



FINAL 2014 RATE SUPPORTED BUDGET TABLE OF CONTENTS

Final 2014 Operating Budget

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FINAL 2014 RATE SUPPORTED
OPERATING BUDGET

PSAB FORMAT

FINAL 2014 RATE SUPPORTED OPERATING BUDGET
WATER & WASTEWATER SUMMARY

	2013 Forecasted Actuals	2013 APPROVED BUDGET	2014 Adjusted Budget	2014 ADJ BUD % Incr/(Decr)	2014 Council Approved Initiatives	2014 Budget Initiatives	2014 FINAL BUDGET	2014 Budget \$ Incr/(Decr)	2014 Budget % Incr/(Decr)
OPERATING BUDGET									
Expenditures									
Salaries & Benefits	3,116,611	3,243,000	3,273,500	0.9	0	0	3,273,500	30,500	0.9
Materials & Supplies	1,136,900	1,270,100	1,209,100	(4.8)	0	0	1,209,100	(61,000)	(4.8)
Services	4,671,102	4,882,200	4,818,900	(1.3)	0	250,000	5,068,900	186,700	3.8
Long Term Debt Interest	764,793	999,300	927,000	(7.2)	0	0	927,000	(72,300)	(7.2)
Interdepartmental Charges	2,953,348	3,035,800	3,178,700	4.7	0	0	3,178,700	142,900	4.7
Operating Capital Expenditures	13,739	25,000	45,000	80.0	0	0	45,000	20,000	80.0
Financial	75,000	70,300	70,300	0.0	0	0	70,300	0	0.0
Amortization	3,575,000	5,200,000	4,507,300	(13.3)	0	0	4,507,300	(692,700)	(13.3)
Total Expenditures	16,306,493	18,725,700	18,029,800	(3.7)	0	250,000	18,279,800	(445,900)	(2.4)
Revenues									
PIL's-Supplementaries-Local Improvements	(65,915)	(66,000)	(65,800)	(0.3)	0	0	(65,800)	(200)	(0.3)
Federal/Provincial Grants	0	0	(1,400)	100.0	0	0	(1,400)	1,400	100.0
Municipal Recoveries	(181,603)	(110,000)	(122,000)	10.9	0	0	(122,000)	12,000	10.9
Financial Charges/Investment Income	0	0	(400,000)	100.0	0	0	(400,000)	400,000	100.0
Fees & Service Charges	(17,716,009)	(431,200)	(443,700)	2.9	0	0	(443,700)	12,500	2.9
Other Revenues	(10,291)	0	(2,000)	100.0	0	0	(2,000)	2,000	100.0
Interdepartmental Recoveries	(2,218,200)	(2,218,200)	(2,310,200)	4.1	0	0	(2,310,200)	92,000	4.1
Total Revenues	(20,192,018)	(2,825,400)	(3,345,100)	18.4	0	0	(3,345,100)	519,700	18.4
OPERATING RATE	(3,885,525)	15,900,300	14,684,700	(7.6)	0	250,000	14,934,700	(965,600)	(6.1)
FINANCING BUDGET									
Long Term Debt Principal	1,664,677	2,031,900	2,070,900	1.9	0	0	2,070,900	39,000	1.9
Transfer To Reserves & Reserve Funds	5,199,996	5,200,000	5,600,000	7.7	0	0	5,600,000	400,000	7.7
Transfer To Capital	68,000	74,000	89,000	20.3	0	0	89,000	15,000	20.3
Transfer From Reserve & Reserve Funds	0	0	0	0.0	0	(130,000)	(130,000)	(130,000)	(100.0)
Amortization	(3,575,000)	(5,200,000)	(4,507,300)	13.3	0	0	(4,507,300)	692,700	13.3
FINANCING RATE	3,357,673	2,105,900	3,252,600	54.5	0	(130,000)	3,122,600	1,016,700	48.3
RATE REQUIREMENT		18,006,200	17,937,300	(0.4)	0	120,000	18,057,300	51,100	0.3
STAFFING COMPLEMENT		34.20	34.20		0.00	0.00	34.20	0.00	

FINAL 2014 RATE SUPPORTED OPERATING BUDGET
WATER & WASTEWATER SUMMARY

	2013 Forecasted Actuals	2013 APPROVED BUDGET	2014 Adjusted Budget	2014 ADJ BUD % Incr/(Decr)	2014 Council Approved Initiatives	2014 New Budget Initiatives	2014 FINAL BUDGET	2014 Budget \$ Incr/(Decr)	2014 Budget % Incr/(Decr)
EXPENDITURES									
Salaries & Benefits	3,116,611	3,243,000	3,273,500	0.9	0	0	3,273,500	30,500	0.9
Materials & Supplies	1,136,900	1,270,100	1,209,100	(4.8)	0	0	1,209,100	(61,000)	(4.8)
Services	4,671,102	4,882,200	4,818,900	(1.3)	0	250,000	5,068,900	186,700	3.8
Interdepartmental Charges	2,953,348	3,035,800	3,178,700	4.7	0	0	3,178,700	142,900	4.7
Transfer To Reserves & Reserve Funds	5,199,996	5,200,000	5,600,000	7.7	0	0	5,600,000	400,000	7.7
Financial	75,000	70,300	70,300	0.0	0	0	70,300	0	0.0
Long Term Debt Charges	2,429,470	3,031,200	2,997,900	(1.1)	0	0	2,997,900	(33,300)	(1.1)
Capital	81,739	99,000	134,000	35.4	0	0	134,000	35,000	35.4
TOTAL EXPENDITURES	19,664,166	20,831,600	21,282,400	2.2	0	250,000	21,532,400	700,800	3.4
REVENUES									
PIL's-Supplementaries-Local Improvements	(65,915)	(66,000)	(65,800)	(0.3)	0	0	(65,800)	(200)	(0.3)
Federal/Provincial Grants	0	0	(1,400)	100.0	0	0	(1,400)	1,400	100.0
Municipal Recoveries	(181,603)	(110,000)	(122,000)	10.9	0	0	(122,000)	12,000	10.9
Financial Charges/Investment Income	0	0	(400,000)	100.0	0	0	(400,000)	400,000	100.0
Fees & Service Charges	(17,716,009)	(431,200)	(443,700)	2.9	0	0	(443,700)	12,500	2.9
Transfer From Reserve & Reserve Funds	0	0	0	0.0	0	(130,000)	(130,000)	130,000	100.0
Other Revenues	(10,291)	0	(2,000)	100.0	0	0	(2,000)	2,000	100.0
Interdepartmental Recoveries	(2,218,200)	(2,218,200)	(2,310,200)	4.1	0	0	(2,310,200)	92,000	4.1
TOTAL REVENUES	(20,192,018)	(2,825,400)	(3,345,100)	18.4	0	(130,000)	(3,475,100)	649,700	23.0
RATE REQUIREMENT		18,006,200	17,937,300	(0.4)	0	120,000	18,057,300	51,100	0.3
STAFFING COMPLEMENT		34.20	34.20		0.00	0.00	34.20	0.00	

FINAL 2014 RATE SUPPORTED OPERATING BUDGET

Water & Wastewater Administration

	2013 Forecasted Actuals	2013 APPROVED BUDGET	2014 Adjusted Budget	2014 ADJ BUD % Incr/(Decr)	2014 Council Approved Initiatives	2014 New Budget Initiatives	2014 FINAL BUDGET	2014 Budget \$ Incr/(Decr)	2014 Budget % Incr/(Decr)
EXPENDITURES									
Salaries & Benefits	855,816	771,500	769,800	(0.2)	0	0	769,800	(1,700)	(0.2)
Materials & Supplies	7,085	16,200	14,100	(13.0)	0	0	14,100	(2,100)	(13.0)
Services	484,508	527,000	552,800	4.9	0	50,000	602,800	75,800	14.4
Interdepartmental Charges	620,586	618,000	683,800	10.6	0	0	683,800	65,800	10.6
Financial	9,199	0	0	0.0	0	0	0	0	0.0
Capital	0	6,000	0	(100.0)	0	0	0	(6,000)	(100.0)
TOTAL EXPENDITURES	1,977,194	1,938,700	2,020,500	4.2	0	50,000	2,070,500	131,800	6.8
REVENUES									
Federal/Provincial Grants	0	0	(1,400)	100.0	0	0	(1,400)	1,400	100.0
Fees & Service Charges	(6,889)	(6,100)	(6,000)	(1.6)	0	0	(6,000)	(100)	(1.6)
Transfer From Reserve & Reserve Funds	0	0	0	0.0	0	(50,000)	(50,000)	50,000	100.0
Interdepartmental Recoveries	(1,932,600)	(1,932,600)	(2,013,100)	4.2	0	0	(2,013,100)	80,500	4.2
TOTAL REVENUES	(1,939,489)	(1,938,700)	(2,020,500)	4.2	0	(50,000)	(2,070,500)	131,800	6.8
RATE REQUIREMENT		0	0	0.0	0	0	0	0	0.0
STAFFING COMPLEMENT		8.15	8.15		0.00	0.00	8.15	0.00	

FINAL 2014 RATE SUPPORTED OPERATING BUDGET

Wastewater Operations

	2013 Forecasted Actuals	2013 APPROVED BUDGET	2014 Adjusted Budget	2014 ADJ BUD % Incr/(Decr)	2014 Council Approved Initiatives	2014 New Budget Initiatives	2014 FINAL BUDGET	2014 Budget \$ Incr/(Decr)	2014 Budget % Incr/(Decr)
EXPENDITURES									
Salaries & Benefits	192,118	225,800	227,900	0.9	0	0	227,900	2,100	0.9
Materials & Supplies	249,761	223,500	232,600	4.1	0	0	232,600	9,100	4.1
Services	3,166,705	3,387,200	3,313,300	(2.2)	0	60,000	3,373,300	(13,900)	(0.4)
Interdepartmental Charges	983,145	1,021,600	1,078,400	5.6	0	0	1,078,400	56,800	5.6
Transfer To Reserves & Reserve Funds	2,700,000	2,700,000	2,900,000	7.4	0	0	2,900,000	200,000	7.4
Financial	32,901	33,600	33,600	0.0	0	0	33,600	0	0.0
Long Term Debt Charges	1,320,386	1,617,000	1,693,400	4.7	0	0	1,693,400	76,400	4.7
Capital	55,000	55,000	42,000	(23.6)	0	0	42,000	(13,000)	(23.6)
TOTAL EXPENDITURES	8,700,016	9,263,700	9,521,200	2.8	0	60,000	9,581,200	317,500	3.4
REVENUES									
PIL's-Supplementaries-Local Improvements	(51,087)	(51,100)	(50,900)	(0.4)	0	0	(50,900)	(200)	(0.4)
Municipal Recoveries	(181,603)	(110,000)	(122,000)	10.9	0	0	(122,000)	12,000	10.9
Financial Charges/Investment Income	0	0	(200,000)	100.0	0	0	(200,000)	200,000	100.0
Fees & Service Charges	(8,638,417)	(127,500)	(124,700)	(2.2)	0	0	(124,700)	(2,800)	(2.2)
TOTAL REVENUES	(8,871,107)	(288,600)	(497,600)	72.4	0	0	(497,600)	209,000	72.4
RATE REQUIREMENT		8,975,100	9,023,600	0.5	0	60,000	9,083,600	108,500	1.2
STAFFING COMPLEMENT		2.37	2.37		0.00	0.00	2.37	0.00	

FINAL 2014 RATE SUPPORTED OPERATING BUDGET

Water Operations

	2013 Forecasted Actuals	2013 APPROVED BUDGET	2014 Adjusted Budget	2014 ADJ BUD % Incr/(Decr)	2014 Council Approved Initiatives	2014 New Budget Initiatives	2014 FINAL BUDGET	2014 Budget \$ Incr/(Decr)	2014 Budget % Incr/(Decr)
EXPENDITURES									
Salaries & Benefits	2,068,677	2,245,700	2,275,800	1.3	0	0	2,275,800	30,100	1.3
Materials & Supplies	880,056	1,030,400	962,400	(6.6)	0	0	962,400	(68,000)	(6.6)
Services	1,019,889	968,000	952,800	(1.6)	0	140,000	1,092,800	124,800	12.9
Interdepartmental Charges	1,349,617	1,396,200	1,416,500	1.5	0	0	1,416,500	20,300	1.5
Transfer To Reserves & Reserve Funds	2,499,996	2,500,000	2,700,000	8.0	0	0	2,700,000	200,000	8.0
Financial	32,900	36,700	36,700	0.0	0	0	36,700	0	0.0
Long Term Debt Charges	1,109,084	1,414,200	1,304,500	(7.8)	0	0	1,304,500	(109,700)	(7.8)
Capital	26,739	38,000	92,000	142.1	0	0	92,000	54,000	142.1
TOTAL EXPENDITURES	8,986,958	9,629,200	9,740,700	1.2	0	140,000	9,880,700	251,500	2.6
REVENUES									
PIL's-Supplementaries-Local Improvements	(14,828)	(14,900)	(14,900)	0.0	0	0	(14,900)	0	0.0
Financial Charges/Investment Income	0	0	(200,000)	100.0	0	0	(200,000)	200,000	100.0
Fees & Service Charges	(9,070,703)	(297,600)	(313,000)	5.2	0	0	(313,000)	15,400	5.2
Transfer From Reserve & Reserve Funds	0	0	0	0.0	0	(80,000)	(80,000)	80,000	100.0
Other Revenues	(10,291)	0	(2,000)	100.0	0	0	(2,000)	2,000	100.0
Interdepartmental Recoveries	(285,600)	(285,600)	(297,100)	4.0	0	0	(297,100)	11,500	4.0
TOTAL REVENUES	(9,381,422)	(598,100)	(827,000)	38.3	0	(80,000)	(907,000)	308,900	51.6
RATE REQUIREMENT		9,031,100	8,913,700	(1.3)	0	60,000	8,973,700	(57,400)	(0.6)
STAFFING COMPLEMENT		23.68	23.68		0.00	0.00	23.68	0.00	



FINAL 2014 RATES



The Corporation of Norfolk County

By-Law 2013-179

Being a By-Law to Provide for Water Rates to Finance the Supply and Distribution of Water and to Establish Wastewater Surcharges upon the Water Rates to Finance the Collection and Treatment of Wastewater in Respect of Various Water and Wastewater Systems within Norfolk County.

WHEREAS Section 10(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended provides that a single-tier municipality may pass by-laws to provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes Council by by-law to impose fees or charges to finance the supply and distribution of water and to establish wastewater surcharges upon the water rates to finance the collection and treatment of sewage in respect of various water and wastewater systems within the County;

AND WHEREAS it is deemed expedient by Council to establish water rates and surcharges for wastewater to finance various systems within the County area.

NOW THEREFORE the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That the short title of this By-Law shall be "Water & Wastewater Rates By-Law".
2. That the water rates and the surcharge for wastewater shown on Schedule "A" attached to this By-Law are hereby adopted to take effect on all bills for all consumption occurring on or after January 1, 2014 and to remain in effect until altered by Council.
3. That the water and wastewater miscellaneous charges as outlined in Schedule "B" attached to this By-Law are hereby adopted to take effect on January 1, 2014.

By-Law 2013-179

Page 2 of 2

4. That the effective date of this By-Law shall be the date of final passage thereof.

Read a first and second time this 12th day of November, 2013.

Read a third time and finally passed this 12th day of November, 2013.


 _____ Mayor

 _____ Clerk/Manager of Council Services

F.S. 13-30

SCHEDULE 'A' TO WATER AND WASTEWATER BY-LAW NO. 2013 - 179
Norfolk County
2014 Water and Wastewater Rate Structure
Schedule of Monthly Rates

WATER	
<u>Consumption Charges</u>	<u>Charge per Cubic Meter</u>
First Block 0-50 Cubic Meters per Month	\$1.902
Second Block Over 50 Cubic Meters per Month	\$1.332
Bulk Rate	\$2.377
<u>Basic Charges</u>	
<u>Meter Size</u>	<u>Charge per Month</u>
15 mm	\$18.36
25 mm	\$30.46
40 mm	\$50.99
50 mm	\$128.69
75 mm	\$148.45
100 mm	\$290.67
150 mm	\$522.03
200 mm	\$845.00

Flat Water Rate:
 Charge per Month based on 20 Cubic Meters per Month \$56.40

Residential Use: All residential use, including multiple units and mixed-use buildings, are billed at the First Block Rate.

WASTEWATER

<u>Wastewater Surcharge (%):</u>	105.6%
<u>Flat Wastewater Rate (Charge per Month):</u>	\$59.56
<u>Bulk Wastewater Disposal</u>	<u>Charge per Cubic Meter:</u>
Holding Tank Waste Disposal	\$6.15
Septic Waste Disposal	\$24.02
Effluents exceeding the wastewater use by-law limits	\$5.42

**THE CORPORATION OF NORFOLK COUNTY
2014 WATER & WASTEWATER MISCELLANEOUS CHARGES - Schedule B to By-Law 2013-179**

The following is a brief explanation of each charge.

2014
Rate
\$

a) Water and Sewer Connection Permits

Charges payable to The Corporation of Norfolk County for permits, inspection, materials and labour. Charges vary depending on type and size of connection.

i) Water Connections

Property Line to Building - inspection only	70.00
Main to Property Line - includes inspection and materials	860.00
	25mm
	990.00
Main to Building - includes inspection and materials to property line	930.00
	19mm
	25mm
	1,060.00

ii) Water Main Taps (38mm - 50mm)

Property Line to Building - inspection only	70.00
Main to Property Line - includes main tap and inspection. Contractor to supply all materials.	280.00
Main to Building - includes main tap and inspection. Contractor to supply all materials.	350.00

iii) Water Main Tap Inspection

Contractor Supervision and Inspection	300.00
- This charge is for Norfolk County staff to be present on site and provide inspection of the work when performed by outsourced Contractor. Fee includes valve operation where required.	
Main Tap (50mm or larger) and Inspection	745.00
- This charge is for Norfolk County staff to perform the required watermain tap and inspect the work performed by the contractor. Contractor is to supply all required materials.	

iv) Sanitary Sewer Connection Permits - 125mm Diameter

Property Line to Building - inspection only	70.00
Main to Property Line - includes inspection, main tap and saddle. Contractor to supply other materials	235.00
Main to Building - includes inspection, main tap and saddle. Contractor to supply other materials	305.00

v) Sanitary Sewer Connection Permit - 150mm Diameter or Larger

Main to Property - includes inspection and main tap. Contractor to supply all materials	165.00
Main to Building - includes inspection and main tap. Contractor to supply all materials	235.00

vi) Sanitary Manhole Inspection

Inspection of installation or modification of a sanitary manhole	70.00
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**THE CORPORATION OF NORFOLK COUNTY
2014 WATER & WASTEWATER MISCELLANEOUS CHARGES - Schedule B to By-Law 2013-179**

The following is a brief explanation of each charge.

2014
Rate
\$

vii) Water/Sanitary Sewer Service Abandonment

Inspection of service disconnect at main or property line 70.00
- method and location of abandonment is to be determined by Environmental Services Technologist

viii) Storm Sewer Connection Permit

Property Line to Building - inspection only 70.00

b) Water Meter Services

Customers may call the County to perform certain services relating to water meters

Replace damaged or missing meter
 - 19mm (5/8 X 3/4) 265.00
 - greater than 19mm (5/8 X 3/4) Full Cost Recovery
 Replace damaged or missing meter reading device 265.00
 Re-seal and install meter due to unauthorized removal of the meter 310.00
 Drain and re-seal meter removed by County staff 70.00

Customers may request that their water meter be tested. Testing is to be completed by a Third Party. If the meter is found to be accurate, the customer must pay carrying charges and cost of testing, in addition to full payment of the bill in question.

c) Water Meter Installation Package

Replacement water meter installation package (meter tails, meter spacer, meter wire)
 19mm service 85.00
 25mm service 95.00

d) Water Turn On/Off

Only County staff are allowed to operate the property line shut off valve. This valve is used to turn off or turn on the supply of water to each customer. A representative must be present before this work can be performed. The turn off may be requested by the customer or initiated by the Finance Department due to non-payment of a bill.

During Normal Working Hours:

Water Turned On 75.00
 Water Turned Off 75.00
 Water Turned On/Off Same Day 75.00
 Water Turned On with Meter Reconnection 90.00
 Water Turned Off with Meter Disconnection 90.00

After Normal Working Hours

Water Turned Off (after normal working hours) 100.00
 Water Turned On (after normal working hours) 100.00

**THE CORPORATION OF NORFOLK COUNTY
2014 WATER & WASTEWATER MISCELLANEOUS CHARGES - Schedule B to By-Law 2013-179**

The following is a brief explanation of each charge.

2014
Rate
\$

e) Sewer Rodding Charge

If County staff determine that a sewer line blockage is the property owner's responsibility, the following charges will be billed:

- i) During Normal Working Hours:
 - ½ hour or less 90.00
 - Each full or additional hour 170.00

- ii) After Normal Working Hours:
 - ½ hour or less 115.00
 - Each full or additional hour 215.00

f) Standby Charge

When a premise is unoccupied for an extended period, a customer should have the County shut off the water service. This is to avoid the possibility of a plumbing leak going undetected for a long period. The standard service charge covers fixed costs unrelated to a volume of consumption and this is applied even when the water is shut off.

-per month (water & sewer) 38.00
-per month (water only) 19.00

g) Monthly Interest Charges

Late payment interest is applied after the due date on a monthly basis.
* Charged by Norfolk Power

1.50%

h) NSF Cheques

This charge covers the extra cost of processing customers' cheques which have been refused or dishonoured by banks.
* Charged by Norfolk Power

15.00

i) Account Setup/Change Fee

This charge covers the administrative cost to establish or change customer accounts.
*Charged by Norfolk Power

30.00

**THE CORPORATION OF NORFOLK COUNTY
2014 WATER & WASTEWATER MISCELLANEOUS CHARGES - Schedule B to By-Law 2013-179**

The following is a brief explanation of each charge.

		2014 <u>Rate</u> \$
j) Lawyer's Certificate		
This charge is for responding to "Lawyer's Letters" requesting information on the status of water/sewer arrears, local improvements, municipal drain assessments, etc.		
- per property fee		
	65.00	
k) Environmental Information Requests		
This charge is for responding to requests (from developers, public, contractors, etc) for information on environmental issues; for example: well fields, landfill sites, spills, etc.		
- per property fee		
	65.00	
l) Fire Hydrant Operation for Flow Test		
Includes staff labour to operate, or supervise the operation of, hydrants and valves for third party testing. F provided to Norfolk County Environmental Services Division upon completion.		
- per hydrant operated fee		
	70.00	
m) Sewer Dye Test		
Includes staff labour and materials to perform a dye test of a sanitary sewer		
- per dye test fee		
	70.00	
n) Water Samples		
Includes staff labour, turning of valves, flushing, sample collection, delivery to lab, and lab analysis		
- per sampling day fee		
i) Contractor water samples		
	- 1st sample	370.00
	- each additional sample	25.00
o) Rain Barrels		
i) Rain Barrel (price per unit)		
		60.00
p) Bulk Water Depot		
i) Account Set-up (Non-Refundable)		
		20.00

**THE CORPORATION OF NORFOLK COUNTY
2014 WATER & WASTEWATER MISCELLANEOUS CHARGES - Schedule B to By-Law 2013-179**

The following is a brief explanation of each charge.

2014
Rate
\$

q) St. Williams Water Distribution System

i) Lot Charge per newly created Lot fronting on the St. Williams Water Distribution System 1,465.00

r) Development Services

County staff conduct reviews of plans and complete inspections for development within Norfolk County. Under the Transfer of Approval Program, an Environmental Compliance Approval for municipal and non-municipal development is required. The cost varies as to the type of project being constructed (i.e. plan of subdivision, condominium, townhouse, industrial buildings, commercial buildings, pumping stations, etc.) Charges for the administration, technical review, and/or inspection services are set by the Ministry of the Environment. **Please contact Norfolk County's Engineering Division for further information.**