the Ontario Ministry of the Environment, Conservation and Parks;

**“operational plan”** means an operational plan developed in accordance with the Director’s Directions – Minimum Requirements for Operational Plans made under the authority of subsection 15(1) of the SDWA;

**“owner”** means the owner of the drinking water system as identified in Schedule A of this licence;

**“OWRA”** means the *Ontario Water Resources Act*, R.S.O. 1990, c. 0.40;

**“permit to take water”** means the permit to take water that is associated with the taking of water for purposes of the operation of the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

**“point of impingement”** has the same meaning as in section 2 of O. Reg. 419/05 under the EPA;

**“point of impingement limit”** means the appropriate standard from Schedule 2 or 3 of O. Reg. 419/05 under the EPA and if a standard is not provided for a compound of concern, the concentration set out for the compound of concern in the document titled “Air Contaminants Benchmarks (ACB) List: Standards, guidelines and screening levels for assessing point of impingement concentrations of air contaminants”, as amended from time to time and published by the Ministry and available on a government of Ontario website;

**“licensed engineering practitioner”** means a person who holds a licence, limited licence or temporary licence under the Professional Engineers Act;

**“provincial officer”** means a provincial officer designated pursuant to section 8 of the SDWA;

**“publication NPC-300”** means the Ministry publication titled “Environmental Noise Guideline: Stationary and Transportation Sources – Approval and Planning” dated August 2013, as amended;

**“SCADA system”** means a supervisory control and data acquisition system used for process monitoring, automation, recording and/or reporting within the drinking water system;

**“SDWA”** means the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32;

**“sensitive receptor”** means any location where routine or normal activities occurring at reasonably expected times would experience adverse effect(s) from a discharge to air from an emergency generator that is a component of the drinking water system, including one or a combination of:

- (a) private residences or public facilities where people sleep (e.g.: single and multi-unit dwellings, nursing homes, hospitals, trailer parks, camping grounds, etc.),
- (b) institutional facilities (e.g.: schools, churches, community centres, day care centres, recreational centres, etc.),
- (c) outdoor public recreational areas (e.g.: trailer parks, play grounds, picnic areas, etc.), and
- (d) other outdoor public areas where there are continuous human activities (e.g.: commercial plazas and office buildings).

**“sub-system”** has the same meaning as in Ontario Regulation 128/04 (Certification of Drinking Water System Operators and Water Quality Analysts) under the SDWA;

**“surface water”** means water bodies (lakes, wetlands, ponds - including dug-outs), water courses (rivers, streams, water-filled drainage ditches), infiltration trenches, and areas of seasonal wetlands;

**“UV”** means ultraviolet, as in ultraviolet light produced from an ultraviolet reactor.

## 2.0 Applicability

- 2.1 In addition to any other applicable legal requirements, the drinking water system identified above shall be established, altered and operated in accordance with the conditions of the drinking water works permit and this licence.

## 3.0 Licence Expiry

- 3.1 This licence expires on the date identified as the licence expiry date in Schedule A of this licence.

## 4.0 Licence Renewal

- 4.1 Any application to renew this licence shall be made on or before the date identified as the application for licence renewal date set out in Schedule A of this licence.

## 5.0 Compliance

- 5.1 The owner and operating authority shall ensure that any person authorized to carry out work on or to operate any aspect of the drinking water system has been informed of the SDWA, all applicable regulations made in accordance with that act, the drinking water works permit and this licence and shall take all reasonable measures to ensure any such person complies with the same.

## 6.0 Licence and Drinking Water Works Permit Availability

- 6.1** At least one copy of this licence and the drinking water works permit shall be stored in such a manner that they are readily viewable by all persons involved in the operation of the drinking water system.

## **7.0 Permit to Take Water and Drinking Water Works Permit**

- 7.1** A permit to take water identified in Schedule A of this licence is the applicable permit on the date identified as the Effective Date of this licence.
- 7.2** A drinking water works permit identified in Schedule A of this licence is the applicable permit on the date identified as the Effective Date of this licence.

## **8.0 Financial Plan**

- 8.1** For every financial plan prepared in accordance with subsections 2(1) and 3(1) of O. Reg. 453/07, the owner of the drinking water system shall:
- 8.1.1 Ensure that the financial plan contains on the front page of the financial plan, the appropriate financial plan number as set out in Schedule A of this licence; and
- 8.1.2 Submit a copy of the financial plan to the Ministry of Municipal Affairs and Housing within three (3) months of receiving approval by a resolution of municipal council or the governing body of the owner.

## **9.0 Interpretation**

- 9.1** Where there is a conflict between the provisions of this licence and any other document, the following hierarchy shall be used to determine the provision that takes precedence:
- 9.1.1 The SDWA;
- 9.1.2 A condition imposed in this licence that explicitly overrides a prescribed regulatory requirement;
- 9.1.3 A condition imposed in the drinking water works permit that explicitly overrides a prescribed regulatory requirement;
- 9.1.4 Any regulation made under the SDWA;
- 9.1.5 Any provision of this licence that does not explicitly override a prescribed regulatory requirement;
- 9.1.6 Any provision of the drinking water works permit that does not explicitly override a prescribed regulatory requirement;
- 9.1.7 Any application documents listed in this licence, or the drinking water works permit from the most recent to the earliest; and

- 9.1.8 All other documents listed in this licence, or the drinking water works permit from the most recent to the earliest.
- 9.1.9 Any other technical bulletin or procedure issued by the Ministry from the most recent to the earliest.
- 9.2 If any requirement of this licence or the drinking water works permit is found to be invalid by a court of competent jurisdiction, the remaining requirements of this licence and the drinking water works permit shall continue to apply.
- 9.3 The issuance of and compliance with the conditions of this licence and the drinking water works permit does not:
  - 9.3.1 Relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement, including the *Environmental Assessment Act*, R.S.O. 1990, c. E.18; and
  - 9.3.2 Limit in any way the authority of the appointed Directors and provincial officers of the Ministry to require certain steps be taken or to require the owner to furnish any further information related to compliance with the conditions of this licence or the drinking water works permit.
- 9.4 For greater certainty, nothing in this licence or the drinking water works permit shall be read to provide relief from regulatory requirements in accordance with section 46 of the SDWA, except as expressly provided in the licence or the drinking water works permit.

## 10.0 Adverse Effects

- 10.1 Nothing in this licence or the drinking water works permit shall be read as to permit:
  - 10.1.1 The discharge of a contaminant into the natural environment that causes or is likely to cause an adverse effect; or
  - 10.1.2 The discharge of any material of any kind into or in any waters or on any shore or bank thereof or into or in any place that may impair the quality of the water of any waters.
- 10.2 All reasonable steps shall be taken to minimize and ameliorate any adverse effect on the natural environment or impairment of the quality of water of any waters resulting from the operation of the drinking water system including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.
- 10.3 Fulfillment of one or more conditions imposed by this licence or the drinking water works permit does not eliminate the requirement to fulfill any other condition of this licence or the drinking water works permit.

## 11.0 Change of Owner or Operating Authority



- 11.1** This licence is not transferable without the prior written consent of the Director.
- 11.2** The owner shall notify the Director in writing at least 30 days prior to a change of any operating authority identified in Schedule A of this licence.
- 11.2.1** Where the change of operating authority is the result of an emergency situation, the owner shall notify the Director in writing of the change as soon as practicable.

## **12.0 Information to be Provided**

- 12.1** Any information requested by a Director or a provincial officer concerning the drinking water system and its operation, including but not limited to any records required to be kept by this licence or the drinking water works permit, shall be provided upon request.

## **13.0 Records Retention**

- 13.1** Except as otherwise required in this licence or the drinking water works permit, any records required by or created in accordance with this licence or the drinking water works permit, other than the records specifically referenced in section 12 or section 13 of O. Reg. 170/03, shall be retained for at least 5 years and made available for inspection by a provincial officer, upon request.

## **14.0 Chemicals and Materials**

- 14.1** All chemicals and materials used in the alteration or operation of the drinking water system that come into contact with water within the system shall meet all applicable standards set by both the American Water Works Association ("AWWA") and the American National Standards Institute ("ANSI") safety criteria standards NSF/60, NSF/61 and NSF/372.
- 14.1.1** In the event that the standards are updated, the owner may request authorization from the Director to use any on hand chemicals and materials that previously met the applicable standards.
- 14.2** The most current chemical and material product registration documentation from a testing institution accredited by either the Standards Council of Canada or by the American National Standards Institution ("ANSI") shall be available at all times for each chemical and material used in the operation of the drinking water system that comes into contact with water within the system.
- 14.3** Conditions 14.1 and 14.2 do not apply in the case of the following:
- 14.3.1** Water pipe and pipe fittings meeting AWWA specifications made from ductile iron, cast iron, PVC, fibre and/or steel wire reinforced cement pipe or high density polyethylene (HDPE);
- 14.3.2** Articles made from stainless steel, glass, HDPE or Teflon®;
- 14.3.3** Cement mortar for watermain lining and for water contacting surfaces of concrete structures made from washed aggregates and Portland cement;

- 14.3.4 Gaskets that are made from NSF approved materials;
- 14.3.5 Food grade oils and lubricants, food grade anti-freeze, and other food grade chemicals and materials that are compatible for drinking water use that may come into contact with drinking water, but are not added directly to the drinking water; or
- 14.3.6 Any particular chemical or material where the owner has written documentation signed by the Director that indicates that the Ministry is satisfied that the chemical or material is acceptable for use within the drinking water system and the chemical or material is only used as permitted by the documentation.

## 15.0 Drawings

- 15.1 All drawings and diagrams in the possession of the owner that show any treatment subsystem as constructed shall be retained by the owner unless the drawings and diagrams are replaced by a revised or updated version showing the subsystem as constructed subsequent to the alteration.
- 15.2 Any alteration to any treatment subsystem shall be incorporated into process flow diagrams, process and instrumentation diagrams, and record drawings and diagrams within one year of the alteration being completed or placed into service.
- 15.3 Process flow diagrams and process and instrumentation diagrams for any treatment subsystem shall be kept in a place, or made available in such a manner, that they may be readily viewed by all persons responsible for all or part of the operation of the drinking water system.

## 16.0 Operations and Maintenance Manual

- 16.1 An up-to-date operations and maintenance manual or manuals shall be maintained and applicable parts of the manual or manuals shall be made available for reference to all persons responsible for all or part of the operation or maintenance of the drinking water system.
- 16.2 The operations and maintenance manual or manuals, shall include at a minimum:
  - 16.2.1 The requirements of this licence and associated procedures;
  - 16.2.2 The requirements of the drinking water works permit for the drinking water system;
  - 16.2.3 A description of the processes used to achieve secondary disinfection within the drinking water system;
  - 16.2.4 Procedures for monitoring and recording the in-process parameters necessary for the control of any treatment subsystem and for assessing the performance of the drinking water system;
  - 16.2.5 Procedures for the operation and maintenance of monitoring equipment;

- 16.2.6 Contingency plans and procedures for the provision of adequate equipment and material to deal with emergencies, upset conditions and equipment breakdown;
- 16.2.7 Procedures for dealing with complaints related to the drinking water system, including the recording of the nature of the complaint and any investigation and corrective action taken in respect of the complaint;
- 16.3** Procedures necessary for the operation and maintenance of any alterations to the drinking water system shall be incorporated into the operations and maintenance manual or manuals prior to those alterations coming into operation.
- 16.4** All of the procedures included or referenced within the operations and maintenance manual must be implemented.

## Schedule C: System-Specific Conditions

System Owner	The Corporation of the Town of LaSalle
Licence Number	032-101
Drinking Water System Name	Town of LaSalle Distribution System
Licence Effective Date	March 20, 2020

### 1.0 Additional Sampling, Testing and Monitoring

#### Drinking Water Health and Non-Health Related Parameters

- 1.1** For each treatment subsystem or treatment subsystem component identified in column 1 of Tables 5 and 6 and in addition to any other sampling, testing and monitoring that may be required, sampling, testing and monitoring shall be undertaken for a test parameter listed in column 2 at the sampling frequency listed in column 3 and at the monitoring location listed in column 4 of the same row.

**Table 5: Drinking Water Health Related Parameters**

Column 1 Treatment Subsystem or Treatment Subsystem Component Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

**Table 6: Drinking Water Non-Health Related Parameters**

Column 1 Treatment Subsystem or Treatment Subsystem Component Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

#### Environmental Discharge Parameters

- 1.2** Pursuant to Condition 10 of Schedule B of this licence, the owner may undertake the following environmental discharges associated with the maintenance and/or repair of the drinking water system:

1.2.1 The discharge of potable water from a watermain to a road or storm sewer;

1.2.2 The discharge of potable water from a water storage facility or pumping station:

1.2.2.1 To a road or storm sewer; or

- 1.2.2.2 To a watercourse where the discharge has been dechlorinated and if necessary, sediment and erosion control measures have been implemented.
- 1.2.3 The discharge of dechlorinated non-potable water from a watermain, water storage facility or pumping station to a road or storm sewer;
- 1.2.4 The discharge of potable water or non-potable water from a treatment subsystem to the environment where if necessary, the discharge has been dechlorinated and sediment and erosion control measures have been implemented.
- 1.2.5 The discharge of any excess water to a road, storm sewer or the environment, associated with the management of materials excavated as part of watermain construction or repair, where necessary sediment, erosion and environmental control measures have been implemented.

## **2.0 Studies Required**

- 2.1 Not Applicable

## **3.0 Source Protection**

- 3.1 The owner of the drinking water system shall implement risk management measures, as appropriate, to manage any potential threat to drinking water that results from the operation of the drinking water system.
- 3.2 The owner of the system shall notify the Director in writing within thirty (30) days of any approved changes to an applicable source protection plan that impact the assessed threat level of a fuel oil system identified in Schedule A of drinking water works permit.
- 3.3 The notification required in condition 3.2 shall include:
  - 3.3.1 A description of the changes and their impact on the assessed threat level of the fuel oil system(s); and,
  - 3.3.2 A timeline for re-assessing the threat level and providing the results of the assessment to the Director.

## **Schedule D: Conditions for Relief from Regulatory Requirements**

System Owner	<b>The Corporation of the Town of LaSalle</b>
Licence Number	<b>032-101</b>
Drinking Water System Name	<b>Town of LaSalle Distribution System</b>
Licence Effective Date	<b>March 20, 2020</b>

Effective March 20, 2020, no relief from regulatory requirements is authorized by the Director under section 46 of the SDWA in respect of the drinking water system.

**Appendix B: Safe Drinking Water Act, 2002  
Ontario Regulation 453/07  
Financial Plans**

## Safe Drinking Water Act, 2002

### ONTARIO REGULATION 453/07 FINANCIAL PLANS

**Consolidation Period:** From April 1, 2008 to the [e-Laws currency date](#).

Last amendment: 69/08.

Legislative History: 69/08.

*This is the English version of a bilingual regulation.*

#### **Requirement to prepare financial plans**

1. (1) A person who makes an application under clause 32 (1) (b) of the Act for a municipal drinking water licence shall, before making the application, prepare and approve financial plans for the system that satisfy the requirements prescribed under section 2. O. Reg. 453/07, s. 1 (1).

(2) A person who makes an application under subsection 32 (4) of the Act for the renewal of a municipal drinking water licence shall, before making the application, prepare and approve financial plans for the system that satisfy the requirements prescribed under section 3. O. Reg. 453/07, s. 1 (2).

(3) As a condition in a municipal drinking water licence that is issued in response to an application made under section 33 of the Act for a municipal drinking water licence, the Director shall include a requirement that the owner of the drinking water system, by the later of July 1, 2010 and the date that is six months after the date the first licence for the system is issued, prepare and approve financial plans for the system that satisfy the requirements prescribed under section 3. O. Reg. 453/07, s. 1 (3).

(4) The Director shall include, as a condition in a municipal drinking water licence, the requirement set out in subsection (3) in any amendments to a license made after the application, if the condition is not satisfied at the time when the amendment is made. O. Reg. 453/07, s. 1 (4).

#### **Financial plan requirements; new systems**

2. For the purposes of clause (b) of the definition of “financial plans” in subsection 30 (1) of the Act, the following requirements are prescribed for financial plans that are required by subsection 1 (1) to satisfy the requirements of this section:

1. The financial plans must be approved by a resolution that indicates that the drinking water system is financially viable and that is passed by,
  - i. the council of the municipality, if the owner of the drinking water system is a municipality, or
  - ii. the governing body of the owner, if the owner of the drinking water system has a governing body and is not a municipality.
2. The financial plans,
  - i. must include a statement that the financial impacts of the drinking water system have been considered, and
  - ii. must apply for a period of at least six years.
3. The first year to which the financial plan must apply is the year in which the drinking water system is expected to first serve the public.
4. For each year in which the financial plans apply, the financial plans must include details of the proposed or projected financial operations of the drinking water system itemized by,
  - i. total revenues, further itemized by water rates, user charges and other revenues,
  - ii. total expenses, further itemized by amortization expenses, interest expenses and other expenses,
  - iii. annual surplus or deficit, and
  - iv. accumulated surplus or deficit.
5. The owner of the drinking water system must,
  - i. make the financial plans available, on request, to members of the public who are served by the drinking water system without charge,



- ii. make the financial plans available to members of the public without charge through publication on the Internet, if the owner maintains a website on the Internet, and
  - iii. provide notice advising the public of the availability of the financial plans under subparagraphs i and ii, if applicable, in a manner that, in the opinion of the owner, will bring the notice to the attention of members of the public who are served by the drinking water system.
6. The owner of the drinking water system must give a copy of the financial plans to the Ministry of Municipal Affairs and Housing. O. Reg. 453/07, s. 2.

**Financial plan requirements; licence renewal**

3. (1) For the purposes of clause (b) of the definition of “financial plans” in subsection 30 (1) of the Act, the following requirements are prescribed for financial plans that are required by subsection 1 (2) or a condition that is included in a municipal drinking water licence under subsection 1 (3) to satisfy the requirements of this section:

- 1. The financial plans must be approved by a resolution that is passed by,
  - i. the council of the municipality, if the owner of the drinking water system is a municipality, or
  - ii. the governing body of the owner, if the owner of the drinking water system has a governing body and is not a municipality.
- 2. The financial plans must apply to a period of at least six years.
- 3. The first year to which the financial plans must apply must be the year determined in accordance with the following rules:
  - i. If the financial plans are required by subsection 1 (2), the first year to which the financial plans must apply must be the year in which the drinking water system’s existing municipal drinking water licence would otherwise expire.
  - ii. If the financial plans are required by a condition that was included in a municipal drinking water licence under subsection 1 (3), the first year to which the financial plans must apply must be the later of 2010 and the year in which the first licence for the system was issued.
- 4. Subject to subsection (2), for each year to which the financial plans apply, the financial plans must include the following:
  - i. Details of the proposed or projected financial position of the drinking water system itemized by,
    - A. total financial assets,
    - B. total liabilities,
    - C. net debt,
    - D. non-financial assets that are tangible capital assets, tangible capital assets under construction, inventories of supplies and prepaid expenses, and
    - E. changes in tangible capital assets that are additions, donations, write downs and disposals.
  - ii. Details of the proposed or projected financial operations of the drinking water system itemized by,
    - A. total revenues, further itemized by water rates, user charges and other revenues,
    - B. total expenses, further itemized by amortization expenses, interest expenses and other expenses,
    - C. annual surplus or deficit, and
    - D. accumulated surplus or deficit.
  - iii. Details of the drinking water system’s proposed or projected gross cash receipts and gross cash payments itemized by,
    - A. operating transactions that are cash received from revenues, cash paid for operating expenses and finance charges,
    - B. capital transactions that are proceeds on the sale of tangible capital assets and cash used to acquire capital assets,
    - C. investing transactions that are acquisitions and disposal of investments,
    - D. financing transactions that are proceeds from the issuance of debt and debt repayment,
    - E. changes in cash and cash equivalents during the year, and

F. cash and cash equivalents at the beginning and end of the year.

iv. Details of the extent to which the information described in subparagraphs i, ii and iii relates directly to the replacement of lead service pipes as defined in section 15.1- 3 of Schedule 15.1 to Ontario Regulation 170/03 (Drinking Water Systems), made under the Act.

5. The owner of the drinking water system must,

- i. make the financial plans available, on request, to members of the public who are served by the drinking water system without charge,
- ii. make the financial plans available to members of the public without charge through publication on the Internet, if the owner maintains a website on the Internet, and
- iii. provide notice advising the public of the availability of the financial plans under subparagraphs i and ii, if applicable, in a manner that, in the opinion of the owner, will bring the notice to the attention of members of the public who are served by the drinking water system.

6. The owner of the drinking water system must give a copy of the financial plans to the Ministry of Municipal Affairs and Housing. O. Reg. 453/07, s. 3 (1).

(2) Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is known to the owner at the time the financial plans are prepared:

1. Sub-subparagraphs 4 i A, B and C of subsection (1).
2. Sub-subparagraphs 4 iii A, C, E and F of subsection (1). O. Reg. 453/07, s. 3 (2).

**Alternative requirements for two or more drinking water systems**

4. If section 3 applies to the financial plans of two or more drinking water systems that are solely owned by the same owner, the requirements prescribed by the section may, as an alternative, be satisfied by financial plans that comply with the section but treat those systems as if they were one drinking water system. O. Reg. 453/07, s. 4.

**Amendment of financial plans**

5. Sections 2 and 3 do not prevent financial plans from being amended. O. Reg. 453/07, s. 5.

**Additional information**

6. The requirements of this Regulation do not prevent a person from providing additional information in financial plans prepared for the purpose of meeting the requirements of the Act. O. Reg. 453/07, s. 6.

7. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 453/07, s. 7.

Français

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