

# STAFF REPORT TO FINANCE AND AUDIT COMMITTEE

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**DATE:** August 26, 2019

**TO:** **STANDING COMMITTEE ON FINANCE AND AUDIT**

**NAME AND TITLE:** Dave Dyer, General Manager, Engineering and Public Works

**SUBJECT:** Amendment to the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 Schedule A-9, A-13 and A-16

**ATTACHMENT(S):** City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Schedule A-9, A-13 and A-16 Amendments

## **RECOMMENDATION(S):**

That the Committee:

RECOMMEND to Council approval of amendments to Schedule A-9, A-13 and A-16 of the "Comprehensive Fees and Charges Bylaw No. 7557, 2004"

as presented in the report dated August 26, 2019 from the General Manager of Engineering and Public Works titled "Amendment to the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 Schedule A-9, A-13 and A-16".

## **PURPOSE:**

The Standing Committee on Finance and Audit is requested to review and recommend to Council approval of the amendments described in this report for fees and charges for 2020 through 2023.

## **STRATEGIC PRIORITIES:**

The City of Prince George's Comprehensive Fees and Charges Bylaw No. 7557, 2004 supports Council's priorities of sustainable fiscal management, sustainable infrastructure, equity and inclusion, and organizational excellence.

## **DISCUSSION:**

The City of Prince George Comprehensive Fees and Charges Bylaw No. 7557 was adopted in 2004 and has been subsequently amended to reflect new rates. The bylaw consolidates fees and charges for the provision of City services

The recommended amendments to Schedule "A-9" of the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 are the outcome of a comprehensive review and analysis of the City of Prince George's fees and charges and a comparison of fees and charges for similar services in other communities. Some of the key changes that are recommended for Schedule "A-9" include:

- Adjustment to the fee for sanitary sewer connections to the City system;
- Clarifications on the requirements for Deep Connections and Off Season Construction;
- Flat and Metered Rates will be adjusted and updated as part of the Finance Department's review and recommendations;
- Unit costs will be adjusted to metric. Imperial unit conversions are provided for reference;
- Extra Treatment costs will be increased by 5% as per recommendations from the Finance Department. Unit rates will be converted to metric;
- Blocked Sewer charge added as an hourly rate due to the high cost of providing this service after hours;
- Waste Discharge permit fees increased;
- Trucked Waste section added under Special User Rates; and,
- Fee for staff to conduct sampling following confirmation of non-compliance with the bylaw added.

The recommended amendments to Schedule "A-13" of the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 are the outcome of a comprehensive review and analysis of the City of Prince George's fees and charges and a comparison of fees and charges for similar services in other communities. Some of the key changes that are recommended for Schedule "A-13" include:

- Adjustment to the fee for storm sewer connections to the City system; and,
- Clarifications on the requirements for Deep Connections and Off Season Construction.

The recommended amendments to Schedule "A-16" of the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 are the outcome of a comprehensive review and analysis of the City of Prince George's fees and charges and comparison of fees and charges for similar services in other communities. Some of the key changes that are recommended for Schedule "A-13" include:

- Adjustment to the fee for water connections to the City system;
- Clarifications on the requirements for Deep Connections and Off Season Construction;
- Flat and Metered Rates will be adjusted and updated as part of the Finance Department's review and recommendations;
- Unit costs will be adjusted to metric. Imperial unit conversions are provided for reference;
- Water Construction Flat Rate Charge will increase;
- Meter Access and Special Meter Reading charges increased to reflect current costs;
- New Meter Testing process and charges added. The process will ensure fairness to the property owner in the event of a meter not reading properly as well as cover the cost for the testing if there are no issues found with the meter;
- Increase in penalties for tampering with water meters and unauthorized connection to a fire hydrant;
- Service Connection Abandonment Charge increased to cover actual costs;
- Emergency Callouts and Water Services On/Off – removed the charge for daytime response and increased afterhours callout to reflect actual costs;
- Adjustment to the Utility Bill Suspension fee to a billing period;
- Private Fire Hydrant Maintenance fee increase to be in line with the current market;
- Meter Replacement costs increased to match actual costs. The cost of staff time and expenses also included. Yearly rate increase of 6% shown as per recommendation by the supplier; and,
- Backflow Testing documentation processing fees and penalties added.

When viewing the attachment, it is an amended version where the new text is highlighted in yellow, new additions shown in red text and existing text for removal in strikethrough.

**FINANCIAL CONSIDERATIONS:**

The rate increases over the next four (4) years are recommended to help alleviate inflationary impacts which affect the cost of service delivery.

**SUMMARY AND CONCLUSION:**

The recommended amendments to Schedule "A-9, A-13 and A-13" of the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 as outlined in this report, represent the current and proposed practices associated with providing sanitary sewer, storm sewer and water services.

Proposed flat rates, capacity charges and consumption rates have been provided by the Finance Department in a separate report.

**RESPECTFULLY SUBMITTED:**

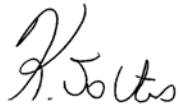


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Dave Dyer, General Manager Engineering and Public Works

**REPORT PREPARED BY:** William Wedel, Utilities Manager

**APPROVED:**



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Kathleen Soltis, City Manager  
Meeting date: September 9, 2019

Schedule "A"City of Prince George Comprehensive Fees & Charges Bylaw No. 7557**PUBLIC WORKS**Index

No.	Description			
A – 9	<b>Sanitary Sewer</b> Fees and Charges			
A – 13	<b>Storm Sewer</b> Fees and Charges			
A – 16	<b>Water Regulation and Rates</b> Fees and Charges			

CHANGES TO THE BYLAW SECTIONS ARE NOTED AS FOLLOWS:

**Highlighted in yellow** – amended version

**Red Text** – New Content

~~Strikethrough~~ – sections to be removed

**Blue Text** – notes on justification for changes – to be removed before going to F&A

## A- 9

**PUBLIC WORKS***Fees and Charges for Sanitary Sewer*Effective January 1, 2020 to December 31, 2023Amended by BL8708, 2015

## A-9(a)

1. CONNECTION FEES

Pursuant to Section 7.1 the normal connection fees for residential service connections on roadways with classifications of Local or Collector and with a depth of less than three (3) meters from April 15<sup>th</sup> to September 1<sup>st</sup> shall be as follows:

1.1.1 Connection Size                      Connection Fee\*                      Dual Fee\*\*

100 mm		\$4000.00	\$3,250.00	
Connection Size	2020	2021	2022	2023
100mm (4 inch)	\$4,600.00	\$5,300.00	\$6,000.00	\$6,000.00

\*150 mm                      \$5,500.00 \*                      Not Applicable

\*200 mm                      \$6,000.00 \*                      Not Applicable

\*250 mm                      \$6,400.00 \*                      Not Applicable

\*300 mm                      \$6,800.00 \*                      Not Applicable

\*Fee applies to connection installed on the basis of a single connection in a single trench.

\*\*Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000 per additional service will be applied.

1.2 Where curbs, gutters, sidewalk and asphaltic pavement have been installed on the street prior to the sewer connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:

1.2.1. Curb and gutter repair – each curb                      \$1,500.00

1.2.2. Pavement repair or pipe pushing  
       -8m wide road                      \$5,000.00  
       -10m wide road                      \$5,500.00

1.2.3 Concrete sidewalk repair – each sidewalk                      \$2,000.00

1.2.4 Asphalt sidewalk repair – each sidewalk                      \$1,000.00

1.2.5 Boulevard repair-each side                      \$600.00

## 2. Installation

Upon receipt of the connection fee, the Authorized Person will, within ninety days, weather permitting, provide and install a service connection to the applicant's property. If such connection is not practicable the Authorized Person will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.

## 3. Deep Connection and Off-Season Construction

3.1 All applicants for service connections that apply between September 2<sup>nd</sup> and April 15<sup>th</sup> shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/telephone pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time.

3.2 All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

## 2. EXTRA TREATMENT CHARGES

2.1 Pursuant to Section 7.5, extra treatment charges shall be as follows:

Charge for Treating one (1) Kilogram of B.O.D. above permitted limits - \$0.5929

Charge for Treating one (1) Kilogram of T.S.S. above permitted limits - \$0.5929

Extra Charge will start at 350mg/L under the new bylaw. Previously was set at 500mg/L. Price increased by three percent (3%)

## 3. EMERGENCY CALL OUT

During regular working hours	<del>\$60.00 per call out</del>
Outside of regular working hours	\$90.00 per call out
After Hours Blocked Sewer	\$120.00 per hour

New charge to cover cost of the staff and equipment costs.

## 4. WASTE DISCHARGE PERMIT ADMINISTRATION FEE

4.1 The holder of a Waste Discharge Permit shall pay an annual Waste Discharge Permit Administration Fee of \$1,000.00 for each Waste Discharge Permit issued to him for the discharge of Non-Domestic Waste to a Sewer.

- 4.2 The Waste Discharge Permit Administration Fee is payable upon Issuance of a Waste Discharge Permit and upon each anniversary thereafter.
- 4.3 If the Waste Discharge Permit Administration Fee is not paid within 90 days of its due date, the Waste Discharge Permit in respect of which the Waste Discharge Permit Administration Fee is payable shall be automatically terminated and of no effect.
- 4.4 Each person who applies for a Waste Discharge Permit shall pay an Application Fee of **\$100.00**. The Application Fee is not refundable **but** is credited to the Waste Discharge Permit Administration Fee.
- 4.5 Each time a holder of a Waste Discharge Permit requests an amendment to the Waste Discharge Permit, a fee of **\$100.00** for a minor amendment, and **\$250** for major amendment shall be applied.

## 5. WASTE DISCHARGE PERMITS ISSUED FOR PERIODS OF LESS THAN 365 DAYS

Where a Waste Discharge Permit is issued for a period of less than 365 days, the Waste Discharge Permit Administration Fee shall be **pro-rated based on the number of days remaining before the end of the year**.

<u>Period of Time</u>	<u>Waste Discharge Permit Administration Fee</u>
less than 7 days	\$0
7 days - 30 days	\$160
31 days - 90 days	\$320
91 days - 180 days	\$480
181 days - 270 days	\$640
271 days - 365 days	\$800

## 6. BILLING PROCEDURES

- 6.1 Bills shall be rendered twice yearly by the City for the use of the sewer system, except for metered accounts and metered residential accounts which shall be rendered quarterly. Should the due date as printed on the bill fall on any Saturday, Sunday or Holiday, then the next business day following that Saturday, Sunday or Holiday shall be taken as the due date.
- 6.2 Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.

## 7. SPECIAL USER RATES

~~7.1 The user rate for bottling plants where such are connected to the Municipal storm sewer system shall be set at fifty percent (50%) of the user rate as set out in Section A 9(b) 1.2.~~

~~7.2 Greenhouse operations where it can be shown that the majority of water does not enter the sewer system shall be set at fifty percent (50%) of the user rate as set out in Section A 9(b) 1.2.~~

### 7.1. TRUCKED WASTE

Trucked waste will require haulers to obtain a permit to discharge at authorized location. Authorized locations may change based on operational needs/requirements at each site.

7.1.1 Authorization access fee for each hauling company  
(includes first access card)

\$500.00 per year

7.1.1.1 Additional Access Cards or Replacement Cards \$100.00 each

7.1.3 Volume charge\*

\$45 per cubic meter

\*for sites without flow meters, truck capacity must be provided and billing will be based off 90% of total capacity for each unit.

7.1.4 Unauthorized or contaminated discharge  
(not meeting Bylaw)

\$5000.00 per offence\*\*

\*\*Additional cleanup costs to remove material and Transfer for proper facility plus treatment may also apply.

7.2 Sani-dump Authorization – New and Existing

\$100.00 per site/year

7.3 Sampling requirement for non-compliance with Bylaw

For sites which require follow-up testing due to non-compliance with the sanitary sewer bylaw may require additional onsite sampling.

7.3.1 Return site visit to obtain follow-up sample

\$150.00 per visit

New charges to cover the increased cost for Shelly Lagoon maintenance (7.1), staff time for sampling and follow-up (7.2 and 7.3)

## 8. PENALTY

8.1 The user rate for all consumer accounts rendered shall be subject to a penalty of ten percent (10%) if the account is paid after the due date as printed on the Utility bill.

8.2 The date of payment shall be the date the account is received at City Hall or paid at any Chartered Bank in British Columbia, as evidenced by cash register impression or tellers stamp.

8.3 Payments shall be applied firstly against charges in arrear and thereafter against the current charges.



- 8.4 In the event the payments are less than the total amount currently due, the penalty shall be applicable only to that portion of the current charges unpaid.

9. **ESTIMATION OF USAGE AND ADJUSTMENTS**

Where an adjustment in rates of the City of Prince George Water Bylaw has occurred to an individual account, the maximum calculated period for adjustment purposes to the Sewer rates shall be 12 months.

## A - 13

**PUBLIC WORKS***Fees and Charges for Storm Sewer Rates***A-13(a)****1. CONNECTION FEES**

Pursuant to Section 4.1 the normal connection fees for **residential service connections on roadways with classifications of Local or Collector** and with a depth of less than **three (3)** meters from April 15<sup>th</sup> to September 1<sup>st</sup> shall be as follows:

1.1	Connection Size	Fee*	Dual Fee**	
	100mm (4")	\$4,000.00	\$3,350.00	
Connection Size	2020	2021	2022	2023
100mm (4 inch)	\$4,600.00	\$5,300.00	\$6,000.00	\$6,000.00
	150mm (6")	\$5,500.00	Not Applicable	
	200mm (8")	\$6,000.00	Not Applicable	
	250mm (10")	\$6,400.00	Not Applicable	
	300mm (12")	\$6,800.00	Not Applicable	
	375mm (15")	\$7,600.00	Not Applicable	
	450mm (18")	\$8,300.00	Not Applicable	

\* Fee applies to connections installed on the basis of a single connection in a single trench.

\*\*Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000 per additional service will be applied.

~~Storm sewer connections 150mm and larger require a connection to a manhole at the sewer main. If no new manhole is required, a reimbursement of \$2,000.00 will be made.~~

1.2 Where curbs, gutters, asphaltic pavement, concrete or asphaltic sidewalk or boulevard exists on the street prior to the storm sewer connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:

	Fee
1.2.1 Curb & Gutter Repair - each curb	\$1,500.00
1.2.2 Pavement Repair or Pipe Pushing	
- 8m wide road	\$5,000.00
- 10m wide road	\$5,500.00
1.2.3 Concrete Sidewalk Repair - each sidewalk	\$2,000.00

1.2.4	Asphalt Sidewalk Repair - each sidewalk	\$1,000.00
1.2.5	Boulevard repair – each side	\$600.00

## 2 INSTALLATION

Upon receipt of the connection fee, the Engineer will, within ninety days, weather permitting, provide and install a service connection to the applicant's property. If such connection is not practicable, the Engineer will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.

### DEEP CONNECTION & OFF-SEASON CONSTRUCTION (WINTER SURCHARGE)

- 4.1 All applications for service connections that apply between September 2<sup>nd</sup> and April 15<sup>th</sup> shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the Spring, hydro/telephone pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final account reconciliation will be made after all work is complete in the Spring and the City will advise the applicant of any refund or extra cost at that time.
- 4.2 All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

**"A – 16"****PUBLIC WORKS***Fees and Charges for Water Rates and Regulation*

EFFECTIVE: JANUARY 1, 2016 TO DECEMBER 31, 2018

Amended by Bylaw No. 8708, 2015

**A-16(a)****1. CONNECTION FEES**

Pursuant to Section 3.2 the normal connection fees for **residential service connections on roadways with classifications of Local or Collector** and with a depth of less than **three (3)** meters from April 15<sup>th</sup> to September 1<sup>st</sup> shall be as follows:

1.1	<u>Connection Size</u>	<u>Fee*</u>	<u>Dual Fee**</u>	
	20mm (3/4")	\$4,100.00	\$3,350.00	
	25mm (1")	\$4,200.00	\$3,450.00	
	Connection Size	2020	2021	2022
	Less than 25mm (1 inch)	\$5,300.00	\$6,400.00	\$7,600.00
	40mm (1 1/2")		\$4,400.00	\$3,650.00
	50mm (2")		\$4,600.00	\$3,850.00
	100mm (4")		\$5,300.00	Not Applicable
	150mm (6")		\$5,700.00	Not Applicable
	200mm (8")		\$6,400.00	Not Applicable
	250mm (10")		\$6,700.00	Not Applicable

\* Fee applies to connections installed on the basis of a single connection in a single trench. **Services over 1" in size will be charged based on actual costs for installation. Cost estimates will be provided by the City for approval prior to commencing with any work.**

\*\*Where multiple services can be installed in a single one (1) metre wide trench, a reduction of \$2,000 per additional service will be applied.

1.2 Where curbs, gutters, asphaltic pavement, concrete or asphaltic sidewalk or boulevard exists on the street prior to the water connection application being received, the extra cost of connection to cover repairs, over and above the connection fee, shall be:

	<u>Fee</u>
1.2.1 Curb & Gutter Repair - each curb	\$1,500.00
1.2.2 Pavement Repair or Pipe Pushing	
- 8m wide road	\$5,000.00
- 10m wide road	\$5,500.00
1.2.3 Concrete Sidewalk Repair - each sidewalk	\$2,000.00

- 1.2.4 Asphalt Sidewalk Repair – each sidewalk \$1,000.00
- 1.2.5 Boulevard Repair – each side \$ 600.00

## 2. INSTALLATION

Upon receipt of the connection fee, the Engineer will, within ninety days, weather permitting, provide and install a service connection to the applicant's property. If such connection is not practicable, the Engineer will so notify the applicant within sixty days and the City shall refund charges or fees paid to the City by the applicant.

## 3. DEEP CONNECTION & OFF-SEASON CONSTRUCTION (WINTER SURCHARGE)

- 3.1 All applicants for service connections that apply between September 2<sup>nd</sup> and April 15<sup>th</sup> shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. Charges may include costs for replacement of cold mix asphalt and hot mix asphalt in the spring, hydro/tel pole holding, dewatering and costs relating to thawing or excavating frozen ground. The final count reconciliation will be made after all work is complete in the spring and the City will advise the applicant of any refund or extra cost at that time.
- 3.2 All applications for service connections where the connection will be at a depth of three (3) meters or deeper, shall pay the actual cost of the construction. The applicant will be required to authorize, by signature, a third party billing arrangement agreeing to pay all costs incurred during the installation of the connection. They must deposit with the City security equaling the estimated cost of doing the work. The final account reconciliation will be made after all work is complete and the City will advise the applicant of any refund or extra cost at that time.

## A-16(b)

### 1.3 WATER CONSTRUCTION FLAT RATE CHARGE

All commercial and residential property owners shall pay a flat rate charge for water consumed during the construction process up until a water meter is installed. The charge shall be calculated on the gross square meter of floor space of the building as follows:

Gross Floor Area (m2)	Water Construction Rate per month
0 – 200	\$25.00
201 – 1,000	\$26.00
1,001 – 5,000	\$27.00
5,001 – 10,000	\$28.00
10,001 – above	\$29.00

**2. OTHER CHARGES****2.1 METER READING ACCESS CHARGE**

Each failed attempt to access a meter where notice has been requested by the City and access has not been provided.

\$150.00 per call

**2.1.1 FINAL OR SPECIAL METER READINGS**

Each manual reading or special reading by the meter reader.

\$150.00 per call

Cost in 2.1 and 2.1.1 is to reflect the cost for 1.5 hour staff time and fleet equipment cost.

**2.1.2 METER TESTING**

Deposit for testing of water meter

\$150.00

- If testing determines that meter is:

- o Reading accurately, City keeps deposit.
- o Reading is inaccurate, City returns deposit and adjusts previous billing to average of previous billing history (maximum six (6) month adjustment)

**2.2 TAMPERING WITH WATER METERS**

Penalty for each incident where City staff determine that tampering has occurred with a water meter

\$500.00 per incident

**2.3 PRIVATE USE OF CITY FIRE HYDRANTS**

The charge for the use of a fire hydrant shall be:

Permit Fee	\$100.00
Monthly charge	\$1000.00

**2.3.1 Penalty for connecting to a hydrant without a permit:**

\$2,000.00 per incident

**2.4 MUNICIPAL FIRE PROTECTION**

The annual charge payable to the City for the availability of fire hydrants and water supplies for fire protection purposes shall be the actual annual maintenance costs.

**2.5 SERVICE CONNECTION ABANDONMENT CHARGE**

The charge for service connection abandonment shall be:

\$3,500.00

At the discretion of the Authorized Person, if a new service is in a location that may facilitate the service abandonment within the same excavation the abandonment charge shall be waived.

The abandonment charge is exclusive of restoration requirements. Restoration costs shall be the rate as outlined in section 1 Connection Fees.

## 2.6 EMERGENCY CALL OUT

During regular working hours	\$60.00 per call out
Outside of regular working hours	\$150.00 per call out

## 2.7 WATER SERVICE TURN ON OR TURN OFF CHARGE

Water service turn on or turn off charge outside of normal City working hours	\$200.00 per call
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## 2.8 UTILITY BILL SUSPENSION FEE

Per three (3) month billing period	\$45.00
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## 2.9 PRIVATE FIRE HYDRANT MAINTENANCE

Per hydrant	\$300.00
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## 2.10 ACCOUNT SET UP FEE

A flat fee for each new account added to the billing system	\$50.00
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## 2.11 WATER METER REPLACEMENT

The following flat rate amounts will be charged for replacement of water meters. The fee is based upon meter replacement value and labour costs.

Meter Size/Meter Reader	Type	2020	2021	2022	2023
20mm (¾in.)	Displacement Meter	\$610.00	\$646.60	\$685.40	\$726.52
	Meter Body Only	\$400.00	\$424.00	\$449.44	\$476.41
25mm (1.0in.)	Displacement Meter	\$720.00	\$763.20	\$808.99	\$857.53
	Meter Body Only	\$475.00	\$503.50	\$533.71	\$565.73
40mm (1.5in.)	Displacement Meter	\$1,080.00	\$1,144.80	\$1,213.49	\$1,286.30
	Meter Body Only	\$800.00	\$848.00	\$898.88	\$952.81
50mm (2.0in.)	Compound Meter	\$3,260.00	\$3,455.60	\$3,662.94	\$3,882.71
	Meter Body Only	\$2,520.00	\$2,671.20	\$2,831.47	\$3,001.36
75mm (3.0in.)	Compound Meter	\$4,300.00	\$4,558.00	\$4,831.48	\$5,121.37
	Meter Body Only	\$4,100.00	\$4,346.00	\$4,606.76	\$4,883.17

100mm (4.0in.)	Compound Meter	\$6,150.00	\$6,519.00	\$6,910.14	\$7,324.75
	Meter Body Only	\$5,800.00	\$6,148.00	\$6,516.88	\$6,907.89
150mm (6.0in.)	Compound Meter	\$10,540.00	\$11,172.40	\$11,842.74	\$12,553.31
	Meter Body Only	\$9,940.00	\$10,536.40	\$11,168.58	\$11,838.70
200mm (8.0in.)	Compound Meter	\$23,600.00	\$25,016.00	\$26,516.96	\$28,107.98
	Meter Body Only	\$19,600.00	\$20,776.00	\$22,022.56	\$23,343.91
20mm – 50mm (¾in. – 2.0in.) Pro/auto read	Positive Displacement Remote Remote – Replace Register Only	\$590.00	\$625.40	\$662.92	\$702.70
50mm – 200mm (¾ in. – 2.0in.) E-coder R900I2- 8.0in.)	Compound Remote – Replace Register Only	\$1,100.00	\$1,166.00	\$1,235.96	\$1,310.12

Supplier has indicated six percent (6%) increase on costs per year. Prices include \$100.00 for labour for each replacement.

## 2.12 BACKFLOW TESTING (starting 2021)

### Documentation processing fee

- City Data Input

\$10.00 per test result

- Online/remote entry (available by 2021)

\$5.00 per test result

Failure to provide test results prior to expiry date

\$20.00 per device

Looking into software, which will provide remote access to allow testing, companies with the ability to remotely enter test results. Will also provide options for device owners to set up yearly reminders to complete required testing.

## 3. BILLING PROCEDURES

Bills shall be rendered twice yearly by the City for the use of the waterworks except for metered accounts and metered residential accounts, which shall be rendered quarterly. Should the due date as printed on the bill fall on any Saturday, Sunday or Holiday, then the next business day following the Saturday, Sunday or Holiday shall be taken as the due date.

The date of payment shall be the date the account is received at City Hall or paid at any chartered bank in British Columbia, as evidenced by cash register impression or tellers stamp.

Payments shall be applied firstly against charges in arrears and thereafter against the current charges. In the event that payments received are less than the total amount currently due, the penalty shall be applicable only to that portion of the current charges unpaid. Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.

## PENALTY

The user rate for all consumer accounts rendered shall be subject to a penalty of 10% if the account is paid after the due date as printed on the utility bill.