

**Town of Oxford Water Utility**  
**Water Rate Study**

Prepared By

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in Association with

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**TOWN OF OXFORD WATER UTILITY**  
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**WORKSHEET b-2a/b/c/d/e**

The budget for 2022/23 was prepared by staff of the Utility to reflect current staffing changes including to change in the Public Works Supervisor which resulted in lower staffing costs due the position being vacant for a period of time and the addition of an administrative person. The budgets for 2023/24 include the salary for the Public Works Director. The Transmission and Distribution budgets include funds for a Cross Connection Control Program starting in 2023/24 subject to the hiring of a new Public Works Supervisor.

**WORKSHEET C-1**

The fire protection rate for the first test year, 2022/23, has been held the same as the existing fire protection rate (\$157,773) for rate design purposes. The rate for the first test year would be \$139,253 without this requested adjustment. The rates for the remaining test years are as calculated using the methodology from the Accounting and Reporting Handbook.

**WORKSHEET C-3**

The allocation of the Administration and General expense has been set at 80% to Base, 10% to Delivery and 10% to Production in 2022/23 for rate design purposes. The allocation for 2023/24 has been set at 50% to Base, 25% to Delivery and 25% to Production for rate design purposes. The allocation in the final test year is set at 40% to Base, 30% to Delivery and 30% to Production as set out in the Accounting and Reporting Handbook.

**WORKSHEET C-6**

The water consumption for the average 5/8 inch customer has been declining since the previous rate study. Based on the water consumption trend as well as the current average usage the water rate study includes a 0.5% per year reduction for each of the test years for the 5/8" customers.

The Utility currently has a two block rate structure which it wishes to phase out. The Utility is requesting the size of the first block remain at "0 to 140,000,000 imperial gallons per year per customer" for the first test year and then be changed to a single block rate in the second test year. This change will affect one customer, Oxford Frozen Foods.

## **WORKSHEET D-1**

The Worksheet presents the impact on the average quarterly bill for Oxford Frozen Foods separately as it is the only customer impacted by the requested change in the block size (see also the note for Worksheet C-6 above).

**TOWN OF OXFORD WATER UTILITY**  
**GENERAL NOTES ON WORKSHEETS**

**Worksheet B-1**

This worksheet includes a summary of the operating revenues, operating expenditures, non-operating revenues and non-operating expenditures for the years 20/21 (actual) and 21/22 (projected) as provided by the Utility.

Operating Revenues - The operating revenue for 22/23, 23/24, and 24/25 is based on the Utility's budget. The revenue includes no projected growth of new customers. The fire protection rate is based on rate approved in the last rate hearing.

Operating Expenditures - The projection of expenses for the test years is as derived from Worksheet B-2a/2b/2c/2d/2e. The Depreciation has been calculated based on the addition of the planned infrastructure.

Non-operating Revenues – There is non-operating revenue projected during the test years based on the Utility's budget for interest and jobbing.

Non-operating Expenditures – The non-operating expenditures include interest and principal on the existing debt, proposed new debt, capital out of revenue, and earnings that will be used to reduce the deficit.

Accumulated Surplus (Deficit) The Utility has a projected deficit in all test years.

**Worksheet B-2**

This worksheet takes the information from Worksheet B-1 to develop revenue requirements for the years for 22/23, 23/24, and 24/25.

**Worksheet B-2a/2b/2c/2d/2e**

This worksheet provides the breakdown of the estimated operating expenditures as provided by the Utility for the year 21/22. The projected expenditures for the years for 22/23, 23/24, and 24/25 are taken from information provided by the Utility and are based on projected budgets or an increase from the previous year based on 3% for inflation.

**Worksheet B-3**

This worksheet calculates the depreciation per year and the depreciation fund balance based on the proposed capital works for the years 22/22, 22/23, 23/24, and 24/25. The depreciation fund balance for the year 20/21 is taken from the financials statements of the Utility.

**Worksheet B-4**

This worksheet is used for the projected capital contribution.

## **Worksheet B-5**

This worksheet allocates the assets of the Utility between general service and fire protection. Each year includes the addition of the proposed capital works identified in Worksheet B-3. Production assets are allocated 90% general service and 10% fire protection. Demand assets are allocated 40% general service and 60% fire protection for the Storage Reservoir, 55% to general service and 45% to fire protection for distribution mains in recognition of the significant draw that Oxford Frozen Foods places on the system. The transmission mains are allocated 75% to general service and 25% to fire protection in recognition of the significant draw that Oxford Frozen Foods places on the system. These allocations are the same as those used in the previous rate study.

## **Worksheet C-1**

This worksheet uses the percentage of total assets allocated to fire protection from Worksheet B-5 to determine the allocation of transmission and distribution; depreciation, taxes and return on rate base to the fire protection charge for 22/23, 23/24, and 24/25.

## **Worksheet C-2**

This worksheet calculates the return on rate base

## **Worksheet C-3**

This worksheet allocates expenses among customer charge, base charge, delivery and production.

## **Worksheet C-4**

This worksheet sets out the number and size of meters in the Utility and by use of the capacity ratio establishes the system equivalents. There is no projected growth in the number of customers.

## **Worksheet C-5**

This worksheet uses the information from Worksheet's C-3 and C-4 to calculate quarterly base charge for each size of meter.

## **Worksheet C-6**

This worksheet sets out the water consumption by meter size. The data for current year is based on information provided by the Utility. There are no new customers projected in the test years.

## **Worksheet C-7**

This worksheet uses information from Worksheet's C-3 and C-6 to calculate the consumption charge for years 22/23, 23/24, and 24/25.

**Worksheet C-8**

This worksheet is used as a check to determine that the potential revenues will be the same as the requirements on Worksheet C-3.

**Worksheet D-1**

This worksheet is a comparison of existing and proposed rates.

**Worksheet D-2**

This worksheet provides a comparative statement of Operations for the current year as well as the test years.

**Town of Oxford Water Utility**  
**Comparative Statement of Operations**

Fiscal Years ending March 31st

	2020/21 (Actual)	2021/22 (Projected)	Projection Using Current Rates		
			2022/23 Budget	2023/24 Budget	2024/25 Budget
<b>OPERATING REVENUES</b>					
Metered Sales	458,938	475,102	495,562	505,632	525,857
Flat Rate Sales	1,600	2,067	2,150	2,236	2,325
Public Fire Protection	140,439	157,773	157,773	157,773	157,773
Sprinklers	200	200	200	200	200
Other	0	0	0	0	0
<b>Total</b>	<b>601,177</b>	<b>635,142</b>	<b>655,685</b>	<b>665,841</b>	<b>686,156</b>
<b>OPERATING EXPENDITURES</b>					
Power and Pumping	107,105	135,161	135,100	144,368	148,699
Water Treatment	54,376	44,712	47,800	49,234	50,711
Transmission and Distribution	28,795	116,500	127,486	131,311	135,250
Administration and General	131,380	103,327	115,470	118,934	122,502
Depreciation	80,805	84,447	92,408	104,378	109,033
Taxes	18,998	19,378	19,765	20,161	20,564
<b>Total</b>	<b>421,458</b>	<b>503,525</b>	<b>538,029</b>	<b>568,385</b>	<b>586,758</b>
<b>OPERATING PROFIT (LOSS)</b>	<b>179,719</b>	<b>131,618</b>	<b>117,656</b>	<b>97,456</b>	<b>99,397</b>
			0		
<b>NON-OPERATING REVENUES</b>					
Interest on Arrears	3,237	5,251	5,251	5,251	5,251
Sales of Services	50	250	250	250	250
Amortization of Deferred Contribution	0	0	0	0	0
Other - Recovery of Accounts/Adjustments	8,381	0	0	0	0
<b>Total</b>	<b>11,668</b>	<b>5,501</b>	<b>5,501</b>	<b>5,501</b>	<b>5,501</b>
<b>NON-OPERATING EXPENDITURES</b>					
Debt Charges - Principal	98,311	98,311	79,066	79,066	79,066
Debt Charges - Interest	13,381	16,935	19,604	19,318	17,794
New Debt - Principal			0	0	0
New Debt - Interest			0	0	0
Bank Charges	461	0	0	0	0
Amortization of Debenture discount	-154	1,000	0	0	0
Capital out of Revenue	0	0	20,000	35,000	40,000
Earnings	0		0	0	0
<b>Total</b>	<b>111,999</b>	<b>116,246</b>	<b>118,670</b>	<b>133,384</b>	<b>136,860</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>79,388</b>	<b>20,873</b>	<b>4,487</b>	<b>-30,427</b>	<b>-31,962</b>
<b>SURPLUS AT BEGINNING OF YEAR *</b>	<b>13,081</b>	<b>92,469</b>	<b>113,342</b>	<b>117,829</b>	<b>87,402</b>
<b>ACCUMULATED SURPLUS (DEFICIT)</b>	<b>92,469</b>	<b>113,342</b>	<b>117,829</b>	<b>87,402</b>	<b>55,440</b>

<b>Town of Oxford Water Utility</b>				
<b>Statement of Operating Expenditures and Revenue Requirements</b>				
	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>(Projected)</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>OPERATING EXPENDITURES</b>				
Power and Pumping	135,161	135,100	144,368	148,699
Water Treatment	44,712	47,800	49,234	50,711
Transmission and Distribution	116,500	127,486	131,311	135,250
Administration and General	103,327	115,470	118,934	122,502
Depreciation	84,447	92,408	104,378	109,033
Taxes	19,378	19,765	20,161	20,564
<b>Total</b>	<b>503,525</b>	<b>538,029</b>	<b>568,385</b>	<b>586,758</b>
<b>NON OPERATING EXPENSES</b>				
Debt Charges - Principal	98,311	79,066	79,066	79,066
Debt Charges - Interest	16,935	19,604	19,318	17,794
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
Bank Charges	0	0	0	0
Amortization of Debenture discount	1,000	0	0	0
Capital out of Revenue	0	20,000	35,000	40,000
Earnings	0	0	0	0
<b>Total</b>	<b>116,246</b>	<b>118,670</b>	<b>133,384</b>	<b>136,860</b>
<b>LESS NON-OPERATING REVENUES</b>				
Interest on Arrears	5,251	5,251	5,251	5,251
Sales of Services	250	250	250	250
Amortization of Deferred Contribution	0	0	0	0
Other - Recovery of Accounts/Adjustments	0	0	0	0
<b>Total</b>	<b>5,501</b>	<b>5,501</b>	<b>5,501</b>	<b>5,501</b>
<b>LESS OTHER OPERATING REVENUE</b>				
Sprinklers	200	200	200	200
Other Operating Revenue	0	0	0	0
<b>Total</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>REVENUE REQUIRED FROM FIRE PROTECTION AND WATER CUSTOMERS</b>				
	614,070	650,997	696,068	717,917

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<b>Town of Oxford Water Utility Statement of Operating Expenditures</b>				
	<b>2021/22 (Projected)</b>	<b>2022/23 (Budget)</b>	<b>2023/24 (Budget)</b>	<b>2024/25 (Budget)</b>
<b>POWER AND PUMPING</b>				
Supervisory Salary	21,600	15,000	22,915	23,602
Power	70,000	75,000	75,000	77,250
Labour	1,000	1,100	1,133	1,167
Repairs and Maintenance	42,561	44,000	45,320	46,680
Other	0	0	0	0
<b>TOTAL POWER AND PUMPING</b>	<b>135,161</b>	<b>135,100</b>	<b>144,368</b>	<b>148,699</b>
<b>WATER TREATMENT</b>				
Insurance on Treatment Property	286	295	303	313
Chemicals and Testing	24,575	25,311	26,070	26,852
Power	5,400	7,170	7,385	7,607
Labour	2,000	2,200	2,266	2,334
Maintenance	12,451	12,825	13,209	13,606
<b>TOTAL WATER TREATMENT</b>	<b>44,712</b>	<b>47,800</b>	<b>49,234</b>	<b>50,711</b>
<b>TRANSMISSION AND DISTRIBUTION</b>				
T&D Meters	4,000	5,760	5,933	6,111
T&D Labour	25,800	29,444	30,327	31,237
T&D Maintenance Parts	50,000	50,000	51,500	53,045
T&D Maintenance General Repairs	32,000	23,441	24,144	24,869
Lead sampling	2,700	2,781	2,864	2,950
T&D Hydrants	2,000	2,060	2,122	2,185
Cross Connection Control Program	0	14,000	14,420	14,853
Other	0	0	0	0
<b>TOTAL TRANSMISSION AND DISTRIBUTION</b>	<b>116,500</b>	<b>127,486</b>	<b>131,311</b>	<b>135,250</b>
<b>ADMINISTRATION AND GENERAL</b>				
Salaries	39,517	55,540	57,206	58,922
CPP	8,000	7,500	7,725	7,957
EI	5,000	3,000	3,090	3,183
Pension	7,500	7,500	7,725	7,957
Health Plan	4,000	1,500	1,545	1,591
WCB	6,000	6,180	6,365	6,556
Rentals	5,500	5,665	5,835	6,010
Legal	6,205	6,391	6,583	6,780
Regulatory Expense	2,000	2,000	2,060	2,122
Office Expenses	7,000	7,210	7,426	7,649
Audit Fee	8,800	9,064	9,336	9,616
Bank Charges	805	829	854	880
Allowance for Bad Debts	3,000	3,090	3,183	3,278
Other	0	0	0	0
<b>TOTAL ADMINISTRATION AND GENERAL</b>	<b>103,327</b>	<b>115,470</b>	<b>118,934</b>	<b>122,502</b>

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<b>Town of Oxford Water Utility</b>					
<b>Calculation of Depreciation of Tangible Plant at Total Cost</b>					
<b>2021/22</b>					
	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate for Previous Year	83,356
<b>LAND AND LAND RIGHTS</b>					
Source of Supply Land	0				0
Land - General					0
<b>STRUCTURES AND IMPROVEMENTS</b>					
Source of Supply Structures	0		0	0.02	0
Power and Pumping Structures	0		0	0.04	0
Purification	0		0	0.05	0
Distribution Reservoirs and Standpipes	0	0	0	0.05	0
Underground Well	0		0		0
Other	0	0	0	0.04	0
<b>Equipment</b>			0		0
Electrical Pumping	0	0	0	0.05	0
Purification Equipment	0	0	0	0.05	0
Office Furniture and Equipment			0		0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0	0	0	0.2	0
Backwash Piping	0		0	0.02	0
Distribution Mains Equipment			0		0
Meter Shop Equipment	0	0	0	0	0
Other	0	0	0	0.2	0
<b>Mains</b>			0		0
Transmission	0	0	0	0.0133	0
Distribution	82,000	0	82,000	0.0133	1,091
<b>Meters</b>	0	0	0	0.05	0
<b>Hydrants</b>	0	0	0	0.0133	0
Other	0	0	0	0.05	0
<b>Services</b>	0	0	0	0.02	0
Other - Water Rate Study	0	0	0	0.33	0
<b>TOTAL</b>	82,000	0	82,000	1	1,091
<b>Source of Funding</b>					
				Depreciation Fund Balance beginning of year	177,651
Outside Sources	0			Interest on Fund balance	2,221
Depreciation fund	82,000			Fund balance before expenditures	179,872
Long Term Debt	0			Depreciation Payment in Current Year	84,447
Capital out of Revenue	0			Depreciation Expenditure in Current Year	-82,000
<b>TOTAL</b>	82,000			Balance after expenditures	182,318

<b>Town of Oxford Water Utility</b> <b>Calculation of Depreciation of Tangible Plant at Total Cost</b> <b>2022/23</b>					
	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate for Previous Year	84,447
<b>LAND AND LAND RIGHTS</b>					
Source of Supply Land	0		0		0
Land - General			0		0
<b>STRUCTURES AND IMPROVEMENTS</b>					
Source of Supply Structures	0		0	0	0
Power and Pumping Structures	0		0	0.05	0
Purification - Bldg for Generator	0		0	0.05	0
Distribution Reservoirs short term Repairs	0	0	0	0.25	0
Underground Well	0		0		0
Other - Cross Connection Program Plan	33,000	0	33,000	0.1	3,300
<b>Equipment</b>					
Electrical Pumping	0	0	0	0.05	0
Purification Equipment	0	0	0	0.05	0
Office Furniture and Equipment	0		0		0
Transportation Equipment	0	0	0	0.1	0
Tools and Work Equipment	0		0	0.2	0
Backwash Piping	0		0	0.05	0
Distribution Mains Equipment	0		0		0
Meter Shop Equipment	0	0	0	0.1	0
Other	0	0	0	0.1	0
<b>Mains</b>					
Transmission	0	0	0	0.0133	0
Distribution	50,000	0	50,000	0.0133	665
<b>Meters</b>					
	0	0	0	0.05	0
<b>Hydrants</b>					
	0	0	0	0.0133	0
Master Metering- Leak Detection		0	0	0.05	0
<b>Services</b>					
Other - Water Rate Study	12,000	0	12,000	0.333	3,996
<b>TOTAL</b>	<b>95,000</b>	<b>0</b>	<b>95,000</b>	<b>2</b>	<b>7,961</b>
<b>Source of Funding</b>					
			Depreciation Fund Balance beginning of year		182,318
Outside Sources	0		Interest on Fund balance		2,279
Depreciation fund	75,000		Fund balance before expenditures		184,597
Long Term Debt	0		Depreciation Payment in Current Year		92,408
Capital out of Revenue	20,000		Depreciation Expenditure in Current Year		-75,000
<b>TOTAL</b>	<b>95,000</b>		Balance after expenditures		<b>202,005</b>

<b>Town of Oxford Water Utility</b>					
<b>Calculation of Depreciation of Tangible Plant at Total Cost</b>					
<b>2023/24</b>					
	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
				Depreciation Rate for Previous Year	92,408
<b>LAND AND LAND RIGHTS</b>					
Source of Supply Land	0	0	0		
Source Water Protection					0
<b>STRUCTURES AND IMPROVEMENTS</b>					0
Source of Supply Structures	0	0	0	0.01333	0
Power and Pumping Structures	0	0	0	0.02	0
Purification	0	0	0	0	0
Distribution Reservoirs and Standpipes	0	0	0	0.02	0
Underground Well	0	0	0	0.02	0
Other	0	0	0	0.04	0
<b>Equipment</b>					0
Electrical Pumping	0	0	0	0.05	0
Purification Equipment	0	0	0	0.05	0
Emergency Generator	0	0	0	0.05	0
Transportation Equipment		0	0	0	0
Tools and Work Equipment	0	0	0	0.2	0
GIS System		0	0		0
Distribution Mains Equipment		0	0		0
Meter Shop Equipment	0	0	0	0	0
Other	0	0	0	0.04	0
<b>Mains</b>		0	0		0
Transmission	0		0	0.01333	0
Distribution	900,000	657,000	243,000	0.0133	11,970
<b>Meters</b>	0	0	0	0.05	0
<b>Hydrants</b>	0	0	0	0.0133	0
Master Metering- Leak Detection			0	0.05	0
<b>Services</b>	0	0	0	0.02	0
<b>Other</b>	0		0	0.02	0
<b>TOTAL</b>	900,000	657,000	243,000		11,970
<b>Source of Funding</b>					
Outside Souces	657,000			Depreciation Fund Balance beginning of year	202,005
Depreciation fund	208,000			Interest on Fund balance	2,525
Long Term Debt	0			Fund balance before expenditures	204,530
Capital out of Revenue	35,000			Depreciation Payment in Current Year	104,378
<b>TOTAL</b>	900,000			Depreciation Expenditure in Current Year	-208,000
				Balance after expenditures	100,907

<b>Town of Oxford Water Utility</b> <b>Calculation of Depreciation of Tangible Plant at Total Cost</b> <b>2024/25</b>					
	Additions to Utility Plant in Service	Capital Cost Contribution from Others	Utility Cost of Plant in Service	Depreciation Rate	Annual Depreciation
		Depreciation Rate for Previous Year			104,378
					0
<b>LAND AND LAND RIGHTS</b>					
Source of Supply Land	0		0		0
Land - General			0		0
<b>STRUCTURES AND IMPROVEMENTS</b>			0		0
Source of Supply Structures			0	0	0
Power and Pumping Structures			0		0
Purification			0	0.05	0
Distribution Reservoirs and Standpipes	0	0	0	0.01333	0
Underground Well	0		0	0.02	0
Other	0	0	0	0.04	0
<b>Equipment</b>			0		0
Electrical Pumping		0	0	0.05	0
Purification Equipment	0	0	0	0.05	0
Office Furniture and Equipment			0		0
Transportation Equipment		0	0	0.0133	0
Tools and Work Equipment	0		0	0.02	0
GIS System			0	0.2	0
Distribution Mains Equipment			0		0
Meter Shop Equipment		0	0	0.05	0
Other			0		0
<b>Mains</b>			0		0
Transmission	0		0	0.0133	0
Distribution	350,000	175,000	175,000	0.0133	4,655
<b>Meters</b>	0		0	0.05	0
<b>Hydrants</b>	0		0	0.0133	0
Master Metering- Leak Detection			0	0.05	0
<b>Services</b>	0	0	0	0.02	0
<b>Other</b>					0
<b>TOTAL</b>	<b>350,000</b>	<b>175,000</b>	<b>175,000</b>		<b>4,655</b>
<b>Source of Funding</b>					
			Depreciation Fund Balance beginning of year		100,907
Outside Sources	175,000		Interest on Fund balance		1,261
Depreciation fund	135,000		Fund balance before expenditures		102,169
Long Term Debt	0		Depreciation Payment in Current Year		109,033
Capital out of Revenue	40,000		Depreciation Expenditure in Current Year		-135,000
<b>TOTAL</b>	<b>350,000</b>		Balance after expenditures		<b>76,201</b>

<p style="text-align: center;"><b>Town of Oxford Water Utility</b>  <b>Calculation of Amortization on Capital Contributions (to Plant)</b>  <b>2022/23</b></p>			
	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures	0	0.00	0
Power and Pumping Structures	0	0.05	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	0	0.25	0
Underground Well	0	0.00	0
Other	0	0.10	0
<b>Equipment</b>	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.00	0
Transportation Equipment	0	0.10	0
Tools and Work Equipment	0	0.20	0
GIS System	0	0.05	0
Distribution Mains Equipment	0	0.00	0
Computer Modeling of Water System	0	0.10	0
Other Equipment	0	0.10	0
<b>Mains</b>	0	0.00	0
Transmission	0	0.0133	0
Distribution	0	0.0133	0
<b>Meters</b>	0	0.05	0
<b>Hydrants</b>	0	0.0133	0
Master Metering- Leak Detection	0	0.05	0
<b>Services</b>	0	0.02	0
<b>Other</b>	0	0.00	0
<b>TOTAL</b>	0		0

<p style="text-align: center;"><b>Town of Oxford Water Utility</b>  <b>Calculation of Amortization on Capital Contributions (to Plant)</b>  <b>2023/24</b></p>			
	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS		0.00	0
Source of Supply Structures	0	0.01	0
Power and Pumping Structures	0	0.02	0
Purification	0	0.00	0
Distribution Reservoirs and Standpipes	0	0.0200	0
Underground Well	0	0.02	0
Other	0	0.04	0
<b>Equipment</b>	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.05	0
Transportation Equipment	0	0.00	0
Tools and Work Equipment	0	0.20	0
GIS System	0	0.00	0
Distribution Mains Equipment	0	0.00	0
Computer Modeling of Water System	0	0.00	0
Other Equipment	0	0.04	0
<b>Mains</b>	0	0.00	0
Transmission	0	0.0133	0
Distribution	657,000	0.0133	8,738
<b>Meters</b>	0	0.05	0
<b>Hydrants</b>	0	0.01	0
Master Metering- Leak Detection	0	0.05	0
<b>Services</b>	0	0.02	0
<b>Other</b>	0	0.02	0
<b>TOTAL</b>	657,000		8,738

<p style="text-align: center;"><b>Town of Oxford Water Utility</b>  <b>Calculation of Amortization on Capital Contributions (to Plant)</b>  <b>2024/25</b></p>			
	Capital Contributions to Utility Plant in Service	Amortization Rate	Annual Amortization
LAND AND LAND RIGHTS			
Source of Supply Land	0	0.00	0
Land - General	0	0.00	0
STRUCTURES AND IMPROVEMENTS	0	0.00	0
Source of Supply Structures	0	0.00	0
Power and Pumping Structures	0	0.00	0
Purification	0	0.05	0
Distribution Reservoirs and Standpipes	0	0.01	0
Underground Well	0	0.02	0
Other	0	0.04	0
<b>Equipment</b>	0	0.00	0
Electrical Pumping	0	0.05	0
Purification Equipment	0	0.05	0
Office Furniture and Equipment	0	0.00	0
Transportation Equipment	0	0.01	0
Tools and Work Equipment	0	0.02	0
GIS System	0	0.20	0
Distribution Mains Equipment	0	0.00	0
Computer Modeling of Water System	0	0.05	0
Other Equipment	0	0.00	0
<b>Mains</b>	0	0.00	0
Transmission	0	0.01	0
Distribution	175,000	0.0133	2,328
<b>Meters</b>	0	0.05	0
<b>Hydrants</b>	0	0.01	0
Master Metering- Leak Detection	0	0.05	0
<b>Services</b>	0	0.02	0
<b>Other</b>	0	0.00	0
<b>TOTAL</b>	175,000		2,328

**Town of Oxford Water Utility**  
**Allocation of the Total Cost of Utility Plant in Service**  
**Between General Service and Fire Protection**  
**2021/22**

	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
<b>Intangible Plant</b>							
Organization and Working Capital			-	100.0%	0	0.0%	0
<b>Tangible Plant</b>							
<b>LAND AND LAND RIGHTS</b>	-	-	-	90.0%	0	10.0%	0
Source of Supply Land	4,675	-	4,675	90.0%	4,208	10.0%	468
Land - General	39,295	-	39,295	90.0%	35,366	10.0%	3,930
<b>STRUCTURES AND IMPROVEMENTS</b>	-	-	-		0		0
Source of Supply Structures	6,695	-	6,695	90.0%	6,026	10.0%	670
Power and Pumping Structures	50,509	-	50,509	90.0%	45,458	10.0%	5,051
Purification	243,105	-	243,105	90.0%	218,795	10.0%	24,311
Distribution Reservoirs and Standpipes	405,477	-	405,477	40.0%	162,191	60.0%	243,286
Underground Well	50,362	-	50,362	90.0%	45,326	10.0%	5,036
Other - Generator shed	8,593	-	8,593	90.0%	7,734	10.0%	859
<b>Equipment</b>	-	-	-		0		0
Electrical Pumping	100,955	-	100,955	90.0%	90,860	10.0%	10,096
Purification Equipment	17,626	-	17,626	90.0%	15,863	10.0%	1,763
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	7,271	-	7,271	90.0%	6,544	10.0%	727
Tools and Work Equipment	6,039	-	6,039	90.0%	5,435	10.0%	604
Backwash Piping	-	-	-	90.0%	0	10.0%	0
Distribution Mains Equipment	-	-	-	60.0%	0	40.0%	0
Meter Shop Equipment	-	-	-	90.0%	0	10.0%	0
Other - Generator	51,064	-	51,064	90.0%	45,958	10.0%	5,106
<b>Mains</b>	-	-	-		0		0
Transmission	2,497,717	-	2,497,717	75.0%	1,873,288	25.0%	624,429
Distribution	1,303,620	82,000	1,385,620	55.0%	762,091	45.0%	623,529
<b>Meters</b>	108,541	-	108,541	100.0%	108,541	0.0%	0
<b>Hydrants</b>	26,540	-	26,540	0.0%	0	100.0%	26,540
Master Metering- Leak Detection	-	-	-	100.0%	0	0.0%	0
<b>Services</b>	64,772	-	64,772	100.0%	64,772	0.0%	0
<b>Other</b>	-	-	-	90.0%	0	10.0%	0
<b>TOTAL</b>	4,992,856	82,000	5,074,856	68.9%	3,498,453	31.1%	1,576,403

<b>Town of Oxford Water Utility</b> <b>Allocation of the Total Cost of Utility Plant in Service</b> <b>Between General Service and Fire Protection</b> <b>2022/23</b>							
	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
<b>Intangible Plant</b>							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
<b>Tangible Plant</b>	-	-					
<b>LAND AND LAND RIGHTS</b>	-		-	90.0%	0	10.0%	0
Source of Supply Land	4,675	-	4,675	90.0%	4,208	10.0%	468
Land - General	39,295	-	39,295	90.0%	35,366	10.0%	3,930
<b>STRUCTURES AND IMPROVEMENTS</b>	-	-	-		0		0
Source of Supply Structures	6,695	-	6,695	90.0%	6,026	10.0%	670
Power and Pumping Structures	50,509	-	50,509	90.0%	45,458	10.0%	5,051
Purification	243,105	-	243,105	90.0%	218,795	10.0%	24,311
Distribution Reservoirs and Standpipes	405,477	-	405,477	40.0%	162,191	60.0%	243,286
Underground Well	50,362	-	50,362	90.0%	45,326	10.0%	5,036
Other	8,593	33,000	41,593	90.0%	37,434	10.0%	4,159
<b>Equipment</b>	-	-	-		0		0
Electrical Pumping	100,955	-	100,955	90.0%	90,860	10.0%	10,096
Purification Equipment	17,626	-	17,626	90.0%	15,863	10.0%	1,763
Office Furniture and Equipment	-	-	-	90.0%	0	10.0%	0
Transportation Equipment	7,271	-	7,271	90.0%	6,544	10.0%	727
Tools and Work Equipment	6,039	-	6,039	90.0%	5,435	10.0%	604
Backwash Piping	-	-	-	90.0%	0	10.0%	0
Distribution Mains Equipment	-	-	-	60.0%	0	40.0%	0
Computer Modeling of Water System	-	-	-	90.0%	0	10.0%	0
Other	51,064	-	51,064	90.0%	45,958	10.0%	5,106
<b>Mains</b>	-	-	-		0		0
Transmission	2,497,717	-	2,497,717	75.0%	1,873,288	25.0%	624,429
Distribution	1,385,620	50,000	1,435,620	55.0%	789,591	45.0%	646,029
<b>Meters</b>	108,541	-	108,541	100.0%	108,541	0.0%	0
<b>Hydrants</b>	26,540	-	26,540	0.0%	0	100.0%	26,540
Master Metering- Leak Detection	-	-	-	100.0%	0	0.0%	0
<b>Services</b>	64,772	-	64,772	100.0%	64,772	0.0%	0
Other -	-	12,000	12,000	90.0%	10,800	10.0%	1,200
<b>TOTAL</b>	<b>5,074,856</b>	<b>95,000</b>	<b>5,169,856</b>	<b>69.0%</b>	<b>3,566,453</b>	<b>31.0%</b>	<b>1,603,403</b>

<b>Town of Oxford Water Utility</b> <b>Allocation of the Total Cost of Utility Plant in Service</b> <b>Between General Service and Fire Protection</b> <b>2023/24</b>							
	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
<b>Intangible Plant</b>							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
<b>Tangible Plant</b>	-						
<b>LAND AND LAND RIGHTS</b>	-		-	90.0%	0	10.0%	0
Source of Supply Land	4,675	0	4,675	90.0%	4,208	10.0%	468
Land - General	39,295	0	39,295	90.0%	35,366	10.0%	3,930
<b>STRUCTURES AND IMPROVEMENTS</b>	-	0	-		0		0
Source of Supply Structures	6,695	0	6,695	90.0%	6,026	10.0%	670
Power and Pumping Structures	50,509	0	50,509	90.0%	45,458	10.0%	5,051
Purification	243,105	0	243,105	90.0%	218,795	10.0%	24,311
Distribution Reservoirs and Standpipes	405,477	0	405,477	40.0%	162,191	60.0%	243,286
Underground Well	50,362	0	50,362	90.0%	45,326	10.0%	5,036
Other	41,593	0	41,593	90.0%	37,434	10.0%	4,159
<b>Equipment</b>	-	0	-		0		0
Electrical Pumping	100,955	0	100,955	90.0%	90,860	10.0%	10,096
Purification Equipment	17,626	0	17,626	90.0%	15,863	10.0%	1,763
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	7,271	0	7,271	90.0%	6,544	10.0%	727
Tools and Work Equipment	6,039	0	6,039	90.0%	5,435	10.0%	604
Backwash Piping	-	0	-	90.0%	0	10.0%	0
Distribution Mains Equipment	-	0	-	60.0%	0	40.0%	0
Computer Modeling of Water System	-	0	-	90.0%	0	10.0%	0
Other	51,064	0	51,064	90.0%	45,958	10.0%	5,106
<b>Mains</b>	-	0	-		0		0
Transmission	2,497,717	0	2,497,717	75.0%	1,873,288	25.0%	624,429
Distribution	1,435,620	900,000	2,335,620	55.0%	1,284,591	45.0%	1,051,029
<b>Meters</b>	108,541	0	108,541	100.0%	108,541	0.0%	0
<b>Hydrants</b>	26,540	0	26,540	0.0%	0	100.0%	26,540
Master Metering- Leak Detection	-	0	-	100.0%	0	0.0%	0
<b>Services</b>	64,772	0	64,772	100.0%	64,772	0.0%	0
<b>Other</b>	12,000	0	12,000	90.0%	10,800	10.0%	1,200
<b>TOTAL</b>	<b>5,169,856</b>	<b>900,000</b>	<b>6,069,856</b>	<b>66.9%</b>	<b>4,061,453</b>	<b>33.1%</b>	<b>2,008,403</b>

Town of Oxford Water Utility Allocation of the Total Cost of Utility Plant in Service Between General Service and Fire Protection 2024/25							
	Utility Plant in Service Previous Year	Additions	Utility Plant in Service	Percent	General Service	Percent	Fire Protection
<b>Intangible Plant</b>							
Organization and Working Capital	-		-	100.0%	0	0.0%	0
<b>Tangible Plant</b>							
<b>LAND AND LAND RIGHTS</b>	-		-	90.0%	0	10.0%	0
Source of Supply Land	4,675	0	4,675	90.0%	4,208	10.0%	468
Land - General	39,295	0	39,295	90.0%	35,366	10.0%	3,930
<b>STRUCTURES AND IMPROVEMENTS</b>	-	0	-		0		0
Source of Supply Structures	6,695	0	6,695	90.0%	6,026	10.0%	670
Power and Pumping Structures	50,509	0	50,509	90.0%	45,458	10.0%	5,051
Purification	243,105	0	243,105	90.0%	218,795	10.0%	24,311
Distribution Reservoirs and Standpipes	405,477	0	405,477	40.0%	162,191	60.0%	243,286
Underground Well	50,362	0	50,362	90.0%	45,326	10.0%	5,036
Other	41,593	0	41,593	90.0%	37,434	10.0%	4,159
<b>Equipment</b>	-	0	-		0		0
Electrical Pumping	100,955	0	100,955	90.0%	90,860	10.0%	10,096
Purification Equipment	17,626	0	17,626	90.0%	15,863	10.0%	1,763
Office Furniture and Equipment	-	0	-	90.0%	0	10.0%	0
Transportation Equipment	7,271	0	7,271	90.0%	6,544	10.0%	727
Tools and Work Equipment	6,039	0	6,039	90.0%	5,435	10.0%	604
GIS System	-	0	-	90.0%	0	10.0%	0
Distribution Mains Equipment	-	0	-	60.0%	0	40.0%	0
Computer Modeling of Water System	-	0	-	90.0%	0	10.0%	0
Other	51,064	0	51,064	90.0%	45,958	10.0%	5,106
<b>Mains</b>	-	0	-		0		0
Transmission	2,497,717	0	2,497,717	75.0%	1,873,288	25.0%	624,429
Distribution	2,335,620	350,000	2,685,620	55.0%	1,477,091	45.0%	1,208,529
<b>Meters</b>	108,541	0	108,541	100.0%	108,541	0.0%	0
<b>Hydrants</b>	26,540	0	26,540	0.0%	0	100.0%	26,540
Master Metering- Leak Detection	-	0	-	100.0%	0	0.0%	0
<b>Services</b>	64,772	0	64,772	100.0%	64,772	0.0%	0
<b>Other</b>	12,000	0	12,000	90.0%	10,800	10.0%	1,200
<b>TOTAL</b>	<b>6,069,856</b>	<b>350,000</b>	<b>6,419,856</b>	<b>66.3%</b>	<b>4,253,953</b>	<b>33.7%</b>	<b>2,165,903</b>

<b>Town of Oxford Water Utility</b>			
<b>Allocation of Fire Protection Charges</b>			
<b>2022/23</b>			
	<b>Estimated Expenses</b>	<b>PerCent Allocation to fire Protection</b>	<b>Fire Protection Charge</b>
Power and Pumping	135,100	10.0%	13,510
Water Treatment	47,800	10.0%	4,780
Transmission and Distribution	127,486	36.3%	46,253
Adminstration and General	115,470	10.0%	11,547
Depreciation	92,408	36.3%	33,526
Taxes	19,765	36.3%	7,171
Return on Rate Base	112,969	36.3%	40,986
<b>Total</b>	<b>650,997</b>	<b>24.2%</b>	<b>157,773</b>

<b>Town of Oxford Water Utility</b>			
<b>Allocation of Fire Protection Charges</b>			
<b>2023/24</b>			
	<b>Estimated Expenses</b>	<b>PerCent Allocation to fire Protection</b>	<b>Fire Protection Charge</b>
Power and Pumping	144,368	10.0%	14,437
Water Treatment	49,234	10.0%	4,923
Transmission and Distribution	131,311	33.1%	43,448
Adminstration and General	118,934	10.0%	11,893
Depreciation	104,378	33.1%	34,537
Taxes	20,161	33.1%	6,671
Return on Rate Base	127,683	33.1%	42,248
<b>Total</b>	<b>696,068</b>	<b>22.7%</b>	<b>158,157</b>

<b>Town of Oxford Water Utility</b>			
<b>Allocation of Fire Protection Charges</b>			
<b>2024/25</b>			
	<b>Estimated Expenses</b>	<b>PerCent Allocation to fire Protection</b>	<b>Fire Protection Charge</b>
Power and Pumping	148,699	10.0%	14,870
Water Treatment	50,711	10.0%	5,071
Transmission and Distribution	135,250	33.7%	45,630
Adminstration and General	122,502	10.0%	12,250
Depreciation	109,033	33.7%	36,785
Taxes	20,564	33.7%	6,938
Return on Rate Base	131,159	33.7%	44,250
<b>Total</b>	<b>717,917</b>	<b>23.1%</b>	<b>165,794</b>

<b>Town of Oxford Water Utility</b>				
<b>Calculation of rate Base and required Return on rate Base</b>				
<b>Years Ending March 31st</b>				
	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>(Budget)</b>	<b>(Budget)</b>	<b>(Budget)</b>	<b>(Budget)</b>
<b>RATE BASE</b>				
Utility plant in Service March 31st	5,074,856	5,169,856	6,069,856	6,419,856
Less Accumulated Depreciaton on actual cost of plant in service (Estimated)	(1,127,646)	(1,147,411)	(1,167,572)	(1,188,135)
Less unamortized amount of capital contribution for plant in service	(178,924)	(176,373)	(822,084)	(983,467)
<b>Estimated Rate Base at Year End</b>	<b>3,768,286</b>	<b>3,846,072</b>	<b>4,080,201</b>	<b>4,248,253</b>
<b>REQUIRED RETURN</b>				
Non-operating Expenditures (B-2)	116,246	118,670	133,384	136,860
Less Non-operating Revenue	(5,501)	(5,501)	(5,501)	(5,501)
Less Other Non-operating Revenue (B-2)	(200)	(200)	(200)	(200)
<b>Return on Rate Base</b>	<b>110,545</b>	<b>112,969</b>	<b>127,683</b>	<b>131,159</b>
<b>Required Rate of Return (Req'd Return/Est Rate Base)</b>	<b>2.93%</b>	<b>2.94%</b>	<b>3.13%</b>	<b>3.09%</b>

**Town of Oxford Water Utility**  
**Calculation of Revenue Required for Each Billing/Cost Category**  
**2022/23**

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge		Commodity Charge					
				Customer	Base	Delivery	Production				
Power and Pumping	135,100	13,510	121,590							100%	121,590
Water Treatment	47,800	4,780	43,020							100%	43,020
Transmission and Distribution	127,486	46,253	81,233			0%	0	100%	81,233		
Administration and General	115,470	11,547	103,923	10%	10,392	90%	93,530				
Depreciation	92,408	33,526	58,881			80%	47,105	10%	5,888	10%	5,888
Taxes	19,765	7,171	12,594			100%	12,594	0%	-	0%	-
Return on Rate Base	112,969	40,986	71,983			40%	28,793	30%	21,595	30%	21,595
<b>SUBTOTAL</b>	<b>650,997</b>	<b>157,773</b>	<b>493,224</b>		<b>10,392</b>		<b>182,023</b>		<b>108,716</b>		<b>192,093</b>
<b>TOTAL</b>	<b>650,997</b>	<b>157,773</b>	<b>493,224</b>		<b>10,392</b>		<b>182,023</b>		<b>108,716</b>		<b>192,093</b>

**Town of Oxford Water Utility**  
**Calculation of Revenue Required for Each Billing/Cost Category**  
**2023/24**

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge		Commodity Charge					
				Customer	Base	Delivery	Production				
Power and Pumping	144,368	14,437	129,931							100%	129,931
Water Treatment	49,234	4,923	44,311							100%	44,311
Transmission and Distribution	131,311	43,448	87,862			0%	0	100%	87,862		
Administration and General	118,934	11,893	107,040	10%	10,704	90%	96,336				
Depreciation	104,378	34,537	69,841			50%	34,920	25%	17,460	25%	17,460
Taxes	20,161	6,671	13,490			100%	13,490	0%	0	0%	0
Return on Rate Base	127,683	42,248	85,435			40%	34,174	30%	25,631	30%	25,631
<b>SUBTOTAL</b>	<b>696,068</b>	<b>158,157</b>	<b>537,911</b>		<b>10,704</b>		<b>178,921</b>		<b>130,953</b>		<b>217,333</b>
<b>TOTAL</b>	<b>696,068</b>	<b>158,157</b>	<b>537,911</b>		<b>10,704</b>		<b>178,921</b>		<b>130,953</b>		<b>217,333</b>

**Town of Oxford Water Utility**  
**Calculation of Revenue Required for Each Billing/Cost Category**  
**2024/25**

	Total Revenue Required	Fire Protection Revenue	Revenue Required from Metered Rates	Charge		Commodity Charge					
				Customer	Base	Delivery	Production				
Power and Pumping	148,699	14,870	133,829							100%	133,829
Water Treatment	50,711	5,071	45,640							100%	45,640
Transmission and Distribution	135,250	45,630	89,620			0%	0	100%	89,620		
Administration and General	122,502	12,250	110,252	10%	11,025	90%	99,226				
Depreciation	109,033	36,785	72,248			40%	28,899	30%	21,674	30%	21,674
Taxes	20,564	6,938	13,626			100%	13,626	0%	0	0%	0
Return on Rate Base	131,159	44,250	86,909			40%	34,764	30%	26,073	30%	26,073
<b>SUBTOTAL</b>	<b>717,917</b>	<b>165,794</b>	<b>552,124</b>		<b>11,025</b>		<b>176,515</b>		<b>137,367</b>		<b>227,216</b>
<b>TOTAL</b>	<b>717,917</b>	<b>165,794</b>	<b>552,124</b>		<b>11,025</b>		<b>176,515</b>		<b>137,367</b>		<b>227,216</b>

<b>Town of Oxford Water Utility Service Connections and Equivalents 2022/23</b>			
Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	5	1	5
5/8"	509	1	509
3/4"	1	1.5	2
1"	1	2.5	3
1.5"	2	5	10
2"	7	8	56
3"	0	16	0
4"	2	25	50
6"	1	50	50
<b>TOTAL</b>	<b>528</b>		<b>684</b>

<b>Town of Oxford Water Utility Service Connections and Equivalents 2023/24</b>			
Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	5	1	5
5/8"	509	1	509
3/4"	1	1.5	2
1"	1	2.5	3
1.5"	2	5	10
2"	7	8	56
3"	0	16	0
4"	2	25	50
6"	1	50	50
<b>TOTAL</b>	<b>528</b>		<b>684</b>

<b>Town of Oxford Water Utility Service Connections and Equivalents 2024/25</b>			
Meter Size	Number of Services	Capacity Ratio	System Equivalents
Unmetered	5	1	5
5/8"	509	1	509
3/4"	1	1.5	2
1"	1	2.5	3
1.5"	2	5	10
2"	7	8	56
3"	0	16	0
4"	2	25	50
6"	1	50	50
<b>TOTAL</b>	<b>528</b>		<b>684</b>

**Town of Oxford Water Utility  
Service Connections and Equivalents  
2022/23**

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	266.12	19.68	285.80	71.45
5/8"	1	266.12	19.68	285.80	71.45
3/4"	1.5	399.17	19.68	418.86	104.71
1"	2.5	665.29	19.68	684.97	171.24
1.5"	5	1,330.58	19.68	1,350.26	337.56
2"	8	2,128.92	19.68	2,148.61	537.15
3"	16	4,257.85	19.68	4,277.53	1,069.38
4"	25	6,652.89	19.68	6,672.57	1,668.14
6"	50	13,305.77	19.68	13,325.46	3,331.36
8"	90	23,950.39	19.68	23,970.07	5,992.52
<b>TOTAL</b>					

**Town of Oxford Water Utility  
Service Connections and Equivalents  
2023/24**

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	261.58	20.27	281.85	70.46
5/8"	1	261.58	20.27	281.85	70.46
3/4"	1.5	392.37	20.27	412.64	103.16
1"	2.5	653.95	20.27	674.22	168.56
1.5"	5	1,307.90	20.27	1,328.17	332.04
2"	8	2,092.64	20.27	2,112.91	528.23
3"	16	4,185.28	20.27	4,205.55	1,051.39
4"	25	6,539.50	20.27	6,559.77	1,639.94
6"	50	13,079.00	20.27	13,099.28	3,274.82
8"	90	23,542.20	20.27	23,562.48	5,890.62
<b>TOTAL</b>					

**Town of Oxford Water Utility  
Service Connections and Equivalents  
2024/25**

Meter Size	Capacity Ratio	Base Charge	Customer Charge	Total Base Charge	
				Annual	Quarterly
Unmetered	1	258.06	20.88	278.94	69.74
5/8"	1	258.06	20.88	278.94	69.74
3/4"	1.5	387.09	20.88	407.98	101.99
1"	2.5	645.16	20.88	666.04	166.51
1.5"	5	1,290.32	20.88	1,311.20	327.80
2"	8	2,064.51	20.88	2,085.39	521.35
3"	16	4,129.01	20.88	4,149.89	1,037.47
4"	25	6,451.58	20.88	6,472.46	1,618.12
6"	50	12,903.16	20.88	12,924.04	3,231.01
8"	90	23,225.69	20.88	23,246.58	5,811.64
<b>TOTAL</b>					

Town of Oxford Water Utility Water Consumption by Block				
Meter Size	Actual		2022/23	
	Current Consumption		Consumption	
	1st Block Imperial Gallons	2nd Block Imperial Gallons	1st Block Imperial Gallons	2nd Block Imperial Gallons
Unmetered	300,000		300,000	
5/8"	15,231,458		15,155,301	
3/4"	12,298		12,298	
1"	51,035		51,035	0
1.5"	501,439		501,439	
2"	1,332,256		1,332,256	
3"	0	0	0	0
<b>Oxford Frozen Foods (OFF) are served by the two 4" and one 6" meters</b>				
4"	95,827,100	14,927,700	95,827,100	14,927,700
6"	44,172,900	0	44,172,900	0
<b>OFF Subtotal</b>	<b>140,000,000</b>	<b>14,927,700</b>	<b>140,000,000</b>	<b>14,927,700</b>
<b>TOTAL (all customers)</b>	<b>157,428,486</b>	<b>14,927,700</b>	<b>157,352,329</b>	<b>14,927,700</b>
	<b>TOTAL BOTH BLOCKS</b>	<b>172,356,186</b>	<b>TOTAL BOTH BLOCKS</b>	<b>172,280,029</b>

Town of Oxford Water Utility Water Consumption by Block				
Meter Size	2023/24		2024/25	
	Current Consumption		Consumption	
	1st Block Imperial Gallons	2nd Block Imperial Gallons	1st Block Imperial Gallons	2nd Block Imperial Gallons
Unmetered	300,000		300,000	
5/8"	15,079,524		15,004,127	
3/4"	12,298		12,298	
1"	51,035		51,035	
1.5"	501,439		501,439	
2"	1,332,256		1,332,256	
3"	0	0	0	0
<b>Oxford Foods are served by the two 4" and one 6" meters</b>				
4"	110,754,800	0	110,754,800	0
6"	44,172,900	0	44,172,900	0
<b>OFF Subtotal</b>	<b>154,927,700</b>	<b>0</b>	<b>154,927,700</b>	<b>0</b>
<b>TOTAL (all customers)</b>	<b>172,204,252</b>	<b>0</b>	<b>172,128,855</b>	<b>0</b>
	<b>TOTAL BOTH BLOCKS</b>	<b>172,204,252</b>		<b>172,128,855</b>

**Worksheet C-7**

04-Jul-22

<b>Town of Oxford Water Utility Calculation of Consumption Charge 2022/23</b>		
NET PRODUCTION EXPENSE	BLOCK 1	BLOCK 2
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	1.12	1.12
<b>NET DELIVERY EXPENSES</b>		
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	0.69	
<b>BLOCK 1 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
	<b>1.81</b>	
<b>BLOCK 2 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
		<b>1.12</b>

<b>Town of Oxford Water Utility Calculation of Consumption Charge 2023/24</b>		
NET PRODUCTION EXPENSE	BLOCK 1	BLOCK 2
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	1.26	1.26
<b>NET DELIVERY EXPENSES</b>		
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	0.76	
<b>BLOCK 1 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
	<b>2.02</b>	
<b>BLOCK 2 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
		<b>1.26</b>

<b>Town of Oxford Water Utility Calculation of Consumption Charge 2024/25</b>		
NET PRODUCTION EXPENSE	BLOCK 1	BLOCK 2
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	1.32	1.32
<b>NET DELIVERY EXPENSES</b>		
<u>Total Charge Worksheet C-3</u> Quantity Worksheet C-6	0.80	
<b>BLOCK 1 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
	<b>2.12</b>	
<b>BLOCK 2 CONSUMPTION CHARGE PER 1000 Imp.Gallons</b>		
		<b>1.32</b>

<b>Town of Oxford Water Utility</b>				
<b>Water Consumption by Block</b>				
<b>2022/23</b>				
<b>BASE CHARGE</b>				
<u>Meter Size</u>	<u>Number</u>	<u>Base Rate</u>	<u>Dollar Revenue</u>	
Unmetered	5	285.80	1,429	
5/8"	509	285.80	145,471	
3/4"	1	418.86	419	
1"	1	684.97	685	
1.5"	2	1,350.26	2,701	
2"	7	2,148.61	15,040	
3"	0	4,277.53	0	
4"	2	6,672.57	13,345	
6"	1	13,325.46	13,325	
<b>TOTAL BASE REVENUE</b>			<b>192,415</b>	
<b>CONSUMPTION CHARGE</b>				
	Quantity	\$/ Cubic Meter		
1st Block (0 to 140,000,000 imp gal. per year)	157,352,329	1.81	284,165	
2nd Block (> 140,000,000 imp. gal. per year)	14,927,700	1.12	16,644	
<b>TOTAL CONSUMPTION REVENUE</b>			<b>300,809</b>	
<b>TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION)</b>			<b>493,224</b>	

<b>Town of Oxford Water Utility</b>				
<b>Water Consumption by Block</b>				
<b>2023/24</b>				
<b>BASE CHARGE</b>				
<u>Meter Size</u>	<u>Number</u>	<u>Base Rate</u>	<u>Dollar Revenue</u>	
Unmetered	5	281.85	1,409	
5/8"	509	281.85	143,463	
3/4"	1	412.64	413	
1"	1	674.22	674	
1.5"	2	1,328.17	2,656	
2"	7	2,112.91	14,790	
3"	0	4,205.55	0	
4"	2	6,559.77	13,120	
6"	1	13,099.28	13,099	
<b>TOTAL BASE REVENUE</b>			<b>189,625</b>	
<b>CONSUMPTION CHARGE</b>				
	Quantity	\$/ Cubic Meter		
1st Block (0 to 3,750,000 imp gal. per quarter)	172,204,252	2.02	348,286	
<b>TOTAL CONSUMPTION REVENUE</b>			<b>348,286</b>	
<b>TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION)</b>			<b>537,911</b>	

<b>Town of Oxford Water Utility</b>				
<b>Water Consumption by Block</b>				
<b>2024/25</b>				
<b>BASE CHARGE</b>				
<u>Meter Size</u>	<u>Number</u>	<u>Base Rate</u>	<u>Dollar Revenue</u>	
Unmetered	5	278.94	1,395	
5/8"	509	278.94	141,983	
3/4"	1	407.98	408	
1"	1	666.04	666	
1.5"	2	1,311.20	2,622	
2"	7	2,085.39	14,598	
3"	0	4,149.89	0	
4"	2	6,472.46	12,945	
6"	1	12,924.04	12,924	
<b>TOTAL BASE REVENUE</b>			<b>187,540</b>	
<b>CONSUMPTION CHARGE</b>				
	<u>Quantity</u>	<u>\$/ Cubic Meter</u>		
1st Block (0 to 3,750,000 imp gal. per quarter)	172,128,855	2.12	364,583	
<b>TOTAL CONSUMPTION REVENUE</b>			<b>364,583</b>	
<b>TOTAL OPERATING REVENUES FOR YEAR (BASE + CONSUMPTION)</b>			<b>552,124</b>	

Town of Oxford Water Utility											
Comparison of Current Water Rates with Proposed New Rates											
2022/23											
Meter Size	Average Quarterly Consumption		Base Charge		Percent Change	Commodity Charge		Percent Change	Quarterly Water Bill		Percent Change
	1st Block	2nd Block	Current	Proposed		Current	Proposed		Current	Proposed	
Unmetered									103.36	98.54	-4.7%
5/8"	7,444		80.41	71.45	-11.1%	11.39	13.44	18.0%	91.80	84.89	-7.5%
3/4"	3,075		118.07	104.71	-11.3%	4.70	5.55	18.0%	122.77	110.27	-10.2%
1"	12,759		193.41	171.24	-11.5%	19.52	23.04	18.0%	212.93	194.28	-8.8%
1.5"	62,680		381.73	337.56	-11.6%	95.90	113.19	18.0%	477.63	450.76	-5.6%
2"	47,581		607.73	537.15	-11.6%	72.80	85.93	18.0%	680.53	623.08	-8.4%
3"	-	-	1,210.38	1,069.38	-11.6%	-	-	0.0%	1,210.38	1,069.38	0.0%
4"			1,888.38	1,668.14	-11.7%	-	-	0.0%	-	-	0.0%
6"			3,771.66	3,331.36	-11.7%	-	-	0.0%	-	-	0.0%
Existing OFF 1 <sup>st</sup> & 2 <sup>nd</sup> Blocks	35,000,000	3,731,925							57,095.33		
Proposed OFF 1 <sup>st</sup> & 2 <sup>nd</sup> Blocks	35,000,000	3,731,925								67,368.09	
OFF Comparison of Total Average Quarterly Bill based on two 4" meters and one 6" meter			7,548.42	6,667.65	-11.7%	57,095.33	67,368.09	18.0%	64,643.75	74,035.74	14.5%

Town of Oxford Water Utility											
Comparison of Current Water Rates with Proposed New Rates											
2023/24											
Meter Size	Average Quarterly Consumption		Base Charge		Percent Change	Commodity Charge		Percent Change	Quarterly Water Bill		Percent Change
	1st Block	2nd Block	Current	Proposed		Current	Proposed		Current	Proposed	
Unmetered									98.54	100.80	2.3%
5/8"	7,406	-	71.45	70.46	-1.4%	13.44	14.98	11.4%	84.89	85.44	0.6%
3/4"	3,075		104.71	103.16	-1.5%	5.55	6.22	12.0%	110.27	109.38	-0.8%
1"	12,759		171.24	168.56	-1.6%	23.04	25.80	12.0%	194.28	194.36	0.0%
1.5"	62,680		337.56	332.04	-1.6%	113.19	126.77	12.0%	450.76	458.81	1.8%
2"	47,581		537.15	528.23	-1.7%	85.93	96.23	12.0%	623.08	624.46	0.2%
3"	-	-	1,069.38	1,051.39	-1.7%	-	-	0.0%	1,069.38	1,051.39	0.0%
4"			1,668.14	1,639.94	-1.7%	-	-	0.0%	-	-	0.0%
6"			3,331.36	3,274.82	-1.7%	-	-	0.0%	-	-	0.0%
Proposed OFF 1 <sup>st</sup> & 2 <sup>nd</sup> Blocks	38,731,925	-								78,335.94	
OFF Comparison of Total Average Quarterly Bill based on two 4" meters and one 6" meter			6,667.65	6,554.71	-1.7%	67,368.09	78,335.94	16.3%	74,035.74	84,890.64	14.7%

Town of Oxford Water Utility											
Comparison of Current Water Rates with Proposed New Rates											
2024/25											
Meter Size	Average Quarterly Consumption		Base Charge		Percent Change	Commodity Charge		Percent Change	Quarterly Water Bill		Percent Change
	1st Block	2nd Block	Current	Proposed		Current	Proposed		Current	Proposed	
Unmetered									100.80	101.51	0.7%
5/8"	7,369		70.46	69.74	-1.0%	14.98	15.61	4.2%	85.44	85.35	-0.1%
3/4"	3,075		103.16	101.99	-1.1%	6.22	6.51	4.7%	109.38	108.51	-0.8%
1"	12,759		168.56	166.51	-1.2%	25.80	27.02	4.7%	194.36	193.53	-0.4%
1.5"	62,680		332.04	327.80	-1.3%	126.77	132.76	4.7%	458.81	460.56	0.4%
2"	47,581		528.23	521.35	-1.3%	96.23	100.78	4.7%	624.46	622.13	-0.4%
3"	-	-	1,051.39	1,037.47	-1.3%	-	-	0.0%	1,051.39	1,037.47	0.0%
4"			1,639.94	1,618.12	-1.3%	-	-	0.0%	-	-	0.0%
6"			3,274.82	3,231.01	-1.3%	-	-	0.0%	-	-	0.0%
Proposed OFF Single Block	38,731,925	-								82,037.43	
OFF Comparison of Total Average Quarterly Bill based on two 4" meters and one 6" meter			6,554.71	6,467.24	-1.3%	78,335.94	82,037.43	4.7%	84,890.64	88,504.67	4.3%

<b>Town of Oxford Water Utility</b>				
<b>Comparative Statement of Operations</b>				
Fiscal Years ending March 31st				
	2021/22 Year	Projection Using Proposed Rates		
		2022/23 Test Yr 1	2023/24 Test Yr 2	2024/25 Test Yr 3
<b>OPERATING REVENUES</b>				
Metered Sales	475,102	491,254	535,895	550,093
Flat Rate Sales	2,067	1,971	2,016	2,030
Public Fire Protection	157,773	157,773	158,157	165,794
Sales of Services	250	250	250	250
Sprinklers	200	200	200	200
Other Operating Revenue	0	0	0	0
<b>Total</b>	635,392	651,447	696,518	718,367
<b>OPERATING EXPENDITURES</b>				
Power and Pumping	135,161	135,100	144,368	148,699
Water Treatment	44,712	47,800	49,234	50,711
Transmission and Distribution	116,500	127,486	131,311	135,250
Administration and General	103,327	115,470	118,934	122,502
Depreciation	84,447	92,408	104,378	109,033
Taxes	19,378	19,765	20,161	20,564
<b>Total</b>	503,525	538,029	568,385	586,758
<b>OPERATING PROFIT (LOSS)</b>				
<b>NON-OPERATING REVENUES</b>				
Interest on Arrears	5,251	5,251	5,251	5,251
Amortization of Deferred Contribution	0	0	0	0
Other - Recovery of Accounts/Adjustments	0	0	0	0
<b>Total</b>	5,251	5,251	5,251	5,251
<b>NON-OPERATING EXPENDITURES</b>				
Debt Charges - Principal	98,311	79,066	79,066	79,066
Debt Charges - Interest	16,935	19,604	19,318	17,794
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
New Debt - Principal	0	0	0	0
New Debt - Interest	0	0	0	0
Bank Charges	1,000	0	0	0
Capital out of Revenue	0	20,000	35,000	40,000
Earnings	0	0	0	0
<b>Total</b>	116,246	118,670	133,384	136,860
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>				
	20,873	0	0	0

**Appendix 1**

**Loan Calculator  
Long Term Debt  
2022/23**

Interest Rate	6.0%
Term in years	20
Capital \$	-

**Payment Schedule**

Year	Principal	Interest	Total	Balance
1	\$0.00	-	-	-
2	\$0.00	-	-	-
3	\$0.00	-	-	-
4	\$0.00	-	-	-
5	\$0.00	-	-	-
6	\$0.00	-	-	-
7	\$0.00	-	-	-
8	\$0.00	-	-	-
9	\$0.00	-	-	-
10	\$0.00	-	-	-
11	\$0.00	-	-	-
12	\$0.00	-	-	-
13	\$0.00	-	-	-
14	\$0.00	-	-	-
15	\$0.00	-	-	-
16	\$0.00	-	-	-
17	\$0.00	-	-	-
18	\$0.00	-	-	-
19	\$0.00	-	-	-
20	\$0.00	-	-	-

**Loan Calculator  
Long Term Debt  
2023/24**

Interest Rate	6.0%
Term in years	20
Capital \$	-

**Payment Schedule for Capital Works**

Year	Principal	Interest	Total	Balance
1	\$0.00	\$0.00	-	-
2	\$0.00	\$0.00	-	-
3	\$0.00	\$0.00	-	-
4	\$0.00	\$0.00	-	-
5	\$0.00	\$0.00	-	-
6	\$0.00	\$0.00	-	-
7	\$0.00	\$0.00	-	-
8	\$0.00	\$0.00	-	-
9	\$0.00	\$0.00	-	-
10	\$0.00	\$0.00	-	-
11	\$0.00	\$0.00	-	-
12	\$0.00	\$0.00	-	-
13	\$0.00	\$0.00	-	-
14	\$0.00	\$0.00	-	-
15	\$0.00	\$0.00	-	-
16	\$0.00	\$0.00	-	-
17	\$0.00	\$0.00	-	-
18	\$0.00	\$0.00	-	-
19	\$0.00	\$0.00	-	-
20	\$0.00	\$0.00	-	-

**Loan Calculator**  
**Long Term Debt**  
**2024/25**

Interest Rate	6.0%
Term in years	20
Capital \$	-

**Payment Schedule for Capital Works**

Year	Principal	Interest	Total	Balance
1	\$0.00	\$0.00	-	-
2	\$0.00	\$0.00	-	-
3	\$0.00	\$0.00	-	-
4	\$0.00	\$0.00	-	-
5	\$0.00	\$0.00	-	-
6	\$0.00	\$0.00	-	-
7	\$0.00	\$0.00	-	-
8	\$0.00	\$0.00	-	-
9	\$0.00	\$0.00	-	-
10	\$0.00	\$0.00	-	-
11	\$0.00	\$0.00	-	-
12	\$0.00	\$0.00	-	-
13	\$0.00	\$0.00	-	-
14	\$0.00	\$0.00	-	-
15	\$0.00	\$0.00	-	-
16	\$0.00	\$0.00	-	-
17	\$0.00	\$0.00	-	-
18	\$0.00	\$0.00	-	-
19	\$0.00	\$0.00	-	-
20	\$0.00	\$0.00	-	-

**SCHEDULES A, B, AND C  
RATES AND CHARGES**

**SCHEDULE "A"**  
**TOWN OF OXFORD WATER UTILITY**  
**SCHEDULE OF RATES FOR WATER AND WATER SERVICES**

(Effective for water supplied on and after 1 January 2023)

**RATES**

The rates set out below are the rates approved by the Board for water and water services when payment is made within 30 days from the date rendered as shown on the bill.

When payment is made after 30 days from the date rendered as shown on the bill, the rates will include interest charges of 1.25 % per month, or part thereof. Each bill shall show the amount payable within 30 days from the date rendered as shown on the bill.

In this Schedule, the word "Utility" means the Water Utility of the Town of Oxford.

1. **RATES:**

<b>(a) <u>Base Charges</u></b>	<b><u>Quarterly</u></b>
Unmetered (based on 15,000 imp. gal. per quarter)	98.54
Size of Meter	
5/8"	71.45
3/4"	104.71
1"	171.24
1.5"	337.56
2"	537.15
3"	1,069.38
4"	1,668.14
6"	3,331.36

**(b) Consumption Rate (per 1000 Imp. Gallons)**

1st Block	(0 to 140,000,000 imp gal per year per customer)	\$1.81 per 1000 Imp. Gallons
2nd Block	(>140,000,000 imp gal per year per customer)	\$1.12 per 1000 Imp. Gallons

**(c) Minimum Bill**

The minimum bill shall be the Base Charge.

2. PUBLIC FIRE PROTECTION RATE

The Town of Oxford shall pay the Water Utility, on or before September 30, 2022 for fire protection services a total amount of \$157,773.

3. RATES FOR SPRINKLER SERVICE

Each building having a sprinkler system installed shall pay annually for the service as follows:

Each building serviced by a sprinkler service pipe of 6" or less in diameter	\$200.00
Each building serviced by a sprinkler service pipe of 8" or more in diameter	\$250.00

4. WATER FOR BUILDINGS OR WORKS UNDER CONSTRUCTION

The Utility may furnish water to any person requiring a supply thereof for the construction of a building or other works. This person shall deposit with the Utility such sum as may be determined by the Utility as is sufficient to defray the cost of making the necessary connection to any water service or main together with the cost of the meter to be installed to measure the water consumed. Upon completion of the work and the return of the meter to the Utility, a refund will be made after deducting the cost, if any, of repairing the meter and of testing the same and payment of the base and connection charges and the consumption rates in respect to such installation.

5. PRIVATE HYDRANT RATES

Per hydrant per year \$200.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for supplying water for any purpose, excepting those of the Fire Department for fire use, the Utility may grant a permit containing such terms and conditions as it may provide, including arrangements regarding supervision of the opening and closing of the hydrant, and a service charge for commercial consumers of \$60.00 for connection and disconnection and a consumption charge for the amount of water used, as estimated by the water utility, at meter consumption rates.

7. CHARGES FOR RE-ESTABLISHING WATER SERVICE

When water service has been suspended for any violation of the Rules and Regulations of the Utility, such water service shall not be re-established until a reconnection charge of \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$200.00.

A

8. NEW ACCOUNT CREATION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred. The New Account Creation Fee is solely for the creation of a new account and does not include the System Connection Fee as noted in Item 9 below.

9. SYSTEM CONNECTION FEE

Whenever a customer requests the water be turned on except as noted in Item 10 below, a charge of \$50.00 shall be made for turning on the water unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

10. SYSTEM DISCONNECTION FEE

Whenever a customer requests the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

11. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$200.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

12. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any additional bank charges for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

13. CHARGE FOR MISSED APPOINTMENT BY CUSTOMERS

Where an appointment has been made by a customer to have a water service hooked up or a meter inspected, or water turned on to a property, or other visits to the property for the inception or maintenance of water service to the property, and the customer fails to keep the appointment or the plumbing is not completed to allow for installation of a water meter and the Utility's staff have to return to the property, there may be a charge of \$25.00 for each visit if, in the judgment of the Utility, it is required.



2. PUBLIC FIRE PROTECTION RATE

The Town of Oxford shall pay the Water Utility, on or before September 30, 2023 for fire protection services a total amount of \$158,157.

3. RATES FOR SPRINKLER SERVICE

Each building having a sprinkler system installed shall pay annually for the service as follows:

Each building serviced by a sprinkler service pipe of 6" or less in diameter	\$200.00
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Each building serviced by a sprinkler service pipe of 8" or more in diameter	\$250.00
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3. WATER FOR BUILDINGS OR WORKS UNDER CONSTRUCTION

The Utility may furnish water to any person requiring a supply thereof for the construction of a building or other works. This person shall deposit with the Utility such sum as may be determined by the Utility as is sufficient to defray the cost of making the necessary connection to any water service or main together with the cost of the meter to be installed to measure the water consumed. Upon completion of the work and the return of the meter to the Utility, a refund will be made after deducting the cost, if any, of repairing the meter and of testing the same and payment of the base and connection charges and the consumption rates in respect to such installation.

4. PRIVATE HYDRANT RATES

Per hydrant per year \$200.00.

5. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for supplying water for any purpose, excepting those of the Fire Department for fire use, the Utility may grant a permit containing such terms and conditions as it may provide, including arrangements regarding supervision of the opening and closing of the hydrant, and a service charge for commercial consumers of \$60.00 for connection and disconnection and a consumption charge for the amount of water used, as estimated by the water utility, at meter consumption rates.

6. CHARGES FOR RE-ESTABLISHING WATER SERVICE

When water service has been suspended for any violation of the Rules and Regulations of the Utility, such water service shall not be re-established until a reconnection charge of \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$200.00.

B

7. NEW ACCOUNT CREATION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred. The New Account Creation Fee is solely for the creation of a new account and does not include the System Connection Fee as noted in Item 9 below.

8. SYSTEM CONNECTION FEE

Whenever a customer requests the water be turned on except as noted in Item 10 below, a charge of \$50.00 shall be made for turning on the water unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

9. SYSTEM DISCONNECTION FEE

Whenever a customer requests the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

10. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$200.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

11. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any bank charges for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

12. CHARGE FOR MISSED APPOINTMENT BY CUSTOMERS

Where an appointment has been made by a customer to have a water service hooked up or a meter inspected, or water turned on to a property, or other visits to the property for the inception or maintenance of water service to the property, and the customer fails to keep the appointment or the plumbing is not completed to allow for installation of a water meter and the Utility's staff have to return to the property, there may be a charge of \$25.00 for each visit if, in the judgment of the Utility, it is required.



2. PUBLIC FIRE PROTECTION RATE

The Town of Oxford shall pay the Water Utility, on or before September 30, 2024 for fire protection services a total amount of \$165,794.

For subsequent years, the annual public fire protection rate shall be based on the above or:

- (a) the sum of 33.7% of transmission and distribution, taxes and depreciation expenses of the Utility and return on rate base of the immediately preceding year, plus
- (b) 10 % of all other expenses,

whichever is the greater.

3. RATES FOR SPRINKLER SERVICE

Each building having a sprinkler system installed shall pay annually for the service as follows:

Each building serviced by a sprinkler service pipe of 6" or less in diameter	\$200.00
Each building serviced by a sprinkler service pipe of 8" or more in diameter	\$250.00

4. WATER FOR BUILDINGS OR WORKS UNDER CONSTRUCTION

The Utility may furnish water to any person requiring a supply thereof for the construction of a building or other works. This person shall deposit with the Utility such sum as may be determined by the Utility as is sufficient to defray the cost of making the necessary connection to any water service or main together with the cost of the meter to be installed to measure the water consumed. Upon completion of the work and the return of the meter to the Utility, a refund will be made after deducting the cost, if any, of repairing the meter and of testing the same and payment of the base and connection charges and the consumption rates in respect to such installation.

5. PRIVATE HYDRANT RATES

Per hydrant per year \$200.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for supplying water for any purpose, excepting those of the Fire Department for fire use, the Utility may grant a permit containing such terms and conditions as it may provide, including arrangements regarding supervision of the opening and closing of the hydrant, and a service charge for commercial consumers of \$60.00 for connection and disconnection and a consumption charge for the amount of water used, as estimated by the water utility, at meter consumption rates.

7. CHARGES FOR RE-ESTABLISHING WATER SERVICE

When water service has been suspended for any violation of the Rules and Regulations of the Utility, such water service shall not be re-established until a reconnection charge of \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$200.00.

8. NEW ACCOUNT CREATION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred. The New Account Creation Fee is solely for the creation of a new account and does not include the System Connection Fee as noted in Item 9 below.

9. SYSTEM CONNECTION FEE

Whenever a customer requests the water be turned on except as noted in Item 10 below, a charge of \$50.00 shall be made for turning on the water unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

10. SYSTEM DISCONNECTION FEE

Whenever a customer requests the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

11. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$200.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

12. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any additional bank charges for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

13. CHARGE FOR MISSED APPOINTMENT BY CUSTOMERS

Where an appointment has been made by a customer to have a water service hooked up or a meter inspected, or water turned on to a property, or other visits to the property for the inception or maintenance of water service to the property, and the customer fails to keep the appointment or the plumbing is not completed to allow for installation of a water meter and the Utility's staff have to return to the property, there may be a charge of \$25.00 for each visit if, in the judgment of the Utility, it is required.

**SCHEDULE D**  
**RULES AND REGULATIONS**

TOWN OF OXFORD  
WATER UTILITY

SCHEDULE OF RULES AND REGULATIONS  
GOVERNING THE SUPPLY OF WATER AND WATER SERVICES  
(Effective 1 January 2023)

1. In these Rules and regulations, unless the context otherwise requires, the expression:

**“Town”** means the Town of Oxford;

**“Utility”** means the Water Utility of the Town of Oxford;

**“Customer”** means a person, firm or corporation who, or which, contracts to be supplied with water at a specific location or locations;

**“Domestic Service”** means the type of service supplied to the owner or his authorized agent or to the occupant or tenant of any space or area occupied for the distinct purpose of a dwelling house, rooming house, apartment, flat, etc.;

**“Unmetered Service”** means the type of unmetered service charged at flat rates; and,

**“Metered Rate Service”** means that type of service charged for at metered rates and is supplied to customers other than those supplied by fixture and flat rate service. Metered rate service is required for all new services.

2. **LIABILITY FOR PAYMENT OF WATER BILL:** An agreement is deemed to exist between a customer and the Utility for the supply of water service at such rates and in accordance with these Regulations by virtue of:

a) the customer applying for and receiving approval for water service;

b) the customer consuming or paying for water service from the date that the customer who is a party to an agreement pursuant to clause (a) (the customer of record) moves out of the premises, in which case the customer of record shall remain jointly and severally liable for the water service account up to the date the Utility is notified that the customer of record wishes to terminate the supply of water service.

At the discretion of the Utility, a property owner who rents or leases a property or self-contained unit to a tenant or lessee may be required to open an account for the provision of water at the property rented or leased.

c) Any person, business or corporation that receives water service without the consent of the Utility, shall be liable for the cost of such water service which cost shall be

determined in the sole discretion of the Utility based upon its reasonable estimate of the amount of water utilized.

3. **DEPOSITS**: When required by the Utility, an applicant for water service shall deposit with the Utility a sum equal to the estimated charges for six months of service. The deposit shall be held by the Utility as collateral security for the payment of the applicant's bills. When a customer ceases to use the service, the deposit shall be returned to the customer with interest thereon at the rate of 2% per annum, not compounded.
4. **REFUSAL OF SERVICE**: Service may be refused or suspended to any customer who has failed to discharge all of their liabilities to the Utility.
5. **BILLING**: If a contract is entered into or terminated at any time other than a regular billing date, the amount to be charged to the customer shall be the pro rata proportion to the next billing date, of the regular service charge for the billing period, plus the consumption charge, if any.

The Utility charges the base rate for the entire year for seasonal customers. The quarterly base rate charge will apply for each quarter regardless of water turn-offs.

6. **PAYMENT OF BILLS**: Bills shall be rendered to each customer at intervals of approximately three months and are due and payable when rendered. Bills not paid within 30 days of the date rendered, shall incur an interest charge at the prescribed monthly rate for each month or part thereof.
7. **ADJUSTMENT OF BILLS**:
  - (a) Where meters exist - If the seal of a meter is broken or if a meter does not register correctly, the bill for that water service shall be estimated in accordance with the best data available. Any customer desiring to question a water bill must do so in writing within 30 days of the bill being rendered.
  - (b) Customers Under billed - Should it be necessary for the Utility to make a billing adjustment as a result of a customer being under billed for any reason, such adjustment shall be retroactive for a maximum of four billing periods or one year, whichever is the longest. Notwithstanding the above, in the event that a billing adjustment is the result of the customer's illegal connection to the water system or willful interference or damage of metering equipment (where they exist), the billing adjustment in such circumstances will not be limited to one year or four billing periods, but rather the customer shall be responsible for all payments of such accounts from the date such illegal connection or interference to meter equipment took place.
  - (c) Customer Over billed - In the event a customer has been billed in error for a Service they did not receive, the Utility will reimburse such customer the amount billed to and paid by the customer, together with interest calculated as simple interest paid

on savings accounts by the Utility's bank, respecting the period during which the customer was incorrectly billed by the Utility, such period not to exceed five years.

8. **ESTIMATED READINGS FOR BILLING PURPOSES - METERED CUSTOMERS:** If the Utility is unable to obtain a meter reading for billing purposes, after exercising due diligence in the usual practice of meter reading, the bill for that service shall be estimated in accordance with the best data available, subject, however, to the provision that in no circumstance will an estimated reading be used for more than two (2) consecutive billing periods. If an estimated bill is rendered for two (2) consecutive billing periods, the Utility shall notify the customer by regular mail that arrangement must be made for the Utility to obtain a reading and failing such arrangements, the Utility may suspend service until such arrangements are made. When such meter reading has been obtained the previous estimated bill or bills shall be adjusted accordingly.
9. **SUSPENSION OF SERVICE FOR NON PAYMENT BILLS:** The Utility shall have the right to enter onto customers' premises within reasonable hours to suspend service to customers whose bills remain unpaid for more than forty calendar days after the date rendered.
10. **WATER TO BE SUPPLIED BY METER:** The Utility may at any time install a meter on the premises of any customer. The Utility shall determine the size and type of meter to be installed in each case. All meters shall be the property of the Utility. The customer shall pay the reconnection fee as set out in the Charges for Re-establishing Water Service in the Schedule of Rates and Charges after each suspension. Service suspension can be delayed if approved payment arrangements have been made and the customer is in compliance with arrangements.
11. **INSTALLATION AND REMOVAL OF METERS:** Meters shall be installed and removed only by employees or duly authorized representatives of the Utility and no other person shall install, alter, change or remove a meter without the written permission of the Utility. The plumbing and connections shall be properly prepared to receive the installation of such meters to the approval of and without expense to the Utility.
12. **METER READERS:** Each meter reader shall be provided with an official identification, which he/she shall exhibit on request.
13. **ACCESS TO CUSTOMER'S PREMISES:** Representatives of the Utility shall have right of access to all parts of a customer's property or premises at all reasonable hours for the purpose of inspecting any water pipes or fittings, or appliances, or discontinuing service, or for the purpose of installing, removing, repairing, reading or inspecting meters. The Utility shall have the right to suspend service to any customer who refuses such access.
14. **LOCATION OF METERS:** The Utility shall have the right to refuse service to, or suspend the service of, any customer who does not provide a place, which, in the opinion of the Utility, is suitable for the meter. It should be in the building served, at or near the point of entry of the service pipe, in a place where it can be easily read and where it will not be

exposed to freezing temperatures.

Where the premises of a customer are of such a nature that a meter cannot be properly installed in a building or if the building is not sufficiently frost-proof as to guarantee the safety of the meter, the Utility may order the construction of a suitable frost-proof box in which the meter can be installed. Service to such premises may be refused or suspended until such a frost-proof box approved by the Utility is installed.

15. **DAMAGE TO WATER METERS:** Each customer shall be responsible for the meter equipment installed on his service and shall protect it. The Customer shall be liable for any damage to the meter resulting from carelessness, hot water or steam, or the action of frost or from any other cause not the fault of the Utility or its employees. The cost to the Utility occasioned by such damage to the meter shall be paid by the customer. If after the rendering of a bill by the Utility to the customer for such cost the same is not paid within 40 days from the date rendered, the supply of water to the customer concerned may be suspended until all charges are paid.
16. **METER TESTING.** On the request to have their meter tested, the Utility may charge the sum of \$100.00 to defray, in part, the cost of making the test for meters up to 1 ½ inch in size. In the case of meters 1-1/2 inches and larger, the actual cost of the test will be paid by the customer. If the test shows that the meter is over registering by more than one and one half percent (1 ½%) for positive displacement meters and three percent (3%) for turbine or compound meters, the sum so deposited will be refunded to the customer.
17. **PLUMBING TO BE SATISFACTORY:** All plumbing, pipes and fittings, fixtures, and other devices for conveying, distributing, controlling, or utilizing water which are used by a customer and are not the property of the Utility, shall be installed in the manner provided by the Regulations of and be approved by the proper official of the Town of Oxford as set out in the Town's By-Laws. The water shall not be turned on (except for construction or testing purposes) until the applicant for service has satisfied the Utility that these requirements have been met. The supply of water may be discontinued to any customer at any time if, in the opinion of the proper official of the Town of Oxford representing the Utility, the plumbing, pipes, fittings, fixtures, or other devices as hereinbefore mentioned, or any of them, fail to comply with the above requirements, or if any part of the water system of such customer or the meter is in any unsuitable, dirty, unsanitary or inaccessible place. Service shall not be re-established until such condition is corrected to the satisfaction of the Utility.
18. **REMOTE REGISTERING WATER METERS:** When a remote registering water meter is installed on a customer's premises under a general outside register installation program of the Utility, then the cost of the meter and its installation shall be paid by the Utility. The meter shall become the property of the Utility which shall become responsible for its operation, maintenance and replacement. Any damage to the meter caused by the negligence or wrongful acts or omissions by the customer, his agents or members of his family, shall be paid for by the customer, and the failure by the customer to make the payment shall entitle the Utility, after making a forty day written demand for the payment,

to disconnect the water service to the customer.

**19. CROSS CONNECTION CONTROL & BACKFLOW PREVENTION:**

(a) No owner, consumer, customer or other person hereinafter collectively referred to in this rule and regulation as “person” shall connect, cause to be connected, or allow to remain connected to the water system, or plumbing installation, without the express written consent of the Utility, any piping fixtures, fittings container or appliance in a manner which, under any circumstances, may allow water, wastewater, or any other liquid, chemical or substance, to ingress or egress the water system.

(b) Where, in the opinion of the Utility, there may be a risk of contamination to the potable water system, notwithstanding the provisions of subparagraph (a), the Utility may require the customer, at the customers sole cost and expense, to install at any point on the customers water service connection or water service pipe, one or more backflow prevention (BFP) devices, which devices shall be of a quality and type approved by the Utility.

(c) All BFP devices shall be maintained in good working order. Such devices must be inspected and tested by a certified tester, approved by the Utility, at the expense of the customer. Such inspections shall take place upon installation, and thereafter annually, or more often if required by the Utility. The customer shall submit a report in a form approved by the Utility on any or all tests performed on a BFP device within 30 days of a test. A record card shall be displayed on or adjacent to the BFP device on which the tester shall record the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the tester’s initials, the tester’s name, the name of his employer, and the tester’s license number.

(d) Installation, maintenance, field-testing and selection of all BFP devices shall fully conform to the latest revision of CSA B64.10 and CSA B64 series.

(e) The owner, consumer, customer or other person hereinafter collectively referred to in this rules and regulation as “person” shall immediately notify the Utility of any failure of the Cross Connection Control & Backflow Prevention Devise as soon as they are aware of such a failure whether or not it resulted in a backflow to the Utility’s water system.

(f) In the event of any breach, contravention or non-compliance by a person of any of the provision and regulations in a sub-paragraphs (a),(b),(c) or (d) the Utility may:

(i) suspend water service to such person, or

(ii) give notice to the person to correct the breach, contravention or non-compliance within 96 hours, or a specified lesser period. If the person fails to comply with such notice, the Utility may immediately thereafter suspend water service to such person.

20. **DANGEROUS CONNECTIONS:** No connection shall be permitted to any installation; equipment or source in such a manner as may allow any contamination to pass from such installation, equipment or source into the Utility's water supply system. If any such connection exists the Utility may discontinue the supply of water to such customer.
21. **PROHIBITED DEVICES:** Service may be refused or suspended by the Utility to any customer who installs or uses any device or appurtenance, as, for example, booster pumps, quick-opening or quick-closing valves, flushometers, water operated pumps or siphons, standpipes, or large outlets which may occasion sudden large demands of short or long duration, thereby requiring oversize meters and pipe lines, or affect the stability or regulation of water pressure in the Utility's system. Permission to install or use any such device or appurtenance must be obtained from the Utility, which permission shall specify what special arrangements, such as elevated storage tanks, surge tanks or equalizing tanks, etc., must be provided by the customer.
22. **IMPROPER USE OR WASTE OF WATER:** No customer shall permit the improper use or waste of water, such as providing water to more than one single family dwelling and /or apartment building from a single service, nor shall they sell or give water to any person except upon such conditions and for such purposes as may be approved in writing by the Utility.
23. **SERVICE PIPES:** Upon receipt of an application for service to any premises located on any portion of a street through which portion a main water pipe is laid and which premises are not already provided with water service, the Utility shall install a service pipe which it considers to be of suitable size and capacity from the water main to the street line. No pipe smaller than 3/4" in diameter shall be laid for any service.

The cost of supplying and laying a 3/4" service pipe and fittings between the main pipe and the street line shall be paid for by the Utility. The necessary excavation for the laying of the service pipe, backfilling and replacement of the street and sidewalk surfaces from the water main in the street to the premise shall be the responsibility of the applicant for all water service and all such work shall be performed without cost to the Utility.

The excavation may be the same excavation as is used for the sewer service pipe providing the minimum horizontal and vertical separation between the water and sewer pipes can be obtained. If the separation distances cannot be obtained a separate excavation for the water service pipe shall be provided. In either case the excavation and backfilling and replacement of the street and sidewalk surfaces is to be provided by the applicant without cost to the Utility.

For services larger than 3/4" the whole cost shall be borne by the customer, less the cost of a 3/4" service from the main to the street line.

Should any person make application for more than one service to his premises, the decision as to the necessity of the additional service shall be made by the Utility, and if the additional service is installed, the total cost thereof from the main to the customer's

premises shall be paid by such applicant.

All services must be installed in accordance with the Rules and Regulations of the Town and to the satisfaction of the Utility.

When a service has been installed without objection from the customer as to the location of the same, no subsequent removal of or alteration to the position of the pipe shall be made except at the expense of the customer requesting such removal or alteration.

24. **REPAIRS TO SERVICES:** If a leak or other trouble occurs it shall be repaired as soon as possible. If the leak or trouble occurs in a service line providing non-fire protection water supplies between the main and the property line it shall be repaired by the Utility at its expense. If the leak or trouble occurs elsewhere in a service line providing non-fire protection water supplies, it shall be repaired by the customer at his/her expense.

If the leak or trouble occurs in a service line which provides private fire protection services (sprinkler or hydrant) it shall be repaired by the customer at his expense.

The Utility may make such repairs for any customer provided the customer agrees to pay the cost of same. When required, each customer desiring the Utility to do such work shall deposit with the Utility a sum equal to the estimated cost of the work.

If a leak occurs on the customer's portion of his service pipe and, after being notified of same, he refuses or unduly delays to have repairs made, the Utility may discontinue the supply of water to such service pipe if, in its opinion, such action is necessary in order to prevent wastage of water. The Utility shall notify the customer affected of its intention to discontinue such supply.

25. **UNAUTHORIZED EXTENSIONS, ADDITIONS OR CONNECTIONS:** No person shall, without the written consent of the Utility, make or cause to be made any connections to any pipe or main or any part of the water system or in any way obtain or use water therefrom in any manner other than as set out in these Regulations. Any unauthorized connection shall be subject to removal by the Utility. The cost of the removal including labour and materials and an estimate of the water used together with a \$200 service charge shall be paid by those who made the unauthorized connection.

26. **SEASON FOR LAYING PIPES:** The Utility shall not be required to lay any pipe at any season of the year or at any time which, in its opinion, is not suitable.

27. **PRIVATE FIRE PROTECTION:** Fire protection lines within buildings shall be installed so that all pipes will be open and readily accessible for inspection at any time, and no connection for any purpose other than fire protection shall be made thereto. Unless approved by the Utility in writing, no fire protection line shall be connected in any way to a metered service. Responsibility for the installation and maintenance of all privately owned fire protection systems, including fire protection lines, sprinkler systems and hydrants shall be the responsibility of the owner. The Utility must be notified three weeks in advance by

the property owner of any testing of the fire protection lines or sprinkler system or private hydrant, and the Utility may require the owner to pay for the insertion of an advertisement in a local newspaper notifying the public of such testing.

28. **LIABILITY OF UTILITY:** The Utility shall not be deemed to guarantee an uninterrupted supply or a sufficient or uniform pressure and shall not be liable for any damage or injury caused or done by reason of the interruption of supply, variation of pressure or on account of the turning off or turning on of the water for any purpose.
29. **INTERFERENCE WITH UTILITY PROPERTY:** No person, unless authorized by the Utility in writing, shall draw water from, open, close, cut, break, or in any way injure or interfere with any fire hydrant, water main, water pipe, or any property of the Utility or obstruct the free access to any hydrant, stop cock, meter, building, etc., provided, however, that nothing in this paragraph contained shall be deemed to prevent an officer or member of the Fire Department engaged in the work of such Department, from using any hydrant or other source of water supply of the Utility for such purpose.
30. **SUSPENDING SERVICE FOR VIOLATION:** Whenever, in the opinion of the Utility, violation of any of these Rules and Regulations is existing or has occurred, the Utility may cause the water service to be suspended from the premises where such violation has occurred or is existing and may keep the same so suspended until satisfied that the cause for such action has been removed.
31. **RESUMPTION OF SERVICE:** In all cases where water service has been suspended for violation of any of these rules, service shall not be restored until the cause for violation has been removed.
32. **SPRINKLER SERVICE MAINS AND HYDRANT SYSTEM:** The customer shall be responsible for the cost of installing and maintaining a sprinkler service pipe from the main in the street to the building. It shall include a proper size control valve so that the service may be shut off if necessary. If requested by the applicant, a domestic service pipe may be connected to the sprinkler service pipe, but only if it is connected outside the building foundation wall and is provided with an approved shutoff valve located outside the building to permit control of the domestic service pipe without the necessity to enter the building. Before any domestic service pipe is connected to a sprinkler service pipe, the applicant must obtain approval from the appropriate authority and provide the Utility with a certified copy of such approval. The utility shall supervise the installation of same. When the private fire protection system includes private hydrants, these hydrants must be flushed during the Utility's regular flushing periods, under the supervision of the Utility's personnel. These hydrants shall be maintained in a manner, or on a regular basis as approved by the Utility. Fire protection lines within buildings shall be so installed that all pipes will be open and readily accessible for inspection at any time and no connection other than for fire protection shall be made thereto.

The location and spacing of hydrants in new construction shall be installed in accordance with the Town of Oxford's Subdivision Regulations. All hydrants in the water system,

including those on transmission mains, are available for fire protection.

33. **DEPOSITS IN ADVANCE:** Whenever a customer requests the Utility to do work for which the customer is required to pay and the Utility agrees to do the work, the customer shall deposit with the Utility, before the work is started, a sum of money equal to the Utility's estimate of the probable cost of said work. When the actual cost is determined an adjustment in the payment shall be made. Water service shall not be established by the Utility until all charges are paid in full.
34. **PRESSURE REDUCING VALVES:** Where, in the opinion of the Utility, it is necessary for proper water service, a customer shall install on the service pipe, between the meter and the shut off valve on the supply side of the meter, a pressure reducing valve of a type satisfactory to the Utility. The customer shall be responsible for the cost of installing and maintaining the pressure reducing valve at all time.
35. **PRESSURE RELIEF VALVES:** Whenever a pressure reducing valve has been installed by a customer in accordance with Regulation 34, the customer shall, for his own safety and protection, install on his hot water boiler and any other hot water heating device connected to the building's plumbing system, a pressure relief valve of an approved type, as well as an approved temperature limiting device. It shall be the customer's responsibility to maintain and keep in service the pressure relief valve at all times.
36. **EXTENSIONS:** Any owner of property situated on a street or highway in which no water main has been laid (or where the main has been laid, but has not been extended to the point opposite the owner's property), may make application to the Utility requesting permission to have such a servicing extension carried out. The Utility would review the application and either give approval in principle for the extension, or advise the property owner that the extension is not feasible, and will provide the owner with the reason for refusing permission.

After the Utility has applied for and received the approval of the NS Utility and Review Board and approval in principle has been granted, the owner may sign a contract with the Utility requesting that the Utility install the water extension at the owner's expense, or the owner may have the water line extended by a private contractor approved by the Utility. Where the latter is done, the extension must be designed and the construction supervised by a registered professional engineer with the design being approved by the Utility.

In any event, the cost of the extension shall be paid fully by the owner and the ownership of the water line shall be turned over to the Utility before any water services are connected to the extended line.

After the water line has been turned over to the Utility, it shall become a part of the water utility and all of these regulations affecting the operation of the Utility shall apply.

37. **DEPOSITS IN ADVANCE:** When a customer requests the Utility to do work for which they are required to pay and the Utility agrees to do the work, the Utility may require, before

the work is started, a sum of money equal to the Utility's estimate of the probable cost of said work. When the actual cost is determined an adjustment in the payment shall be made. Regular service shall not be established by the Utility until all charges are paid in full.

38. **CURB STOP/CONTROL VALVE SERVICE BOX:** The curb stop/control valve service box housing the customers control valve shall be exposed for access by the Utility at all times. The Utility requires all curb stop/control valve service boxes and/or valves to be fully exposed and adjusted to final landscape grade before the installation of a customer's water meter. The customer shall not make any adjustments to the service box. Any adjustment to the service box requested by the customer shall be carried out by the Utility and paid for by the customer.

The customer shall ensure the curb stop/control valve service box and/or the valve box is exposed at all times. In the event that the curb stop/control valve service box is buried, paved over, back-filled or damaged as a result of carelessness, willful obstruction or any other occurrence that, in the opinion of the Utility, results in the requirement for the Utility to expose, re-expose, adjust or repair the curb stop /control valve service box, it shall be at the customer's expense. The Utility may undertake such activities as it deems necessary to gain access to the premises curb stop/control valve service box without expense to the Utility. When such action is undertaken, the reinstatement of the road, right-of-way, driveway, sidewalk, curb or landscape will be charged back to the customer if such activity is undertaken by the Utility.

39. **WATER CONSERVATION DIRECTIVES:** The Utility may enact conservation of water directives to its customers if in the opinion of the Utility such directives will permit the Utility to provide a reliable, continuous water supply to all customers served by the Utility. During such times as these directives may be enacted, customers who do not comply with the directives may have their water supply suspended until the customer agrees to comply with the directive or upon suspension of the water conservation directive, whichever occurs first. In the event that the water is temporarily suspended for non-compliance of a water conservation directive, the cost of turning on the service will be billed to the customer.