**A bylaw to amend City of Courtenay Fees and Charges Bylaw No. 1673, 1992**

NOW THEREFORE the Council of the City of Courtenay, in open meeting assembled, enacts as follows:

**Citation**

1. This Bylaw shall be cited as “Fees and Charges Amendment Bylaw No. 3169, 2025 (sewer)”.

**Amendment**

1. “City of Courtenay Fees and Charges Bylaw No. 1673, 1992” be amended as follows:
2. That Schedule of Fees and Charges, Section III, Appendix II “Sanitary Sewer System” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule of Fees and Charges Section III, Appendix II – Sanitary Sewer System

Read a first time this 5th day of February, 2025.

Read a second time this 5th day of February, 2025.

Read a third time this 5th day of February, 2025.

Adopted this 12th day of February, 2025.

Mayor Bob Wells Corporate Officer, Kate O’Connell

**SCHEDULE OF FEES AND CHARGES**

**CITY OF COURTENAY FEES AND CHARGES AMENDMENT**

**BYLAW NO. 3169, 2025**

**SECTION III, APPENDIX II**

**SANITARY SEWER SYSTEM**

**1. CONNECTION FEES**

1. **Connection Fees**

Connection from either side of road to property line

10.16 centimetres (4” inch) $6,000.00

Where a larger connection than the one listed above is required, the connection will be installed at City cost plus 25%.

1. **Abandonment Fee**

Fee for disconnecting an abandoned service connection Actual City

at the sanitary sewer main irrespective of the size of the cost plus 25%,

connection min charge

$2,500.00

1. **Connection Charges for Annexed Areas**

For owners where commitment letters were issued between 1997 and 2006 quoting a sewer connection bylaw fee of $1,500 (plus a capital contribution fee of $5,000), this bylaw fee amount shall be in effect until October 31, 2007, after which the following schedule of connection fees will apply.

|  |  |  |  |
| --- | --- | --- | --- |
| Property Use | **Connection Charge** | | |
| **Capital Contribution** | | Connection Fee |
| **Existing Building** | **New Development** |
| Single Residential Home  OR Duplex | $6,000.00 | $6,000.00 | Either side of road from main - $6,000.00 |
| Multi-residential,  Strata  OR  Apartment  OR  Mobile Homes | $6,000.00 | $6,000.00 for first unit, $3,000.00 per unit for the next five units, $2,500.00 per unit for the next five units, $2,000.00 per unit for the next five units and $1,500.00 per unit for all units thereafter | For a 100 mm diameter connection or the Bylaw rate for larger pipe sizes:  Either side of road from main $6,000.00 |
| Industrial  OR  Commercial  OR  Public Assembly | $10,000.00 | $10,000.00 minimum or the greater amount calculated based on the design sewage flows from the development. | For a 100 mm diameter connection or the Bylaw rate for larger pipe sizes:  Either side of road from main $10,000.00 |

Note: Under the heading of ‘Capital Contribution’ an ‘Existing Building’ is defined as a building that existed or a property that had a building permit application in place on or before April 14, 2004. ‘New Development’ is defined as a property on which a building permit application was made on or after April 15, 2004.

1. **SANITARY SEWER USER RATES – APPLIED ON A PER-UNIT/SPACE BASIS**

* The minimum user rate per year or portion thereof shall be as follows:







1. **UTILITY BILLING ADJUSTMENTS AND COLLECTION**
   1. Where a billing error is suspected by the consumer, notification in writing must be made to the City of Courtenay Finance Department within one year of the original billing date for review and consideration.  Upon investigation, if it is determined by the City that an error occurred and the consumer has been overcharged, an adjustment will be made to the utility bill in question in an amount to be determined by the City.  The City will not provide refunds or adjustments to billing errors made more than two years prior to the date of the notification being received by the City.
   2. The rates and charges, enumerated in this Bylaw, are hereby imposed and levied for sewer utility services supplied or ready to be supplied by the City. All such rates and charges which are imposed for work done or services provided to lands or improvements shall form a charge on those lands which may be recovered from the Owner of the lands in the same manner and by the same means as unpaid taxes.