

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, DECEMBER 08, 2021**

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**SUBJECT**     **Bylaw No. 4466: Update to Water Distribution Local Service Conditions, Fees and Charges**

**ISSUE SUMMARY**

To update the Capital Regional District (CRD) water distribution local service conditions, fees and charges schedule for 2022.

**BACKGROUND**

On October 27, 2021, the Board approved the 2022 Provisional Financial Plan, inclusive of the commission approved budgets for the Juan De Fuca Water Distribution Service. The 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 bylaw as described:

- 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.

The bylaw if approved establishes the 2022 Fees and Charges for the water service listed above.

**ALTERNATIVES**

*Alternative 1*

1. 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
2. That Bylaw No. 4466 be adopted.

*Alternative 2*

That Bylaw No. 4466 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 the service to charge the updated fees and charges to customers receiving water distribution. The proposed fees and charges are included in the bylaw for approval and are attached. The adjusted fees and charges have been recommended by the Juan de Fuca Water Distribution Commission.

**CONCLUSION**

On October 27, 2021, the Board approved the 2022 Provisional Financial Plan, inclusive of the commission approved budgets for the Juan De Fuca Water Distribution Service. Amending Bylaw No. 4466 increases rates charged for 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. 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
2. That Bylaw No. 4466 be adopted.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Acting 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. 4466, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 11, 2021"