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**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, 21 MARCH 2012**

SUBJECT **FEES AND CHARGES UPDATE FOR UTILITIES WITHIN THE THREE
ELECTORAL AREAS**

ISSUE

The fees and charges for utilities within the three Electoral Areas need to be updated.

BACKGROUND

The proposed fees and charges increases are based on the 2012 budget review and have been factored into the 2012 service budgets. The first quarter billing for 2012 is scheduled for invoicing the second week of April. The proposed rates require Board review and approval prior to taking effect in the billing process.

ALTERNATIVES

1. a) That Bylaw No. 3822, cited as "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 3, 2012" be introduced and read a first and second time, read a third time and adopted.
- b) That Bylaw No. 3823, cited as "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2011, Amendment Bylaw No. 2, 2012" be introduced and read a first and second time, read a third time and adopted.
2. That the bylaws be referred back to the local service committees.

IMPLICATIONS

Financial

Fees and charges increases ranging from 3% to 33% are required, due primarily to: the additional debt servicing cost of infrastructure upgrades, deficit carry forward, reduced surplus carry forward, and increased hydro costs. All the related service committees have approved their 2012 budgets which include the proposed increases, except for Fulford and Cedars of Tuam where budget approval is pending and anticipated by March 31, 2012.

Board approval is required prior to applying the proposed rates. If these rates are not approved in time for the 2012 first quarter billing, revenues will be less than forecasted in the 2012 service budgets.

CONCLUSION

Several utilities require fees and charges increases due primarily to: the additional debt servicing cost of infrastructure upgrades, deficit carry forward, reduced surplus carry forward, and increased hydro costs. These increases are factored into the 2012 service budgets which have all received service committee approval except for Fulford and Cedars of Tuam where budget approval is pending and anticipated by the end of March, 2012. Board approval of the proposed rates is required prior to the April 2012 first quarter billing in order to attain the revenue targets in the 2012 service budgets.

RECOMMENDATION

1. a) That Bylaw No. 3822, cited as "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 3, 2012" be introduced and read a first and second time, read a third time and adopted.

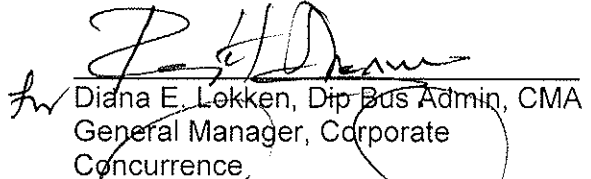
- b) That Bylaw No. 3823, cited as "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2011, Amendment Bylaw No. 2, 2012" be introduced and read a first and second time, read a third time and adopted.



Rajat Sharma, MBA, CMA
Senior Manager, Financial Services Division



Donna Costin, CMA
Manager, Revenue Services
Concurrence


for Diana E. Lokken, Dip Bus Admin, CMA
General Manager, Corporate
Concurrence

Kelly Daniels
C.A.O.
Concurrence

CAPITAL REGIONAL DISTRICT

BYLAW NO. 3822

A BYLAW TO AMEND BYLAW 3688 TO UPDATE FEES AND CHARGES FOR UTILITY
SERVICES AND LIQUID WASTE DISPOSAL WITHIN THE
SALT SPRING ISLAND ELECTORAL AREA

The Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Bylaw No. 3688 "Salt Spring Island Sewer and Water Fee and Charge Bylaw No. 1, 2010" is amended as follows:

a) By removing SCHEDULE "B" in its entirety and replacing it with SCHEDULE "B" attached hereto.

2. Citation:

This Bylaw may be cited as "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 3, 2012".

READ A FIRST TIME THIS	th	DAY OF	2012
READ A SECOND TIME THIS	th	DAY OF	2012
READ A THIRD TIME THIS	th	DAY OF	2012
ADOPTED THIS	th	DAY OF	2012

CHAIR

CORPORATE OFFICER

SCHEDULE "B"

1. Water Service Turn On and Turn Off Fee

Pursuant to Section 4, the fee for turning on or turning off the water supply at the curb stop is the following. The fees payable herein shall be paid to the CRD on application for the service.

- (a) During Normal Working Hours (07:30 – 16:00) Monday through Friday (non-inclusive of statutory holidays): \$50.00
- (b) During Non-Working Hours: \$200.00

(Schedule B continued on next page)

2. Water and Sewer User Fees

The user fees payable shall include a fixed fee and a variable consumption charge based on the volume of water metered as outlined below:

(a) Fixed Fee

Service Area	Annual Charge, 25% of which is billed each three months
Cedars of Tuam	\$1,603.87 per water service connection
Cedar Lane	\$763.11 per water service connection
Beddis	\$324.56 per single family dwelling unit or equivalent
Highland	\$204.93 per water service connection
Fernwood	\$936.27 per water service connection
Maliview	\$400.00 per sewer service connection
Fulford	Single Family Residential: \$1,626.00 per single family dwelling unit or equivalent Other: No Fixed Fee
Highland and Fernwood	\$156.58 per water service connection

(b) Consumption Charge based on volume of water metered

The Consumption Charge for water or sewer will be the total volume of water metered to the water service connection, measured in cubic metres (or other units converted to cubic metres) over a three-month billing period, at a rate as follows:		
Service Area	Volume of Water	Charge
Cedars of Tuam	First 75.0 cubic metres or portion	\$0.90 per cubic metre
	Greater than 75.0 cubic metres	\$7.70 per cubic metre
Cedar Lane	First 37.5 cubic metres or portion	\$2.25 per cubic metre
	Next 67.5 cubic metres or portion	\$8.00 per cubic metre
	Greater than 105 cubic metres	\$25.00 per cubic metre
Beddis	First 37.5 cubic metres or portion	\$2.00 per cubic metre
	Next 67.5 cubic metres or portion	\$4.50 per cubic metre
	Greater than 105 cubic metres	\$6.00 per cubic metre
Highland and Fernwood (rates for each separate service)	First 37.5 cubic metres or portion	\$0.50 per cubic metre
	Next 67.5 cubic metres or portion	\$1.00 per cubic metre
	Greater than 105 cubic metres	\$4.00 per cubic metre
Maliview	\$1.25 per cubic metre of total water provided or delivered to the building served by the sewer connection to the CRD Highland Water System	
Fulford	Single Family Residential: No Consumption Charge Other: \$3.27 per cubic metre Minimum Consumption Charge per three months is \$406.50 per service connection.	

CAPITAL REGIONAL DISTRICT

BYLAW NO. 3823

A BYLAW TO AMEND BYLAW 3778 TO UPDATE FEES AND CHARGES FOR UTILITY
SERVICES IN THE SOUTHERN GULF ISLANDS (SGI) AND JUAN DE FUCA (JDF)
ELECTORAL AREAS

The Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Bylaw No. 3778 "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2011" is amended as follows:
 - a) By removing SCHEDULE "C" in its entirety and replacing it with SCHEDULE "C" attached hereto.

2. Citation:

This Bylaw may be cited as "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2011, Amendment Bylaw No. 2, 2012".

READ A FIRST TIME THIS	th	DAY OF	2012
READ A SECOND TIME THIS	th	DAY OF	2012
READ A THIRD TIME THIS	th	DAY OF	2012
ADOPTED THIS	th	DAY OF	2012

CHAIR

CORPORATE OFFICER

SCHEDULE "C"

1. Water, Sewer, and Port Renfrew Street Lighting

a) For Single Family Equivalent, the user fees payable by Service Area shall be:

Service Area	Annual Charge - 25% of which is billed each 3 months
Skana Water	\$813.00 per Single Family Equivalent connected to the water system
Surfside Park Estates Water	\$953.30 per Single Family Equivalent connected to the water system
Magic Lake Estates Sewer	\$272.00 per Single Family Equivalent connected to the sewer system
Lyll Harbour/Boot Cove Water	\$375.00 per Single Family Equivalent connected to the water system
Magic Lake Estates Water	\$250.00 per Single Family Equivalent connected to the water system
Sticks Allison Water	\$1066.18 per Single Family Equivalent connected to the water system
	Excess Consumption Fee - for metered water use per service connection in excess of 136 cubic metres per three months: \$2.20 per cubic metre
Wilderness Mountain Water	Consumption Charge: \$18.00 per month for each Single Family Equivalent connected to the water system. Annual User Charge: \$558.81 per annum for each Single Family Equivalent connected to the water system.
Port Renfrew Water Annual User Charge	\$203.38 per Unit (see Section 1b) billed in four equal payments
Port Renfrew Sewer Annual User Charge	\$413.88 per Unit (see Section 1b) billed in four equal payments
Port Renfrew Street Lighting	\$39.19 per User

b) For other Consumers, the annual charge, 25% of which is billed each three months, is calculated as "N" times the total annual Single Family Equivalent. "N" is determined as outlined in the following chart, except as noted in Sections 1c and 1d.

Use	"N"
Bed and Breakfast – each building	1.00
Hotel/Motel – each housekeeping unit	1.00
Cabin – each unit	1.00
Mobile home park – per space	1.00

Continued from page 2	
Commercial building housing 1 business	
Up to 3 employees	1.25
4 or more employees	1.50
Commercial building housing more than 1 business	
Each business up to 3 employees:	1.25
Each business with 4 or more employees:	1.50
Restaurant	2.00
Church	1.00
School – for each classroom	1.00
Hospital – for each bed	1.00
Other – for each 1,360 litres of daily winter water consumption. Estimated flows will be based on regulations or guidelines issued pursuant to the BC <i>Health Act</i> .	1.00

c) For the Lyall Harbour / Boot Cove Water Service Area:

Use	“N”
Commercial building housing 1 business	
Up to 3 employees	1.00
4 or more employees	2.00
Commercial building housing more than 1 business	
Each business up to 3 employees:	1.00
Each business with 4 or more employees:	2.00

d) For Port Renfrew Water and Sewer Service Areas:

If the Single Family Equivalent has not been designated in 1b, the unit calculation will be based on the **Minimum Daily Design Flow** as specified in the *Sewerage System Standard Practice Manual*, Version 2, September 21, 2007, prepared by the BC Onsite Sewage Association.