



STAFF REPORT TO COMMITTEE

DATE OF REPORT February 9, 2024
MEETING TYPE & DATE Electoral Area Services Committee of April 17, 2024
FROM: Senior Engineering Technologist, Utilities Division
Operations Department
SUBJECT: Sewer Systems Regulatory and Management Amendment Bylaw
4531
FILE: 3900-30

PURPOSE/INTRODUCTION

The purpose of this report is to amend the rates for the Eagle Heights Sewer System within Schedule A of Cowichan Valley Regional District Bylaw No. 4232 – Sewer Systems Regulatory and Management Bylaw as per the approved 2024 budget and to amend language around capacity in the sewer system, in the management of all of the sewer systems.

RECOMMENDED RESOLUTION

That it be recommended to the Board that "CVRD Bylaw No. 4531 – Sewer Systems Regulatory and Management Amendment Bylaw, 2024", be considered for three readings and adoption.

BACKGROUND

As part of the approved 2024 budgets, Schedule A must be amended due to increased costs and deficits in the 2023 budget and minor housekeeping additions within classifications of users.

Language has been included defining when user fees for homes and suites commence in Section 5. Sewer Rates and Sewer Charges.

Further language has been included in Section 6. Sewer Connection Service; where sewer capacity will be "held" for a period of time, in the circumstances where a property owner holds capacity, but does not develop. CVRD wished to regulate this capacity so that if a development process, i.e. subdivision or rezoning is in place, the owner can hold capacity. If no development process is in place, and there is limited capacity in a system, the connection fees paid can be returned to the developer at original cost paid.

As well, some language has been added to Section 7.0 Extension to the Sewer System Service Area for properties requesting inclusion to the service area, whereby additional benefits or added capacity to the sewer system can result in a reduction in the sewer capacity charge as approved by CVRD Board.

ANALYSIS

In response to recent agreements and questions that have arisen, three sections of the bylaw have had some additions and clarifications, and have been vetted by CVRD lawyers.

Schedule A includes a separate section for each sewer utility system user fee rates. Proposed increases in the 2024 budget include:

Eagle Heights sewer user fees will be increased \$75 due to no operating reserves and recent years deficit budgets. Asset replacement costs and major Joint Utility Board (JUB) capital obligations are expected in the future. Eagle Heights has approximately \$658,315 in Capital Reserves and \$155,550 in Forcemain Reserves.

FINANCIAL CONSIDERATIONS

Eagle Heights sewer will be increased from \$525 to \$600 per year. There is no parcel tax in this function.

COMMUNICATION CONSIDERATIONS

Not applicable.

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*)

Prepared by:

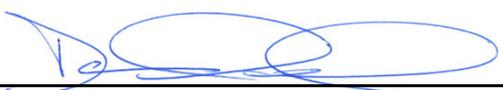


Louise Knodel-Joy
Senior Engineering Technologist

Reviewed by:



Vanessa Thomson, P. Eng.
Manager, Utilities Division



Darcy Mooney
General Manager, Operations
Department

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

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer

ATTACHMENTS:

Attachment A – Sewer Systems Management Amendment Bylaw 4531, 2024