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**REPORT TO PORT RENFREW UTILITY SERVICES COMMITTEE
MEETING OF TUESDAY 25 JANUARY 2011**

SUBJECT **REQUEST FOR INCLUSION OF A PROPERTY IN THE PORT RENFREW SEWER LOCAL SERVICE AREA**

ISSUE

The recently completed Port Renfrew fire station at 6637 Deering Road has been serviced with sewer connection and requires inclusion in the Port Renfrew Sewer local service area.

BACKGROUND

The property on which the new Port Renfrew fire station sits is within the Port Renfrew water, street lighting, fire protection and solid waste service areas, but not the sewer service area. As a servicing condition of the 2010 construction of the building, sewer service was provided to the property on the basis that the parcel would be included in the sewer service area. The building has since been granted an Occupancy Permit and the fire station is now fully functional.

The request for inclusion of Lot 1, Section 36, Township 13, Renfrew Land District, Plan VIP 59967 into the sewer local service area is by the Capital Regional District (CRD), owner of the property.

In order to include the property, Bylaw No.3739, "Port Renfrew Sewer Local Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 2, 2010" has been prepared (Attachment 1).

ALTERNATIVES

1. That the Port Renfrew Utility Services Committee recommend to the CRD Board that Bylaw No. 3739, "Port Renfrew Sewer Local Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 2, 2010" be introduced, and read a first time, read a second time and read a third time.
2. That the Port Renfrew Utility Services Committee receive this report and request further information from staff.

IMPLICATIONS

There will be only minimal administration costs to the existing participants of the Port Renfrew sewer local service resulting from the inclusion of the property into the service area. There is sufficient capacity in the Port Renfrew sewer infrastructure currently receiving the volume of wastewater discharge from the property. Until the property is included in the service area, user fees cannot be collected.

If the property is not granted inclusion into the sewer service area, the current situation would be considered illegal under Bylaw 1804, "Sewage Regulation Bylaw No. 1, 1990".

CONCLUSION

As a servicing condition of the 2010 construction of the Port Renfrew fire hall, sewer service has been provided to the property. The property currently remains outside, but adjacent to the Port Renfrew Sewer Local Service Area No. 1. The inclusion of Lot 1, Section 36, Township 13, Renfrew Land District, Plan No. VIP59967, in the Port Renfrew sewer local service area will benefit the existing participants as user fees could then be collected for services already provided. The inclusion will not adversely impact the existing participants in the sewer service. The property is currently within the water, street light, fire and

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existing participants in the sewer service. The property is currently within the water, street light, fire and solid waste service areas and is subject to all applicable user fees within each corresponding bylaw.


Parcel taxation is exempt, being that this is a CRD owned property, however, user fees would be imposed as there is sufficient improvement to the parcel to warrant collection. The Port Renfrew sewer local service establishing bylaw must be amended to include the single parcel into the service area to ensure that annual sewer use fees can be recovered.

RECOMMENDATION

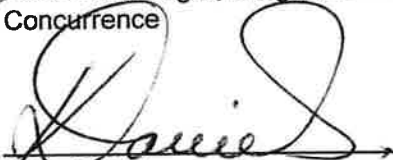
That the Port Renfrew Utility Services Committee recommend to the CRD Board that Bylaw No. 3739, "Port Renfrew Sewer Local Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 2, 2010" be introduced, and read a first time, read a second time and read a third time.



Tim Tanton, PEng
Senior Manager, Infrastructure Engineering



J.A. (Jack) Hull, MBA, PEng
General Manager, Integrated Water Services
Concurrence



Kelly Daniels
CAO Concurrence

COMMENTS

GP:ls
Attachments: 1

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 3739**

**A BYLAW TO AMEND BYLAW NO. 1744, PORT RENFREW
SEWER LOCAL SERVICE ESTABLISHMENT BYLAW, 1991**

The Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Bylaw No. 1744, "Port Renfrew Sewer Local Service Establishment Bylaw, 1991", is hereby amended as follows:

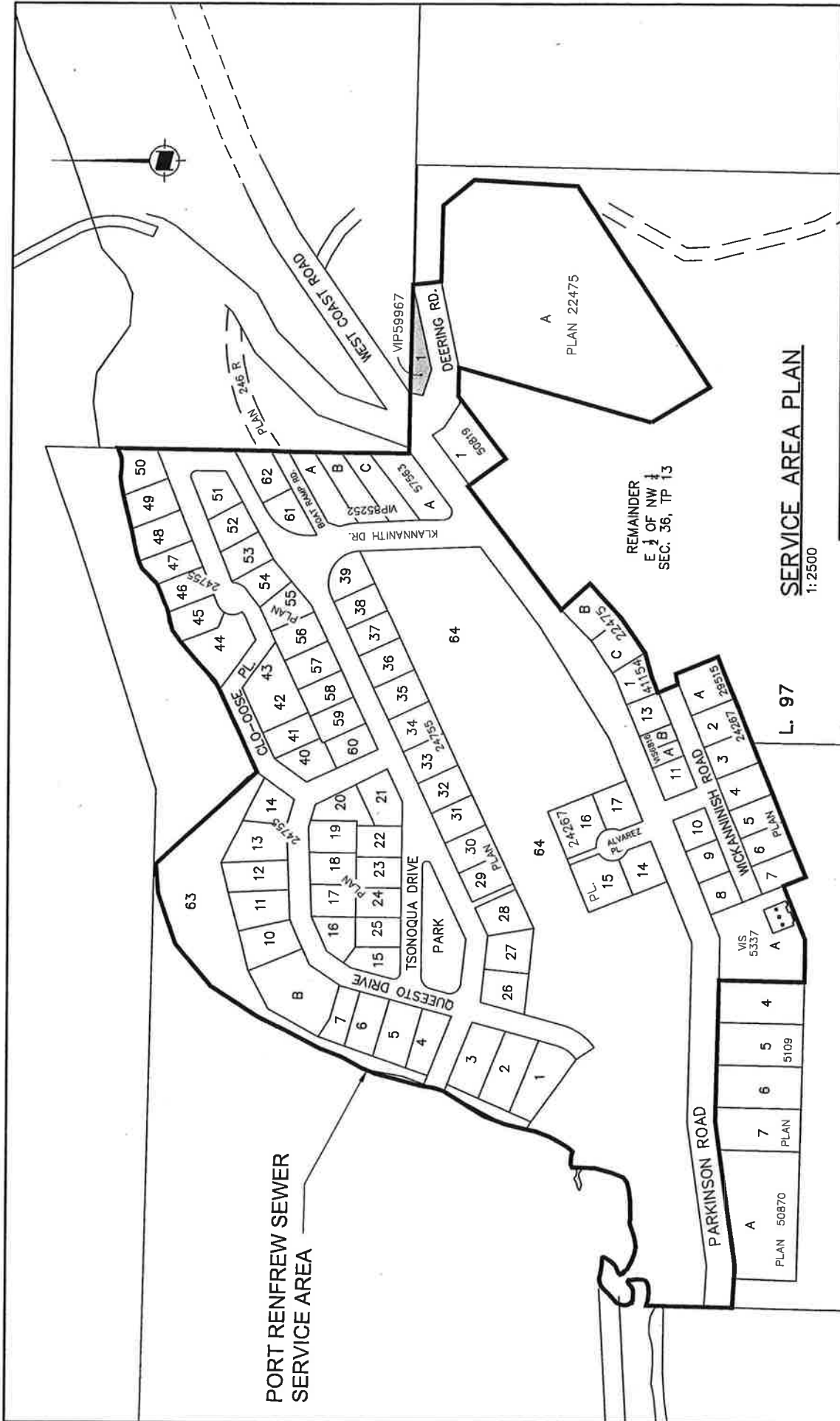
By deleting Schedule "A" and substituting therefore the attached amended Schedule "A", which includes Lot 1, Section 36, Township 13, Renfrew Land District, Plan VIP 59967.
2. This Bylaw may be cited as "Port Renfrew Sewer Local Service Establishment Bylaw, No. 1, 1989, Amendment Bylaw No. 2, 2010".

READ A FIRST TIME THIS	DAY OF	2010
READ A SECOND TIME THIS	DAY OF	2010
READ A THIRD TIME THIS	DAY OF	2010
CONSENTED TO BY THE DIRECTOR OF THE ELECTORAL AREA OF JUAN DE FUCA THIS	DAY OF	2010
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	DAY OF	2010
ADOPTED THIS	DAY OF	2010

CHAIR

CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS DAY OF 2010



PORT RENFREW SEWER SERVICE AREA

SERVICE AREA PLAN
1:2500

CRP
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PORT RENFREW SEWER SYSTEM
SCHEDULE 'A' TO BYLAW 3739
PORT RENFREW SEWER LOCAL SERVICE ESTABLISHMENT
BYLAW, NO. 1, 1989, AMENDMENT BYLAW NO. 2, 2010

DESIGNED	DRAWN	SCALE	CHECKED	APPROVED	DATE	CONTRACT NO.	DWG. NO.	REV.	SHEET
G.P.	L.N.	1:2500	G.P.	L.N.	23/19/10	20-S103-1	20-S103-1	1	1 OF 1

BY	DATE	No.	REVISION
L.N.	26/11/10	1	LOT 1, PLAN VIPS9967, PID 023-004-495, SECTION 36, TOWNSHIP 13, RENFREW LAND DISTRICT ADDED TO SERVICE AREA.