



STAFF REPORT TO COMMITTEE

MEETING TYPE & DATE Electoral Area Services Committee of December 3, 2025
FROM: OPERATIONS - Utilities
SUBJECT: Sentinel Ridge Sewer Inclusion – 671 Bay Rd
FILE: 4200-20

PURPOSE/INTRODUCTION

The purpose of this report is to seek approval for a proposed bylaw amendment (boundary extension) for the Sentinel Ridge Sewer Area, shown in Attachment A.

RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That the Certificate of Sufficiency (Attachment B) confirming that a sufficient petition requesting inclusion to the Sentinel Ridge Sewer Service Area, be received;
2. That CVRD Bylaw No. 2790 – Sentinel Ridge Sewer System Service Establishment Bylaw, 2006, be amended to include the property described as PID: 007-008-490, Lot 3, Block H, District Lot 18, Malahat District, Plan 1720; and
3. That the amendment to Bylaw No. 4699 be forwarded to the Board for consideration of three readings and, upon payment of capacity connection fees, adoption.

BACKGROUND

The owners of the above-noted property at 671 Bay Rd, Mill Bay, have requested inclusion in the Sentinel Ridge Sewer Service Area as they have a failing septic system. The property is described as PID: 007-008-490, Lot 3, Block H, District Lot 18, Malahat District, Plan 1720. Currently, there is capacity in the Sentinel Ridge Sewer as it is now part of the integrated Mill Bay Sewer System.

ANALYSIS

Land Use Services Comments:

This property is eligible for connection to the community sewer system as defined in the Cowichan Valley Regional District (CVRD) South Cowichan Zoning Bylaw No. 3520, 2012.

Legislative Services Comments:

A total of one petition for inclusion into the Sentinel Ridge Sewer Service Area was received. Pursuant to Section 337 of the Local Government Act, a petition is deemed sufficient if at least 50% of the owners of parcels sign it, and the total value of their parcels represents at least 50% of the net taxable value of all land and improvements within the proposed service area. In this

case, the petitions received equal 100% of the property owners holding 100% of the net taxable value of all land and improvements within the proposed service area. Therefore, the petitions are deemed sufficient, and the Cowichan Valley Regional District (CVRD) has the authority to proceed with expansion of the service area (see attached Certificate of Sufficiency).

FINANCIAL CONSIDERATIONS

In accordance with Bylaw No. 3690, a \$5,000 connection fee will be charged for this property to join the service area. Each new user brought into the sewer service area will generate annual user fees in the amount of \$776 for a single-family dwelling and a parcel tax of \$351.

COMMUNICATION CONSIDERATIONS

N/A

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

The Corporate Strategic Plan includes an objective to achieve compact, mixed communities. Coordination of water, sewer, and other infrastructure is the strategic action identified to promote compact, mixed-use communities. The recommended resolution provides a reliable essential service.

Submitted by: N. Queen, Engineering Technologist II
Concurrence: V. Thomson, P. Eng., Senior Manager, Utilities Division
Concurrence: D. Mooney, P. Ag., General Manager, Operations Department

Reviewed for form and content and approved for submission to the Committee:

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer

ATTACHMENTS:

Attachment A – Location Map

Attachment B – Certificate of Sufficiency