

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, NOVEMBER 10, 2021**

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**SUBJECT**     **Bylaw No. 4465, 4466, and 4467: Updates to Water Supply, Water Distribution and Bulk Water Fees and Charges Bylaws**

**ISSUE SUMMARY**

To update the Capital Regional District (CRD) water supply and water distribution and bulk water fees and charges schedules for 2022.

**BACKGROUND**

On October 27, 2021, the Board approved the 2022 Provisional Financial Plan, inclusive of the commission approved budgets for:

- Regional Water Supply Service
- Juan De Fuca Water Distribution Service
- Saanich Peninsula Water Service

Each service recovers costs through fees and charges for the delivery of water supply. Annually and for the upcoming year, fee schedules are updated based on the approved financial plan.

This report transmits the following amending bylaws as described:

- 1) Regional Water Supply Service: Bylaw No. 4465 to amend Bylaw No. 2570, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997" by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2022.
- 2) Juan De Fuca Water Distribution Service: Bylaw No. 4466 to amend Bylaw No. 3889, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013" by deleting Schedule "C" in its entirety and substituting the attached Schedule "C", effective January 1, 2022.
- 3) Saanich Peninsula Water Service: Bylaw No. 4467 to amend Bylaw No. 376, being "Bulk Water Rates Bylaw, 1977" by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2022.

The bylaws if approved establish the 2022 Fees and Charges for each of the water services listed above.

**ALTERNATIVES**

*Alternative 1*

1. That Bylaw No. 4465, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 23, 2021”, be introduced and read a first, second and third time; and
2. That Bylaw No. 4465 be adopted.
3. That Bylaw No. 4466, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 11, 2021”, be introduced and read a first, second and third time; and
4. That Bylaw No. 4466 be adopted.
5. That Bylaw No. 4467, “Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 41, 2021”, be introduced and read a first, second and third time; and
6. That Bylaw No. 4467 be adopted.

#### *Alternative 2*

That the one or more proposed fees and charges amending bylaws be referred back to staff for additional information.

### **IMPLICATIONS**

#### *Financial Implications and Service Delivery Implications*

This bylaw is required to provide the necessary authority for these services to charge the updated fees and charges to customers receiving water supply, bulk water and water distribution. The proposed fees and charges are included in each bylaw for approval and are attached. The adjusted fees and charges have been recommended by the respective Commissions.

### **CONCLUSION**

On October 27, 2021, the Board approved the 2022 Provisional Financial Plan, inclusive of the commission approved budgets for the Regional Water Supply Service, the Juan De Fuca Water Distribution Service and the Saanich Peninsula Water Service. Amending bylaws No. 4465, 4466 and 4467 increase rates charged for water supply, bulk water and water distribution. Approval of these bylaws updates the rate schedules consistent with the 2022 Board approved financial plan and effective January 1, 2022.

### **RECOMMENDATION**

1. That Bylaw No. 4465, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 23, 2021”, be introduced and read a first, second and third time; and
2. That Bylaw No. 4465 be adopted.
3. That Bylaw No. 4466, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 11, 2021”, be introduced and read a first, second and third time; and
4. That Bylaw No. 4466 be adopted.
5. That Bylaw No. 4467, “Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 41, 2021”, be introduced and read a first, second and third time; and
6. That Bylaw No. 4467 be adopted.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., General Manager, Integrated Water Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

**ATTACHMENT(S)**

Appendix A: Bylaw No. 4465, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 23, 2021”

Appendix B: Bylaw No. 4466, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 11, 2021”

Appendix C: Bylaw No. 4467, “Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 41, 2021”