

**WATER AND SEWER UTILITIES
APPLICATION FOR APPROVAL OF ACTION(S)
TO ADDRESS REVENUE DEFICIT**

MUNICIPALITY NAME:

Submitted by

Date:

1. Attachments Required:		Check box
i.	Statement of reasons for the deficit.	
ii.	Copy of financial statements for year of deficit.	
iii.	Copy of deficit year budget with actual results.	
iv.	Copy of current year budget.	
v.	Council Resolution(s) with respect to deficit.	
vi.	Report on water supply quality (does it meet provincial standards?)	
vii.	Statement on rate adequacy.	

2. Details of Deficits, etc.		Amount
i.	Revenue Deficit Year:	
ii.	Amount of Revenue Deficit:	
iii.	Accumulated Surplus (Deficit) at December 31 of prior year:	
iv.	Utility Reserve Fund Balance at December 31 of prior year:	

3. Proposed approach to addressing deficit:		Amount
i.	Increase rates over 1, 2 or 3 years in the amount of: respectively, and/or	1. 2. 3.
ii.	Draw-down from the accumulated cash surplus account of the utility in the amount of: and/or	
iii.	Withdrawal from reserves: and/or	
iv.	Tax levy against ratepayers in the full amount of the deficit: or	
	Tax levies against ratepayers in the calendar year commencing _____ in the amount of:	
	Year 1	
	Year 2	
	Year 3	

By attachment, please provide rationale for proposed approach if other than Option i. Please outline justification with particular respect to the objectives of fairness, transparency, conservation and intergenerational equity.

4. Background Information:		
i.	Effective Date of last rate revision:	
ii.	Current rate structure: Please attach: a) details on current rate structure (flat rates or metered) and minimum quarterly charge, if any; and, b) an indication of rate increases on flat rates or minimum quarterly bills in the last five years.	
iii.	Recent prior revenue deficits:	
		Year
		Amount
iv.	Expected date of next rate review	

5. Other Basic information:		
i.	Total number of ratepayers, last calendar year:	
ii.	Capital expenditures:	
	Prior fiscal year	\$
	Forecast for current year (10-year forecast, if available)	\$
iii.	Unaccounted water, as a percentage of total production:	
	Prior year	%
	Forecast, current year	%
	(If in excess of 10%, please indicate factors resulting in unaccounted water and proposed actions to reduce.)	

Send to: The Public Utilities Board	Or email to:
400 – 330 Portage Avenue Winnipeg MB R3C 0C4 CANADA	publicutilities@gov.mb.ca