

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2965, 2019

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

The Council of the Corporation of the City of Courtenay in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as **“City of Courtenay Fees and Charges Amendment Bylaw No. 2965, 2019.”**
2. That “City of Courtenay Fees and Charges Bylaw No. 1673, 1992” be amended as follows:
 - (a) That Schedule of Fees and Charges, Section III, Appendix I, “Waterworks Distribution System”, and Appendix II “Sanitary Sewer System” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw: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 I – Waterworks Distribution System
Schedule of Fees and Charges Section III, Appendix II – Sanitary Sewer System
3. This bylaw shall come into effect upon final adoption hereof.

Read a first time this 4th day of March, 2019

Read a second time this 4th day of March, 2019

Read a third time this 4th day of March, 2019

Finally passed and adopted this 18th day of March, 2019

Mayor

Corporate Officer

**SCHEDULE OF FEES AND CHARGES
CITY OF COURTENAY FEES AND CHARGES
AMENDMENT BYLAW NO. 2965, 2019
SECTION III, APPENDIX I**

WATERWORKS DISTRIBUTION SYSTEM

1. CONNECTION FEES

- (a) Pursuant to Section 3.2 of Water Regulations and Rates Bylaw No. 1700, 1994, and amendments thereto, every applicant shall pay to the City before any work is done on the connection, a connection fee as follows:

Connection Size	Connection Fee
Within the City	
Connection from either side of road to property line	
20 millimetres (3/4 inch)	\$2,500.00
25 millimetres (1 inch)	\$3,500.00
Outside the City	
20 millimetres (3/4 inch)	Actual City cost plus 25%
with a minimum charge of \$3,500.00	
(b) Where a larger connection than those listed above is required, the connection will be installed at City cost plus 25%.	
(c) Water Turn On and Turn Off	
If turn on or turn off is for a purpose other than maintenance or the commissioning of a new service the following fees will apply:	
Inside the City	\$35.00 for each water turn on or turn off
Outside the City	\$55.00 for each water turn on or turn off
(d) Abandonment Fee	
Fee for disconnecting an abandoned service connection at the water main irrespective of the size of the connection	Actual City cost plus 25%, with a minimum charge of \$500.00

2. WATER UTILITY USER RATES

(a) Unmetered Water

The minimum user rate per year or portion thereof for unmetered accounts shall be as follows:

	Bylaw Rates (per annum) Effective Date January 1, 2019
Single Family Dwelling	506.05
Multiple Family Dwelling -per unit	427.45
Commercial	483.60
Outside Commercial Users	873.12
Outside Residential Users	873.12

(b) Metered Water

All metered accounts for the quantity of water used each quarter shall be calculated at the following rates:

	Bylaw Rates Effective Date January 1, 2019
Multi-Family Metered	
0 - 48.0 cubic metres	68.47
48.1 - 566.0 cubic metres	1.66
Greater than 566.0 cubic meters	1.33
Commercial Metered	
0 - 48.0 cubic metres	72.36
48.1 - 566.0 cubic metres	1.66
Greater than 566.0 cubic meters	1.33
Regional Standpipe, Regional Playfields	Bulk Water Rate plus 30%
Outside City - Multi-Family Metered	
0 - 48.0 cubic metres	147.36
48.1 - 566.0 cubic metres	2.16
Greater than 566.0 cubic meters	1.72
Outside users - Commercial Metered	
0 - 48.0 cubic metres	148.11
48.1 - 566.0 cubic metres	2.16
Greater than 566.0 cubic meters	1.72
Regional District bulk	1.09
Sandwich - summer only	506.05

- (c) Where a meter is found not to register, the charge shall be computed on the basis of the amount of water used during the time the meter was working, or from any other information or source which can be obtained, and such amount so composed shall be paid by the consumer.
- (d) Where a commercial or industrial consumer has not been connected to a water meter through non-availability of the water meter or because of special exemption being granted by the City, water charges to the consumer will be computed on the basis of consumption recorded for other similar purposes in the City, or from any other information or source which can be obtained, and such amount so computed shall be paid by the consumer.
- (e) Where it has been determined that a water leak has occurred during the last billing period on the buried portion of the service between the water meter and the point where the service pipe enters the building, a maximum one time rebate of 40% of the metered water utility fee to compensate for the water leak will be made at the discretion of the Finance Officer based on the following:

- i. The leak occurred on the buried water service;
- ii. That a leak of that nature would have caused the volume of excess water usage;
- iii. The leak did not occur as a result of negligence of the owner;
- iv. The owner has provided satisfactory evidence that the leak has been permanently repaired.

WATER METER RENTALS

a) Water meter fee shall be as follows:

Bylaw Rates	
Effective Date	
January 1, 2019	
Monthly Rates	
Up to 3/4"	1.65
1"	4.58
1 1/4" - 1 1/2"	9.13
2"	13.68
3"	22.77
4"	45.06
6"	68.16
8"	90.93
10"	113.70

The above meter fee shall be added to the monthly water rates and will apply both inside and outside the City.

METER READING CHARGE

Each call after the first one of each month if access has not been provided or if readings extra to the quarterly reading are requested

\$35.00 per call

3. SUPPLY OF WATER FROM FIRE HYDRANTS OR OTHER SOURCE

(a) Water may be supplied from a fire hydrant or other for the use of developers during the course of construction of multi-family, industrial, and commercial developments. The charge for such water usage shall be:

For buildings with a gross floor area up to and including 250 square meters	\$250.00
For buildings greater than a gross floor area of 250 square meters	Minimum charge of \$250.00, plus \$0.10 per square meter for floor area in excess of 250 square meters.

- (b) Where water is supplied from a fire hydrant or other non-metered source for other uses, the amount of water supplied will be invoiced in accordance with Section 2 – Water Utility Users Rates – Metered Water.
- (c) Charge to service fire hydrant after use:

\$95.00 and/or any service costs that may arise from servicing a hydrant in respect of its use.

4. UTILITY BILLING ADJUSTMENTS AND COLLECTION

- a) 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.
- b) The rates and charges, enumerated in this Bylaw, are hereby imposed and levied for water supplied or ready to be supplied by the City and for the provision of the service and other water related services. 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.

**SCHEDULE OF FEES AND CHARGES
CITY OF COURTENAY FEES AND CHARGES AMENDMENT
BYLAW NO. 2965, 2019
SECTION III, APPENDIX II
SANITARY SEWER SYSTEM**

1. CONNECTION FEES

(a) Connection Fees

Connection from either side of road to property line

10.16 centimetres (4" inch) \$3,000.00

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

(b) Abandonment Fee

Fee for disconnecting an abandoned service connection at the sanitary sewer main irrespective of the size of the connection	Actual City cost plus 25%, min charge \$500.00
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(c) 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 Family Home OR Duplex	\$5,000.00	\$5,000.00	Either side of road from main - \$3,000.00

Multifamily, Strata OR Apartment OR Mobile Homes	\$5,000.00	\$5,000.00 for first unit, \$2,500.00 per unit for the next five units, \$2,000.00 per unit for the next five units, \$1,500.00 per unit for the next five units and \$1,000.00 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 \$3,000.00
Industrial OR Commercial OR Public Assembly	\$5,000.00	\$5,000.00 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 \$3,000.00

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.

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

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

		Bylaw Rates (per annum) Effective Date January 1, 2019
Part 1 - Residential Users		
1	Single Family Dwelling	344.71
2	Multiple Family Dwelling -per unit	344.71
3	Mobile Home Park -per space	344.71
4	Kiwanis Village -per unit	344.71

		Bylaw Rates (per annum) Effective Date January 1, 2019
Part 2 - Commercial Users		
1	Hotels and Motels -per unit	138.80
2	Trailer Park and Campsite -per serviced site	71.62
3	Wholesale and Retail Stores	344.71
4	Car Wash	344.71
5	Bus Depot	344.71
6	Funeral Parlour	344.71
7	Garage	344.71
8	Machine Shop and Repair Shop	344.71
9	Bakery	344.71
10	Photographer	344.71
11	Business Office - per office	345.25
12	Professional Office -per office	344.71
13	Barber and Hairdresser	344.71
14	Pool Room and Recreation Facility	344.71
15	Theatre	689.40
16	Department Store	689.40
17	Supermarket	689.40
18	Bowling Alley	689.40
19	Bank	689.40
20	Nursing Home	689.40
21	Cafe and Restaurant (including drive-in or take-out)	689.40
22	Dry Cleaner	689.40
23	Beverage Room	689.40
24	Laundry and Coin Laundry	2,755.32
25	Sawmill	3,434.10
26	Dairy Product Processing Plant	25,573.77
27	Other Commercial Users not enumerated in this schedule	689.40
28	Cheese Processing Plant	5,714.07
Part 3 - Institutional Users		
1	Church	344.71
2	Public Hall	344.71
3	Utility Office	689.40
4	School -per classroom	617.81
5	Regional Recreation Complex	27,431.48
6	Regional District Administrative Office	7,370.08

3. UTILITY BILLING ADJUSTMENTS AND COLLECTION

- a) 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.

- b) 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.