

**DATE:** March 2, 2018

**FILE:** 5340-03

**TO:** Chair and Directors  
Electoral Areas Services Committee

Supported by Russell Dyson  
Chief Administrative Officer

**FROM:** Russell Dyson  
Chief Administrative Officer

*R. Dyson*

**RE: King Coho Wastewater Service – Fees and Charges Bylaw**

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### **Purpose**

To request approval of the proposed fees and charges bylaw for the King Coho Wastewater Service.

### **Recommendation from the Chief Administrative Officer:**

THAT proposed Bylaw No. 518 being “King Coho Fees and Charges Bylaw No. 518, 2018”, attached as Appendix A in the staff report dated March 2, 2018, be brought forward for the Comox Valley Regional District Board consideration upon acceptance of a utility transfer agreement.

### **Executive Summary**

- The King Coho wastewater treatment plant is a domestic sewage treatment facility servicing three freehold strata corporations with a combined total of 37 strata lots.
- In November 2017, King Coho strata lot owners successfully petitioned the Comox Valley Regional District (CVRD) Board to create a new wastewater service to provide sewage conveyance, treatment and disposal to the King Coho strata development.
- The King Coho Wastewater Service Establishment Bylaw No. 495, 2017 received three readings at the November 28, 2017 CVRD Board meeting and was subsequently forwarded to the provincial Inspector of Municipalities (Inspector) for review.
- Approval from the Inspector was received December 29, 2017, and Bylaw No. 495 was adopted by the CVRD Board on January 23, 2018.
- CVRD staff are currently working to finalize the required utility transfer agreements for the wastewater treatment system. Upon budget approval and finalization of required transfer agreements, ownership, operations, and management of the system will be transferred to the CVRD.
- The 2018-2022 proposed financial plan for the King Coho Wastewater Service includes revenue requirements of \$49,364 in 2018 equating to \$1,334 per strata lot. Estimated operating expenditures included in the financial plan were based on a full year (12 months) of operations.
- 2018 user fees will be collected through an annual utility charge with the opportunity to convert this charge to an annual parcel tax starting in 2019.
- The draft King Coho fees and charges bylaw is provided as Appendix A. The monthly charge will be calculated upon finalization of the utility transfer agreement so that fees accurately account for reduced operating expenditures based on the number of months of operations for 2018.

Prepared by:

Concurrence:

***D. Monteith***

***M. Rutten***

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Darry Monteith  
Engineering Analyst

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Marc Rutten P.Eng.  
General Manager of Engineering  
Services

**Stakeholder Distribution (Upon Agenda Publication)**

Strata VIS6599	✓
Strata VIS4843	✓
Strata EPS828	✓

Enclosures: Appendix A – draft Bylaw No. 518 being “King Coho Fees and Charges Bylaw No. 518, 2018”

**COMOX VALLEY REGIONAL DISTRICT**

**BYLAW NO. 518**

**A bylaw to impose fees and charges for the King Coho Wastewater Service**

**WHEREAS** the board adopted Bylaw No. 495 being the “King Coho Wastewater Service Establishment Bylaw No. 495, 2017” on the 23<sup>rd</sup> day of January 2018 to establish a service for the purpose of sewage conveyance, treatment and disposal.

**AND WHEREAS** the *Local Government Act (RSBC, 2015, c. 1)* provides that the board may, by bylaw, impose a fee or charge in respect of all or part of a service;

**NOW THEREFORE** the board of the Comox Valley Regional District in open meeting assembled enacts as follows:

**Definitions**

1. In this bylaw, unless the context otherwise requires, the following definitions shall apply:  
“STRATA LOT” means lots that are specifically shown on a strata plan and subdivided under a section of the Strata Property Act and amendments thereto.

**Fees and Charges**

2. (1) The fees and charges specified in schedule ‘A’ attached hereto are hereby imposed and levied for wastewater services supplied by the regional district.  
(2) Fees and charges shall be billed annually.

**Citation**

3. This Bylaw No. 518 may be cited as the “King Coho Fees and Charges Bylaw, No. 518, 2018”.

<b>Read a first and second time this</b>	<b>day of</b>	<b>20YY.</b>
<b>Read a third time this</b>	<b>day of</b>	<b>20YY.</b>
<b>Adopted this</b>	<b>day of</b>	<b>20YY.</b>

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Legislative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 518 being the “King Coho Fees and Charges Bylaw, No. 518, 2018” as adopted by the board of the Comox Valley Regional District on the \_\_\_\_\_ day of \_\_\_\_\_ 20YY.

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Corporate Legislative Officer

**Schedule 'A' – Bylaw No. 518  
Comox Valley Regional District - King Coho Wastewater Service  
Schedule of Fees and Charges**

**Fees and Charges**

1. Each strata lot within the King Coho Wastewater Service area shall be charged as follows:

	<b>Effective 2018</b>
Monthly charge	<b>\$XX</b>