



STAFF REPORT TO COMMITTEE

DATE OF REPORT October 11, 2023
MEETING TYPE & DATE Electoral Area Services Committee of December 20, 2023
FROM: Utilities Division
Operations Department
SUBJECT: The Cottages at Marble Bay Water System Inclusion Request
FILE: 3720-55

PURPOSE/INTRODUCTION

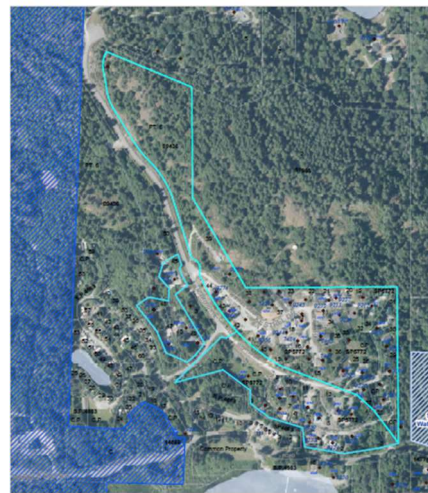
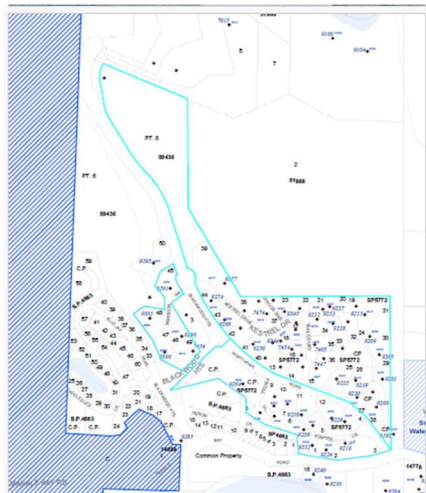
The purpose of this report to provide information regarding a request from the Cottages at Marble Bay in Area I, to conduct a feasibility study to determine the possibility of joining the Bald Mountain Water system.

RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the review for possible inclusion for Strata 5772, Cottages at Marble Bay to join Bald Mountain Water system proceed in fall of 2024;
2. That the grant application to the Provincial Infrastructure Planning Grant Program be prepared for this water system feasibility study; and if successful be funded by \$10,000 grant and remainder by Strata system funds; and
3. If grant is unsuccessful, be funded by up to \$10,000 from Electoral Area Feasibility Function 130 with the remainder by Strata system funds.

BACKGROUND



In 2021, the chairperson of the water research committee, from Strata 5772, the Cottages at Marble Bay, requested information regarding transfer of the water system to the CVRD or

inclusion of the water system in a CVRD system. The water system has been experiencing water shortages in summer months and looked to the CVRD for solutions.

In August 2023, the strata received support from 41 out of 50 residents to:

- a. carry out a feasibility study which would be conducted by a third-party company to determine the possibility of the Bald Mountain Utility's capacity to absorb VIS 5722, and what the estimated costs would be to tie in; and
- b. bring the feasibility study report back to the owners for a decision to move ahead.

They have forwarded the attached request (Attachment A), to the CVRD requesting a feasibility study and possible transfer of the system, if costs are supported by the Strata.

ANALYSIS

Land Use Service Comments

Lands are in growth containment boundary and designated Tourist Commercial.

Under the current OCP Bylaw 4270, the subject lands are designated Commercial, with a local area sub designation of Tourist Commercial. Under draft OCP Bylaw 4373, the subject lands are designated Tourist Commercial and within the growth containment boundary. Current and proposed draft OCP policies support servicing of parcels within the growth containment boundaries. Strategic Initiatives has no objections to this request for inclusion.

Utilities Service Comments:

CVRD Utilities Division owns and operates 36 water and sewer system, as well as small drainage, streetlighting, liquid waste plans and the Electoral Feasibility Study functions.

In 2018, the Electoral Area Services Committee approved the Acquisition Policy (Attachment B), for transfer of utilities to CVRD. Utilities is open to the transfer of new systems following Land Use Services approval, but limits transfer of existing utilities to 2 per year, with priority given to ones that have the ability to join another CVRD system.

There are currently 2 water systems planned for potential acquisition by the CVRD at this time. As well, a major expansion of the Mill Springs Sewer system, is underway with the potential of amalgamation of 4 sewer systems in 2024/25. Therefore, Utilities division would like to defer this request until the two water systems are resolved, possibly in 2024.

Another requirement of the Acquisition Policy is that a comprehensive assessment of the utility system be carried out by a qualified professional consistent with requirements established by the CVRD. Marble Bay strata has agreed to this condition.

As the strata trustees have requested inclusion to CVRD Bald Mountain water system, another consideration would be capacity of these systems. These issues and costs would be a part of the feasibility study.

FINANCIAL CONSIDERATIONS

Strata 5772, the Cottages at Marble Bay have provided the following resolution where *"the Strata Corporation approve the expenditure of up to \$22,000 from the contingency reserve fund for the purpose of covering the cost of carrying out a feasibility study which will be conducted by a third*

party company designated by the CVRD to determine firstly, the possibility of the Bald Mountain Water utility's capacity to absorb VIS 5772 and if so, what the estimated costs will be to tie in".

Provincial Infrastructure Study funding may be available to fund up to \$10,000 towards a \$15,000 feasibility study. The remainder of this study could be funded by the Strata.

The Electoral Area Feasibility Study function is another option to partially fund studies which could potentially lead to CVRD Systems. In the past, this function has funded water and sewer systems, as well as fire protection and micro energy projects. Once a function is created, it will pay the feasibility function back for the study. If a function is not created, the proponent is not expected to pay.

If the Provincial Infrastructure Study is unsuccessful, funds from this function up to \$10,000 could be allocated, with the remainder by the strata's reserve fund.

COMMUNICATION CONSIDERATIONS

Liaise with Strata 5772, the Cottages of Marble Bay.

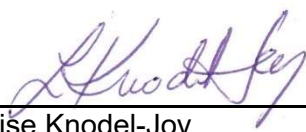
STRATEGIC/BUSINESS PLAN CONSIDERATIONS

The Corporate Strategic Plan includes an objective to demonstrate strong fiscal leadership. The recommended resolution provides a reliable essential service.

Referred to (upon completion):


- ☐ Community Services (*Cowichan Community Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Facilities & Transit*)
- ☐ Corporate Services (*Finance, Human Resources, Information Technology, Legislative Services*)
- ☐ Operations (*Utilities, Parks & Trails, Recycling & Waste Management*)
- ☐ Land Use Services (*Community Planning, Strategic Initiatives, Development Services, Building Inspection & Bylaw Enforcement*)
- ☐ Strategic Services (*Communications & Engagement, Economic Development, Emergency Management, Environmental Services*)

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Reviewed for form and content and approved for submission to the Committee:

Resolution:

☒ Corporate Officer

Financial Considerations:

☒ Chief Financial Officer

ATTACHMENTS:

Attachment A – Strata 5772, Cottages of Marble Bay Request

Attachment B – Acquisition Policy