

**THE CORPORATION OF THE CITY OF COURTENAY**

**BYLAW NO. 3088, 2023**

**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. 3088, 2023.”**
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  - (a) That Schedule of Fees and Charges, Section III, Appendix II “Sanitary Sewer System” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw: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

3. This bylaw shall come into effect upon final adoption hereof.

Read a first time this 8<sup>th</sup> day of February, 2023

Read a second time this 8<sup>th</sup> day of February, 2023

Read a third time this 8<sup>th</sup> day of February, 2023

Finally passed and adopted this            day of            , 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer

**SCHEDULE OF FEES AND CHARGES  
CITY OF COURTENAY FEES AND CHARGES AMENDMENT  
BYLAW NO. 3088, 2023  
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) \$6,000.00

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 \$2,500.00
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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	\$6,000.00	\$6,000.00	Either side of road from main - \$6,000.00
Multifamily, 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
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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:

		<b>Bylaw Rates (per annum) Effective Date January 1, 2023</b>
<b>Part 1 - Residential Users</b>		
1	Single Family Dwelling	398.76
2	Multiple Family Dwelling -per unit	398.76
3	Mobile Home Park -per space	398.76
4	Kiwanis Village -per unit	398.76

	<b>Bylaw Rates (per annum) Effective Date January 1, 2023</b>
<b>Part 2 - Commercial Users</b>	
1 Hotels and Motels -per unit	160.57
2 Trailer Park and Campsite -per serviced site	82.85
3 Wholesale and Retail Stores	398.76
4 Car Wash	398.76
5 Bus Depot	398.76
6 Funeral Parlour	398.76
7 Garage	398.76
8 Machine Shop and Repair Shop	398.76
9 Bakery	398.76
10 Photographer	398.76
11 Business Office - per office	398.76
12 Professional Office -per office	398.76
13 Barber and Hairdresser	398.76
14 Pool Room and Recreation Facility	398.76
15 Theatre	797.51
16 Department Store	797.51
17 Supermarket	797.51
18 Bowling Alley	797.51
19 Bank	797.51
20 Nursing Home	797.51
21 Cafe and Restaurant (including drive-in or take-out)	797.51
22 Dry Cleaner	797.51
23 Beverage Room	797.51
24 Laundry and Coin Laundry	3,187.38
25 Sawmill	3,972.59
26 Other Commercial Users	797.51
27 Cheese Processing Plant	6,610.08
<b>Part 3 - Institutional Users</b>	
1 Church	398.76
2 Public Hall	398.76
3 Utility Office	797.51
4 School -per classroom	714.69
5 Regional Recreation Complex	31,732.94
6 Regional District Administrative Office	8,525.76
7 Hospital per Patient room	160.57
8 Hospital per Staff room	398.76

## **2. 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.