

# Rule 025

## Administration Fee

This rule as amended was approved by the Alberta Utilities Commission on March 26, 2013 and is effective immediately.

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## 1 Definitions

In this rule

- (a) administration fee means the administration fee as defined in Section 70 of the *Alberta Utilities Commission Act*;
- (b) billable site refers to a site identified in the site cycle catalogue file for an electric distribution utility or gas distribution utility under AUC Rule 004: *Alberta Tariff Billing Code Rules* ;
- (c) Commission means the Alberta Utilities Commission as defined in the *Alberta Utilities Commission Act*;
- (d) fiscal year means the Commission's fiscal year which is from April 1 of one year to March 31 of the subsequent year;
- (e) ISO refers to the Independent System Operator established under the *Electric Utilities Act*; and
- (f) utility means a utility listed in Schedule A.

## 2 Classes

For purposes of determining the amounts payable by each utility and the Independent System Operator under this rule, the following two classes and categories are established:

- (a) Class 1 is comprised of utilities and the Independent System Operator which fall within the following categories:
  - Category 1 – gas transmission
  - Category 2 – gas distribution
  - Category 3– electricity distribution
  - Category 4– Independent System Operator on its own behalf and on behalf of transmission facilities owners.
- (b) Class 2 is comprised of the Independent System Operator on behalf of wholesale electric market participants.

## 3 Determination of administration fee

- (1) The Commission estimates its net expenditures for the portion of the fiscal year that runs from April 1 to December 31 and allocates a portion of those expenditures to Class 1 and Class 2 based on the services provided to each class for that part of the year.

- (2) The Commission estimates its net expenditures for the portion of the fiscal year that runs from January 1 to March 31 and allocates a portion of those expenditures to Class 1 and Class 2 based on the services provided to each class for that part of the year.
- (3) The Commission allocates the expenditures within Class 1 to each category based on the services provided to each category, and
  - (a) for Category 1, the administration fee is the amount set out by the Commission in the order to pay;
  - (b) for Categories 2 and Category 3, for each year, the billable site count taken from the February 28 site cycle catalogue file posted on each utility's website on that date is used in determining the administration fee for each utility;
  - (c) for Category 4, the administration fee is the amount set out by the Commission in the order to pay.

#### **4 Exemption**

A utility which has a revenue requirement of less than \$1 million and has fewer than 30,000 customers is exempt from the payment of the administration fee for utilities.

#### **5 Wholesale electric market**

For purposes of Class 2, the administration fee as set out by the Commission in the order to pay is for services provided to market participants related to the filing of Independent System Operator rules or reliability standards, processing of objections or complaints about Independent System Operator rules or reliability standards, processing of applications for an order permitting preferential sharing of records, proceedings regarding notices of specified penalties and notices of administrative penalties, complaints about the conduct of the Independent System Operator or the conduct of the Market Surveillance Administrator, and the processing of applications for the construction or alteration and operation of power plants, and industrial system designations. Also, services are provided to market participants respecting Commission rules on load settlement, exchange of information between market participants, and the responsibilities of market participants.

#### **6 Order to pay**

The Commission orders each utility listed in Schedule A and the Independent System Operator to pay the amount of the administration fee, in the manner, set out in the order to pay issued by the Commission to it.

## 7 Late payment

Where a utility or the Independent System Operator fails to make payment of the administration fee in accordance with an order, the Commission may impose a penalty, equal to the total amount calculated for each period, under Schedule B.

## 8 Appeal

- (1) A utility to which an order to pay is issued pursuant to Section 6 may appeal the order, in whole or in part, to the Commission, by filing electronically with the Commission a notice of appeal within 30 days of the mailing date shown on the order, on the grounds that
  - (a) the billable site count set out in the order to pay is incorrect; or
  - (b) an error was made in issuing an order to pay to the utility where the utility was not subject to an administrative fee.
- (2) The notice of appeal shall be signed by the appellant and shall set out the name of the appellant, the name of the agent of the appellant, if any, the grounds and particulars of the appeal, and the address including email to which further correspondence concerning the appeal shall be sent.
- (3) Where a utility appeals an order to pay to the Commission, the utility must pay the administration fee set out in the order to pay in accordance with Section 6.
- (4) If the Commission on appeal changes the amount of the administration fee and the amount is less than the amount paid the Commission shall reimburse the difference without interest.

## Schedule A

<b>Class 1</b>
<b>Category 1- Gas transmission</b>
ATCO Gas and Pipelines Ltd. (ATCO Pipelines - Gas Transmission)
<b>Category 2 – Gas distribution</b>
ATCO Gas and Pipelines Ltd. (ATCO Gas - Gas Distribution)
AltaGas Utilities Inc.
<b>Category 3 – Electric distribution</b>
ENMAX Power Corporation
EPCOR Distribution & Transmission Inc.
FortisAlberta Inc.
ATCO Electric Ltd.

**Schedule B**

<p><b>Number of days the administration fee is unpaid. The days are counted from the day after the payment is to be received by the Commission to the day payment is received.</b></p>	<p><b>Penalty determination</b></p>
<p>Period 1 one to 15 days</p>	<p>Penalty is determined using the following calculation:</p> $A \times B \times C$ <p>where</p> <p>A is the unpaid administration fee amount</p> <p>B is the prime business interest rate taken from the Bank of Canada website effective on the date of issue of the order to pay plus 10 per cent. This amount is converted to a daily rate.</p> <p>C is the number of days the administration fee is unpaid, to a maximum of 15 days</p>
<p>Period 2 16 to 30 days</p>	<p>Penalty is determined using the following calculation:</p> $A \times B \times C$ <p>where</p> <p>A is the unpaid administration fee amount</p> <p>B is the prime business interest rate taken from the Bank of Canada website effective on the date of issue of the order to pay plus 20 per cent. This amount is converted to a daily rate.</p> <p>C is the number of days the administration fee is unpaid less 15 days, to a maximum of 15 days</p>

<p>Period 3 31 to 45 days</p>	<p>Penalty is determined using the following calculation:</p> $A \times B \times C$ <p>where</p> <p>A is the unpaid administration fee amount</p> <p>B is the prime business interest rate taken from the Bank of Canada website effective on the date of issue of the order to pay plus 30 per cent. This amount is converted to a daily rate.</p> <p>C is the number of days the administration fee is unpaid less 30 days, to a maximum of 15 days</p>
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