

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **SPECIAL ADMINISTRATION AND FINANCE COMMITTEE** Meeting  
Wednesday, April 20, 2005 at 7:02 p.m.  
Central Saanich Municipal Council Chamber

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**PRESENT:** Councillor Robert Thompson, Acting Chair  
Mayor Allison Habkirk  
Councillors: King and Mason  
Gary C. Nason, Administrator  
Ed Sykora, Director of Financial Services  
Nirmal Bhattacharya, Municipal Engineer

**ABSENT:** Councillors: Graham, Haddon and Korol

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**APPROVAL OF THE AGENDA:**

571.05 MOVED BY COUNCILLOR MASON  
NO SECONDER  
*That the Agenda for the Special Administration & Finance Committee Meeting held on April 20, 2005 be approved as circulated.*  
CARRIED UNANIMOUSLY

**1. Staff Memoranda (2): 2005 Water Rates Review and Sewer User Charges Review**

- a) Memorandum dated April 18, 2005 from the Director of Financial Services entitled "2005 Water Rates Review" ;
- b) Memorandum dated April 18, 2005 from the Director of Financial Services entitled "2005 Sewer User Charges Review";
- c) Water Utility Operating Fund Budget Worksheet;
- d) Sewer Operating Fund Budget Worksheet.

The Director of Financial Services, Mr. Ed Sykora, proceeded to overview in detail the Water Utility Operating Fund Budget documents and his April 18<sup>th</sup>, 2005 Memorandum entitled "2005 Water Rates Review". An extensive question and answer period ensued during which time Mr. Sykora and the Municipal Engineer, Mr. Nirmal Bhattacharya, responded to various questions from members of the Committee.

572.05 MOVED BY COUNCILLOR KING  
NO SECONDER

*That in regards to the District's experience for unaccounted water in 2004 being 12.06 percent of purchases, Staff be requested to follow-up on this matter and take the appropriate action as required including monitoring of the situation on a seasonal basis if possible, and a further report be provided to Council on any identified reasons for the unaccounted water and action which has been taken to address the situation.*

CARRIED UNANIMOUSLY

Mayor Habkirk requested that Staff attempt to provide some analysis to Council members comparing the cost for water paid by the average residential customer among the various Municipalities in the Capital Region.

573.05 MOVED BY MAYOR HABKIRK  
NO SECONDER

*That it be recommended to Council that the Memorandum dated April 18<sup>th</sup>, 2005 from the Director of Financial Services entitled "2005 Water Rates Review" be received, and the following recommendations be adopted:*

- 1. *That the 2005 water consumption rate remain at \$0.5948 per cubic metre;*
- 2. *That the basic water fixed charge increase to \$42.20 per billing period;*
- 3. *That the Saanich Peninsula Water Commission be advised that the District's experience for unaccounted water in 2004 was 12.06 percent of purchases; and*
- 4. *That Staff be instructed to prepare the necessary bylaw to amend the District's basic water fixed charge, for consideration at an upcoming Council Meeting.*

CARRIED UNANIMOUSLY

Mr. Sykora then proceeded to provide a comprehensive overview of the Sewer Operating Fund Budget documents as well as his Memorandum dated April 18<sup>th</sup>, 2005 entitled "2005 Sewer User Charges Review".

An extensive question and answer period ensued during which Mr. Sykora and the Municipal Engineer responded to various questions from members of the Committee.

574.05            MOVED BY COUNCILLOR KING  
                     NO SECONDER

*That Staff be requested to provide to members of Council the appropriate analysis comparing the total charges paid by the average Central Saanich residential sewer user customer in 2002, as compared to what would be paid in 2005 with implementation of the proposed rate increase.*

CARRIED UNANIMOUSLY

575.05            MOVED BY MAYOR HABKIRK  
                     NO SECONDER

*That it be recommended to Council that the Memorandum dated April 18<sup>th</sup>, 2005 from the Director of Financial Services entitled "2005 Sewer User Charges Review" be received, and the following recommendations be adopted:*

- 1. That the sewer user charge rate for 2005 be increased to \$0.58 per cubic metre; and*
- 2. That Staff be instructed to prepare the necessary bylaw to amend the District's sewer user rate charge, for consideration at an upcoming Council Meeting.*

CARRIED UNANIMOUSLY

**ADJOURNMENT:**

*On motion, the Special Administration & Finance Committee Meeting held on April 20, 2005 adjourned at 8:00 pm.*

Recorded by: Gary C. Nason  
                  Administrator