



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering – Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

Date: April 14, 2025

Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a first, second and third time.

Background:

The purpose of Bylaw No. 4694 is to amend the billing procedures for utilities and curbside collection fees. One of the amendments addressed under Bylaw 4694 is to incorporate all utility billing procedures within the Fee for Services Bylaw rather than having some sections contained in Utility Billing Policy 7.22 and some sections contained in the Water Rates and Waterworks Regulation Bylaw 1274, as is currently the case. This ensures that all utility billing procedures and corresponding rate schedules are encompassed within the Fee for Services Bylaw. This also creates consistency with the curbside collection fees, for which both the billing procedures and rate schedule are contained within the Fee for Services Bylaw.

As noted above, Water Rates and Waterworks Regulation Bylaw 1274 contains sections related to the billing of the water utility. Should Council adopt Bylaw No. 4694, the billing-related sections in Bylaw 1274 must be removed as they will be redundant and inconsistent with the Fee for Services Bylaw No. 2498. The amendments proposed under Bylaw 4695 address the removal of these sections from Bylaw 1274.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

Financial considerations have been addressed in the staff report for Fee for Services Amendment Bylaw No. 4694.

Alternatives & Implications:

If Council defeats Fee for Services Amendment Bylaw No. 4694, then Bylaw No. 4695 must also be defeated so that the utility billing sections remain in Bylaw 1274.

Note that if Bylaw No. 4695 is not adopted, the billing-related sections of Bylaw 1274 will nonetheless require amendments to ensure they accurately reflect current billing procedures and correctly reference to the utility rate schedules (Schedules C and D) in Fee for Services Bylaw 2498. These amendments will be addressed in a future bylaw amendment.

Communication:

None required.

Prepared by: Engineering Assistant I
Reviewed by: Manager of Engineering
Approved by: Chief Administrative Officer

Attachments:

- City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695