

# Request for Decision



To: Regular Meeting  
From: Financial Services  
Date: September 16, 2019  
Subject: Utility Billing Bylaw No. 2064  
Recommendation: **THAT Council gives first three readings to Utility Billing Bylaw No. 2064, 2019.**

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## Background

The Financial Services Department has been working in conjunction with the City's Operations Department to revise the utilities' regulatory bylaws by removing the sections related to billing and customer accounts and reformulating them in a separate bylaw.

The terms included in the regulatory bylaws which are related to customer accounts and the billing of fees and charges are (or should be) common to each utility and justifiably belong in a single bylaw.

Staff has included some additional clauses in this new bylaw to reduce credit risk associated with high dollar customer accounts, especially those which may not be recoverable through a transfer to property taxes. These provisions would allow the City to request a security deposit and/or to increase the frequency of billing from bi-monthly to monthly if circumstances warrant it.

This bylaw was introduced to the Committee of the Whole on September 3, 2019. Since then, staff has removed the section related to the limited income discount program and, on the recommendation of Corporate Services, added additional standard clauses with respect to enactments and severability.

This bylaw will have to be adopted at the same time as the new regulatory bylaws being put forward by Operations.

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## Benefits or Impacts

### General

### Strategic Impact



#### Fiscal Responsibility

- New provisions in this bylaw will reduce credit risk for high value customer accounts.

## **Policy/Legislation**

Draft Utility Billing Bylaw No. 2064, 2019  
Water Regulations Bylaw No. 1973-A1  
Sewer Regulations Bylaw No. 1974  
Electrical Utility Regulatory Bylaw No. 2015, 2015

## **Attachments**

Draft Utility Billing Bylaw No. 2064, 2019  
Water Regulations Bylaw No. 1973-A1 – financial sections  
Sewer Regulations Bylaw No. 1974 – financial sections  
Electrical Utility Regulatory Bylaw No. 2015, 2015 – financial sections

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## **Recommendation**

**THAT Council gives first three readings to Utility Billing Bylaw No. 2064, 2019.**

## **Options**

1. THAT Council accepts the recommendation.
2. THAT Council does not accept the recommendation.
3. THAT Council refers the matter back to staff for further information.

## Report Approval Details

Document Title:	Bylaw 2064 Utility Billing.docx
Attachments:	- By2064 - Utility Billing 2019.pdf - By1973-A1 - Water Finance Sections.pdf - By1974 Sewer Finance Sections.pdf - By2015 - Electrical Finance Sections.pdf
Final Approval Date:	Sep 4, 2019

This report and all of its attachments were approved and signed as outlined below:

**Diane Heinrich - Sep 4, 2019 - 10:40 AM**