



## Electoral Areas Services Committee Meeting Agenda

Wednesday, April 18, 2018  
Board Room  
175 Ingram Street, Duncan, BC

1:30 PM

---

### 1. APPROVAL OF AGENDA

### 2. ADOPTION OF MINUTES

M1. Electoral Area Services Committee Meeting of April 4, 2018

**Recommendation** That the minutes of the Electoral Area Services Committee meeting of April 4, 2018, be adopted.

### 3. BUSINESS ARISING FROM THE MINUTES

### 4. PUBLIC INPUT PERIOD

The purpose of the Public Input Period is to provide the public with an opportunity to comment on an agenda item before the Board / Committee / Commission considers the item. The Public Input Period Procedure Policy provides for the public input period to proceed in a timely fashion. Public Input Period items cannot include matters which are, or have been, the subject of a Public Hearing.

### 5. DELEGATIONS

### 6. CORRESPONDENCE

C1. Grant-in-Aid Request, Electoral Area B – Shawnigan Lake Re: South Cowichan Volleyball Club

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area Area B – Shawnigan Lake, in the amount of \$500 be provided to South Cowichan Volleyball Club to accommodate growth and expansion, resulting in more players and coaches being able to get involved.

C2. Grant-in-Aid Request, Area B – Shawnigan Lake Re: Rotary Club of South Cowichan

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area B – Shawnigan Lake, in the amount of \$500 be provided to the Rotary Club of South Cowichan to support Earth Day's litter clean-up.

C3. Grant-in-Aid Request, Electoral Area I – Youbou/Meade Creek Re: Lake Days

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$550 be provided to Lake Days to support the pancake breakfast.

C4. Grant-in-Aid Request, Electoral Area I – Youbou/Meade Creek Re: Cowichan Lake Lady of the Lake Society

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Cowichan Lake Lady of the Lake Society to assist with travel expenses.

C5. Grant-in-Aid Request, Electoral Area I – Youbou/Meade Creek Re: Lake Cowichan School

**Recommendation** That it be recommended to the Board that a Grant-in-Aid, Electoral Area Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Lake Cowichan School for a bursary for a graduating student residing in Electoral Area I – Youbou/Meade Creek.

## 7. INFORMATION

- IN1. 1. Electoral Area B – Shawnigan Lake Advisory Planning Commission Minutes – April 5, 2018; and  
2. Electoral Area G – Saltair/Gulf Islands Parks Commission Minutes – March 5, 2018.

**Recommendation** For information.

## 8. REPORTS

R1. March 2018 Building Inspection Report – Verbal Report from Ian MacDonald, Chief Building Inspector, Inspections & Enforcement Division

**Recommendation** For information.

R2. Application No. 01-E-17DVP (6039 Clements Road) – Report from Development Services Division

**Recommendation** That it be recommended to the Board that Application No. 01-E-17DVP (6039 Clements Road) to vary Section 5.2(e) of Zoning Bylaw No. 1840, to increase the maximum permitted area of an accessory building from 100 m<sup>2</sup> to 149 m<sup>2</sup> be approved subject to a rock pit or, similar storm water surge retention facility, of more than 1 m<sup>3</sup>, be installed at the northern drainage outfall prior to issuance of a building permit.

R3. Application No. DP18B01 (3260 Riverside Road) – Application from Development Services Division

**Recommendation** That it be recommended to the Board:  
1. That Development Permit Application No. DP18B01 (3260 Riverside Road) be approved; and  
2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of the development permit guidelines of Official Community Plan Bylaw No.3510.

R4. Special Event Permit Application – Cittaslow Cowichan Bay – Report from Parks & Trails Division

**Recommendation** That it be recommended to the Board that the Special Event Permit Application from Cittaslow Cowichan Bay to host a "Dinner in White" in Hecate Park on Sunday, August 12, 2018, be approved once conditions of the permit are met by the applicant.

R5. Proposed Cobble Hill Village Sewer System Service – Report from Water Management Division

**Recommendation** That it be recommended to the Board that a bylaw be prepared to establish the Cobble Hill Village Sewer System Service Area within a portion of Electoral Area C – Cobble Hill to provide for upgrades to the Twin Cedars and Cobble Hill Sewer System Services including the Cobble Hill Wastewater Integration and Re-use Upgrade project.

R6. Eagle Heights Sewer Inclusion Request – 2654/2664 Corfield Road – Report from Water Management Division

- Recommendation** That it be recommended to the Board:
1. That the Certificate of Sufficiency confirming that a sufficient petition requesting inclusion into the Eagle Heights Sewer System Service Area be received;
  2. That CVRD Bylaw No. 1926 – Eagle Heights Sewer System Service Establishment Bylaw, 1999, be amended to include the property described as PID 029-070-627, Lot 1, Section 12, Range 8, Quamichan Land District, Plan EPP 30732;
  3. That amendment bylaws be forwarded to the Board for consideration of three readings and upon completion of an OCP exemption of PID 029-070-627 and payment of connection fees, be considered for adoption.

R7. Consolidated Water Systems Management Bylaw – Report from Water Management Division

- Recommendation** That "CVRD Bylaw No. 4160 – CVRD Water Systems Management Bylaw, 2018", be forwarded to the Board for consideration of three readings and adoption.

R8. Consolidated Sewer Systems Management Bylaw – Report from Water Management Division

- Recommendation** That "CVRD Bylaw No. 4161 – CVRD Sewer Systems Management Bylaw, 2018", be forwarded to the Board for consideration of three readings and adoption.

R9. Budget Amendment Function 576 – Utilities – Report from Water Management Division

- Recommendation** That it be recommended to the Board that the 2018 budget for Function 576, Engineering Utilities be amended to:
1. Increase Grant – Provincial Conditional by – by \$2,200,000
  2. Increase Capital Project – Cobble Hill Sewer – by \$1,200,000
  3. Increase Capital Project – Mill Bay Sewer - \$1,000,000
  4. Increase transfer from community works gas tax Phase 2 – by \$17,500
  5. Increase asset management – condition assessment by \$17,500
  6. Increase transfer from operational reserve – by \$8,050
  7. Increase heavy vehicle (7324) insurance by \$800
  8. Increase heavy vehicle (7324) purchased repairs by \$300
  9. Increase heavy vehicle (7324) purchased maintenance by \$300
  10. Increase heavy vehicle (7324) fuel and lubricants by \$200
  11. Increase heavy vehicle (7324) vehicle and equipment parts by \$500
  12. Increase heavy vehicle (7324) tires by \$1000
  13. Increase electrician vehicle (7325) insurance by \$1,575
  14. Increase electrician vehicle (7325) purchases repairs by \$150
  15. Increase electrician vehicle (7325) purchased maintenance by \$250
  16. Increase electrician vehicle (7325) fuel and lubricants by \$1,750
  17. Increase electrician vehicle (7325) vehicle and equipment parts by \$125
  18. Increase electrician vehicle (7325) tires by \$1,100.

R10. 2018 Budget Amendments – Utilities – Report from Water Management Division

- Recommendation** That it be recommended to the Board:
1. That the 2018 budget for Function 553, Cowichan Bay Street Lighting be amended to:
    1. Increase deficit by \$125;
    2. Increase transfer from operational reserves by \$68; and
    3. Decrease contingency by \$57.
  2. That the 2018 budget for Function 556, Cobble Hill Street Lighting be amended to:
    1. Increase deficit by \$791;
    2. Increase transfer from operational reserves by \$615;

3. Decrease repairs and maintenance by \$89; and
4. Decrease electricity by \$87.
- 3.** That the 2018 Budget for Function 581, Sentinel Ridge Street Lighting be amended to:
  1. Increase deficit by \$1,280; and
  2. Increase transfer from operational reserves by \$1,280.
- 4.** That the 2018 Budget for Function 583, Twin Cedars Street Lighting be amended to:
  1. Increase deficit by \$1,377;
  2. Decrease contingency by \$1,377;
  3. Increase contract electrical repairs by \$2,787; and
  4. Increase gas tax reserves by \$2,787.
- 5.** That the 2018 Budget for Function 585, Arbutus Mountain Estates Street Lighting be amended to:
  1. Increase deficit by \$907; and
  2. Increase transfer from operational reserves by \$907.
- 6.** That the 2018 Budget for Function 601, Satellite Park Water System be amended to:
  1. Increase transfer from gas tax reserves by \$3,182 and
  2. Increase minor capital by \$3,182.
- 7.** That the 2018 Budget for Function 603, Douglas Hill Water System be amended to:
  1. Increase deficit by \$4,714;
  2. Decrease contingency by \$4,714
  3. Increase transfer from gas tax reserves (Phase 2) by \$3,182; and
  4. Increase minor capital by \$3,182.
- 8.** That the 2018 Budget for Function 605, Arbutus Mountain Water System be amended to:
  1. Increase deficit by \$1,768;
  2. Increase transfer from operational reserves of \$1,768;
  3. Increase transfer from gas tax reserves ( phase 1) by \$3,182; and
  4. Increase minor capital by \$3,182.
- 9.** That 2018 Budget for Function 608, Fern Ridge Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182; and
  2. Increase minor capital by \$3,182.
- 10.** That 2018 Budget for Function 613, Dogwood Ridge Water System be amended to;
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  2. Increase minor capital by \$3,182.
- 11.** That the 2018 Budget for Function 615, Arbutus Ridge Water System be amended to:
  1. Increase deficit by \$354; and
  2. Decrease contingency by \$354.
- 12.** That 2018 Budget for Function 616, Carlton Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182; and
  2. Increase minor capital by \$3,182.
- 13.** That the 2018 Budget for Function 617, Shellwood Water System be amended to:
  1. Increase deficit by \$4,711;
  2. Decrease contingency by \$2,057;
  3. Decrease supply – consultants by \$2,000;
  4. Decrease transmission & distribution – rentals by \$654;
  5. Increase transfer from gas tax reserve (Phase 1) by \$3,182 and
  6. Increase minor capital by \$3,182.
- 14.** That the 2018 Budget for Function 620, Mesachie Lake Water System be amended to:
  1. Increase deficit by \$2,181;
  2. Decrease contingency by \$1,181;
  3. Decrease transmission - rentals by \$500;
  4. Decrease transmission - supplies by \$500;
  5. Increase transfer from operational reserves by \$22,527;

6. Increase source of supply - consultants by \$22,527;
7. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
8. Increase minor capital by \$3,182.
- 15.** That the 2018 Budget for Function 670, Cherry Point Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  2. Increase minor capital by \$3,182.
- 16.** That the 2018 Budget for Function 690, Kerry Village Water System be amended to;
  1. Increase transfer from operating reserve by \$14,000;
  2. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  3. Increase minor capital by \$17,182.
- 17.** That the 2018 Budget for Function 705, Arbutus Mountain Drainage System be amended to:
  1. Increase deficit by \$506 and
  2. Decrease contingency by \$506;
- 18.** That the 2018 Budget for Function 707, Lanes Road Drainage System be amended to:
  1. Increase deficit by \$166; and
  2. Decrease supplies by \$166.
- 19.** That the 2018 Budget for Function 800, Cowichan Bay Sewer System be amended to:
  1. Increase deficit by \$2,586;
  2. Decrease contingency by \$586; and
  3. Decrease sewage collection – contract hydro/camera by \$2,000.
- 20.** That the 2018 Budget for Function 802, Sentinel Ridge Sewer System be amended to:
  1. Increase deficit by \$1,252;
  2. Decrease contingency by \$696;
  3. Decrease sewage treatment – UV by \$300; and
  4. Decrease sewage treatment – electrical repairs by \$256.
- 21.** That the 2018 Budget for Function 803, Twin Cedars Sewer System be amended to:
  1. Increase deficit by \$9,407;
  2. Decrease contingency by \$4,731
  3. Decrease sewage collection – rentals machinery & equipment by \$300,
  4. Decrease sewage collection – supplies by \$600;
  5. Decrease sewage treatment – R & M by \$500;
  6. Decrease sewage treatment – rentals machinery & equipment by \$500;
  7. Decrease sewage treatment – UV system by \$400;
  8. Decrease sewage treatment – supplies by \$876;
  9. Decrease disposal field – R & M by \$500;
  10. Decrease disposal field – rentals machinery and equipment by \$500
  11. Decrease disposal field – parts/supplies by \$500;
- 22.** That the 2018 Budget for Function 805, Arbutus Mountain Sewer System be amended to:
  1. Increase deficit by \$17,201;
  2. Decrease contingency by \$12,450,
  3. Decrease sewage collection - supplies by \$100;
  4. Decrease sewage treatment - lab testing by 500;
  5. Decrease sewage treatment - sludge removal by \$500;
  6. Decrease sewage treatment – electricity by \$3000;
  7. Decrease disposal field – rentals by \$500; and
  8. Decrease disposal field – part/supplies by \$151
  9. Increase recovery of costs by \$131,000 ; and
  10. Increase Capital – Engineering Structures by \$131,000.
- 23.** That the 2018 Budget for Function 815, Arbutus Ridge Sewer System be amended to:
  1. Increase deficit by \$39,707;
  2. Increase user fees by \$37,617;
  3. Decrease contingency by 2,340;

4. Increase licence and fees by \$10,000;
  5. Decrease sewage treatment – sludge removal by \$21,000;
  6. Increase sewage treatment – electricity by \$2,250;
  7. Increase disposal field – R&M by \$9,000;
- 24.** That the 2018 budget for Function 820, Eagle Heights Sewer System be amended to:
1. Increase deficit by \$7,301; and
  2. Decrease contingency by \$7,301; and
- 25.** That the 2018 budget for Function 850, Kerry Village Sewer System be amended to:
1. Increase transfer from gas tax reserves (Phase 1) of \$3,182 and
  2. Increase minor capital by \$3,182.

R11. Community Works Fund 2018 Update – Report from General Manager, Engineering Services Department

- Recommendation** That it be recommended to the Board:
1. That \$44,000 of Community Works Fund unallocated funding remaining be approved for Condition Assessments in Function 279 Parks and Trails.
  2. That the Community Works Fund earned interest be pooled with the Community Works Fund Reserve to be made available for priority projects related to existing Cowichan Valley Regional District infrastructure.

R12. Maps Related to Cannabis Zoning – Verbal Report from Mike Tippett, Manager, Community Planning Division

- Recommendation** For information.

R13. Directors Report from Sierra Acton Re: Unsightly Premises in Electoral Area B – Shawnigan Lake

- Recommendation** For direction.

## **9. UNFINISHED BUSINESS**

### **10. NEW BUSINESS**

### **11. QUESTION PERIOD**

Questions shall be addressed to the Chair and must be truly questions and not statements of opinions. Questioners are not permitted to make a speech.

### **12. CLOSED SESSION**

Motion that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

CS1. M1 – Closed Session Electoral Area Services Committee Minutes of March 21, 2018

- Recommendation** N/A

CS2. R1 – Verbal Report from the Manager, Inspections & Enforcement Division, Re: Law Enforcement {Sub (1)(f)}

- Recommendation** N/A

## **13. ADJOURNMENT**

Minutes of the Electoral Area Services Committee Meeting held on Wednesday, April 4, 2018 in the Board Room, 175 Ingram Street, Duncan BC at 1:32 PM.

**PRESENT:** Director I. Morrison, Chair  
Director S. Acton  
Director M. Clement <until 2:25 PM>  
Director K. Davis  
Director M. Dorey  
Director K. Kuhn  
Director A. Nicholson  
Alternate Director A. Bomford

**ALSO PRESENT:** B. Carruthers, Chief Administrative Officer  
R. Blackwell, General Manager, Land Use Services  
J. Barry, Corporate Secretary  
M. Tippet, Manager, Community Planning Division  
R. Conway, Manager, Development Services Division  
K. Batstone, Planning Coordinator  
I. MacDonald, Chief Building Inspector  
R. Rondeau, Planner II  
S. Herrera, Planner II  
J. Munn, Planner II  
J. Hughes, Recording Secretary

**ABSENT:** Director L. Iannidinardo  
Director M. Marcotte

#### **APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be approved.**

**MOTION CARRIED**

#### **ADOPTION OF MINUTES**

**M1** Regular Electoral Area Services Committee meeting of March 21, 2018

**It was moved and seconded that the minutes of the Regular Electoral Area Services Committee meeting of March 21, 2018, be adopted.**

**MOTION CARRIED**

#### **DELEGATIONS**

**D1** Candace Spilsbury, Board Chair, School District 79 (Cowichan Valley) addressed the Committee regarding Cowichan Valley School District 79's Strategic Priorities.

**It was moved and seconded that the delegate's presentation to address the Committee be extended past the ten minute time period.**

**MOTION CARRIED**

**CORRESPONDENCE**

- C1** Grant-in-Aid Request, Electoral Area A – Mill Bay/Malahat, Re: Frances Kelsey Secondary School Dry Grad Committee

**It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area A – Mill Bay/Malahat, in the amount of \$500 be provided to Frances Kelsey Secondary School Dry Grad Committee to support its Dry Grad Celebrations.**

**MOTION CARRIED**

- C2** Grant-in-Aid Request, Electoral Area B – Shawnigan Lake, Re: Red Willow Womyn's Society

**It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area B – Shawnigan Lake, in the amount of \$500 be provided to Red Willow Womyn's Society to support the acquisition of office space in Duncan for child protection services offered to aboriginal women in the community.**

**MOTION CARRIED**

- C3** Grant-in-Aid Request, Electoral Area D – Cowichan Bay, Re: Cittaslow Cowichan

**It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area D – Cowichan Bay, in the amount of \$2,500 be provided to Cittaslow Cowichan to support the Cittaslow Society 2018 events.**

**MOTION CARRIED**

- C4** Grant-in-Aid Request, Electoral Area D – Cowichan Bay, Re: Cowichan Bay Improvement Association

**It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area D – Cowichan Bay, in the amount of \$550 be provided to Cowichan Bay Improvement Association to support the Maritime Centre Boat Festival on July 7 and 8, 2018.**

**MOTION CARRIED**



**INFORMATION****IN1**

Items 1 through 6 were received for information.

1. Electoral Areas A, B & C Joint Advisory Planning Commission Minutes – March 22, 2018;
2. Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission Minutes – March 13, 2018;
3. Electoral Area A - - Mill Bay/Malahat Parks Commission Minutes – March 8, 2018;
4. Electoral Area E – Cowichan Station/Sahtlam/Glenora Parks Commission Minutes – March 8, 2018;
5. Electoral Area F – Cowichan Lake South/Skutz Falls Parks Commission Minutes – March 1, 2018; and
6. Electoral Area I – Youbou/Meade Creek Parks Commission Minutes – March 13, 2018.

**REPORTS****R1**

Application No. No. 03-C-17DVP (4172 Chelsea Place) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Development Variance Permit Application No. 03-C-17DVP (4172 Chelsea Place) to vary Section 10.3.4 of Zoning Bylaw No. 3520 be approved as follows:**

1. **A reduced interior side parcel line setback (east) for an accessory building from 1.0 metre to 0.91 metres, and**
2. **A reduced rear parcel line setback (west) for an accessory building from 4.5 metres to 1.53 metres.**

**MOTION CARRIED**

**2:20 PM**

The Committee took a recess at 2:20 PM.

**2:25 PM**

The meeting resumed at 2:25 PM.

**2:25 PM**

Director Clement left the meeting

**R2**

Application No. DVP18D02 (1099 Cherry Point Road) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Development Variance Permit Application No. DVP18D01 (1099 Cherry Point Road) to vary Section 5.2(4) of Zoning Bylaw No. 3705 to decrease the minimum setback from the front parcel line from 7.5 metres to 4.5 metres be approved.**

**MOTION CARRIED**

- R3** Application No. 02-G-17DVP (10844 Olsen Road – Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Development Variance Permit Application No. 02-G-17DVP (10844 Olsen Road) to vary Section 5.4.4 of Zoning Bylaw No. 2524 to reduce the rear parcel line setback for an accessory building from 4.5 metres to 1.0 metre be approved.**

**MOTION CARRIED**

- R4** Application No. 08-C-17DP (920 Chapman Road – Report from Development Services Division

**That it be recommended to the Board:**

- 1. That Development Permit Application No. 08-C-17DP (920 Chapman Road) be approved; and**
- 2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of the development permit guidelines of Official Community Plan Bylaw No. 3510.**

**MOTION CARRIED**

- R5** Cowichan Valley Regional District Cannabis Bylaw Amendments – Report from Community Planning Division

**That it be recommended to the Board:**

- 1. That second reading of Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125, be rescinded.**
- 2. That Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 be amended in accordance with Attachments A through H of the Community Planning Division's March 22, 2018 staff report, and be forwarded to the Board for consideration of second reading, as amended.**
- 3. That Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 not be referred to any external agencies.**
- 4. That a public hearing for Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 be held with all Electoral Area Directors delegated to attend on behalf of the Board.**

**MOTION CARRIED**

**ADJOURNMENT**

**3:16 PM**            **It was moved and seconded that the meeting be adjourned.**

The meeting adjourned at 3:16 PM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_



COWICHAN VALLEY REGIONAL DISTRICT

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director Acton Area B

Grantee: \_\_\_\_\_ Grant Amount \$ 500

NAME: South Cowichan Volleyball Club

ADDRESS: 904 Frazer Rd, Mill Bay, BC, V0R2P1  
c/o Linda Parson

Contact Phone No: 250-743-8646

PURPOSE OF GRANT: To accommodate growth and expansion,  
resulting in more players and coaches  
being able to get involved. Good Luck!

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0439-112</u>	<u>\$500</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_



CVRD  
**RECEIVED**  
APR 10 2018

Finance Division

COWICHAN VALLEY REGIONAL DISTRICT

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director Acton Area B

Grantee: \_\_\_\_\_ Grant Amount \$ 500

NAME: Rotary Club of South Cowichan

ADDRESS: PO Box 241  
Cobble Hill, BC  
VOR 1L0

Contact Phone No: 250-885-5781

PURPOSE OF GRANT: Earth Day litter clean up  
supplies, promotion and food truck  
contribution. Thank You Rotary!

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0250-112</u>	<u>500.00</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

\_\_\_\_\_  
Finance Authorization



RECEIVED  
APR 04 2019

COWICHAN VALLEY REGIONAL DISTRICT

Finance Division

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director KUEN Area I

Grantee: \_\_\_\_\_ Grant Amount \$ 550.-

NAME: Lake Days

ADDRESS: P.O. Box 1357 Lake Cowichan BC V0R 2G0

Contact Phone No: \_\_\_\_\_

PURPOSE OF GRANT: pancake breakfast

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
01-2-1950-0243-118	\$550

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_



FEB 27 2018

# Lake Days



June 3<sup>rd</sup>-10<sup>th</sup>, 2018

PO Box 1357

Lake Cowichan, BC V0R2G0

cowichanlakedays@hotmail.ca

250-701-5253

CVRD  
175 Ingram Street  
Duncan, BC  
V9L 1N8

Attention: Area I Director

Dear Klaus Kuhn,

It is with great gratitude that I take this opportunity to thank you for your years of continued and generous support of our Lake Days Celebration Society.

Once again we will be hosting the annual Pancake Breakfast during the Lake Days 2018 celebrations and we are approaching you as a past supporter of this community event. Specifically we would like to ask you for a \$550.00 donation to go towards the Pancake Breakfast that is provided to the residents of Area F, Area I, the Town of Lake Cowichan and visitors from afar.

The Pancake Breakfast continues to be a huge success during the week long Lake Days Celebrations. Should you have any questions please feel free to contact me.

We look forward to hearing back from you.

Thank you in advance.

Sincerely,

Dustin Mayo  
Chair person, Lake Days Celebration Society



CVRD RECEIVED  
APR 04 2010

COWICHAN VALLEY REGIONAL DISTRICT

Finance Division

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director KCOAN Area 1

Grantee: \_\_\_\_\_ Grant Amount \$ 500.-

NAME: Cowichan Lake Lady of the Lake Society

ADDRESS: P.O. Box 47 Lake Cowichan BC V0R 2G0

Contact Phone No: \_\_\_\_\_

PURPOSE OF GRANT: to assist with travel expenses

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0304-118</u>	<u>\$500</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_



# Cowichan Lake Lady of the Lake Society

P.O. Box 47 Lake Cowichan, BC V0R 2G0 Ph: 250-710-5580

January 8, 2018

Director Klaus Kuhn  
Electoral Area I – Youbou / Meade Creek  
175 Ingram Street  
Duncan, BC V9L 1N8



FEB 15 2018

Office of the Chair  
and CAO

Dear Director Kuhn:

**RE: Funding for Cowichan Lake Lady of the Lake Society**

On behalf of the Cowichan Lake Lady of the Lake Society, please accept this letter as our official request for a grant-in-aid for the 2018 year.

We are a non-profit society supported by volunteers. Our main goal is to provide the candidates of the Lady of the Lake Pageant with opportunities to become ambassadors to represent our community throughout BC and the State of Washington. Candidates who are given this privileged opportunity represent our community at pageants and parades during their reign as royalty ambassadors. Travelling to various pageants and parades is our biggest expense each year. Last year's expense was \$3560. Without adequate funding, our new royalty for the 2018-2019 reign will not be given the same opportunities to represent our community as our past royalty.

Please contact me if you have any questions regarding our request. Otherwise, we look forward to your written response.

Sincerely,

A handwritten signature in cursive script that reads "Tanya Kaul".

Tanya Kaul  
Treasurer

\$ 500.-

Finance	Copies for:
	D. Kuhn
	Date Feb. 15/18



CVRD  
RECEIVED  
APR 04 2018

Finance Division

COWICHAN VALLEY REGIONAL DISTRICT

SUBMISSION FOR A GRANT-IN-AID (ELECTORAL AREAS)

Submitted by Director Kethan Area I

Grantee: \_\_\_\_\_ Grant Amount \$ 500.-

NAME: Nabe Cowichan School

ADDRESS: 190 South Shore Rd.  
Box 40, Nabe Cowichan VOR 2G0

Contact Phone No: \_\_\_\_\_

PURPOSE OF GRANT: scholarship for Naban resident

REQUESTED BY: [Signature]  
Director's Signature

ACCOUNT NO.	AMOUNT
<u>01-2-1950-0324-118.</u>	<u>\$500</u>

**FOR FINANCE USE ONLY**

BUDGET APPROVAL [Signature]

Approval at Regional Board Meeting of \_\_\_\_\_

Finance Authorization \_\_\_\_\_

**LAKE COWICHAN SCHOOL (LCS)  
190 SOUTH SHORE ROAD  
BOX 40  
LAKE COWICHAN, BC V0R 2G0  
Tel (250)749-6634 Fax (250)749-6222**

**RECEIVED**  
C.V.R.D.  
Feb 6 2018

\*\*\*\*\*

January 26, 2018

Klaus Khun  
  
Director - Area I  
C.V.R.D.  
175 Ingram St  
Duncan, BC V9L 1N8

Dear Klaus Khun

In the past, your organization has come forward to offer scholarship / bursary money to deserving graduates at Lake Cowichan School to pursue their post-secondary education. I would like to thank you for your past contributions toward our Scholarship and Bursary Program. As we prepare to offer scholarships and bursaries for the Graduating Class of 2018, we ask that you review, confirm and update the information on the attached sheet.

Applications will be processed and sent to you for selection, or applications will be forwarded to the LCS Scholarship committee for selection, depending on your choice.

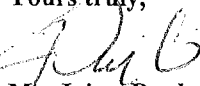
If you require a special application form, please include that with your confirmation. Where possible, we request that you email it to us in WORD format so we are able to offer it to students in a way that allows them to enter their information directly onto your form.

**IMPORTANT DATES**

Thursday, February 22	Return attached confirmation form to LCS
Friday, April 6	Student application packages sent to you
Friday, May 11	Submit names of recipients to LCS as well who will be attending awards night to present award (if attending)
Thursday, June 7	Awards Night

Please return the attached confirmation form to Tara Brooks by Thursday, February 22nd by fax to 250-749-6222 or by email to lesscounsec@sd79.bc.ca SUBJECT: Scholarships & Bursaries. You can also confirm by telephone at 250-749-6634.

Thank you for your time and commitment to the young people of our community and their future education. If you require more information please contact me any time.

Yours truly,  
  
Mr. Jaime Doyle  
Principal

Copies to:

*Drilluho*

*JB* Feb 1 / 18

File #

/tb

**LAKE COWICHAN SCHOOL  
190 SOUTH SHORE ROAD  
BOX 40  
LAKE COWICHAN, BC V0R 2G0  
Tel (250)749-6634 Fax (250)749-6222**

\*\*\*\*\*

CONFIRM THIS INFORMATION AND RETURN BY THURSDAY, FEBRUARY 22, 2018

Contact Klaus ~~Khun~~ *KUH*

Address 175 Ingram St  
Duncan, BC V9L 1N8

Award name: Cowichan Valley Regional District Area I

Award: \$500 \* X 1 = \$ 500.-

Who chooses the award recipient: Donor

Who presents award: Donor

Who issues the cheque to recipient: LCSS

Previous Conditions of Bursary:

To be eligible for this scholarship, students must have proof of residence in the specific area. Recipients will be seeking vocational, technical or university training.

Updated Conditions of Bursary: (Please fill in below if you wish to change conditions)

*YOUR OWN Resident*

---

---

---

---

# ELECTORAL AREA B APC MEETING

Date: Thursday, April 5, 2018 - 7 PM

Place: Shawnigan Lake Community Centre  
Address: 2804 Shawnigan Lake Rd., Shawnigan Lake, BC

## MINUTES

### Present:

Bruce Stevens, APC Chair  
Pieter De Vries, APC  
Mike Hennessy, APC  
Brent Osbourne, APC  
Grant Treloar, APC  
Sierra Acton, Area Director

### Absent:

Kelly Musselwhite, APC Secretary  
Shawn Taylor, APC  
Dave Hutchinson, APC Vice-Chair  
Michael Battler, APC

### Guests:

Patrick Lucey, Aqua-Tex Scientific Consulting Ltd, Applicant  
Stephen Eldridge – property owner

**INTRODUCTIONS** – round table

**ADOPTION OF** Minutes of the meeting of Feb 1, 2018 – moved and carried

**REPORTS AND UPDATES** - none

**BUSINESS ARISING FROM MINUTES** - none

**DELEGATIONS** - none

**CORRESPONDENCE** - none

**INFORMATION** - none

### NEW BUSINESS

Application for a Development Permit No 10-B-17DP (360 Stebbings Rd)

- **Motion:** Recommend acceptance of application.

Other comments:

- Clarification is requested from CVRD with respect to how Zoning Bylaw 985 is being applied for this application. There appears to be a difference between the requirements set out in Bylaw 985, Section 7.3C(g)(3) and the requirement set out in CVRD Memorandum from Jon Munn, Planner II, page 3 heading "Zoning Bylaw 985". The Bylaw states: "...a cash amenity contribution of \$10,000 per new parcel created shall be made,..." but the Memorandum says: "To comply, a \$20,000 charge must be paid...". The APC is wondering why it is not \$30,000 as three new parcels will be created.

**UNFINISHED BUSINESS** - none

**OTHER** - none

**PUBLIC QUESTIONS** - none

**ADJOURNMENT**



## CVRD Area “G” Parks Commission Minutes

Monday, March 5, 2018

---

### Call to order 19:02

Attendance: Mel Dorey, Tim Godau, Sean Jonas, Dave Key, Jackie Rieck, Kelly Schellenberg, Jason Wilson.

1. Motion to approve agenda: carried.
2. Motion to approve previous minutes: carried.

---

### 3. Old Business

- Status of Centennial lights:
  - Parks Commission contacted CVRD.
  - CVRD stated uncertainty regarding lights, direct all inquiries to CVRD.
  - Area Director spoke with CVRD, discussed lighting ideas.
- Fireworks communication:
  - Standard protocol as previous years.
- Bench request:
  - no reply from CVRD.
  - moratorium on benches as previously discussed.
- Disc golf:
  - Should present as option in master plan.
  - Area Director to find out eta of parks master plan so disc golf could be included.
  - Motion: Area Director to invite CVRD to next meeting to discuss official parks plan process: carried.
- Park Signage:
  - Area Director was to contact CVRD: no action to date.
  - Area Director to contact CVRD.

- TCT Saltair section update:
    - Area Director spoke with CVRD.
    - Money needs to be spent by October.
    - Going to tender.
    - Porters farm challenge.
    - Railway bed is agricultural land ALR.
    - Construction to start 'any day now'.
    - Ground breaking scheduled for the summer and TCT completed towards fall.
  - New Business:
    - No new business.
- 

## Reports

### **Area Director's Report**

- Still working on volunteer policy.

### **Centennial Park**

- Easter event application submitted by Dave.
- Concerns regarding tree removal in the South East side of park for adjacent construction.

### **Diana Princess of Wales Park**

- No report.

### **Stocking Creek Park**

- Have noticed an increase in volume of visitors.
- Off leash dogs becoming problematic.
- By law enforcement challenge.
- Motion to encourage bylaw enforcement in Saltair parks, particularly with respect to dogs off leash and dog waste removal: carried.



## **Beach Accesses**

- No report.

## **Saltair Ball League**

- No report.

---

## **Next meeting**

Next Parks Commission meeting to be held Monday April 09, 2018 19:00 at the Saltair Community Centre.

---

## **Adjournment**

Motion to adjourn: carried. adjourned at 20:03.



**MEMORANDUM**

**DATE:** April 6, 2018  
**TO:** Ross Blackwell, General Manager, Land Use Services Department  
**FROM:** Ian MacDonald, RBO, Chief Building Inspector, Inspections & Enforcement Division  
**SUBJECT:** BUILDING REPORT FOR THE MONTH OF MARCH, 2018

There were 42 Building Permits and 1 Demolition Permit(s) issued for a total of **43** Permits during the month of March at a total value of \$11,757,892.

Electoral Area	Commercial	Institutional	Industrial	New SFD	Residential	Agricultural	Permits this Month	Permits this Year	Value this Month	Value this Year
"A"	175,000			932,900	407,330		7	20	1,515,230	4,010,116
"B"	1,220,275	4,000,000		773,480	90,740		12	42	6,084,495	11,203,615
"C"					20,000		1	8	20,000	1,006,513
"D"	365,000		625,000		5,000		4	5	995,000	1,343,530
"E"	795,742			353,380	55,040		5	11	1,204,162	2,223,172
"F"				168,720			1	5	168,720	487,290
"G"		7,680					1	2	7,680	153,100
"H"				386,065	195,580	50,000	5	9	631,645	1,520,201
"I"				718,480	412,480		7	13	1,130,960	1,942,990
<b>Total</b>	<b>\$ 2,556,017</b>	<b>\$ 4,007,680</b>	<b>\$ 625,000</b>	<b>3,333,025</b>	<b>1,186,170</b>	<b>50,000</b>	<b>43</b>	<b>115</b>	<b>11,757,892</b>	<b>23,890,527</b>

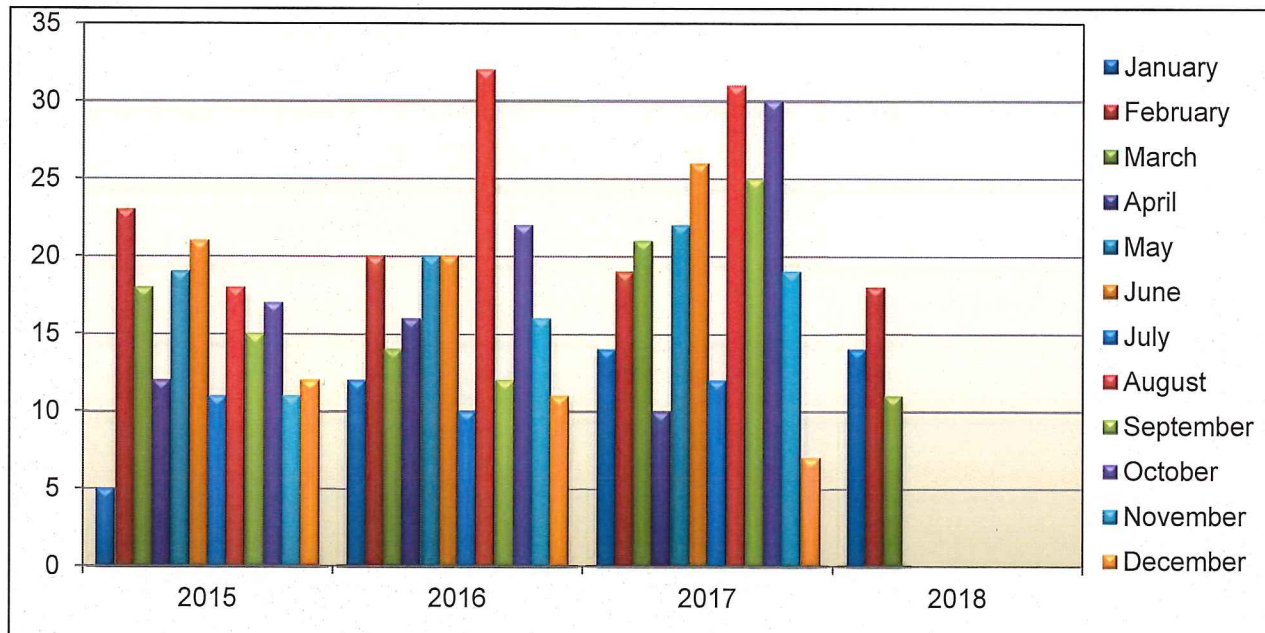
I. MacDonald, RBO  
 Chief Building Inspector, Inspections & Enforcement Division  
 Land Use Services Department  
 IM/Iar

**NOTE:** For a comparison of New Housing Starts from 2015 to 2018, see page 2  
 For a comparison of Total Number of Building Permits from 2015 to 2018, see page 3



### TOTAL OF NEW HOUSING STARTS

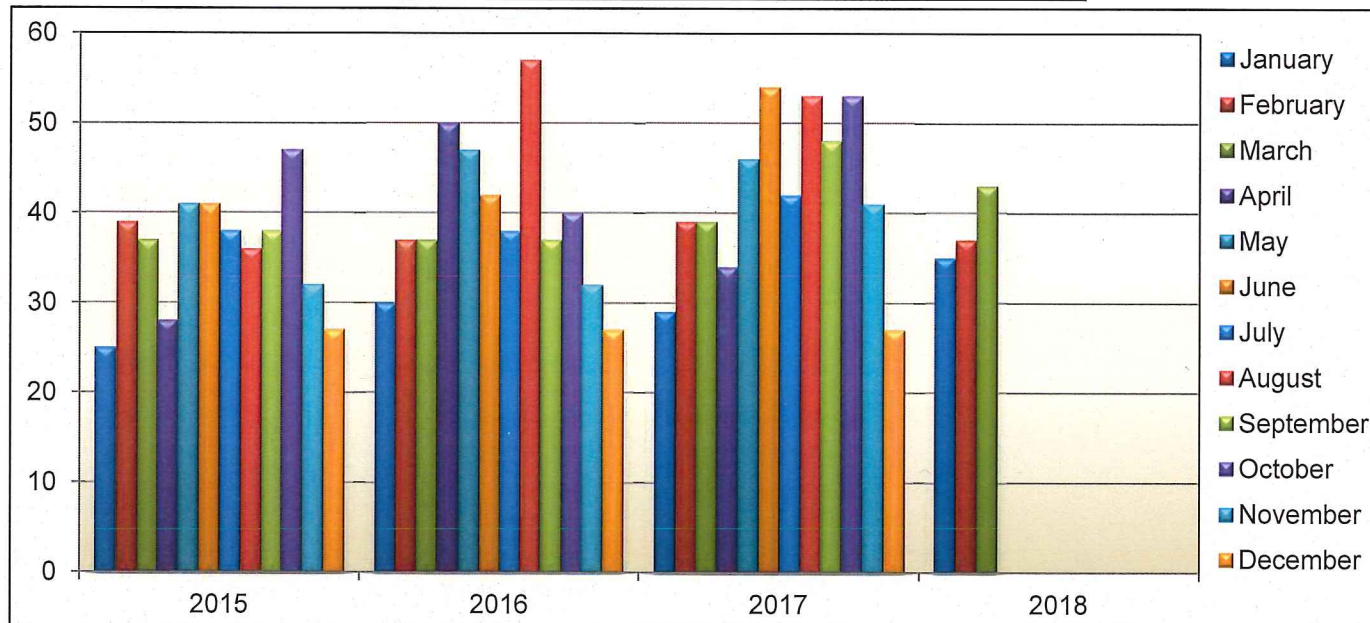
	2015	2016	2017	2018
January	5	12	14	14
February	23	20	19	18
March	18	14	21	11
April	12	16	10	
May	19	20	22	
June	21	20	26	
July	11	10	12	
August	18	32	31	
September	15	12	25	
October	17	22	30	
November	11	16	19	
December	12	11	7	
<b>YTD Totals</b>	<b>182</b>	<b>205</b>	<b>236</b>	





### TOTAL BUILDING PERMITS ISSUED

	2015	2016	2017	2018
January	25	30	29	35
February	39	37	39	37
March	37	37	39	43
April	28	50	34	
May	41	47	46	
June	41	42	54	
July	38	38	42	
August	36	57	53	
September	38	37	48	
October	47	40	53	
November	32	32	41	
December	27	27	27	
<b>YTD Totals</b>	<b>429</b>	<b>474</b>	<b>505</b>	





# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** April 6, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Development Services Division  
Land Use Services Department  
**SUBJECT:** Development Variance Permit Application No. 01-E-17DVP  
(6039 Clements Road)  
**FILE:** 01-E-17DVP

---

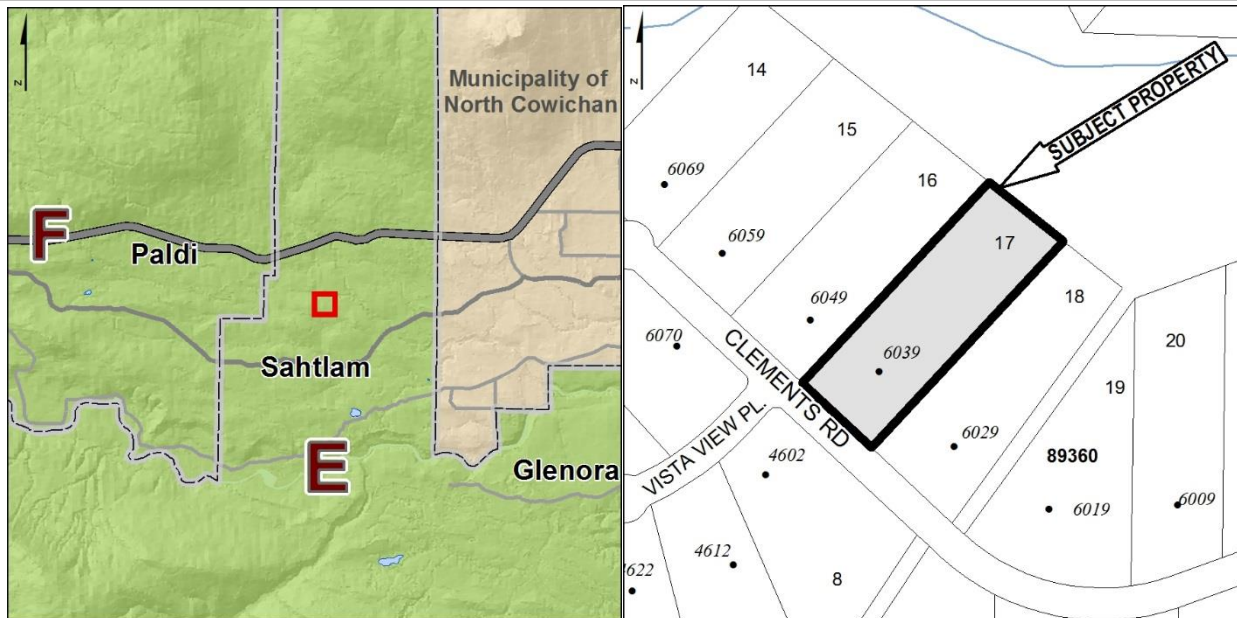
## PURPOSE/INTRODUCTION

The purpose of this report is to set out a request to vary the size of an accessory building to be located at 6039 Clements Road.

## RECOMMENDED RESOLUTION

That it be recommended to the Board that Application No. 01-E-17DVP (6039 Clements Road) to vary Section 5.2(e) of Zoning Bylaw No. 1840, to increase the maximum permitted area of an accessory building from 100 m<sup>2</sup> to 149 m<sup>2</sup> be approved subject to a rock pit or, similar storm water surge retention facility, of more than 1 m<sup>3</sup>, be installed at the northern drainage outfall prior to issuance of a building permit.

## LOCATION MAP



## BACKGROUND

<u>Location of Subject Property:</u>	6039 Clements Road (PID: 028-803-566)
<u>Legal Description:</u>	Lot 17, Section 10, Range 8, Sahtlam District, Plan VIP89360
<u>Size of Parcel:</u>	1 hectare (2.47 acres; 10,000 m <sup>2</sup> / 107,639 ft <sup>2</sup> )
<u>OCP Designation:</u>	Rural Residential I Forestry Conservation (RR/FC)
<u>Zoning:</u>	Rural Residential/Forestry Conservation Zone (RF-50/50)
<u>Use of Property:</u>	Single Family Residential
<u>Use of Surrounding Properties:</u>	
North	Inwood Creek Park
East	Rural Residential/Forestry Conservation Zone (RF-50/50)
South	Rural Residential/Forestry Conservation Zone (RF-50/50)
West	Rural Residential/Forestry Conservation Zone (RF-50/50)
<u>Water:</u>	Private Well
<u>Sewage Disposal:</u>	Onsite septic system
<u>Drainage:</u>	No community service
<u>Fire Protection:</u>	Sahtlam Fire Services
<u>Landscape Description:</u>	The lot is in a new subdivision where neighbouring lots have been largely cleared and new houses built. The subject land slopes down in steps from the road to the house site to the shed site and to the undeveloped rear of the lot which backs onto Inwood Creek Park. See attachments.

## APPLICATION SUMMARY

The applicant is proposing to construct a garage/ workshop building approximately 82m from the front lot line and over 40m to the rear (northeast) of the primary dwelling.

Section 5.2(e) of Zoning Bylaw No. 1840, including the RF-50/50 (Rural Residential/Forestry Conservation) Zone, specifies maximum building size of 100 m<sup>2</sup>. The application seeks a variance to construct a 148.65 m<sup>2</sup> building.

## COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

### Surrounding Property Owner Notification and Response:

A total of 14 letters were mailed-out or hand delivered as required pursuant to CVRD *Development Application and Procedures and Fees Bylaw No. 3275*. The notification letter described the purpose of this application and requested comments regarding this variance within a recommended time frame.

One letter was received (see Attachment G – Notification Reply Letter) from an adjacent neighbour on Clements Road to the southeast of the subject property. The attached letter indicates no concerns in general, as the subject building location is lower and somewhat hidden from view. The neighbours do state that they had to comply with the building sizes and they hope this doesn't create a precedent.

## OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

### Official Community Plan No. 1490

The subject property falls within the Electoral Area E and Part of F – Cowichan - Koksilah Official Community Plan No. 1490 and is located within the Rural Residential I Forestry Conservation (RR/FC) designation.

#### Note:

*The primary focus of the Rural Residential I Forestry Conservation designation is the protection of forestry lands for wildlife habitat and the inherent value of forest land and riparian area ecology for sustaining flora and ... fauna. ... Secondary objectives of the ... designation may be the use of forestry conservation lands for parks, trails and publicly-owned green space.*

In addition, the property is located within the Riparian and Wetland Protection Development Permit Areas. Development permits (DPs) for this area generally apply at the subdivision stage. The DP for the subject lot's subdivision included a riparian report which was part of the basis for creating the Inwood Creek Park dedication. The proposal to build an accessory building is exempt from the development permit guidelines pertaining to riparian and wetland protection, as the proposed building is more than 30 metres from a riparian area and permit 04-E-11DP\_RAR was issued regarding these guidelines.

### Zoning Bylaw No. 1840

The subject property is zoned RF-50/50 in bylaw S. 8.11. Section 5.3 specifies maximums for accessory building size at 100 m<sup>2</sup> and height at 7.5m. The maximum amount of built area per lot in the zone is controlled by a limit of 30% coverage [S.8.11(b)(1)], but the number of accessory buildings is not limited.

## PLANNING ANALYSIS

The applicant is proposing a 5.8 m (19 ft) high 148.65 m<sup>2</sup> (1600 ft<sup>2</sup>) area accessory building. The proposed use is for recreational vehicle storage (boat and camper) and a workshop. The proposed building would be the second accessory building on the parcel, as there is a well pump house for the subject and neighbouring property (Lots 17 and 16), see Attachments: F – Site Photos.

The applicant indicates that the larger building size is due to the fact he bought a large prefabricated building to accommodate the noted activities. The one-hectare (10,000 m<sup>2</sup>) lot will easily accommodate the proposed building. Although the variance is for nearly 50% in addition to the 100 m<sup>2</sup> area permitted, the lot area could accommodate many 100 m<sup>2</sup> buildings based on a 30% lot coverage (3,000 m<sup>2</sup>) maximum for all buildings.

Drainage from the proposed accessory building site flows down toward a tributary of Inwood Creek, in Inwood Creek Park at the subject property's rear lot line, about 100m from the building site and drainage culvert outflow. The historical disturbance of water flow (e.g. logging) has decreased water absorption by soil and plants which eventually affect fish-bearing water. The current development on southern and northern adjacent lands, and subject land regrading, is increasing impervious surfaces (e.g. buildings, driveways) and therefore more runoff over land to new ditches towards the existing culvert outflow (see Attachment F – Site Photos). The water which is gathered to the culvert outfall isn't channeled further in any direction, so the flow runs onto undeveloped regenerating forest land and wetland, likely joining existing overland flow and wet areas before it reaches parkland.

The use of best practices to ensure the drainage water does not cause sedimentation, erosion or otherwise affect park land, and in turn stream tributaries of fish-bearing waters, is encouraged by CVRD policies. The applicant proposes to a rock pit or similar structure to retain and slow water leaving the proposed accessory building and adjacent spaces (see Attachment A – Stormwater

Management Methods). The storm water management techniques should be addressed at the building permit stage.

The proposal for this DVP application fits within the context of this large lot subdivision where larger houses and accessory buildings are common and multiple accessory buildings of up to 100 m<sup>2</sup> in area are permitted. One consequence of constructing the building is the alteration of land and drainage patterns, increasing storm water flow within the site. As the Official Community Plan encourages stormwater management best practices, it is appropriate to require stormwater detention as part of the approval for the increased building size (impervious surface). The recommendation in Option 1 reflects this conclusion that a rock pit or similar inexpensive simple water retention facility be required as a condition of the building permit.

### OPTIONS

#### Option 1:

That Application No. 01-E-17DVP (6039 Clements Road) to vary Section 5.2(e) of Zoning Bylaw No. 1840, to increase the maximum permitted area of an accessory building from of 100 m<sup>2</sup> to 149 m<sup>2</sup> building be approved; subject to a rock pit or, similar storm water surge retention facility, of more than 1 m<sup>3</sup>, be installed at the northern drainage outfall prior to issuance of a building permit.

#### Option 2:

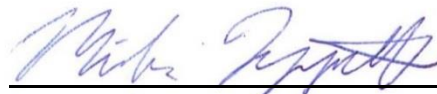
That it be recommended to the Board that Development Variance Permit Application No. 01-E-17DVP (6039 Clements Road) be denied.

Prepared by:

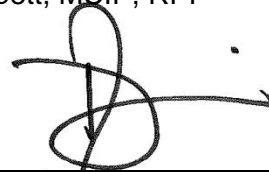


Jon Munn, MCIP, RPP  
Planner II

Reviewed by:



Mike Tippett, MCIP, RPP  
Manager



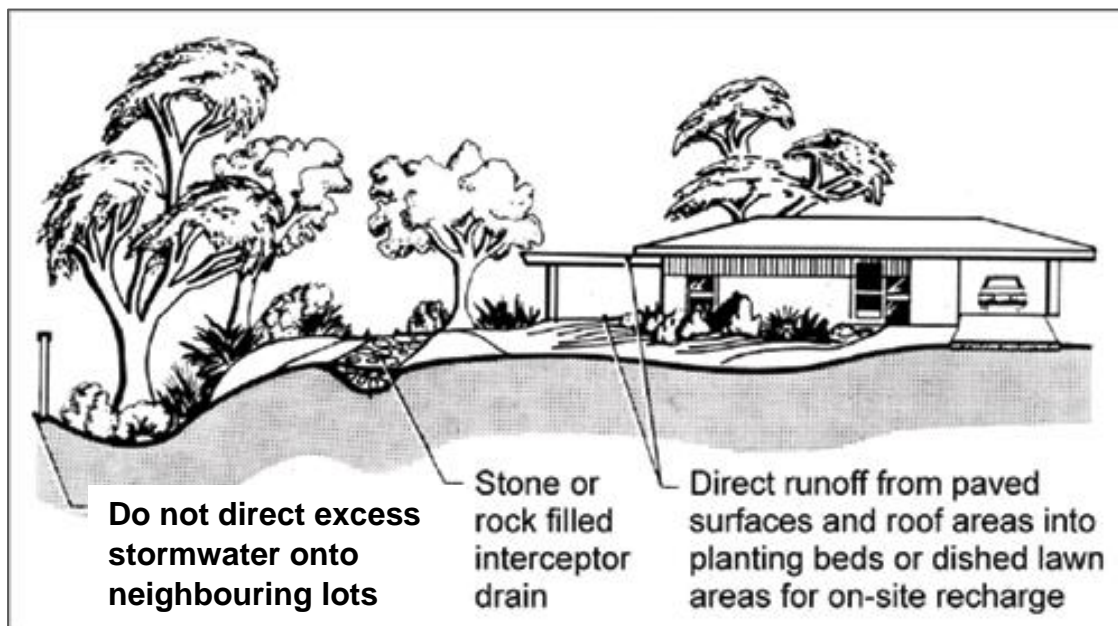
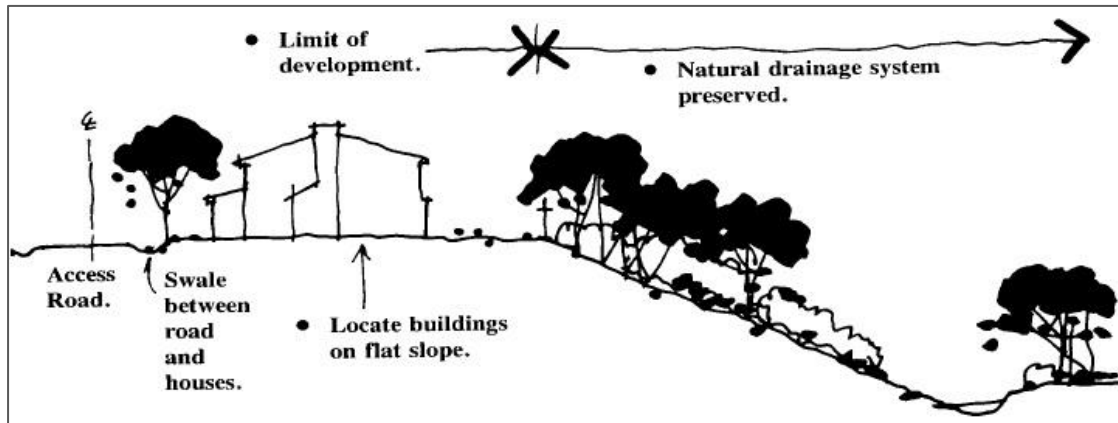
Ross Blackwell, MCIP, RPP, A.Ag.  
General Manager

### ATTACHMENTS:

- Attachment A – Stormwater Management Illustration
- Attachment B – Aerial Photo Map
- Attachment C – Zoning Map
- Attachment D – Site Layout Sketch 6039 Clements Road
- Attachment E – Building Plans
- Attachment F – Site Photos 6039 Clements Road
- Attachment G – Notification Reply Letter
- Attachment H – Draft Development Variance Permit



## Examples of Storm / Rain Water Management Methods



### Example Methods

e.g. vegetated swales, rock pits, dry ponds, wet ponds, rain gardens, constructed wetlands; local native species plants are preferred as low-impact, drought tolerant options (specific to microclimate).



This map is compiled from various sources for internal use and is designed for reference purposes only.

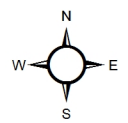
The Cowichan Valley Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 01-E-17DVP

# TRIM Orthophoto (2014)





This map is compiled from various sources for internal use and is designed for reference purposes only.

The Cowichan Valley Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

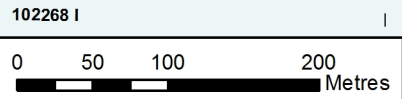
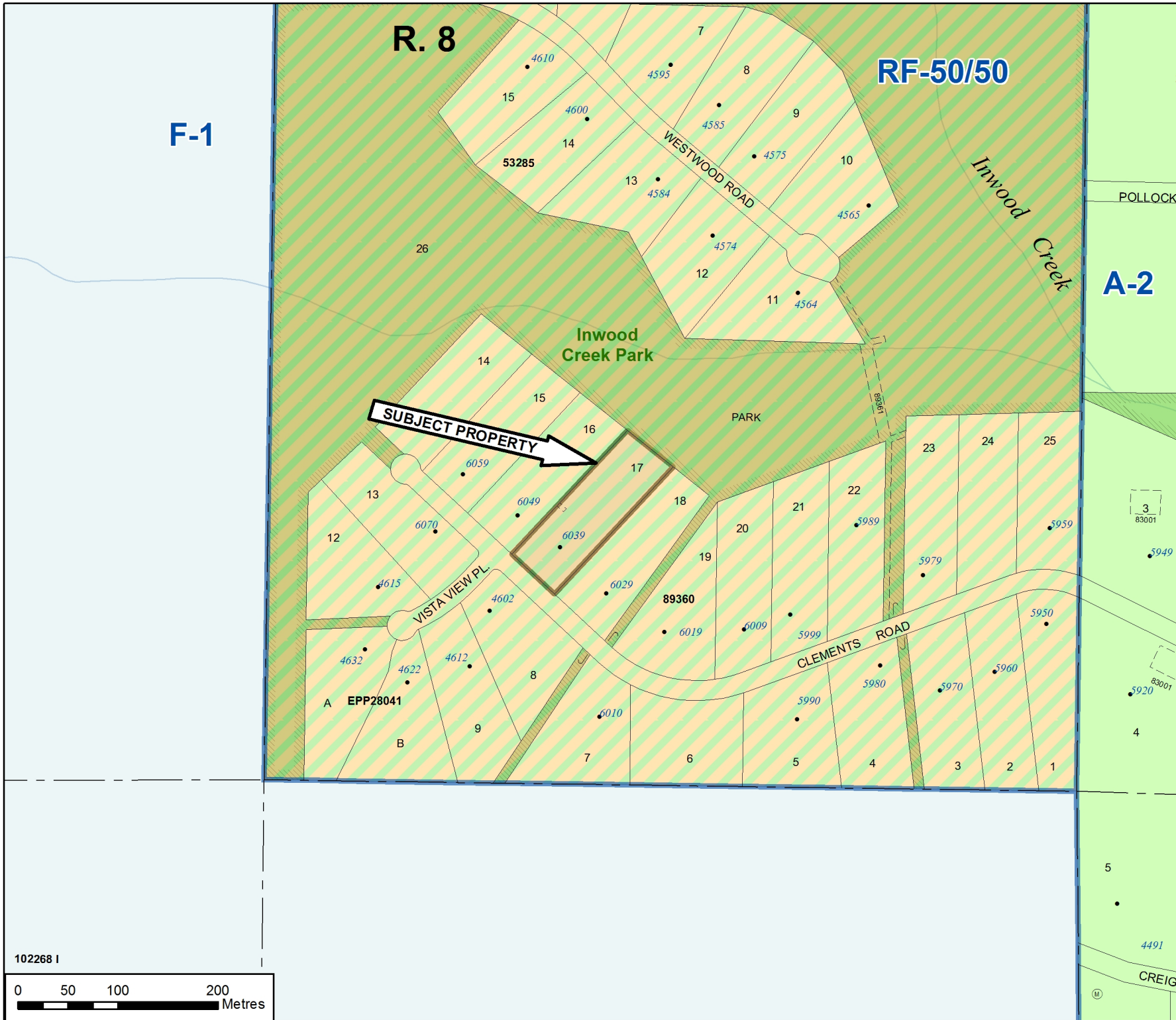
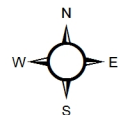
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 01-E-17DVP

# ZONING

## Legend

- Subject Property
- Zoning E



REQUIREMENTS

PROVIDE MECHANICAL VENTILATION CHECKLIST PRIOR TO INSULATION INSPECTION

PROVIDE SEALED DESIGN DOCUMENTS FOR ALL ENGINEERED STRUCTURAL COMPONENTS AT FRAMING INSPECTION

GROUND SNOW LOAD

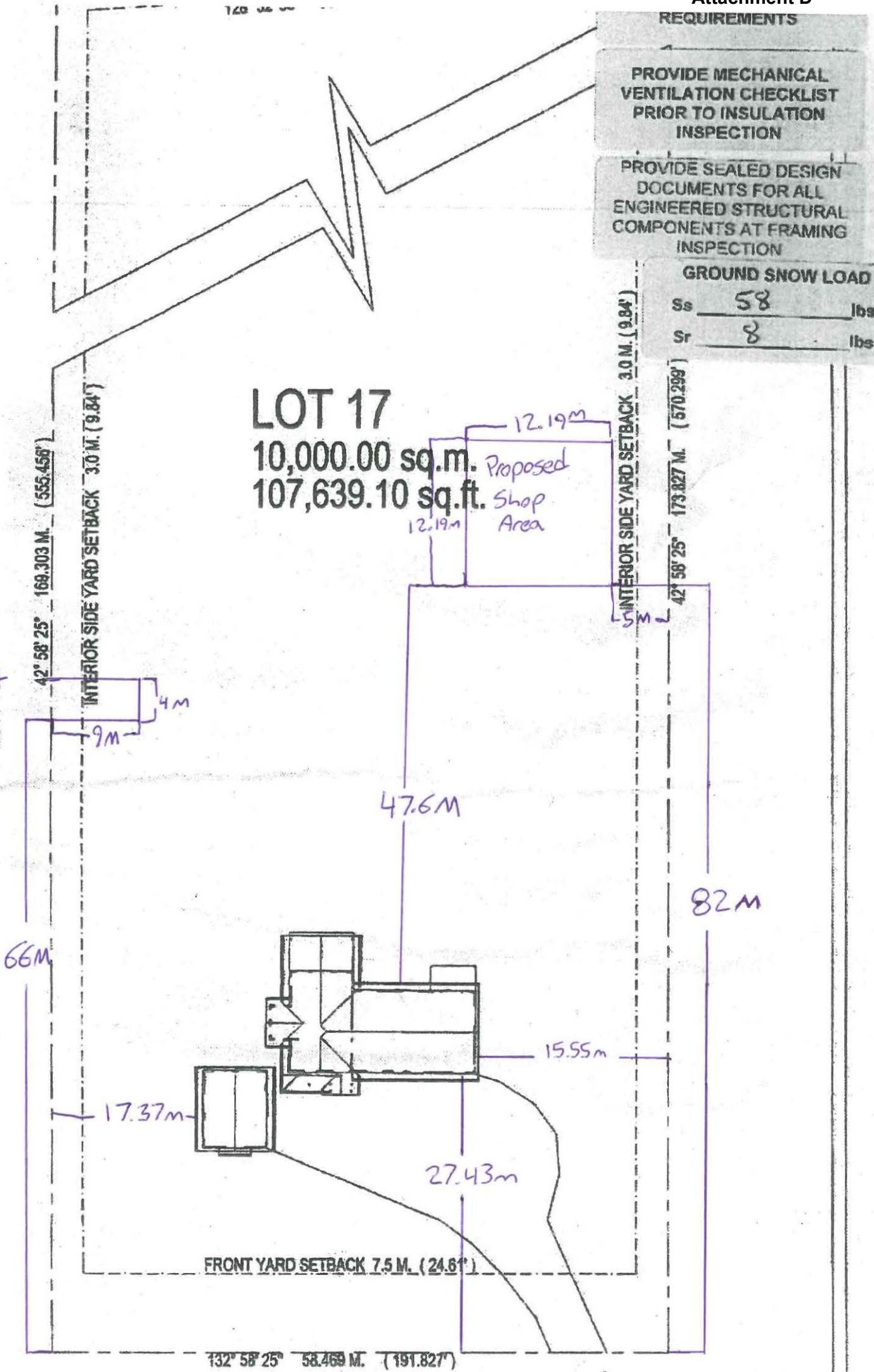
Ss	58	lbs
Sr	8	lbs

# LOT 17

10,000.00 sq.m.  
107,639.10 sq.ft.

*Proposed Shop Area*

*Easement Area*



42° 58' 25" 169.303 M. (555.456')  
INTERIOR SIDE YARD SETBACK 3.0 M. (9.84')

INTERIOR SIDE YARD SETBACK 3.0 M. (9.84')  
42° 58' 25" 173.827 M. (570.299')

66M

9M  
4M

47.6M

82M

17.37m

15.55m

27.43m

FRONT YARD SETBACK 7.5 M. (24.6')

132° 58' 25" 58.469 M. (191.827')

## CLEMENTS ROAD

  
SITE PLAN  
1/32" - 1'0"

Revision Number	Revision Description	Revision Date

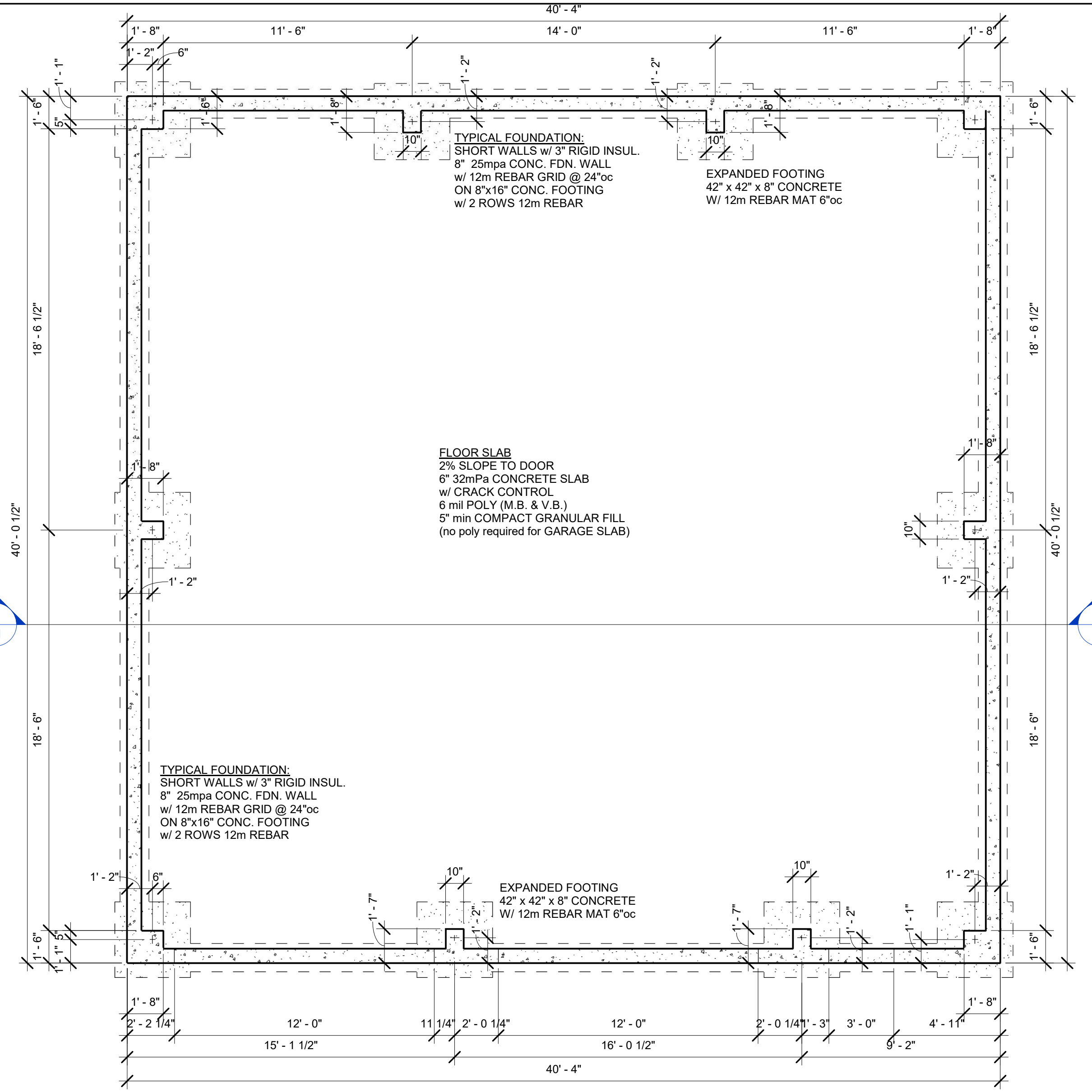
Revision Number	Revision Description	Revision Date

Proposed Accessory Building for:  
**Brian Gorle**  
 6039 Clements Rd., Duncan, BC

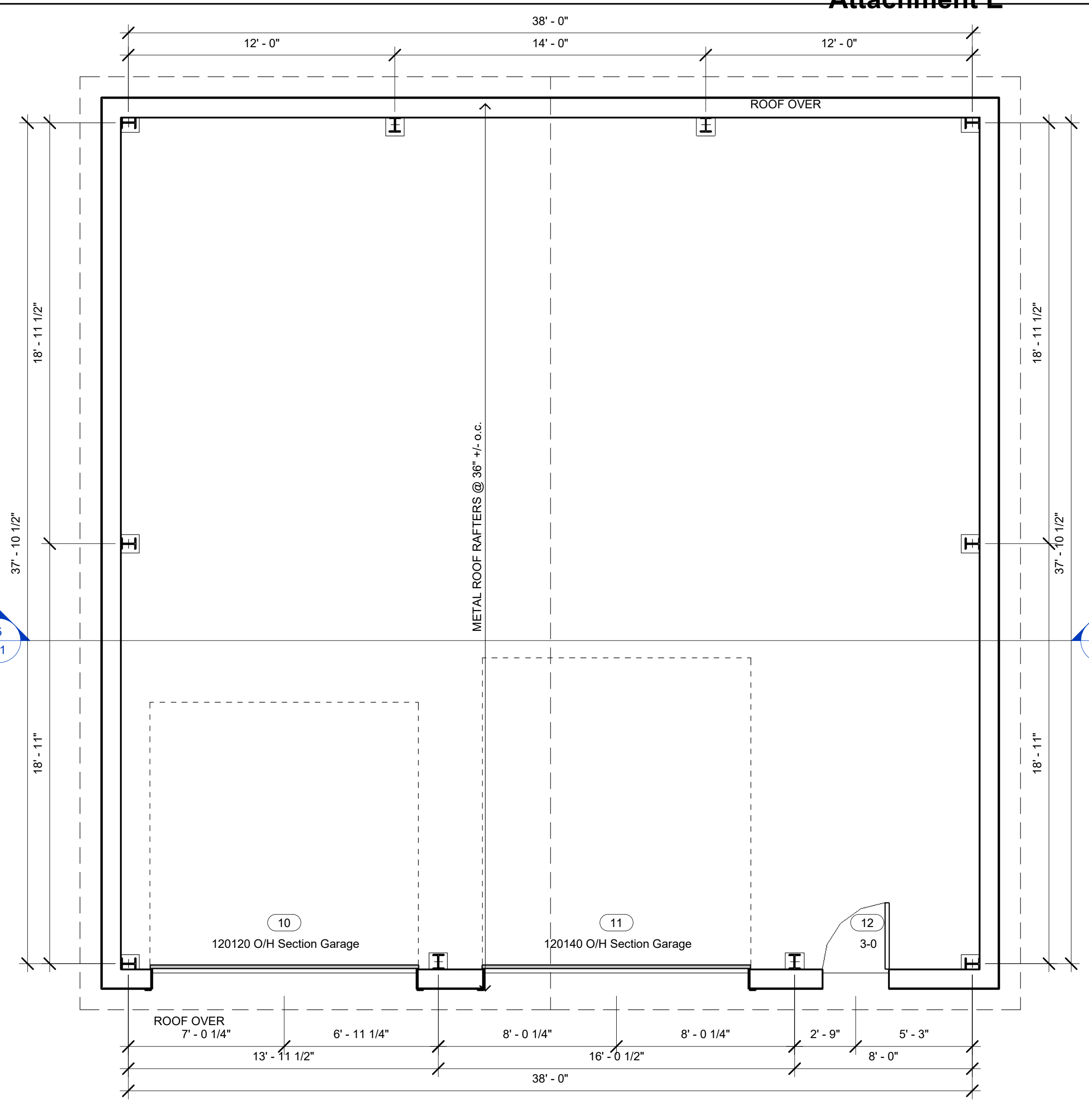
DATE:	Sept. 6/ 2017
DRAWN BY:	TM
JOB #:	A17-039
SHEET:	<b>A1</b>
SHEET	1 OF 2



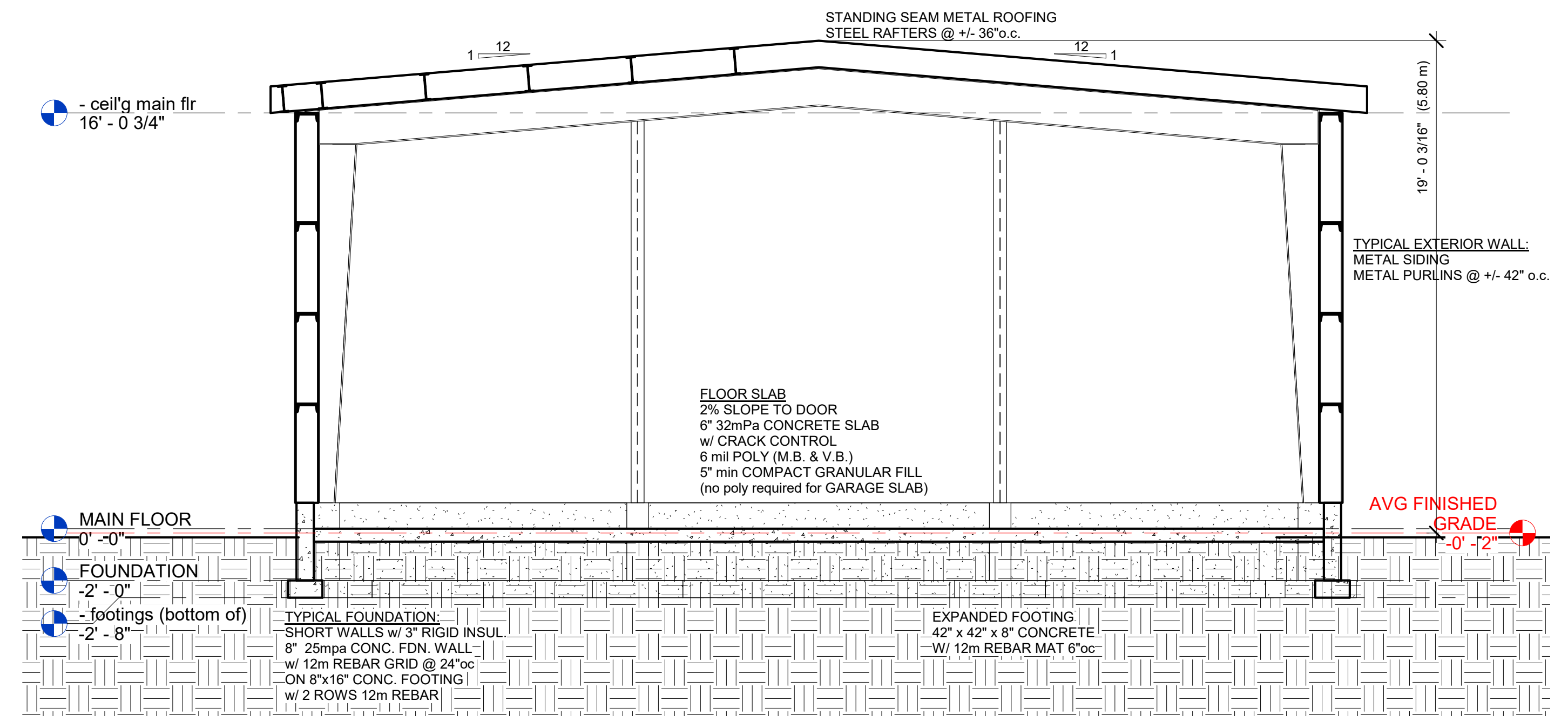
1 Site Plan  
 1 : 750



2 FOUNDATION  
 1/4" = 1'-0"



4 MAIN FLOOR  
 1/4" = 1'-0" 1,459  
 16'0 CEIL'G 7'10 HEAD HT



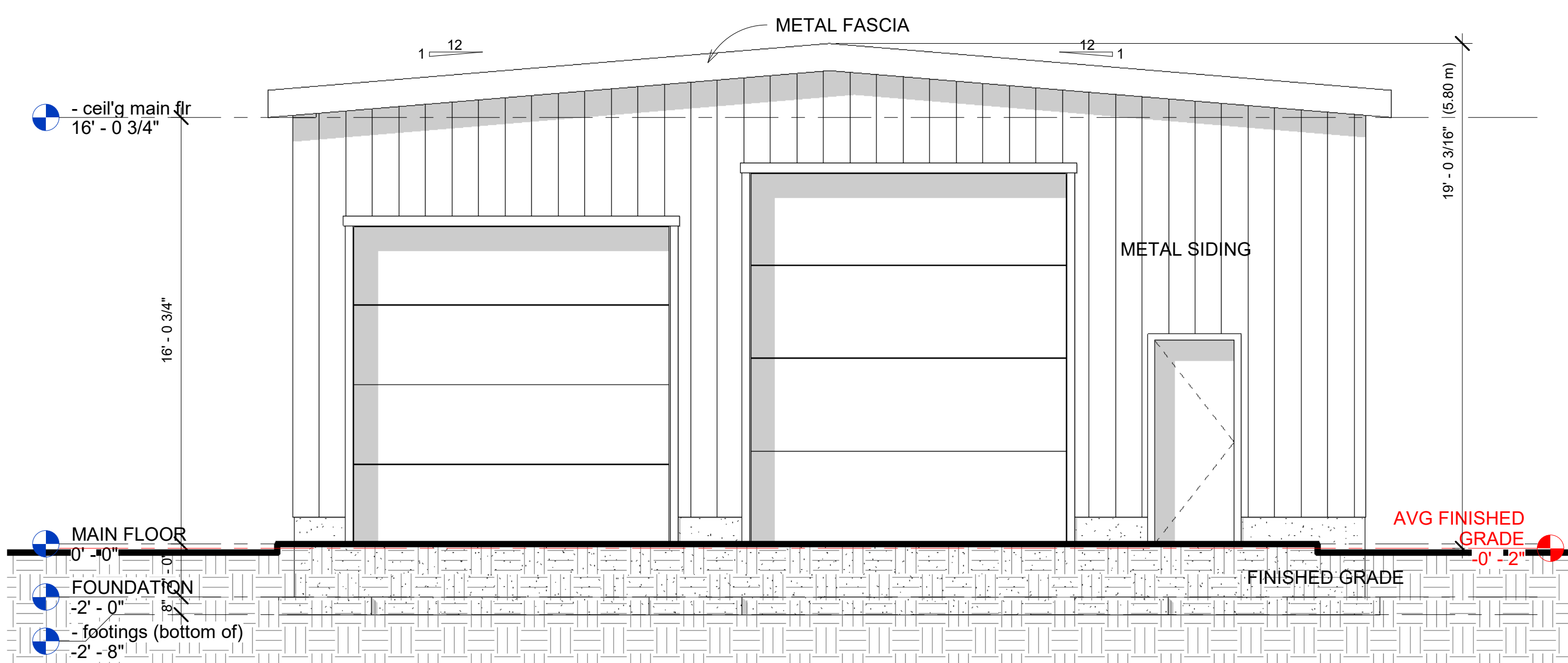
5 Section 1  
 1/4" = 1'-0"

**General Notes**  
 Dimensions provided shall take preference over scale. Contractor to verify all dimensions of Building Designer and Contractor's drawings prior to work commencement.  
 Any discrepancies are to be reported immediately. Any notes elsewhere on the plans that exceed the requirements stated in the general notes take precedence.  
 Prior to any alterations or modifications of plans or details on site, Contractor(s), tradesperson(s), or tradeswoman(s) must contact the Building Designer to confirm Building Code requirements and to maintain accuracy and completeness of the plans.  
 All references to the "British Columbia Building Code" (B.C.B.C.) are its current edition or published revision thereto, as approved by ministerial order by the Province of British Columbia. Any reference to a dated edition or revision is to be assumed for the equivalent requirement in the most current edition. All work shall comply with the current edition of the "British Columbia Building Code", the rules and customs of best trade practice to be executed by skilled tradespersons, well equipped and adequately supervised.  
 Surveyor and/or Contractor to confirm all aspects of siting and placement of structure on lot. Designer not responsible for placement. In the event that the proposed new or existing structure does not conform to the requirements of the B.C. Building Code an engineer(s) may be necessary and such services are for the owner's account.  
 All materials to be of best quality, complying with the applicable sections of the current C.S.A., C.O.S.B. and B.C.B.C. standards. All materials shall be used strictly according to manufacturers printed directions, where not inconsistent with this specification; no dilution permitted except where specified solely to comply with B.C.B.C. 9.23.13, and to be designed by structural engineer unless noted elsewhere. Structural Engineering and truss manufactures drawings to take precedence over structural design stated within.

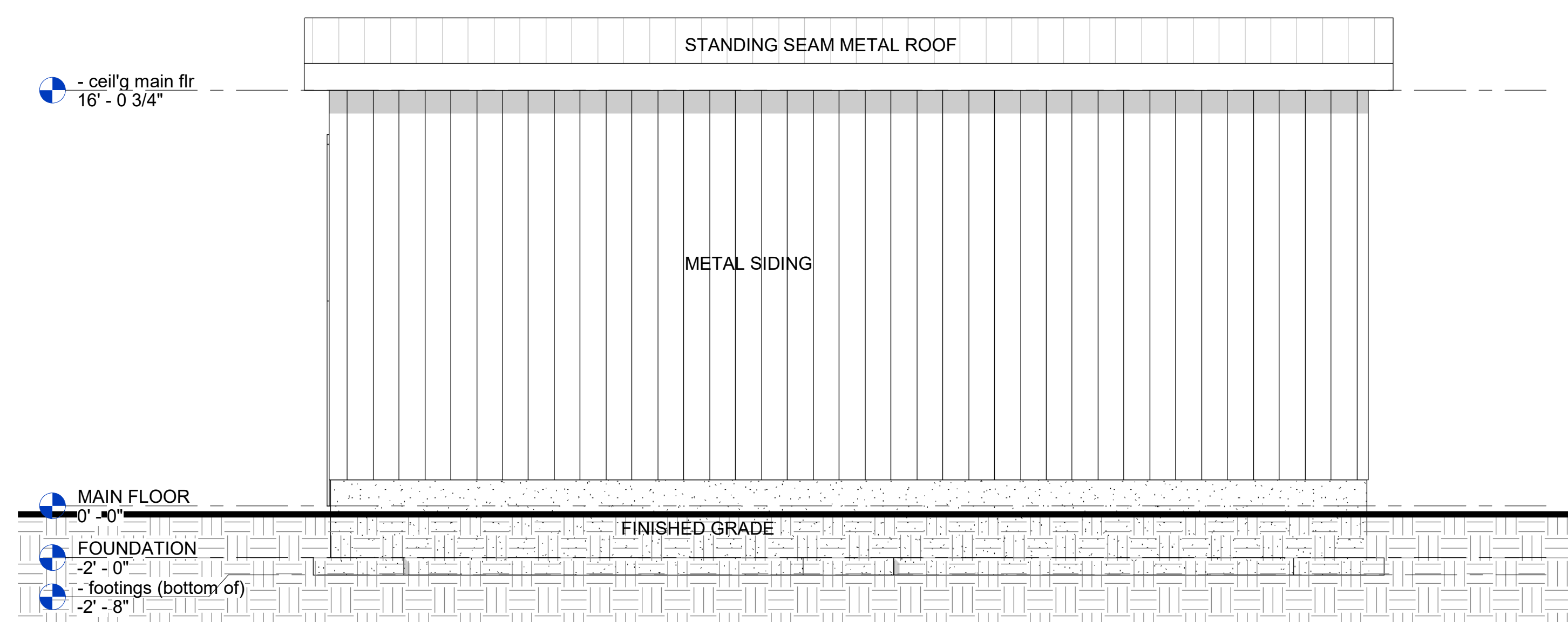
**PROJECT DATA:**  
 ZONING: RF-50/50 Rural Residential/ Forestry Conservation Zone  
 CVRD Electoral Area 'E'  
 SITE AREA: 107,639sf (10,000sm)  
 SITE COVERAGE: max 30%  
 1,459sf = 1.4%  
 FLOOR AREAS:  
 MAIN 1,459sf  
 TOTAL: 2,095sf  
 BUILDING HEIGHT:  
 max permitted accessory building 7.5m (24.6')  
 from AVG FINISHED GRADE 5.78m (18'-11 9/16")

**SITE PLAN NOT PROVIDED.**  
**BUILDER TO CONFIRM AVG FINISHED GRADE & BUILDING HEIGHT**  
**BUILDER TO CONFIRM PLACEMENT ON SITE WITHIN SETBACKS**

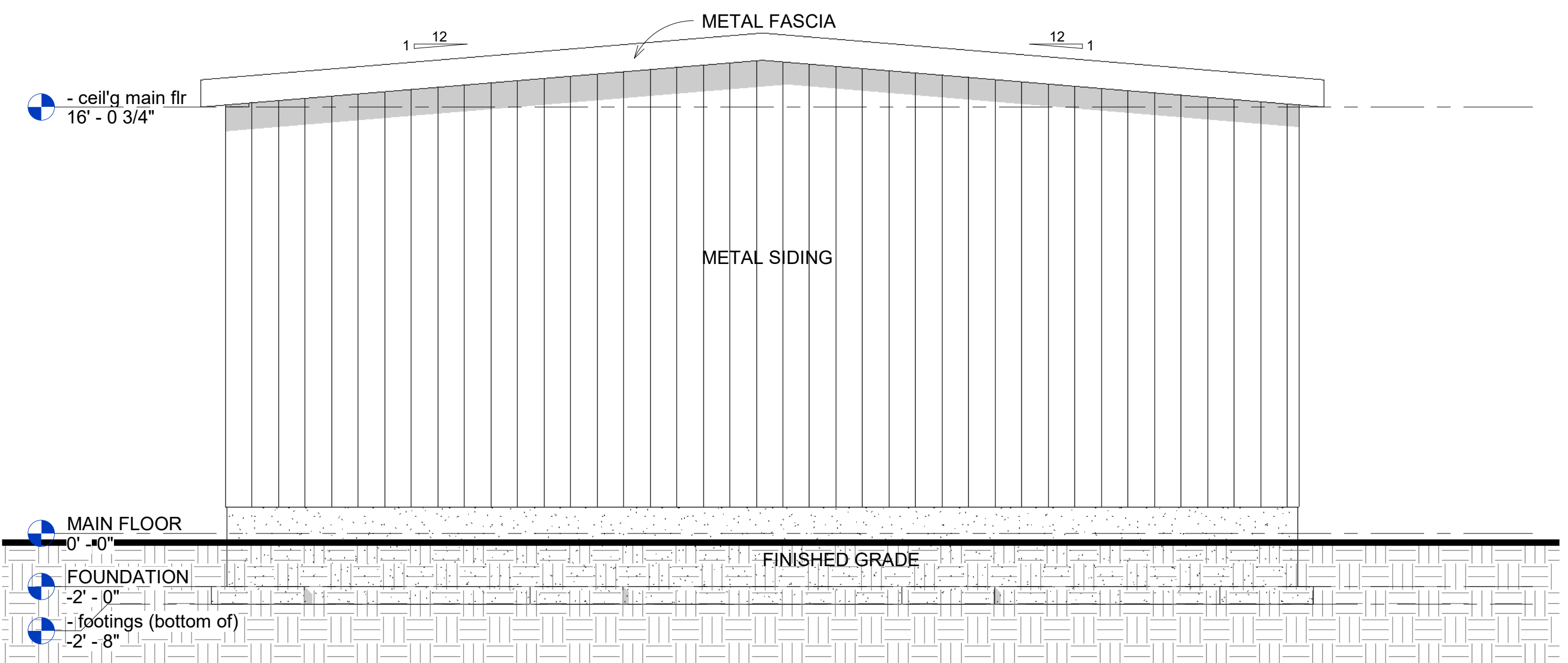
ALL DIMENSIONS ARE TO FACE OF FRAMING OR CONCRETE, UNDIMENSIONED WINDOWS AND DOORS ARE LOCATED EITHER AT CENTER OF SPACE OR 3" OFF CORNER, 2-x10 LINTELS UP TO 72", 3-x10 OVER W 2X CRIPPLES.



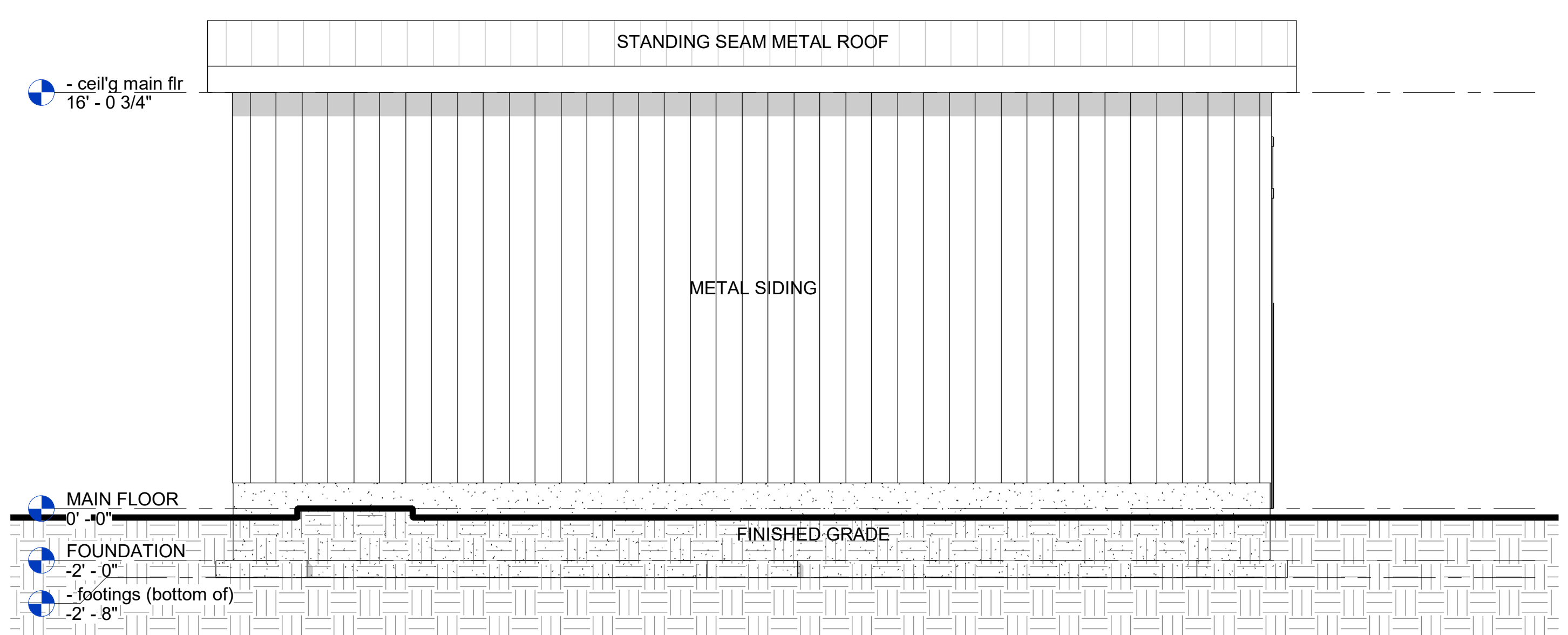
① Front (north) Elevation  
 1/4" = 1'-0"



② Right (west) Elevation  
 1/4" = 1'-0"



③ Rear (south) Elevation  
 1/4" = 1'-0"



④ Left (east) Elevation  
 1/4" = 1'-0"

Revision Number	Revision Description	Revision Date

Proposed Accessory Building for :  
**Brian Gorle**  
 6039 Clements Rd., Duncan, BC

ALL DIMENSIONS ARE TO FACE OF FRAMING OR CONCRETE, UNDIMENSIONED WINDOWS AND DOORS ARE LOCATED EITHER AT CENTER OF SPACE OR 3" OFF CORNER, 2-2x10 LINTELS UP TO 72", 3-2x10 OVER W 2x CRIPPLES.

PLOT STAMP 2017-09-18 4:07:28 PM \\prepsrv001\CompanyData\Arch 2017 Precision\A17-039 - 6039 Clements Rd., Duncan - Gorle Shop\06 Revit File\6039 Clements Rd., Duncan - Arch\_Plan (A17-039).rvt

**Photos for  
Development Variance Permit Application  
01-E-17DVP, 6039 Clements Rd**



*Subject Property, Looking Northeast from Clements Rd*



*Proposed Building Prior-to Dismantling  
at its previous location*



*Rear of House Showing Slope, Dismantled Building Parts &  
Start of Drainage Works*



Rear Yard Looking North.

Note: Drainage Adjacent Well Shed (shared with northwest neighbour), slope and culverts (blue lines).

Well Shed



Culvert Outfall from Drainage Ditches & Proposed Building Area. Approximately 100m from Inwood Creek Park Boundary.



Area Cleared for Proposed Building. **Blue Lines** Indicate Drainage Flow Through Culverts and Ditches (broken line). Southeast Neighbour's Cleared Rear Yard in Background.



Perimeter Drainage Ditch for Proposed Building. Note Drainage from Neighbouring Lot.





FEB 02 2018

Feb. 2/18

File No. - 01-E-17 DVP.

Mr. Jon Munn, Planner II  
 Development Services Div.  
 Land Use Services Dept.  
 C.V.R.D.  
 175 Ingran St.  
 Duncan, BC V9L 1N8.

Dear Mr. Munn and Board of Variance Committee

RE: Development Variance Permit - 6039 Clements Rd.  
 PID 028-803-566 - Lot 17, Sec 10, Rg 3, Sakhon Dist, P1 V1889360

This letter is to state that we - Ferni Beggs & Wynne Berends  
 are residents of 6029 Clements Rd. Lot 18

Please consider the following points for discussion in the  
 decision of the above - noted variance: -

- Because of the location and low elevation of the building, it is somewhat hidden from our view, therefore we don't have a problem with the Variance application, although, we had to conform to the CVRD's size bylaws, for our accessory buildings
- We would hope that this will not set a precedent for other neighbours to follow suit.
- We feel it should be the responsibility of the CVRD to enforce bylaws, not neighbours, as this could create animosity between them.

Yours truly:  
 Ferni Beggs & Wynne Berends.



**COWICHAN VALLEY REGIONAL DISTRICT**  
**DEVELOPMENT VARIANCE PERMIT**

FILE NO: 01-E-17DVP

DATE: \_\_\_\_\_

**REGISTERED PROPERTY OWNER(S):**

Brian James Gorle and Kari Lynn Gorle

6039 Clements Rd, Duncan, BC, V9L 6J8

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the Regional District described below:  
*Lot 17, Section 10, Range 8, Sahtlam District, Plan VIP89360 (PID: 028-803-566)*
3. Authorization is hereby given to vary Section 5.2(e) of Zoning Bylaw No. 1840 for an increased building area from a minimum building size of 100 m<sup>2</sup> to construct a 149 m<sup>2</sup> building.
4. The following plans and specifications are attached to and form a part of this permit.  
 Schedule A – Site Plan Showing Building Location prepared by ... dated ... .. , 201\_
5. The land described herein shall be developed in substantial compliance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.
6. **This Permit is not a Building Permit. No certificate of final completion shall be issued until all items of this Development Variance Permit have been complied with to the satisfaction of the Land Use Services Department.**

**AUTHORIZING RESOLUTION NO. [from Board Minutes] PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE [day] DAY OF [month] [year].**

**NOTE:** Subject to the terms of this Permit, if the holder of this Permit does not substantially start any construction within 2 years of its issuance, this Permit will lapse.

I HEREBY CERTIFY that I have read the terms and requirements of the Development Variance Permit contained herein. I understand and agree that the Cowichan Valley Regional District has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with *[NAME ON TITLE; or NAME OF AGENT, on behalf of NAME ON TITLE]*, other than those contained in this Permit.

\_\_\_\_\_  
Owner/Agent (signature)

\_\_\_\_\_  
Witness (signature)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

DRAFT



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** April 6, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Development Services Division  
Land Use Services Department  
**SUBJECT:** Development Permit Application No. DP18B01 (3260 Riverside Road)  
**FILE:** DP18B01

## PURPOSE/INTRODUCTION

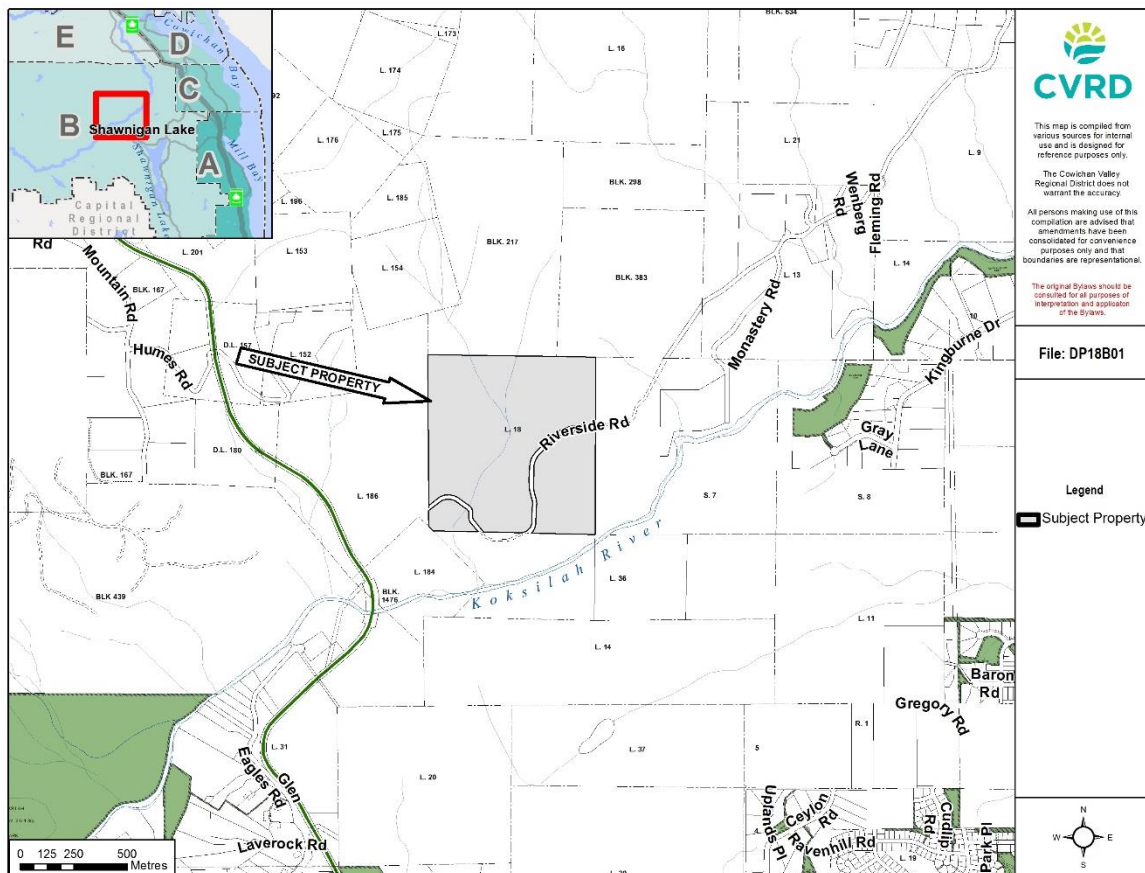
The purpose of this report is to present a Development Permit Application for a three lot subdivision at 3260 Riverside Road.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That Development Permit Application No. DP18B01 (3260 Riverside Road) be approved; and
2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of the development permit guidelines of Official Community Plan Bylaw No.3510.

## LOCATION MAP



## BACKGROUND

<u>Address:</u>	3260 Riverside Road
<u>Legal Description:</u>	District Lot 18, Helmcken District, Shown Colored Pink on Plan Deposited Under DD 296871 (PID: 009-711-082)
<u>Applicant / Owners:</u>	Arturo & Yanina Mendenhall (applicant) Orosi Land Company Ltd. (registered owner)
<u>Size of Existing Parcel:</u>	61.8 ha (152 acres)
<u>Existing Use of Property:</u>	One residential dwelling on property
<u>Use of Surrounding Properties:</u>	<u>North:</u> forested <u>East:</u> forested <u>South:</u> forested <u>West:</u> forested
<u>Existing Water:</u>	On-site well
<u>Existing Sewage Disposal:</u>	On-site septic system
<u>Existing Drainage:</u>	Groundwater infiltration
<u>Fire Protection:</u>	None
<u>Archaeological Site:</u>	None identified
<u>Environmentally Sensitive Areas:</u>	Riparian areas
<u>Wildfire Hazard Rating:</u>	Extreme
<u>Official Community Plan Designation:</u>	Rural Resource (RUR)
<u>Zoning:</u>	Primary Forestry (F-1 Zone)
<u>Development Permit Area (DPA):</u>	South Cowichan Rural DPA

### Site and Surrounding Properties:

The subject property is located in Electoral Area B and is a large block of land, approximately 62 hectares, with a winding road cutting through the property. A single residential dwelling was recently constructed on the property. The site is heavily treed and within close proximity to the Koksilah River, and unnamed tributaries are located on the subject property. There are no community water, sewer or drainage services for the area. The surrounding area is made up of larger blocks of rural land, mainly forested areas.

- **See Attachment A – Aerial Photo**

## APPLICATION SUMMARY

The applicant proposes to subdivide the property into three lots using the existing road as the property boundaries; the proposed subdivision plan is attached. The resulting lot areas are:

<b>Proposed Lot 1 (with existing house)</b>	46.7 ha
<b>Proposed Lot 2</b>	2.5 ha
<b>Proposed Lot 3</b>	12.6 ha

- **See Attachment B – Proposed Subdivision Plan**

## COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS

### Advisory Planning Commission (APC)

The application is exempt from review by the area APC pursuant to Section 6 (d) of CVRD Development Application Procedures and Fees Bylaw No. 3275.

## OFFICIAL COMMUNITY PLAN/POLICY CONSIDERATIONS

### South Cowichan Rural Development Permit Area (DPA) - OCP Bylaw No. 3510

The subject property is located within the South Cowichan Rural Development Permit Area (DPA). Compliance with the applicable DPA guidelines is triggered for any proposed subdivision. A Development Permit (DP) must be issued prior to any subdivision being approved by the Ministry of Transportation and Infrastructure. The DPA guidelines that apply to the proposed subdivision include:

- 24.4.1 General Guidelines
- 24.4.6 Landscaping, Rainwater Management and Environmental Protection Guidelines
- 24.4.10 Riparian Protection Guidelines (Freshwater); and
- 24.4.14 Subdivision Guidelines

- **See Attachment C – DPA Guidelines**

### Shawnigan Lake Zoning Bylaw No.985

The subject property is zoned Primary Forestry (F-1) in the Shawnigan Lake Zoning Bylaw. Part 14 of the bylaw contains the subdivision regulations. The minimum parcel size for the F-1 Zone is 80 hectares, however Section 14.4 allows for the subdivision of property where a portion of the parcel is physically separated from the remainder of the parcel by a public road. Under Section 14.4 the minimum parcel size is 1.0 hectare. All of the proposed lots are greater than 1.0 hectare.

## PLANNING ANALYSIS

The proposed subdivision meets the Zoning Bylaw minimum requirements under Section 14.4, which allows for subdivision of lots that are split by a road. The DPA guidelines applicable to the application are listed above. In support of the application the applicant submitted a Riparian Areas Regulation (RAR) Report, Geotechnical Assessment, and an Environmental Assessment.

The proposed subdivision plan attached to this report shows the location of the unnamed tributaries (shown in blue). The RAR assessment revealed tributaries on Proposed Lot 3 that were not flagged on CVRD mapping. The report concluded that all the tributaries provide low quality potential fish habitat, however a 30 metre SPEA is required. As the proposed lots are all generous in size there is ample area for future dwellings to be constructed on the new lots and avoid any encroachment into the SPEA's.

A geotechnical report was provided that concluded the property is safe and suitable for the use intended. The environmental assessment report did not identify any issues or concerns with respect to the landscaping, rainwater management and environmental protection guidelines, due to the size of the lots and the minimal amount of residential development that is possible.

With regard to invasive species removal the applicant was advised to focus on Lot 2, which is the smallest of the proposed lots. The parent parcel is over 61 hectares in area and completing invasive species removal for this large of an area was not considered feasible. A review of invasive species was provided and although there were no areas of substantial infestation, it was recommended that individual plants be removed, which included Canada Thistle, Himalayan Blackberry and Scotch Broom. Information on mechanical control of each of the species was provided in the report and are included as schedules to the draft permit.

The property is located in an area with a wildfire hazard interface rating as 'extreme' and there is no fire protection service. As such, the Wildfire Interface Guidelines are included as a schedule to the permit, and will be applied at the building permit stage.

The application meets the intent of the DPA guidelines, and a copy of the draft DP is attached.

Option 1 is recommended.

- **See Attachment D – Draft Development Permit**

**OPTIONS**

Option 1:

That it be recommended to the Board:

1. That Development Permit Application No. DP18B01 (3260 Riverside Road) be approved; and
2. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of the development permit guidelines of Official Community Plan Bylaw No.3510.

Option 2:

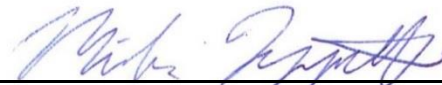
That it be recommended to the Board that Development Permit No. DP18B01 (3260 Riverside Road) be denied based on stated inconsistency with specific guidelines.

Prepared by:

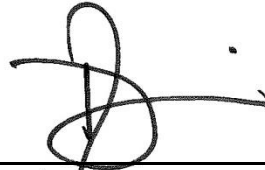


Sheila Herrera, MCIP, RPP  
Planner II

Reviewed by:



Mike Tippett, MCIP, RPP  
Manager



Ross Blackwell, MCIP, RPP, A. Ag.  
General Manager

**ATTACHMENTS:**

- Attachment A – Aerial Photo
- Attachment B – Proposed Subdivision Plan
- Attachment C – DPA Guidelines
- Attachment D – Draft Development Permit



This map is compiled from various sources for internal use and is designed for reference purposes only.

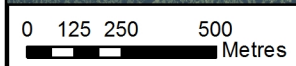
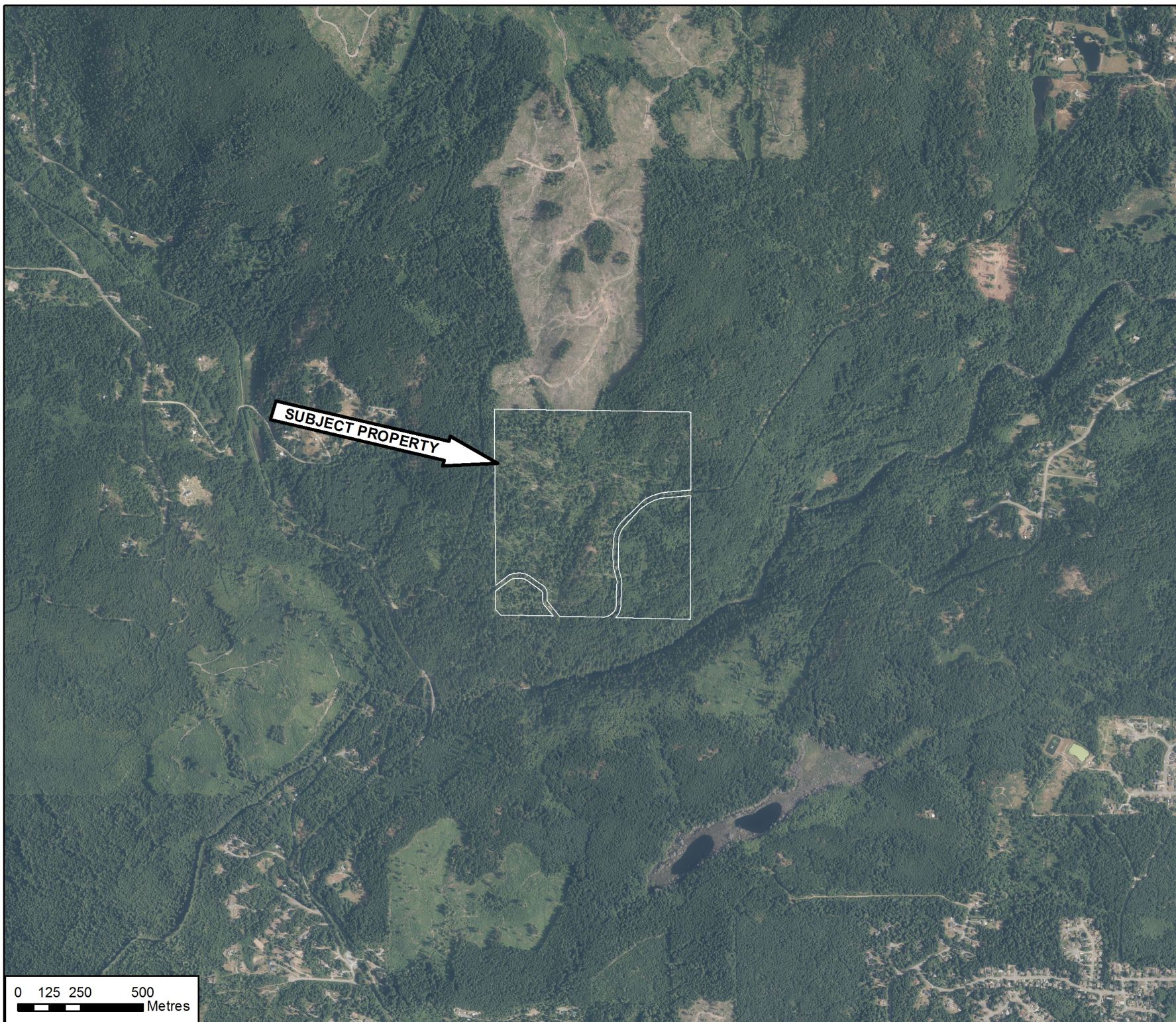
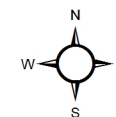
The Cowichan Valley Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: DP18B01

# TRIM Orthophoto (2014)





SKETCH PLAN SHOWING PROPOSED SUBDIVISION OF DISTRICT LOT 18, HELMCKEN DISTRICT BRITISH COLUMBIA

BCGS MAP SHEET 92B.082



All distances are in metres and decimals thereof, unless otherwise noted.  
The intended plot size of this plan is 600mm in width by 900mm in height (D-80a) when plotted at a scale of 1:2000.

LEGEND

- ◆ Precipitation test hole
- Stream top of bank locations are approximate and were estimated based on a combination of GPS data combined with interpretation of air photos and 1m contour data available from the CIVIC. These boundaries have not been surveyed. The top of bank represents the high water mark of these water courses.
- The Proposed Subdivision pertains to Sec. 14.4 of the Cowichan Valley Regional District Zoning Bylaw - District Area B.
- Distances are shown at ground level. Bearings are given and derived from the to plan VFP06039.
- Boundaries and dimensions shown are proposed. This document shall not be used to define property lines or property corners.
- Polaris Land Surveying Inc. accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

Rem. DL186

PROPOSED LOT 1 (46.7 ha.)

DL 18

PROPOSED LOT 3 (12.6 ha.)

Rem. SEC. 7

Rem. DL184

PROPOSED LOT 2 (2.5 ha.)

PARCEL A

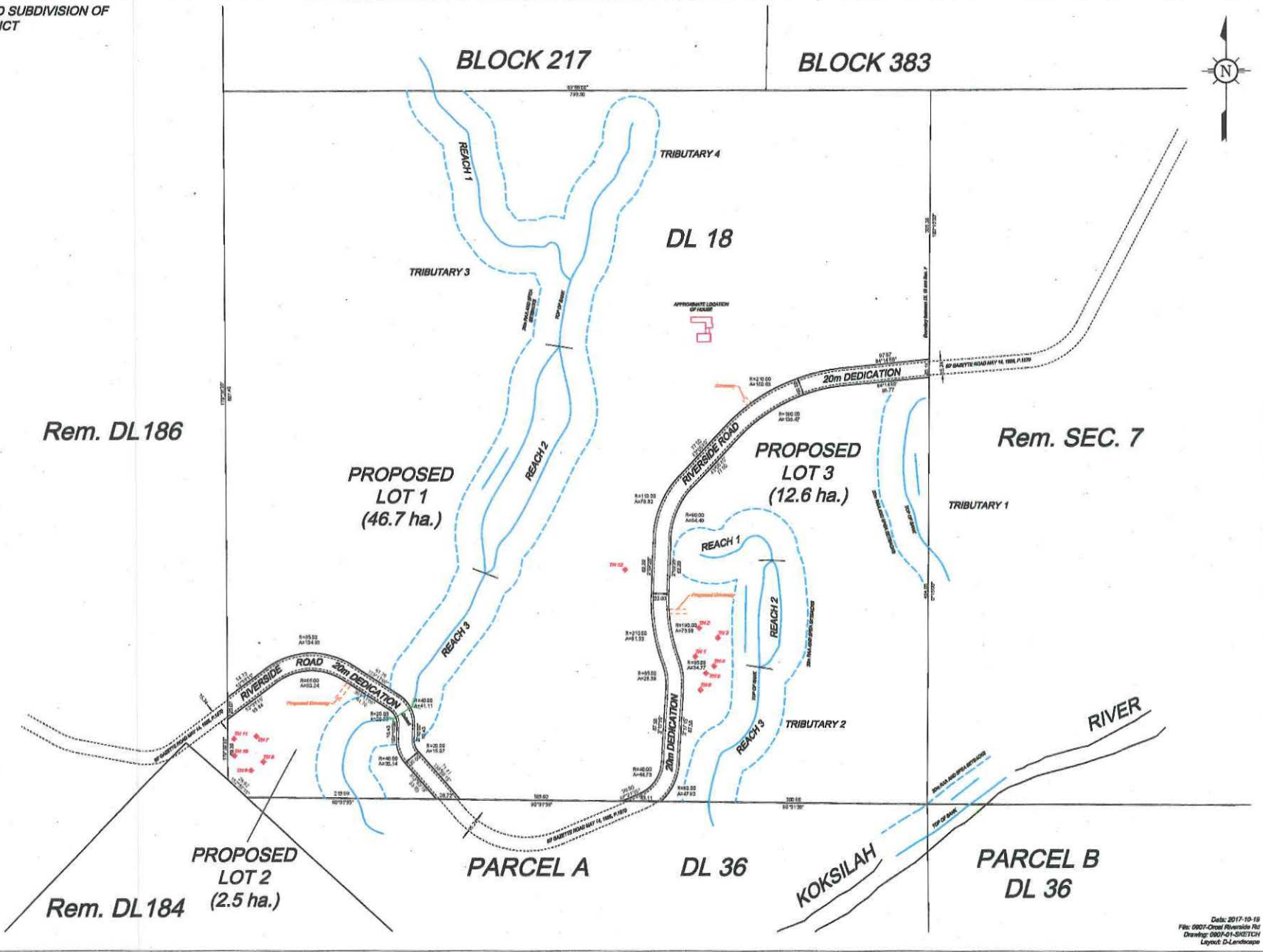
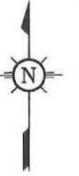
DL 36

KOKSILAH

PARCEL B DL 36

BLOCK 217

BLOCK 383



© Polaris Land Surveying Inc. 2017. Polaris accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

Mailing & delivery address:  
 PO Box 21008  
 Courtenay, BC V9L 4C2  
 Toll Free: (877) 633 7288  
 Courtenay Telephone: (250) 742 0776  
 info@polaris.ca  
 www.polaris.ca

## 24.4 Rural Development Permit Area: GUIDELINES and EXEMPTIONS

Prior to commencing any development, including subdivision, construction or land clearing, on lands within the South Cowichan Rural Development Permit Area, unless exempted below, the owner will submit information that demonstrates how the proposed development meets the guidelines in the following Sections:

### 24.4.1A General Guidelines

1. In all cases where a development permit is required, the eradication of invasive weeds, such as English Ivy, Scotch Broom, Gorse, Himalayan Blackberry, Morning Glory and Purple Loosestrife, and other non-native invasive weeds listed by the Coastal Invasive Plant Committee and the BC Landscape and Nursery Association, will be a requirement of the development permit.
2. In all cases where a development permit is required, the best management practices within the Ministry of Environment *Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia* will be encouraged.
3. Where the Regional District considers that construction would be on land that is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrent, erosion, landslide, rock falls, subsidence or avalanche, the applicant may be required to provide a report certified by a professional engineer with experience in geo-technical engineering indicating that the development will not result in property damage or the loss of life on the site or in the surrounding area.

### 24.4.1B General Guideline Exemptions

The General Guidelines do not apply to development that does not require a development permit under Sections 24.4.2 through 24.4.15.

### 24.4.6 A: Landscaping, Rainwater Management and Environmental Protection Guidelines

***The Landscaping/Rainwater Management/Environmental Protection Guidelines apply to the subdivision of land, and to commercial, industrial, multiple family and intensive residential development and their accessory uses.***



1. Preparation of a landscaping plan by a British Columbia Society of Landscape Architects (BCSLA) or BC Landscape and Nursery Association (BCNTA)-certified landscape architect is preferred. Any landscaping plan submitted with an application for a development permit, whether professionally prepared or not, will be assessed by the CVRD according to BCSLA/BCNTA guidelines.
2. All required landscaping plans should be integrated with a rainwater management plan, which should favour natural solutions to drainage such as rain gardens and bio-swales, and should contain measures to limit impervious surfaces. The rainwater management plan must be prepared by a professional engineer with experience in drainage and submitted with the application for any commercial, mixed use or multiple family residential development proposal.
3. Runoff from the development must be strictly limited to prevent rainwater flows from damaging roads, surrounding properties and sensitive watershed features. Pervious surfaces should predominate, to encourage infiltration of water. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
4. For subdivision, where appropriate, lands should remain in a natural state, with landscaping measures used to provide rainwater infiltration.
5. All public areas should be landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas, in a way that is complementary to both the site and surrounding lands.
6. Streetscape design should incorporate treatments that enhance the pedestrian experience and create a sense of local identity. Public streetscape amenities including walkways, benches, planters, and bike racks should have a high quality of design.
7. The appearance of large buildings should be enhanced using plants, shrubs and trees, and where necessary, hard landscaping treatments such as terraced retaining walls,



planters, gardens, special features such as a courtyards or fountains, outdoor seating and decorative paving or lighting.

8. Developments should incorporate and emphasize native landscape materials, and use drought resistant plants to reduce irrigation needs.
9. Industrial and commercial development visible from the Trans Canada Highway or major network roads should be screened and landscaped, including entrances, building peripheries, parking and pedestrian areas, and open space areas. The landscaping should consist of a mix of coniferous and deciduous vegetation, with low plantings and taller tree species at intervals.
10. Sites should not be dominated by areas of bark mulch, gravel or other similar materials.
11. Walkways or trails must be developed to encourage walking and cycling and to connect the development with surrounding areas. Public ocean views and access are encouraged.
12. A landscape buffer should be provided on industrial lands that adjoin a parcel within a residential land use designation. For industrial parcels with a potential for noise, smell or sight impacts, the minimum width of the landscape buffer should be 20 metres.

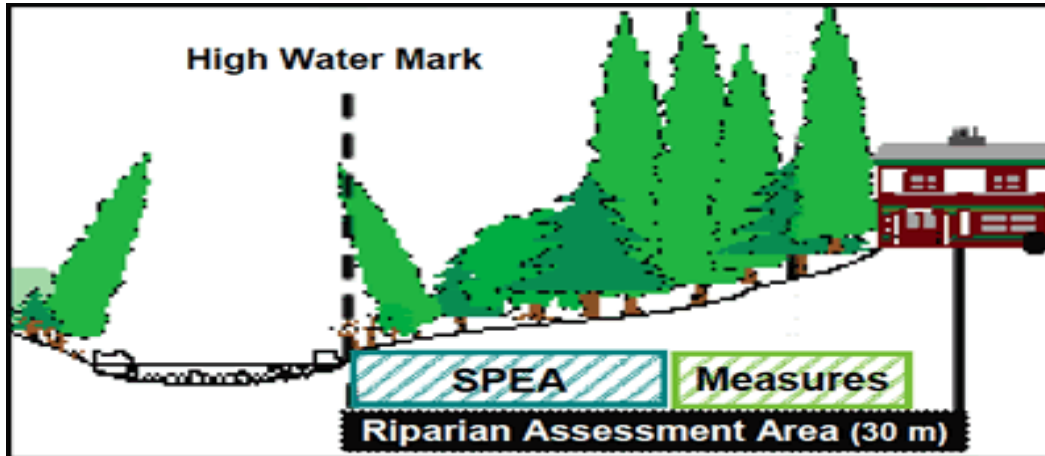
#### *24.4.6 B Landscaping, Rainwater Management and Environmental Protection Guideline Exemptions*

The Landscaping, Rainwater Management, and Environmental Protection Guidelines do not apply to:

- a. single family residential subdivision if the subject property is located within a CVRD Drainage Control Area;
- b. Construction of single family dwellings.

### 24.4.10 A Riparian Protection Guidelines (Freshwater)

*The Riparian Protection Guidelines apply to lands within 30 metres of a watercourse, including a seasonal watercourse or wetland.*



1. For lands within 30 metres of a fish-bearing watercourse, or a watercourse that is connected by surface water to a fresh-water, fish-bearing watercourse, a qualified environmental professional (QEP) will be retained at the expense of the applicant, for the purpose of preparing a Riparian Area Report pursuant to Section 4 of the *Riparian Areas Regulation*. The Report will examine the Riparian Assessment Area (RAA) generally 30 metres from a watercourse, wetland or body of freshwater, and determine the Streamside Protection and Enhancement Area – SPEA, and any measures that must be taken in the RAA to protect the SPEA. The Riparian Assessment Report will be registered to the Ministry of Environment website and when the CVRD receives notification that registration has been completed and we are able to issue a development permit, this will be done, with the Riparian Assessment Report forming a part of the permit. All works within a Riparian Assessment Area must comply with the provisions of the Riparian Assessment Report.
2. Proposed lots that are part of or adjacent to riparian areas should be large enough to not only contain a building site that does not require a Streamside Protection and Enhancement Area (SPEA) to be crossed by a driveway, and large enough to accommodate a reasonable usable yard area between the proposed building envelope and the edge of a SPEA, a minimum of 7.5 metres in depth measured perpendicularly from the edge of the building envelope.
3. For development located within 30 metres of a watercourse, including a seasonal watercourse, whether fish bearing or not, development should be located away from and should not contribute to changes in the riparian area through loss of trees and vegetation or alteration of natural processes. These changes may diminish the ability of the riparian area to function as a water storage and purification area and to help prevent hazardous flooding and erosion conditions. Developers may be required to provide mitigation measures and restoration to already damaged riparian areas.

4. Road, trail and utility crossings of watercourse and riparian areas must be kept to a minimum, and crossing points should be chosen for low impact, in particular to avoid critical habitats of sensitive species.
5. Pedestrian/cycle and road crossings of watercourses must have a low impact design; i.e., boardwalk or bridge.
6. Sewage tanks and fields should be set back a minimum of 30 metres from the high water mark of a watercourse.
7. Recommendations in the Ministry of Environment's Best Management Practices Development will be carried out in accordance with the Ministry of Environment's *Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia*, to reduce areas of impervious surfaces and increase natural groundwater infiltration. On-site rainwater management techniques that do not impact surrounding lands should be used, rather than the culverting or ditching of water runoff. Effective impervious surfaces should be limited through appropriate building, landscape and driveway design that can absorb runoff. Figures for total site imperviousness may be required.

#### *24.4.10 B Riparian Protection Guideline Exemptions (Freshwater)*

The Riparian Protection Guidelines do not apply to:

- a. Development, including vegetation clearing and soil removal or deposit and subdivision, if the subject parcel is located more than 30 metres from the natural boundary or top of bank as defined in the *Riparian Areas Regulation*;
- b. Renovations, repairs and maintenance to existing buildings that are subject to Section 911 of the *Local Government Act*;
- c. Minor interior and exterior renovations to existing buildings, excluding any additions or increases in building volume, provided the work is above existing foundations;
- d. Non-chemical removal of invasive non-native vegetation such as Gorse, Scotch Broom, and its immediate replacement with native vegetation;
- e. Creation of a passage or trail not more than 1.5 metres in width, cleared of vegetation, which does not involve the removal of any tree greater than 5 metres in height or with a diameter at breast height (DBH) of 10 centimetres, to allow for passage to the water on foot;
- f. Provincially issued water licenses, where any disturbance to habitat is minimized and mitigated;
- g. Trimming of trees in the development permit area, provided that the trees are not eventually killed as a result of the trimming.

#### 24.4.14 A Subdivision Guidelines

*The Subdivision Guidelines apply to the subdivision of land, regardless of the land designation.*

1. A trail system should link neighbourhoods to amenities and, where possible, provide corridors of native vegetation that can provide for groundwater infiltration.
2. The removal of trees should only be allowed where necessary and where alternate vegetation and water retention measures can be achieved.
3. If a subdivision proposal is received in an area identified for major road network connection or improvement in the Transportation section of this OCP, any development permit issued should accommodate major road network and intersection improvements that have been identified.

#### 24.4.14 B Subdivision Guideline Exemptions

*The Subdivision Guidelines do not apply to proposed boundary adjustments between two or more parcels of land.*



**COWICHAN VALLEY REGIONAL DISTRICT**

**DEVELOPMENT PERMIT**

FILE NO: DP18B01

DATE: \_\_\_\_\_

**REGISTERED PROPERTY OWNER(S):**

**OROSI LAND COMPANY LTD.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

1. This Development Permit is issued and is subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands within the Regional District described below:

***DISTRICT LOT 18, HELMCKEN DISTRICT, SHOWN COLORED PINK ON PLAN  
 DEPOSITED UNDER DD 296871  
 (PID: 009-711-082)***

3. Authorization is hereby given for **the subdivision of the subject property** in accordance with the following requirements:
  - **Development shall occur in accordance with the attached Schedules; and**
  - **Removal of invasive plant species on Lot 2 (Canada Thistle, Himalayan Blackberry, and Scotch Broom);**
4. The following plans and specifications are attached to and form a part of this permit.
  - Schedule A – Location Plan**
  - Schedule B – Proposed Subdivision Plan**
  - Schedule C – RAR Report**
  - Schedule D – Invasive Species Brochures**
  - Schedule E – Wildfire Interface Guidelines**
5. The land described herein shall be developed in substantial compliance with the terms and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.
6. **This Permit is not final subdivision approval.** No certificate of final completion or recommendation of subdivision approval by the Cowichan Valley Regional District shall be issued until all items of this Development Permit have been complied with to the satisfaction of the Land Use Services Department.



7. Subject to the terms of this Permit, if the holder of this Permit does not substantially start any construction within 2 years of its issuance, this Permit will lapse.

AUTHORIZING RESOLUTION **XXXX** PASSED BY THE BOARD OF THE COWICHAN VALLEY REGIONAL DISTRICT THE **XX** DAY OF **MONTH**, 201**X**.

I HEREBY CERTIFY that I have read the terms of the Development Permit contained herein. I understand and agree that the Cowichan Valley Regional District has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with ARTURO & YANINA MENDENHALL (applicants) on behalf of OROSI LAND COMPANY LTD (owner) other than those contained in this Permit.

\_\_\_\_\_  
Owner/Agent (signature)

\_\_\_\_\_  
Witness (signature)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

DRAFT



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** April 6, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Parks & Trails Division  
Land Use Services Department  
**SUBJECT:** Special Event Permit Application—Cittaslow Cowichan Bay  
**FILE:**

---

## PURPOSE/INTRODUCTION

The purpose of this report is to seek direction on a proposed special event at Hecate Park on August 12, 2018, by Cittaslow Cowichan Bay.

## RECOMMENDED RESOLUTION

That it be recommended to the Board that the Special Event Permit Application from Cittaslow Cowichan Bay to host a "Dinner in White" in Hecate Park on Sunday, August 12, 2018, be approved once conditions of the permit are met by the applicant.

## BACKGROUND

A Parks & Trails special event permit application from Cittaslow Cowichan Bay is requesting to host a Dîner en Blanc, a 'Dinner in White', on the lawn in front of the Cowichan Bay Estuary Centre in Hecate Park on Sunday, August 12, 2018. Dîner en Blanc is a worldwide event, spanning six continents in which people flash-gather in a public space and set up a temporary, chic dining area. Guests come dressed in white to enjoy a community dinner together. Diners are required to provide their own food, tables, chairs and tablecloths. Along with food, it is traditional that guests bring wine to celebrate the event.

This Dîner en Blanc has previously occurred six times in the Cowichan Valley. The special event application states that the proposed dinner is from 4:00 p.m. – 8:00 p.m., with setup time before and after, and that 60 to 100 guests of all ages will be attending. It is estimated that 10 long tables, 100 chairs, a small tent, waste disposal bins and a portable washroom will be set up to support the event. The event will also provide live music by a jazz trio. Vehicle parking will occur within the park as well as along the shoulder of Cowichan Bay Road.

## ANALYSIS

Hecate Park has successfully accommodated events of similar size with live music in the past. This event wishes to accommodate guests bringing wine to the park to enjoy with dinner. BC liquor regulations state that a special event liquor license is not required when alcohol is not being sold, but notification of the event must be provided to the BC Liquor Distribution Branch, appropriate local law enforcement agencies, as well as approval notice from the local government (CVRD).

If the CVRD supports this event, staff will request that the following conditions are met by the applicant:

1. Proof of Event Liability Insurance naming the CVRD as coinsured.

2. Provide the CVRD with a site map defining the event area boundaries that will be marked during the event, as well as proposed layout of all additional amenities (tent, portable washroom etc.).
3. Mark the event area boundary, as noted on the site map, with staked notices alerting other park users of the event, and that alcohol is being consumed with special permissions/notifications.
4. Have available, copies of the permissions and notifications on hand during the event.
5. Live music must be discontinued 30 minutes prior to the end of the event as scheduled at 8:00 p.m.
6. Notify the Cowichan Bay Estuary Nature Centre of the event.
7. Place notices in the park, at locations approved by CVRD staff, two weeks prior to the event.

**FINANCIAL CONSIDERATIONS**

None

**COMMUNICATION CONSIDERATIONS**

None

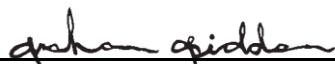
**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

None

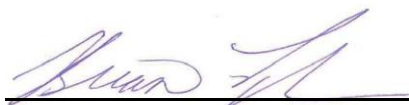
Referred to (upon completion):

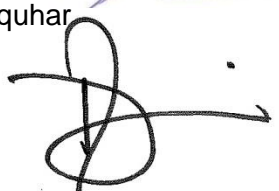
- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

  
\_\_\_\_\_  
Graham Gidden, BCSLA, CSLA, ISA  
Certified Arborist  
Parks & Trails Planner

Reviewed by:

  
\_\_\_\_\_  
Brian Farquhar  
Manager

  
\_\_\_\_\_  
Ross Blackwell, MCIP, RPP, A.Ag.  
General Manager



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** April 3, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** Proposed Cobble Hill Village Sewer System Service  
**FILE:** 0540-20-EAS/05

---

## **PURPOSE/INTRODUCTION**

The purpose of this report is to recommend that a bylaw be prepared to establish a new sewer system service within a portion of Electoral Area C – Cobble Hill to include the Twin Cedars Sewer System Service Area and the Cobble Hill Sewer System Service Area.

## **RECOMMENDED RESOLUTION**

That it be recommended to the Board that a bylaw be prepared to establish the Cobble Hill Village Sewer System Service Area within a portion of Electoral Area C – Cobble Hill to provide for upgrades to the Twin Cedars and Cobble Hill Sewer System Services including the Cobble Hill Wastewater Integration and Re-use Upgrade project.

## **BACKGROUND**

The CVRD was recently successful in receiving grant funding for the Cobble Hill Wastewater Integration and Re-use Upgrade Project. This project will combine two existing CVRD-operated sewer systems, Twin Cedars Sewer System and Cobble Hill Sewer System, into one system and allow for expansion of the successful effluent re-use program for irrigation at community parks. The new service area will include properties within the existing Twin Cedars Sewer System Service Area and the Cobble Hill Sewer System Service Area.

## **ANALYSIS**

Public approval is required and will be obtained prior to adoption of the bylaw.

## **FINANCIAL CONSIDERATIONS**

N/A

## **COMMUNICATION CONSIDERATIONS**

Public consultation with the community has already started and will continue throughout the project.

## **STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

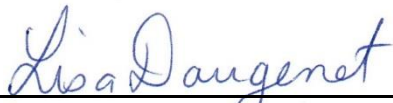
Combining small systems into larger systems provides for a more cost effective level of service to the customers of the systems; consolidation of utilities was identified in the utility review completed by INNOVA Strategy Group as a key component in achieving long-term financial sustainability.

---

Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

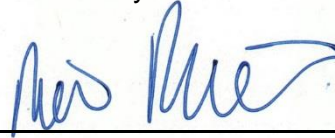
Prepared by:



---

Lisa Dagenet, ASCT.  
Engineering Technologist III

Reviewed by:



---

Brian Dennison, P. Eng.  
Manager



---

Hamid Hatami, P. Eng.  
General Manager

**ATTACHMENTS:**

Attachment A – Area Map



This map is compiled from various sources for internal use and is designed for reference purposes only.

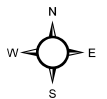
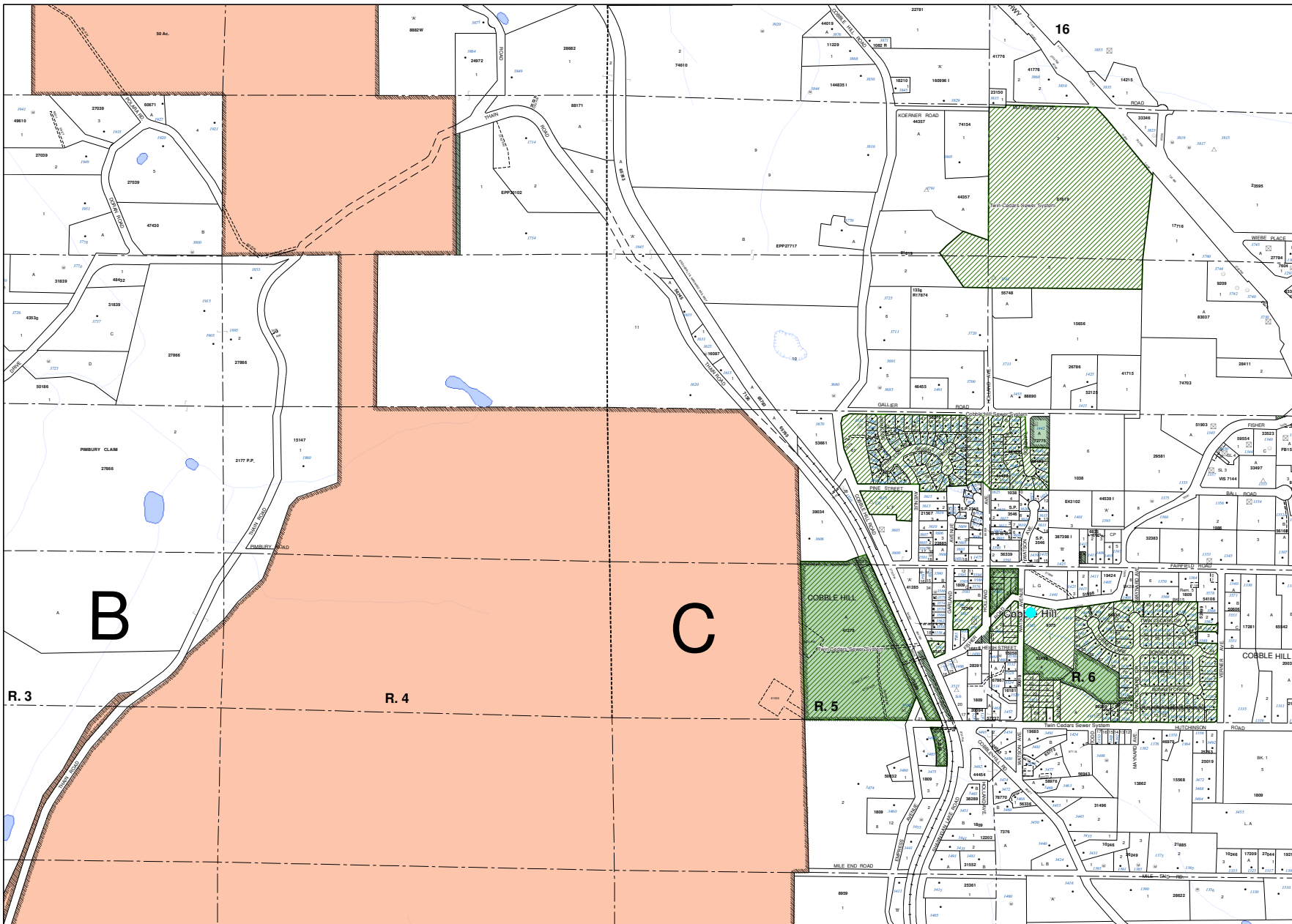
The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

**The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.**

Printed: April 4, 2018

Proposed New Service Area



Scale: 1:9,424



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 23, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** Eagle Heights Sewer Inclusion Request – 2654/2664 Corfield Road  
**FILE:** 0540-20-EAS/05

---

## **PURPOSE/INTRODUCTION**

The purpose of this report is to advise of a request for inclusion into the Eagle Heights Sewer System service area.

## **RECOMMENDED RESOLUTION**

That it be recommended to the Board:

1. That the Certificate of Sufficiency confirming that a sufficient petition requesting inclusion into the Eagle Heights Sewer System Service Area be received;
2. That CVRD Bylaw No. 1926 – Eagle Heights Sewer System Service Establishment Bylaw, 1999, be amended to include the property described as PID 029-070-627, Lot 1, Section 12, Range 8, Quamichan Land District, Plan EPP 30732;
3. That amendment bylaws be forwarded to the Board for consideration of three readings and upon completion of an OCP exemption of PID 029-070-627 and payment of connection fees, be considered for adoption.

## **BACKGROUND**

The agent and owners of the above-noted property located at 2654/2664 Corfield Road have requested inclusion in the Eagle Heights Sewer System. The property is described as PID 029-070-627, Lot 1, Section 12, Range 8, Quamichan Land District, Plan EPP 30732.

## **ANALYSIS**

The agent and owners are requesting inclusion of this property for servicing of two homes and one office building. Based on a flow rate provided by the Island Health filing, these homes and office will equate to five Joint Utility Board (JUB) units of flow. This sewer system has an excess of 300 available capacity units. A sewer extension will be required to connect this property to the system. Inflow and infiltration is increasing in this area, particularly during major storm events. Therefore, staff is suggesting a Capital Connection Fee of \$6,000 for each unit of flow or \$30,000.

Approval Process:

The Electoral Area D – Cowichan Bay Official Community Plan (OCP) establishes a general policy that the Cowichan Valley Regional District (CVRD) does not support the extension of community sewer systems beyond Village Containment Boundaries (VCBs) for the purpose of reducing the likelihood of rural sprawl development, per Section 9.3.2(b) [Liquid Waste Management]. Additionally, the OCP indicates under Section 9.3.2(c) that any proposed expansion of an existing community sewer system to provide a connection to a parcel outside of a VCB will not occur unless an OCP Amendment Bylaw is first adopted to amend the VCB. However, the OCP provides an

exemption to this general prohibition of new sewer connections, in Section 9.3.2(d), which indicates:

*Section 9.3.2(d): ...an existing parcel located outside a VCB may be connected to a community sewer system without an OCP Amendment to change to location of the VCBs shown on the maps attached as Schedules B and C-5 to the Area D OCP Bylaw, provided that:*

- I. There are environmental or public health conditions that warrant the connection such as proximity to a natural feature, watercourse, well, or highly vulnerable aquifer, or total failure of a septic system, without reasonable options to rebuild onsite;*
- II. The existing development complies with current land use regulations;*
- III. There is available capacity in the community sewer system;*
- IV. The resulting connection would not result in an increase in development potential or density except in conjunction with a rezoning application for lands within the cluster residential (CR) designation;*
- V. A covenant is registered restricting further subdivision and development beyond what is permitted by the existing zoning or, in the case of an application to rezone lands within the CR designation, a covenant is registered restricting further subdivision and development beyond what is permitted by the proposed comprehensive development (CD) zone.*

On the basis of the limited information provided to date, Community Planning understands that the proposal demonstrates conformance with the above-noted qualifying criteria. Accordingly, Community Planning is of the opinion that this proposal may be approved on the basis of identifiable community and environmental benefit to providing the parcel, which is located immediately outside and adjacent to the VCB, with a connection to the existing Eagle Heights community sewer service. In order to formally confirm conformance with the OCP policy, the CVRD shall require, as a condition of approval to connect to the community sewer service, that the property owner provide evidence of registration of a covenant against property title in conformance with Section 9.3.2(d)(v).

Two options are provided for the committee to consider. The first is above in the recommendation and the second is below.

Option 2:

1. That the Certificate of Sufficiency confirming that a sufficient petition requesting inclusion into the Eagle Heights Sewer System Service Area be received.
2. That the request to amend CVRD Bylaw No. 1926 – Eagle Heights Sewer System Service Establishment Bylaw, 1999, to include the property described as PID 029-070-627, be denied.

## **FINANCIAL CONSIDERATIONS**

For properties located outside of the sewer service area, the CVRD has the discretion to charge any appropriate connection fee as there are no bylaws in place to dictate them. Connection fees for subdivision in the proposed new amalgamated sewer service bylaw would be \$6,000 per unit. Based on five units, staff are suggesting a connection fee of \$30,000. Engineering and costs of connection are also the responsibility of the owners.

Each new user brought into the sewer service area will generate annual user fees in the amount of \$400 per year.



**COMMUNICATION CONSIDERATIONS**

The amendment bylaw requires the approval of the service area voters before it can be adopted. In cases where a sufficient petition for service has been received, voter approval may be obtained by the Electoral Area Director consenting, in writing, to the adoption of the bylaw. The Engineering Services Department is responsible for the operation and administration of this service. A valid and sufficient Petition for Service has been received. The Certificate of Sufficiency and a site plan are attached for consideration.

**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

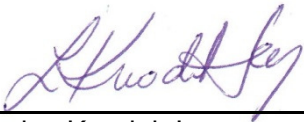
The Corporate Strategic Plan includes an objective to achieve compact, mixed communities. Coordination of water, sewer, and other infrastructure is the strategic action identified to promote compact, mixed-use communities. The recommended resolution provides a reliable essential service.

Referred to (upon completion):


- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Planning & Development Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

Reviewed by:



Louise Knodel-Joy  
Senior Engineering Technologist



Brian Dennison, P. Eng.  
Manager



Hamid Hatami, P. Eng.  
General Manager

**ATTACHMENTS:**

- Attachment A – Site Plan and Request
- Attachment B – Certificate of Sufficiency

**From:** Darryl Tunncliffe [<mailto:dtunncliffe@mcelhanney.com>]  
**Sent:** January-16-18 3:27 PM  
**To:** Brian Dennison  
**Cc:** Todd Etherington  
**Subject:** Cermaq on Corfield Road - Request to be added to Sanitary Service Area

Hello Brian,

On behalf of our client, Cermaq, we are requesting their property be added to the CVRDs sanitary service area. The site is located at 2654 & 2664 Corfield Road, PID 029-070-6274, and legal description: Lot 1, Plan EPP 30732, Section 12, Range 7, Quamichan District. See below screenshot for location.

Cermag is proposing to connect to the CVRDs sewer system to discharge:

- Two residences
  - Design Flowrate: 2,800 Litres/day
  - Flowrate per VIHA Filing of System System by SK Septics, March 2014 for one of the residences.
- Office building
  - Design Flowrate: 1,200 Litres/day
  - Flowrate per VIHA Filing of Sewerage System by SK Septics, October 2013
- Total design flowrate:
  - 5,400 L/day or 0.063 L/s based on VIHA filings.

This proposal is not for the discharge of any sewage related to the fish hatchery operations. All discharge from the hatchery operations is handled on-site and this is not planned to be changed.

Please advise if the CVRD requires anything else to process this request.

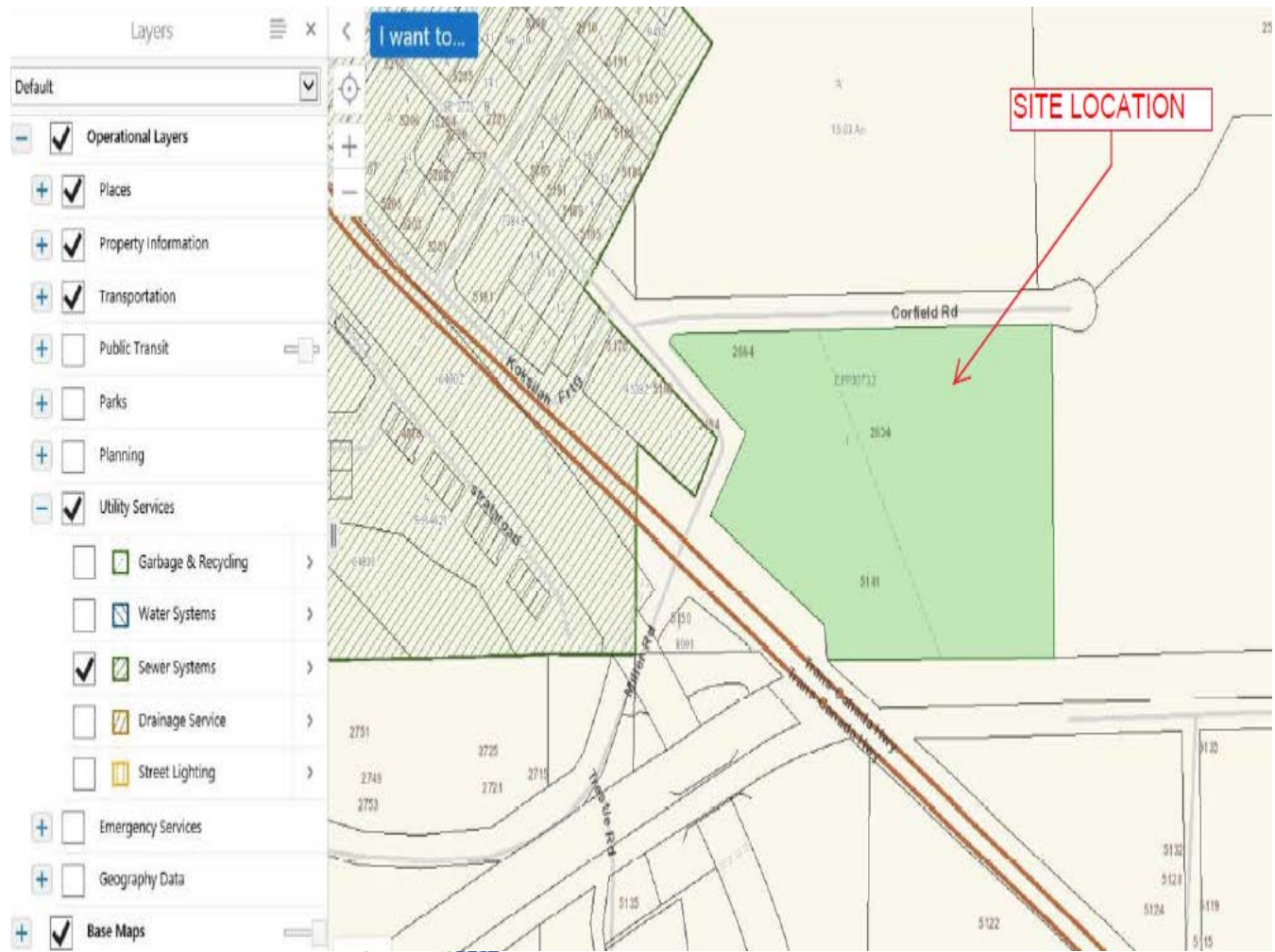
Cheers!

- Darryl

**Darryl G. Tunncliffe**, B.Sc.(Eng), P.Eng.  
Project Manager  
**McElhanney Consulting Services Ltd.**  
[www.mcelhanney.com](http://www.mcelhanney.com)  
Suite 202 | 5855 York Road | Duncan BC V9L 3S3  
D 778 762 0675 | T 250 748 3335 | C 250 710 8068  
[dtunncliffe@mcelhanney.com](mailto:dtunncliffe@mcelhanney.com) | [My LinkedIn Profile](#)

Connect with McElhanney: [Facebook](#) | [Twitter](#) | [LinkedIn](#)

## **SITE LOCATION**

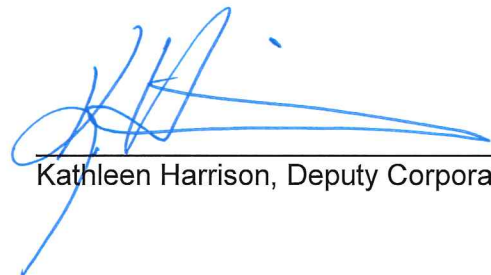




**CERTIFICATE OF SUFFICIENCY**

I hereby certify that the petition for inclusion into the *Eagle Heights Sewer System Service Area* within a portion of Electoral Areas D – Cowichan Bay and E – Cowichan Station/Sahtlam/Glenora is sufficient, pursuant to section 337.3 of the *Local Government Act*.

DATED at Duncan, British Columbia )  
this 23<sup>rd</sup> day of March 2018 )  
)  
)



---

Kathleen Harrison, Deputy Corporate Secretary

Eagle Heights Sewer System Service Area

Total Number of Parcels requesting inclusion in Service Area: (PID: 029-070-627)	1
Net Taxable Value of All Land and Improvements of Parcels requesting inclusion in the Service Area:	\$249,814
Number of Petitions received:	1
Net Taxable Value of Petitions received (Land and Improvements):	\$249,814



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 9, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** Consolidated Water Systems Management Bylaw  
**FILE:** 0540-20-EAS/05

---

## **PURPOSE/INTRODUCTION**

The purpose of this report is to introduce "Bylaw No 4160 – CVRD Water Systems Management Bylaw, 2018".

## **RECOMMENDED RESOLUTION**

That "CVRD Bylaw No. 4160 – CVRD Water Systems Management Bylaw, 2018", be forwarded to the Board for consideration of three readings and adoption.

## **BACKGROUND**

The Water Management Division owns and operates 19 water systems with 19 separate management bylaws. If a policy is changed in one of the systems, considerable effort is required to amend the remaining systems. Often, many of these bylaws are at different stages of update.

The Malahat Water System (Elkington) Water System service area has been established, but a management bylaw has not yet been prepared. This consolidated bylaw will include this system.

## **ANALYSIS**

As part of an effort to improve management of these systems, consolidation of these 19 management bylaws into one would simplify and bring all of these bylaws up to a consistent standard.

The Consolidated Water Systems Management Bylaw includes the most recent amendments to polices, minor housekeeping amendments, terminology changes for clarity and has been vetted by our lawyers. The Malahat Water System (Elkington) has also been included.

Schedule A includes a table with connection charges for all of the systems. These have been amended to reflect increased capacity charges and an addition of charges for secondary suites. All water systems have been increased from:

- \$3,500 to \$5,000 capacity charge (for subdivisions and additional units) for water systems that have adequate water supply
- \$3,500 to \$7,000 capacity charge (for subdivisions and additional units) for systems with water supply concerns
- Burnum water system is proposed to remain at \$17,000 until the capital upgrade project is complete. This now includes identifying and developing new water sources.

The additional revenue will be used to develop new sources of supply, treatment of potable water and asset replacement. The secondary suite charge, has been introduced or reduced in most cases to encourage affordable housing and to encourage legalization of existing and future suites.

Schedule B includes a separate section for each utility system’s metered water user rates. These rates include the proposed user fees in the approved 2018 budget where necessary.

Schedule C includes a separate section for each unmetered utility system’s water user rates. These rates also include the proposed user fees in the approved 2018 budget where necessary.

Both Schedules B and C include a new reduced user rate for suites. The proposed rate is 50% of a single family dwelling with 50% increase in allowable volume for the whole property for the graduated fee structure.

**FINANCIAL CONSIDERATIONS**

Proposed amendments in Schedule A, Connection Charges are in Table 1 below.

<b>Table 1</b>				
<b>Water Connection Charges</b>				
<b>Water Systems</b>				
	<b>Water Administrative Charge 19mm (i)</b>	<b>Water Administrative Charge 25mm (ii)</b>	<b>Water Capacity Charge (iii)</b>	<b>Water Capacity Charge Secondary Suite (iv)</b>
<b>Arbutus Mountain Water</b>	\$500	\$550	\$5,000	\$1,500
<b>Arbutus Ridge Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Bald Mountain Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Burnum Water</b>	\$300	\$450	\$17,000	\$1,500
<b>Carlton Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Cherry Point Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Dogwood Ridge Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Douglas Hill Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Fern Ridge Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Honeymoon Bay Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Kerry Village Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Lambourn Estates Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Malahat Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Mesachie Lake Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Saltair Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Satellite Park Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Shawnigan Lake North Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Shellwood Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Woodley Range Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Youbou Water</b>	\$300	\$450	\$5,000	\$1,500

Proposed User Fee rate increases for single family home within Schedule B and as per 2018 approved budget include:

- Satellite Park Water: \$30/year from \$300 to \$330;

- Douglas Hill Water: \$45/year from \$315 to \$360;
- Fern Ridge Water: \$50/year from \$425 to \$475;
- Arbutus Ridge Water: \$12/year from \$398 to \$410;
- Cherry Point Water: \$40/year from \$380 to \$420;
- Malahat Water: \$300 per year (new system added to bylaw)

All remaining water systems user rates remain unchanged. A 50% rate for suites has also been included in the Schedules.

#### COMMUNICATION CONSIDERATIONS

Not applicable.

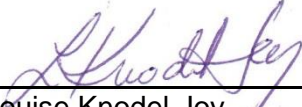
#### STRATEGIC/BUSINESS PLAN CONSIDERATIONS

The recommended resolution provides a reliable essential service.

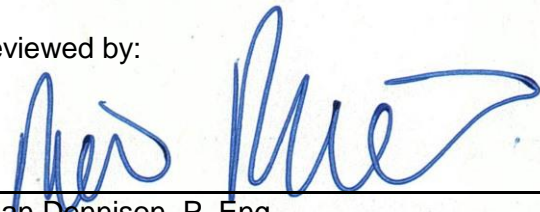
Referred to (upon completion):


- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

  
\_\_\_\_\_  
Louise Knodel-Joy  
Senior Engineering Technologist

Reviewed by:

  
\_\_\_\_\_  
Brian Dennison, P. Eng.  
Manager

  
\_\_\_\_\_  
Hamid Hatami, P. Eng.  
General Manager

#### ATTACHMENTS:

Attachment A – Bylaw 4160 CVRD Water Systems Management Bylaw, 2018



**COWICHAN VALLEY REGIONAL DISTRICT**

**BYLAW No. 4160**

**A Bylaw for the Regulation and Management of the  
CVRD Water Systems**

---

**WHEREAS** the Board of the Cowichan Valley Regional District has by bylaw established and regulates water services within the electoral areas of the Cowichan Valley Regional District.

**AND WHEREAS** it is deemed necessary and expedient that provisions be made for the regulation and management of the water system, and for terms and conditions upon which water services may be provided, and for a tariff of charges for such services;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as "**CVRD No. 4160 - CVRD Water Systems Management Bylaw, 2018**".

**2. REPEAL**

1. The following bylaws are hereby repealed:

- (a) CVRD Bylaw No. 2817 – Satellite Park Water System Management Bylaw, 2006, and all amendments thereto;
- (b) CVRD Bylaw No. 3406 – Douglas Hill Water System Management Bylaw, 2010, and all amendments thereto;
- (c) CVRD Bylaw 3099 - Lambourn Estates Water System Management Bylaw, 2008 and all amendments thereto;
- (d) CVRD Bylaw No. 2998 – Arbutus Mountain Estates Water System Management Bylaw, 2008, and all amendments thereto;
- (e) CVRD Bylaw No. 2996 – Fern Ridge Water System Management Bylaw, 2008, and all amendments thereto;
- (f) CVRD Bylaw No. 3245 – Bald Mountain Water System Management Bylaw, 2009;



- (g) CVRD Bylaw No. 3313 – Dogwood Ridge Water System Management Bylaw, 2010, and all amendments thereto;
- (h) CVRD Bylaw No. 3305 – Arbutus Ridge Water System Management Bylaw, 2009, and all amendments thereto;
- (i) CVRD Bylaw No. 3647 – Carlton Water System Management Bylaw, 2012, and all amendments thereto;
- (j) CVRD Bylaw No. 3644 - Shellwood Water System Management Bylaw, 2012, and all amendments thereto;
- (k) CVRD Bylaw No. 3635 – Woodley Range Water System Management Bylaw, 2012, and all amendments thereto;
- (l) CVRD Bylaw No. 3742 – Burnum Water System Management Bylaw, 2013, and all amendments thereto;
- (m) CVRD Bylaw No. 1971 – Mesachie Lake Water System Management Bylaw, 1999, and all amendments thereto;
- (n) CVRD Bylaw No. 1763 – Saltair Water System Management Bylaw, 1996, and all amendments thereto;
- (o) CVRD Bylaw No. 2946 – Youbou Water System Management Bylaw, 2007, and all amendments thereto;
- (p) CVRD Bylaw No. 1607 – Honeymoon Bay Water System Management Bylaw, 1994, and all amendments thereto;
- (q) CVRD Bylaw No. 1690 – Cherry Point Water System Management Bylaw, 2010, and all amendments thereto;
- (r) CVRD Bylaw No. 1967 – Shawnigan Lake North Water System Management Bylaw, 1999, and all amendments thereto; and
- (s) CVRD Bylaw No. 2527 – Kerry Village Water System Management Bylaw, 2004, and all amendments thereto.

### 3. DEFINITIONS

In this bylaw, unless the context otherwise requires:

**"Allotment"** means the maximum amount of water that may be used by a classification of user to which the minimum user charge for a specific billing period is applied.

**"Applicant"** means an owner or his agent making application for water services and from whom the District may expect to receive revenue on a continuing basis for this service.

**"CVRD Specifications and Standards"** means specifications and standards for water works and services required as a condition of subdivision or development, as established from time to time under a **District** bylaw.

**"CVRD Water System"** means the water system servicing a **CVRD Water System Service Area**, including all **District** water supply plants, intakes, wells, outlets, equipment, water storage tanks and reservoirs, water supply lines, pumping stations, watermains, appurtenances, water service connections, water meters and all other waterworks designated for the supply and distribution of water together with all other works related to the operation of the system, including electrical pumps and components, control systems and signal cable and all lands appropriated for such purposes and uses.

**"CVRD Water System Service Area"** means a service area established and defined by a bylaw listed in Schedule H to this Bylaw, within which the **District** manages and operates a Community Water System.

**"Building Service"** means a water pipe extending from the property line to the plumbing system at the building or buildings on the subject property whether for domestic, or fire use.

**"Capable of Connection"** means that the parcel of land abuts a street, lane, public water right-of-way or easement, upon or under which there is a main water pipe with excess capacity and that the service connection will have adequate cover at the property line.

**"Committee"** means a standing committee, comprised of representatives from the **Regional Board**, which the Engineering Services Department reports to.

**"Consumer"** means the **Owner** or occupant of property which is serviced by, connected to and uses **District Water**.

**"District"** means the Cowichan Valley Regional District.

**"District Water"** means water carried by a **CVRD Water System**.

**"Extension"** means an extension to the main water pipe forming part of a **CVRD Water System**.

**"Main Water Pipe"** means a pipe forming part of the public distribution system of a **CVRD Water System**.

**"Manager"** means the person duly appointed General Manager of the Engineering Services Department by the **Regional Board**, or his designate.

**"Metered Water"** means **District Water** supplied to **Consumers** through meters.

**"Owner"** means the person or persons holding a fee simple or equitable interest in land.

**"Parcel Tax"** means an annual tax levied on each parcel of land within a **CVRD Water Systems Service Area** and as established by a separate bylaw.

**"Private Water Supply System"** means an assembly of pipes, fittings, valves, equipment and appurtenances that supplies water from a private source.

**"Regional Board"** means the Board of Directors of the Cowichan Valley Regional District

**"Treasurer"** means the person duly appointed Treasurer by the Regional Board, or his duly appointed delegate.

**“Unit” or “Dwelling unit”** means an "area within" a building which is segregated and self-contained and, in the case of multiple units, the units may be owned or rented by different persons or organizations.

**"Unmetered Fire Line"** means a **Water Service** supplying **Unmetered Water** directly to **Consumers** for purposes of fire protection and does not include a watermain serving fire hydrants owned and maintained by the **District**.

**"Unmetered Water"** means **District Water** supplied to **Consumers** without the use of meters.

**“Water Administrative Charge”** means charges set out in Schedule A forming part of this bylaw for administrative services for **Water Service**.

**“Water Capacity Charge”** means charges set out in Schedule A forming part of this bylaw for cost of capacity within the water system.

**"Water Charges"** means the charges set out in applicable Schedules forming part of this bylaw.

**"Water Connection Charges"** means the charges set out in Schedules forming part of this bylaw including **Water Administration Charges, Water Capacity Charges, Water Service Installation Costs** and all other charges related to **Water Service**.

**"Water Meter"** means a device used for measuring water consumption and used for revenue purposes by the **District**.

**"Water Rates"** means the user fees or rates for water usage set out in Schedules B and C in this bylaw.

**"Water Service"** means the supply, treatment and distribution of potable water which is part of a **CVRD Water System**

**"Water Service Connection"** shall mean the water pipe and its integral appurtenances that are placed (and generally at right angles thereto) from the watermain to near the **Owner's** property line or edge of statutory right-of-way and includes the curb stop and meter.

**“Water Service Installation Cost”** means the charges for cost of the physical water installation for a **Water Service Connection**.

#### **4. ADMINISTRATIVE POLICY**

1. The regulations under this Bylaw apply within each **CVRD Water System Service Area**, except for those regulations that are expressly stated to apply only within a specific **CVRD Water System Service Area**.
2. (a) The responsibility for the construction, operation and maintenance of each **CVRD Water System** is hereby vested in the **Manager** who shall operate the same under the established bylaws and policies of the **Regional Board**.

- (b) No construction, operation or maintenance work of any kind or nature not specifically authorized by this bylaw shall be performed on the whole or any part of a **CVRD Water System** except as authorized in writing by the **Manager**.
  - (c) Ownership of **CVRD Water System**: All water pipes, connections, appurtenances or facilities required for water distribution to the **Owner's** property line which are constructed, whether at the **Owner's** expense or **District** expense in present or future public highways or within **District** right-of-way or property, shall be the property of the **District**.
3.
  - (a) The **District** may supply **District Water** as circumstances, equipment and water supply permit.
  - (b) No **District Water** shall be supplied to any parcel of land or buildings outside of the boundaries of a **CVRD Water System Service Area** except by special agreement with the **District**.
  - (c) All reasonable efforts will be made to ensure a continuous supply of **District Water** to the consumer; however, the **District** does not guarantee to the **Consumer** an uninterrupted supply of **District Water** or that any standard of water pressure, water quantity or water quality will be met or maintained nor shall any failure to provide an uninterrupted supply of **District Water** or to meet any such standard be construed as neglect on the part of the **District**.
4. Any person authorized by the **Manager** shall have free access at all reasonable times, and upon reasonable notice being given to all parts of every building, chamber or other facility to which **District Water** is supplied, to inspect, observe, measure, sample and test any **Building Service** and its appurtenances within or without the building in order to ascertain whether or not the provisions of this bylaw are being obeyed.
5.
  - (a) The **Manager** may upon reasonable notice shut off water within all or any part of a **CVRD Water System**, however, in emergency situations, notice may not be given.
  - (b) The **District** is not liable for damages caused by the breakdown or malfunction of any **Water Service Connection**, watermain or appurtenance.
6. In the event of water shortage within any **CVRD Water System Service Area**, the **Manager** may prescribe restrictions on the consumption, hours of consumption, and use of **District Water**.
7. Before proceeding with, or authorizing, any construction which is proposed to be located under, across or along any watermain or other water works forming part of a **CVRD Water System**, the person wishing to undertake or authorize such construction shall notify the **Manager** in writing of his or her intention to proceed with the same, and if, in the opinion of the **Manager**, it is necessary to support or relocate such watermain or other water works, the cost of supporting or relocating the watermain or other water works shall be charged against that person and the **Manager** shall have the power to supervise and direct the supporting or relocating of such watermains or other water works.
8. Any person who has proceeded with, or who has authorized any construction which is located under, over, across or along any watermain or other water works forming part of the **CVRD Water Systems** shall be liable for any damage caused by such construction. If the damage is not remedied to the satisfaction of the **Manager** in a reasonable time as

determined by him, the **Manager** may have such damage repaired, upon giving notice to such person, and the cost of the repairs shall be borne by such person.

## 5. WATER RATES, CHARGES AND REVENUES

1. (a) Revenues for a **CVRD Water System** may be raised by **Water Rates, Water Connection Charges, Water Charges and Parcel Taxes**.
- (b) If in any fiscal year the revenues generated by the rates and charges referred to in subsection (a) do not meet the expenditures of the **CVRD Water System Service Area**, the deficit may be covered by a duly authorized increase in any or all of the charges set out in subsection (a) for the succeeding fiscal year.
- (c) All revenue raised by the methods herein described or authorized shall be applied to the **CVRD Water System** for which the revenue was raised.
2. (a) **Consumers of Metered Water** shall be billed on the basis of their consumption of **District Water** and shall be charged **Water Rates** in accordance with Schedule B.
- (b) **Consumers of Unmetered Water** shall pay the **Water Rates and Charges** set out in Schedule C.
- (c) **Consumers with Unmetered Fire Lines** shall pay the **Unmetered Fire Line Rates** set out in Schedule D.
- (d) Persons requiring the miscellaneous services set out in Part 9 of this Bylaw shall pay the **Water Charges** set out in Schedule G for such services.
- (e) No charge will be made for the volume of **Unmetered District Water** used for fire protection purposes or the testing of fire protection equipment.
- (f) **Water Rates** and **Water Charges** shall be due and payable at the offices of the **District** on or before the date shown in Schedule E of this bylaw.
- (g) When a new **Water Service Connection** is installed, the water rate levied shall be prorated in accordance with appropriate charges set out in Schedule B and shall be computed as follows:
  - a. Existing building – from the month following the month in which the **Water Service Connection** is completed, or one month after the water application is completed;
  - b. New building – two months after the insulation inspection for the building has been completed, or at such other date that the **Treasurer** considers reasonable in the circumstances;
  - c. Suites – from the month following the month in which the **Water Capacity Charge** is levied.
3. (a) The Rates and Charges set out in the Schedules to this Bylaw shall be subject to periodic review by the **Manager** and the Electoral Area Services **Committee** may make recommendations on the revision of the said Schedules to the **Regional Board**.

- (b) Schedules A, B, C, D, E, F, G, H and I are an integral part of this Bylaw and may be revised by bylaw enacted by the **Regional Board**.

## 6. METERED WATER SERVICE

1. (a) All **Water Services** shall be metered unless otherwise directed by the **Manager**.
  - (b) All **Consumers** shall be responsible for providing suitable plumbing for the installation of a **Water Meter**.
  - (c) The **Water Meter** shall be installed on the **Water Service Connection** in a readily accessible location in close proximity to the property line or other location approved by the **Manager**.
  - (d) **Water Meters** shall be installed, sealed, maintained, repaired and disconnected only by employees or agents of the **District**, or other persons duly authorized by the **Manager**.
  - (e) Where a metered **Water Service Connection** is in use, all **District Water** consumed on the property shall pass through the **Water Meter** authorized by the **District** for use on the property unless the water in question is authorized under this Bylaw for unmetered use.
  - (f) Where an **Unmetered Fire Line** is provided, no water shall be taken other than for fire protection or testing of the fire protection system unless authorized by the **Manager**.
  - (g) Only one **Water Meter** shall be installed on a **Water Service Connection** whether the **Water Service Connection** serves a single building or a number of buildings on a lot, parcel or block of land, unless otherwise approved by the **Manager**. For the purposes of this section, each half of a semi-detached dwelling and each unit of street townhouses or street link houses is to be considered a single building.
  - (h) If a **Consumer** receiving **Unmetered Water** requests that a **Water Meter** be installed on his water service connection, the **Manager** may, at his discretion, comply with such request with all related cost to be borne by the **Consumer**.
  - (i) At the time of applying for **Water Service Connection** or for a connection of a suite, the **Applicant** shall deposit an amount equal to the **Water Administrative Charge**, the **Water Capacity Charge** plus the **Manager's** estimated cost of providing the **Water Service Installation Charge**.
2. (a) If the **Manager** directs that the **Water Meter** be installed in a meter chamber, the meter chamber shall be constructed and maintained by the **Consumer** in a manner satisfactory to the **Manager** and shall be kept safe and accessible to the employees and agents of the **District**.
  - (b) The **Consumer** shall pump all water from the meter chamber if required by the **Manager**.
  - (c) The size of **Water Meters** to be installed shall be approved by the **Manager**.
  - (d) Unless otherwise approved by the **Manager**, no pipe connection shall be made to a **Water Service Connection** other than after the outlet side of a **Water Meter**, except where required by the **Manager**, in which case properly valved and sealed by-

passes around the **Water Meter** shall be provided by and at the expense of the **Consumer**.

- (e) **Consumers** shall immediately notify the **Manager** of any breakage, stoppage or irregularity in a **Water Meter**, a **Building Service**, or the plumbing system or fixtures within the building or buildings.
  - (f) Consumers shall maintain the **Building Service**, and the plumbing system and fixtures within the building or buildings, so as to avoid leaks and the wastage of water.
3. (a) All **Water Meter** readings shall be performed under the co-ordination and control of the **Manager**.
- (b) **Water Meter** readings may be performed by duly authorized employees or agents of the **District** who must carry with them, while performing **Water Meter** reading duties, identification designating them as employees or agents of the **District**.
  - (c) **Consumers** shall provide to the duly authorized employees or agents of the **District** access to buildings, chambers or other facilities in which **Water Meters** are situated at all reasonable hours and shall facilitate such access in all reasonable ways.
  - (d) **Water Meters** shall be read annually, semi-annually, quarterly, bi-monthly, monthly or at any interval deemed necessary by the **Manager**.
  - (e) The **Treasurer** may estimate the quantity of water used by the **Consumer** since the date of the last accurate meter reading, or the last satisfactory estimate of consumption, and bill the **Consumer** accordingly, under circumstances where:
    - (i) the **Water Meter** is broken, stopped or irregular;
    - (ii) the **Water Meter** or meter seal has been disconnected, altered or tampered with in any way;
    - (iii) the **Water Meter** has been incorrectly read;
    - (iv) the **Water Meter** reading has been incorrectly recorded;
    - (v) a **Water Meter** by-pass has been used or the by-pass seal has been disconnected, altered or tampered with;
    - (vi) the person duly authorized to do so has been unable to obtain a **Water Meter** reading;
    - (vii) it is deemed necessary by the **Treasurer** for any other circumstances.
  - (f) Where the quantity of water used by a **Consumer** has been estimated pursuant to subsection (e), the **Treasurer** may, at the time of the first accurate meter reading subsequent to such estimate, make a new estimate of the quantity of water used by the **Consumer** and increase or decrease the billing to the **Consumer** accordingly.
  - (g) Under circumstances where in the opinion of the **Manager** it is expedient to allow a **Consumer** to run water continuously, the **Manager** may authorize such usage and in such cases the **Treasurer** may adjust the **Consumer's** metered billing to conform with the **Consumer's** normal pattern of water use.
4. (a) A **Consumer**, upon written application to the **Manager**, may have his **Water Meter** tested.
- (b) Every application for testing shall be accompanied by a deposit of the fee for testing **Water Meters** set out in Schedule G.

- (c) If the **Water Meter** is shown by the test to measure the flow of water within AWWA specifications, the **Consumer** shall be charged the fee for the test set out in Schedule G and the deposit set out in Section 1 shall be credited against that charge.
- (d) If the **Water Meter** is shown by the test to measure the flow of water outside AWWA specifications, whether high or low, no fee shall be charged for the test, the **Consumer's** deposit shall be returned and the **Consumer's** water bill adjusted in an amount to be determined by the **Treasurer** and the **Water Meter** shall be replaced or repaired at the cost of the **District**.

## **7. WATER SERVICE CONNECTION**

- 1. (a) A person desiring **District Water** and who owns or occupies a building on lands within a **CVRD Water System Service Area**, which abuts a watermain that is a part of the **CVRD Water System**, may apply to have his building connected to the watermain.
  - (b) No connection shall be made to a **CVRD Water System** until a completed Application for **Water Service** has been approved by the **Manager**.
  - (c) An Application for **Water Service** shall be completed on a form provided by the **Manager**, and the information shall be certified to be correct and signed by the **Applicant** or his agent, and shall be completed and submitted for the **Manager's** approval at least three weeks prior to the date by which connection to the **CVRD Water Systems** is requested, or within such other time as the **Manager** considers reasonable.
  - (d) Where a **Water Service Connection** is to be installed as part of an **Unmetered Fire Line**, or for any use other than single family residential use, or where the proposed **Water Service Connection** is greater than 25 mm in diameter, detailed plans of the **Water Service** or **Unmetered Fire Line** acceptable to the **Manager** shall be submitted with each Application for **Water Service**.
  - (e) An Application for **Water Service Connection** shall be accompanied by a payment equal to the **Water Connection Charges** as set out in Schedule A plus a deposit in accordance with the conditions and requirements of the **Water Service Installation Charges**. The deposit shall be applied against the actual cost of the **Water Service Connection** installation.
  - (f) The **Manager** may refuse approval of an Application for **Water Service Connection** where, in his opinion, the **CVRD Water System** may be adversely affected, where, in his opinion, there is insufficient water supply available or where a watermain does not abut the **Applicant's** lands.
  - (g) Every **Water Service Connection** shall be installed prior to installation of the **Building Service**. The **District** shall not be responsible for meeting the location of or for connecting to an **Building Service** installed prior to the installation of the **Water Service Connection**.
- 2. A subdivider of land who has installed one or more **Water Service Connections** for a new parcel or parcels within that subdivision must make an application for **Water Service** in accordance with this Bylaw for each parcel to be serviced, prior to connecting any **Building Service** to a **Water Service Connection**.



3. (a) Where the **Owner** of property wishes to re-use an abandoned **Water Service Connection** that previously served a building on the **Owner's** property, the **Owner** may apply to re-use the **Water Service Connection** and shall at such time apply for an inspection of the **Water Service Connection**. The **Owner** shall pay the inspection fee set out in Schedule A, expose the **Water Service Connection** and prepare it for inspection, and the **Manager** may, upon inspecting such **Water Service Connection**, refuse to allow the re-use of it if, in the **Manager's** opinion, it is defective or in need of repair or upgrading, and the **Manager's** decision shall be final.
- (b) Where the **Manager** has deemed an abandoned **Water Service Connection** defective or in need of repair or upgrading, the **Owner** shall apply for a new **Water Service Connection** and pay the charge or deposit as set out in Schedule A.
4. The **Building Service** shall be maintained and repaired by the property **Owner** at his sole expense. Whenever a malfunction occurs in the **Building Service** or **Water Service Connection**, the **Owner** or occupier of the premises served shall first determine that the failure is not located in the **Building Service** before notifying the **Manager** who shall, as soon as practicable, arrange to have the **Water Service Connection** inspected and if necessary, restored to serviceable condition.
5. (a) All work involved in the installation and maintenance of **Water Service Connections** shall be performed only by duly authorized employees or agents of the **District**.
- (b) Every **Water Service Connection** is to be laid, as nearly as practicable, in a generally straight line and at a right angle to the watermain.
- (c) Where the **Applicant** for a **Water Service Connection** indicates in his or her application a desired location for the **Water Service Connection**, the **Water Service Connection** will be located as requested providing the proposed location is approved by the **Manager**.
- (d) Where the **Applicant** for a **Water Service Connection** does not indicate in his application a desired location for the **Water Service Connection**, the **Water Service Connection** will be located as determined by the **Manager** and if the **Applicant** subsequently requires a relocation of the **Water Service Connection**, such relocation shall be at the expense of the **Applicant**.
- (e) No **Water Service Connection** shall be installed in, over or across the property of another person or located on an easement registered in favour of **Owner** applying for the **Water Service** except by the written consent of the **Owners** concerned and the approval of the **Manager**.
- (f) Subject to the provisions of this Bylaw, only one **Water Service Connection** shall be installed for each lot, block or parcel of land unless otherwise approved by the **Manager**.
- (g) Each detached residential building must be serviced by a separate **Water Service Connection**, provided that the **Manager** may allow a property with a second detached dwelling to share a **Water Service Connection** if a covenant prohibiting further subdivision has been registered on title under section 219 of the *Land Title Act*.

- (h) A separate **Water Service Connection** shall be installed for each unit of semi-detached buildings, street townhouses and street link houses, except for townhouses that are located on a strata lot registered under the *Strata Property Act*.
  - (i) Where more than one lot, block or parcel of land under separate ownership are served by a single **Water Service Connection**, the **Manager** may order the affected **Consumers** to disconnect from the single **Water Service Connection** and to apply for separate **Water Services**, and all costs including those for installing new **Water Service Connections** shall be borne by the **Consumers**.
6. When a **Consumer** requires the **Water Service Connection** to his or her land or premises to be replaced, the existing **Water Service Connection** shall be disconnected and the cost of disconnecting the **Water Service Connection** as set out in Schedule A, shall be borne by the **Consumer**.
  7. When the **Manager** determines that a **Water Service Connection** is no longer required and can be abandoned, the **Water Service Connection** shall be disconnected at the watermain and the cost of the disconnection, as set out in Schedule A, shall be borne by the **Owner** of the lot, block or parcel of land, which the **Water Service Connection** served, or was intended to serve or as otherwise directed by the **Manager**.
  8. (a) The **Consumer** is responsible for the repair or replacement of a leaking or defective **Building Service** or appurtenance and if, after written notice, it is not remedied in reasonable time, the water supply may be temporarily interrupted until the necessary repairs are completed to the satisfaction of the **Manager** and the cost of such repair or replacement shall be borne by the **Consumer**.
  - (b) The **Manager** may turn off or restrict the supply of water to any building in which any leaking or defective pipe, tap or fixture, or any cross connection exists and shall require that the pipe, tap or fixture be repaired or replaced by the **Consumer** in such manner as the **Manager** may approve before the water is turned fully on again.

## **8. USE OF WATER SERVICE FOR FIRE PROTECTION**

1. (a) No person other than duly authorized employees or agents of the **District** or a Local Fire Department shall operate or use any **District** or private fire hydrant.
- (b) The **Manager** may issue a "Hydrant Permit" authorizing the use of a specified **District** or private hydrant for a specified time under specified conditions, including the supervision of such use by the **Manager**, at the charges set out in Schedule F.
2. (a) The **Manager** may approve the supply of **District Water** to **Consumers** within the **CVRD Water System Service Area** who have **Unmetered Fire Lines** for fire protection purposes and such water may serve private fire hydrants, automatic sprinkler systems and standpipes.
- (b) An **Unmetered Fire Line** shall be separate from the domestic **Water Service Connection**. An **Unmetered Fire Line** and a **Water Service Connection** may be combined within a public road allowance or easement providing separation takes place within the public road allowance or easement and providing a valve is installed on each branch within the public road allowance or easement.
- (c) An **Unmetered Fire Line** whether separate or combined with a domestic **Water Service Connection** as in sub-section (b), shall be isolated to prevent back flow in

accordance with the current British Columbia Building Code and the British Columbia Plumbing Code and other applicable regulations.

- (d) No **Private Water Supply System** shall be interconnected with a **CVRD Water System**.
- (e) Private fire hydrants shall be maintained by the **Consumers** who own and have the use of such hydrants to the satisfaction of the **Manager** and such **Owners** may be required from time to time to establish to the satisfaction of the **Manager** that such hydrants are sound, do not leak and are in good operating order.
- (f) **Unmetered fire lines** shall be utilized for no other purpose than fire fighting without written permission from the **Manager**.

## **9. MISCELLANEOUS SERVICES AND REQUIREMENTS**

- 1. (a) The **Manager** shall at the request of a **Consumer** turn the **Consumer's** supply of **District Water** "off" or "on" and the **Consumer** shall pay a fee for this service as prescribed in Schedule G.
- (b) A **Consumer** who has had his supply of **District Water** turned off shall not be required to pay the **Water Charges** while such supply is turned off, provided the "water off" charges as described in Schedule G have been paid.
- 2. The **Treasurer** shall, upon written request in respect to each separate parcel of land or building, furnish any **Applicant** with a written verification showing the arrears of **Water Charges** due on, or in respect of, any parcel of land or building up to the date to which such water charges were last computed, the duration of the last billing period, and the net amount billed during that period.
- 3. In the event of a **Building Service**, an **Unmetered Fire Line** located on private property, or a private fire hydrant becoming frozen, the **Consumer** shall notify the **Manager** and shall take steps to have such **Building Service**, Fire Line or hydrant thawed. The repair costs for damages caused by the thawing operation shall be assumed by the **Consumer**.
- 4. (a) Anti-tampering devices may be installed on hydrants when deemed necessary by the **Manager**.
- (b) Where anti-tampering devices are installed on hydrants in new developments such as industrial or residential subdivisions, the cost of purchasing, installing and maintaining such devices shall be borne by the developer or **Owner**.
- 5. Plants, shrubs, trees, hedges, fences and other structures shall not be so close to a meter box, hydrant or valve box as to obstruct the siting of, or access to, the hydrant, air relief, **Water Meter**, or valve box by duly authorized employees or agents of the **District**.
- 6. A driveway shall be constructed no closer than 1 metre from a hydrant.

**10. BILLING & COLLECTING WATER RATES & WATER CHARGES**

1. (a) All **Water Rates** and **Water Charges**, as set out in Schedules B and C, shall be payable for water consumed and services provided under this **Bylaw** and shall be due and payable when the bill is rendered.
- (b) Regular billings for **Water Charges** may be rendered annually, semi-annually, quarterly, bi-monthly, monthly or at any other periodic interval as set out in Schedule E, or as determined by the **Manager**.
- (c) Where any billing for **Water Rates** or **Water Charges** remains unpaid after sixty (60) calendar days after the invoice date, the **Consumer** shall lose the discount for prompt payment set out in Schedules B and C of this Bylaw, as shown on the **Water** bill.
- (d) The **Treasurer** may with reasonable notice to the affected **Consumer** advance or delay any regular billing of **Water Rates** or **Water Charges**.
- (e) To protect the **District** against potential losses from unpaid water billings, the **Treasurer** may, at his discretion, demand in writing, a security deposit by way of cash, certified cheque, letter of credit or guarantee from an **Owner** from whom delinquent charges and fees cannot be collected through property taxes.
- (f) The amount of the security deposit shall be no less than an amount equal to a **Consumer's** estimated water bill for a period of 180 days.
2. (a) All water bills shall be distributed to the **Consumer** by ordinary, prepaid mail or by any other means as deemed expedient and necessary by the **Treasurer**.
- (b) **Water Rates** and **Water Charges** may at the discretion of the **Treasurer** be charged and billed to:
  - (i) the person requesting that water services be provided, or
  - (ii) the person in occupation of the building serviced by the **CVRD Water System**,  
or
  - (iii) the **Owner** of the building served by the **CVRD Water System**.
- (c) All **Water Rates** and **Water Charges** for services rendered to buildings having multiple units shall be charged and billed to the **Owner** of the property unless otherwise directed in writing by the **Treasurer**.
- (d) All **Water Rates** and **Water Charges** for services rendered to buildings registered under the *Strata Property Act* shall be billed to the Strata Corporation unless otherwise directed in writing by the **Treasurer**.
- (e) Payment may be made, with no additional service charge, by personal cheque through the mail, by personal cheque, cash, credit or debit in person at the **District** office or at any location or via internet or telephone banking as directed by the **Treasurer**.
3. Pursuant to the *Local Government Act*, any rates, charges or fees for water services provided under this Bylaw which are due and payable by December 31 in any year and remain unpaid by that date shall be deemed to be taxes in arrears on the property concerned, with interest on those taxes in arrears calculated in accordance with the *Local Government Act*.

## 11. EXTENSIONS TO THE SERVICE AREA

1. (a) Applications and Fees:

Where, after a review of a request for servicing, the **Manager** has determined the need for an **Extension** to a **CVRD Water System** in order to provide **District Water** to property located within the boundaries of a **CVRD Water System Service Area**, the **Owner** of the property may make written application for an **Extension** to the **Manager**.

The application shall be accompanied by the fee as set out in Schedule A.

(b) Approval:

Following a review of the proposed **Extension** of the **CVRD Water System** the **Manager** shall advise the **Applicant** in writing if the **Extension** is approved or denied.

(c) Conditions:

An approved **Extension** to the **CVRD Water Systems** may proceed provided the **Applicant** complies with the following conditions:

- i. The **Applicant** shall complete a **Water Service** Application for each and every **Unit** or parcel of land to be serviced together with the applicable **Water Connection Charges** and **Water Extension Charges**.
- ii. Where the **Manager** concludes the **Extension** will be undertaken by the **District**, the **Applicant** shall deposit with the **District** monies in the amount of the estimated cost of both the **Extension** and the required **Water Service Connection** as determined by the **Manager**.
- iii. Where the **Manager** grants a request by the **Applicant** for an **Extension** to be undertaken by others considered in the opinion of the **Manager** to be professionally competent, then the **Applicant** shall ensure that the work complies with the plans and specifications submitted by the **Applicant** and approved for construction by the **Manager**. Following completion of the **Extension** and other related work, the **Applicant** shall submit "As Constructed" drawings in a format acceptable to the **Manager** together with written verification that the completed work complies with the requirements of the **District**. The **Applicant** shall guarantee the work for a period of two years from the date this work is accepted by the **Manager**. The **Manager** may require certification of the above by a Professional Engineer registered in the Province of British Columbia.
- iv. The **Extension** shall conform to **CVRD Standards and Specifications**, and shall not have less than a 150 mm inside diameter and shall include all appurtenances as determined necessary by the **Manager**, including, but not limited, to main line valving and fire hydrants. The **Manager** may allow a 100 mm inside diameter **Extension** on a cul-de-sac, which in the opinion of the **Manager** has sufficient fire protection.
- v. The point at which the **Extension** may connect to the **CVRD Water System** shall be determined by the **Manager**.

- vi. The **Extension** to the **CVRD Water System** shall extend across the entire frontage of the property to be serviced by the **Extension** unless otherwise approved in writing by the **Manager**.
- vii. The final cost to the **Applicant** shall include all costs directly or indirectly associated with the **Extension** including, but not limited to the following items:
  - design
  - preparation of drawings, specifications and tender documents
  - approval applications to other agencies
  - survey and layout
  - legal fees
  - supervision and inspection
  - site restoration
  - upgrade of the Service Area to accommodate the proposed development.
  - testing, disinfection and sampling.

## **12. OFFENCES AND SANCTIONS**

### 1. Every person who:

- (a) hinders or interrupts, or causes or procures to be hindered or interrupted, the **District**, or any of its officers, contractors, employees or agents, in the exercise of any of the powers conferred by this bylaw;
- (b) lets off or discharges water so that the water runs to waste out of a **CVRD Water System** unless duly authorized to do so, in writing, by the **Manager**;
- (c) being a consumer, tenant or occupant, of any house, building or other place supplied with water from a **CVRD Water System**, lends, sells, or disposes of the water, gives it away, permits it to be taken or carried away, uses or applies it to the use or benefit of another, or to any use and benefit other than his own, increases the supply of water agreed for, or improperly wastes the water;
- (d) without lawful authority, opens or closes or tampers with any hydrant, valve, curb stop or other appurtenances or obstructs the free access to any hydrant, valve, service box, chamber, pipe, or hydrant-chamber or other appurtenances by placing on it any building material, rubbish, or other obstruction;
- (e) throws or deposits any injurious, noxious or offensive matter into the water of the **CVRD Water System**, or upon the ice, if the water is frozen, or in any way fouls the water or commits any damage, or injury to the works, pipes, or water, or encourages the same to be done;
- (f) removes or alters any **Water Meter** or meter seal or opens any **Water Meter** bypass placed upon any **Building Service** or connected therewith, within or without any building or other place, so as to lessen or alter the amount of water registered;
- (g) lays or causes to be laid any pipe or main to communicate with any pipe or main of a **CVRD Water System**, or in any way obtains or uses the water without the written consent of the **Manager**;
- (h) obstructs or refuses entry to any employee or agent of the **District** in the discharge of any duty under this bylaw;

- (i) establishes, maintains or uses any connection to any part of a **CVRD Water System** whereby foreign matter, non-potable water, or water from a **Private Water Supply System** may enter the **CVRD Water System**;
  - (j) fails to notify the **Manager** of any breakage, stoppage or irregularity in any **Water Meter** for which he is responsible;
  - (k) fails to obey any restriction on consumption, hours of consumption and use of water;  
or
  - (l) contravenes or fails to comply with any provision of this bylaw, is guilty of an offence and is liable to a maximum fine of \$1,000 under CVRD Bylaw No. 3209 – Ticket Information Authorization Bylaw, 2008, or, on summary conviction, to the penalties provided for in the *Offence Act* of British Columbia.
2. In addition to all other sanctions and remedies provided in this bylaw, the **Manager** may turn off or restrict the supply of water to any **Consumer** where such **Consumer** has violated any of the provisions of this bylaw and may refuse to restore normal service until the violation complained of has been terminated or remedied.

### **13. REMAINDER OF BYLAW TO REMAIN INTACT:**

In the event that any portion of this bylaw is declared *ultra vires* by a Court of competent jurisdiction, then such portion shall be deemed to be severed from the bylaw to the intent that the remainder of the bylaw shall continue in full force and effect.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary



SCHEDULE A

TO CVRD BYLAW NO. 4160

WATER SERVICE CONNECTION CHARGES

---

---

1. Water Service Connection

.1 EXISTING LOT (permits servicing of one dwelling unit or building).

(a) An application for **Water Service** shall be accompanied by a payment equal to the **Water Service Administration and Capacity Charges** of:

19-mm diameter connection.....	As per Table 1 (i)
25-mm diameter connection.....	As per Table 1 (ii)
Each Secondary or small suite, apartment, accessory bldg.....	As per Table 1 (iv)

plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Water Service Installation Cost** installation. Not payable if the CVRD water parcel tax has been paid for at least 15 years **and** no extension to the watermain is required.

(b) Where the **Water Service Connection** has been installed by the subdivider entirely at his cost and the **Water Service Administrative and Capacity Charges** for each connection has been prepaid, the **Applicant** for **Water Service** shall not be required to pay any additional fees.

.2 EXISTING LOT TO BE SUBDIVIDED:

(a) Lot presently serviced:

*First lot exempt.....	n/a
Each additional lot created.....	As per Table 1 (iii)
Each Secondary or small suite, apartment, accessory bldg....	As per Table 1 (iv)

\*Where the existing **Water Service Connection** is not utilized, the **Subdivider** will pay a **Water Service Administrative Charges** as per Table 1 (i or ii)

(b) Lot not presently serviced:

First lot.....	As per Table 1 (i or ii)
Each additional lot created.....	As per Table 1 (iii)
Each Secondary or small suite, apartment, accessory bldg.....	As per Table 1 (iv)

(b) Pre-installed Water Service Connection – where the **Water Service Connection** has been installed by the subdivider entirely at his own cost, but the **Water Service Capacity Charge** has not been prepaid, then the **Applicant** for **Water Service** shall be required to pay the **Water Service Capacity Charge** as per Table 1 (iii).



.3 ADDITIONAL UNITS OR BUILDINGS:

Where additional dwelling units or buildings are added to an existing service or additional services to an existing lot and the lot is:

- (a) Vacant: First **Unit** or building .....As per Table 1 (i or ii)  
 (included under Sub-Section 1.1)  
 Each additional dwelling unit or building ..... As per Table 1 (iii)  
 Each Secondary or small suite, apartment, accessory bldg...As per Table 1 (iv)
- (b) Presently Occupied and Serviced  
 Each additional dwelling unit or building ..... As per Table 1 (iii)  
 Each Secondary or small suite, apartment, accessory bldg...As per Table 1 (iv)

2. Disconnection of a Water Service Connection

Where a **Water Service Connection** is to be abandoned and must be disconnected as determined by the **Manager**, the cost to the **Owner** of the property serviced shall be based on the actual cost to complete the work required, **plus a 10% administration charge**.

3. Re-use of Abandoned Water Service Connection

Inspection fee of previously abandoned or disused **Water Service Connection**: A **Water Service Administrative Charge** shall be paid.

4. Extension to System

Where an **Extension** to the **CVRD Water Systems** is required, the **Owner** of the property to be serviced shall, upon application for an **Extension**, pay the fee as calculated below:

- .1 Applications to Serve Residential Developments:  
 A fee of \$500.00 plus \$50.00 per dwelling unit to be created by the development.
- .2 Applications to Serve Industrial and Commercial Developments:  
 A fee of \$500.00 plus \$100.00 per hectare (or part thereof) of land proposed to be serviced.

<b>Table 1</b>				
<b>Water Connection Charges</b>				
<b>Water Systems</b>				
	<b>Water Administrative Charge 19mm (i)</b>	<b>Water Administrative Charge 25mm (ii)</b>	<b>Water Capacity Charge (iii)</b>	<b>Water Capacity Charge Secondary Suite (iv)</b>
<b>Arbutus Mountain Water</b>	\$500	\$550	\$5,000	\$1,500
<b>Arbutus Ridge Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Bald Mountain Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Burnum Water</b>	\$300	\$450	\$17,000	\$1,500
<b>Carlton Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Cherry Point Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Dogwood Ridge Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Douglas Hill Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Fern Ridge Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Honeymoon Bay Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Kerry Village Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Lambourn Estates Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Malahat Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Mesachie Lake Water</b>	\$300	\$450	\$5,000	\$1,500
<b>Saltair Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Satellite Park Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Shawnigan Lake North Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Shellwood Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Woodley Range Water</b>	\$300	\$450	\$7,000	\$1,500
<b>Youbou Water</b>	\$300	\$450	\$5,000	\$1,500



## SCHEDULE B

### TO CVRD BYLAW NO. 4160

#### METERED WATER RATES AND CHARGES

---

---

The **Consumer** of **District Water** supplied through **Water Meters**, shall pay the minimum charge set out below, determined according to the applicable user classification. A 10% discount will be applied for payments received within sixty (60) calendar days after the invoice date, unless specified.

#### **USER CLASSIFICATION DESCRIPTIONS**

##### **Single Family Dwelling:**

Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for, the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to, a townhouse, semi-detached residential home, duplex or a cabin.

##### **Apartment:**

Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

##### **Secondary Suite:**

Means a dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, located within a single dwelling that is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation

##### **Small Suite:**

Means a small dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, that is not attached to or within a single family dwelling, and is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation;

##### **Accessory Dwelling:**

Applies to a dwelling unit that is clearly ancillary and subordinate to a principle use on a parcel.

##### **Mobile/Modular Home Park:**

Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

**RV Trailer Park/Campground:**

Applies to any connection servicing land used or temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a **Sanitary Sewer** disposal system, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Where individual spaces or sites are not serviced directly by an individual and/or separate **Sanitary Sewer** disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

**Hotel/Motel:**

Applies to any connection servicing a building or structure that contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Where units contain cooking facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per housekeeping or kitchenette unit.

Where units contain sleeping and sanitary facilities only, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per room or suite.

**Restaurant:**

Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended to be used for, the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

**Licensed Premises:**

Applies to the connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board of British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

**Laundromat:**

Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available for public use for a fee or charge.

**Commercial:**

Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to, retail stores, offices, convenience stores, service establishments, and light industrial uses.

**Elementary School and High School:**

Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

**Continuing Care Facility:**

Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include residents requiring full-time professional care, including living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

**Bed & Breakfast:**

Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.

**UNDETECTED LEAKS:**

User Charges will be adjusted where an undetected leak on the consumer's property has resulted in water usage greatly exceeding typical usage of water, according to the applicable classification(s) and there is no indication that water was knowingly allowed to run to waste. A request for a leak adjustment may be granted if all the following conditions are met.

1. The property owner has not been granted a leak adjustment in the last 5 years;
2. The leak was repaired within 30 days of billing or discovery of the leak;
3. Written verification describing the nature of the leakage and the action taken to rectify the problem must be received by the Manager before a leak adjustment will be granted.

Where a leak adjustment is approved, User Charge adjustments will be determined as follows:

1. If the leak is found in the service line, the average billing at the property over the last two years, for the appropriate billing cycle, will be charged;
2. If the leak is associated with an in-home plumbing fixture or irrigation system, the average billing at the property over the last 2 years plus 50% of the water used in that period to a maximum added value of \$500 will be charged;
3. Subsequent leaks occurring within the five years of the previous leak adjustment request will be eligible for a cap of \$1500.00 per owner.

**Water Rates and Charges per Classification Below Per System**

<b>Table B1 - Water Rates and Volumes</b>				
<b>Water Systems</b>	<b>Annual Rate Per SFD</b>	<b>Annual Volume m3</b>	<b>Billing Period</b>	<b>Metered</b>
Arbutus Mountain Water	\$280	400	Semi-Annual	Yes
Arbutus Ridge Water	\$410	400	Semi-Annual	No
Bald Mountain Water	\$270	400	Semi-Annual	Yes
Burnum Water	\$400	400	Semi-Annual	Yes
Carlton Water	\$400	400	Semi-Annual	Yes
Cherry Point Water	\$420	400	Semi-Annual	Yes
Dogwood Ridge Water	\$660	400	Semi-Annual	Yes
Douglas Hill Water	\$360	600	Quarterly	Yes
Fern Ridge Water	\$475	500	Semi-Annual	Yes
Honeymoon Bay Water	\$160	400	Semi-Annual	Yes
Kerry Village Water	\$667	400	Semi-Annual	50%
Lambourn Estates Water	\$580	400	Quarterly	Underway
Malahat Water	\$300	400	Semi-Annual	Yes
Mesachie Lake Water	\$130	400	Semi-Annual	No
Saltair Water	\$190	400	Semi-Annual	Yes
Satellite Park Water	\$330	400	Quarterly	Yes

<b>Water Systems</b>	<b>Annual Rate Per SFD</b>	<b>Annual Volume m3</b>	<b>Billing Period</b>	<b>Metered</b>
Shawnigan Lake North Water	\$220	400	Semi-Annual	Underway
Shellwood Water	\$900	400	Quarterly	Yes
Woodley Range Water	\$800	100	Quarterly	Yes
Youbou Water	\$150	400	Semi-Annual	Yes

Arbutus Mountain Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 140.00			
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 140.00	+ 1.00	per m <sup>3</sup> over	200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$ 240.00	+ 1.50	per m <sup>3</sup> over	300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$ 390.00	+ 2.25	per m <sup>3</sup> over	400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 105.00			
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 105.00	+ 1.00	per m <sup>3</sup> over	160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$ 185.00	+ 1.50	per m <sup>3</sup> over	240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$ 305.00	+ 2.25	per m <sup>3</sup> over	320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 84.00			
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 84.00	+ 1.00	per m <sup>3</sup> over	130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 149.00	+ 1.50	per m <sup>3</sup> over	195 m <sup>3</sup>
	over 260 m <sup>3</sup>	\$ 246.50	+ 2.25	per m <sup>3</sup> over	260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 70.00			
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 70.00	+ 1.00	per m <sup>3</sup> over	100 m <sup>3</sup>
Suite or Accessory Building:	151 - 200 m <sup>3</sup>	\$ 120.00	+ 1.50	per m <sup>3</sup> over	150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$ 195.00	+ 2.25	per m <sup>3</sup> over	200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 46.67			
RV Trailer Park/Campground-Site Connected to Sewer: Per service pad or Site	68 - 100 m <sup>3</sup>	\$ 46.67	+ 1.00	per m <sup>3</sup> over	67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 79.67	+ 1.50	per m <sup>3</sup> over	100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 m <sup>3</sup>	\$ 129.17	+ 2.25	per m <sup>3</sup> over	133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 28.00			
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 28.00	+ 1.00	per m <sup>3</sup> over	40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 48.00	+ 1.50	per m <sup>3</sup> over	60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$ 78.00	+ 2.25	per m <sup>3</sup> over	80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 14.00			
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$ 14.00	+ 1.00	per m <sup>3</sup> over	20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 24.00	+ 1.50	per m <sup>3</sup> over	30 m <sup>3</sup>
	over 40 m <sup>3</sup>	\$ 39.00	+ 2.25	per m <sup>3</sup> over	40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 175.00			
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$ 175.00	+ 1.00	per m <sup>3</sup> over	270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$ 310.00	+ 1.50	per m <sup>3</sup> over	405 m <sup>3</sup>
	over 540 m <sup>3</sup>	\$ 512.50	+ 2.25	per m <sup>3</sup> over	540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 35.00			
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 35.00	+ 1.00	per m <sup>3</sup> over	50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 60.00	+ 1.50	per m <sup>3</sup> over	75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$ 97.50	+ 2.25	per m <sup>3</sup> over	100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 56.00			
Licensed Premises: Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 56.00	+ 1.00	per m <sup>3</sup> over	83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 98.00	+ 1.50	per m <sup>3</sup> over	125 m <sup>3</sup>
	over 167 m <sup>3</sup>	\$ 161.00	+ 2.25	per m <sup>3</sup> over	167 m <sup>3</sup>

<b>Arbutus Ridge Water</b>		<b>SEMI ANNUAL USER CHARGES</b>			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b> Single Family Dwelling: Per Dwelling Laundromat: Minimum charge for each washing machine	0 - 200 m <sup>3</sup>	\$ 204.76			
	201 - 300 m <sup>3</sup>	\$ 204.76	+	1.25	per m <sup>3</sup> over 200 m <sup>3</sup>
	301 - 400 m <sup>3</sup>	\$ 329.76	+	1.85	per m <sup>3</sup> over 300 m <sup>3</sup>
	over 400 m <sup>3</sup>	\$ 514.76	+	2.50	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b> Apartment: Per Unit Mobile/Modular Home Park: Per Unit	0 - 160 m <sup>3</sup>	\$ 153.57			
	161 - 240 m <sup>3</sup>	\$ 153.57	+	1.25	per m <sup>3</sup> over 160 m <sup>3</sup>
	241 - 320 m <sup>3</sup>	\$ 253.57	+	1.85	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$ 401.57	+	2.50	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b> Commercial: Minimum charge for each 10 employees or portion thereof per shift	0 - 200 m <sup>3</sup>	\$ 204.76			
	201 - 300 m <sup>3</sup>	\$ 204.76	+	1.25	per m <sup>3</sup> over 200 m <sup>3</sup>
	301 - 400 m <sup>3</sup>	\$ 329.76	+	1.85	per m <sup>3</sup> over 300 m <sup>3</sup>
	over 400 m <sup>3</sup>	\$ 514.76	+	2.50	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group D</b> Continuing Care Facility: Minimum charge for each bed Suites & Accessory Dwellings	0 - 100 m <sup>3</sup>	\$ 102.38			
	101 - 150 m <sup>3</sup>	\$ 102.38	+	1.25	per m <sup>3</sup> over 100 m <sup>3</sup>
	151 - 200 m <sup>3</sup>	\$ 164.88	+	1.85	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$ 257.38	+	2.50	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b> RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u> Restaurant: Per 10 seats or patrons, or portion thereof Hotel/Motel: per housekeeping unit	0 - 67 m <sup>3</sup>	\$ 68.25			
	68 - 100 m <sup>3</sup>	\$ 68.25	+	1.25	per m <sup>3</sup> over 67 m <sup>3</sup>
	101 - 133 m <sup>3</sup>	\$ 109.50	+	1.85	per m <sup>3</sup> over 100 m <sup>3</sup>
	over 133 m <sup>3</sup>	\$ 170.55	+	2.50	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b> Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	0 - 40 m <sup>3</sup>	\$ 40.95			
	41 - 60 m <sup>3</sup>	\$ 40.95	+	1.25	per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 65.95	+	1.85	per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$ 102.95	+	2.50	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b> RV Trailer Park/Campground-Site not Connected to Sewer: - Per service pad or Site	0 - 20 m <sup>3</sup>	\$ 20.48			
	21 - 30 m <sup>3</sup>	\$ 20.48	+	1.25	per m <sup>3</sup> over 20 m <sup>3</sup>
	31 - 40 m <sup>3</sup>	\$ 32.98	+	1.85	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 m <sup>3</sup>	\$ 51.48	+	2.50	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b> Hotel/Motel: per room or suite	0 - 50 m <sup>3</sup>	\$ 51.19			
	51 - 75 m <sup>3</sup>	\$ 51.19	+	1.25	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 82.44	+	1.85	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$128.69	+	2.50	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group I</b> Licensed Premises: Per 10 seats or portion thereof	0 - 83 m <sup>3</sup>	\$ 81.90			
	84 - 125 m <sup>3</sup>	\$ 81.90	+	1.25	per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 134.40	+	1.85	per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 m <sup>3</sup>	\$ 12.10	+	2.50	per m <sup>3</sup> over 167 m <sup>3</sup>
<b>Group J</b> Golf Course: Based on Potable Water 3.5% of total Operating Budget		\$5,796.00			



Bald Mountain Water CLASSIFICATION	SEMI ANNUAL USER CHARGES	
	Water Use	Charge
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 135.00
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 135.00 + 1.00 per m <sup>3</sup> over 200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$ 235.00 + 1.50 per m <sup>3</sup> over 300 m <sup>3</sup>
Elementary/Middle Scholl: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$ 385.00 + 2.25 per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 101.25
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 101.25 + 1.00 per m <sup>3</sup> over 160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$ 181.25 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$ 301.25 + 2.25 per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 81.00
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 81.00 + 1.00 per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 146.00 + 1.50 per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$ 243.50 + 2.25 per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 67.50
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 67.50 + 1.00 per m <sup>3</sup> over 100 m <sup>3</sup>
Suite or Accessory Building	151 - 200 m <sup>3</sup>	\$ 117.50 + 1.50 per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$ 192.50 + 2.25 per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 45.00
RV Trailer Park/Campground-Site Connected to Sewer: Per service pad or Site	68 - 100 m <sup>3</sup>	\$ 45.00 + 1.00 per m <sup>3</sup> over 67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 78.00 + 1.50 per m <sup>3</sup> over 100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 - m <sup>3</sup>	\$ 127.50 + 2.25 per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 27.00
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, Plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 27.00 + 1.00 per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 47.00 + 1.50 per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$ 77.00 + 2.25 per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 13.50
RV Trailer Park/Campground-Site not Connected to Sewer: - Per service pad or Site	21 - 30 m <sup>3</sup>	\$ 13.50 + 1.00 per m <sup>3</sup> over 20 m <sup>3</sup>
	31 - 40 m <sup>3</sup>	\$ 23.50 + 1.50 per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 38.50 + 2.25 per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 168.75
High school:	271 - 405 m <sup>3</sup>	\$ 168.75 + 1.00 per m <sup>3</sup> over 270 m <sup>3</sup>
Minimum charge per 20 students or portion thereof per shift	406 - 540 m <sup>3</sup>	\$ 303.75 + 1.50 per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$ 506.25 + 2.25 per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 33.75
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 33.75 + 1.00 per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 58.75 + 1.50 per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$ 96.25 + 2.25 per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 54.00
Licensed Premises: Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 54.00 + 1.00 per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 96.00 + 1.50 per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 - m <sup>3</sup>	\$ 159.00 + 2.25 per m <sup>3</sup> over 167 m <sup>3</sup>

<b>Burnum Water</b>		<b>SEMI ANNUAL USER CHARGES</b>			
<b>CLASSIFICATION</b>	<b>Water Use</b>	<b>Charge</b>			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$	200.00		
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$	200.00	+	1.00 per m <sup>3</sup> over 200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$	300.00	+	1.50 per m <sup>3</sup> over 300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$	450.00	+	2.25 per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$	150.00		
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$	150.00	+	1.00 per m <sup>3</sup> over 160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$	230.00	+	1.50 per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$	350.00	+	2.25 per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$	120.00		
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$	120.00	+	1.00 per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$	185.00	+	1.50 per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 m <sup>3</sup>	\$	282.50	+	2.25 per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$	100.00		
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$	100.00	+	1.00 per m <sup>3</sup> over 100 m <sup>3</sup>
Suite or Accessory Building	151 - 200 m <sup>3</sup>	\$	150.00	+	1.50 per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$	225.00	+	2.25 per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$	66.67		
RV Trailer Park/Campground-Site Connected to Sewer: Per service pad or Site	68 - 100 m <sup>3</sup>	\$	66.67	+	1.00 per m <sup>3</sup> over 67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$	99.67	+	1.50 per m <sup>3</sup> over 100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 m <sup>3</sup>	\$	149.17	+	2.25 per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$	40.00		
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$	40.00	+	1.00 per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$	60.00	+	1.50 per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$	90.00	+	2.25 per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$	20.00		
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$	20.00	+	1.00 per m <sup>3</sup> over 20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$	30.00	+	1.50 per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 m <sup>3</sup>	\$	45.00	+	2.25 per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$	250.00		
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$	250.00	+	1.00 per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$	385.00	+	1.50 per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 m <sup>3</sup>	\$	587.50	+	2.25 per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$	50.00		
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$	50.00	+	1.00 per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$	75.00	+	1.50 per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$	112.50	+	2.25 per m <sup>3</sup> over 100 m <sup>3</sup>

Carlton Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 200.00			
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 200.00	+	1.00 per m <sup>3</sup> over	200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$ 300.00	+	1.50 per m <sup>3</sup> over	300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$ 450.00	+	2.25 per m <sup>3</sup> over	400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 150.00			
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 150.00	+	1.00 per m <sup>3</sup> over	160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$ 230.00	+	1.50 per m <sup>3</sup> over	240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$ 350.00	+	2.25 per m <sup>3</sup> over	320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 120.00			
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 120.00	+	1.00 per m <sup>3</sup> over	130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 185.00	+	1.50 per m <sup>3</sup> over	195 m <sup>3</sup>
	over 260 m <sup>3</sup>	\$ 282.50	+	2.25 per m <sup>3</sup> over	260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 100.00			
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 100.00	+	1.00 per m <sup>3</sup> over	100 m <sup>3</sup>
Suite or Accessory Building	151 - 200 m <sup>3</sup>	\$ 150.00	+	1.50 per m <sup>3</sup> over	150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$ 225.00	+	2.25 per m <sup>3</sup> over	200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 66.67			
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 66.67	+	1.00 per m <sup>3</sup> over	67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 99.67	+	1.50 per m <sup>3</sup> over	100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 m <sup>3</sup>	\$ 149.17	+	2.25 per m <sup>3</sup> over	133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 40.00			
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 40.00	+	1.00 per m <sup>3</sup> over	40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 60.00	+	1.50 per m <sup>3</sup> over	60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$ 90.00	+	2.25 per m <sup>3</sup> over	80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 20.00			
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$ 20.00	+	1.00 per m <sup>3</sup> over	20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 30.00	+	1.50 per m <sup>3</sup> over	30 m <sup>3</sup>
	over 40 m <sup>3</sup>	\$ 45.00	+	2.25 per m <sup>3</sup> over	40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 250.00			
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$ 250.00	+	1.00 per m <sup>3</sup> over	270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$ 385.00	+	1.50 per m <sup>3</sup> over	405 m <sup>3</sup>
	over 540 m <sup>3</sup>	\$ 587.50	+	2.25 per m <sup>3</sup> over	540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 50.00			
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 50.00	+	1.00 per m <sup>3</sup> over	50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 75.00	+	1.50 per m <sup>3</sup> over	75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$ 112.50	+	2.25 per m <sup>3</sup> over	100 m <sup>3</sup>

Cherry Point Water CLASSIFICATION	SEMI ANNUAL USER CHARGES			
	Water Use	Charge		
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$210.00		
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$210.00	+ 1.00	per m <sup>3</sup> over 200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$310.00	+ 1.50	per m <sup>3</sup> over 300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$460.00	+ 2.25	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$157.50		
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$157.50	+ 1.00	per m <sup>3</sup> over 160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$237.50	+ 1.50	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$357.50	+ 2.25	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$126.00		
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$126.00	+ 1.00	per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$191.00	+ 1.50	per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$288.50	+ 2.25	per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$105.00		
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$105.00	+ 1.00	per m <sup>3</sup> over 100 m <sup>3</sup>
Suites & Accessory Dwellings	151 - 200 m <sup>3</sup>	\$155.00	+ 1.50	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$230.00	+ 2.25	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 70.00		
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 70.00	+ 1.00	per m <sup>3</sup> over 67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$103.00	+ 1.50	per m <sup>3</sup> over 100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 - m <sup>3</sup>	\$152.50	+ 2.25	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 42.00		
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above,	41 - 60 m <sup>3</sup>	\$ 42.00	+ 1.00	per m <sup>3</sup> over 40 m <sup>3</sup>
plus a minimum charge per each Guest Group	61 - 80 m <sup>3</sup>	\$ 62.00	+ 1.50	per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$ 92.00	+ 2.25	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 21.00		
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$ 21.00	+ 1.00	per m <sup>3</sup> over 20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 31.00	+ 1.50	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 46.00	+ 2.25	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$262.50		
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$262.50	+ 1.00	per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$397.50	+ 1.50	per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$600.00	+ 2.25	per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 52.50		
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 52.50	+ 1.00	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 77.50	+ 1.50	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$115.00	+ 2.25	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 84.00		
Licensed Premises: Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 84.00	+ 1.00	per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$126.00	+ 1.50	per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 - m <sup>3</sup>	\$189.00	+ 2.25	per m <sup>3</sup> over 167 m <sup>3</sup>

Dogwood Ridge Water CLASSIFICATION	SEMI ANNUAL USER CHARGES			
	Water Use	Charge		
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 330.00		
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 330.00	+ 1.50	per m <sup>3</sup> over 200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$ 480.00	+ 2.00	per m <sup>3</sup> over 300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$ 680.00	+ 2.50	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 247.50		
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 247.50	+ 1.50	per m <sup>3</sup> over 160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$ 367.50	+ 2.00	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$ 527.50	+ 2.50	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 198.00		
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 198.00	+ 1.50	per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 295.50	+ 2.00	per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$ 425.50	+ 2.50	per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 165.00		
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 165.00	+ 1.50	per m <sup>3</sup> over 100 m <sup>3</sup>
Suite or Accessory Building	151 - 200 m <sup>3</sup>	\$ 240.00	+ 2.00	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$ 340.00	+ 2.50	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 110.00		
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 110.00	+ 1.50	per m <sup>3</sup> over 67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 159.50	+ 2.00	per m <sup>3</sup> over 100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 - m <sup>3</sup>	\$ 225.50	+ 2.50	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 66.00		
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A	41 - 60 m <sup>3</sup>	\$ 66.00	+ 1.50	per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 96.00	+ 2.00	per m <sup>3</sup> over 60 m <sup>3</sup>
above, plus a minimum charge per each Guest Group	over 80 - m <sup>3</sup>	\$ 136.00	+ 2.50	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 33.00		
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$ 33.00	+ 1.50	per m <sup>3</sup> over 20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 48.00	+ 2.00	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 68.00	+ 2.50	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 412.50		
High school:	271 - 405 m <sup>3</sup>	\$ 412.50	+ 1.50	per m <sup>3</sup> over 270 m <sup>3</sup>
Minimum charger per 20 students or portion thereof per shift	406 - 540 m <sup>3</sup>	\$ 615.00	+ 2.00	per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$ 885.00	+ 2.50	per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 82.50		
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 82.50	+ 1.50	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 120.00	+ 2.00	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$ 170.00	+ 2.50	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 132.00		
Licensed Premises: Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 132.00	+ 1.50	per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 195.00	+ 2.00	per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 - m <sup>3</sup>	\$ 279.00	+ 2.50	per m <sup>3</sup> over 167 m <sup>3</sup>

Douglas Hill Water CLASSIFICATION	QUARTERLY USER CHARGES			
	Water Use		Charge	
<b>Group A</b>	0	- 150	m <sup>3</sup>	\$ 90.00
<b>Single Family Dwelling:</b> Per Dwelling	151	- 225	m <sup>3</sup>	\$ 90.00 + 1.00 per m <sup>3</sup> over 150 m <sup>3</sup>
<b>Laundromat:</b> Minimum charge for each washing machine	226	- 300	m <sup>3</sup>	\$165.00 + 1.50 per m <sup>3</sup> over 225 m <sup>3</sup>
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	<i>over</i> 300		m <sup>3</sup>	\$277.50 + 2.25 per m <sup>3</sup> over 300 m <sup>3</sup>
<b>Group B</b>	0	- 120	m <sup>3</sup>	\$ 67.50
<b>Apartment:</b> Per Unit	121	- 180	m <sup>3</sup>	\$ 67.50 + 1.00 per m <sup>3</sup> over 120 m <sup>3</sup>
<b>Mobile/Modular Home Park:</b> Per Unit	181	- 240	m <sup>3</sup>	\$127.50 + 1.50 per m <sup>3</sup> over 180 m <sup>3</sup>
	<i>over</i> 240	-	m <sup>3</sup>	\$217.50 + 2.25 per m <sup>3</sup> over 240 m <sup>3</sup>
<b>Group C</b>	0	- 98	m <sup>3</sup>	\$ 54.00
<b>Commercial:</b> Minimum charge for each 10 employees or portion thereof per shift	99	- 146	m <sup>3</sup>	\$ 54.00 + 1.00 per m <sup>3</sup> over 98 m <sup>3</sup>
	147	- 195	m <sup>3</sup>	\$102.75 + 1.50 per m <sup>3</sup> over 146 m <sup>3</sup>
	<i>over</i> 195	-	m <sup>3</sup>	\$175.88 + 2.25 per m <sup>3</sup> over 195 m <sup>3</sup>
<b>Group D</b>	0	- 75	m <sup>3</sup>	\$ 45.00
<b>Continuing Care Facility:</b> Minimum charge for each bed	76	- 113	m <sup>3</sup>	\$ 45.00 + 1.00 per m <sup>3</sup> over 75 m <sup>3</sup>
<b>Suites &amp; Accessory Dwellings</b>	114	- 150	m <sup>3</sup>	\$ 82.50 + 1.50 per m <sup>3</sup> over 113 m <sup>3</sup>
	<i>over</i> 150	-	m <sup>3</sup>	\$138.75 + 2.25 per m <sup>3</sup> over 150 m <sup>3</sup>
<b>Group E</b>	0	- 50	m <sup>3</sup>	\$ 30.00
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> <u>Per service pad or Site</u>	51	- 75	m <sup>3</sup>	\$ 30.00 + 1.00 per m <sup>3</sup> over 50 m <sup>3</sup>
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	76	- 100	m <sup>3</sup>	\$ 54.75 + 1.50 per m <sup>3</sup> over 75 m <sup>3</sup>
<b>Hotel/Motel:</b> per housekeeping unit	<i>over</i> 100	-	m <sup>3</sup>	\$ 91.88 + 2.25 per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group F</b>	0	- 30	m <sup>3</sup>	\$ 18.00
<b>Bed &amp; Breakfast House:</b> includes the minimum charge for a single family dwelling unit as defined in Group A above,	31	- 45	m <sup>3</sup>	\$ 18.00 + 1.00 per m <sup>3</sup> over 30 m <sup>3</sup>
plus a minimum charge per each Guest Group	46	- 60	m <sup>3</sup>	\$ 33.00 + 1.50 per m <sup>3</sup> over 45 m <sup>3</sup>
	<i>over</i> 60	-	m <sup>3</sup>	\$ 55.50 + 2.25 per m <sup>3</sup> over 60 m <sup>3</sup>
<b>Group G</b>	0	- 15	m <sup>3</sup>	\$ 9.00
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b>	16	- 23	m <sup>3</sup>	\$ 9.00 + 1.00 per m <sup>3</sup> over 15 m <sup>3</sup>
- Per service pad or Site	24	- 30	m <sup>3</sup>	\$ 16.50 + 1.50 per m <sup>3</sup> over 23 m <sup>3</sup>
	<i>over</i> 30	-	m <sup>3</sup>	\$ 27.75 + 2.25 per m <sup>3</sup> over 30 m <sup>3</sup>
<b>Group H</b>	0	- 203	m <sup>3</sup>	\$112.50
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	204	- 304	m <sup>3</sup>	\$112.50 + 1.00 per m <sup>3</sup> over 203 m <sup>3</sup>
	305	- 405	m <sup>3</sup>	\$213.75 + 1.50 per m <sup>3</sup> over 304 m <sup>3</sup>
	<i>over</i> 405	-	m <sup>3</sup>	\$365.63 + 2.25 per m <sup>3</sup> over 405 m <sup>3</sup>
<b>Group I</b>	0	- 38	m <sup>3</sup>	\$ 22.50
<b>Hotel/Motel:</b> per room or suite	39	- 56	m <sup>3</sup>	\$ 22.50 + 1.00 per m <sup>3</sup> over 38 m <sup>3</sup>
	57	- 75	m <sup>3</sup>	\$ 41.25 + 1.50 per m <sup>3</sup> over 56 m <sup>3</sup>
	<i>over</i> 75	-	m <sup>3</sup>	\$ 69.38 + 2.25 per m <sup>3</sup> over 75 m <sup>3</sup>
<b>Group J</b>	0	- 62	m <sup>3</sup>	\$ 36.00
<b>Licensed Premises:</b> Per 10 seats or portion thereof	63	- 94	m <sup>3</sup>	\$ 36.00 + 1.00 per m <sup>3</sup> over 62 m <sup>3</sup>
	95	- 125	m <sup>3</sup>	\$ 67.50 + 1.50 per m <sup>3</sup> over 94 m <sup>3</sup>
	<i>over</i> 125	-	m <sup>3</sup>	\$114.75 + 2.25 per m <sup>3</sup> over 125 m <sup>3</sup>

Fern Ridge Water		SEMI ANNUAL USER CHARGES					
CLASSIFICATION	Water Use	Charge					
<b>Group A</b>	0 - 250 m <sup>3</sup>	\$237.50					
<b>Single Family Dwelling:</b> Per Dwelling	251 - 300 m <sup>3</sup>	\$237.50	+	1.10	per m <sup>3</sup> over	250 m <sup>3</sup>	
<b>Laundromat:</b> Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$292.50	+	1.65	per m <sup>3</sup> over	300 m <sup>3</sup>	
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$457.50	+	2.48	per m <sup>3</sup> over	400 m <sup>3</sup>	
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$178.13					
<b>Apartment:</b> Per Unit	161 - 240 m <sup>3</sup>	\$178.13	+	1.10	per m <sup>3</sup> over	160 m <sup>3</sup>	
<b>Mobile/Modular Home Park:</b> Per Unit	241 - 320 m <sup>3</sup>	\$266.13	+	1.65	per m <sup>3</sup> over	240 m <sup>3</sup>	
	over 320 - m <sup>3</sup>	\$398.13	+	2.48	per m <sup>3</sup> over	320 m <sup>3</sup>	
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$142.50					
<b>Commercial:</b> Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$142.50	+	1.10	per m <sup>3</sup> over	130 m <sup>3</sup>	
	196 - 260 m <sup>3</sup>	\$214.00	+	1.65	per m <sup>3</sup> over	195 m <sup>3</sup>	
	over 260 - m <sup>3</sup>	\$321.25	+	2.48	per m <sup>3</sup> over	260 m <sup>3</sup>	
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$118.75					
<b>Continuing Care Facility:</b> Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$118.75	+	1.10	per m <sup>3</sup> over	100 m <sup>3</sup>	
<b>Suites &amp; Accessory Dwellings</b>	151 - 200 m <sup>3</sup>	\$173.75	+	1.65	per m <sup>3</sup> over	150 m <sup>3</sup>	
	over 200 - m <sup>3</sup>	\$256.25	+	2.48	per m <sup>3</sup> over	200 m <sup>3</sup>	
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 79.17					
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 79.17	+	1.10	per m <sup>3</sup> over	67 m <sup>3</sup>	
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$115.47	+	1.65	per m <sup>3</sup> over	100 m <sup>3</sup>	
<b>Hotel/Motel:</b> per housekeeping unit	over 133 - m <sup>3</sup>	\$169.92	+	2.48	per m <sup>3</sup> over	133 m <sup>3</sup>	
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 47.50					
<b>Bed &amp; Breakfast House:</b> includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 47.50	+	1.10	per m <sup>3</sup> over	40 m <sup>3</sup>	
	61 - 80 m <sup>3</sup>	\$ 69.50	+	1.65	per m <sup>3</sup> over	60 m <sup>3</sup>	
	over 80 - m <sup>3</sup>	\$102.50	+	2.48	per m <sup>3</sup> over	80 m <sup>3</sup>	
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 23.75					
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b> - Per service pad or Site	21 - 30 m <sup>3</sup>	\$ 23.75	+	1.10	per m <sup>3</sup> over	20 m <sup>3</sup>	
	31 - 40 m <sup>3</sup>	\$ 34.75	+	1.65	per m <sup>3</sup> over	30 m <sup>3</sup>	
	over 40 - m <sup>3</sup>	\$ 51.25	+	2.48	per m <sup>3</sup> over	40 m <sup>3</sup>	
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$296.88					
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$296.88	+	1.10	per m <sup>3</sup> over	270 m <sup>3</sup>	
	406 - 540 m <sup>3</sup>	\$445.38	+	1.65	per m <sup>3</sup> over	405 m <sup>3</sup>	
	over 540 - m <sup>3</sup>	\$668.13	+	2.48	per m <sup>3</sup> over	540 m <sup>3</sup>	
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 59.38					
<b>Hotel/Motel:</b> per room or suite	51 - 75 m <sup>3</sup>	\$ 59.38	+	1.10	per m <sup>3</sup> over	50 m <sup>3</sup>	
	76 - 100 m <sup>3</sup>	\$ 86.88	+	1.65	per m <sup>3</sup> over	75 m <sup>3</sup>	
	over 100 - m <sup>3</sup>	\$128.13	+	2.48	per m <sup>3</sup> over	100 m <sup>3</sup>	
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 95.00					
<b>Licensed Premises:</b> Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 95.00	+	1.10	per m <sup>3</sup> over	83 m <sup>3</sup>	
	126 - 167 m <sup>3</sup>	\$141.20	+	1.65	per m <sup>3</sup> over	125 m <sup>3</sup>	
	over 167 - m <sup>3</sup>	\$210.50	+	2.48	per m <sup>3</sup> over	167 m <sup>3</sup>	

Honeymoon Bay Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b> Single Family Dwelling: Per Dwelling Laundromat: Minimum charge for each washing machine Elementary/Middle School: Minimum charge per 20 students or portion thereof Firehall, Park	0 - 200 m <sup>3</sup>	\$ 80.00			
	201 - 300 m <sup>3</sup>	\$ 80.00 + 1.00 per m <sup>3</sup> over 200 m <sup>3</sup>			
	301 - 400 m <sup>3</sup>	\$ 180.00 + 1.50 per m <sup>3</sup> over 300 m <sup>3</sup>			
	over 400 m <sup>3</sup>	\$ 330.00 + 2.25 per m <sup>3</sup> over 400 m <sup>3</sup>			
<b>Group B</b> Apartment: Per Unit Mobile/Modular Home Park: Per Unit	0 - 160 m <sup>3</sup>	\$ 60.00			
	161 - 240 m <sup>3</sup>	\$ 60.00 + 1.00 per m <sup>3</sup> over 160 m <sup>3</sup>			
	241 - 320 m <sup>3</sup>	\$ 140.00 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>			
	over 320 m <sup>3</sup>	\$ 260.00 + 2.25 per m <sup>3</sup> over 320 m <sup>3</sup>			
<b>Group C</b> Commercial: Minimum charge for each 10 employees or portion thereof per shift Meeting Room/Hall - minimum charge for each 100 seats	0 - 130 m <sup>3</sup>	\$ 48.00			
	131 - 195 m <sup>3</sup>	\$ 48.00 + 1.00 per m <sup>3</sup> over 130 m <sup>3</sup>			
	196 - 260 m <sup>3</sup>	\$ 113.00 + 1.50 per m <sup>3</sup> over 195 m <sup>3</sup>			
	over 260 m <sup>3</sup>	\$ 210.50 + 2.25 per m <sup>3</sup> over 260 m <sup>3</sup>			
<b>Group D</b> Continuing Care Facility: Minimum charge for each bed Suites & Accessory Dwellings	0 - 100 m <sup>3</sup>	\$ 40.00			
	101 - 150 m <sup>3</sup>	\$ 40.00 + 1.00 per m <sup>3</sup> over 100 m <sup>3</sup>			
	151 - 200 m <sup>3</sup>	\$ 90.00 + 1.50 per m <sup>3</sup> over 150 m <sup>3</sup>			
	over 200 m <sup>3</sup>	\$ 165.00 + 2.25 per m <sup>3</sup> over 200 m <sup>3</sup>			
<b>Group E</b> Restaurant: Per 10 seats or patrons, or portion thereof Hotel/Motel: per housekeeping unit	0 - 67 m <sup>3</sup>	\$ 26.67			
	68 - 100 m <sup>3</sup>	\$ 26.67 + 1.00 per m <sup>3</sup> over 67 m <sup>3</sup>			
	101 - 133 m <sup>3</sup>	\$ 59.67 + 1.50 per m <sup>3</sup> over 100 m <sup>3</sup>			
	over 133 m <sup>3</sup>	\$ 109.17 + 2.25 per m <sup>3</sup> over 133 m <sup>3</sup>			
<b>Group F</b> Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	0 - 40 m <sup>3</sup>	\$ 16.00			
	41 - 60 m <sup>3</sup>	\$ 16.00 + 1.00 per m <sup>3</sup> over 40 m <sup>3</sup>			
	61 - 80 m <sup>3</sup>	\$ 36.00 + 1.50 per m <sup>3</sup> over 60 m <sup>3</sup>			
	over 80 m <sup>3</sup>	\$ 66.00 + 2.25 per m <sup>3</sup> over 80 m <sup>3</sup>			
<b>Group G</b> RV Trailer Park/Campground-Site - Per service pad or Site connected to sewer	0 - 120 m <sup>3</sup>	\$ 83.00			
	121 - 240 m <sup>3</sup>	\$ 83.00 + 1.00 per m <sup>3</sup> over 120 m <sup>3</sup>			
	241 - 360 m <sup>3</sup>	\$ 203.00 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>			
	over 360 m <sup>3</sup>	\$ 383.00 + 2.25 per m <sup>3</sup> over 360 m <sup>3</sup>			
<b>Group H</b> High school: Minimum charge per 20 students or portion thereof per shift	0 - 270 m <sup>3</sup>	\$ 100.00			
	271 - 405 m <sup>3</sup>	\$ 100.00 + 1.00 per m <sup>3</sup> over 270 m <sup>3</sup>			
	406 - 540 m <sup>3</sup>	\$ 235.00 + 1.50 per m <sup>3</sup> over 405 m <sup>3</sup>			
	over 540 m <sup>3</sup>	\$ 437.50 + 2.25 per m <sup>3</sup> over 540 m <sup>3</sup>			
<b>Group I</b> Hotel/Motel: per room or suite	0 - 50 m <sup>3</sup>	\$ 20.00			
	51 - 75 m <sup>3</sup>	\$ 20.00 + 1.00 per m <sup>3</sup> over 50 m <sup>3</sup>			
	76 - 100 m <sup>3</sup>	\$ 45.00 + 1.50 per m <sup>3</sup> over 75 m <sup>3</sup>			
	over 100 m <sup>3</sup>	\$ 82.50 + 2.25 per m <sup>3</sup> over 100 m <sup>3</sup>			
<b>Group J</b> Licensed Premises: Per 10 seats or portion thereof	0 - 83 m <sup>3</sup>	\$ 32.00			
	84 - 125 m <sup>3</sup>	\$ 32.00 + 1.00 per m <sup>3</sup> over 83 m <sup>3</sup>			
	126 - 167 m <sup>3</sup>	\$ 74.00 + 1.50 per m <sup>3</sup> over 125 m <sup>3</sup>			
	over 167 m <sup>3</sup>	\$ 137.00 + 2.25 per m <sup>3</sup> over 167 m <sup>3</sup>			
<b>Group K</b> RV Trailer Park/Campground-Site not connected to sewer	0 - 60 m <sup>3</sup>	\$ 41.50			
	61 - 120 m <sup>3</sup>	\$ 41.50 + 1.00 per m <sup>3</sup> over 60 m <sup>3</sup>			
	121 - 180 m <sup>3</sup>	\$ 101.50 + 1.50 per m <sup>3</sup> over 120 m <sup>3</sup>			
	over 181 m <sup>3</sup>	\$ 191.50 + 2.25 per m <sup>3</sup> over 180 m <sup>3</sup>			



Kerry Village Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$333.33			
<b>Single Family Dwelling:</b> Per Dwelling	201 - 300 m <sup>3</sup>	\$333.33	+	1.00	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Laundromat:</b> Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$433.33	+	1.50	per m <sup>3</sup> over 300 m <sup>3</sup>
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$583.33	+	2.25	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$250.00			
<b>Apartment:</b> Per Unit	161 - 240 m <sup>3</sup>	\$250.00	+	1.00	per m <sup>3</sup> over 160 m <sup>3</sup>
<b>Mobile/Modular Home Park:</b> Per Unit	241 - 320 m <sup>3</sup>	\$330.00	+	1.50	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$450.00	+	2.25	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$200.00			
<b>Commercial:</b> Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$200.00	+	1.00	per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$265.00	+	1.50	per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$362.50	+	2.25	per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$166.67			
<b>Continuing Care Facility:</b> Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$166.67	+	1.00	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Suites &amp; Accessory Dwellings</b>	151 - 200 m <sup>3</sup>	\$216.67	+	1.50	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$291.67	+	2.25	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$111.11			
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$111.11	+	1.00	per m <sup>3</sup> over 67 m <sup>3</sup>
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$144.11	+	1.50	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Hotel/Motel:</b> per housekeeping unit	over 133 - m <sup>3</sup>	\$193.61	+	2.25	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 66.67			
<b>Bed &amp; Breakfast House:</b> includes the minimum charge for a Single family dwelling unit as defined in Group A above, plus a Min. charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 66.67	+	1.00	per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 86.67	+	1.50	per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$116.67	+	2.25	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 33.33			
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b> - Per service pad or Site	21 - 30 m <sup>3</sup>	\$ 33.33	+	1.00	per m <sup>3</sup> over 20 m <sup>3</sup>
	31 - 40 m <sup>3</sup>	\$ 43.33	+	1.50	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 58.33	+	2.25	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$416.66			
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$416.66	+	1.00	per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$551.66	+	1.50	per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$754.16	+	2.25	per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 83.33			
<b>Hotel/Motel:</b> per room or suite	51 - 75 m <sup>3</sup>	\$ 83.33	+	1.00	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$108.33	+	1.50	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$145.83	+	2.25	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$133.33			
<b>Licensed Premises:</b> Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$133.33	+	1.00	per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$175.33	+	1.50	per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 - m <sup>3</sup>	\$238.33	+	2.25	per m <sup>3</sup> over 167 m <sup>3</sup>

Lambourn Water System		QUARTERLY USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 100 m <sup>3</sup>	\$	145.00		
<b>Single Family Dwelling:</b> Per Dwelling	101 - 150 m <sup>3</sup>	\$	145.00	+ 1.00	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Laundromat:</b> Minimum charge for each washing machine	151 - 200 m <sup>3</sup>	\$	195.00	+ 1.50	per m <sup>3</sup> over 150 m <sup>3</sup>
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	over 200 m <sup>3</sup>	\$	270.00	+ 2.25	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group B</b>	0 - 80 m <sup>3</sup>	\$	108.75		
<b>Apartment:</b> Per Unit	81 - 120 m <sup>3</sup>	\$	108.75	+ 1.00	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Mobile/Modular Home Park:</b> Per Unit	121 - 160 m <sup>3</sup>	\$	148.75	+ 1.50	per m <sup>3</sup> over 120 m <sup>3</sup>
	over 160 - m <sup>3</sup>	\$	208.75	+ 2.25	per m <sup>3</sup> over 160 m <sup>3</sup>
<b>Group C</b>	0 - 62 m <sup>3</sup>	\$	87.00		
<b>Commercial:</b> Minimum charge for each 10 employees or Portion thereof per shift	63 - 98 m <sup>3</sup>	\$	87.00	+ 1.00	per m <sup>3</sup> over 62 m <sup>3</sup>
	99 - 130 m <sup>3</sup>	\$	123.00	+ 1.50	per m <sup>3</sup> over 98 m <sup>3</sup>
	over 130 - m <sup>3</sup>	\$	171.00	+ 2.25	per m <sup>3</sup> over 130 m <sup>3</sup>
<b>Group D</b>	0 - 50 m <sup>3</sup>	\$	72.50		
<b>Continuing Care Facility:</b> Minimum charge for each bed	51 - 75 m <sup>3</sup>	\$	72.50	+ 1.00	per m <sup>3</sup> over 50 m <sup>3</sup>
<b>Suite or Accessory Building</b>	76 - 100 m <sup>3</sup>	\$	97.50	+ 1.50	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$	135.00	+ 2.25	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group E</b>	0 - 34 m <sup>3</sup>	\$	48.33		
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> <u>Per service pad or Site</u>	35 - 50 m <sup>3</sup>	\$	48.33	+ 1.00	per m <sup>3</sup> over 34 m <sup>3</sup>
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	51 - 67 m <sup>3</sup>	\$	64.33	+ 1.50	per m <sup>3</sup> over 50 m <sup>3</sup>
<b>Hotel/Motel:</b> per housekeeping unit	over 67 - m <sup>3</sup>	\$	89.83	+ 2.25	per m <sup>3</sup> over 67 m <sup>3</sup>
<b>Group F</b>	0 - 20 m <sup>3</sup>	\$	29.00		
<b>Bed &amp; Breakfast House:</b> includes the minimum charge	21 - 30 m <sup>3</sup>	\$	29.00	+ 1.00	per m <sup>3</sup> over 20 m <sup>3</sup>
For a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	31 - 40 m <sup>3</sup>	\$	39.00	+ 1.50	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$	54.00	+ 2.25	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group G</b>	0 - 10 m <sup>3</sup>	\$	14.50		
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b>	11 - 15 m <sup>3</sup>	\$	14.50	+ 1.00	per m <sup>3</sup> over 10 m <sup>3</sup>
- Per service pad or Site	16 - 20 m <sup>3</sup>	\$	19.50	+ 1.50	per m <sup>3</sup> over 15 m <sup>3</sup>
	over 20 - m <sup>3</sup>	\$	27.00	+ 2.25	per m <sup>3</sup> over 20 m <sup>3</sup>
<b>Group H</b>	0 - 135 m <sup>3</sup>	\$	181.25		
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	136 - 203 m <sup>3</sup>	\$	181.25	+ 1.00	per m <sup>3</sup> over 135 m <sup>3</sup>
	204 - 270 m <sup>3</sup>	\$	249.25	+ 1.50	per m <sup>3</sup> over 203 m <sup>3</sup>
	over 270 - m <sup>3</sup>	\$	349.75	+ 2.25	per m <sup>3</sup> over 270 m <sup>3</sup>
<b>Group I</b>	0 - 25 m <sup>3</sup>	\$	36.25		
<b>Hotel/Motel:</b> per room or suite	26 - 38 m <sup>3</sup>	\$	36.25	+ 1.00	per m <sup>3</sup> over 25 m <sup>3</sup>
	39 - 50 m <sup>3</sup>	\$	49.25	+ 1.50	per m <sup>3</sup> over 38 m <sup>3</sup>
	over 50 - m <sup>3</sup>	\$	67.25	+ 2.25	per m <sup>3</sup> over 50 m <sup>3</sup>
<b>Group J</b>	0 - 42 m <sup>3</sup>	\$	58.00		
<b>Licensed Premises:</b> Per 10 seats or portion thereof	43 - 63 m <sup>3</sup>	\$	58.00	+ 1.00	per m <sup>3</sup> over 42 m <sup>3</sup>
	64 - 84 m <sup>3</sup>	\$	79.00	+ 1.50	per m <sup>3</sup> over 63 m <sup>3</sup>
	over 84 - m <sup>3</sup>	\$	110.50	+ 2.25	per m <sup>3</sup> over 84 m <sup>3</sup>

<b>Malahat</b>		<b>SEMI ANNUAL USER CHARGES</b>			
<b>CLASSIFICATION</b>	<b>Water Use</b>	<b>Charge</b>			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$150.00			
<b>Single Family Dwelling: Per Dwelling</b>	201 - 300 m <sup>3</sup>	\$150.00 + 1.00 per m <sup>3</sup> over 200 m <sup>3</sup>			
<b>Laundromat: Minimum charge for each washing machine</b>	301 - 400 m <sup>3</sup>	\$250.00 + 1.50 per m <sup>3</sup> over 300 m <sup>3</sup>			
<b>Elementary/Middle School: Minimum charge per 20 students or portion thereof</b>	over 400 m <sup>3</sup>	\$400.00 + 2.25 per m <sup>3</sup> over 400 m <sup>3</sup>			
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$112.50			
<b>Apartment: Per Unit</b>	161 - 240 m <sup>3</sup>	\$112.50 + 1.00 per m <sup>3</sup> over 160 m <sup>3</sup>			
<b>Mobile/Modular Home Park: Per Unit</b>	241 - 320 m <sup>3</sup>	\$192.50 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>			
	over 320 m <sup>3</sup>	\$312.50 + 2.25 per m <sup>3</sup> over 320 m <sup>3</sup>			
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 90.00			
<b>Commercial: Minimum charge for each 10 employees or portion thereof per shift</b>	131 - 195 m <sup>3</sup>	\$ 90.00 + 1.00 per m <sup>3</sup> over 130 m <sup>3</sup>			
	196 - 260 m <sup>3</sup>	\$155.00 + 1.50 per m <sup>3</sup> over 195 m <sup>3</sup>			
	over 260 m <sup>3</sup>	\$252.50 + 2.25 per m <sup>3</sup> over 260 m <sup>3</sup>			
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 75.00			
<b>Continuing Care Facility: Minimum charge for each bed</b>	101 - 150 m <sup>3</sup>	\$ 75.00 + 1.00 per m <sup>3</sup> over 100 m <sup>3</sup>			
<b>Suites &amp; Accessory Dwellings</b>	151 - 200 m <sup>3</sup>	\$125.00 + 1.50 per m <sup>3</sup> over 150 m <sup>3</sup>			
	over 200 m <sup>3</sup>	\$200.00 + 2.25 per m <sup>3</sup> over 200 m <sup>3</sup>			
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 50.00			
<b>RV Trailer Park/Campground-Site Connected to Sewer: Per service pad or Site</b>	68 - 100 m <sup>3</sup>	\$ 50.00 + 1.00 per m <sup>3</sup> over 67 m <sup>3</sup>			
<b>Restaurant: Per 10 seats or patrons, or portion thereof</b>	101 - 133 m <sup>3</sup>	\$ 83.00 + 1.50 per m <sup>3</sup> over 100 m <sup>3</sup>			
<b>Hotel/Motel: per housekeeping unit</b>	over 133 m <sup>3</sup>	\$132.50 + 2.25 per m <sup>3</sup> over 133 m <sup>3</sup>			
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 30.00			
<b>Bed &amp; Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group</b>	41 - 60 m <sup>3</sup>	\$ 30.00 + 1.00 per m <sup>3</sup> over 40 m <sup>3</sup>			
	61 - 80 m <sup>3</sup>	\$ 50.00 + 1.50 per m <sup>3</sup> over 60 m <sup>3</sup>			
	over 80 m <sup>3</sup>	\$ 80.00 + 2.25 per m <sup>3</sup> over 80 m <sup>3</sup>			
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 15.00			
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b>	21 - 30 m <sup>3</sup>	\$ 15.00 + 1.00 per m <sup>3</sup> over 20 m <sup>3</sup>			
<b>- Per service pad or Site</b>	31 - 40 m <sup>3</sup>	\$ 25.00 + 1.50 per m <sup>3</sup> over 30 m <sup>3</sup>			
	over 40 m <sup>3</sup>	\$ 40.00 + 2.25 per m <sup>3</sup> over 40 m <sup>3</sup>			
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$187.50			
<b>High school: Minimum charge per 20 students or portion thereof per shift</b>	271 - 405 m <sup>3</sup>	\$187.50 + 1.00 per m <sup>3</sup> over 270 m <sup>3</sup>			
	406 - 540 m <sup>3</sup>	\$322.50 + 1.50 per m <sup>3</sup> over 405 m <sup>3</sup>			
	over 540 m <sup>3</sup>	\$525.00 + 2.25 per m <sup>3</sup> over 540 m <sup>3</sup>			
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 37.50			
<b>Hotel/Motel: per room or suite</b>	51 - 75 m <sup>3</sup>	\$ 37.50 + 1.00 per m <sup>3</sup> over 50 m <sup>3</sup>			
	76 - 100 m <sup>3</sup>	\$ 62.50 + 1.50 per m <sup>3</sup> over 75 m <sup>3</sup>			
	over 100 m <sup>3</sup>	\$100.00 + 2.25 per m <sup>3</sup> over 100 m <sup>3</sup>			
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 60.00			
<b>Licensed Premises: Per 10 seats or portion thereof</b>	84 - 125 m <sup>3</sup>	\$ 60.00 + 1.00 per m <sup>3</sup> over 83 m <sup>3</sup>			
	126 - 167 m <sup>3</sup>	\$102.00 + 1.50 per m <sup>3</sup> over 125 m <sup>3</sup>			
	over 167 m <sup>3</sup>	\$165.00 + 2.25 per m <sup>3</sup> over 167 m <sup>3</sup>			

<b>Mesachie Lake Water</b>		<b>SEMI ANNUAL USER CHARGES</b>			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 65.00			
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 65.00	+	1.00	per m <sup>3</sup> over 200 m <sup>3</sup>
Laundromat: Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$165.00	+	1.50	per m <sup>3</sup> over 300 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$315.00	+	2.25	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 48.75			
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 48.75	+	1.00	per m <sup>3</sup> over 160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$128.75	+	1.50	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$248.75	+	2.25	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 39.00			
Commercial: Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 39.00	+	1.00	per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$104.00	+	1.50	per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$201.50	+	2.25	per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 32.50			
Continuing Care Facility: Minimum charge for each bed Suite or Accessory Building	101 - 150 m <sup>3</sup>	\$ 32.50	+	1.00	per m <sup>3</sup> over 100 m <sup>3</sup>
	151 - 200 m <sup>3</sup>	\$ 82.50	+	1.50	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$157.50	+	2.25	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 21.67			
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 21.67	+	1.00	per m <sup>3</sup> over 67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 54.67	+	1.50	per m <sup>3</sup> over 100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 - m <sup>3</sup>	\$104.17	+	2.25	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 13.00			
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 13.00	+	1.00	per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 33.00	+	1.50	per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$ 63.00	+	2.25	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 6.50			
RV Trailer Park/Campground-Site not Connected to Sewer:	21 - 30 m <sup>3</sup>	\$ 6.50	+	1.00	per m <sup>3</sup> over 20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 16.50	+	1.50	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 31.50	+	2.25	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 81.25			
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$ 81.25	+	1.00	per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$216.25	+	1.50	per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$418.75	+	2.25	per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 16.25			
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 16.25	+	1.00	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 41.25	+	1.50	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$ 78.75	+	2.25	per m <sup>3</sup> over 100 m <sup>3</sup>

Saltair Water CLASSIFICATION	SEMI ANNUAL USER CHARGES	
	Water Use	Charge
<b>Group A</b>		
Single Family Dwelling: Per Dwelling	0 - 200 m <sup>3</sup>	\$ 95.00
Laundromat: Minimum charge for each washing machine	201 - 300 m <sup>3</sup>	\$ 95.00 + 1.00 per m <sup>3</sup> over 200 m <sup>3</sup>
Elementary/Middle School: Minimum charge per 20 students or portion thereof	301 - 400 m <sup>3</sup>	\$ 195.00 + 1.50 per m <sup>3</sup> over 300 m <sup>3</sup>
Firehall, Park	over 400 m <sup>3</sup>	\$ 345.00 + 2.25 per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>		
Apartment: Per Unit	0 - 160 m <sup>3</sup>	\$ 71.25
Mobile/Modular Home Park: Per Unit	161 - 240 m <sup>3</sup>	\$ 71.25 + 1.00 per m <sup>3</sup> over 160 m <sup>3</sup>
	241 - 320 m <sup>3</sup>	\$ 151.25 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$ 271.25 + 2.25 per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>		
Commercial: Minimum charge for each 10 employees or portion thereof per shift	0 - 130 m <sup>3</sup>	\$ 57.00
Meeting Room/Hall - minimum charge for each 100 seats	131 - 195 m <sup>3</sup>	\$ 57.00 + 1.00 per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 122.00 + 1.50 per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 m <sup>3</sup>	\$ 219.50 + 2.25 per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>		
Continuing Care Facility: Minimum charge for each bed	0 - 100 m <sup>3</sup>	\$ 47.50
Suites & Accessory Dwellings	101 - 150 m <sup>3</sup>	\$ 47.50 + 1.00 per m <sup>3</sup> over 100 m <sup>3</sup>
	151 - 200 m <sup>3</sup>	\$ 97.50 + 1.50 per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$ 172.50 + 2.25 per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>		
Restaurant: Per 10 seats or patrons, or portion thereof	0 - 67 m <sup>3</sup>	\$ 26.67
Hotel/Motel: per housekeeping unit	68 - 100 m <sup>3</sup>	\$ 26.67 + 1.00 per m <sup>3</sup> over 67 m <sup>3</sup>
	101 - 133 m <sup>3</sup>	\$ 59.67 + 1.50 per m <sup>3</sup> over 100 m <sup>3</sup>
	over 133 m <sup>3</sup>	\$ 109.17 + 2.25 per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>		
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	0 - 40 m <sup>3</sup>	\$ 19.00
	41 - 60 m <sup>3</sup>	\$ 19.00 + 1.00 per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 39.00 + 1.50 per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$ 69.00 + 2.25 per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>		
RV Trailer Park/Campground-Site - Per service pad or Site	0 - 120 m <sup>3</sup>	\$ 83.00
	121 - 240 m <sup>3</sup>	\$ 83.00 + 1.00 per m <sup>3</sup> over 120 m <sup>3</sup>
	241 - 360 m <sup>3</sup>	\$ 203.00 + 1.50 per m <sup>3</sup> over 240 m <sup>3</sup>
	over 360 m <sup>3</sup>	\$ 383.00 + 2.25 per m <sup>3</sup> over 360 m <sup>3</sup>
<b>Group H</b>		
High school: Minimum charge per 20 students or portion thereof per shift	0 - 270 m <sup>3</sup>	\$ 118.75
	271 - 405 m <sup>3</sup>	\$ 118.75 + 1.00 per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$ 253.75 + 1.50 per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 m <sup>3</sup>	\$ 456.25 + 2.25 per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>		
Hotel/Motel: per room or suite	0 - 50 m <sup>3</sup>	\$ 23.75
	51 - 75 m <sup>3</sup>	\$ 23.75 + 1.00 per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 48.75 + 1.50 per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$ 86.25 + 2.25 per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Group J</b>		
Licensed Premises: Per 10 seats or portion thereof	0 - 83 m <sup>3</sup>	\$ 38.00
	84 - 125 m <sup>3</sup>	\$ 38.00 + 1.00 per m <sup>3</sup> over 83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 80.00 + 1.50 per m <sup>3</sup> over 125 m <sup>3</sup>
	over 167 m <sup>3</sup>	\$ 143.00 + 2.25 per m <sup>3</sup> over 167 m <sup>3</sup>

Satellite Park Water CLASSIFICATION	QUARTERLY USER CHARGES								
	Water Use				Charge				
<b>Group A</b>	0	-	100	m <sup>3</sup>	\$ 82.50				
<b>Single Family Dwelling:</b> Per Dwelling	101	-	150	m <sup>3</sup>	\$ 82.50	+	1.00	per m <sup>3</sup> over	100 m <sup>3</sup>
<b>Laundromat:</b> Minimum charge for each washing machine	151	-	200	m <sup>3</sup>	\$132.50	+	1.50	per m <sup>3</sup> over	150 m <sup>3</sup>
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	over	200		m <sup>3</sup>	\$207.50	+	2.25	per m <sup>3</sup> over	200 m <sup>3</sup>
<b>Group B</b>	0	-	80	m <sup>3</sup>	\$ 61.88				
<b>Apartment:</b> Per Unit	81	-	120	m <sup>3</sup>	\$ 61.88	+	1.00	per m <sup>3</sup> over	80 m <sup>3</sup>
<b>Mobile/Modular Home Park:</b> Per Unit	121	-	160	m <sup>3</sup>	\$101.88	+	1.50	per m <sup>3</sup> over	120 m <sup>3</sup>
	over	160		m <sup>3</sup>	\$161.88	+	2.25	per m <sup>3</sup> over	160 m <sup>3</sup>
<b>Group C</b>	0	-	60	m <sup>3</sup>	\$ 49.50				
<b>Commercial:</b> Minimum charge for each 10 employees or portion thereof per shift	61	-	90	m <sup>3</sup>	\$ 49.50	+	1.00	per m <sup>3</sup> over	60 m <sup>3</sup>
	91	-	120	m <sup>3</sup>	\$ 79.50	+	1.50	per m <sup>3</sup> over	90 m <sup>3</sup>
	over	120		m <sup>3</sup>	\$124.50	+	2.25	per m <sup>3</sup> over	120 m <sup>3</sup>
<b>Group D</b>	0	-	50	m <sup>3</sup>	\$ 41.25				
<b>Continuing Care Facility:</b> Minimum charge for each bed	51	-	75	m <sup>3</sup>	\$ 41.25	+	1.00	per m <sup>3</sup> over	50 m <sup>3</sup>
<b>Suites &amp; Accessory Dwellings</b>	76	-	100	m <sup>3</sup>	\$ 66.25	+	1.50	per m <sup>3</sup> over	75 m <sup>3</sup>
	over	100		m <sup>3</sup>	\$103.75	+	2.25	per m <sup>3</sup> over	100 m <sup>3</sup>
<b>Group E</b>	0	-	33	m <sup>3</sup>	\$ 27.50				
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> Per service pad or Site	34	-	49	m <sup>3</sup>	\$ 27.50	+	1.00	per m <sup>3</sup> over	33 m <sup>3</sup>
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	50	-	65	m <sup>3</sup>	\$ 43.50	+	1.50	per m <sup>3</sup> over	49 m <sup>3</sup>
<b>Hotel/Motel:</b> per housekeeping unit	over	65		m <sup>3</sup>	\$ 67.50	+	2.25	per m <sup>3</sup> over	65 m <sup>3</sup>
<b>Group F</b>	0	-	20	m <sup>3</sup>	\$ 16.50				
<b>Bed &amp; Breakfast House:</b> includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	21	-	30	m <sup>3</sup>	\$ 16.50	+	1.00	per m <sup>3</sup> over	20 m <sup>3</sup>
	31	-	40	m <sup>3</sup>	\$ 26.50	+	1.50	per m <sup>3</sup> over	30 m <sup>3</sup>
	over	40		m <sup>3</sup>	\$ 41.50	+	2.25	per m <sup>3</sup> over	40 m <sup>3</sup>
<b>Group G</b>	0	-	10	m <sup>3</sup>	\$ 8.25				
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b>	11	-	15	m <sup>3</sup>	\$ 8.25	+	1.00	per m <sup>3</sup> over	10 m <sup>3</sup>
- Per service pad or Site	16	-	20	m <sup>3</sup>	\$ 13.25	+	1.50	per m <sup>3</sup> over	15 m <sup>3</sup>
	over	20		m <sup>3</sup>	\$ 20.75	+	2.25	per m <sup>3</sup> over	20 m <sup>3</sup>
<b>Group H</b>	0	-	140	m <sup>3</sup>	\$103.13				
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	141	-	210	m <sup>3</sup>	\$103.13	+	1.00	per m <sup>3</sup> over	140 m <sup>3</sup>
	211	-	280	m <sup>3</sup>	\$173.13	+	1.50	per m <sup>3</sup> over	210 m <sup>3</sup>
	over	280		m <sup>3</sup>	\$278.13	+	2.25	per m <sup>3</sup> over	280 m <sup>3</sup>
<b>Group I</b>	0	-	25	m <sup>3</sup>	\$ 20.63				
<b>Hotel/Motel:</b> per room or suite	26	-	37.5	m <sup>3</sup>	\$ 20.63	+	1.00	per m <sup>3</sup> over	25 m <sup>3</sup>
	38.5	-	50	m <sup>3</sup>	\$ 33.13	+	1.50	per m <sup>3</sup> over	38 m <sup>3</sup>
	over	50		m <sup>3</sup>	\$ 51.88	+	2.25	per m <sup>3</sup> over	50 m <sup>3</sup>
<b>Group J</b>	0	-	42	m <sup>3</sup>	\$ 33.00				
<b>Licensed Premises:</b> Per 10 seats or portion thereof	43	-	63	m <sup>3</sup>	\$ 33.00	+	1.00	per m <sup>3</sup> over	42 m <sup>3</sup>
	64	-	84	m <sup>3</sup>	\$ 54.00	+	1.50	per m <sup>3</sup> over	63 m <sup>3</sup>
	over	84		m <sup>3</sup>	\$ 85.50	+	2.25	per m <sup>3</sup> over	84 m <sup>3</sup>

Shawnigan Lake North Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>					
Single Family Dwelling: Per Dwelling	0 - 200 m <sup>3</sup>	\$110.00			
Laundromat: Minimum charge for each washing machine	201 - 300 m <sup>3</sup>	\$110.00	+ 1.00	per m <sup>3</sup> over	200 m <sup>3</sup>
Elementary/Middle School: Min. charge per 20 students or portion thereof	301 - 400 m <sup>3</sup>	\$210.00	+ 1.50	per m <sup>3</sup> over	300 m <sup>3</sup>
Firehall, Park	over 400 m <sup>3</sup>	\$360.00	+ 2.25	per m <sup>3</sup> over	400 m <sup>3</sup>
<b>Group B</b>					
Apartment: Per Unit	0 - 160 m <sup>3</sup>	\$ 82.50			
Mobile/Modular Home Park: Per Unit	161 - 240 m <sup>3</sup>	\$ 82.50	+ 1.00	per m <sup>3</sup> over	160 m <sup>3</sup>
	241 - 320 m <sup>3</sup>	\$162.50	+ 1.50	per m <sup>3</sup> over	240 m <sup>3</sup>
	over 320 m <sup>3</sup>	\$282.50	+ 2.25	per m <sup>3</sup> over	320 m <sup>3</sup>
<b>Group C</b>					
Commercial: Minimum charge for each 10 employees or portion thereof per shift	0 - 130 m <sup>3</sup>	\$ 66.00			
	131 - 195 m <sup>3</sup>	\$ 66.00	+ 1.00	per m <sup>3</sup> over	130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$131.00	+ 1.50	per m <sup>3</sup> over	195 m <sup>3</sup>
Meeting Room/Hall - minimum charge for each 100 seats	over 260 m <sup>3</sup>	\$228.50	+ 2.25	per m <sup>3</sup> over	260 m <sup>3</sup>
<b>Group D</b>					
Continuing Care Facility: Minimum charge for each bed Suite or Accessory Building	0 - 100 m <sup>3</sup>	\$ 55.00			
	101 - 150 m <sup>3</sup>	\$ 55.00	+ 1.00	per m <sup>3</sup> over	100 m <sup>3</sup>
	151 - 200 m <sup>3</sup>	\$105.00	+ 1.50	per m <sup>3</sup> over	150 m <sup>3</sup>
	over 200 m <sup>3</sup>	\$180.00	+ 2.25	per m <sup>3</sup> over	200 m <sup>3</sup>
<b>Group E</b>					
Restaurant: Per 10 seats or patrons, or portion thereof	0 - 67 m <sup>3</sup>	\$ 26.67			
	68 - 100 m <sup>3</sup>	\$ 26.67	+ 1.00	per m <sup>3</sup> over	67 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	101 - 133 m <sup>3</sup>	\$ 59.67	+ 1.50	per m <sup>3</sup> over	100 m <sup>3</sup>
	over 133 m <sup>3</sup>	\$109.17	+ 2.25	per m <sup>3</sup> over	133 m <sup>3</sup>
<b>Group F</b>					
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	0 - 40 m <sup>3</sup>	\$ 22.00			
	41 - 60 m <sup>3</sup>	\$ 22.00	+ 1.00	per m <sup>3</sup> over	40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 42.00	+ 1.50	per m <sup>3</sup> over	60 m <sup>3</sup>
	over 80 m <sup>3</sup>	\$ 72.00	+ 2.25	per m <sup>3</sup> over	80 m <sup>3</sup>
<b>Group G</b>					
RV Trailer Park/Campground-Site - Per service pad or Site	0 - 120 m <sup>3</sup>	\$ 83.00			
	121 - 240 m <sup>3</sup>	\$ 83.00	+ 1.00	per m <sup>3</sup> over	120 m <sup>3</sup>
	241 - 360 m <sup>3</sup>	\$203.00	+ 1.50	per m <sup>3</sup> over	240 m <sup>3</sup>
	over 360 m <sup>3</sup>	\$383.00	+ 2.25	per m <sup>3</sup> over	360 m <sup>3</sup>
<b>Group H</b>					
High school: Minimum charge per 20 students or portion thereof per shift	0 - 270 m <sup>3</sup>	\$137.50			
	271 - 405 m <sup>3</sup>	\$137.50	+ 1.00	per m <sup>3</sup> over	270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$272.50	+ 1.50	per m <sup>3</sup> over	405 m <sup>3</sup>
	over 540 m <sup>3</sup>	\$475.00	+ 2.25	per m <sup>3</sup> over	540 m <sup>3</sup>
<b>Group I</b>					
Hotel/Motel: per room or suite	0 - 50 m <sup>3</sup>	\$ 27.50			
	51 - 75 m <sup>3</sup>	\$ 27.50	+ 1.00	per m <sup>3</sup> over	50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 52.50	+ 1.50	per m <sup>3</sup> over	75 m <sup>3</sup>
	over 100 m <sup>3</sup>	\$ 90.00	+ 2.25	per m <sup>3</sup> over	100 m <sup>3</sup>
<b>Group J</b>					
Licensed Premises: Per 10 seats or portion thereof	0 - 83 m <sup>3</sup>	\$ 44.00			
	84 - 125 m <sup>3</sup>	\$ 44.00	+ 1.00	per m <sup>3</sup> over	83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 86.00	+ 1.50	per m <sup>3</sup> over	125 m <sup>3</sup>
	over 167 m <sup>3</sup>	\$149.00	+ 2.25	per m <sup>3</sup> over	167 m <sup>3</sup>

Shellwood Water		QUARTERLY USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 225.00			
<b>Single Family Dwelling:</b> Per Dwelling	201 - 300 m <sup>3</sup>	\$ 225.00	+	1.00	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Laundromat:</b> Minimum charge for each washing machine	301 - 400 m <sup>3</sup>	\$ 325.00	+	1.50	per m <sup>3</sup> over 300 m <sup>3</sup>
<b>Elementary/Middle School:</b> Minimum charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$ 475.00	+	2.25	per m <sup>3</sup> over 400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 168.75			
<b>Apartment:</b> Per Unit	161 - 240 m <sup>3</sup>	\$ 168.75	+	1.00	per m <sup>3</sup> over 160 m <sup>3</sup>
<b>Mobile/Modular Home Park:</b> Per Unit	241 - 320 m <sup>3</sup>	\$ 248.75	+	1.50	per m <sup>3</sup> over 240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$ 368.75	+	2.25	per m <sup>3</sup> over 320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 135.00			
<b>Commercial:</b> Minimum charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 135.00	+	1.00	per m <sup>3</sup> over 130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$ 200.00	+	1.50	per m <sup>3</sup> over 195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$ 297.50	+	2.25	per m <sup>3</sup> over 260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 112.50			
<b>Continuing Care Facility:</b> Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 112.50	+	1.00	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Suite or Accessory Building</b>	151 - 200 m <sup>3</sup>	\$ 162.50	+	1.50	per m <sup>3</sup> over 150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$ 237.50	+	2.25	per m <sup>3</sup> over 200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 75.00			
<b>RV Trailer Park/Campground-Site Connected to Sewer:</b> Per service pad or Site	68 - 100 m <sup>3</sup>	\$ 75.00	+	1.00	per m <sup>3</sup> over 67 m <sup>3</sup>
<b>Restaurant:</b> Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 108.00	+	1.50	per m <sup>3</sup> over 100 m <sup>3</sup>
<b>Hotel/Motel:</b> per housekeeping unit	over 133 - m <sup>3</sup>	\$ 157.50	+	2.25	per m <sup>3</sup> over 133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 45.00			
<b>Bed &amp; Breakfast House:</b> includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 45.00	+	1.00	per m <sup>3</sup> over 40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 65.00	+	1.50	per m <sup>3</sup> over 60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$ 95.00	+	2.25	per m <sup>3</sup> over 80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 22.50			
<b>RV Trailer Park/Campground-Site not Connected to Sewer:</b>	21 - 30 m <sup>3</sup>	\$ 22.50	+	1.00	per m <sup>3</sup> over 20 m <sup>3</sup>
- Per service pad or Site	31 - 40 m <sup>3</sup>	\$ 32.50	+	1.50	per m <sup>3</sup> over 30 m <sup>3</sup>
	over 40 - m <sup>3</sup>	\$ 47.50	+	2.25	per m <sup>3</sup> over 40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 281.25			
<b>High school:</b> Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$ 281.25	+	1.00	per m <sup>3</sup> over 270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$ 416.25	+	1.50	per m <sup>3</sup> over 405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$ 618.75	+	2.25	per m <sup>3</sup> over 540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 56.25			
<b>Hotel/Motel:</b> per room or suite	51 - 75 m <sup>3</sup>	\$ 56.25	+	1.00	per m <sup>3</sup> over 50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 81.25	+	1.50	per m <sup>3</sup> over 75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$ 118.75	+	2.25	per m <sup>3</sup> over 100 m <sup>3</sup>



<b>Woodley Range Water</b>		<b>QUARTERLY USER CHARGES</b>	
CLASSIFICATION	Water Use	Charge	
<b>Group A</b>			
<b>Single Family Dwelling: Per Dwelling</b>	0 - 25 m <sup>3</sup>	\$ 200.00	
	over 26 - m <sup>3</sup>	\$ 200.00 + 10.00	per m <sup>3</sup> over 25 m <sup>3</sup>
<b>Group B</b>			
<b>Apartment: Per Unit</b>	0 - 18 m <sup>3</sup>	\$ 150.00	
<b>Mobile/Modular Home Park: Per Unit</b>	over 19 m <sup>3</sup>	\$ 150.00 + 10.00	per m <sup>3</sup> over 18 m <sup>3</sup>
<b>Group C</b>			
<b>Commercial: Minimum charge for each 10 employees or portion thereof per shift</b>	0 - 15 m <sup>3</sup>	\$ 120.00	
	over 16 m <sup>3</sup>	\$ 120.00 + 10.00	per m <sup>3</sup> over 15 m <sup>3</sup>
<b>Group D</b>			
<b>Bed &amp; Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group</b>	0 - 5 m <sup>3</sup>	\$ 40.00	
<b>Suite or Accessory Building</b>	over 6 m <sup>3</sup>	\$ 40.00 + 10.00	per m <sup>3</sup> over 5 m <sup>3</sup>

Youbou Water		SEMI ANNUAL USER CHARGES			
CLASSIFICATION	Water Use	Charge			
<b>Group A</b>	0 - 200 m <sup>3</sup>	\$ 75.00			
Single Family Dwelling: Per Dwelling	201 - 300 m <sup>3</sup>	\$ 75.00	+	1.00 per m <sup>3</sup> over	200 m <sup>3</sup>
Laundromat: Mini. charge for each washing machine	301 - 400 m <sup>3</sup>	\$175.00	+	1.50 per m <sup>3</sup> over	300 m <sup>3</sup>
Elementary/Middle School: Min. charge per 20 students or portion thereof	over 400 m <sup>3</sup>	\$325.00	+	2.25 per m <sup>3</sup> over	400 m <sup>3</sup>
<b>Group B</b>	0 - 160 m <sup>3</sup>	\$ 56.25			
Apartment: Per Unit	161 - 240 m <sup>3</sup>	\$ 56.25	+	1.00 per m <sup>3</sup> over	160 m <sup>3</sup>
Mobile/Modular Home Park: Per Unit	241 - 320 m <sup>3</sup>	\$136.25	+	1.50 per m <sup>3</sup> over	240 m <sup>3</sup>
	over 320 - m <sup>3</sup>	\$256.25	+	2.25 per m <sup>3</sup> over	320 m <sup>3</sup>
<b>Group C</b>	0 - 130 m <sup>3</sup>	\$ 45.00			
Commercial: Min. charge for each 10 employees or portion thereof per shift	131 - 195 m <sup>3</sup>	\$ 45.00	+	1.00 per m <sup>3</sup> over	130 m <sup>3</sup>
	196 - 260 m <sup>3</sup>	\$110.00	+	1.50 per m <sup>3</sup> over	195 m <sup>3</sup>
	over 260 - m <sup>3</sup>	\$207.50	+	2.25 per m <sup>3</sup> over	260 m <sup>3</sup>
<b>Group D</b>	0 - 100 m <sup>3</sup>	\$ 37.50			
Continuing Care Facility: Minimum charge for each bed	101 - 150 m <sup>3</sup>	\$ 37.50	+	1.00 per m <sup>3</sup> over	100 m <sup>3</sup>
Suite or Accessory Building	151 - 200 m <sup>3</sup>	\$ 87.50	+	1.50 per m <sup>3</sup> over	150 m <sup>3</sup>
	over 200 - m <sup>3</sup>	\$162.50	+	2.25 per m <sup>3</sup> over	200 m <sup>3</sup>
<b>Group E</b>	0 - 67 m <sup>3</sup>	\$ 25.00			
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	68 - 100 m <sup>3</sup>	\$ 25.00	+	1.00 per m <sup>3</sup> over	67 m <sup>3</sup>
Restaurant: Per 10 seats or patrons, or portion thereof	101 - 133 m <sup>3</sup>	\$ 58.00	+	1.50 per m <sup>3</sup> over	100 m <sup>3</sup>
Hotel/Motel: per housekeeping unit	over 133 - m <sup>3</sup>	\$107.50	+	2.25 per m <sup>3</sup> over	133 m <sup>3</sup>
<b>Group F</b>	0 - 40 m <sup>3</sup>	\$ 15.00			
Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	41 - 60 m <sup>3</sup>	\$ 15.00	+	1.00 per m <sup>3</sup> over	40 m <sup>3</sup>
	61 - 80 m <sup>3</sup>	\$ 35.00	+	1.50 per m <sup>3</sup> over	60 m <sup>3</sup>
	over 80 - m <sup>3</sup>	\$ 65.00	+	2.25 per m <sup>3</sup> over	80 m <sup>3</sup>
<b>Group G</b>	0 - 20 m <sup>3</sup>	\$ 7.50			
RV Trailer Park/Campground- Site not Connected to Sewer: -	21 - 30 m <sup>3</sup>	\$ 7.50	+	1.00 per m <sup>3</sup> over	20 m <sup>3</sup>
	31 - 40 m <sup>3</sup>	\$ 17.50	+	1.50 per m <sup>3</sup> over	30 m <sup>3</sup>
Per service pad or Site	over 40 - m <sup>3</sup>	\$ 32.50	+	2.25 per m <sup>3</sup> over	40 m <sup>3</sup>
<b>Group H</b>	0 - 270 m <sup>3</sup>	\$ 93.75			
High school: Minimum charge per 20 students or portion thereof per shift	271 - 405 m <sup>3</sup>	\$ 93.75	+	1.00 per m <sup>3</sup> over	270 m <sup>3</sup>
	406 - 540 m <sup>3</sup>	\$228.75	+	1.50 per m <sup>3</sup> over	405 m <sup>3</sup>
	over 540 - m <sup>3</sup>	\$431.25	+	2.25 per m <sup>3</sup> over	540 m <sup>3</sup>
<b>Group I</b>	0 - 50 m <sup>3</sup>	\$ 18.75			
Hotel/Motel: per room or suite	51 - 75 m <sup>3</sup>	\$ 18.75	+	1.00 per m <sup>3</sup> over	50 m <sup>3</sup>
	76 - 100 m <sup>3</sup>	\$ 43.75	+	1.50 per m <sup>3</sup> over	75 m <sup>3</sup>
	over 100 - m <sup>3</sup>	\$ 81.25	+	2.25 per m <sup>3</sup> over	100 m <sup>3</sup>
<b>Group J</b>	0 - 83 m <sup>3</sup>	\$ 30.00			
Licensed Premises: Per 10 seats or portion thereof	84 - 125 m <sup>3</sup>	\$ 30.00	+	1.00 per m <sup>3</sup> over	83 m <sup>3</sup>
	126 - 167 m <sup>3</sup>	\$ 72.00	+	1.50 per m <sup>3</sup> over	125 m <sup>3</sup>
	over 167 - m <sup>3</sup>	\$135.00	+	2.25 per m <sup>3</sup> over	167 m <sup>3</sup>



## SCHEDULE C

### TO CVRD BYLAW NO. 4160

### UNMETERED WATER CHARGES

---

***Aggregate Allotment:***

Where more than one of the above classifications including “*Other*” is in use, or intended for use, then the applicable charges shall be applied to each and every classification.

***Single Family Dwelling:***

Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

***Apartment:***

Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

**Secondary Suite:** Means a dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, located within a single dwelling that is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation

**Small Suite:** Means a small dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, that is not attached to or within a single family dwelling, and is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation;

**Accessory Dwelling:** Applies to a dwelling unit that is clearly ancillary and subordinate to a principle use on a parcel.

***Mobile/Modular Home Park:***

Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

***RV Trailer Park/Campground:***

Applies to any connection servicing land used, or temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or

conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a sanitary sewer disposal system, the minimum charge shall be based on the **Allotment** of water as set forth in the applicable schedule(s). Where individual spaces or sites are not serviced directly by an individual and/or separate sanitary sewer disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the **Allotment** of water as set forth in the applicable schedule(s).

**Hotel/Motel:**

Applies to any connection servicing a building or structure, which contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

**Restaurant:**

Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended use for the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

**Licensed Premises:**

Applies to a connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board to British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

**Laundromat:**

Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available to public use for a fee or charge.

**Commercial:**

Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

**Elementary School and High School:**

Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

**Continuing Care Facility:**

Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include for residents requiring full-time professional care that include living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

**Bed & Breakfast:**

Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.

**Other:**

The minimum charge and the volume of water to be apportioned for a six (6) month period for other types of developments that, in the opinion of the **Manager**, do not fall within the above classifications shall be determined by the **Manager** and his decision shall be final.

The **Consumer** of **Unmetered District Water** shall pay the charges set out below:

**Lambourn Water System****Unmetered Water Charges**

The **Consumer of Unmetered District Water** shall pay the charges set out below. A 10% discount will be applied for payments received within sixty (60) calendar days after the invoice date.

**Water Rates and Charges per Classification per three (3) month period:**

	<b><u>Charge</u></b>
Single Family Dwelling	\$ 145.00
Laundromat	\$ 145.00
Elementary/Middle School	\$ 145.00
High School: Minimum charge for the first 20 students or portion thereof	\$ 181.25
Apartment/Suite	\$ 108.75
Mobile Home Park	\$ 108.75
Commercial: Minimum charge for the first 10 employees or portion thereof per shift	\$ 87.00
Continuing Care Facility: Minimum charge for each bed	\$ 72.50
Suites, Accessory Dwellings	\$ 72.50
RV Trailer Park / Campground:	
<u>Site Connected to Sewer</u> : per serviced pad or site	\$ 48.33
<u>Not connected to sewer</u>	\$ 29.00
Restaurants:	
Minimum charge for the first 10 seats or patrons or portion thereof	\$ 48.33
Hotel / Motel	
a) Per Room or Suite	\$ 48.33
b) Housekeeping Unit	\$ 48.33
Bed & Breakfast / Rooming House:	
The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	\$ 29.00
RV Trailer Park / Campground:	
<u>Site Not Connected to Sewer</u> : per pad or site	\$ 14.50

**Arbutus Ridge Water System****Unmetered Water Charges**

The **Consumer of Unmetered District Water** shall pay the charges set out below.

**Water Rates and Charges per Classification per six (6) month period:**

	<b><u>Charge</u></b>
<b>Single Family Dwelling</b>	<b>\$204.76</b>
<b>Laundromat</b>	<b>\$204.76</b>
<b>Apartment</b>	<b>\$153.57</b>
<b>Mobile Home Park</b>	<b>\$153.57</b>
<b>Commercial</b>	
Minimum charge for each 10 employees or portion thereof per shift	<b>\$204.76</b>
<b>Continuing Care Facility</b>	
Minimum charge for each bed	<b>\$102.38</b>
<b>Suites, Accessory Dwellings</b>	<b>\$ 102.38</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site connected to sewer:</u> per serviced pad or site	<b>\$ 68.25</b>
<u>Not connected to sewer</u>	<b>\$ 18.00</b>
<b>Restaurants</b>	
Minimum charge for each 10 seats or patrons or portion thereof	<b>\$ 68.25</b>
<b>Hotel / Motel</b>	
b) <u>Housekeeping Unit:</u>	<b>\$ 68.25</b>
	<b>\$204.76</b>
<b>Bed &amp; Breakfast / Rooming House</b>	
The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	<b>\$ 40.95</b>
<b>RV Trailer Park / Campground</b>	
<u>Site Not Connected to Sewer:</u> per pad or site	<b>\$ 20.48</b>
<b>Hotel / Motel</b>	
a) <u>Room or Suite:</u> per room or suite	<b>\$ 51.19</b>
<b>Licensed Premises:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$ 81.90</b>
<b>Golf Course</b> based on 3.5% operational budget or	<b>\$5,796.00</b>

**Mesachie Lake Water System****Unmetered Water Charges**

The **Consumer** of **Unmetered District Water** shall pay the charges set out below. A 10% discount will be applied for payments received within sixty (60) calendar days after the invoice date.

**Water Rates and Charges per Classification per six (6) month period:**

	<u>Charge</u>
<b>Single Family Dwelling</b>	<b>\$ 65.00</b>
<b>Laundromat</b>	<b>\$ 65.00</b>
<b>Elementary/Middle School</b>	<b>\$ 65.00</b>
<b>Apartment</b>	<b>\$ 48.75</b>
<b>Mobile Home Park</b>	<b>\$ 48.75</b>
<b>Commercial:</b>	
Minimum charge for the first 10 employees or portion thereof per shift	<b>\$ 39.00</b>
<b>Continuing Care Facility</b>	
Minimum charge for each bed	<b>\$ 32.50</b>
<b>Suites, Accessory Dwellings</b>	<b>\$ 32.50</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site Connected to Sewer:</u> per serviced pad or site	
<b>Restaurants:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$ 21.67</b>
<b>Hotel / Motel</b>	
b) <u>Housekeeping Unit:</u>	<b>\$ 21.67</b>
<b>Bed &amp; Breakfast / Rooming House:</b>	
The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	<b>\$ 13.00</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site Not Connected to Sewer:</u> per pad or site	<b>\$ 6.50</b>
<b>High School</b>	
Minimum charge for the first 20 students or portion thereof	<b>\$ 81.25</b>
<b>Hotel / Motel</b>	
Room or Suite: per room or suite	<b>\$ 16.25</b>
<b>Licensed Premises:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$ 26.00</b>

## **Shawnigan Lake North Water System**

### **Unmetered Water Charges**

The **Consumer** of **Unmetered District Water** shall pay the charges set out below. A 10% discount will be applied for payments received within sixty (60) calendar days after the invoice date.

### **Water Rates and Charges per Classification per six (6) month period:**

	<b><u>Charge</u></b>
<b>Single Family Dwelling</b>	<b>\$110.00</b>
<b>Laundromat, Park Washroom, Firehall</b>	<b>\$110.00</b>
<b>Elementary/Middle School</b>	<b>\$110.00</b>
<b>Apartment</b>	<b>\$ 60.35</b>
<b>Mobile Home Park</b>	<b>\$ 60.35</b>
<b>Commercial:</b>	
Minimum charge for the first 10 employees or portion thereof per shift	<b>\$ 73.33</b>
<b>Continuing Care Facility</b>	
Minimum charge for each bed	<b>\$ 55.00</b>
<b>Suites, Accessory Dwellings</b>	<b>\$ 55.00</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site Connected to Sewer:</u> per serviced pad or site	
<b>Restaurants:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$ 36.67</b>
<b>Hotel / Motel</b>	
b) <u>Housekeeping Unit:</u>	<b>\$ 36.67</b>
<b>Bed &amp; Breakfast / Rooming House:</b>	
The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	<b>\$ 22.00</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site Not Connected to Sewer:</u> per pad or site	<b>\$ 11.00</b>
<b>High School</b>	
Minimum charge for the first 20 students or portion thereof	<b>\$146.67</b>
<b>Hotel / Motel</b>	
Room or Suite: per room or suite	<b>\$ 27.50</b>
<b>Licensed Premises:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$ 45.83</b>



**Kerry Village Water System****Unmetered Water Charges**

The **Consumer** of **Unmetered District Water** shall pay the charges set out below. A 10% discount will be applied for payments received within sixty (60) calendar days after the invoice date.

**Water Rates and Charges per Classification per six (6) month period:**

	<u>Charge</u>
<b>Single Family Dwelling</b>	<b>\$333.33</b>
<b>Laundromat</b>	<b>\$333.33</b>
<b>Elementary/Middle School</b>	<b>\$333.33</b>
<b>Apartment</b>	<b>\$250.00</b>
<b>Mobile Home Park</b>	<b>\$250.00</b>
<b>Commercial:</b>	
Minimum charge for the first 10 employees or portion thereof per shift	<b>\$200.00</b>
<b>Continuing Care Facility</b>	
Minimum charge for each bed	<b>\$166.67</b>
<b>Suites, Accessory Dwelling</b>	<b>\$166.67</b>
<b>RV Trailer Park / Campground:</b>	<b>\$111.11</b>
<u>Site Connected to Sewer:</u> per serviced pad or site	
<b>Restaurants:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$111.11</b>
<b>Hotel / Motel</b>	
b) <u>Housekeeping Unit:</u>	<b>\$111.11</b>
<b>Bed &amp; Breakfast / Rooming House:</b>	
The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	<b>\$ 66.67</b>
<b>RV Trailer Park / Campground:</b>	
<u>Site Not Connected to Sewer:</u> per pad or site	<b>\$ 33.33</b>
<b>High School</b>	
Minimum charge for the first 20 students or portion thereof	<b>\$416.66</b>
<b>Hotel / Motel</b>	
Room or Suite: per room or suite	<b>\$ 83.33</b>
<b>Licensed Premises:</b>	
Minimum charge for the first 10 seats or patrons or portion thereof	<b>\$133.33</b>



**SCHEDULE D**

**TO CVRD BYLAW NO. 4160**

**UNMETERED FIRE LINES**

---

---

(a) The **Consumers** with an **Unmetered Fire Line** shall pay the rates set out in subsection (b) below:

<b>(b) Fire Line Size (mm)</b>	<b>Rates (dollars per month)</b>
25 mm	3.00
38 mm	7.50
50 mm	12.00
75 mm	30.00
100 mm	48.00
150 mm	22.00
200 mm	96.00
300 mm	144.00



## SCHEDULE E

### TO CVRD BYLAW NO. 4160

#### METER READING DATES AND DUE DATES

---

---

(a) **Meter Reading Dates and Due Dates**

***Metered Water*** connections serving a residential property shall normally be read during regular CVRD business hours, as determined by the ***Manager***, with the respective payments payable on the due date specified on the invoice.

***Metered Water*** connections servicing ***Consumers*** with high usage and charges may normally be read during regular CVRD business hours quarterly each year, at the discretion of the ***Manager*** with the respective payment due as specified on the invoice.

In the event the last day of the month falls on a Saturday, Sunday, or Statutory Holiday, the due date shall then be the last business day before the Saturday, Sunday, or the Statutory Holiday.

(b) **Transfer to Taxes**

Amounts remaining outstanding at the close of business on December 31 of each calendar year, shall be added to the property taxes and shall be deemed taxes in arrears on the property in question.



**SCHEDULE F**  
**TO CVRD BYLAW NO. 4160**  
**HYDRANT PERMIT**

---

---

The charge for drawing **District Water** from hydrants for purposes other than fire protection shall be as follows:

Hydrant Use Permit – tank fill – up to 12,000 litres (3,000 gallons) from a hydrant at Bings Creek Municipal Yard (double check valve assembly provided).....	\$25.00
Hydrant User Permit – weekly.....	\$75.00 plus \$750.00 damage deposit
Hydrant Use Permit – monthly .....	\$150.00 plus \$750.00 damage deposit
Hydrant Use Permit – annual (user supplied double check valve assembly – must be inspected by CVRD personnel .....	\$250.00 plus \$500.00 damage deposit
Hydrant Use Permit – annual .....	\$500.00 plus \$750.00 damage deposit

A hydrant permit shall be permitted at the discretion of the **Manager**.

The **Manager** shall determine and designate which hydrant, if any, shall be used.

Only the designated hydrant may be used unless otherwise approved by the **Manager**.

The **Manager** reserves the right to terminate the use of the hydrant permit at any given time.

Where the actual amount of water used is unknown, the **Manager** may estimate the quantity used and charge accordingly.



**SCHEDULE G**

**TO CVRD BYLAW NO. 4160**

**MISCELLANEOUS CHARGES**

---

---

**MISCELLANEOUS CHARGES**

**1. Testing of Water Meter**

An application for testing the **Water Meter** shall be accompanied by a deposit in the amount of: ..... \$50.00

**2. Charge to Customer**

a) Where the **Water Meter** is found to measure the flow of water accurately:... \$50.00

b) Turning Water Service on each time:.....\*Equivalent to 50% of user fee

Turning Water Service off each time:.....\*Equivalent to 50% of user fee

\*If the building services or water service connection location is not known, the actual cost incurred for locating the service will be borne by the homeowner.

Charges for "turn on" or "turn off" shall **not** be levied where:

i) It is necessary to interrupt the supply of water so as to permit the consumer to correct faults on the building service.

ii) The water is to be "turned on" for newly installed or water service connection

**3. Sprinkling Permit Application Fee**

An application for sprinkling permit shall be accompanied by a deposit in the amount of \$25.00

**Notes:**

1. Inactivation of the account will be at the discretion of the **Manager**.



## SCHEDULE H

### TO CVRD BYLAW NO. 4160

---

#### **CVRD Water System Service Areas**

- a) CVRD Bylaw No. 2810 – Satellite Park Water System Service Establishment Bylaw, 2006, as amended;
- b) CVRD Bylaw No. 3382 – Douglas Hill Water System Service Establishment Bylaw, 2010, as amended;
- c) CVRD Bylaw No. 3034 – Lambourn Estates Water System Service Establishment Bylaw, 2008, as amended;
- d) CVRD Bylaw No. 2987 - Arbutus Mountain Estates Water System Service Establishment Bylaw, 2007, as amended;
- e) CVRD Bylaw No. 2994 – Fern Ridge Water System Service Establishment Bylaw, 2007, as amended;
- f) CVRD Bylaw No. 3180 – Bald Mountain Water System Service Establishment Bylaw, 2008, as amended;
- g) CVRD Bylaw No. 3280 – Dogwood Ridge Water System Service Establishment Bylaw, 2009, as amended;
- h) CVRD Bylaw No. 3286 – Arbutus Ridge Water System Service Establishment Bylaw, 2009, as amended;
- i) CVRD Bylaw No. 3627 – Carlton Water System Service Establishment Bylaw, 2012 as amended;
- j) CVRD Bylaw No. 3624 - Shellwood Water System Service Establishment Bylaw, 2012 as amended;
- k) CVRD Bylaw No. 3616 – Woodley Range Water System Service Establishment Bylaw, 2012, as amended;
- l) CVRD Bylaw No. 3707 – Burnum Water System Service Establishment Bylaw, 2013, as amended;
- m) CVRD Bylaw No. 14 – Mesachie Lake Water Supply and Distribution Special Service Area Bylaw, 1969, as amended;
- n) CVRD Bylaw No. 2178 – Saltair Water Service Establishment Bylaw, 2001, as amended;
- o) CVRD Bylaw No. 2582 – Youbou Water System Service Establishment Bylaw, 2005, as amended;
- p) CVRD Bylaw No. 1588 – Honeymoon Bay Local Service (Community Water Supply and Distribution) Establishment Bylaw No. 10, 1993, as amended;
- q) CVRD Bylaw No. 1670 – Cherry Point Estates Local Service (Water Utility) Establishment Bylaw No. 18, 1995, as amended;
- r) CVRD Bylaw No. 1911 – Shawnigan Lake Local Service (Water Supply) Area Establishment Bylaw, as amended;
- s) CVRD Bylaw No. 2491 – Kerry Village Water System Service Establishment Bylaw, 2004, as amended; and
- t) CVRD Bylaw No. 3979 – Elkington Forest Water System Service Establishment Bylaw, 2015, as amended.



## SCHEDULE I

### TO CVRD BYLAW NO. 4160

---

In the case of a new water system transfer to the CVRD on any day following January 1.

The following flat rate user fees supersede Schedule B and C of this bylaw on a "one-time" basis only and will be invoiced in a year to each of the properties within the service area boundary of a new water System for the period commencing on the CVRD takeover date to December 31, of that year:

Single Family Dwelling: \$ Prorate equal to parcel tax + user fee / per day

Unserviced Property: \$ Prorate equal to parcel tax / per day



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 9, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** Consolidated Sewer Systems Management Bylaw  
**FILE:** 0540-20-EAS/05

---

## **PURPOSE/INTRODUCTION**

The purpose of this report is to introduce "CVRD Bylaw No. 4161- CVRD Sewer Systems Management Bylaw, 2018".

## **RECOMMENDED RESOLUTION**

That "CVRD Bylaw No. 4161 – CVRD Sewer Systems Management Bylaw, 2018", be forwarded to the Board for consideration of three readings and adoption.

## **BACKGROUND**

The Cowichan Valley Regional District's Water Management Division owns and operates 16 sewer systems with 16 separate management bylaws. If a policy is changed in one of the systems, considerable effort is required to amend the remaining bylaws. Often, many of these bylaws are at different stages of update.

Elkington Forest (Malahat) Sewer System service area has been established, but a management bylaw has not been created at this time. This utility will be included in the new consolidated bylaw.

## **ANALYSIS**

As part of an effort to improve management of these systems, consolidation of these management bylaws into one bylaw would simplify and bring all of these bylaws up to consistent standard.

The Consolidated Sewer Systems Management Bylaw includes the most recent amendments to polices, includes minor housekeeping amendments, terminology changes for clarification and has been vetted by our lawyers. An addition of Elkington Forest (Malahat) Sewer System has been added to this bylaw.

Schedule A includes a separate section for each utility system's sewer user fee rates. These rates include the proposed fees in the approved 2018 budget where required.

Schedule B includes a table with proposed connection capacity charges for all of the systems to standardize class of treatment. Sewer systems with Class A treatment connection capacity charges are proposed at \$13,500 per new connection with \$2,000 per suite. All other sewer connection capacity charges are proposed at \$6,000 per new connection with \$1,000 per suite. The secondary suite fee has been introduced or reduced in some cases to encourage affordable housing and to encourage legalization of existing and future suites. Further, the capacity charges for Cowichan Bay Sewer System float homes and live aboards remain unchanged.

## **FINANCIAL CONSIDERATIONS**

Proposed annual user fee rate increases as per 2018 approved budget within Schedule A for Single Family Home classification include:



- Sentinel Ridge Sewer - \$20/year from \$675 to \$695;
- Twin Cedars Sewer - \$83/year from \$392 to \$475
- Lambourn Estates Sewer - \$63/year from \$525 to \$588;
- Cobble Hill Sewer - \$80/year from \$300 to \$380;
- Mill Springs Sewer - \$20/year from \$356 to \$376;
- Eagle Heights Sewer - \$40/year from \$360 to \$400;
- Maple Hills Sewer - \$30/year from \$300 to \$330;
- Shawnigan Beach Estates Sewer - \$24/year from \$410 to \$434; and
- Malahat Sewer - \$300/year (new system).

Arbutus Ridge Sewer System was approved for a \$35 increase, however, due to a 2017 deficit, a further user fee increase will be required in 2018.

- Arbutus Ridge Sewer System - \$107/year from \$401 to \$508.

All other remaining user fees remain unchanged.

Proposed Schedule B, Connection Charge amendments are summarized in Table B1 below.

<b>Schedule B - Table B1 Sewer Connection Charges Sewer Systems</b>					
<b>Sewer System</b>	<b>100mm or 150mm Sewer Administrative Charges (i)</b>	<b>Sewer Capacity Charges (ii)</b>	<b>Sewer Capacity Charges Secondary Suite (iii)</b>	<b>Sewer Capacity Charges Live Aboard (iv)</b>	<b>Sewer Capacity Charges Float Homes (v)</b>
<b>Cowichan Bay</b>	\$300	\$6,000	\$1,000	\$1,167	\$1,750
<b>Brulette Place</b>	\$300	\$13,500	\$2,000		
<b>Sentinel Ridge</b>	\$300	\$13,500	\$2,000		
<b>Twin Cedars</b>	\$300	\$13,500	\$2,000		
<b>Lambourn Estates</b>	\$300	\$13,500	\$2,000		
<b>Arbutus Mountain</b>	\$500	\$13,500	\$2,000		
<b>Cobble Hill</b>	\$300	\$6,000	\$1,000		
<b>Mesachie Lake</b>	\$300	\$6,000	\$1,000		
<b>Bald Mountain</b>	\$300	\$13,500	\$2,000		
<b>Mill Springs</b>	\$300	\$13,500	\$2,000		
<b>Arbutus Ridge</b>	\$300	\$13,500	\$2,000		
<b>Eagle Heights</b>	\$300	\$6,000	\$1,000		
<b>Maple Hills</b>	\$300	\$6,000	\$1,000		
<b>Shawnigan Beach Estates</b>	\$300	\$13,500	\$2,000		
<b>Kerry Village</b>	\$300	\$13,500	\$2,000		
<b>Youbou</b>	\$300	\$6,000	\$1,000		
<b>Malahat</b>	\$300	\$6,000	\$1,000		

Not applicable.

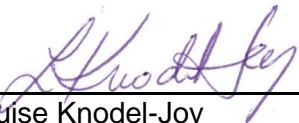
**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

The recommended resolution provides a reliable essential service.

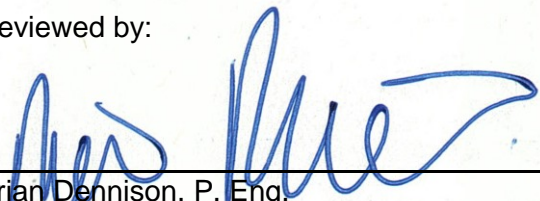
Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:

  
\_\_\_\_\_  
Louise Knodel-Joy  
Senior Engineering Technologist

Reviewed by:

  
\_\_\_\_\_  
Brian Dennison, P. Eng.  
Manager

  
\_\_\_\_\_  
Hamid Hatami, P. Eng.  
General Manager

**ATTACHMENTS:**

Attachment A – Bylaw No. 4161 CVRD Sewer Systems Management Bylaw, 2018

**COWICHAN VALLEY REGIONAL DISTRICT****BYLAW No. 4161****A Bylaw for the Regulation and Management of the  
CVRD Sewer Systems**

---

**WHEREAS** the Board of the Cowichan Valley Regional District has by bylaw established and regulates sewer services within the electoral areas of the Cowichan Valley Regional District.

**AND WHEREAS** it is deemed necessary and expedient that provisions be made for the regulation and management of the sewer systems, and for terms and conditions upon which sewer services may be provided, and for a tariff of charges for such services;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4161 – CVRD Sewer Systems Management Bylaw, 2018**".

**2. REPEAL**

1. The following bylaws are hereby repealed:

- (a) CVRD Bylaw No. 2476 – Cowichan Bay Sewer System Management Bylaw, 2003, and all amendments thereto;
- (b) CVRD Bylaw No. 3340 - Brulette Place Sewer System Management Bylaw, 2010, and all amendments thereto;
- (c) CVRD Bylaw No. 2830 – Sentinel Ridge Sewer System Management Bylaw, 2006, and all amendments thereto;
- (d) CVRD Bylaw No. 2947 – Twin Cedars Sewer System Management Bylaw, 2007, and all amendments thereto;
- (e) CVRD Bylaw No. 3098 - Lambourn Estates Sewer System Management Bylaw, 2008, and all amendments thereto;

- (f) CVRD Bylaw No. 2997 - Arbutus Mountain Estates Sewer System Management Bylaw, 2008, and all amendments thereto;
- (g) CVRD Bylaw No. 2476 – Cowichan Bay Sewer System Management Bylaw, 2003, and all amendments thereto;
- (h) CVRD Bylaw No. 1970 – Mesachie Lake Sewer System Management Bylaw, 1999, and all amendments thereto;
- (i) CVRD Bylaw No. 3244 - Bald Mountain Sewer System Management Bylaw, 2009, and all amendments thereto;
- (j) CVRD Bylaw No. 3738 – CVRD Sewer System Management Bylaw, 2013, and all amendments thereto;
- (k) CVRD Bylaw No. 3306 – Arbutus Ridge Sewer System Management Bylaw, 2009, and all amendments thereto;
- (l) CVRD Bylaw No. 1926 – Eagle Heights Sewer System Management Bylaw, 1999, and all amendments thereto;
- (m) CVRD Bylaw No. 1748 – Maple Hills Sewer System Management Bylaw, 1999, and all amendments thereto;
- (n) CVRD Bylaw No. 1966 – Shawnigan Beach Estates Sewer System Management Bylaw, 1999, and all amendments thereto;
- (o) CVRD Bylaw No. 2526 – Kerry Village Sewer System Management Bylaw, 2004, and all amendments thereto; and
- (p) CVRD Bylaw No. 2560 – Youbou Sewer System Management Bylaw, 2005, and all amendments thereto.

### 3. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

**"Air"** means the atmosphere, but, except in a **Sewer** or a **Sewage Facility** or as the context may otherwise require, does not include the atmosphere inside a constructed enclosure that is not open to the weather.

**"Air Contaminant"** means any **Substance** or odour whether gaseous, liquid, solid or a combination that is emitted into the **Air** and that:

- (a) injures or is capable of injuring the health or safety of a person;
- (b) injures or is capable of injuring property or any life form;

- (c) interferes with or is capable of interfering with visibility;
- (d) interferes with or is capable of interfering with the normal conduct of business;
- (e) causes or is capable of causing material physical discomfort to a person, or,
- (f) damages or is capable of damaging the environment.

**"Applicant"** means an owner or his agent requesting one of the following:

- (a) a **Waste Discharge Permit**;
- (b) an amendment, addition or deletion of a term or condition of a **Waste Discharge Permit**;
- (c) a change to the activity that is the subject of a **Waste Discharge Permit**;
- (d) renewal of a **Waste Discharge Permit**;
- (e) an **Authorization**.

**"Authorized"** or **"Authorization"** means an **Authorization** given, in writing, by the **Manager** upon such terms and conditions as specified therein.

**"Biomedical Waste"** means Biomedical Waste as defined in the "Guidelines for the Management of **Biomedical Waste**" established by the Canadian Council of Ministers of the Environment (CCME) and dated February 1992, or the most current regulations and guidelines as determined by the **Manager**.

**"Biosolids"** means treated municipal **Wastewater Sludge** that meets quality criteria for beneficial use as a fertilizer or soil amendment product.

**"BOD"** means Biochemical Oxygen Demand, being the quantity of oxygen utilized in the biochemical oxidation of organic **Substances** under standard laboratory procedures in 5 days at 20 degrees Celsius expressed in milligrams per litre, as determined by the appropriate procedure in **Standard Methods**.

**"Capable of Connection"** means that the parcel of land abuts a street, lane, public **Sewer** right-of-way or easement, upon or under which there is a **Sewermain** with excess capacity and that the **Sewer** service connection will have adequate cover at the property line, and drain towards the **Sewer**, and allowing the house or building to be connected to the service connection by either a gravity building **Sewer**, or a pump and forcemain.

**"COD"** means Chemical Oxygen Demand, being a measure of the equivalent of the organic matter content of a sample that is susceptible to oxidation by a strong chemical oxidant, as determined by the appropriate procedure in **Standard Methods**.

**"Combined Sewer"** means a **Sewer** designed for the collection and transmission of **Uncontaminated Water**, **Wastewater**, and **Stormwater**.

**"Composite Sample"** means a sample of **Waste** which is composed of equivalent portions of a specified number of **Grab Samples** collected manually or automatically at the same sampling point, at specified times or flow intervals during a specified sampling period.

**"Condensed Water"** means water which is produced through the process of condensation and includes condensate drainage from refrigeration equipment, air conditioning equipment and steam heating systems.

**"Consumer"** means the owner or occupant of property that is serviced by, connected to and uses a **CVRD Sewer System**.

**"Contaminate"** means any **Substance**, whether gaseous, liquid or solid, whether dissolved or suspended, or any **Wastewater** quality parameter that, when present above a certain concentration in **Wastewater**:

- (a) injures or is capable of injuring the health or safety of a person;
- (b) injures or is capable of injuring property or any life form;
- (c) interferes or is capable of interfering with the proper operation of a **Sewer** or sewerage facility;
- (d) causes or is capable of causing material physical discomfort to a person; or
- (e) damages or is capable of damaging the environment.

**"Committee"** means a standing committee, comprised of representatives from the **Regional Board**, which the Engineering Services Department reports to.

**"CVRD Sewer System"** means the **Sewer** system servicing a **CVRD Sewer System Service Area** including all **District** buildings, structures, sewage, collection, treatment, disposal facilities, equipment, electrical works, pumping stations, forcemains, **Sanitary Sewermains**, appurtenances, **Sewer Service Connections**, and all sewage works designated for the collection and disposal of sewage together with all lands appropriated for such purposes and uses.

**"CVRD Sewer System Service Area"** means a service area established and defined by a bylaw that is listed in Schedule F to this Bylaw, within which the **District** manages and operates a **CVRD Sewer System**.

**"CVRD Specifications and Standards"** means specifications and standards for sewer works and services required as a condition of subdivision or development, as established from time to time under a **District** bylaw.

**"Daily Flow"** means the total flow over a 24-hour period, as measured by an approved calibrated flow meter.

**"Discharge"** means to directly or indirectly introduce a **Substance** into a **Sewer** or **Sewage Facility** by spilling, disposing of, abandoning, depositing, leaking, seeping, pouring, draining, emptying, or by any other means.

**"District"** means the Cowichan Valley Regional District.

**"District Water"** means water carried by a community water system operated and managed by the **District**.

**"Domestic Waste"** means **Sanitary Waste** or the water-carried wastes from drinking, culinary purposes, washing, bathing, laundering or food processing which is produced on a **Residential Property** and is **Discharged** directly or indirectly into a **Sewer** connected to a **Sewage Facility** operated by the **District**.

**"Enactment"** means any applicable act, regulation, bylaw, or **Authorization**, by a federal, provincial, regional or municipal government or their **Authorized** representatives.

**"Environmental Management Act"** means the Environmental Management Act of the Province of British Columbia or any legislation that replaces the **Environmental Management Act**.

**"Float Home"** means a structure located on water incorporating a floatation system intended for use or being occupied for residential purposes, containing one dwelling unit only, not primarily intended for or usable in navigation, and does not include a vessel designed or intended for navigation.

**"Grab Sample"** means a sample of **Waste** collected at a particular time and place.

**"Hazardous Waste"** means Hazardous Waste as defined in the **Environmental Management Act**.

**"Hazardous Waste Regulation"** means the Hazardous Waste Regulation enacted pursuant to the **Environmental Management Act**.

**"Hazardous Waste Regulation Leachate Quality Criteria"** means the **Contaminant** concentrations for leachate set out in Schedule 4 of the **Hazardous Waste Regulation**.

**"High Volume Discharge"** means any **Discharge** of **Non-domestic Waste** into a **Sewer** in excess of 2.57 cubic metres per day (550 Imperial Gallons per day) or 90 cubic metres over any consecutive 30-day period, but not including water from a **Pool**.

**"Improvement District"** means an **Improvement District** incorporated under the Local Government Act.

**"Live-aboard"** means a vessel licensed or registered by Transport Canada as suitable for navigation, which serves as a residence of its owner.

**"Manager"** means the person duly appointed General Manager of the Engineering Services Department by the **Regional Board**, or his designate.

**"Marina"** means a commercial facility for the moorage of vessels, Live-Aboard Vessels or Float Homes.

**"Mass Loading"** means the concentration of a constituent multiplied by the flow rate.

**"Metered District Water"** means **District** water supplied to **Consumers** through individual meters located on serviced connections from a community water system operated and managed by the CVRD.

**"Monitoring Point"** means an access point to a **Sewer**, or a **Private Drainage System** for the purpose of:

- (a) measuring the rate of flow or volume of **Wastewater** being **Discharged** from a **Premises**;

(b) collecting representative samples of **Wastewater** being **Discharged** from a **Premises**.

**"Monthly Average"** means the arithmetic mean of all measurements taken over a calendar month.

**"Municipality"** means any participating member city, town, or other incorporated area of the **District**.

**"Non-domestic Waste"** means all **Waste** except **Domestic Waste**, **Trucked Waste**, **Sanitary Waste**, **Stormwater** and **Uncontaminated Water**.

**"Oil and Grease"** means an organic **Substance** recoverable by procedures set out in **Standard Methods** or procedures **Authorized** by the **Manager** and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes and high-molecular weight carboxylic acids.

**"Owner"** means any person who is registered under the *Land Title Act* as the owner of land, or any other person who is in lawful possession of land, or who is in lawful possession or occupancy of any building situated on the land.

**"Parcel Tax"** means an annual tax levied on each parcel of land within a **CVRD Sewer System Service Area**.

**"PCB"** means any mono-chlorinated, de-chlorinated, polychlorinated biphenyls or any mixture that contains one or more of these.

**"Pesticides"** means pesticides regulated under the *Integrated Pest Management Act* of British Columbia.

**"pH"** means the expression of the acidity or basicity of a solution as defined and determined by the appropriate procedure described in **Standard Methods**.

**"Phenols"** means the hydroxyl derivatives of aromatic hydrocarbons as determined by the appropriate procedure described in **Standard Methods**.

**"Pool"** means any water receptacle used for swimming or as a bath or hot tub designed to accommodate more than one bather at a time, or designed for decorative purposes.

**"Premises"** means any land or building or both, or any part thereof.

**"Private Drainage System"** means a privately owned assembly of pipes, fittings, fixtures, traps and appurtenances that is used to convey **Wastewater**, **Uncontaminated Water**, **Stormwater**, or foundation drainage to a **Sewer**, **Sewage Facility**, or a private **Wastewater** disposal system.

**"Private Sewer Service Pipe"** means that part of the **Sewer Service Pipe** located within the boundaries of the property being serviced, or outside the boundaries of a CVRD Statutory Right-of-Way, and which is connected, or intended, to connect to a **CVRD Sewer System** via a **Sewer Service Connection**.



**"Prohibited Waste"** means Prohibited Waste as defined in Article "A" of Schedule E of this Bylaw.

**"Radioactive Materials"** means Radioactive Nuclear Substances as defined in the *Nuclear Safety and Control Act* (Canada) and Regulations under that Act.

**"Regional Board"** means the Board of Directors of the Cowichan Valley Regional District.

**"Residential Property"** means a property that is used primarily for the purposes of residence by persons on a permanent, temporary or seasonal basis.

**"Restricted Waste"** means Restricted Waste as defined in Article "B" of Schedule E of this Bylaw.

**"Sanitary Sewer"** means a **Sewer** which carries **Sanitary Waste** or **Wastewater**, but which is not intended to carry **Stormwater** or **Uncontaminated Water**.

**"Sanitary Waste"** means **Waste** that contains human feces, urine, blood or body fluids originating from sanitary conveniences or other sources.

**"Seasonal Use"** means the use of the **Sewer Service** for a dwelling, unit or recreational accommodation which is not continuously inhabited for more than three months in any calendar year or which is inhabited from time to time for not more than four months in any calendar year.

**"Sewage Facility"** means works owned or otherwise under the control, or jurisdiction of the **District**.

**"Sewer"** means all pipes, conduits, drains, and other equipment and facilities, owned or otherwise under the control or jurisdiction of the **District**, or one or more municipalities, for collecting, pumping, and transporting **Wastewater** either to a **Sewage Facility**, or otherwise and includes all such pipes, conduits, drains, and other equipment and facilities, which connect with those of the **District** or one or more municipalities.

**"Sewer Administration Charge"** means charge set out in Schedule B forming part of this bylaw for administrative services for **Sewer Service**.

**"Sewer Charges"** means charges as set out in the applicable Schedule(s) forming part of this bylaw.

**"Sewer Capacity Charge"** means the charge set out in Schedule B forming part of this bylaw for the cost of capacity within the sewer system.

**"Sewer Connection Charges"** mean charges set out in Schedules forming part of this bylaw including **Sewer Administration Charges, Sewer Capacity Charges, Sewer Service Installation Costs** and all other charges related to **Sewer Service Connection**.

**"Sewer Extension"** means any installation requiring the construction of **Sewermain** that is a 200-mm diameter or larger, within a public road allowance or right-of-way or easement, from the most convenient existing **Sewer**, but does not include a **Sewer Service Connection** or a **Private Sewer Service Pipe**.

**"Sewer Extension Application Charge"** means the charges referred to as such, as set out in the applicable Schedule forming part of this Bylaw.

**"Sewermain"** means a pipe forming part of a **CVRD Sewer System**, other than those pipes serving as **Sewer Service Connections**.

**"Sewer Rates"** means the rates set out in Schedule A forming part of this Bylaw.

**"Sewer Service"** means the collection, treatment and disposal of sewage.

**"Sewer Service Installation Cost"** means the charges for the cost of physical sewer installation.

**"Sewer Service Connection"** means the **Sewer** pipe and its integral appurtenances, which are placed from the **Sewermain** to the boundary of the property being serviced; or from the **Sewermain** to the boundary of the right-of-way, when the **Sewermain** is located in a right-of-way in favour of the **District**.

**"Sewer Service Pipe"** means the conduit connecting a **Sewermain** that is part of a **CVRD Sewer System** with lands or buildings and consisting of both a **Sewer Service Connection** and a **Private Sewer Service Pipe**.

**"Sharps"** means hypodermic needles, hypodermic syringes, blades, broken glass, and any devices, instruments or other objects that have acute rigid corners, edges or protuberances.

**"Sludge"** means **Wastewater** containing more than 0.5% total solids.

**"Spill Reporting Regulation"** means the Spill Reporting Regulation enacted pursuant to the **Environmental Management Act**.

**"Standard Methods"** means the latest edition of "Standard Methods of Examination of Water and Wastewater" jointly prepared and published from time to time by the American Public Health Association, American Water Works Association, and the Water Pollution Control Federation.

**"Storm Sewer"** means a **Sewer** for the collection and transmission of **Stormwater** or **Uncontaminated Water**.

**"Stormwater"** means water resulting from natural precipitation from the atmosphere and which is intended to be transported in a **Storm Sewer**, or to a **Combined Sewer** or **Watercourse**.

**"Substance"** includes any solid, liquid or gas.

**"Suspended Solids"** means the portion of total solids retained by a filter, as determined by the appropriate procedure in **Standard Methods**.

**"Trucked Waste"** means any **Waste** that is collected and transported from the site where the **Waste** originated by means other than **Discharge** to a **Sewer** including, but not limited to, holding tank water, septic tank waste, chemical toilet contents, **Oil and Grease** from interceptors or traps, and other **Sludge** of organic or inorganic origin

**"Total Ammonia"** means the sum of the concentrations or masses of ionized ammonia and un-ionized ammonia.

**"TN (Total Nitrogen)"** means the sum of the concentrations or masses of organic nitrogen, **Total Ammonia**, nitrite and nitrate.

**"TP (Total Phosphorus)"** means the sum of the concentrations or masses of organic phosphates, ortho-phosphates and polyphosphates.

**"Treasurer"** means the person duly appointed Treasurer by the **Regional Board**, or his duly appointed designate.

**"Uncontaminated Water"** means any water excluding **Stormwater** but including cooling water, **Condensed Water** and water from municipal **Waterworks**, or a private water supply to which no **Contaminate** has been added as a consequence of its use, or to modify its use by any person.

**"Unit"** means an area within a building which is segregated and self-contained and, in the case of multiple units, the units may be owned or rented by different persons or organizations.

**"Waste"** means any **Substance** whether gaseous, liquid or solid, that is or is intended to be **Discharged**, or discarded, directly or indirectly, to a **Sewer** or **Sewage Facility**.

**"Waste Discharge Permit"** means a **Waste Discharge Permit** issued by the **Manager**.

**"Wastewater"** means the composite of water and water-carried **Wastes** from residential, commercial, industrial or institutional **Premises**, or any other source.

**"Wastewater Sludge"** means the removed material resulting from chemical treatment, coagulation, flocculation, sedimentation, flotation, or biological oxidation of **Wastewater**.

**"Water"** includes seawater, surface water, groundwater and ice.

**"Watercourse"** means:

- (a) a river, stream, creek, waterway, lagoon, lake, spring, swamp, marsh or other natural body of water; or
- (b) a canal, ditch, reservoir or other man-made surface feature whether it contains or conveys water continuously or intermittently.

**"Waterworks"** means any works owned, or otherwise under the control or jurisdiction of the **District**, or one or more of its member municipalities, or private owned water system, or an **Improvement District** that collects, treats, transports, or stores drinking water.

**"Works"** includes:

- (a) a drain, ditch, **Sewer** or **Waste** disposal system including a sewage treatment plant, pumping station or outfall;
- (b) a device, equipment, land or a structure that:
  - (i) measures, handles, transports, stores, treats, or destroys **Waste** or a **Contaminant**, or
  - (ii) introduces **Waste** or a **Contaminant** into the environment;
- (c) an installation, plant, machinery, equipment, land; or a process that causes or may cause a release of a **Contaminant** into the environment, or is designed, or used to measure or control the introduction of **Waste** into the environment, or to measure or control a **Contaminant**;
- (d) an installation, plant, machinery, equipment, land or a process that monitors or cleans up a **Contaminant** or **Waste**.

#### **4. ADMINISTRATIVE POLICY AND APPLICATION**

1. The regulations under this Bylaw apply within each **CVRD Sewer System Service Area**, except for those regulations that are expressly stated to apply only within a specific **CVRD Sewer System Service Area**.
2. (a) The responsibility for the construction, operation and maintenance of each **CVRD Sewer System** is hereby vested in the **Manager** who shall operate the same under the policies established by the **Regional Board**.
- (b) No construction, operation or maintenance work of any kind or nature, not specifically authorized by this Bylaw, shall be performed on the whole or any part of a **CVRD Sewer System** except as **Authorized** in writing by the **Manager**.
- (c) **Ownership of CVRD Sewer System:** Each part of a **CVRD Sewer System**, required for treatment, disposal and collection of sewage from an **Owner's** property, which is constructed, whether at the **Owner's** expense or **District's** expense in present or future public highways or within **District** right-of-way property, shall be the property of the **District**.
3. (a) The **District** may supply **Sewer Service** as circumstances, collection, treatment and disposal capacity permit.
- (b) No **Sewer Service** shall be supplied to any parcel of land or **Premises** outside of a **CVRD Sewer System Service Area** except by special agreement with the **District**, or the expansion of the applicable **CVRD Sewer System Service Area** by CVRD Bylaw.

- (c) No person shall allow **wastewater**, sewage, septage or any form of liquid or substance to be brought into a **CVRD Sewer System Service Area** for the sole purpose of disposal directly or indirectly into a **CVRD Sewer System** unless otherwise approved by the **District** and other agencies having jurisdiction.
- (d) All reasonable efforts will be made to ensure a continuous **Sewer Service**, however, the **District** does not guarantee to the **Consumer** the right to an uninterrupted discharge of sewage from that **Consumer's** property, nor shall any failure to provide an uninterrupted supply of **Sewer Service** be construed as the breach of any duty of care on the part of the **District**.
4. Any person authorized by the **Manager** shall have free access, at all reasonable times, and upon reasonable notice given and request made, to all parts of every building or other **Premises** to which **Sewer Services(s)** are supplied for the purpose of inspecting, repairing, or disconnecting any **Sewer Service Pipe** and appurtenances within a serviced structure or located on the lands in question.
5. (a) The **Manager** may, upon reasonable notice, limit or restrict **Sewer Service** within all or any part of a **CVRD Sewer System Service Area**, however, in emergency situations, notice shall not be required.
- (b) The **District** is not liable for damages caused by the breakdown or malfunction of a **CVRD Sewer System**.
6. Before proceeding with or authorizing any construction that is or is proposed to be located under, across or along any sanitary **Sewer**, forcemain, or other sewage works forming part of a **CVRD Sewer System**, the person wishing to undertake or authorize such construction shall notify the **Manager** in writing of his or her intention to proceed with the same, and if, in the opinion of the **Manager**, it is necessary as a consequence to support or relocate such **Sanitary Sewer**, or other sewage works, the cost of supporting or relocating the same shall be charged against that person and the **Manager** shall supervise and direct the supporting or relocating of such **Sanitary Sewer** or other sewage works.
7. Any person who has proceeded with or who has authorized any construction which is located under, over, across or along any **Sewermain** or other **Sewer** works forming a part of a **CVRD Sewer System** shall be liable for any damage caused by such construction. If the damage is not remedied to the satisfaction of the **Manager** in reasonable time as determined by him, the **Manager** may have such damage repaired, upon giving notice to such person, and the cost of the repairs shall be borne by such person.

## **5. SEWER RATES AND SEWER CHARGES**

1. (a) Revenues for a **CVRD Sewer System** may be raised by **Sewer Rates, Sewer Charges, Sewer Connection Charges** and **Parcel Taxes**.
- (b) If in any fiscal year the revenues generated by the rates and charges referred to in sub-section (a) do not meet the expenditures of the **CVRD Sewer System Service Area**, the deficit may be covered by a duly authorized increase in any or all of the charges referred to in sub-section (a) for the succeeding fiscal year.

- (c) All revenue raised by the methods herein described or **Authorized** shall be applied to the **CVRD Sewer System** for which the revenue was raised.
2.
  - (a) **Consumers** of **Sewer Service** shall be charged the applicable **Sewer Charges** set out in Schedule A of this Bylaw.
  - (b) A person desiring the extension of a **CVRD Sewer System** to lands which they own, or occupy, shall make formal application and pay the applicable charges as set out in Schedule D of this Bylaw, and shall comply with Parts 5 and 6 of this Bylaw.
  - (c) A person requiring any of the miscellaneous services set out in Part 8 of this Bylaw shall pay the charges for those services as set out in Schedule C of this Bylaw.
3.
  - (a) The **Sewer Rates** and **Sewer Charges** set out in the Schedules to this Bylaw shall be subject to periodic review by the **Manager** and the **Committee** who may make recommendations on the revision of the said Schedules to the **Regional Board**.
  - (b) Schedules A, B, C, D, E, F, and G are an integral part of this Bylaw and may be revised by bylaw enacted by the **Regional Board**.

## 6. SEWER CONNECTION SERVICE

1.
  - (a) An **Owner** of lands within a **CVRD Sewer System Service Area**, which abut a **Sewermain** which is part of a **CVRD Sewer System**, may apply to have his or her property connected to the **CVRD Sewer System**.
  - (b) No connection shall be made to a **CVRD Sewer System** until an application for **Sewer Service** has been completed and approved by the **Manager**.
  - (c) A **Sewer Service** application shall be in the form provided by the **Manager**, and shall be certified to be correct and signed by the **Applicant**, and shall be submitted at least four (4) weeks prior to the date by which connection to the **CVRD Sewer System** is required.
  - (d) **Sewer Service** applications for property located within a **CVRD Sewer System Service Area** must be made prior to the issuance of a building permit, where such permit is necessary.
  - (e) Waste Discharge Permit Applications.
    - i) Where a **Sewer Service Connection** is to be installed for other than single family residential use, or where more than 90 m<sup>3</sup> of non-domestic **Wastewater** in any 30-day period, or any **Restricted Waste**, will be deposited in the **CVRD Sewer System**, an application for a **Waste Discharge Permit** must be submitted to the **District**, in the form provided by the **Manager**, and the **Premises** must not be connected to the **CVRD Sewer System** until a **Waste Discharge Permit** is approved and issued by the **Manager**.

- ii) The **Owner** or occupier of **Premises** served by a **Sewer Service Connection(s)** that is used for other than single-family residential use, and which is in existence at the date of adoption of the Bylaw, must hold a valid **Waste Discharge Permit** issued by the **Manager**.
- iii) An **Owner** or occupier who intends to expand or alter a facility which is being used for other than single-family use, and which is in existence at the date of adoption of this Bylaw, such that the effluent flow rate would increase by more than 25% (based on a monthly average of the effluent **Daily Flow** rates), or would result in an increase in the effluent concentration of any contaminant listed under Article "B" of Schedule E to this Bylaw by of more than 25% (based on a monthly average of one-operating-day **Composite Sample** concentrations), or increase the effluent **mass load** of any **Contaminant** of more than 25% (based on a monthly average of the effluent **Daily Flow** rates multiplied by the **Monthly Average** of one-operating-day **Composite Sample** concentrations), must apply for a new **Waste Discharge Permit**.
- iv) The **Manager** may require a **Consumer** to apply for a new **Waste Discharge Permit** if the flow from that **Consumer's** property in any one day period increases to a volume that would limit the capacity in the **CVRD Sewer System** available to the downstream users.
- (f) Applications for **Sewer Service** shall be accompanied by a deposit equal to the **Sewer Service Connection Charges** as prescribed in Schedule B of this Bylaw.
- (g) The **Manager** may refuse a **Sewer Service** application where in his opinion the **CVRD Sewer System** might be adversely affected, or where in his opinion there is insufficient sewage collection and treatment disposal available.
2. (a) **Applicants** for **Sewer Service** shall pay the applicable **Sewer Service Connection Charges** set out in Schedule B and upon completion of the **Sewer Service Connection**, the deposit made pursuant to section 6.1(f) shall be applied in payment of such charges.
- (b) When a new **Sewer Service Connection** is installed, the **Sewer Rate** levied shall be prorated in accordance with the applicable charges set out in the Schedules to this Bylaw and shall be computed as determined by the **Treasurer**.
- (c) Where an abandoned **Sewer Service Connection** is in place on or adjacent to an **Applicant's** lands, the **Applicant** may apply to have the **Sewer Service Connection** reconnected and shall at such time apply to have the existing **Sewer Service Connection** inspected, shall pay the inspection fee set out in Schedule B, and shall expose the **Sewer Service Connection**, and prepare it for inspection, provided, however, that the **Manager** may, upon inspecting such a **Sewer Service Connection**, refuse to reconnect it if it is in his opinion defective or in need of repair or upgrading, and the **Manager's** decision shall be final.
3. (a) All work involved in the installation and maintenance of **Sewer Service Connections** to a **CVRD Sewer System** is to be performed by duly authorized employees or agents of the **District**.

- 
- (b) Where the **Applicant** for a **Sewer Service Connection** indicates in his or her application a desired location for the **Sewer Service Connection**, the **Sewer Service Connection** will be located as requested providing the proposed location is approved by the **Manager**.
- (c) Where the **Applicant** for a **Sewer Service Connection** does not indicate in his application a desired location for the **Sewer Service Connection**, the **Sewer Service Connection** will be located as determined by the **Manager**, and if the **Applicant** subsequently requires a relocation of the **Sewer Service Connection**, such relocation shall be at the expense of the **Applicant**.
4. (a) Unless otherwise directed by the **Manager**, all **Sewer Service Connections** shall conform to the **CVRD Specifications and Standards**.
- (b) No **Sewer Service Pipe** may be installed in, over or across the property of another person or located within an easement or statutory right-of-way except by the written consent of the **Owners** concerned and the approval of the **District** in writing.
- (c) Except as otherwise provided in this section, or directed in writing by the **Manager**, the **Applicant** must provide a separate and independent **Private Sewer Service Pipe** to each building served by the **CVRD Sewer System**. A single **Private Sewer Service Pipe** may service two buildings on a single property if a "no subdivision covenant" is in place on that property.
- (d) The **Applicant** must provide separate and independent **Sewer Service Connections** to semi-detached residential **Units** where each **Unit** is separately owned, and to row housing **Units**, other than dwelling **Units** registered or to be registered under the *Strata Property Act*.
- (e) Where more than one (1) parcel of land or **Premises** under separate ownership are served by a single **Sewer Service Pipe**, the **Manager** may order the affected **Consumers** to disconnect from the single **Sewer Service Pipe** and connect directly to a separate **Sewer Service Connection** and all connection and plumbing alteration costs shall be borne by the **Consumers**.
- (f) If any **Sewer Service Pipe** is found not to comply with the drawings submitted, and approved by the **Manager**, pursuant to section 6.4(a) and (b), the **District** shall not accept sewage from the **Premises** served by the said pipe until such time as the installation is made to agree with the approved drawings.
- (g) Where **District** records indicate a **Sewer Service Connection** exists to the property line of a parcel of land, the **Applicant** shall make a reasonable effort at his or her own expense to find the service in a workman like manner based on the information available. If the service cannot be found in consultation with the CVRD, the CVRD will determine a course of action which may include looking for the existing service or installing a new **Sewer Service Connection**. This cost shall be borne by the **Applicant**.
- (h) If it is determined that "as-constructed" records were incorrect and a **Sewer Service Connection** does not exist, then an extension to the existing service or a new



service connection will be installed at the **Applicant's** cost based on the direct and indirectly related cost incurred by the CVRD to carry out the work.

5. (a) The **Owners** of land shall be responsible for the installation of **Private Sewer Service Pipes** joining a **Sewer Service Connection**.
- (b) The **Owners** or occupants of land whose **Premises** are served by the **CVRD Sewer System** are responsible for providing a readily accessible 100-mm diameter clean-out, inspection chamber, pursuant to section 6.4(a) and (b), as near as possible at the point of connection between the **Private Sewer Service Pipe** and the **Sewer Service Connection**.
- (c) The **Private Sewer Service Pipe** shall be maintained by the property **Owner** at his sole expense. Where any **Sewer Service Pipe** becomes stopped, or otherwise fails to function, the **Owner** or occupier of the **Premises** served shall first determine that the blockage is located in his or her **Private Sewer Service Pipe**, and if not, the **Owner** or occupier of the **Premises** shall then notify the **Manager** forthwith, and the **Manager** may, as soon as practicable, arrange to have the **CVRD Sewer System** or **Sewer Service Connection** inspected and, as necessary, unstopped or otherwise restored to serviceable condition.
- (d) Where any stoppage or failure is found to exist in the **Sewer Service Connection** or **Private Sewer Service Pipe** and can be attributed to an act or omission of the user or occupant, then all costs incurred by the **District** in restoring service and unstopping the **Sewer Service Connection** or **Private Sewer Service Pipe** shall be paid by such **Owner** upon demand and if unpaid on the thirty-first (31) day of December of the year in which such work is done, shall be deemed to be taxes in arrears on the property concerned.
- (e) When any **Private Sewer Service Pipe** is abandoned, the **Owner** or his agent shall notify the **Manager**, and the **Owner** shall effectively block up the **Private Sewer Service Pipe** at the **Sewer Service Connection** with a watertight seal to be inspected and approved by the **Manager**.
- (f) Whenever practical the **Sewer Service Connection** shall be installed prior to installation of the **Private Sewer Service Pipe** and connection of the **Private Sewer Service Pipe** to the **Sewer Service Connection** shall be made by the **Owner**. The **District** shall not be responsible to meet the elevation of a **Private Sewer Service Pipe** installed by the **Owner** prior to installation of the **Sewer Service Connection**.
- (g) No **Private Sewer Service Pipe** shall be connected to a **Sewer Service Connection** until it has been inspected and approved by the **Manager**.
- (h) Where, in the opinion of the **Manager**, the infiltration and inflow from a **Private Sewer Service Pipe** exceeds that which would normally be associated with such pipe works and plumbing fixtures forming part of the **Private Sewer Service Pipe**, the **Manager** may require the **Owner** to rectify the problem within a reasonable time and entirely at the **Owner's** cost.

6. (a) Where, in the opinion of the **Manager**, the **Sewer Service Connection** necessitates the installation of a manhole or inspection chamber at the property line, then the installation of the manhole or inspection chamber shall be the responsibility of the **Applicant** or **Owner** and the costs of such installation shall be borne by the **Applicant** or **Owner**.
  - (b) The **Manager** may connect a **Sewer Service Connection** to an existing manhole, if in the **Manager's** opinion that connection is required.
  - (c) Where, in the opinion of the **Manager**, a manhole or inspection chamber is required on the **Sewer Service Connection**, the **Manager** may install the **Sewer** pipe and leave it plugged until a manhole or inspection chamber is constructed.
  - (d) Where a manhole or inspection chamber is connected after the installation of a **Sewer Service Connection**, the person constructing the manhole or inspection chamber shall connect the **Sewer Service Pipe** to the manhole or inspection chamber as directed by the **Manager**, advise the **Manager** that such connection has taken place and request that the connection be inspected by the **Manager**.
7. Where a **Consumer** requires the replacement of a **Sewer Service Connection**, the existing **Sewer Service Connection** shall be disconnected under the direction of the **Manager** and the **Consumer** shall pay the cost of disconnecting the **Sewer Service Connection** as determined in accordance with Schedule B.
  8. No person shall make any temporary connection to any **Sanitary Sewer** except by special agreement with the **District**.

## **7. EXTENSION TO THE CVRD SEWER SYSTEM SERVICE AREA**

1. All extensions of the **CVRD Sewer System** shall be undertaken upon the recommendation of the **Committee** and pursuant to bylaws and policy of the **Regional Board** authorizing such extensions.
2. (a) An **Owner** of land within a **CVRD Sewer System Service Area** may file with the **Manager** a written request for an extension of the applicable **CVRD Sewer System** and shall supply the **Manager** with such information with regard to the proposed extension as the **Manager** may request. Such application shall be accompanied by a **Sewer Extension Application Charge** in the amount set out in Schedule D.
- (b) The **Manager** shall forward all requests for extensions of the **CVRD Sewer System** to the **Committee**.
3. Extensions of the **CVRD Sewer System** may be undertaken upon such terms and conditions as the **Regional Board** may from time to time impose, including, but not limited to:
  - (a) In the event an **Applicant** wishes to proceed with an extension to the **CVRD Sewer System**, the **Manager** may, with the approval of the **Committee**, allow the extension, provided that the **Applicant** shall install the extension entirely at his own expense. The final cost to the **Applicant** of the **CVRD Sewer System** extension

shall be the actual cost of design and construction together with a supervision charge in the amount stated in the **Authorization** to construct the extension, and may include costs directly associated with upgrading existing facilities to accommodate the proposed development together with legal costs or other related costs incurred by the **District** and the **Applicant**.

- (b) Any extension to the **CVRD Sewer System** shall be constructed in accordance with the plans and specifications of the **District** and to the approval of the **Manager**.
- (c) The **Extension** to the **CVRD Sewer System** shall extend across the entire frontage of the property to be serviced by the **Extension** unless otherwise approved in writing by the **Manager**.

## **8. MISCELLANEOUS SERVICES**

- 1. Where any **Private Sewer Service Pipe** is found to have been blocked or damaged through the action of the **Consumer** occupying the property served by the pipe, or through the actions of any other person, the cost of labour and materials used to repair such blockage or damage shall be the responsibility of the **Owner**.
- 2. The **Treasurer** shall, upon written request accompanied by payment of the fee set out in Schedule C in respect to each separate parcel of land or **Premises**, furnish any **Applicant** with a written certificate showing the arrears of **Sewer Rates, Sewer Connection Charges, Sewer Charges** and **Parcel Tax** due on, or in respect of, any parcel of land or **Premises** up to the date to which such **Sewer Rates** and **Sewer Charges** were last computed, the duration of the last billing period, and the net amount billed during that period.
- 3. Cheques submitted by **Consumers** for the payment of **Sewer Rates, Sewer Connection Charges, Sewer Charges, or Parcel Tax** and subsequently dishonoured by the banks on which they are drawn, will be processed by the **Treasurer** for the charge set out in Schedule C.

## **9. BILLING AND COLLECTING SEWER RATES AND SEWER CHARGES**

- 1. (a) Each Consumer shall pay the applicable **Sewer Rates** and **Sewer Charges** for services provided, and those rates and charges shall be due and payable when the bill is rendered.
- (b) Subject to sub-section (c), regular billings for **Sewer Rates** may be rendered annually, quarterly, monthly or bi-monthly at the discretion of the **Treasurer**.
- (c) The **Treasurer** may in writing direct that any **Consumer** receive regular billings for **Sewer Rates** at any periodic interval other than the intervals set out in sub-section (b).
- (d) The **Treasurer** may with reasonable notice to the affected **Consumer** advance or delay any regular billing of **Sewer Rates**.
- (e) To protect the **District** against potential losses from unpaid **Sewer Charges**, the **Treasurer** may, at his discretion, demand in writing a security deposit by way of

- cash, certified cheque, letter of credit or guarantee from a **Consumer** from whom delinquent charges and fees cannot be collected through property taxes.
- (f) The amount of the security deposit shall be no less than an amount equal to a **Consumer's** estimated **Sewer** bill for a period of 180 days.
2. (a) All **Sewer Rates** are established in amounts that reflect a discount for prompt payment in the percentage set out in the Schedules of this Bylaw.
- (b) Where any billing for **Sewer Rates** remain unpaid after sixty (60) calendar days after the invoice date, the **Consumer** shall lose the discount for prompt payment set out in Schedules A as shown on the **Sewer** bill.
3. (a) All **Sewer** bills shall be distributed to **Consumers** by ordinary, prepaid mail or by any other means as deemed expedient and necessary by the **Treasurer**.
- (b) **Sewer Rates** and **Sewer Charges** may, at the discretion of the **Treasurer**, be charged and billed to:
- (i) the person requesting that **Sewer** services be provided, or
- (ii) the person in occupation of the **Premises** served by the **CVRD Sewer System**, or
- (iii) the **Owner** of the **Premises** served by the **CVRD Sewer System**.
- (c) All **Sewer Rates** and **Sewer Charges** for services rendered to buildings having multiple **Units** but served by a single **Sewer Service Connection** shall be charged and billed to the **Owner** of the building unless otherwise directed in writing by the **Treasurer** and agreed to by the **Treasurer**.
- (d) All **Sewer Rates** and **Sewer Charges** for services rendered to buildings registered under the *Strata Property Act* shall be billed to the strata corporation unless otherwise directed in writing by the **Treasurer** and agreed to by the **Treasurer**.
- (e) Payment may be made, with no additional service charge, by personal cheque through the mail, by personal cheque, cash or debit in person at the Cowichan Valley Regional District office at 175 Ingram Street, Duncan, British Columbia, V9L 1N8, or by telephone or internet banking.
4. (a) Pursuant to the *Local Government Act*, any rates, charges or fees for sewer services provided under this Bylaw which are due and payable by December 31 in any year and remain unpaid by that date shall be deemed to be taxes in arrears on the property concerned, with interest on those taxes in arrears calculated in accordance with the *Local Government Act*.

## **10. OFFENCES AND SANCTIONS**

1. Every person who:

- (a) wilfully hinders or interrupts, or causes or procures to be hindered or interrupted, the **District**, or any of its officers, contractors, employees or agents, in the exercise of any of the powers conferred by this bylaw;
- (b) lays or causes to be laid any pipe or **Sewer** to communicate with any pipe or **Sewer** of a **CVRD Sewer System**, or in any way obtains use of **Sewer Services** without the consent of the **District**;
- (c) wilfully causes a **CVRD Sewer System** to be blocked, obstructed, or damaged in any way;
- (d) discharges or throws, or causes, allows or permits to be discharged, deposited or thrown into any **CVRD Sewer System**, plumbing fixtures connected thereto, manhole, inspection chamber or any other part of the **Sewer** system, any substance of any kind whatsoever that would tend to obstruct or injure the **CVRD Sewer System**, or to cause any nuisance, or which will in any manner interfere with the proper functioning, maintenance or repair of the **Sewer Service**, or that otherwise contravenes the regulations set out in Schedule E of this Bylaw;
- (e) maliciously, wilfully, or negligently breaks, damages, destroys, uncovers, defaces, mars or tampers with any part of a **CVRD Sewer System**; is guilty of an offence and on summary conviction is liable to a fine of not more than \$2,000.00.

**11. SOURCE CONTROL REGULATIONS**

The Source Control regulations set out in Schedule E form an integral part of this Bylaw.

**12. SEVERABILITY**

In the event that a Court of competent jurisdiction declares any portion of this bylaw to be invalid, then such portion shall be deemed to be severed from the bylaw with the intent that the remainder of the bylaw shall continue in full force and effect.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary



## SCHEDULE A

### TO CVRD BYLAW NO. 4161

---

#### **SEWER SERVICE RATES**

1. **Consumers of Sewer Services** shall pay the minimum billing set out in sub-section below according to the applicable user classification. A 10% discount will be applied for payment within 60 days of invoice, except where noted in the individual systems below.
2. **User Classification Descriptions** unless the context otherwise requires:

**Single Family Dwelling:** Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

**Septic Tank Effluent Pumping (STEP):** Applies to a connection that pumps grey water and retains solids in a holding tank. The rate is calculated at 85% of the Single-family Dwelling rate to offset the cost of septic tank pump-outs (typically a maximum of every 5 years).

**Apartment:** Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

**Secondary Suite:** Means a dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, located within a single dwelling that is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation

**Small Suite:** Means a small dwelling unit that does not exceed the floor area limit established in the General Requirements section of Bylaw 1840, that is not attached to or within a single family dwelling, and is capable of being occupied year-round, with a separate entrance, living facilities including provision for sleeping, cooking, sanitation, food storage and preparation;

**Accessory Dwelling:** Applies to a dwelling unit that is clearly ancillary and subordinate to a principle use on a parcel.

**Live-aboard:** Applies to a connection servicing a vessel licensed or registered by Transport Canada as suitable for navigation, which serves as a residence of its owner.

**Float Home:** Applies to a connection servicing a structure located on water incorporating a floatation system intended for use or being occupied for residential purposes, containing one dwelling unit only, not primarily intended for or usable in navigation, and does not include a water craft designed or intended for navigation.

**Mobile Home Park:** Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act..

**RV Trailer Park/Campground:** Applies to any connection servicing land used, temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a **Sanitary Sewer** disposal system, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Where individual spaces or sites are not serviced directly by an individual and/or separate **Sanitary Sewer** disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

**Hotel/Motel:** Applies to any connection servicing a building or structure that contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Where units contain cooking facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per housekeeping or kitchenette unit.

Where units contain sleeping and sanitary facilities only, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per room or suite.

**Restaurant:** Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended to be used for, the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

**Licensed Premises:** Applies to the connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board of British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

**Laundromat:** Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available for public use for a fee or charge.

**Commercial:** Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

**Elementary School and High School:** Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

**Continuing Care Facility:** Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include residents requiring full-time professional care, including living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

**Bed & Breakfast:** Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.

**Public Washroom:** Application based on 20 litres per person per day, assume 50 persons per day = 1.2 m<sup>3</sup> day

**Sani-dump:** Applies to 6 pump-outs per day for both black and grey water tanks at approximately 0.23 m<sup>3</sup> per pump to a maximum of 1.2 m<sup>3</sup> per day.

**Community Hall / Church / Theatre / Firehall:** Applies to a connection servicing a facility with kitchen and washroom facilities.

**Recreational Facility:** applies to a connection servicing a facility with kitchen, meeting rooms, offices, recreation facilities, dressing room and washrooms with showers. Unit count applies to 1.2 m<sup>3</sup> per day, metered or calculated water consumption.

**Townhouse:** As per single family dwelling.

**Other:** The minimum charge and the volume of discharge to be apportioned for a six (6) month period for other types of developments that, in the opinion of the **Manager**, do not fall within the above classifications, shall be determined by the **Manager** and his decision shall be final.

The volume of discharge to be apportioned for other types of developments that do not fall within the above classifications. Single family equivalents shall be calculated at 1.2m<sup>3</sup> per day metered for calculated flow, rounded to the higher whole number.

3. Minimum Sewer Classification Charge per Six (6) month billing period as per subsections in Table A1 below for Single Family Dwelling. Discount for payment within 60 days of invoice are provided in Table A1. Table A2 provides equivalent sewer user rates for each classification identified in the bylaw.

<b>Schedule A - Table A1</b>		
<b>User Fee Rates per Single Family Dwelling</b>		
<b>Sewer System</b>	<b>Annual User Fee Rate</b>	<b>10% Discount</b>
<b>Cowichan Bay</b>	\$260.00	\$26.00
<b>Brulette Place</b>	\$550.00	\$55.00
<b>Sentinel Ridge</b>	\$695.00	\$69.50
<b>Twin Cedars</b>	\$475.00	\$47.50
<b>Lambourn Estates</b>	\$588.00	\$58.80



<b>Arbutus Mountain</b>	\$490.00	\$49.00
<b>Cobble Hill</b>	\$380.00	\$38.00
<b>Mesachie Lake</b>	\$300.00	\$30.00
<b>Bald Mountain</b>	\$270.00	\$27.00
<b>Mill Springs</b>	\$376.00	\$37.60
<b>Arbutus Ridge</b>	\$435.89	no discount
<b>Eagle Heights</b>	\$400.00	\$40.00
<b>Maple Hills</b>	\$330.00	\$33.00
<b>Shawnigan Beach Estates</b>	\$434.00	\$43.40
<b>Kerry Village</b>	\$725.00	\$72.50
<b>Youbou</b>	\$345.00	\$34.50
<b>Malahat</b>	\$300.00	\$30.00

<b>Schedule A -Table A2</b>	
<b>Template to Calculate Sewer Rates</b>	
Classification	Ratio to SFD
<b>Single Family Dwelling: Per Dwelling</b>	<b>1.00</b>
<b>STEP system: Per Dwelling</b>	<b>0.85</b>
<b>Apartment, Secondary or Small Suite: Per Unit</b>	<b>0.85</b>
<b>Mobile Home Park: Per Unit</b>	<b>1.00</b>
<b>RV Trailer Park / Campground:</b>	
Site Connected to Sewer: per serviced pad or site	<b>0.5</b>
Site Not Connected to Sewer: per pad or site	<b>0.10</b>
	-
<b>Hotel / Motel</b>	
a) Room or Suite: per room or suite	<b>0.4</b>
b) Kitchenette or Housekeeping Unit: per unit	<b>0.6</b>
<b>Restaurants: Per Seat</b>	<b>0.06</b>
<b>Restaurants on Pressure System: Per Seat</b>	<b>0.10</b>
<b>Licensed Premises: Per Seat</b>	<b>0.10</b>
<b>Laundromat: Min charge per washing machine</b>	<b>1.00</b>
<b>Commercial:</b>	
Min. charge for the first 5 employees or portion thereof per shift	<b>0.50</b>
Each additional 5 employees or portion thereof per shift	<b>0.50</b>
<b>School: Minimum charge per classroom</b>	<b>1.00</b>
<b>Continuing Care Facility: Minimum charge per each bed</b>	<b>0.75</b>

<b>Bed &amp; Breakfast / Rooming House:</b>	
Minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room	
<b>a) Single Family Dwelling</b>	<b>1.00</b>
<b>b) Per guest room</b>	<b>0.40</b>
<b>Floathome: Per Unit</b>	<b>0.50</b>
<b>Live-aboards: Per Unit</b>	<b>0.33</b>
<b>Sani-Dump: Per Unit</b>	<b>1.00</b>
<b>Public Washroom: Per Unit</b>	<b>1.28</b>
<b>Townhouse: Per Unit</b>	<b>1.00</b>
<b><u>Other</u></b>	
<b>Community Hall, Church, Theater, Funeral Parlor:</b>	<b>1.36</b>
<b>Firehall:</b>	<b>1.00</b>
<b>Recreational Facility:</b>	<b>1.00</b>
<b>Golf Course: 3.5% of operating budget</b>	



**SCHEDULE B**

**TO BYLAW NO. 4161**

**SEWER SERVICE CHARGES**

---

---

**1. Parcel Tax Being Paid**

The **Sewer Service Administrative and Capacity Charges** for property, which has been paying the annual Parcel Tax, are outlined below:

.1 EXISTING LOT (permits servicing of one unit or building).

(a) An application for **Sewer Service** shall be accompanied by a payment equal to the **Sewer Service Administrative and Capacity Charges** of:

- 100-mm or 150-mm diameter connection .....As per Table B1 (i)
- Secondary or Small Suite / Apartment / Accessory Dwelling
- Each suite..... As per Table B1(iii)

plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Sewer Service Installation Cost**.

(b) Where the **Sewer Service Connection** has been installed by the subdivider entirely at his cost and the **Sewer Service Administrative and Capacity Charges** for each connection has been prepaid, the **Applicant** for **Sewer Service** shall only be required to complete a Sewer Connection Application. Not payable if the CVRD sewer parcel tax has been paid for at least 15 years **and** no extension to the sewer main is required.

.2 EXISTING LOT TO BE SUBDIVIDED:

(a) Lot presently serviced:

- \*First lot exempt..... n/a
- Each additional lot created.....As per Table B1 (ii)
- Secondary or Small Suite / Apartment / Accessory Dwelling
- Each suite..... As per Table B1(iii)

\*Where the existing **Sewer Service Connection** is not utilized, the **Subdivider** will pay a **Sewer Service Administrative and Capacity Charges** as per Table B1 (i)

(b) Lot not presently serviced:

- First lot .....As per Table B1 (i)

- Each additional lot created.....As per Table B1(ii)
- Secondary or Small Suite / Apartment / Accessory Dwelling
- Each suite..... As per Table B1(iii)

plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Sewer Service Installation Cost**.

Pre-installed Sewer Connection – where the **Sewer Service Connection** has been installed by the subdivider entirely at his own cost, but the **Sewer Service Administrative and Capacity Charge** has not been prepaid, then the **Applicant** for **Sewer Service** shall be required to complete a **Sewer Service Connection** Application and pay the **Sewer Service Administrative and Capacity Charges** as per Table B1(ii).

.3 SEWER SERVICE TO ADDITIONAL UNITS OR BUILDINGS: Where additional units or buildings are added to an existing service or with additional services to an existing lot and the lot is:

- (a) Vacant: First **Unit** or building.....As per Table B1(i)  
(Included under Sub-Section 1.1)  
Each additional unit or building .....As per Table B1(ii)  
Secondary or Small Suite / Apartment / Accessory Dwelling  
Each suite..... As per Table B1(iii)
- (b) Presently Occupied and Serviced  
Each additional **Unit** or building .....As per Table B1(ii)  
Secondary or Small Suite / Apartment / Accessory Dwelling  
Each suite..... As per Table B1(iii)
- (c) Float Homes – per unit.....As per Table B1(v)
- (d) Live-aboards – per unit .....As per Table B1(iv)

plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Sewer Service Installation Cost**.

**2. Parcel Tax Not Being Paid**

- .1 EXISTING LOT:  
(permits servicing of one **unit** or **building**) .....As per Table B1(ii)  
Secondary or Small Suite / Apartment / Accessory Dwelling  
Each suite..... As per Table B1(iii)
- .2 EXISTING LOT TO BE SUBDIVIDED:  
Each and every newly created **Lot** .....As per Table B1(ii)

.3 SEWER SERVICE TO ADDITIONAL UNITS OR BUILDINGS: Where a **Sewer Service Connection** is to be installed to additional **Units** or buildings on an existing lot and the lot is:

- (a) Vacant: First **Unit** or building..... As per Table B1(ii)  
(Included under Section 2.1 above)  
Each additional **Unit** or building .....As per Table B1(ii)
- (b) Presently Occupied and Serviced  
Each additional **Unit** or building .....As per Table B1(ii)
- (c) Secondary or Small Suite / Apartment / Accessory Dwelling  
Each suite ..... As per Table B1(iii)
- (d) Float Homes – per unit.....As per Table B1(v)
- (e) Live-aboards – per unit ..... As per Table B1(iv)

The **Applicant** for **Sewer Service** shall be required to complete a **Sewer Service** Application and pay the **Sewer Service Administrative and Capacity Charges** as per Table B1 plus a deposit in the amount of the **Manager's estimate** to complete such works. The above charges and deposit must be received by the Cowichan Valley Regional District before the work can be scheduled. The deposit will be applied against the actual cost of the **Sewer Service Installation Cost**.

### 3. High Flow Rates

The above **Sewer Service Capacity Charge** shall be levied where applicable; however, where in the opinion of the **District**, the flow rates from the intended use or from a change in use of a **Lot, Unit** or **Building**, exceeds maximum daily flow of 2.5 cubic metres per day (550 Imperial gallons per day), then the **Applicant** may be required to pay additional **Sewer Service Capacity Charges** in proportion to the flow rates as determined by the **District**, and/or complete an application of a Waste Discharge Permit. The decision of the **District** shall be final.

### 4. Other

The above **Sewer Service Capacity Charge** shall be levied where applicable, however, where in the opinion of the **District**, the flow rates from the intended use or change in use of a **Lot, Unit** or **Building** may be limited, temporary or seasonal, the **Applicant** may submit a detailed report for review by the District to determine if the **Sewer Service Capacity Charge** may be adjusted to suit the intended use. The decision of the **District** shall be final.

### 5. Disconnection of a Sewer Service Connection

Where a **Sewer Service Connection** is to be abandoned and must be disconnected as determined by the **Manager**, the cost to the **Owner** of the property serviced shall be based on the actual cost to complete the work required plus a 10% Administration charge.

### 6. Re-use of Abandoned Sewer Service Connection

Inspection fee of previously abandoned, or disused, a **Sewer Service Administrative Charge** shall be paid.

<b>Schedule B - Table B1 Sewer Connection Charges Sewer Systems</b>					
<b>Sewer System</b>	<b>100mm or 150mm Sewer Administrative Charges (i)</b>	<b>Sewer Capacity Charges (ii)</b>	<b>Sewer Capacity Charges Secondary Suite (iii)</b>	<b>Sewer Capacity Charges Live Aboard (iv)</b>	<b>Sewer Capacity Charges Float Homes (v)</b>
<b>Cowichan Bay</b>	\$300	\$6,000	\$1,000	\$1,167	\$1,750
<b>Brulette Place</b>	\$300	\$13,500	\$2,000		
<b>Sentinel Ridge</b>	\$300	\$13,500	\$2,000		
<b>Twin Cedars</b>	\$300	\$13,500	\$2,000		
<b>Lambourn Estates</b>	\$300	\$13,500	\$2,000		
<b>Arbutus Mountain</b>	\$500	\$13,500	\$2,000		
<b>Cobble Hill</b>	\$300	\$6,000	\$1,000		
<b>Mesachie Lake</b>	\$300	\$6,000	\$1,000		
<b>Bald Mountain</b>	\$300	\$13,500	\$2,000		
<b>Mill Springs</b>	\$300	\$13,500	\$2,000		
<b>Arbutus Ridge</b>	\$300	\$13,500	\$2,000		
<b>Eagle Heights</b>	\$300	\$6,000	\$1,000		
<b>Maple Hills</b>	\$300	\$6,000	\$1,000		
<b>Shawnigan Beach Estates</b>	\$300	\$13,500	\$2,000		
<b>Kerry Village</b>	\$300	\$13,500	\$2,000		
<b>Youbou</b>	\$300	\$6,000	\$1,000		
<b>Malahat</b>	\$300	\$6,000	\$1,000		



**SCHEDULE C**

**TO BYLAW NO. 4161**

**MISCELLANEOUS CHARGES**

1. Supply statement of account  
pursuant to Section 7 (2) ..... No Charge
  
2. Processing dishonoured cheques  
pursuant to Section 7 (3). ..... No Charge



## SCHEDULE D

### TO CVRD BYLAW NO. 4161

---

#### **SEWER EXTENSION CHARGES**

All applications for extension of the ***CVRD Sewer System*** shall be accompanied by a ***Sewer Extension Application Fee*** calculated as follows:

(a) Applications to Serve Subdivisions:

A fee of **\$500.00**, plus \$50.00 per lot to be created by the proposed subdivision.

(b) Other Applications:

A fee of **\$25.00** plus \$100.00 per hectare (or part thereof) of land proposed to be serviced.





## SCHEDULE E

### TO CVRD BYLAW NO. 4161

---

---

#### SOURCE CONTROL

##### 1. DISCHARGES TO SEWERS

- .1 No person shall directly or indirectly **Discharge** or allow or cause to be **Discharged** into a **Sewer** connected to a **Sewage Facility** operated by the **District**, any waste which, at the point of discharge, contains:
- (a) Any **Prohibited Waste**, as described in Article "A".
  - (b) Any **Restricted Waste**, at a concentration in excess of the limits set out in Article "B"; unless that person has first obtained a **Waste Discharge Permit** or **Authorization**.
  - (c) Any **High Volume Discharge** unless that person has first obtained a **Waste Discharge Permit** or **Authorization**; or
  - (d) Any **Uncontaminated Water** in a volume greater than 2.0 cubic metres per day without prior **Authorization** from the **Manager**.
  - (e) Any **Stormwater** without prior **Authorization** from the **Manager**.
- .2 No person shall directly or indirectly **Discharge**, or allow or cause to be **Discharged** into a **Sewer** connected to a **Sewage Facility** operated by the **District** any water or other **Substances** for the purpose of diluting any **Non-domestic Waste**.
- .3 In order to obtain and maintain the **Authorization** referred to in paragraph 2.1(d), where the **Uncontaminated Water** is produced on property, other than **Residential Property**, and is from a source other than a **Waterworks**, a person shall:
- (a) install and thereafter maintain, at that person's expense, a meter on the water supply generating the **Authorized Discharge**; and
  - (b) supply to the **Manager**, by the tenth (10<sup>th</sup>) of each month, an accurate calculation of the volume of water measured pursuant to paragraph 2.4(a).
- .4 Every person who directly or indirectly **Discharges Waste** or **Substances** produced, treated, handled, or stored on property other than **Residential Property** into a **Sewer** connected to a **Sewer Facility** operated by the **District** shall, as a condition of that **Discharge**:

- (a) provide and maintain facilities to prevent accidental **Discharge**, or a **Discharge** contrary to this Schedule for **Substances** which, if accidentally **Discharged**, would constitute **Prohibited** or **Restricted Waste**;
  - (b) post, and keep posted, permanent signs in conspicuous locations on the **Premises** displaying the name, telephone number of the person to call as prescribed in Article "C" in the event of accidental **Discharge** of a **Prohibited** or **Restricted Waste**; and
  - (c) inform employees, who may cause or discover the **Discharge** of **Prohibited** or **Restricted Waste**, of the notification procedures set out in Section 5 of this Schedule.
- .5 **Oil and Grease** interceptors shall be installed for all food preparation facilities including restaurants, canning operations, killing and processing facilities, as close to the source of the **Waste** material as practical.
- .6 Grease, oil and sand interceptors shall be installed for all vehicle repair and maintenance establishments and service stations, as close to the source of the **Waste** material as practical.
- .7 Separate sand traps and **Oil and Grease** interceptors shall be installed for all establishments that provide vehicle or equipment washing facilities. Sand traps shall be located upstream from the **Oil and Grease** interceptors, and shall have a minimum liquid depth of 1 metre and a maximum overflow rate of 8 L/m/m<sup>2</sup> under peak flow conditions. Sand and silt shall be removed from sand traps before these materials occupy 25 percent of the liquid depth. Accumulated **Oil and Grease** shall be skimmed off the surface of the interceptors and other sumps often enough to prevent these materials from escaping to the **Sewer**.
- .8 Interceptors are required for all industries or commercial establishments as necessary for the removal of grease, flammable wastes, sand, grit or other restricted substances.
- .9 All interceptors shall be installed on the parcel, upstream of the **Service Connection** and shall be located as to be readily accessible for cleaning and inspection.
- .10 All interceptors shall be maintained by the **Owner** or occupier in efficient operation at all times.
- .11 Volume Restriction: **Wastewater** or other **Water** shall not be **Discharged** into the **Sanitary Sewer** System in a volume that causes the **Sanitary Sewer** System to back up or leak at any point.
- .12 Special Control Manholes and Flow Meters: Any **Owner** or occupier of **Premises** that are the location of a facility that is discharging or likely to **Discharge Wastewater** to the **Sanitary Sewer** System in a volume that exceeds 90 m<sup>3</sup> per month shall install a control manhole and flow meter on the building **Sewer** at a location that is suitable for the inspection and sampling of the discharged waters.
- .13 The rate or rates of **Discharge** for various times of a twenty-four hour period for any industry connected to the **Sanitary Sewer** system shall not exceed the extra capacity of the **Sanitary Sewer** system after all the other regular users have been accommodated. Such industries shall install and maintain on their own properties, such holding facilities,

- pumps, valves, flow regulating and measuring devices as may be required by the **Manager** to ensure that the specified flow rates shall not be exceeded.
- .14 The control manhole shall be installed and maintained at the expense of the **Owner** or occupier of the **Premises** and shall be accessible at all times to the **District**.
  - .15 The control manhole shall have a barrel diameter of 1200-mm, and shall be located on a straight run of building sewer extending at least 3 metres upstream of the manhole and 2 metres downstream. The section of building sewer on which the manhole is located shall have a gradient not exceeding 2 percent.
  - .16 If the **Manager** deems necessary, a permanent flow meter (e.g. "Palmer Bowlus") shall be installed as an integral part of the control manhole, and shall be sized to suit the peak design flows.
  - .17 Without limiting the application of any other regulations under this Bylaw, the **Owner** of a **Marina** located within a **CVRD Sewer System Service Area** must:
    - (a) apply for and obtain a **Sewer Service Connection** connecting the **Marina's** sewage collection system to the **CVRD Sewer System**;
    - (b) apply for and obtain a **Waste Discharge Permit** or **Authorization** authorizing the discharge of all **Sanitary Waste** and **Wastewater** produced from all buildings, structures, vessels, **Live-aboards** and **Floathomes** within that **Marina** into the **CVRD Sewer System**;
    - (c) ensure that all **Floathomes** moored at that **Marina** are connected to the **CVRD Sewer System** by means of a marine sewage collection system approved by the **Manager**;
    - (d) ensure that all **Live-aboards** moored at the **Marina** are equipped with a sewage holding tank for the temporary storage of sewage that complies with Division 4 of the Vessel Pollution and Dangerous Chemical Regulations under the Canada Shipping Act as if the **Marina** was within a "designated sewage area" under those Regulations;
    - (e) provide and maintain in good working order a vessel pump-out facility that is permanently connected to the **CVRD Sewer System**, and that is available for use by moored vessels 24 hours per day on each day of the year, unless the **Manager** approves an alternative system for the collection of **Sanitary Waste** and **Wastewater** from vessels;
    - (f) not permit or allow the disposal of **Sanitary Waste** or **Wastewater** from any vessel, **Live-aboard** or **Floathome** that is within the **Marina Premises** except in a manner authorized under this Bylaw.

## **2. WASTE DISCHARGE PERMITS AND AUTHORIZATIONS**

- .1 The **Manager** may issue a **Waste Discharge Permit** or **Authorization** to allow a **High Volume Discharge**, or to allow the **Discharge** of **Waste** other than **Domestic Sewage** upon such terms and conditions as the **Manager** considers appropriate for the protection of **Sewers**, sewage facilities, human or animal health and safety, and the environment,

and without limiting the generality of the foregoing, may in the **Waste Discharge Permit** or **Authorization**;

- (a) place limits and restrictions on the quantity, frequency of **Discharge**, and the nature of the **Waste** permitted to be discharged;
  - (b) require the holder of a **Waste Discharge Permit** or **Authorization**, at his expense, to repair, alter, remove, or add works, or construct new works to ensure that the **Discharge** will comply with the **Waste Discharge Permit** or **Authorization**, this Schedule, and any **Enactment**;
  - (c) require the holder of a **Waste Discharge Permit** or **Authorization**, at his expense, to monitor the **Waste** being discharged under the **Waste Discharge Permit** or **Authorization** in the manner specified by the **Manager**, and to provide information concerning the **Discharge** as requested by the **Manager** including, but not limited to, routine maintenance check dates, cleaning and **Waste** removal dates, and the means of disposal of accumulated **Wastes** and **Waste** treatment residuals;
  - (d) require the holder of the **Waste Discharge Permit** or **Authorization** to submit to the **Manager** detailed plans and operating procedures for all existing facilities installed on the **Premises** for the purpose of preventing accidental **Discharge**;
  - (e) require compliance by the holder of the **Waste Discharge Permit** or **Authorization** with such other **Enactments** as the **Manager** considers necessary or desirable in the circumstances;
  - (f) make such other requirements as the **Manager** deems necessary or desirable.
- .2 Notwithstanding paragraphs 2.1(b) and (c), the **Manager** may require any **Applicant** or person to obtain a **Waste Discharge Permit** or **Authorization** for the **Discharge** of any **Non-domestic Waste** that is not a **High Volume Discharge** or a **Restricted Waste**.
  - .3 Upon receipt of notice under subsection 3.2, the **Applicant** or person receiving the notice shall, within 30 days, apply for a **Waste Discharge Permit** or **Authorization** and shall provide to the **Manager** such information relating to the **Discharge** of **Non-domestic Waste** by that person as the **Manager** may require.
  - .4 The **Manager** may suspend or revoke a **Waste Discharge Permit** or **Authorization** for a failure to comply with the terms and conditions of the **Waste Discharge Permit** or **Authorization**, or for any failure to comply with this Schedule, or any **Enactment** applicable to the **Discharge** of **Waste** into a **Sanitary Sewer** connected to a **Sewage Facility** operated by the **District**.
  - .5 (a) A **Waste Discharge Permit** or **Authorization** may not be transferred or assigned without the **Manager's** consent in writing.  
  
(b) The **Manager** may withhold consent where there has been a breach of this Schedule or a condition of the **Waste Discharge Permit** or **Authorization**.

- .6 An application for a **Waste Discharge Permit** for a new **Discharge**, or an amendment to an existing **Waste Discharge Permit**, shall be made to the **Manager** on the form attached hereto as Article "C", and shall be accompanied by such information, drawings, and specifications as may be required under Article "C".

### **3. MAINTENANCE OF WORKS AND PROCEDURES**

- .1 It is a condition of the **Discharge** of **Waste** (produced on property other than **Residential Property**) into a **Sanitary Sewer** by a person who holds a **Waste Discharge Permit** or **Authorization**, or who otherwise discharges **Waste**, that all measures be taken to keep all equipment and facilities maintained and in good repair as may be necessary to ensure compliance with the terms and conditions of this Schedule, a **Waste Discharge Permit** or **Authorization**.
- .2 No person shall Discharge or allow or cause to be discharged, into a **Sewage Facility** or a **Sewer** connected to a **Sewage Facility** operated by the **District, Non-domestic Waste**, which has bypassed any **Waste** control works **Authorized** and required by the **Manager**, or which is not otherwise in compliance with this Schedule.

### **4. RECORDS RETENTION**

- .1 Holders of a **Waste Discharge Permit** or **Authorization** permitting the **Discharge** of **Waste** produced on property other than **Residential Property**,
  - (a) shall retain and preserve for not less than six (6) years after their creation, any records, books, documents, memoranda, reports, correspondence, and any and all summaries of such documents, relating to monitoring, sampling and chemical analysis required by the **Manager**, a **Waste Discharge Permit**, or **Authorization**.
  - (b) shall retain and preserve all records that pertain to issues that are the subject of administrative action or any other enforcement or litigation activities by the **District** until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

### **5. NOTIFICATION**

- .1 Any person who discharges **Waste** or allows the **Discharge** of **Waste** into a **Sewer** or a **Sewage Facility** in contravention of any **Waste Discharge Permit**, or **Authorization**, or that is otherwise in contravention of this Schedule, after becoming aware of the **Discharge**, shall stop the **Discharge**, and after reporting the **Discharge** in accordance with the **Spill Reporting Regulation** shall immediately notify:
  - (a) the **Manager** by telephone and provide the information specified in Sub-section 6.2;
  - (b) the **Owner** of the **Premises**; and
  - (c) any other person whom the person reporting knows, or reasonably should know, may be directly affected by the **Discharge**.
- .2 The **Manager** shall be supplied with the following information:

- (a) identification of the **Premises** where the **Discharge** occurred;
  - (b) location of the **Discharge**;
  - (c) name of the person reporting the **Discharge** and telephone number, or numbers, where that person can be reached;
  - (d) date, time and duration of the **Discharge**;
  - (e) type and concentration of all **Substances** discharged and any known associated hazards;
  - (f) total weight or volume of the material discharged; and
  - (g) corrective action being taken, or anticipated to be taken, to control the **Discharge** or to prevent similar **Discharges**.
- .3 A person who discharged or allowed a **Discharge of Waste** referred to in Subsection 6.1 shall, as soon as that person becomes aware, or reasonably should have become aware of the **Discharge**, take all reasonable measures to:
- (a) confine, minimize, counteract, mitigate, remedy, and repair the effects of the **Discharge**; and
  - (b) remove or otherwise dispose of the **Substance** discharged in a manner consistent with this Schedule and other applicable **Enactments**.
- .4 A person operating under a **Waste Discharge Permit** shall notify the **Manager** in writing not less than 90 days prior to:
- (a) commencing a new activity; or
  - (b) expanding or changing an existing activity;
- which affects or may affect the average composition, or the total volume of **Waste** discharged by that person.

## **6. POWERS OF THE MANAGER**

- .1 The **Manager** may enforce the provisions of this Schedule.
- .2 The **Manager**, or any person **Authorized** by the **Manager**, may at any reasonable time and upon presentation of proof of his identity, enter upon any property or **Premises** in order to ascertain whether the terms of a **Waste Discharge Permit**, an **Authorization** have been, or are being complied with, or the regulations of this Schedule are being observed.
- .3 Nothing in this Schedule shall be interpreted as restricting the powers of the Regional Manager of the Ministry of Environment under the **Environmental Management Act** of British Columbia and Regulations, or of the **Manager**.

## **7. MONITORING OF DISCHARGES**

- .1 A **Manager**, may require that a person who is discharging any **Waste** other than **Domestic Sewage** into a **Sewer** shall, at his expense, install one or more **Monitoring Points** suitable for inspection, flow monitoring, and sample collection at locations determined by the **Manager**, to be constructed in accordance with plans approved by the **Manager** and maintained in good working order by the person.
- .2 A **Monitoring Point** required under subsection 7.1 shall be installed in a manner so as not to be affected by any **Discharge** of **Domestic Waste** from a **Premises**, unless otherwise **Authorized** by the **Manager**.
- .3 A **Monitoring Point** required under subsection 7.1 shall, for the purposes of enforcing this Schedule, be deemed to be the point or points at which a **Discharge** into a **Sewer** or **Sewage Facility** is made.
- .4 In the absence of a **Monitoring Point** under subsection 7.1, the point of **Discharge** into a **Sewer** or **Sewage Facility** shall, for the purposes of enforcing this Schedule, be the location determined by the **Manager** where access can be had to the **Waste** for the purpose of sampling.
- .5 Where a person is required to install a **Monitoring Point** under subsection 7.1, and the person cannot comply with such requirement within 60 days of being notified of the requirement by the **Manager**, the person shall, within 60 days of the notice being issued by the **Manager**, inform the **Manager** of his inability to install the **Monitoring Point** and the **District** may install, or cause to be installed, the **Monitoring Point** at the person's expense.
- .6 The **Owner** of a **Premises** shall ensure that all **Monitoring Points**, flow measuring devices and other devices specified in the **Waste Discharge Permit**, including water meters, are accessible for inspection by the **Manager** at all times.
- .7 The **Manager** may require that a person who is discharging **Waste** into a **Sewer** undertake, at that person's expense, sampling and analysis of the **Waste** discharged.
- .8 All sampling and analysis required by a **Manager** shall be carried out in accordance with methods and procedures specified in **Standard Methods** or in a manner specified by the **Manager**.
- .9 Samples which have been collected as the result of a requirement of the **Manager** shall be analysed by an independent agency or by a laboratory **Authorized** by the **Manager**.

## **8. OFFENCES AND PENALTIES**

- .1 A person who contravenes this Schedule, a **Waste Discharge Permit**, or **Authorization** issued under this Schedule, or other requirement made or imposed under this Schedule, is guilty of an offence and is liable to a fine not exceeding \$2,000.00.
- .2 Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on, or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000.00 may be imposed

for each day on or during which an offence occurs or continues.

- .3 Nothing in this Schedule shall limit the **District** from pursuing any other remedy that would otherwise be available to the **District** at law.

## 9. **GENERAL**

- .1 No person shall hinder or prevent the **Manager**, or a Bylaw Enforcement Officer, from entering any **Premises** or from carrying out his duties with respect to the administration of this Bylaw.
- .2 Nothing in this Schedule shall be interpreted as relieving a person discharging **Waste** from complying with federal, provincial and local government **Enactments** governing the **Discharge of Waste** into **Sewers**.
- .3 Where the **Regional Board** has authority to direct that a matter or thing be done by a person, the **Regional Board** may also direct that, if the person fails to take the required action, the matter, or thing, shall be done at the expense of the person in default in accordance with the Local Government Act. If action in default is taken, the **Regional Board** may recover the expense from the person, together with costs and interest at the rate prescribed under Section 11(3) of the *Taxation (Rural Area) Act*, in the same manner as municipal taxes.
- .4 The Articles annexed hereto shall be deemed to be an integral part of this Schedule.
- .5 If any provision of this Schedule is found to be invalid by a court of competent jurisdiction it may be severed from the Schedule.
- .6 The headings in this Schedule are inserted for convenience of reference only.



## ARTICLE "A"

## PROHIBITED WASTE

**Prohibited Waste** means:

1. **Special Waste:**  
**Special Waste** as defined by the **Environmental Management Act** of British Columbia and its Regulations.
2. **Air Contaminant Waste:**  
Any **Waste** other than **Sanitary Waste** which, by itself or in combination with another **Substance**, is capable of creating, causing or introducing an **Air Contaminant** outside any **Sewer** or **Sewage Facility**, or is capable of creating, causing or introducing an **Air Contaminant** within any **Sewer** or **Sewage Facility** which would prevent safe entry by **Authorized** personnel.
3. **Flammable or Explosive Waste:**  
Any **Waste**, which by itself or in combination with another **Substance**, is capable of causing, or contributing to an explosion, or supporting combustion in any **Sewer** or **Sewage Facility** including, but not limited to gasoline, naphtha, propane, diesel, fuel oil, kerosene or alcohol.
4. **Obstructive Waste:**  
Any **Waste** which by itself, or in combination with another **Substance**, is capable of obstructing the flow of, or interfering with, the operation or performance of any **Sewer** or **Sewage Facility** including, but not limited to earth, sand, sweepings, gardening, or agricultural waste, ash, chemicals, paint, metal, glass, **Sharps**, rags, cloth, tar, asphalt, cement-based products, plastic, wood, waste portions of animals, fish or fowl and solidified fat.
5. **Corrosive Waste:**  
Any **Waste** with corrosive properties which, by itself, or in combination with any other **Substance**, may cause damage to any **Sewer** or **Sewage Facility**, or which may prevent safe entry by **Authorized** personnel.
6. **High Temperature Waste:**
  - (a) Any **Waste** which, by itself or in combination with another **Substance**, will create heat in amounts which will interfere with the operation and maintenance of a **Sewer** or **Sewage Facility**, or with the treatment of **Waste** in a **Sewage Facility**;
  - (b) Any **Waste** which will raise the temperature of **Waste** entering any **Sewage Facility** to 40 degrees Celsius (104 degrees Fahrenheit), or more;
  - (c) Any **Non-domestic Waste** with a temperature of 65 degrees Celsius (150 degrees Fahrenheit), or more.
7. **Biomedical Waste:**  
Any of the following categories of **Biomedical Waste**, human anatomical waste, animal waste, untreated microbiological waste, waste **Sharps** and untreated human blood and body

fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Bio-safety Guidelines" published by Health and Welfare Canada and dated 1990.

8. **PCBs, Pesticides:**

Any **Waste** containing **PCBs** or **Pesticides**.

9. **Miscellaneous Wastes:**

Any **Waste**, other than **Sanitary Waste**, which by itself, or in combination with another **Substance**:

- (a) constitutes or may constitute a significant health or safety hazard to any person;
- (b) may interfere with any sewage treatment process;
- (c) may cause a **Discharge** from a **Sewage Facility** to contravene any requirements by or under any BC Waste Management Discharge Permit, or any other act, law or regulation governing the quality of the **Discharge**, or may cause the **Discharge** to result in a hazard to people, animals, property or vegetation;
- (d) may cause **Biosolids** to fail criteria for beneficial land application in British Columbia as set out in the **Organic Matter Recycling Regulations, 2016** and all amendments, prepared by the Ministry of Environment, or may cause the emissions from a **Wastewater Sludge** combustion facility to be out of compliance with appropriate permits, or may cause the ashes from a **Wastewater Sludge** combustion facility to be considered a **Special Waste** under the **Environmental Management Act** of British Columbia.

## ARTICLE "B"

**RESTRICTED WASTE**

**Restricted Waste** means:

1. Any **Waste** which, at the point of **Discharge** into a **Sewer**, contains any **Contaminant** at a concentration in excess of the limits set out below. All concentrations are expressed as total concentrations which includes all forms of the **Contaminant**, whether dissolved or undissolved. The concentration limits apply to both **Grab** and **Composite Samples**. **Contaminant** definitions and methods of analysis are outlined in **Standard Methods** or methods specified by the **Manager**.

Any of the **Contaminants** listed below in tables (a), (b) or (c) that are present in a **Waste** at dissolved concentrations in excess of the **Organic Matter Recycling Regulations, 2016** and all amendments including "Schedule 1.2, Effluent Standards for Hazardous Waste Facilities – Hazardous Waste Regulations" will qualify that **Waste**, regardless of the sampling method used, as a **Special Waste**.

<b>(a) CONVENTIONAL CONTAMINANTS (mg/L)</b>	
Biochemical Oxygen Demand ( <b>BOD</b> )	300
Chemical Oxygen Demand ( <b>COD</b> )	600
<b>Oil and Grease</b>	100
Suspended Solids	350
Total Nitrogen	80
Total Phosphorous	10

NOTE: \*Total **Oil and Grease** includes Petroleum Hydrocarbons (see table (b)).

<b>(b) ORGANIC CONTAMINANTS (mg/L)</b>	
Benzene, Ethyl Benzene, Toluene, Xylene (BETX)	1
Chlorinated <b>Phenols</b>	1.0
Polycyclic Aromatic Hydrocarbons (PAH)	0.05
Phenols	1
Petroleum Hydrocarbons	15

<b>(c) INORGANIC CONTAMINANTS (mg/L)</b>	
Aluminium (Al)	50.0
Arsenic (As)	1.0
Boron	50.0
Cadmium (Cd)	0.2
Chromium (Cr)	4.0
Cobalt (Co)	5.0
Copper (Cu)	2.0
Cyanide (CN)	1.0
Iron (Fe)	10.0
Lead (Pb)	1.0
Manganese (Mn)	5.0
Mercury (Hg)	0.05

<b>(c) INORGANIC CONTAMINANTS (mg/L)</b>	
Molybdenum (Mo)	1.0
Nickel (Ni)	2.0
Silver (Ag)	1.0
Sulphate (SO <sub>4</sub> )	1500
Sulphide (S)	1.0
Tin (Sn)	5.0
Zinc (Zn)	3.0

2. **Food Waste:**  
Any **Non-domestic Waste** from cooking and handling of food that, at the point of **Discharge** into a **Sewer**, contains particles larger than 0.5 centimetres in any dimension.
3. **Radioactive Waste:**  
Any **Waste** containing **Radioactive Materials** that, at the point of **Discharge** into a **Sewer**, exceeds radioactivity limitations as established by the Atomic Energy Control Board of Canada.
4. **pH Waste:**  
Any **Non-domestic Waste** which, at the point of **Discharge** into a **Sewer**, has a **pH** lower than 5.5 or higher than 9.5 as determined by either a **Grab** or a **Composite Sample**.
5. **Dyes and Colouring Material:**  
Dyes or colouring materials which may pass through a **Sewage Facility** and discolour the effluent from a **Sewage Facility** except where the dye is used by the **District**, or one or more of its **Municipalities**, as a tracer.

## ARTICLE "C"

### WASTE DISCHARGE PERMIT APPLICATION

This Information Sheet is provided to assist you in the preparation and submission of an application for a **Waste Discharge Permit** under the CVRD – CVRD Sewer System Management Bylaw No. 4161, 2018. Once the form has been completed, initial each page and sign the declaration. To assist the CVRD Engineering Services Department in processing of the application, please make an accurate, readable and complete submission to the address provided below.

#### A. APPLICATION FORMS

1. COMPANY INFORMATION:

Indicate the company name, incorporation number, type of business, and location of the business. If your business or organization has more than one site address, please copy this form and complete a separate application for each site.

2. SUMMARY OF EFFLUENT DISCHARGE CHARACTERISTICS:

Complete this section to indicate **Discharge** duration, volume and quality.

3. NUMBER OF CONNECTIONS:

List the number and type of connections to **Sewer**.

4. SOURCES OF WASTEWATER:

Where **Non-domestic Waste** is being discharged to **Sanitary Sewer** or **Storm Sewer**, list any pre-treatment works and the actual source of the wastewater.

5. SITE PLAN:

A site plan must be submitted. Clearly mark the plant boundary, buildings, and approximate locations of new and existing works, **Monitoring Points** and **Sewer** connections.

6. DECLARATION FORM:

The application form must be signed. Please ensure that the first box in the Declaration Section is complete. An application may be filed by an agent of the **Applicant** and, unless the **Manager** deems otherwise, an obligation imposed by this Schedule on an **Applicant** may be carried out by his agent. If you wish to appoint an agent, please complete the appropriate box in the Declaration Section.

#### B. ADDITIONAL INFORMATION

1. Specifications and drawings of process equipment and control works associated with

the **Discharge** should be submitted to assist the CVRD's Engineering Services Department with the evaluation of the application. The **Manager** may request submission of additional details relevant to the application. Should additional application forms be required, they may be obtained from:

Cowichan Valley Regional District  
Engineering Services Department  
175 Ingram Street  
Duncan, BC V9L 1N8

2. In the event of accidental **Discharge** of a **Prohibited** or **Restricted Waste** to a **Sewer** (as described under Articles A and B of this Schedule), please call *CVRD Engineering Services Department, Tel (250) 746-2530, Fax (250) 746-2543.*

## APPLICATION FOR A WASTE DISCHARGE PERMIT

Application for a **Waste Discharge Permit** under the CVRD Sewer System Management Bylaw No. XXXX, 2009. This application is to be filed with the **Manager**, as described in Article C, Section B.1, not less than 90 days prior to the date for which a Permit is required.

1. I, \_\_\_\_\_  
(Full name - if a company, British Columbia Registered Name)

Registered Address: \_\_\_\_\_

\_\_\_\_\_

Incorporation Number: \_\_\_\_\_

hereby apply for a **Waste Discharge Permit** to **Discharge Non-domestic Waste** into **Sanitary Sewer** from a:

\_\_\_\_\_  
(Type of Business)

Located at: \_\_\_\_\_

### 2. Summary of Wastewater Discharge Characteristics:

Maximum Duration of Operation: (hours/day) \_\_\_\_\_  
(days/week) \_\_\_\_\_  
(weeks/year) \_\_\_\_\_

#### Flow:

Is the **Discharge** greater than 90 m<sup>3</sup> in a 30 day period?:  yes  no

#### Frequency:

Maximum **Discharge** flow rate: \_\_\_\_\_  
\_\_\_\_\_ (m<sup>3</sup>/day)

Average daily **Discharge** flow rate: \_\_\_\_\_ (m<sup>3</sup>/day)

Method of flow rate determination: \_\_\_\_\_

measured  estimated

(NOTE: 1 m<sup>3</sup> = 220 Imperial gallons, or 264 U.S. gallons)

#### Type of Discharge:

continuous  batch  both

#### Quality:

Use the check boxes to indicate whether any of the following types of **Wastes** are discharged:

- Flammable or explosive waste  yes  no
- Obstructive waste  yes  no
- Air Contaminant** waste  yes  no
- High temperature waste  yes  no
- Corrosive waste  yes  no
- Biomedical Waste**  yes  no
- Food waste  yes  no
- Radioactive Waste**  yes  no

**Special Waste:**

Does any process within the plant produce **Special Waste** as defined under the **Special Waste Regulation** of the **Environmental Management Act** of British Columbia?

- yes  no  do not know

**Wastewater Characteristics:**

In the space provided below, check the appropriate box for each **Wastewater Contaminant** to indicate whether the **Contaminant** listed is "known to be present", "suspected to be present", "suspected to be absent", or "known to be absent", in the **Wastewater Discharge**.

If a **Contaminant** is "known to be present", or "suspected to be present", estimate the expected average and maximum daily **Contaminant** concentrations in the spaces provided.

If **Wastewater Discharges** have been sampled and analysed in the past, please attach examples of sampling data.

Wastewater Contaminants	Known to be present	Suspected to be present	Suspected to be absent	Known to be absent	Expected Concentration mg/L (ppm)	
					Average	Maximum
<b>Conventional Contaminants:</b>						
Ammonia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Biochemical Oxygen Demand (BOD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Chemical Oxygen Demand (COD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Total Phosphorous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Suspended Solids	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Total Nitrogen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Oil and Grease (total)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____



<b>Wastewater Contaminants</b>	<i>Known to be present</i>	<i>Suspected to be present</i>	<i>Suspected to be absent</i>	<i>Known to be absent</i>	<i>Expected Concentration mg/L (ppm)</i>	
pH max__ min __	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<b>Organic Contaminants:</b>						
Petroleum Hydrocarbons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Phenols (total)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Phenols (chlorinated)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Polycyclic Aromatic Hydrocarbons (PAH)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

<b>Wastewater Contaminants</b>	<i>Known to be present</i>	<i>Suspected to be present</i>	<i>Suspected to be absent</i>	<i>Known to be absent</i>	<i>Expected Concentration mg/L (ppm)</i>	
					<u>Average</u>	<u>Maximum</u>
PCBs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Pesticides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Benzene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Ethylbenzene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
					<u>Average</u>	<u>Maximum</u>
Toluene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Xylene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Solvents (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Inorganic Contaminants**

Arsenic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Cadmium	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Chromium	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Cobalt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Copper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Cyanide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Iron	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Lead	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Manganese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Mercury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Molybdenum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Nickel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

<b>Wastewater Contaminants</b>	<i>Known to be present</i>	<i>Suspected to be present</i>	<i>Suspected to be absent</i>	<i>Known to be absent</i>	<i>Expected Concentration mg/L (ppm)</i>	
Silver	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Sulphate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Tin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Zinc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**3. Number of Connections to Sewer:**

**a. Sanitary Sewer:**

**Domestic Waste** only \_\_\_\_\_

**Non-domestic Waste** only \_\_\_\_\_

Combined domestic and **Non-domestic Waste** \_\_\_\_\_

(Note connection locations on attached site plan.)

Will **Stormwater** be **discharged** to **Sanitary Sewer**?

Yes  Volume \_\_\_\_\_ m<sup>3</sup>/day      No

Will contaminated or uncontaminated water be **discharged** to **Sanitary Sewer**?

(Note connection locations on attached site plan.)

Yes  Volume \_\_\_\_\_ m<sup>3</sup>/day      No

**4. Sources of Wastewater Discharge to Sewer:**

(Note location of sources and control works on attached site plan.)

SOURCE OF **WASTEWATER**      CONTROL WORKS TREATING EACH SOURCE PRIOR TO **DISCHARGE TO SEWER\*** (e.g. Trade Waste Interceptor)

**a. Sanitary Sewer:**

\*Control Works include: oil/water separators, grease traps, filters, electrolytic precipitators, reverse osmosis units, ion exchange units, neutralization facilities and other **Wastewater** pre-treatment works.

**5. Site Plan:**

Sketch a site plan in the area provided below or attach a site plan to this application form. The plan shall include property lines, buildings, pre-treatment works, effluent lines, sanitary and **Storm Sewer** connections, flow measuring devices, and **Monitoring Points** (or available sampling locations).

(Include approximate scale on site plan.)

^North^

**6. Declaration:**

I, \_\_\_\_\_, declare that the information given on this application form is correct to the best of my knowledge.

Signature of Applicant or Agent	Date	
Title		Phone Number

If you elect to appoint an Agent, please complete the following:

I, \_\_\_\_\_ / \_\_\_\_\_  
Print Name Title

Signature

hereby authorize \_\_\_\_\_ / \_\_\_\_\_  
Print Name Affiliation

to deal with you directly on all aspects of the subject application.



## SCHEDULE F

### TO CVRD BYLAW NO. 4161

---

#### **CVRD Sewer System Service Areas**

- a) "CVRD Bylaw No. 2988 – Arbutus Mountain Estates Sewer System Service Establishment Bylaw, 2007", as amended;
- b) "CVRD Bylaw No. 3288 – Arbutus Ridge Sewer System Service Establishment Bylaw, 2009", as amended;
- c) "CVRD Bylaw No. 3179 – Bald Mountain Sewer System Service Establishment Bylaw, 2008", as amended;
- d) "CVRD Bylaw No. 3296 – Brulette Place Sewer System Service Establishment Bylaw, 2009", as amended;
- e) "CVRD Bylaw No. 3103 – Cobble Hill Sewer System Service Establishment Bylaw, 2008", as amended;
- f) "CVRD Bylaw No. 2128 – Cowichan Bay Sewer Service Establishment Bylaw, 2000", as amended;
- g) "CVRD Bylaw No. 3978 – Elkington Forest Sewer System Service Establishment Bylaw, 2015", as amended;
- h) "CVRD Bylaw No. 2136 – Eagle Heights Sewer Service Establishment Bylaw, 2000", as amended;
- i) "CVRD Bylaw No. 2489 – Kerry Village Sewer System Service Establishment Bylaw, 2004", as amended;
- j) "CVRD Bylaw No. 3052 – Lambourn Estates Sewer System Service Establishment bylaw, 2008", as amended;
- k) "CVRD Bylaw No. 1653 – Maple Hills Local Service (Sewerage) Area Establishment Bylaw No.1653, 1994", as amended;
- l) "CVRD Bylaw No. 15 – Mesachie Lake Sewerage Special Service Area Bylaw No. 15", as amended;
- m) "CVRD Bylaw No. 3711 – Mill Springs Sewer System Service Establishment Bylaw, 2013", as amended;
- n) "CVRD Bylaw No. 2792 – Marble Bay Sewer System Service Establishment Bylaw, 2006", as amended;
- o) "CVRD Bylaw No. 2790 – Bayview Estates Sewer System Service Establishment Bylaw, 2006", as amended;
- p) "CVRD Bylaw No. 1910 – Shawnigan Lake Local Service (Sanitary Sewage) Area Establishment Bylaw", as amended;
- q) "CVRD Bylaw No. 2871 – Twin Cedars Sewer System Service Establishment Bylaw, 2006", as amended;

- r) "CVRD Bylaw No. 2549 – Creekside Resort Sewer System Service Establishment bylaw, 2004, as amended and;
- s) "CVRD Bylaw No. 3978 – Elkington Forest Sewer Service Establishment Bylaw, 2015" as amended.



## SCHEDULE G

### TO CVRD BYLAW NO. 4161

---

In the case of a new sewer system transfer to the CVRD on any day following January 1.

The following flat rate user fees supersede Schedule A of this bylaw on a "one-time" basis only and will be invoiced in a year to each of the properties within the service area boundary of a new Sewer System for the period commencing on the CVRD takeover date to December 31, of that year:

Single Family Dwelling: \$ Prorate equal to parcel tax + user fee / per day

Unserviced Property: \$ Prorate equal to parcel tax / per day



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 23, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** Budget Amendment Function 576 - Utilities  
**FILE:** 0520-20-EAS/05

---

## PURPOSE/INTRODUCTION

The purpose of this report is request approval for a budget amendment to Function 576 – Engineering - Utilities

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the 2018 budget for Function 576, Engineering Utilities be amended to:
  1. Increase Grant – Provincial Conditional by – by \$2,200,000
  2. Increase Capital Project – Cobble Hill Sewer – by \$1,200,000
  3. Increase Capital Project – Mill Bay Sewer - \$1,000,000
  4. Increase transfer from community works gas tax Phase 2 – by \$17,500
  5. Increase asset management – condition assessment by \$17,500
  6. Increase transfer from operational reserve – by \$8,050
  7. Increase heavy vehicle (7324) insurance by \$800
  8. Increase heavy vehicle (7324) purchased repairs by \$300
  9. Increase heavy vehicle (7324) purchased maintenance by \$300
  10. Increase heavy vehicle (7324) fuel and lubricants by \$200
  11. Increase heavy vehicle (7324) vehicle and equipment parts by \$500
  12. Increase heavy vehicle (7324) tires by \$1000
  13. Increase electrician vehicle (7325) insurance by \$1,575
  14. Increase electrician vehicle (7325) purchases repairs by \$150
  15. Increase electrician vehicle (7325) purchased maintenance by \$250
  16. Increase electrician vehicle (7325) fuel and lubricants by \$1,750
  17. Increase electrician vehicle (7325) vehicle and equipment parts by \$125
  18. Increase electrician vehicle (7325) tires by \$1,100.

## BACKGROUND

Engineering Services Utilities budget was originally approved early in 2017 must be amended; to include award of two Strategic Priorities Grants, to complete asset management condition assessments and to cover expenses for two new vehicles that were missed through the new supplemental/capital process in 2017.

## ANALYSIS

As the Engineering Services Utilities budget is a core allocation budget, all amendments must net zero so allocations to all utilities do not change.

## FINANCIAL CONSIDERATIONS

Engineering Services Utilities budget amendments include increase of provincial grant by \$2,200,000 for Cobble Hill Sewer capital project of \$1,200,000 and Mill Bay Sewer capital project

of \$1,000,000. Asset Management – condition assessment was increased by \$17,500 and funded by community works gas tax Phase 2 for \$17,500. Finally, increases for repair and maintenance for two new utility vehicles will be funded by operational reserve. Current operational reserve for this function is approximately \$169,000.

**COMMUNICATION CONSIDERATIONS**

Not applicable.

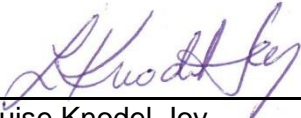
**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

The Corporate Strategic Plan includes an objective to achieve compact, mixed communities. Coordination of water, sewer, and other infrastructure is the strategic action identified to promote compact, mixed-use communities. The recommended resolution provides a reliable essential service.

Referred to (upon completion):

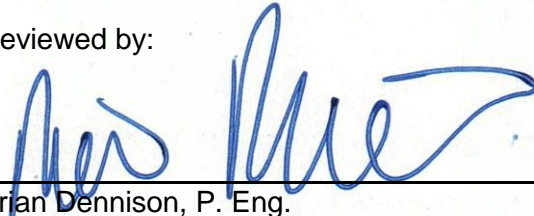
- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:



Louise Knodel-Joy  
Senior Engineering Technologist

Reviewed by:



Brian Dennison, P. Eng.  
Manager



Hamid Hatami, P. Eng.  
General Manager





# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 8, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** Water Management Division  
Engineering Services Department  
**SUBJECT:** 2018 Budget Amendments – Utilities  
**FILE:** 0520-20-EAS/02

---

## PURPOSE/INTRODUCTION

The purpose of this report is to request approval for amendments to the 2018 Utilities budgets.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the 2018 budget for Function 553, Cowichan Bay Street Lighting be amended to:
  1. Increase deficit by \$125;
  2. Increase transfer from operational reserves by \$68; and
  3. Decrease contingency by \$57.
2. That the 2018 budget for Function 556, Cobble Hill Street Lighting be amended to:
  1. Increase deficit by \$791;
  2. Increase transfer from operational reserves by \$615;
  3. Decrease repairs and maintenance by \$89; and
  4. Decrease electricity by \$87.
3. That the 2018 Budget for Function 581, Sentinel Ridge Street Lighting be amended to:
  1. Increase deficit by \$1,280; and
  2. Increase transfer from operational reserves by \$1,280.
4. That the 2018 Budget for Function 583, Twin Cedars Street Lighting be amended to:
  1. Increase deficit by \$1,377;
  2. Decrease contingency by \$1,377;
  3. Increase contract electrical repairs by \$2,787; and
  4. Increase gas tax reserves by \$2,787.
5. That the 2018 Budget for Function 585, Arbutus Mountain Estates Street Lighting be amended to:
  1. Increase deficit by \$907; and
  2. Increase transfer from operational reserves by \$907.
6. That the 2018 Budget for Function 601, Satellite Park Water System be amended to:
  1. Increase transfer from gas tax reserves by \$3,182 and
  2. Increase minor capital by \$3,182.
7. That the 2018 Budget for Function 603, Douglas Hill Water System be amended to:
  1. Increase deficit by \$4,714;
  2. Decrease contingency by \$4,714
  3. Increase transfer from gas tax reserves (Phase 2) by \$3,182; and
  4. Increase minor capital by \$3,182.

8. That the 2018 Budget for Function 605, Arbutus Mountain Water System be amended to:
  1. Increase deficit by \$1,768;
  2. Increase transfer from operational reserves of \$1,768;
  3. Increase transfer from gas tax reserves ( phase 1 ) by \$3,182; and
  4. Increase minor capital by \$3,182.
  
9. That 2018 Budget for Function 608, Fern Ridge Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182; and
  2. Increase minor capital by \$3,182.
  
10. That 2018 Budget for Function 613, Dogwood Ridge Water System be amended to;
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  2. Increase minor capital by \$3,182.
  
11. That the 2018 Budget for Function 615, Arbutus Ridge Water System be amended to:
  1. Increase deficit by \$354; and
  2. Decrease contingency by \$354.
  
12. That 2018 Budget for Function 616, Carlton Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182; and
  2. Increase minor capital by \$3,182.
  
13. That the 2018 Budget for Function 617, Shellwood Water System be amended to:
  1. Increase deficit by \$4,711;
  2. Decrease contingency by \$2,057;
  3. Decrease supply – consultants by \$2,000;
  4. Decrease transmission & distribution – rentals by \$654;
  5. Increase transfer from gas tax reserve (Phase 1) by \$3,182 and
  6. Increase minor capital by \$3,182.
  
14. That the 2018 Budget for Function 620, Mesachie Lake Water System be amended to:
  1. Increase deficit by \$2,181;
  2. Decrease contingency by \$1,181;
  3. Decrease transmission - rentals by \$500;
  4. Decrease transmission - supplies by \$500;
  5. Increase transfer from operational reserves by \$22,527;
  6. Increase source of supply - consultants by \$22,527;
  7. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  8. Increase minor capital by \$3,182.
  
15. That the 2018 Budget for Function 670, Cherry Point Water System be amended to:
  1. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  2. Increase minor capital by \$3,182.
  
16. That the 2018 Budget for Function 690, Kerry Village Water System be amended to;
  1. Increase transfer from operating reserve by \$14,000;
  2. Increase transfer from gas tax reserves (phase 1) by \$3,182 and
  3. Increase minor capital by \$17,182.
  
17. That the 2018 Budget for Function 705, Arbutus Mountain Drainage System be amended to:
  1. Increase deficit by \$506 and
  2. Decrease contingency by \$506;

18. That the 2018 Budget for Function 707, Lanes Road Drainage System be amended to:
  1. Increase deficit by \$166; and
  2. Decrease supplies by \$166.
  
19. That the 2018 Budget for Function 800, Cowichan Bay Sewer System be amended to:
  1. Increase deficit by \$2,586;
  2. Decrease contingency by \$586; and
  3. Decrease sewage collection – contract hydro/camera by \$2,000.
  
20. That the 2018 Budget for Function 802, Sentinel Ridge Sewer System be amended to:
  1. Increase deficit by \$1,252;
  2. Decrease contingency by \$696;
  3. Decrease sewage treatment – UV by \$300; and
  4. Decrease sewage treatment – electrical repairs by \$256.
  
21. That the 2018 Budget for Function 803, Twin Cedars Sewer System be amended to:
  1. Increase deficit by \$9,407;
  2. Decrease contingency by \$4,731
  3. Decrease sewage collection – rentals machinery & equipment by \$300,
  4. Decrease sewage collection – supplies by \$600;
  5. Decrease sewage treatment – R & M by \$500;
  6. Decrease sewage treatment – rentals machinery & equipment by \$500;
  7. Decrease sewage treatment – UV system by \$400;
  8. Decrease sewage treatment – supplies by \$876;
  9. Decrease disposal field – R & M by \$500;
  10. Decrease disposal field – rentals machinery and equipment by \$500
  11. Decrease disposal field – parts/supplies by \$500;
  
22. That the 2018 Budget for Function 805, Arbutus Mountain Sewer System be amended to:
  1. Increase deficit by \$17,201;
  2. Decrease contingency by \$12,450,
  3. Decrease sewage collection - supplies by \$100;
  4. Decrease sewage treatment - lab testing by 500;
  5. Decrease sewage treatment - sludge removal by \$500;
  6. Decrease sewage treatment – electricity by \$3000;
  7. Decrease disposal field – rentals by \$500; and
  8. Decrease disposal field – part/supplies by \$151
  9. Increase recovery of costs by \$131,000 ; and
  10. Increase Capital – Engineering Structures by \$131,000.
  
23. That the 2018 Budget for Function 815, Arbutus Ridge Sewer System be amended to:
  1. Increase deficit by \$39,707;
  2. Increase user fees by \$37,617;
  3. Decrease contingency by 2,340;
  4. Increase licence and fees by \$10,000;
  5. Decrease sewage treatment – sludge removal by \$21,000;
  6. Increase sewage treatment – electricity by \$2,250;
  7. Increase disposal field – R&M by \$9,000;
  
24. That the 2018 budget for Function 820, Eagle Heights Sewer System be amended to:
  1. Increase deficit by \$7,301; and
  2. Decrease contingency by \$7,301; and

25. That the 2018 budget for Function 850, Kerry Village Sewer System be amended to:
1. Increase transfer from gas tax reserves (Phase 1) of \$3,182 and
  2. Increase minor capital by \$3,182.

#### **BACKGROUND**

Cowichan Bay Street Lighting budget must be amended, due to a 2017 deficit.

Cobble Hill Street Lighting budget must be amended, due to a 2017 deficit.

Sentinel Ridge Street Lighting budget must be amended, due to a 2017 deficit.

Twin Cedars Street Lighting budget must be amended, due to a 2017 deficit and to recover costs for the LED replacement project.

Arbutus Mountain Estates Street Lighting budget must be amended due to a 2017 deficit.

Satellite Park Water System budget must be amended to proceed with a gas tax funded communication system upgrade.

Douglas Hill Water System budget must be amended, due to a 2017 deficit and to proceed with a gas tax funded communication system upgrade.

Arbutus Mountain Water System budget must be amended due to a 2017 deficit and to proceed with a gas tax funded communication system upgrade.

Fern Ridge Water System budget must be amended to proceed with a gas tax funded communication system upgrade.

Dogwood Ridge Water System budget must be amended to proceed with a gas tax funded communication system upgrade.

Arbutus Ridge Water System budget must be amended to, due to a 2017 deficit.

Carlton Water System budget must be amended to proceed with a gas tax funded communication system upgrade.

Shellwood Water System budget must be amended, due to a 2017 deficit and to proceed with a gas tax funded communication system upgrade.

Mesachie Lake Water System budget must be amended, due to a 2017 deficit. Also an amendment is required to proceed with a gas tax funded communication system upgrade and operational reserve is necessary for a water source treatment study required by Island Health.

Cherry Point Water System budget must be amended to proceed with a gas tax funded communication system upgrade.

Kerry Village Water System budget must be amended to proceed with a gas tax funded communication system upgrade and an operating reserve well sequestering project.

Arbutus Mountain Drainage System budget must be amended, due to a 2017 deficit.

Lanes Road Drainage System budget must be amended, due to a 2017 deficit.

Cowichan Bay Sewer System budget must be amended, due to a 2017 deficit.

Sentinel Ridge Sewer System budget must be amended, due to a 2017 deficit.

Twin Cedars Sewer System budget must be amended, due to a 2017 deficit.

Arbutus Mountain Sewer System budget must be amended, due to a 2017 deficit. Phase 3 development will also bring funding to complete additional capital work in 2018.

Arbutus Ridge Sewer System budget must be amended, due to a 2017 deficit.

Eagle Heights Sewer System budget must be amended, due to a 2017 deficit.

Kerry Village Sewer System budget must be amended to proceed with a gas tax funded communication system upgrade.

#### **ANALYSIS**

Cowichan Bay Street Lighting budget deficit, due to higher than expected electrical costs, requires operational reserves and contingency to balance.

Cobble Hill Street Lighting budget deficit, due to higher than expected electrical repairs, requires operational reserves and contingency to balance.

Sentinel Ridge Street Lighting budget deficit, due to higher than expected electricity and electrical repairs, requires operational reserves to balance.

Twin Cedars Street Lighting budget deficit, due to higher than expected electricity and electrical repairs, requires contingency to balance. Further the LED replacement project carried over from 2017, so previously approved community works gas tax funding must also be provided in 2018.

Arbutus Mountain Estates Street Lighting budget deficit, due to higher than expected electrical repairs, requires operational reserve to balance.

Satellite Park Water System budget amendment is required for a minor capital, gas tax project.

Douglas Hill Water System budget deficit, due to higher than expected electrical and distribution system repairs, requires contingency to balance. Further, a minor capital gas tax project is also included.

Arbutus Mountain Water System budget deficit, due to higher than expected distribution system costs, requires operational reserve funds to balance. Further, a minor capital gas tax project is also included.

Fern Ridge Water System budget amendment is required for a minor capital, gas tax project.

Dogwood Ridge Water System budget amendment is required for a minor capital, gas tax project.

Arbutus Ridge Water System budget amendment is required due to higher than expected electricity and parts and supplies.

Carlton Water System budget amendment is required for a minor capital, gas tax project.

Shellwood Water System budget deficit, due to higher than expected distribution system repairs, requires contingency and consultant cost reductions. Further, a minor capital gas tax project is also included.

Mesachie Lake Water System budget deficit, due to higher than expected transmission supplies, requires contingency and other miscellaneous reductions to balance. A minor capital gas tax project is also included for a communications project and Island Health now requires a study be complete for treatment of the Mesachie Lake well, which can be funded by operational reserve.

Cherry Point Water System budget amendment is required for a minor capital, gas tax project.

Kerry Village Water System budget amendment is required for a minor capital, gas tax and well upgrade project.

Arbutus Mountain Drainage System budget deficit, due to higher than expected equipment costs, requires contingency to balance.

Lanes Road Drainage System budget deficit due to higher than expected equipment costs, requires contingency and other miscellaneous reductions to balance.

Cowichan Bay Sewer System budget deficit was due to a late capital invoice arrival after fees were moved into reserve funds.

Sentinel Ridge Sewer System budget small deficit due to higher than expected electrical repairs, supplies and electricity, require contingency and other miscellaneous reductions to balance.

Twin Cedars Sewer System budget deficit due to higher than expected electrical repairs, electricity and supplies, require contingency and other miscellaneous reductions to balance.

Arbutus Mountain Sewer System budget deficit, due to higher than expected electrical repairs and treatment parts, requires contingency and other miscellaneous reductions to balance. Additional funds will be provided by a developer for increased capital work.

Arbutus Ridge Sewer System budget deficit due to higher than expected disposal field repairs, requires contingency and other adjustments to balance.

Eagle Heights Sewer System budget deficit due to higher than expected JUB lagoon user fees, requires contingency to balance.

Kerry Village Sewer System budget amendment is required for a minor capital, gas tax project.

#### **FINANCIAL CONSIDERATIONS**

Cowichan Bay Street Lighting - amendment includes an increase of operational reserves of \$615 and decrease of repairs and maintenance of \$26 to balance deficit of \$615;

Cobble Hill Street Lighting - amendment includes increase of operational reserves of \$68 and decrease of contingency of \$57 to balance deficit of \$125;

Sentinel Ridge Street Lighting – amendment includes increase of operational reserves of \$1,280 to balance deficit of \$1,280;

Twin Cedars Street Lighting – amendment includes decrease of contingency of \$1,377 to balance deficit of \$1,377. Further an increase of \$2,787 to contract electrical repairs and increase of transfer from gas tax reserve by \$2,787 is required for the LED replacement project;

Arbutus Mountain Estates Street Lighting – amendment includes increase of transfer from operational reserves of \$907 to balance deficit of \$907;

Satellite Park Water System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Douglas Hill Water System – amendment includes increase of deficit by \$4,714, decrease of contingency of \$4,714, increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Arbutus Mountain Water System – amendment includes Increase of deficit by \$1,768, increase of transfer from operational reserve of \$1,768, increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Fern Ridge Water System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Dogwood Ridge Water System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Arbutus Ridge Water System – amendment includes increase of deficit by \$354 and decrease of contingency by \$354.

Carlton Water System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Shellwood Water System – amendment includes increase of deficit by \$4,711, decrease of contingency by \$2,057, decrease consultants by \$2,000, decrease transmission & distribution – rentals by \$654, increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182.

Mesachie Lake Water System - must be amended to increase of deficit by \$2,181, decrease of contingency by \$1,181, decrease transmission – rentals by \$500, decrease transmission – supplies by \$500, increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182 and increase of operational reserve of \$22,527 for supply-consultants of \$22,527, as required by Island Health;

Cherry Point Water System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182;

Kerry Village Water System budget – amendment includes increase of transfer from operating reserve by \$14,000; gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$17,182;

Arbutus Mountain Drainage System - amendment includes decrease of contingency of \$506 to balance deficit of \$506;

Lanes Road Drainage System - amendment includes decrease of supplies of \$166 to balance deficit of \$166;

Cowichan Bay Sewer System – amendment includes decrease of contingency by \$586 and decrease of sewage collection system – contract hydro/camera of \$2,000 to balance a deficit of \$2,586;

Sentinel Ridge Sewer System - amendment includes decrease of contingency by \$696, decrease of sewage treatment – UV by \$300 and contract electrical repairs by \$256 to balance deficit of \$1,252;

Twin Cedars Sewer System - amendment includes increase of operating reserve of \$4,731, decrease sewage collection – rentals machinery & equipment by \$300, decrease sewage collection – supplies by \$600, decrease sewage treatment – R&M by \$500, decrease sewage treatment - rental machinery & equipment by \$500, decrease sewage treatment – UV system by \$400, decrease sewage treatment – supplies by \$876 decrease disposal field – R&M by \$500, decrease disposal field – rentals machinery and equipment by \$500, decrease disposal field – parts/supplies by \$500 for balance a deficit of \$9,407;

Arbutus Mountain Sewer System - amendment includes decrease of contingency by \$12,450, decrease sewage collection – supplies by \$100, decrease of sewage treatment – lab testing by \$500, decrease sewage treatment - sludge removal by \$500, decrease electricity by \$3,000, decrease disposal field rentals by \$500 and disposal field parts/supplies by \$151 to balance deficit

of \$17,201. Also \$131,000 increase of recovery of costs will fund an increase of \$131,000 in Capital – Engineering Structures.

Arbutus Ridge Sewer System - amendment includes increase of deficit by \$39,707, increase of user fees by \$37,616, decrease of contingency by \$2,340, increase licence and fees by \$10,000, decrease sewage treatment – sludge removal by \$21,000, increase sewage treatment – electricity by \$2,250 and increase disposal field – R&M by \$9,000 to balance deficit of \$39,707;

Eagle Heights Sewer System – amendment includes decrease of contingency by \$7,301 to balance a deficit of \$7,301;

Kerry Village Sewer System – amendment includes increase of transfer from gas tax reserve by \$3,182 for an increase to minor capital expenditure of \$3,182.

#### COMMUNICATION CONSIDERATIONS

Not applicable.

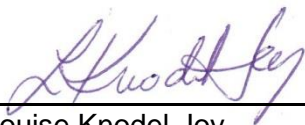
#### STRATEGIC/BUSINESS PLAN CONSIDERATIONS

The Corporate Strategic Plan includes an objective to achieve compact, mixed communities. Coordination of water, sewer, and other infrastructure is the strategic action identified to promote compact, mixed-use communities. The recommended resolution provides a reliable essential service.

Referred to (upon completion):

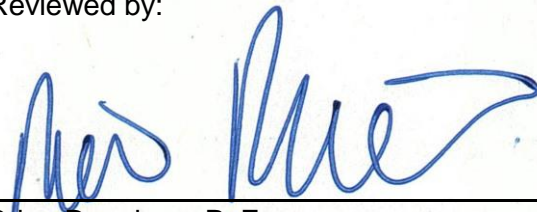
- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:



Louise Knodel-Joy  
Senior Engineering Technologist

Reviewed by:



Brian Dennison, P. Eng.  
Manager



Hamid Hatami, P. Eng.  
General Manager





# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** March 16, 2018  
**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of April 18, 2018  
**FROM:** General Manager  
 Engineering Services Department  
**SUBJECT:** Community Works Fund 2018 Update  
**FILE:** 0520-20-EAS/05

## PURPOSE/INTRODUCTION

The purpose of this report is to present a summary of current Community Works Fund (CWF) allocations and obtain approval to access the unallocated funding remaining.

## RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That \$44,000 of Community Works Fund unallocated funding remaining be approved for Condition Assessments in Function 279 Parks and Trails.
2. That the Community Works Fund earned interest be pooled with the Community Works Fund Reserve to be made available for priority projects related to existing Cowichan Valley Regional District infrastructure.

## BACKGROUND

The transfer of federal gas tax revenue under the New Deal for Cities and Communities started in 2005. The CWF portion of the program was intended to provide local governments with a source of stable, long-term funding for environmentally sustainable local government infrastructure and capacity building projects with a focus on clean air, clean water, reducing greenhouse gas emissions and asset management. The first round of CWF (CWF 1.0) was distributed to the Cowichan Valley Regional District (CVRD) between 2005 and 2013 and totalled \$6,452,140. CWF 1.0 projects were allocated funding based on staff recommendations with input from Electoral Area Directors. CWF 1.0 funds have been fully committed to projects, with the last few projects expected to be complete in 2018 (Attachment A).

The second round of CWF (CWF 2.0) is distributed to the CVRD between 2014 and 2018 will total \$7,717,680. The funding was proportionately allocated between Electoral Areas based on populations. CWF 2.0 funds have been 86% committed to approved projects (Attachment B). The CWF 2.0 summary only includes projects that have obtained Board approval. There are still remaining funds in Electoral Areas B, C, D, I (Table 1.0) plus there are some funds left over from completed projects that may be returned to the Electoral Area. A reserve fund of 10% was set aside for future disbursement.

Table 1.0 - CWF 2.0 Allocated Funding and Approved Projects by Electoral Area

Electoral Area	Allocated Funding	Approved Projects	Unallocated Funding Remaining 2018
A	\$ 861,910	\$ 861,910	\$ -
B	\$ 1,594,781	\$ 1,379,193	\$ 215,589
C	\$ 940,940	\$ 890,940	\$ 50,000
D	\$ 582,839	\$ 557,839	\$ 25,000

E	\$ 756,333	\$ 756,333	\$ -
F	\$ 323,525	\$ 323,525	\$ -
G	\$ 438,364	\$ 438,364	\$ -
H	\$ 457,504	\$ 457,504	\$ -
I	\$ 217,948	\$ 215,000	\$ 2,948
Regional	\$ 771,768	\$ 771,768	\$ -
Reserve	\$ 771,768	\$ -	\$ 771,768
Earned Interest	\$ -	\$ -	\$ 135,873
<b>TOTAL</b>	<b>\$ 7,717,680</b>	<b>\$ 6,652,375</b>	<b>\$ 1,201,178</b>

The next round of CWF (CWF 3.0) will be distributed to the CVRD between 2019 and 2023 and is expected to be a similar amount to CWF 2.0, although this will be confirmed by the Union of British Columbia's Municipalities in the fall of 2018. It is anticipated that the CWF 3.0 payments, of approximately \$7,00,000, will start in 2019 and be distributed to the CVRD semi annually in July and November.

#### ANALYSIS

The Parks and Trails Division (function 279) spent \$44,000 conducting condition assessments in 2017. This expense was approved as a transfer from Gas Tax Reserve in the 2017 Budget by the Board on July 20, 2016 for \$35,000 and further amended to \$40,000 on November 25, 2016. Although the \$40,000 was approved in the 2017 Budget, it was never approved to use the CWF regionally allocated funding. As all of the regionally allocated funding has already been committed to Board-approved projects, staff is recommending using the CWF unallocated funding remaining to cover this expenditure.

#### FINANCIAL CONSIDERATIONS

In CWF 1.0, there is \$12,875 of unallocated funding remaining.

In CWF 2.0, there is \$1,201,178 of unallocated funding remaining, which includes \$771,768 in Reserve, \$203,537 in Electoral Area unallocated funding remaining, and \$135,873 of earned interest.

In CWF 3.0, there will be a to-be-determined amount, close to \$7,000,000.

#### COMMUNICATION CONSIDERATIONS

The Gas Tax Agreement does include a communications protocol that outlines various communications and signage requirements. They are discussed on page 17, Schedule E of the Gas Tax Agreement (Attachment C).

#### STRATEGIC/BUSINESS PLAN CONSIDERATIONS

Referred to (upon completion):

- Community Services** (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services** (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services** (*Environmental Services, Recycling & Waste Management, Water Management*)
- Land Use Services** (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services**

Prepared by:

Reviewed by:



---

Austin Tokarek, B. Sc., CEA  
Asset Coordinator

---

Select DM Name Here  
Not Applicable



---

Hamid Hatami, P. Eng.  
General Manager

**ATTACHMENTS:**

Attachment A – CWF 1.0 Summary

Attachment B – CWF 2.0 Summary

Attachment C – CWF Agreement Schedule E – Communications Protocol

Attachment A - CWF 1.0 Summary		DATE: April 4, 2018				
No.	Project	CWF Approved	CWF Spent	CWF Remaining	Project Lead	Comments
1	Bio-Diesel Facility - Bings Creek (2005-2009)	\$ 100,000	\$ 95,524	\$ -	Community	Complete
2	Bright Angel Park Washroom Upgrade	\$ 60,000	\$ 60,000	\$ -	Water Management	Complete
3	Carlton Water System - Upgrades	\$ 260,000	\$ 260,000	\$ -	Water Management	Complete
4	CLSA - Wastewater Circulating Loop System	\$ 30,000	\$ 8,790	\$ -	Facilities and Transit	Complete
5	Cobble Hill Hall Roof Repairs	\$ 25,000	\$ 25,000	\$ -	Community	Complete
6	Cobble Hill Sewer Upgrade Safety, (2005-2009)	\$ 50,000	\$ 22,579	\$ -	Water Management	Complete
7	Community Hall Heating Upgrades	\$ 160,000	\$ 135,476	\$ -	Facilities and Transit	Complete
8	Cowichan Station School Energy Upgrades-Approved 2012-2014	\$ 150,000	\$ 150,000	\$ -	Community	Complete
9	Dogwood Ridge Water- Reservoir and Treatment Building	\$ 200,000	\$ 200,000	\$ -	Water Management	Complete
10	Douglas Hill Water System (2010-2011)	\$ 265,000	\$ 265,000	\$ -	Water Management	Complete
11	Elsie Miles School - Retrofit	\$ 100,000	\$ 100,000	\$ -	Facilities and Transit	Complete
12	Energy Manager - Environment Division	\$ 50,000	\$ 50,000	\$ -	Energy Management	Complete
13	Engineering Analysis & Energy Savings Implementation Plans	\$ 26,000	\$ 19,247	\$ 6,753	Energy Management	Planned for 2018
14	Environmental Controls & Monitoring Equip-SRS/TWS/AMS/LES	\$ 27,000	\$ 20,250	\$ -	Water Management	Complete
15	Fern Ridge Water System monitoring and control upgrade	\$ 45,000	\$ 45,530	\$ -	Water Management	Complete
16	Fire Hall Heating Upgrades	\$ 52,800	\$ 36,129	\$ -	Public Safety	Complete
17	Honeymoon Bay Fire Hall Energy Upgrades	\$ 16,671	\$ -	\$ 16,671	Public Safety	Planned for 2018
18	Honeymoon Bay Hall - Rainwater Project	\$ 63,000	\$ 63,000	\$ -	Facilities and Transit	Complete
19	Honeymoon Bay Water System Upgrade (2005-2009)	\$ 313,000	\$ 312,942	\$ -	Water Management	Complete
20	Honeymoon Bay Well Development & Sutton Creek Extension	\$ 107,000	\$ 107,000	\$ -	Water Management	Complete
21	Kerry Park Sewer & Water Upgrades (2010-2011)	\$ 236,000	\$ 236,000	\$ -	Water Management	Complete
22	Kerry Park Well Drilling	\$ 30,000	\$ -	\$ 30,000	Facilities and Transit	Planned for 2019
23	Lambourn Estates Water Upgrades (2005-2009)	\$ 250,000	\$ 100,000	\$ -	Water Management	Complete
24	Lambourn Estates Sewer Upgrades (2005-2009)	\$ 250,000	\$ 400,000	\$ -	Water Management	Complete
25	Lambourn Sewer Outfall (\$ from Mesachie 2005-2009 funds)	\$ 292,328	\$ 240,836	\$ -	Water Management	Complete
26	Maple Hills Sewer (2005-2009)	\$ 16,750	\$ 16,750	\$ -	Water Management	Complete
27	Maple Hills Sewer Bio-Filter	\$ 17,000	\$ 17,000	\$ -	Water Management	Complete
28	Maple Hills Sewer Safety Upgrade (2005-2009)	\$ 20,000	\$ 20,000	\$ -	Water Management	Complete
29	Maple Hills Sewer System - Odour Control (2005-2009)	\$ 3,300	\$ 3,299	\$ -	Water Management	Complete
30	Mesachie Lake Sewer Collection & Disposal Upgrade	cancelled	cancelled	cancelled	Water Management	n/a
31	North Oyster Fire Hall Sustainability Elements	\$ 348,500	\$ -	\$ 348,500	Public Safety	Planned for 2018
32	Saltair Water Main Upgrades	\$ 145,000	\$ 145,000	\$ -	Water Management	Complete
33	Saltair Water System Knudson Road (2005-2009)	\$ 57,000	\$ 52,935	\$ -	Water Management	Complete
34	Saltair Water System Reservoir Addition (2005-2009)	\$ 135,000	\$ 135,000	\$ -	Water Management	Complete
35	Satellite Park Water-Reservoir & Treatment Bldg (2005-2009)	\$ 470,000	\$ 470,672	\$ -	Water Management	Complete
36	SCADA systems for Water/Sewer Systems	\$ 35,000	\$ -	\$ 35,000	Water Management	Planned for 2018
37	Shawigan Beach Estates Sewer - UV Unit (2010 - 2011)	\$ 183,000	\$ 183,000	\$ -	Water Management	Complete
38	Shawnigan Beach Estates Sewer (2005-2009)	\$ 140,000	\$ 139,999	\$ -	Water Management	Complete
39	Shawnigan Lake North Water - Metering (2010-2011)	\$ 400,000	\$ 400,000	\$ -	Water Management	Complete
40	Shawnigan Lake North Water - Well Tie-in (2010-2011)	\$ 67,000	\$ 67,000	\$ -	Water Management	Complete
41	Shawnigan Lake Weir Fish Ladder (2005-2009)	\$ 22,000	\$ 22,003	\$ -	Environmental Initiatives	Complete
42	Shawnigan Water Reservoir Solar Mixer	\$ 37,000	\$ -	\$ 37,000	Water Management	Planned for 2018
43	Shellwood Water System - Upgrades	\$ 260,000	\$ 260,000	\$ -	Water Management	Complete
44	South Sector Liquid Waste Management Plan Amendment	\$ 100,000	\$ 100,000	\$ -	Environmental Initiatives	Complete

45	TC Sewer/CH Sewer Effluent Re-use (2010-2011 Future )	\$	249,171	\$	250,000	\$	-	Water Management	Complete
46	Teir II Flood Infrastructure Funding	\$	324,384	\$	324,384	\$	-	Environmental Initiatives	Complete
47	Woodley Range Water System - Upgrades	\$	260,000	\$	14,947	\$	245,053	Water Management	Planned for 2018
48	Youbou Hall Asbestos Abatement	\$	22,000	\$	20,033	\$	-	Facilities and Transit	Complete
49	Youbou Water (2010-2011 Future Considerations)	\$	134,000	\$	134,000	\$	-	Water Management	Complete
<b>TOTAL</b>		\$	<b>6,604,904</b>	\$	<b>5,729,325</b>	\$	<b>718,977</b>		

<b>Completed Projects</b>	\$	<b>5,729,325</b>
<b>In Progress Projects</b>	\$	<b>718,977</b>
<b>TOTAL CWF 1.0 FUNDS COMMITTED TO APPROVED PROJECTS</b>	\$	<b>6,448,302</b>
<b>Total Funds Received (2005-2013)</b>	\$	<b>6,249,978</b>
<b>Earned Interest (2005-2016)</b>	\$	<b>211,199</b>
<b>TOTAL CWF 1.0 FUNDS RECEIVED</b>	\$	<b>6,461,177</b>
<b>CWF 1.0 UNALLOCATED FUNDING REMAINING</b>	\$	<b>12,875</b>

Row Labels	Sum of CWF Approved	% of Total
Community	\$ 275,000	4%
Energy Management	\$ 76,000	1%
Environmental Initiatives	\$ 446,384	7%
Facilities and Transit	\$ 405,000	6%
Public Safety	\$ 417,971	6%
Water Management	\$ 4,984,549	75%
<b>Grand Total</b>	<b>\$ 6,604,904</b>	<b>100%</b>

No.	Project	CWF Spent or in 2018			Project Lead	Electoral Area	Notes
		CWF Approved	Budget	CWF Remaining			
1	Arbutus Mountain Waste Water Treatment Plant Inlet Primary Screen	\$ 50,000	\$ -	\$ 50,000	Water Management	B	Planned for 2018
2	Arbutus Mountain Estates - LED Ornamental Street Lighting Upgrade	\$ 11,381	\$ 4,515	\$ 6,866	Water Management	B	Complete 2017 - Return \$6,866 to EA
3	Arbutus Park Upgrade	\$ 145,000	\$ -	\$ 145,000	Parks and Trails	I	Planned for 2018
4	Arbutus Ridge Sewer Disposal Field Replacement	\$ 175,000	\$ 163,798	\$ 11,202	Water Management	C	Planned for 2018
5	Asset Management Program Phase 1	\$ 150,000	\$ 80,356	\$ 69,644	Asset Management	Regional	Ongoing 2018-2019
6	Asset Management Program Phase 1 (Top Up)	\$ 20,000	\$ -	\$ 20,000	Asset Management	Regional	Ongoing 2018-2019
7	Bright Angel Park - Suspension Bridge	\$ 45,000	\$ 45,000	\$ -	Parks and Trails	A,B,C,D,E	Planned for 2018
8	Brulette Place Sewer System	\$ 220,000	\$ 97,218	\$ 122,782	Water Management	A	Planned for 2018-2020 - Return \$86,800 to EA
9	Burnum Water System Upgrades	\$ 100,000	\$ 74,000	\$ 26,000	Water Management	B	Planned for 2018
10	Cobble Hill Commons Landscaping	\$ 130,000	\$ 117,836	\$ 12,164	Parks and Trails	C	Planned for 2018
11	Cobble Hill Hall Project - Geothermal Loop Phase 1	\$ 75,000	\$ 75,000	\$ -	Community	C	Complete in 2017
12	Cobble Hill Hall Project - Geothermal Loop Phase 2	\$ 10,000	\$ 8,269	\$ 1,731	Community	C	Planned for 2018
13	Cobble Hill Hall Upgrade	\$ 100,000	\$ 94,622	\$ 5,378	Community	C	Complete - Return \$5,378 to EA
14	Cobble Hill Integrated Sewer System	\$ 151,334	\$ 50,000	\$ 101,334	Water Management	C	Planned for 2018
15	Cobble Hill Village & Twin Cedars - LED Ornamental Street Lighting Upgrade	\$ 18,036	\$ 18,036	\$ -	Water Management	C	Complete in 2018
16	Community Roadside Pathway - Cowichan Station to TCH	\$ 100,000	\$ -	\$ 100,000	Parks and Trails	E	Planned for 2018
17	Community Roadside Pathway - Cowichan Station to TCH (Top Up)	\$ 55,608	\$ -	\$ 55,608	Parks and Trails	E	Planned for 2018
18	Cowichan Bay Boat Launch Upgrades (Hecate Park)	canceled	canceled	canceled	Parks and Trails	A,B,C,D	n/a
19	Cowichan Bay Design Charrette	\$ 38,347	\$ -	\$ 38,347	Land Use Services	D	Planned for 2018
20	Cowichan River Flood Works Project	\$ 653,136	\$ 653,136	\$ -	Environmental Initiatives	D,E	Complete in 2016
21	Cowichan Valley Trail – Shawnigan Lake Connection	\$ 300,000	\$ -	\$ 300,000	Parks and Trails	Regional	Complete in 2017
22	Cowichan Valley Trail – Stocking Creek Park to Old Lake Cowichan Road	\$ 225,000	\$ -	\$ 225,000	Parks and Trails	Regional	Planned for 2018
23	Cowichan Valley Trail – Stocking Creek Park to Old Lake Cowichan Road (Top Up)	\$ 16,768	\$ -	\$ 16,768	Parks and Trails	Regional	Planned for 2018
24	Dogwood Ridge Water System – Fire Pump Upgrades	\$ 80,000	\$ 61,278	\$ 18,722	Water Management	E	Complete - \$18,722 returned to EA
25	Elsie Miles Floor Replacement (Asbestos removal)	\$ 50,000	\$ -	\$ 50,000	Facilities & Transit	B	Planned for 2018
26	Elsie Miles Park Upgrade Project - Phase 1	\$ 300,000	\$ 150,000	\$ 150,000	Parks and Trails	B	Planned for 2018
27	Evergreen School Timber Framed Pavilion	\$ 50,000	\$ -	\$ 50,000	Parks and Trails	C	Planned for 2018
28	Fire Protection Water Resource Study for Disaster Mitigation	\$ 30,000	\$ -	\$ 30,000	Public Safety	Regional	unknown
29	Former Mt. Brenton School Condition Assessment	\$ 25,000	\$ 16,900	\$ 8,100	Parks and Trails	G	Complete in 2017
30	Former Mt. Brenton School Roof & Heating Upgrades	\$ 130,000	\$ -	\$ 130,000	Parks and Trails	G	Planned for 2018
31	GIS Enhancement for Disaster Mitigation	\$ 30,000	\$ -	\$ 30,000	Public Safety	Regional	unknown
32	Honeymoon Bay Water System – Well Development and Protection Plan	\$ 123,525	\$ 93,796	\$ 29,729	Water Management	F	Planned for 2018
33	Ida Road Trail Connection	\$ 15,000	\$ 15,000	\$ -	Parks and Trails	B	Complete in 2017
34	Koksilah Watershed Ecosystem-based Analysis	\$ 25,000	\$ -	\$ 25,000	Community	B,E	Planned for 2018
35	KPRC Building Envelope Repairs	\$ 175,000	\$ 175,000	\$ -	Facilities & Transit	A,B,C,D	Complete in 2017
36	KPRC HVAC System Upgrades	\$ 105,000	\$ 105,000	\$ -	Facilities & Transit	A,B,C,D	Planned for 2018
37	KPRC Outdoor Fitness Park	\$ 30,000	\$ -	\$ 30,000	Facilities & Transit	A,B,C,D	Planned for 2018
38	KPRC Parking Lot Replacement (study)	\$ 16,000	\$ 16,000	\$ -	Facilities & Transit	A,B,C,D	Complete in 2017
39	Lambourn Water System	\$ 300,955	\$ 67,475	\$ 233,480	Water Management	D	Planned for 2018
40	Malahat Fire Hall - Condition/ Hazmat/ Seismic Assessments	\$ 3,000	\$ 3,000	\$ -	Public Safety	A	Complete in 2017
41	Malahat Fire Hall - Emergency Power Generator	\$ 15,000	\$ -	\$ 15,000	Public Safety	A	Planned for 2018
42	Mesachie Lake Sewer Upgrades	\$ 200,000	\$ -	\$ 200,000	Water Management	F	Planned for 2018-2020

43	Mill Bay Village Community Development Plan	\$ 150,000	\$ -	\$ 150,000	Land Use Services	A	unknown
44	Mill Bay Village Community Development Plan - Phase 2 Implementation	\$ 165,216	\$ -	\$ 165,216	Land Use Services	A	unknown
45	North Oyster Fire Department - Water Source Development	\$ 50,000	\$ -	\$ 50,000	Public Safety	H	Planned for 2018
46	North Oyster Fire Hall Building Upgrade (Top Up)	\$ 77,500	\$ -	\$ 77,500	Public Safety	H	Planned for 2018-2019
47	Parkinson/Cliffco Community Trail	canceled	canceled	canceled	Parks and Trails	G	n/a
48	Pedestrian Safety Improvements - Shawnigan Beach Estates to Masons Beach	canceled	canceled	canceled	Community	B	n/a
49	Sahtlam Water Source Development for Fire Protection	\$ 15,000	\$ -	\$ 15,000	Public Safety	E	Planned for 2018
50	Saltair Water System Upgrades (Old Victoria Rd.) Phase 1	\$ 258,364	\$ 258,364	\$ -	Water Management	G	Planned for 2018
51	Shawnigan Beach Estates - Infiltration and Inflow (I& I) Remediation	\$ 150,000	\$ 100,000	\$ 50,000	Water Management	B	Planned for 2018
52	Shawnigan Lake Village Community Rail Trail Walk	\$ 225,000	\$ -	\$ 225,000	Parks and Trails	B	Planned for 2018
53	Shawnigan Lake North Water - Capital Upgrade Pipe Replacement	\$ 54,000	\$ 54,000	\$ -	Water Management	B	Complete in 2013
54	Shell Beach Water System	\$ 230,000	\$ -	\$ 230,000	Water Management	H	Not a CVRD System yet
55	Shellwood Water System Upgrades	\$ 100,000	\$ 100,000	\$ -	Water Management	H	Complete in 2016
56	SLCC Energy Upgrades	\$ 25,000	\$ 19,804	\$ 5,196	Facilities & Transit	B	Complete in 2016 - Return \$5,196 to EA
57	SLCC Flooring Replacement	\$ 25,000	\$ -	\$ 25,000	Facilities & Transit	B	Planned for 2018
58	SLCC Parking Lot Updates (Study)	\$ 175,000	\$ -	\$ 175,000	Facilities & Transit	B	Planned for 2018 or 2019
59	South Sector Liquid Waste Management Plan Update	\$ 100,000	\$ 100,000	\$ -	Environmental Initiatives	A,B,C	Planned for 2018 - Project is ongoing
60	Thetis Island recycling depot baler & glass crusher	\$ 25,000	\$ 10,041	\$ 14,959	Community	G	unknown
61	Twin Cedars Sewer System (Purple Pipe Parks Project)	\$ 64,200	\$ 30,544	\$ 33,656	Parks and Trails	C	Planned for 2018
62	Wessex Ravine Park Community Pathway Connection	canceled	canceled	canceled	Parks and Trails	D	n/a
63	West Mill Bay Community Sewer System	\$ 200,000	\$ -	\$ 200,000	Water Management	A	Planned for 2018-2020
64	Youbou Water System Well Development & Protection Plan	\$ 70,000	\$ -	\$ 70,000	Water Management	I	Planned for 2018
<b>TOTAL</b>		<b>\$ 6,652,375</b>	<b>\$ 2,857,987</b>	<b>\$ 3,794,383</b>			

<b>Completed Projects</b>	<b>\$ 2,857,987</b>
<b>In Progress Projects</b>	<b>\$ 3,794,383</b>
<b>TOTAL CWF 2.0 FUNDS APPROVED</b>	<b>\$ 6,652,375</b>
<b>Total Funds Received (2014-2017)</b>	<b>\$ 6,094,416</b>
<b>Expected Funds Received (2018)</b>	<b>\$ 1,623,264</b>
<b>TOTAL CWF 2.0 FUNDS RECEIVED</b>	<b>\$ 7,717,680</b>
<b>CWF 2.0 UNALLOCATED FUNDING REMAINING</b>	<b>\$ 1,065,305</b>
<b>Earned Interest (2014-2017)</b>	<b>\$ 135,873</b>

Row Labels	Sum of CWF Approved	% of Total
Asset Management	\$ 170,000	3%
Community	\$ 235,000	4%
Environmental Initiatives	\$ 753,136	11%
Facilities & Transit	\$ 901,000	14%
Land Use Services	\$ 354,063	5%
Parks and Trails	\$ 1,526,576	23%
Public Safety	\$ 220,500	3%
Water Management	\$ 2,492,595	37%
<b>Grand Total</b>	<b>\$ 6,652,870</b>	<b>100%</b>

Canada may, at its expense, complete a periodic evaluation of the GTF to review the relevance and performance (i.e. effectiveness, efficiency and economy) of the GTF. British Columbia and UBCM will provide Canada with information on program performance and may be asked to participate in the evaluation process. The results of the evaluation will be made publicly available.

### **Schedule E – Communications Protocol**

#### **1. PURPOSE**

1.1 The provisions of this Communications Protocol apply to all communications activities related to any GTF funding which may be delivered by Canada, including allocations, and Eligible Projects funded under this Agreement. Communications activities may include, but are not limited to, public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, awards programs, and multi-media products.

1.2 Through collaboration, the Parties agree to work to ensure clarity and consistency in the communications activities meant for the public.

#### **2. JOINT COMMUNICATIONS APPROACH**

2.1 The Parties agree to work in collaboration to develop a joint communications approach that identifies guiding principles, including those related to the provision of upfront project information, project signage, and planned communications activities throughout the year. This joint communications approach will have the objective of ensuring that communications activities undertaken each calendar year communicate a mix of Eligible Project types from both large and small communities, span the full calendar year and use a wide range of communications mediums.

2.2 The Parties agree that the initial annual joint communications approach will be finalized and approved by the partnership committee within 60 working days following the inaugural meeting of the partnership committee.

2.3 The Parties agree that achievements under the joint communications approach will be reported to the partnership committee once a year, or more frequently as requested by the partnership committee.

2.4 The Parties agree to assess the effectiveness of the joint communications approach on an annual basis and, as required, update and propose modifications to the joint communications approach. Any modifications will be brought to the partnership committee for approval.



### **3. INFORM CANADA ON ALLOCATION AND INTENDED USE OF GTF FUNDING FOR COMMUNICATIONS PLANNING PURPOSES**

3.1 UBCM agrees to provide to Canada upfront information on planned Eligible Projects and Eligible Projects in progress on an annual basis, prior to the construction season. The Parties will agree, in the joint communications approach, on the date this information will be provided. The information will include, at a minimum:

Ultimate Recipient name; Eligible Project name; Eligible Project category, a brief but meaningful Eligible Project description; amount of Funds being used toward the Eligible Project; and anticipated start date.

3.2 The Parties agree that the above information will be delivered to Canada in an electronic format deemed acceptable by Canada. This information will only be used for communications planning purposes and not for program reporting purposes.

3.3 The Parties agree that the joint communications approach will define a mechanism to ensure the most up-to-date Eligible Project information is available to Canada to support media events and announcements for Eligible Projects.

### **4. PROJECT SIGNAGE**

4.1 The Parties and Ultimate Recipients may each have a sign recognizing their contribution to Eligible Projects.

4.2 At Canada's request, Ultimate Recipients will install a federal sign to recognize federal funding at Eligible Project site(s). Federal sign design, content, and installation guidelines will be provided by Canada and included in the joint communications approach.

4.3 Where British Columbia, UBCM or an Ultimate Recipient decides to install a permanent plaque or other suitable marker with respect to an Eligible Project, it must recognize the federal contribution to the Eligible Project(s) and be approved by Canada.

4.4 The Ultimate Recipient is responsible for the production and installation of Eligible Project signage, or as otherwise agreed upon.

4.5 British Columbia or UBCM agree to inform Canada of signage installations on a basis mutually agreed upon in the joint communications approach.

### **5. MEDIA EVENTS AND ANNOUNCEMENTS FOR ELIGIBLE PROJECTS**

5.1 The Parties agree to have regular announcements of Eligible Projects that are benefiting from GTF funding that may be provided by Canada. Key milestones may be marked by public events, news releases and/or other mechanisms.

5.2 Media events include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.

5.3 A Party or an Ultimate Recipient may request a media event.

5.4 Media events related to Eligible Projects will not occur without the prior knowledge and agreement of the Parties and the Ultimate Recipient.

5.5 The Party or Ultimate Recipient requesting a media event will provide at least 15 working days' notice to the other Parties or Ultimate Recipient of their intention to undertake such an event. The event will take place at a mutually agreed date and location. The Parties and the Ultimate Recipient will have the opportunity to participate in such events through a designated representative. The Parties will each designate their own representative.

5.6 The conduct of all joint media events and products will follow the *Table of Precedence for Canada* as outlined at <http://www.pch.gc.ca/pgm/ceem-cced/prtcl/precedence-eng.cfm>.

5.7 All joint communications material related to media events must be approved by Canada and recognize the funding of the Parties.

5.8 All joint communications material must reflect Canada's policy on official languages and the federal identity program.

## 6. PROGRAM COMMUNICATIONS

6.1 The Parties and Ultimate Recipients may include messaging in their own communications products and activities with regard to the GTF.

6.2 The Party or Ultimate Recipient undertaking these activities will provide the opportunity for the other Parties and Ultimate Recipient to participate, where appropriate, and will recognize the funding of all contributors.

6.3 The Parties agree that they will not unreasonably restrict the other Parties or Ultimate Recipient from using, for their own purposes, public communications products related to the GTF prepared by a Party or Ultimate Recipients, or, if web-based, from linking to it.

6.4 Notwithstanding Section 5 (Communications Protocol), Canada retains the right to meet its obligations to communicate information to Canadians about the GTF and the use of funding through communications products and activities.

## 7. OPERATIONAL COMMUNICATIONS

7.1 The Ultimate Recipient is solely responsible for operational communications with respect to Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official language policy.

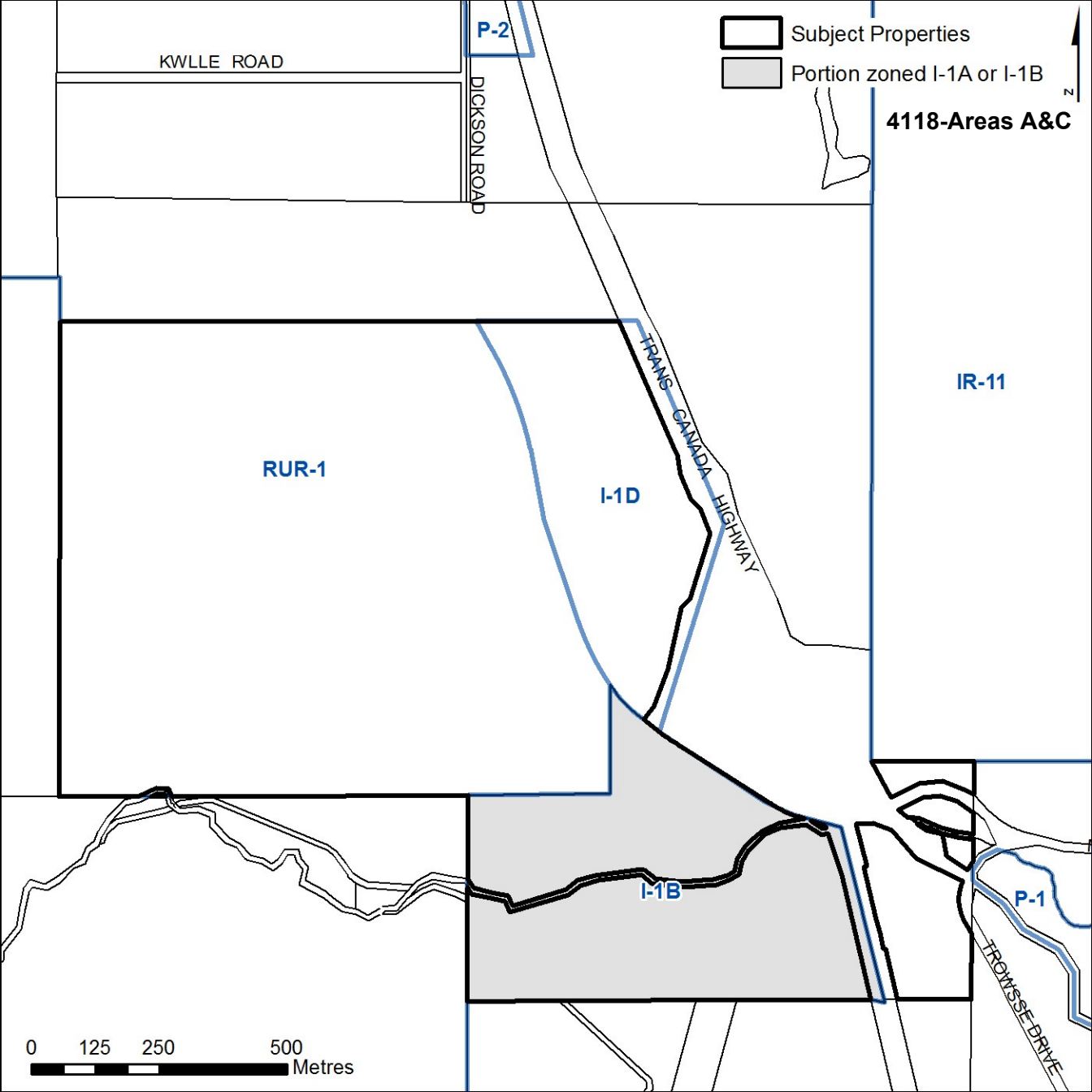
7.2 Canada, British Columbia, UBCM or the Ultimate Recipient will share information promptly with the Parties should significant emerging media or stakeholder issues relating to an Eligible Project arise. The Parties will advise Ultimate Recipients, when appropriate, about media inquiries received concerning an Eligible Project.

## **8. COMMUNICATING SUCCESS STORIES**

British Columbia and UBCM agree to facilitate communications between Canada and Ultimate Recipients for the purposes of collaborating on communications activities and products including but not limited to Eligible Project success stories, Eligible Project vignettes, and Eligible Project start-to-finish features.

## **9. ADVERTISING CAMPAIGNS**

Recognizing that advertising can be an effective means of communicating with the public, a Party or an Ultimate Recipient may, at their own cost, organize an advertising or public information campaign related to the GTF or Eligible Projects. However, such a campaign must respect the provisions of this Agreement. In the event of such a campaign, the sponsoring Party or Ultimate Recipient agrees to inform the other Parties of its intention, and to inform them no less than 21 working days prior to the campaign launch.



KWLLE ROAD

P-2

DICKSON ROAD

Subject Properties

Portion zoned I-1A or I-1B

4118-Areas A&C

IR-11

RUR-1

I-1D


TRANS-CANADA HIGHWAY


I-1B

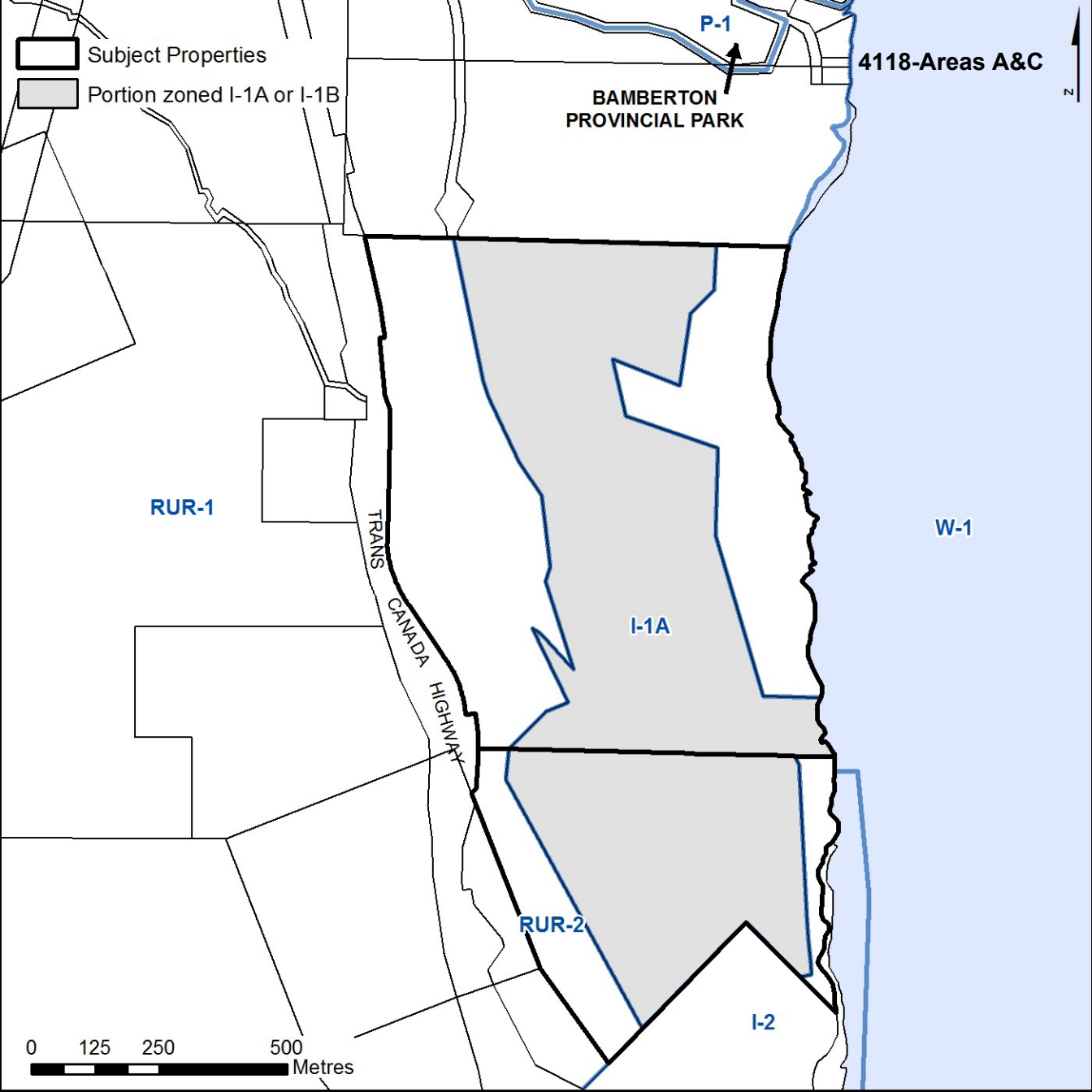
P-1

TROWSE DRIVE

0 125 250 500 Metres

 Subject Properties

 Portion zoned I-1A or I-1B



BAMBERTON  
PROVINCIAL PARK

4118-Areas A&C

RUR-1

TRANS  
CANADA  
HIGHWAY

I-1A

W-1

RUR-2

I-2

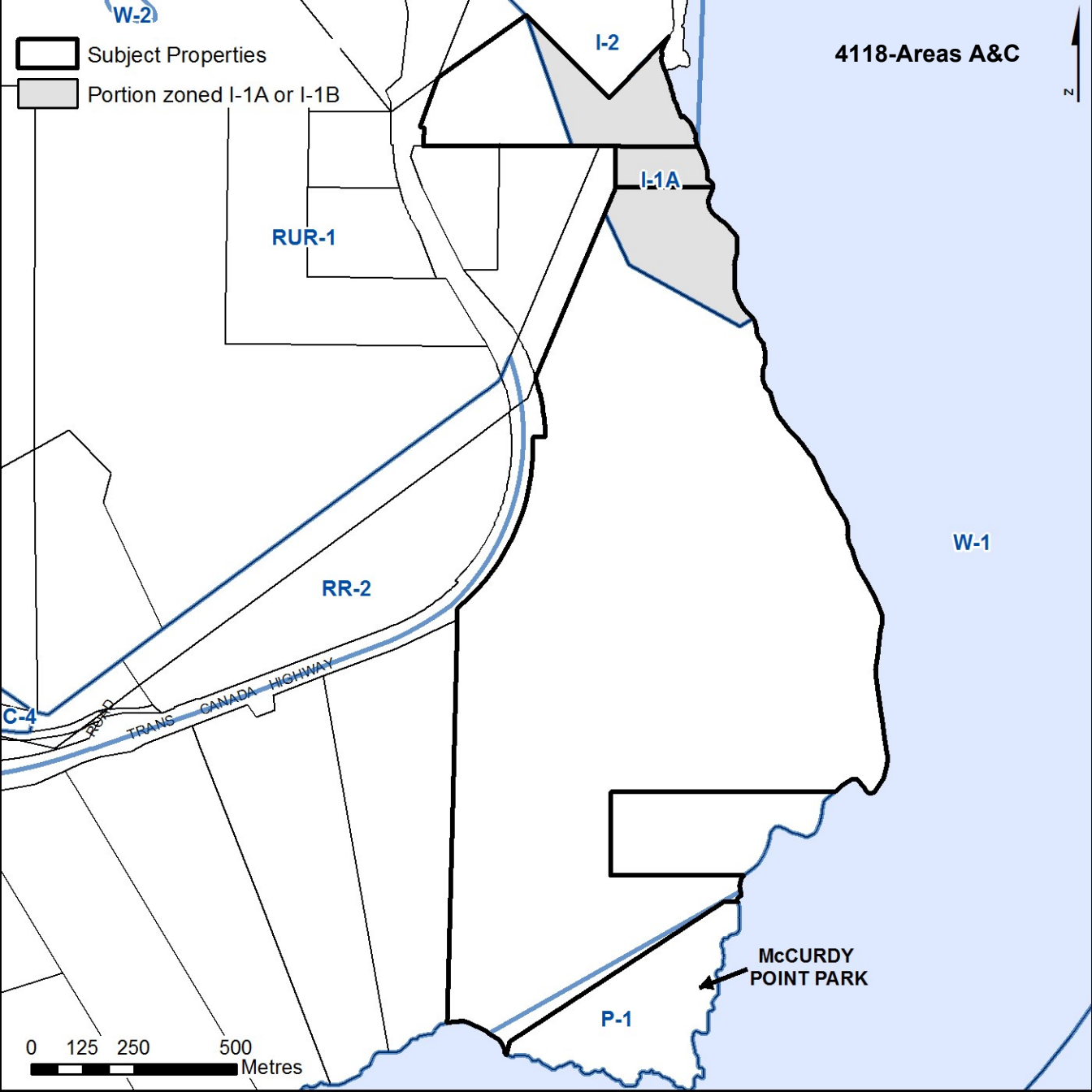
P-1

0 125 250 500  
Metres

N



4118-Areas A&C

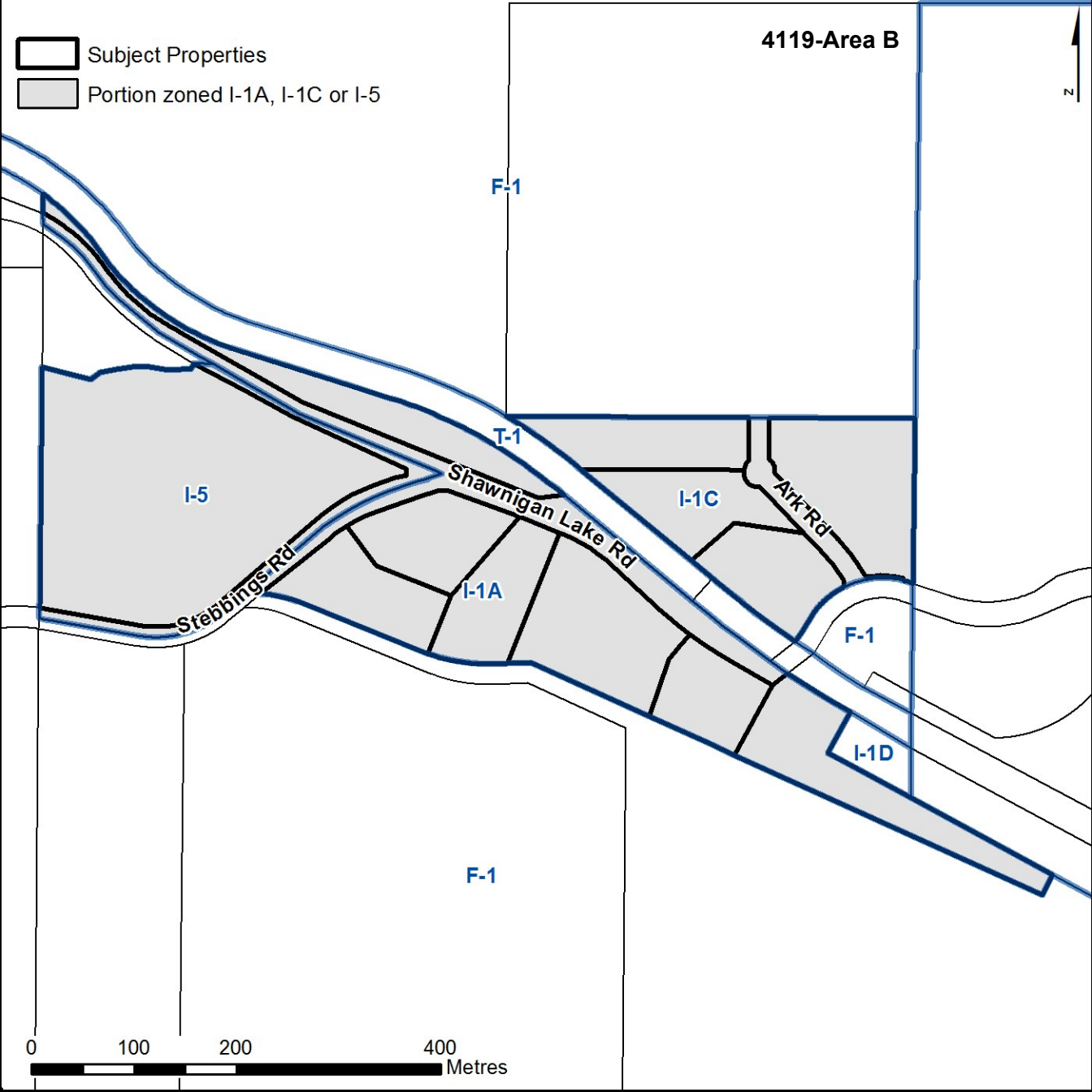
- Subject Properties
- Portion zoned I-1A or I-1B





4119-Area B



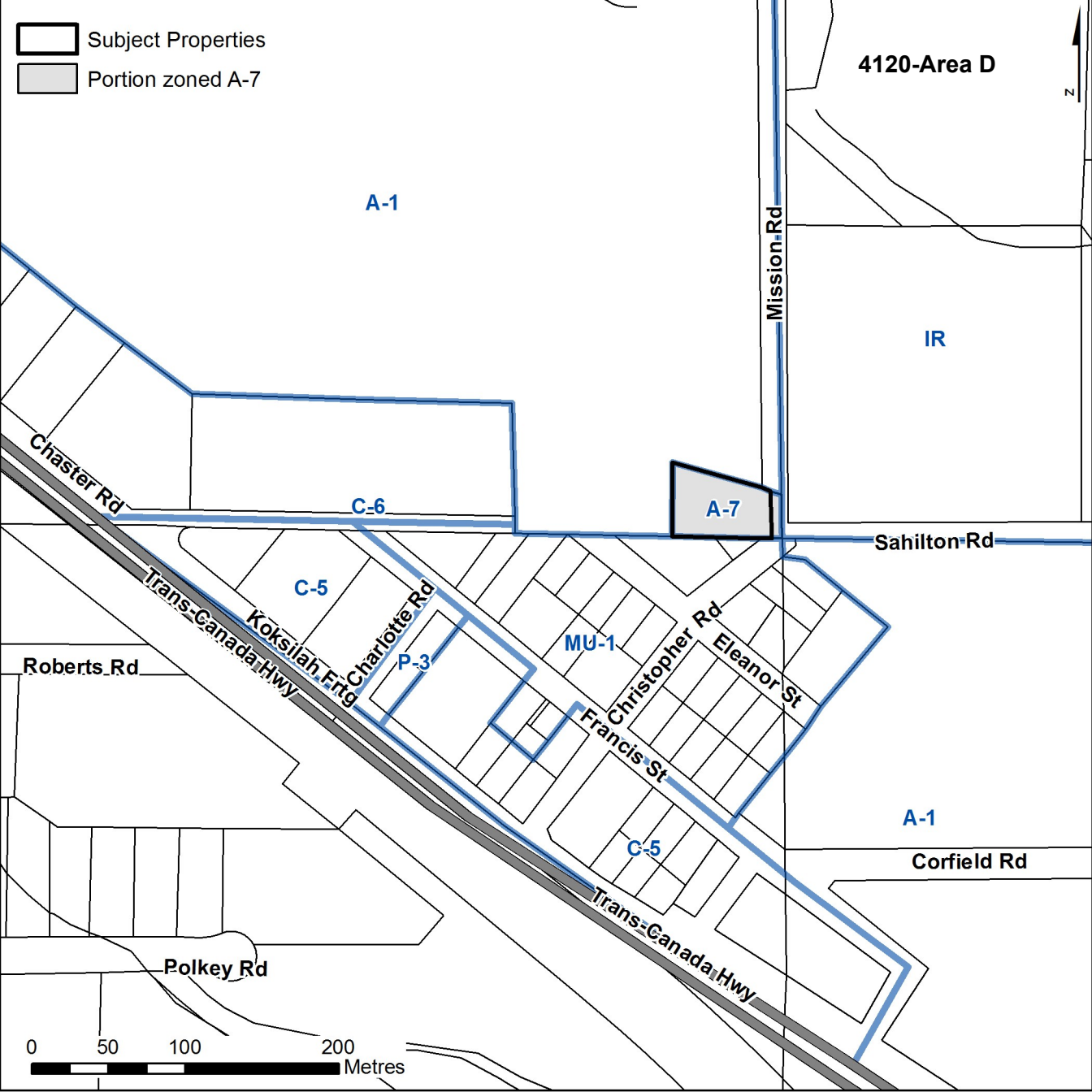
-  Subject Properties
-  Portion zoned I-1A, I-1C or I-5



0 100 200 400 Metres

-  Subject Properties
-  Portion zoned A-7

4120-Area D



A-1

IR

Chaster Rd

C-6

A-7

Sahilton Rd

C-5

MU-1

Roberts Rd

Trans-Canada Hwy

Koksilah Frt Charlotte Rd

P-3

Francis St

Christopher Rd

Eleanor St

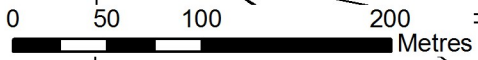
A-1

Corfield Rd



Polkey Rd

Trans-Canada Hwy

C-5





-  Subject Properties
-  Portion zoned A-7

4120-Area D



Kelly Rd

Ryan Rd

Cowichan Bay Rd

IR

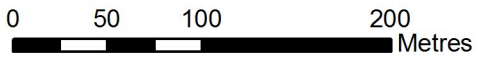
A-7

Trans-Canada Hwy

Trans-Canada Hwy

A-1

A-4



Subject Properties  
Portion zoned A-7

4120 - Area D

A-4



Mattin Rd

RR-2

Elison Rd

Golfers Dr

A-7

A-1

Staghorn Rd

Trans-Canada Hwy

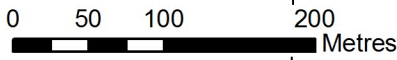
C-3



Whippletree Frtg

Trans-Canada Hwy

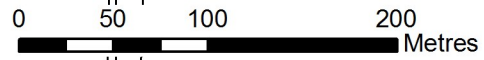
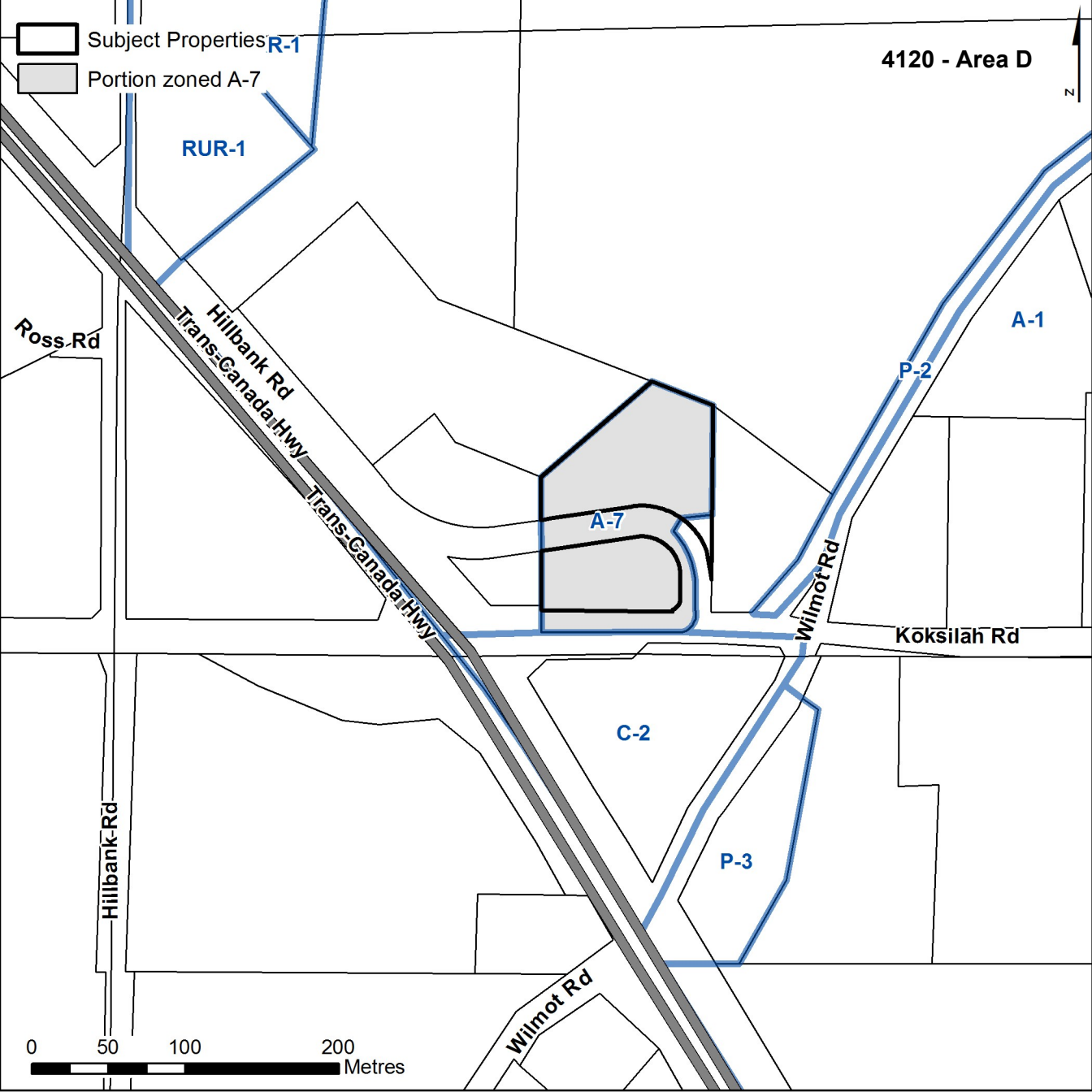
A-7



Berch Rd



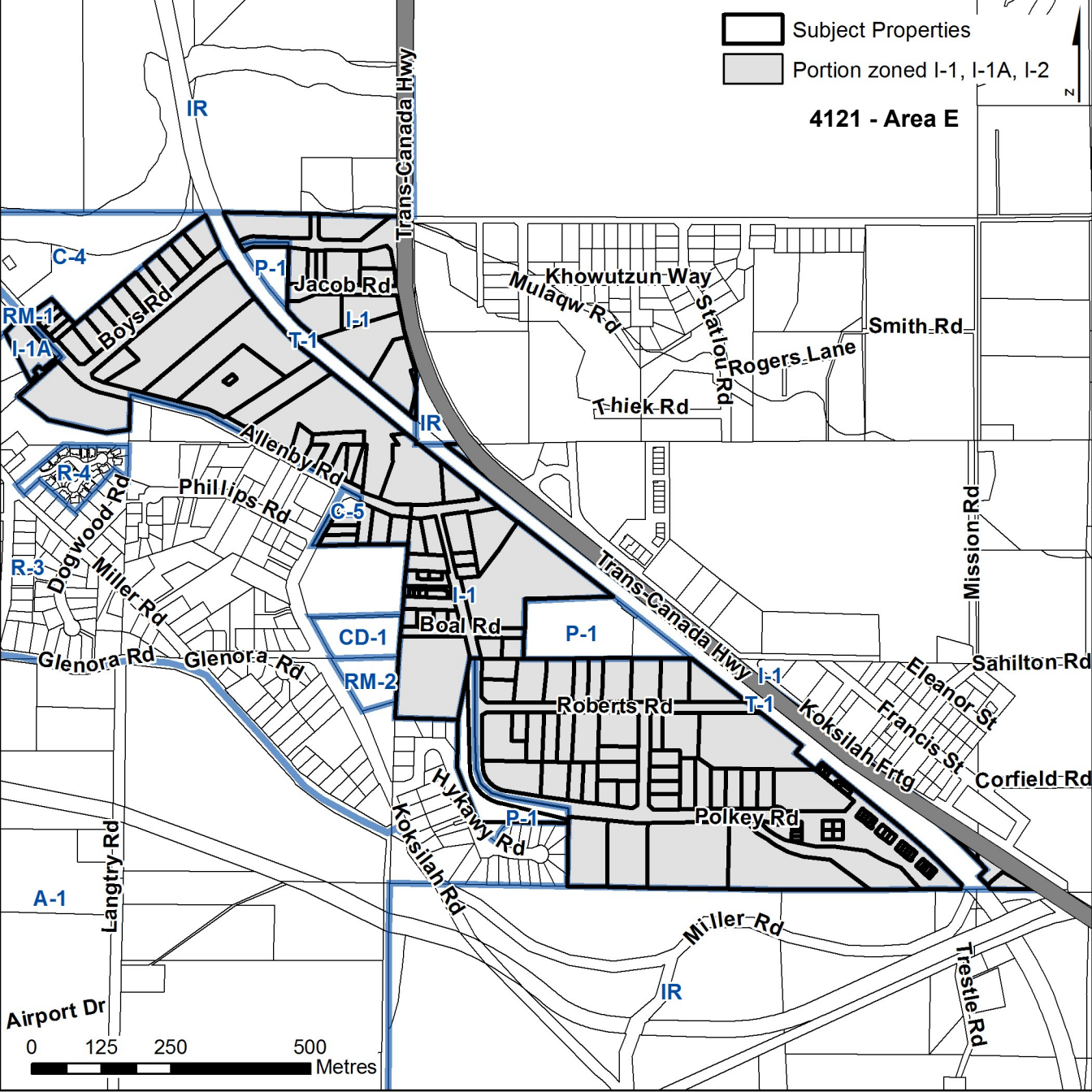
-  Subject Properties
-  Portion zoned A-7

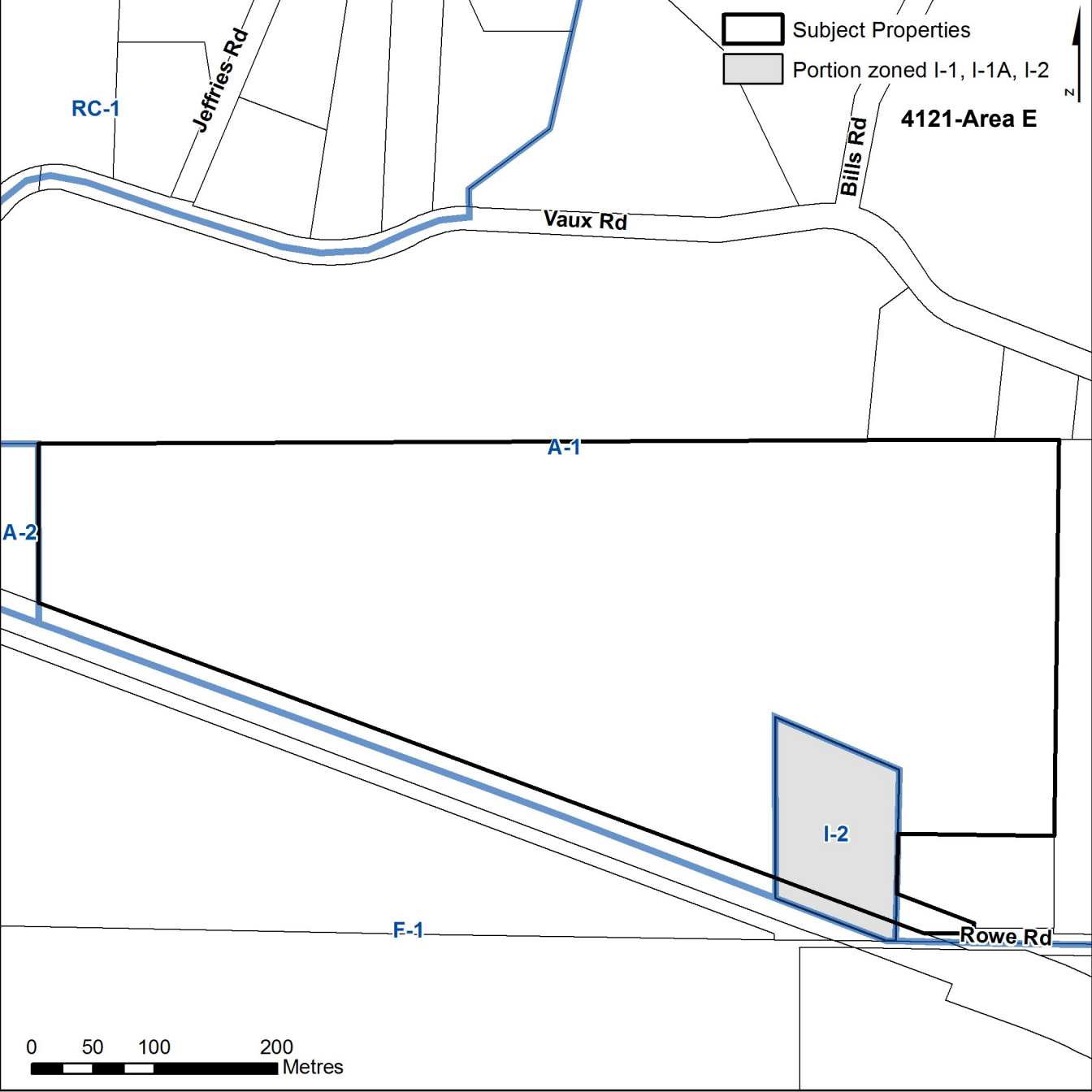
4120 - Area D





-  Subject Properties
-  Portion zoned I-1, I-1A, I-2

4121 - Area E





-  Subject Properties
-  Portion zoned I-1, I-1A, I-2

RC-1

Jeffries Rd

Vaux Rd

Bills Rd

4121-Area E

A-1



A-2

I-2

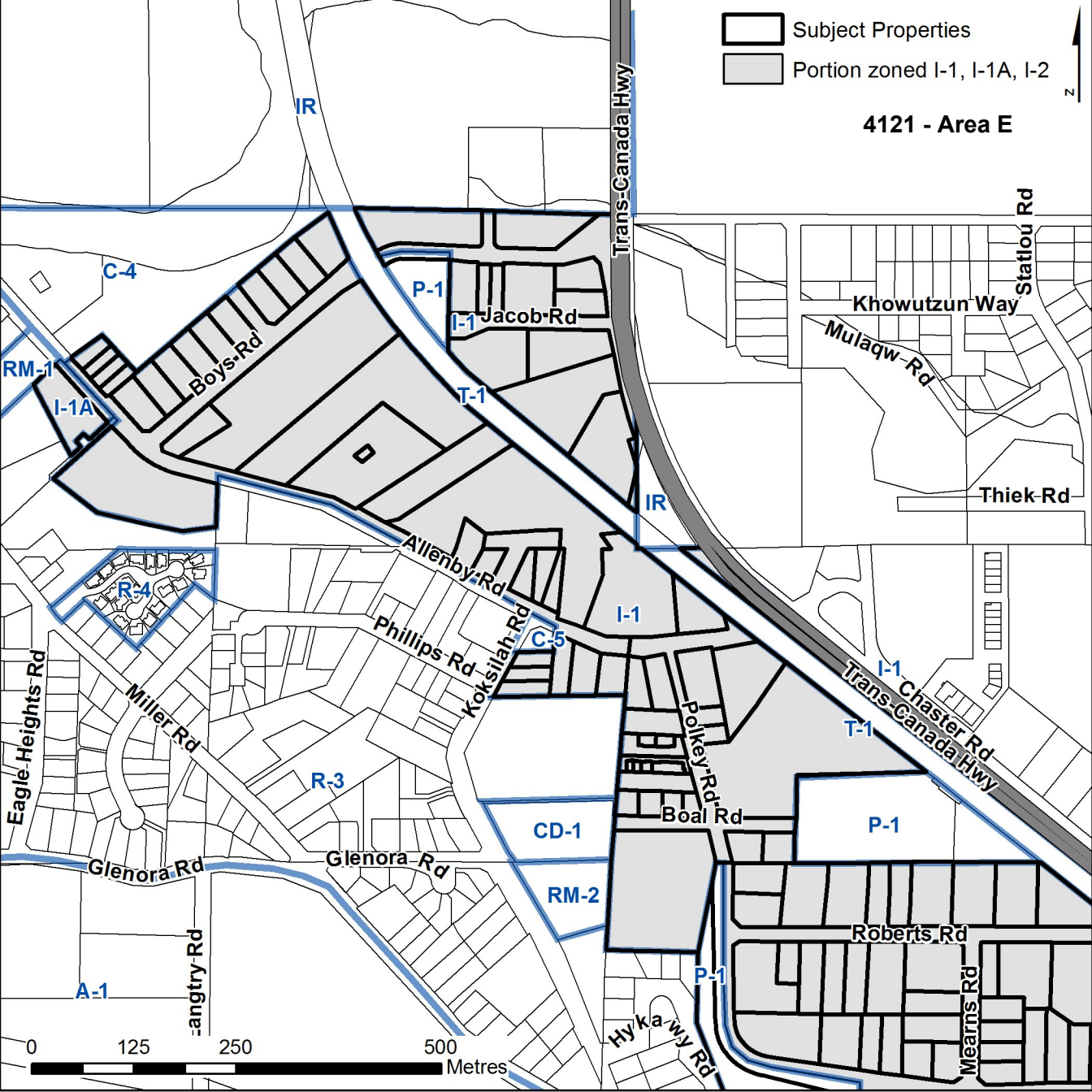
F-1

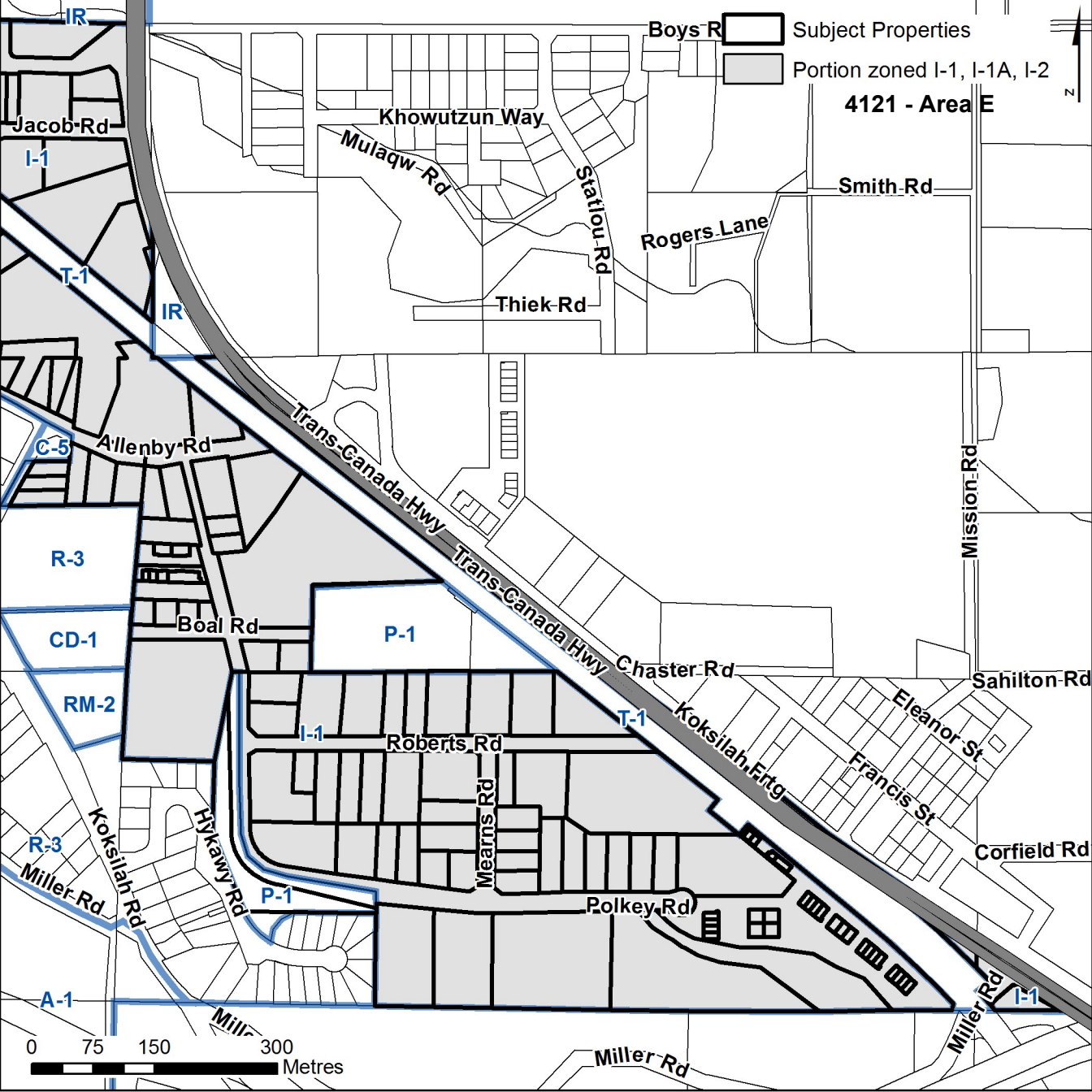
Rowe Rd





-  Subject Properties
-  Portion zoned I-1, I-1A, I-2

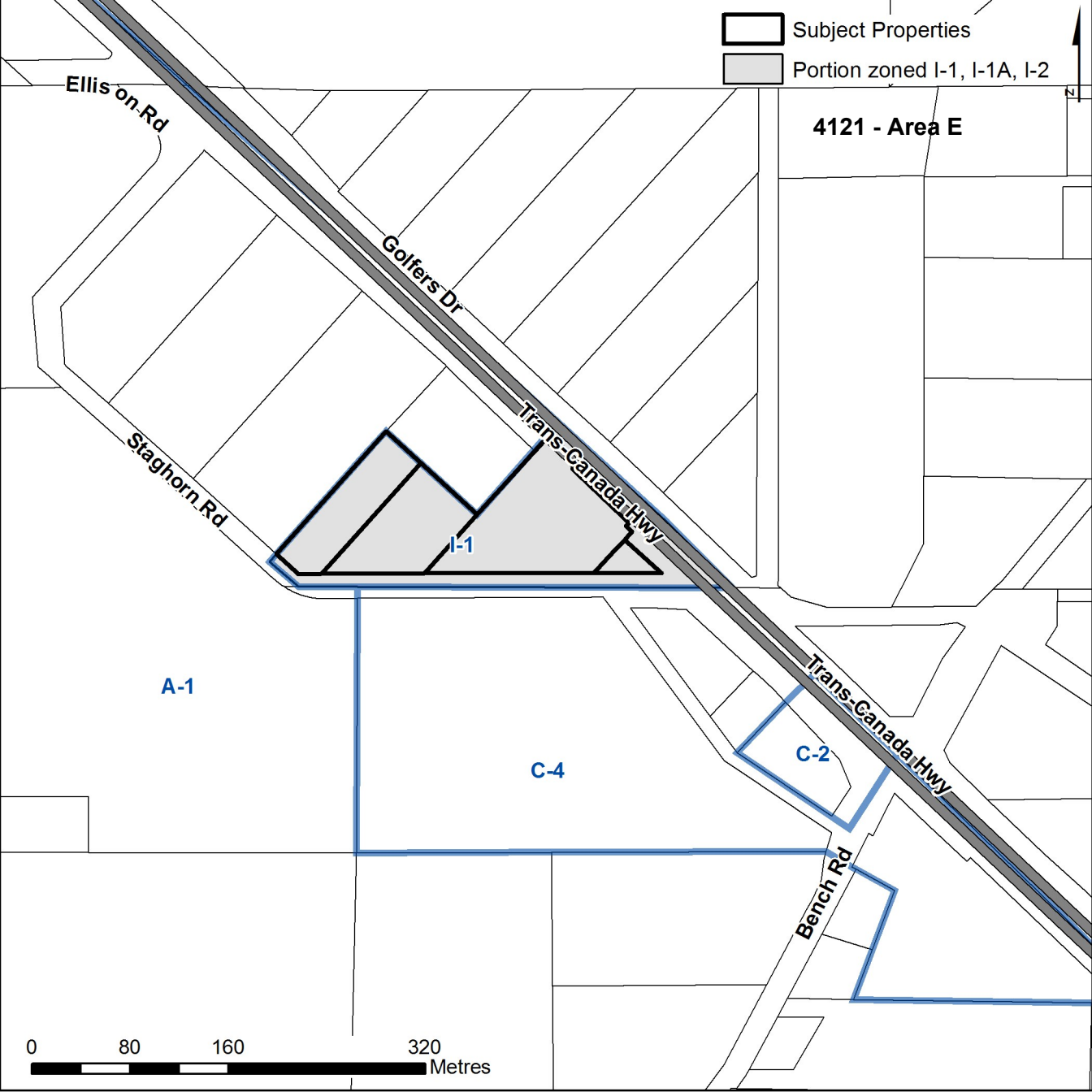
4121 - Area E





-  Subject Properties
-  Portion zoned I-1, I-1A, I-2

4121 - Area E



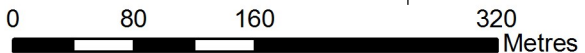
A-1

I-1

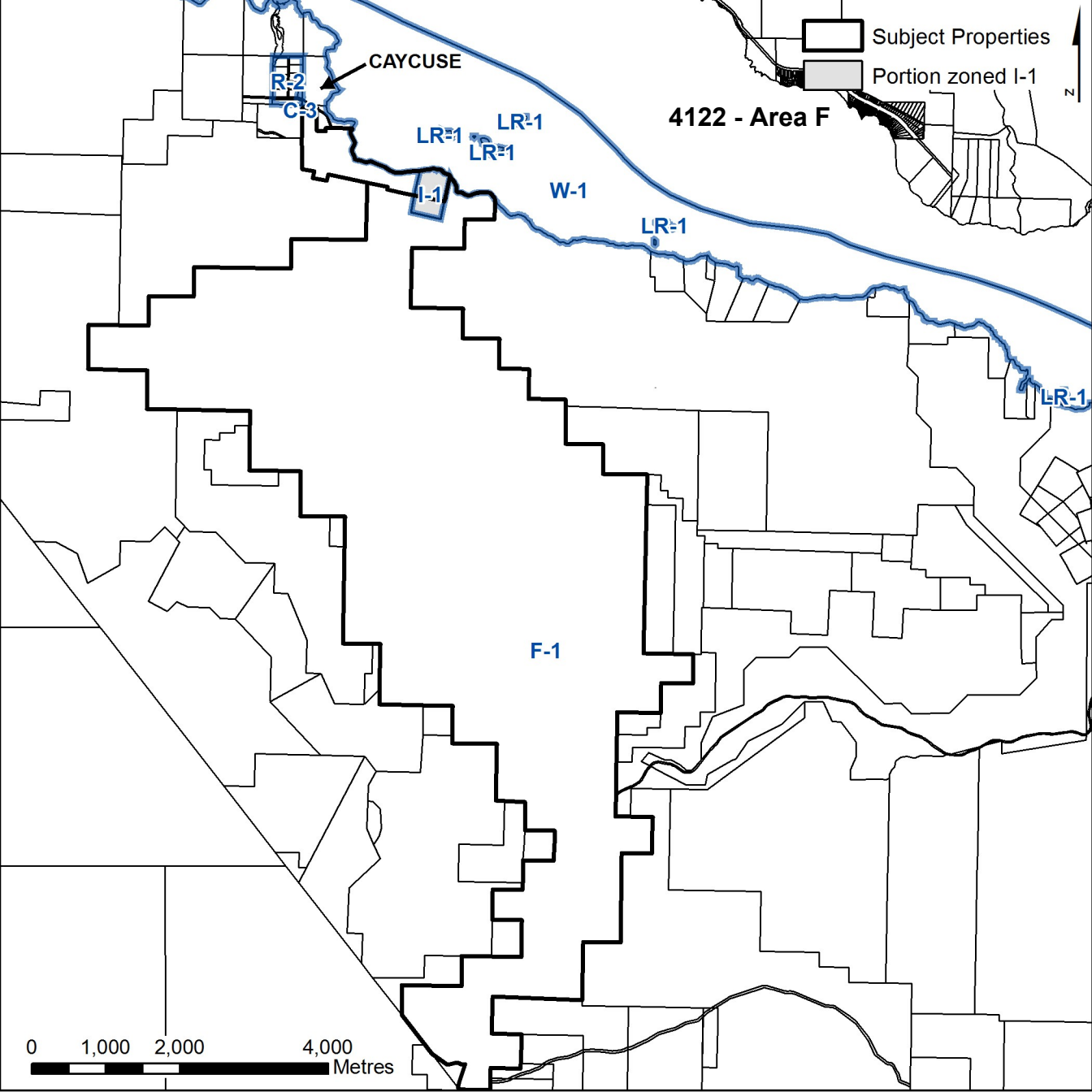
C-4

C-2

Bench Rd







Subject Properties

Portion zoned I-1

CAYUSE

4122 - Area F

R-2

C-3

LR-1

LR-1

LR-1

I-1

W-1

LR-1

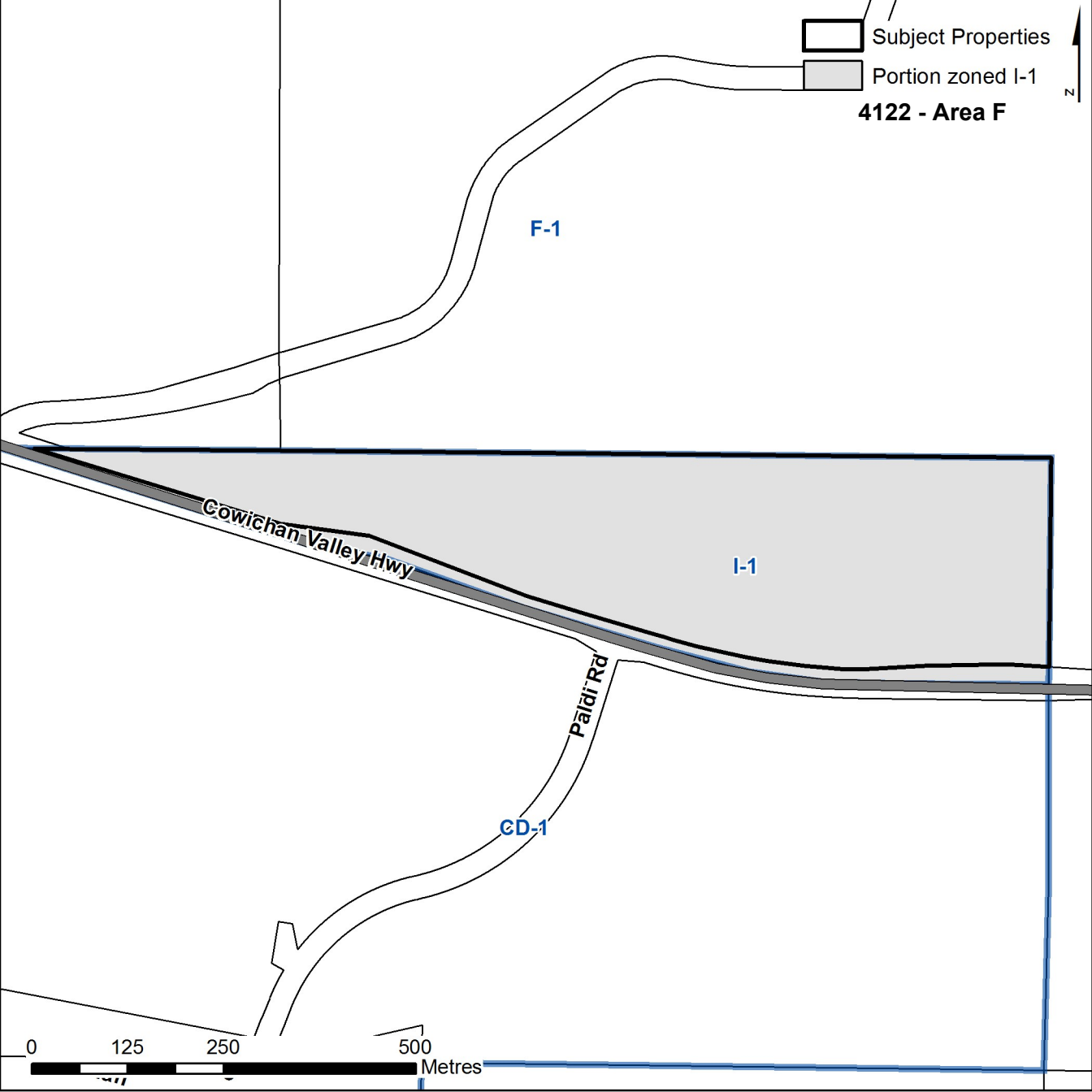
LR-1



F-1

0 1,000 2,000 4,000 Metres



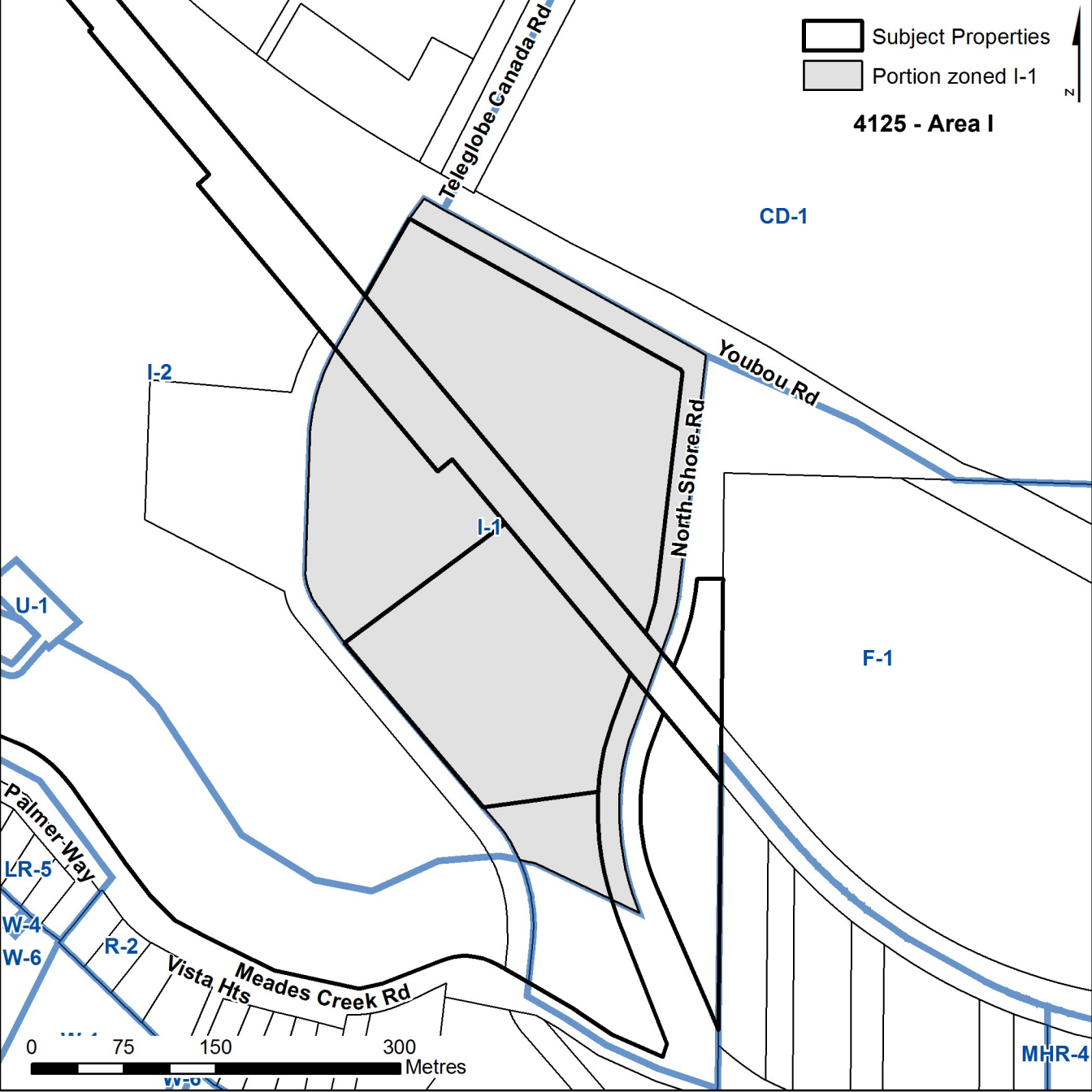
Subject Properties  
Portion zoned I-1  
**4122 - Area F**



-  Subject Properties
-  Portion zoned I-1



### 4125 - Area I





## **DIRECTORS REPORT**

**DATE OF MEMORANDUM:** April 11, 2018

**To:** Electoral Area Services Committee  
of April 18, 2018

**FROM:** Sierra Acton, Director, Electoral Area B, Shawnigan Lake

**SUBJECT:** Unightly Premises in Electoral Area B – Shawnigan Lake

---

For discussion and proposed next steps:

Electoral Area B – Shawnigan Lake is seeing an increase in complaints on unsightly premises and I would assume all areas are and there seems to be some gaps in the ability to deal with these. I would like to have a discussion on what can be done to enforce, regulate and deter this behaviour. We currently, as a region, spend the following:

- #121 - Economic Cowichan - \$581,135
- #123 – Tourism - \$135,000
- #279 – Regional Parks & Trails - \$799,720
- #280 – Regional Parks - \$3,324,046
- #232 – Just Area B Parks - \$1,157,177

These unsightly premises are not helping as they are usually in the corridor that acts as a gateway to the community.

As Director I am looking for help from the CVRD to help address and eliminate these land uses that are hurting our communities.