



To: Richmond City Council
From: John Irving, P.Eng. MPA
General Manager, Engineering and Public Works
Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
Date: November 10, 2022
File: 10-6060-01/2022-Vol 01
Re: **2023 Utility Rate Bylaws and Amendment Bylaws**

Staff Recommendation

That each of the following bylaws be introduced and given first, second, and third readings:

- a) Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10419;
- b) Flood Protection Bylaw No. 10426;
- c) Sanitary Sewer Bylaw No. 10427;
- d) Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10421;
- e) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358; and
- f) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 81282, Amendment Bylaw No. 10431.

John Irving, P.Eng. MPA
General Manager,
Engineering and Public Works
(604-276-4140)

Jerry Chong, CPA, CA
General Manager,
Finance and Corporate Services
(604-276-4064)

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	<i>J. King</i>
Community Bylaws	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO
	<i>CJ</i>	<i>Severca</i>

Staff Report

Origin

At the November 8, 2022 Finance Committee, the following resolutions were endorsed by Committee as part of their consideration of the 2023 Utility Budgets and Rates:

1. *That the 2023 utility budgets, as presented in Option 3 for Water (page 9), Option 3 for Sewer (page 16), Option 3 for Drainage and Diking (page 28), and Option 3 for Solid Waste and Recycling (page 30), as outlined in the staff report titled, "2023 Utility Budgets and Rates", dated October 18, 2022, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2023 utility rates and included in the Consolidated 5 Year Financial Plan (2023-2027) Bylaw; and*
2. *That the Drainage and Diking Utility be renamed the Flood Protection Utility, and that the necessary bylaws be brought forward to effect this renaming.*

Subject to Council's acceptance of the above Finance Committee recommendation, this report presents the amending bylaws required to bring the utility rates into effect for 2023.

This report supports the following strategies within Council's Strategic Plan 2018-2022:

Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.2 Future-proof and maintain city infrastructure to keep the community safe.

1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.

Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2.1 Continued leadership in addressing climate change and promoting circular economic principles.

2.2 Policies and practices support Richmond's sustainability goals.

Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.1 Maintain a strong and robust financial position.

5.2 Clear accountability through transparent budgeting practices and effective public communication.

5.3 Decision-making focuses on sustainability and considers circular economic principles.

5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

Analysis

User fees for the Water, Sewer, Drainage and Diking and Solid Waste and recycling utilities are currently outlined in the following City bylaws:

- Waterworks and Water Rates Bylaw No. 5637;
- Drainage, Dike and Sanitary Sewer System Bylaw No. 7551; and
- Solid Waste & Recycling Regulation Bylaw No. 6803.

The report titled “2023 Utility Budgets and Rates”, dated October 18, 2022, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services presents updated utility rates for 2023 for each of the Water, Sewer, Drainage and Diking, and Solid Waste and Recycling utilities. This report presents new and amendment bylaws to reflect the updated 2023 rates.

The “2023 Utility Budgets and Rates” report also recommends renaming of the Drainage and Diking Utility to the Flood Protection Utility to better reflect the utility’s scope. The Drainage, Dike and Sanitary Sewer System Bylaw No. 7551 outlines provisions for connection to the City’s drainage and sewer systems and collection of utility fees. In order to reflect the re-naming of the Drainage and Diking Utility, staff propose to rescind the existing Bylaw No. 7551 and replace it with two bylaws:

- Flood Protection Bylaw No. 10426;
- Sanitary Sewer Bylaw No. 10427;

Staff recommend that separate bylaws be established for the flood protection and sanitary sewer utilities for clarity as the associated infrastructure for each utility is distinct and separate. Provisions set out in the bylaws for each utility remain unchanged. This report also presents amendments to the Consolidated Fees Bylaw No. 8636 and the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 to reference the new Flood Protection Bylaw and Sanitary Sewer Bylaw instead of the Drainage, Dyke and Sanitary Sewer System Bylaw.

The following is a summary of the new or amendment bylaws proposed to reflect the options endorsed by Committee at the November 8, 2022 Finance Committee Meeting, as outlined in the “2023 Utility Budgets and Rates” report, dated October 18, 2022:

1. Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw 10419:

- a. Changes to implement the 2023 water rates as outlined in Option 3 of the “2023 Utility Budgets and Rates” report;
- b. Correcting references to fees set out in the Consolidated Fees Bylaw No. 8636; and
- c. Minor grammatical corrections for clarity.

2. Flood Protection Bylaw No. 10426:

- a. Repeal the existing Drainage, Dike and Sanitary Sewer System Bylaw No. 7551 and establish this new bylaw to capture all requirements related to the flood protection utility; and
- b. Changes to implement the 2023 flood protection rates as outlined in Option 3 of the “2023 Utility Budgets and Rates” report.

3. Sanitary Sewer Bylaw No. 10427:

- a. New bylaw to capture all requirements related to the sewer utility, replacing the sanitary sewer portion of the Drainage, Dike and Sanitary Sewer System Bylaw No. 7551;
- b. Changes to implement the 2023 sewer rates to reflect:
 - i. Option 3 of the “2023 Utility Budgets and Rates” report; and
 - ii. Administrative shift to collect the Metro Vancouver Debt Levy through the sewer utility rather than through property taxes.

4. Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw 10421:

- a. Changes to implement the 2023 solid waste and recycling rates as outlined in Option 3 of the “2023 Utility Budgets and Rates” report, inclusive of rate increases consistent with those presented for optional commercial garbage and organic services. Rates for Option 3 includes ongoing single-use management and circular waste initiatives.

5. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358:

- a. Changes to replace the existing schedule referencing the Drainage, Dike and Sanitary Sewer System Bylaw No. 7551 to two schedules referencing the Sanitary Sewer Bylaw No. 10427 and the Flood Protection Bylaw No. 10426;
- b. Housekeeping amendments to:
 - i. Remove fees not referenced in the Drainage, Dike and Sanitary Sewer System Bylaw No. 7551; and

- ii. Capture the application fee associated with sanitary sewer user fee reduction through the Consolidated Fees Bylaw No. 8636 instead of the Sanitary Sewer Bylaw No. 10427. The value of the fee remains unchanged.

6. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10431:

- a. Changes to replace references to the Drainage, Dike and Sanitary Sewer System Bylaw No. 7551 with references to the Sanitary Sewer Bylaw No. 10427 and the Flood Protection Bylaw No. 10426.
- b. Amendments to penalties for violations to prohibition to discharge grease into the flood protection system and sanitary sewer system to match limits of the bylaw.

Financial Impact

The rates outlined in the proposed amending bylaws represent full cost recovery for each respective utility area including infrastructure utility-related Metro Vancouver imposed costs and City operating costs. The impact to ratepayers is outlined in the “2023 Utility Budgets and Rates” report, dated October 18, 2022.

Conclusion

The amending and replacement bylaws presented with this report require Council’s approval to charge for the various utility services in 2023. These services include the provision of high-quality drinking water for all residents and businesses, sewage conveyance and treatment, flood protection, and solid waste and recycling services.

A strong fiscal management approach is applied towards ensuring that on-going replacement costs are also included in the City’s rates, as part of ensuring sound capital investment for infrastructure. This ensures a high level of consistent services for the community. The costs and rates strategy has been developed to manage these competing costs effectively while balancing the fiscal challenges presented by increases in regional service rates, contract and other non-discretionary cost increases.



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- Att. 1: Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10419
- 2: Flood Protection Bylaw No. 10426
- 3: Sanitary Sewer Bylaw No. 10427
- 4: Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10421
- 5. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358
- 6. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10431



**Waterworks and Water Rates Bylaw No. 5637,
Amendment Bylaw No. 10419**

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 22(b)(ii) with the following:

“(ii) pay, prior to installation, the applicable connection charge and water meter installation fee specified in Schedule “D”, notwithstanding **water meters** installed as an outcome of 9(b), 14(b), or 22A(b); and”.
2. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing the word “pluming” in Section 22A(b) with the word “plumbing”.
3. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 37(c) with the following:

“(c) An applicant who is required to have a water meter shall pay a refundable deposit for the water meter and the fees specified in the *Consolidated Fees Bylaw No. 8636*.”
4. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by replacing Section 37.1(c) and 37.1(d) with the following:

“(c) An applicant who is required to have a water meter shall pay a refundable deposit for the water meter and the fees specified in the *Consolidated Fees Bylaw No. 8636*.

(d) An applicant who is not required to have a water meter shall pay fees specified in the *Consolidated Fees Bylaw No. 8636*.”
5. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by deleting Schedules A, B, C, E G and replacing them with the corresponding schedules attached as Schedule A to this bylaw and forming part thereof.
6. This Bylaw is cited as “**Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10419**”, and is effective January 1, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE "A" to BYLAW NO. 5637**FLAT RATES FOR
RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES**

	Annual Fee
A. Residential dwellings per unit	
One-Family Dwelling or Two-Family Dwelling	\$844.73
Townhouse	\$691.47
Apartment	\$445.59
B. Stable or Barn per unit	\$170.20
C. Field Supply – each trough, water receptacle, or tap	\$106.40
D. Public Schools for each pupil based on registration January 1 st	\$10.08

SCHEDULE "B" TO BYLAW NO. 5637**METERED RATES FOR
INDUSTRIAL, COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY,
STRATA-TITLED AND FARM PROPERTIES****1. RATES**

Consumption per cubic metre:	\$1.5907
Minimum charge in any 3-month period (not applicable to Farms)	\$114.00

2. WATER METER FIXED CHARGE

Fixed charge per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Fixed Charge</u>
16 mm to 25 mm (inclusive)	\$15
32 mm to 50 mm (inclusive)	\$30
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7

Per quarter that the meter is inaccessible (not to be pro-rated)	\$215
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SCHEDULE "C" TO BYLAW NO. 5637**METERED RATES FOR
ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING****1. RATES**

Consumption per cubic metre: \$1.5907

2. WATER METER FIXED CHARGE

Fixed charge per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Fixed Charge</u>
16 mm to 25 mm (inclusive)	\$12
32 mm to 50 mm (inclusive)	\$14
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7

Per quarter that the meter is inaccessible (not to be pro-rated) \$215

SCHEDULE “E” to BYLAW 5637

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –
RESIDENTIAL**

MONTH (2023)	ONE-FAMILY DWELLINGS & EACH UNIT IN A TWO-FAMILY DWELLING (rate per unit)	START BILL YEAR	MULTI- FAMILY LESS THAN 4 STOREYS (rate per unit)	START BILL YEAR	MULTI- FAMILY 4 STOREYS OR MORE (rate per unit)	START BILL YEAR
January	\$845	2024	\$691	2024	\$916	2025
February	\$774	2024	\$1,363	2025	\$878	2025
March	\$704	2024	\$1,306	2025	\$841	2025
April	\$634	2024	\$1,248	2025	\$804	2025
May	\$563	2024	\$1,190	2025	\$767	2025
June	\$493	2024	\$1,133	2025	\$730	2025
July	\$422	2024	\$1,075	2025	\$693	2025
August	\$1,243	2025	\$1,017	2025	\$1,151	2026
September	\$1,173	2025	\$960	2025	\$1,114	2026
October	\$1,102	2025	\$902	2025	\$1,077	2026
November	\$1,032	2025	\$845	2025	\$1,040	2026
December	\$961	2025	\$787	2025	\$1,003	2026

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –
COMMERCIAL AND INDUSTRIAL**

Water Connection Size	Consumption Charge
20mm (3/4”) diameter	\$165
25mm (1”) diameter	\$315
40mm (1 ½”) diameter	\$780
50mm (2”) diameter and larger	\$1,920

SCHEDULE “G” to BYLAW 5637

RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)

Applicable rate is \$1.3012 per cubic meter of water consumed, plus the following amounts:

- YVR’s share of future water infrastructure capital replacement calculated at \$0.3372 per m³
- 50% of the actual cost of operations and maintenance activities on water infrastructure shared by the **City** and YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on water infrastructure serving only YVR, as shown outlined in red on the plan attached as Schedule H
- 76 m³ of water per annum at a rate of \$1.3012 per cubic meter for water used annually for testing and flushing of the tank cooling system at Storage Tank Farm TF2 (in lieu of metering the 200 mm diameter water connection to this facility)

(Note: water infrastructure includes water mains, pressure reducing valve stations, valves, hydrants, sponge vaults and appurtenances)



CITY OF RICHMOND

FLOOD PROTECTION

BYLAW NO. 10426

EFFECTIVE DATE – January 1, 2023



Flood Protection Bylaw No. 10426

The Council of the City of Richmond enacts as follows:

PART ONE: DRAINAGE CONNECTIONS

1.1 Requirement to Connect to City Drainage System

1.1.1 Unless specifically exempted in this Bylaw, every **property owner** must:

- (a) ensure that all surface water originating from such **property owner's** property is contained entirely on that property and connected to and discharged into the **City drainage system**, when such system is available to the property;
- (b) ensure that no **groundwater** originating from such **property owner's** property is discharged into the **City drainage system**, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and
- (c) pay the connection charges specified in Schedule A for connection to the **City drainage system** (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**).

1.1.2 Where the **property owner** does not connect the **property owner's** property to the **City drainage system**, as required in subsection 1.1.1, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such connections at the expense of the **property owner**.

1.1.3 Any costs incurred by the **City** under the provisions of subsection 1.1.2 if not paid by December 31st in the year in which they were incurred are considered to be taxes in arrears on the property in question.

1.2 Imposition of Connection Charges

1.2.1 Subject to subsection 1.2.2, every **property owner** wishing to connect a property to the **drainage system** must, prior to installation:

- (a) apply to the **City** to make the connection or connections;

- (b) pay to the **City** the connection charges specified in Schedule A, as applicable (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes**, service pipes, and connections to main);
- (c) submit a design plan or a drawing of each proposed connection, including:
 - (i) existing services;
 - (ii) proposed services; and
 - (iii) the location of buildings, trees, driveways and sidewalks;

which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications and Supplementary Specifications and Detail Designs, publications of the **City's Engineering & Public Works Department**; and

- (d) at the request of the **property owner** of a **one-family dwelling** or **two-family dwelling**, a design plan or drawing referred to in paragraph (c) may be prepared by the **City** for the fee specified in the Consolidated Fees Bylaw No. 8636.

1.2.2 Notwithstanding subsection 1.2.1(b), the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in Schedule A does not apply.

The construction cost will be quoted by the **City** based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.

1.2.3 Where access required for the purpose of connecting to the **City drainage system** is, in the opinion of the **General Manager, Engineering & Public Works**, blocked or impeded, the **property owner** must immediately remove the blockage or impediment to the extent determined necessary by the **General Manager, Engineering & Public Works**.

1.2.4 Where the **property owner** does not remove the blockage or impediment pursuant to subsection 1.2.3, the **General Manager, Engineering & Public Works** may direct that the **City** undertake the work at the expense of the **property owner**.

1.2.5 No connection to the **City drainage system** will be made until all required connection charges and any other related costs have been paid in full.

1.3 Requirements Prior to Demolition

- 1.3.1 A **property owner** wishing to demolish a **building** connected to the **City drainage system** must not do so until all connections the **drainage system** have been disconnected and capped in a manner satisfactory to the **General Manager, Engineering & Public Works**.
- 1.3.2 Where a **property owner** chooses not to disconnect and cap the connection to the **City drainage system**, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such disconnections and capping at the expense of the **property owner** and the **property owner** shall forthwith pay the **City** the demolition charges set out in Schedule A.
- 1.3.3 Where a **property owner** fails to disconnect the connection from such **property owner's** property to the **City drainage system** in accordance with this Bylaw and such failure results in damage to the **City drainage system**, the **property owner** must pay the actual costs incurred by the **City** in repairing the resulting damage.
- 1.3.4 Any costs incurred by the **City** under the provisions of subsection 1.3.2 or 1.3.3 if not paid by December 31st of the year in which they were incurred are considered to be taxes in arrears on the property in question.

1.4 Inspection and Maintenance

- 1.4.1 Subject to section 16 of the *Community Charter*, an employee of, or other person authorized by, the **City** may access, enter into or upon private property to:
- (a) inspect and determine compliance with the provisions of this Bylaw;
 - (b) inspect and investigate the **City's drainage system**, including **inspection chambers, manholes**, fixtures and any other works or infrastructure associated with the **City's drainage system**; and
 - (c) repair, replace and maintain the **City's drainage system**, at the discretion of the **General Manager of Engineering & Public Works**.
- 1.4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, access or entry permitted pursuant subsection 1.4.1 of this Bylaw.

PART TWO: FLOOD PROTECTION USER FEES

2.1 Imposition of Flood Protection System User Fees

- 2.1.1 Every **property owner** in the **City** must pay a **flood protection system** fee in the amount specified in Schedule B for the period from January 1 to December 31 of each year.

2.2 Date of User and Flood Protection System Fee Payments

- 2.2.1 All **flood protection system** fees must be paid on or before the invoice due date.
- 2.2.2 Extensions to the invoice due date may be granted at the discretion of the **General Manager, Engineering & Public Works**.

2.3 Discounts

- 2.3.1 All **flood protection system** fees which are paid on or before the due dates specified in section 2.2 will be subject to a ten (10%) percent discount.

2.4 Private Property Service Requests

- 2.4.1 Where the **City** responds to a request for maintenance or emergency service to the **drainage system** and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in Consolidated Fees Bylaw No. 8636.

PART THREE: GENERAL

3.1 Grease Management

- 3.1.1 No person responsible for a **food sector establishment** or a **building**, including an **operator, property owner**, agent or contractor, shall discharge or suffer, allow, cause or permit **fat, oil or grease** to be discharged into a **drainage system** within the **City**.

3.2 Offences and Penalties

- 3.2.1 (a) A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
- (b) A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.
- 3.2.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this Bylaw and is liable on summary conviction, to a fine of not less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

3.3 Interpretation

In this Bylaw, unless the context requires otherwise:

BUILDING	means a structure or portion of a structure, including foundations and supporting structures for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a use, occupancy, persons, animals, or property.
CITY	means the City of Richmond.
COUNCIL	means the current Council of the City .
DRAINAGE SYSTEM	means all storm sewer works and appurtenances owned, controlled, maintained and operated by the City , including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, City right-of-way or easement or City -owned property.
DWELLING UNIT	means a room or suite of two or more rooms designed for or occupied by one family only as a single housekeeping unit providing cooking, sanitary and sleeping facilities.
DIKE SYSTEM	means an embankment, wall, fill, piling, pump, gate, floodbox, pipe, sluice, culvert, canal, ditch, drain or any other thing that is constructed, assembled or installed to prevent the flooding of land.
FAT, OIL OR GREASE	means any solvent or extractable material of animal, vegetable or mineral origin, including but not limited to hydrocarbons, esters, fats, oils, waxes and high molecular weight carboxylic acids.
FLOOD PROTECTION SYSTEM	means all components of the drainage system or the dike system .
FOOD SECTOR ESTABLISHMENT	means: <ul style="list-style-type: none"> (a) a business establishment or institutional facility where food is prepared or made ready for eating or packaged and shipped to any establishment described in (b) or (c) below; (b) a retail establishment or institutional facility where food is prepared and made ready for

retail sale or sold to the public and includes grocery stores, fresh produce stores, bakeries, butcher shops and similar establishments; and

- (c) a business or institutional eating or drinking establishment or facility where food is prepared or made ready for eating and is sold or served to the public or to persons employed at, served by or attending the establishment, whether or not consumed on the premises, and includes restaurants, delicatessens, fast-food outlets, cafeterias, hospitals, pubs, bars, lounges, or other similar establishments

**GENERAL MANAGER OF
ENGINEERING & PUBLIC WORKS**

means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.

GROUNDWATER

means water found beneath the surface of the ground.

INSPECTION CHAMBER

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **drainage system** or related service lines.

MANHOLE

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **drainage system** or related service mainlines.

MULTIPLE-FAMILY DWELLING

means a detached, multi-floor **building** containing three or more residential **dwelling units**.

ONE-FAMILY DWELLING

means a detached **building** used exclusively for residential purposes, containing one **dwelling unit** only.

OPERATOR

means a proprietor, lessee, manager, employee, or other person who carries on the operations of a facility or business on behalf of the owner of the business and includes any person managing or supervising such facility or business.

PROPERTY OWNER

means the registered owner of a parcel of land in the **City**.

TWO-FAMILY DWELLING

means a detached **building** used exclusively for residential purposes containing two **dwelling units** only, which **building** is not readily convertible into additional **dwelling units** and the plans for which have been filed with the Building Inspector showing all areas of the **building** finished, and the design of the **building** showing each **dwelling unit** consisting of:

- (a) one storey only, not set upon another storey or upon a basement; or
- (b) two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or
- (c) a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

PART FOUR: PREVIOUS BYLAW REPEAL

- 4.1 Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551 (adopted December 9, 2002) and the following amendment bylaws are repealed:

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
No. 7615	January 1, 2004
No. 8752	January 1, 2005
No. 8004	January 1, 2006
No. 8151	January 1, 2007
No. 8284	January 1, 2008
No. 8452	January 1, 2009
No. 8549	January 1, 2010
No. 8595	January 1, 2011
No. 8679	January 1, 2011
No. 8848	January 1, 2012
No. 8977	January 1, 2013
No. 9081	January 1, 2014
No. 9101	March 10, 2014
No. 9081	January 1, 2015
No. 9203	February 10, 2015
No. 9219	October 13, 2015
No. 9495	January 1, 2016
No. 9634	January 1, 2017
No. 9751	October 10, 2017
No. 9718	October 23, 2017
No. 9782	January 1, 2018
No. 9943	January 1, 2019

No. 10114	January 1, 2020
No. 10169	March 30, 2020
No. 10221	January 1, 2021
No. 10331	March 14, 2022

PART FIVE: SEVERABILITY AND CITATION

- 5.1 If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 5.2 This Bylaw is cited as “**Flood Protection Bylaw No. 10426**”, and is effective January 1st, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10426**DRAINAGE SYSTEM CONNECTION CHARGES****1. DEMOLITION CHARGES**

- | | |
|---|---------------|
| a) Cap and abandon existing service | \$ 1,300 each |
| b) Adjustment to top elevation of inspection chamber or manhole | \$ 1,300 each |
| c) Repair of inspection chamber | \$ 1,300 each |

2. INSPECTION CHAMBERS

- | | |
|---|---------------|
| a) Supply and installation of inspection chamber | \$ 3,300 each |
| b) Adjust existing inspection chamber | \$ 1,000 each |

3. CONNECTION TO MAIN

- | | |
|---|---------------|
| a) Connection to sewer main up to 1.5 metres deep | \$ 4,000 each |
| b) Connection to sewer main over 1.5 metres deep | By Estimate |

4. SERVICE PIPE

- | | |
|---|-----------------|
| a) Supply and install 100 to 150 mm dia lateral pipe, up to 1.5 m in depth | \$500 per metre |
| b) Supply and install 200 mm dia lateral pipe, up to 1.5 metres in depth | \$600 per metre |
| c) Supply and install lateral pipes greater than 200mm dia or greater than 1.5 metres in depth. | By Estimate |

5. MANHOLES

- | | |
|--|---------------|
| a) Supply and install 1050 mm dia manhole, up to 1.5 metres in depth | \$ 8,000 each |
| b) Supply and install 1200 mm dia manhole, up to 1.5 metres in depth | \$ 8,700 each |
| c) Supply and install 1500 mm dia manhole, up to 1.5 metres in depth | \$ 9,400 each |
| d) Supply and install 1800 mm dia manhole, up to 1.5 metres in depth | \$10,000 each |
| e) Supply and install manholes over 1800 mm dia | By Estimate |
| f) Supply and install manholes over 1.5 metres deep | By Estimate |

SCHEDULE B to BYLAW NO. 10426**FLOOD PROTECTION USER FEES**

	Annual Fee
(a) Residential Dwellings (per dwelling unit)	
(i) One-Family Dwelling or Two-Family Dwelling	\$248.98
(ii) Multiple-Family Dwellings	\$196.29
(b) Agricultural properties	\$248.98
(c) Stratified industrial, commercial and institutional properties (per strata lot)	\$248.98
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m ²	\$248.98
(e) Non-stratified industrial, commercial and institutional properties with lot areas between 800 m ² and 2,000 m ²	\$581.07
(f) Non-stratified industrial, commercial and institutional properties with lot areas between 2,000 m ² and 10,000 m ²	\$734.48
(g) Non-stratified industrial, commercial and institutional properties with lot areas between 10,000 m ² and 20,000 m ²	\$1,574.21
(h) Non-stratified industrial, commercial and institutional properties with lot areas between 20,000 m ² and 50,000 m ²	\$1,674.66
(i) Non-stratified industrial, commercial and institutional properties with lot areas between 50,000 m ² and 100,000 m ²	\$1,842.76
(j) Non-stratified industrial, commercial and institutional properties with lot areas between 100,00 m ² and 500,000 m ²	\$1,927.13
(k) Non-stratified industrial, commercial and institutional properties with lot areas greater than 500,000 m ²	\$2,011.68



CITY OF RICHMOND

SANITARY SEWER

BYLAW NO. 10427

EFFECTIVE DATE – January 1, 2023



Sanitary Sewer Bylaw No. 10427

The Council of the City of Richmond enacts as follows:

PART ONE: SEWER CONNECTIONS

1.1 Requirement to Connect to City Sanitary Sewer System

1.1.1 Unless specifically exempted in this Bylaw, every **property owner** must:

- (a) ensure that all **sewage** originating from any **building** located on such **property owner's** property is connected to and discharged into the **City sanitary sewer** system, when such system is available to the property;
- (b) ensure that no **groundwater** originating from such **property owner's** property is discharged into the **City sanitary sewer** system, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and
- (c) pay the connection charges specified in the Schedule A for connection to the **City sanitary sewer** system (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**).

1.1.2 Where the **property owner** does not connect the **property owner's** property to the **City sanitary sewer** system, as required in subsection 1.1.1, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such connections at the expense of the **property owner**.

1.1.3 Any costs incurred by the **City** under the provisions of subsection 1.1.2 if not paid by December 31st in the year in which they were incurred are considered to be taxes in arrears on the property in question.

1.2 Imposition of Connection Charges

1.2.1 Subject to subsection 1.2.2, every **property owner** wishing to connect a property to the **sanitary sewer** system must, prior to installation:

- (a) apply to the **City** to make the connection or connections;

- (b) pay to the **City** the connection charges specified in the Schedule A, as applicable (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes**, service pipes, and connections to main);
- (c) submit a design plan or a drawing of each proposed connection, including:
 - (i) existing services;
 - (ii) proposed services; and
 - (iii) the location of buildings, trees, driveways and sidewalks,

which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications and Supplementary Specifications and Detail Designs, publications of the **City's Engineering & Public Works Department**; and

- (d) at the request of the **property owner** of a **one-family dwelling** or **two-family dwelling**, a design plan or drawing referred to in paragraph (c) above may be prepared by the **City** for the fee specified in the *Consolidated Fees Bylaw No. 8636*.

1.2.2 Notwithstanding subsection 1.2.1(b), the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in the Schedule A does not apply.

The construction cost will be quoted by the **City** based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.

1.2.3 Where access required for the purpose of connecting to the **City sanitary sewer** system is, in the opinion of the **General Manager, Engineering & Public Works**, blocked or impeded, the **property owner** must immediately remove the blockage or impediment to the extent determined necessary by the **General Manager, Engineering & Public Works**.

1.2.4 Where the **property owner** does not remove the blockage or impediment pursuant to subsection 1.2.3, the **General Manager, Engineering & Public Works** may direct that the **City** undertake the work at the expense of the **property owner**.

1.2.5 No connection to the **City sanitary sewer** system will be made until all required connection charges and any other related costs have been paid in full.

1.3 Requirements Prior to Demolition

- 1.3.1 A **property owner** wishing to demolish a **building** connected to the **City sanitary sewer** system must not do so until all connections to the **sanitary sewer** system have been disconnected and capped in a manner satisfactory to the **General Manager, Engineering & Public Works**.
- 1.3.2 Where a **property owner** chooses not to disconnect and cap the connection to either the **City sanitary sewer** system, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such disconnections and capping at the expense of the **property owner** and the **property owner** shall forthwith pay the **City** the demolition charges set out in the Schedule A.
- 1.3.3 Where a **property owner** fails to disconnect the connection from such **property owner's** property to the **City sanitary sewer** system in accordance with this Bylaw and such failure results in damage to the **City sanitary sewer**, the **property owner** must pay the actual costs incurred by the **City** in repairing the resulting damage.
- 1.3.4 Any costs incurred by the **City** under the provisions of subsection 1.3.2 or 1.3.3 if not paid by December 31st of the year in which they were incurred are considered to be taxes in arrears on the property in question.

1.4 Inspection and Maintenance

- 1.4.1 Subject to section 16 of the *Community Charter*, an employee of, or other person authorized by, the **City** may access, enter into or upon private property to:
- (a) inspect and determine compliance with the provisions of this Bylaw;
 - (b) inspect and investigate the **City's sanitary sewer** system, including **inspection chambers, manholes**, fixtures and any other works or infrastructure associated with the **City's sanitary sewer** system; and
 - (c) repair, replace and maintain the **City's sanitary sewer** system, at the discretion of the **General Manager of Engineering & Public Works**.
- 1.4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, access or entry permitted pursuant subsection 1.4.1 of this Bylaw.

PART TWO: SANITARY SEWER USER FEES

2.1 Imposition of Sanitary Sewer System User Fees

2.1.1 Unless otherwise provided in this Bylaw, every **property owner** whose property has been connected to the **City sanitary sewer** must pay user fees as follows:

- (a) for properties which are not **metered properties**, the flat-rate **sanitary sewer system** user fees specified in Part 1 of Schedule B for the period from January 1 to December 31 of each year;
- (b) for **metered properties** which are not commercial, industrial, institutional, or agricultural properties, the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B;
- (c) notwithstanding any other provisions herein, user fees on **one-family dwellings** and **two-family dwellings** will be capped in the third quarter (July-September) of each year at a quarterly equivalent of the flat rate;
- (d) except where subsection 2.1.1(e) applies, for **metered properties** which are commercial, industrial, institutional or agricultural properties, the greater of:
 - (i) the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B; or
 - (ii) minimum **sanitary sewer** charge specified in Part 3 of Schedule B; and
- (e) for industrial, commercial, and institutional properties which are **metered properties**, operate under a Metro Vancouver permit, and do not receive fee reductions in accordance with subsection 2.3.2 or 2.4.2 of this Bylaw, 75% of the rates specified in subsection 2.1.1(d).

2.1.2 Every **property owner** whose property has been connected to the **sanitary sewer** system, discharges **sewage** under an issued Metro Vancouver permit, and discharges greater volumes of **sewage** into the **sanitary sewer** system than the metered volume of water delivered to the property (e.g. **sewage** produced using a water source other than that provided by the **City**), must pay the following **sanitary sewer** system user fees in addition to those payable under subsection 2.1.1:

- (a) 34% of the **sanitary sewer** metered rate specified in Part 2 of Schedule B applied to the volume of **sewage** discharged to the **sanitary sewer** system less the metered volume of water delivered to the property; and

- (b) for the purposes of subsection 2.1.2(a) above, the volume of **sewage** discharged shall be the lesser of:
 - (i) the maximum daily discharge rate listed on the issued Metro Vancouver permit applied across the duration of the permit (if applicable);
 - (ii) the **sewage** discharge volumes listed in the quarterly monitoring reports submitted to Metro Vancouver as a condition of a Metro Vancouver permit (if applicable); and
 - (iii) the **sewage** discharge volume measured using an alternative method proposed by the **property owner** and approved in writing by the **General Manager, Engineering & Public works**.

2.1.3 Every owner of a **one-family dwelling** or **two-family dwelling** which has a water meter installed:

- (a) pursuant to the universal or voluntary water metering program under section 14(b), 14(d) or 22A of the *Waterworks and Water Rates Bylaw No. 5637*; or
- (b) as a consequence of a **City** infrastructure renewal program,

will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 12 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:

- (c) the metered charges exceed the flat rate by more than Ten Dollars (\$10);
- (d) the **property owner** submits a request for the credit to the **City** in writing within 15 months of the initial metered billing start date; and
- (e) there has been no change in ownership of the property since the installation of the water meter.

2.1.4 Every owner of a **multiple-family dwelling** which has a **water meter** installed pursuant to section 9(b) or section 14(b) of the *Waterworks and Water Rates Bylaw No. 5637* will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 60 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:

- (a) the metered charges exceed the flat rate by more than Ten Dollars (\$10); and
- (b) the **property owner(s)** submit a request for the credit to the **City** in writing within 15 months of the calendar year over which the credit shall be applied. The credit will be the difference of the metered charges and the flat rate charge for the applicable calendar year.

2.2 Construction Period Sanitary Sewer User Fees

- 2.2.1 Where a **property owner** applies for a building permit for a **one-family dwelling**, a **two-family dwelling**, or a **multiple-family dwelling** and such dwelling is located within an area where the **City sanitary sewer** system is available to the property, such **property owner** is required to pay the construction period **sanitary sewer** user fee specified in Part 4 of Schedule B on or before the issuance of the building permit.
- 2.2.2 The construction period **sanitary sewer** user fees in subsection 2.2.1 apply for the following time periods commencing the month in which the building permit is issued:
 - (a) six (6) months for **one-family dwellings** and **two-family dwellings**;
 - (b) 12 months for **multiple-family dwellings** of less than 4 storeys in **building** height; and
 - (c) 18 months for **multiple-family dwellings** of 4 or more storeys in **building** height.

2.3 Application for Sanitary Sewer User Fee Reduction

- 2.3.1 A **property owner** of a **metered property** who reasonably believes that the volume of **sewage** output from a **building** is significantly less than the volume of water delivered to that **building** may apply in writing to the **General Manager, Engineering & Public Works** for a review of the volume of cubic metres assessed for the payment of the **sanitary sewer** system user fees under subsection 2.1.1 above, which application must include:
 - (a) a report prepared by a professional engineer showing the actual volume of water consumed through internal processes which is not discharged to the **City's sanitary sewer**; and
 - (b) payment of an application fee as specified in the Consolidated Fees Bylaw No. 8636
- 2.3.2 If, after reviewing an application pursuant to this section 2.3 and conducting any further review by the **City** that they considers necessary, the **General Manager, Engineering & Public Works** is satisfied that the amount of water being

consumed for internal processes within the **building** is thirty (30%) percent or greater than the total volume of water delivered to the **building**, the **sanitary sewer** system user fees payable by the **property owner** under subsection 2.1.1, shall be assessed based a volume equal to the difference between the volume of water delivered and the volume of water consumed for those internal processes.

2.4 Leaks

2.4.1 In the case of a leak in a **metered property's** waterworks, the **property owner** may submit a request to the **City** for reassessment of their user fees, which if:

- (a) the **General Manager, Engineering and Public Works** is satisfied that the **property owner** did not know, or could not reasonably have known, about the leak; and
- (b) the **property owner** repairs the leak to the satisfaction of the **General Manager, Engineering and Public Works** within 14 days of the **property owner's** discovery of the leak,

the **City** will determine and charge **sanitary sewer** system user fees in accordance with subsection 2.4.2 below for both the billing period in which the leak was discovered and the previous billing period.

2.4.2 If a **metered property** qualifies under subsection 2.4.1 above:

- (a) the **City** will determine the average amount of water recorded for the **metered property** per billing period for the last twelve months, and if that information is unavailable, by using the average for the same type of property over the past 12 months (the "**average amount**");
- (b) if the amount of water recorded for the **metered property** for:
 - (i) the billing period in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period; and
 - (ii) the billing period previous to that in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period.

2.5 Date of User Fee Payments

- 2.5.1 All **sanitary sewer** system user fees must be paid on or before the invoice due date.
- 2.5.2 Extensions to the invoice due date may be granted at the discretion of the **General Manager, Engineering & Public Works**.
- 2.6 Discounts**
 - 2.6.1 All **sanitary sewer** system user fees which are paid on or before the due dates specified in section 2.5 will be subject to a ten (10%) percent discount.
- 2.7 Private Property Service Requests**
 - 2.7.1 Where the **City** responds to a request for maintenance or emergency service to the **sanitary sewer** system and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in *Consolidated Fees Bylaw No. 8636*.

PART THREE: GREASE MANAGEMENT

- 3.1 Restriction**
 - 3.1.1 No person responsible for a **food sector establishment** or a **building**, including an **operator, property owner**, agent or contractor, shall discharge or suffer, allow, cause or permit **fat, oil or grease** to be discharged into a **sanitary sewer** within the **City**.
- 3.2 Inspection and Maintenance**
 - 3.2.1 The **General Manager of Engineering & Public Works**, an employee of the **City** acting under his or her direction, or a **bylaw enforcement officer** may enter on and into a property to inspect, investigate and determine whether all provisions and regulations under Part Three of this Bylaw are being met.
 - 3.2.2 The **operator**, agent, or contractor of a **food sector establishment** must maintain and repair all **grease traps or grease interceptors**, according to established schedules and standards provided by the manufacturer, so that they are fully operational and effective at all times.
 - 3.2.3 At least one (1) person among the **operator, property owner**, agent, or contractor responsible for the operation of a **food sector establishment** at any given time is required to have the knowledge, ability, and tools to open and provide access to a **grease trap or grease interceptor**, upon request, during inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.
 - 3.2.4 The **operator** of a **food sector establishment** must keep and maintain on site:

- (a) all **maintenance records**, for a minimum period of two (2) years, of all **grease trap or grease interceptor** inspections and maintenance conducted, recording the date of the inspection, the date of cleaning or maintenance, the type and quantity of material removed from the **grease trap or grease interceptor**, and the disposal location and address,

which must be available, upon request, for inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.

- 3.2.5 The maximum depth of **fat, oil or grease** which an **operator** of a **food sector establishment** may allow to accumulate in a **grease trap or grease interceptor** prior to servicing must not exceed the lesser of 15.2cm (six inches) or 25% of the wetted height of the **grease trap or grease interceptor**.
- 3.2.6 Each **grease trap or grease interceptor** within a **food sector establishment** must have a visible label that shows its rated flow capacity, or documents from the manufacturer that state its rated flow capacity must be kept at the **food sector establishment**. The documentation must be available for viewing, upon request, by a **bylaw enforcement officer** or **City** employee during an inspection or investigation under section 3.2.1 of this Bylaw.
- 3.2.7 No person shall use enzymes, solvents, hot water, or other agents in order to facilitate the passage of **fat, oil or grease** through a **grease trap or grease interceptor**.
- 3.2.8 Every **food sector establishments** shall implement **best management practices** in its operation to minimize the discharge of **fat, oil or grease** into a **sanitary sewer system** within the **City**.

PART FOUR: GENERAL

4.1 Violations and Penalties

- 4.1.1 (a) A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
- (b) A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

- 4.1.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this Bylaw and is liable on summary conviction, to a fine of no less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

4.2 In this Bylaw, unless the context requires otherwise:

BEST MANAGEMENT PRACTICES means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of **fat, oil or grease** into a **sanitary sewer** or **drainage system**, as outlined in Schedule C attached to and forming part of this Bylaw.

BUILDING means a structure or portion of a structure, including foundations and supporting structures for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a use, occupancy, persons, animals, or property.

BYLAW ENFORCEMENT OFFICER means an employee of the **City**, appointed to or holding the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.

CITY means the City of Richmond.

COUNCIL means the current Council of the **City**.

DRAINAGE SYSTEM means all storm sewer works and appurtenances owned, controlled, maintained and operated by the **City**, including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, **City** right-of-way or easement or **City**-owned property.

DWELLING UNIT means a room or suite of two or more rooms designed for or occupied by one family only as a single housekeeping unit providing cooking, sanitary and sleeping facilities.

FAT, OIL OR GREASE means any solvent or extractable material of animal, vegetable or mineral origin, including but not limited to hydrocarbons, esters, fats, oils, waxes and high molecular weight carboxylic acids.

FOOD SECTOR ESTABLISHMENT	means: <ul style="list-style-type: none"> (a) a business establishment or institutional facility where food is prepared or made ready for eating or packaged and shipped to any establishment described in (b) or (c) below; (b) a retail establishment or institutional facility where food is prepared and made ready for retail sale or sold to the public and includes grocery stores, fresh produce stores, bakeries, butcher shops and similar establishments; and (c) a business or institutional eating or drinking establishment or facility where food is prepared or made ready for eating and is sold or served to the public or to persons employed at, served by or attending the establishment, whether or not consumed on the premises, and includes restaurants, delicatessens, fast-food outlets, cafeterias, hospitals, pubs, bars, lounges, or other similar establishments
GENERAL MANAGER OF ENGINEERING & PUBLIC WORKS	means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.
GREASE TRAP OR GREASE INTERCEPTOR	means a device designed and installed to separate and retain fat, oil or grease from wastewater, while permitting wastewater to discharge into a sanitary sewer or drainage system .
GROUNDWATER	means water found beneath the surface of the ground.
INSPECTION CHAMBER	means a covered chamber which provides an access point for making connections or performing maintenance on the underground sanitary sewer system or related service lines.
MAINTENANCE RECORDS	means the written documentation of the complete removal of all contents, including fat, oil or grease , floating materials, wastewater, and bottom sludge and solids, from a grease trap or grease interceptor .
MANHOLE	means a covered chamber which provides an access point for making connections or performing

maintenance on the underground **sanitary sewer** system or related service mainlines.

METERED PROPERTY

means a property which is equipped with a water meter which measures the quantity of water delivered to such property.

MULTIPLE-FAMILY DWELLING

means a detached, multi-floor **building** containing three or more residential **dwelling units**.

ONE-FAMILY DWELLING

means a detached **building** used exclusively for residential purposes, containing one **dwelling unit** only.

OPERATOR

means a proprietor, lessee, manager, employee, or other person who carries on the operations of a facility or business on behalf of the owner of the business and includes any person managing or supervising such facility or business.

PROPERTY OWNER

means the registered owner of a parcel of land in the **City**.

SANITARY SEWER

means a pipe or conduit for conveying **sewage**.

SEWAGE

means human excretion, water-carried wastes from drinking, culinary purposes, ablutions, laundering, food processing or ice producing activities, or other water-carried wastes discharged into the **sanitary sewer** system.

TWO-FAMILY DWELLING

means a detached **building** used exclusively for residential purposes containing two **dwelling units** only, which **building** is not readily convertible into additional **dwelling units** and the plans for which have been filed with the Building Inspector showing all areas of the **building** finished, and the design of the **building** showing each **dwelling unit** consisting of:

- (a) one storey only, not set upon another storey or upon a basement; or
- (b) two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or

- (c) a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

PART FIVE: SEVERABILITY AND CITATION

- 5.1 If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 5.2 This Bylaw is cited as “Sanitary Sewer Bylaw No. 10427”, and is effective January 1st, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10427
SANITARY SEWER CONNECTION CHARGES

1. DEMOLITION CHARGES

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|---|---------------|
| a) Cap and abandon existing service | \$ 1,300 each |
| b) Adjustment to top elevation of inspection chamber or manhole | \$ 1,300 each |
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2. INSPECTION CHAMBERS

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4. SERVICE PIPE

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| f) Supply and install manholes over 1.5 metres deep | By Estimate |

SCHEDULE B to BYLAW NO. 10427**SANITARY SEWER USER FEES****1. FLAT RATES FOR NON-METERED PROPERTIES**

	Annual User Fee
(a) Residential Dwellings (per dwelling unit)	
(i) One-Family Dwelling or Two-Family Dwelling	\$711.02
(ii) Townhouses	\$650.56
(iii) Apartments	\$541.82
(b) Public School (per classroom)	\$488.94
(c) Shops and Offices (per unit)	\$578.98

2. RATES FOR METERED PROPERTIES**User Rate**Calculated as rate per cubic metre (m³) of water delivered to the property: \$ 1.7342**3. MINIMUM USER FEE FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, AND AGRICULTURAL**

Minimum charge in any quarter of a year: \$ 86.00

4. CONSTRUCTION PERIOD USER FEE (per dwelling unit per month)

Month (2023)	One-Family Dwellings & Each Unit in a Two- Family Dwelling (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (fee per dwelling unit)	Start Bill Year
January	\$634	2024	\$580	2024	\$1,001	2025
February	\$581	2024	\$1,153	2025	\$960	2025
March	\$528	2024	\$1,105	2025	\$920	2025
April	\$475	2024	\$1,056	2025	\$880	2025
May	\$423	2024	\$1,008	2025	\$840	2025
June	\$370	2024	\$960	2025	\$799	2025
July	\$317	2024	\$911	2025	\$759	2025
August	\$943	2025	\$863	2025	\$1,273	2026
September	\$890	2025	\$815	2025	\$1,233	2026
October	\$838	2025	\$766	2025	\$1,193	2026
November	\$785	2025	\$718	2025	\$1,153	2026
December	\$732	2025	\$670	2025	\$1,112	2026

SCHEDULE C to Bylaw No. 10427**BEST MANAGEMENT PRACTICES
FATS, OILS AND GREASE (FOG) CONTROL AT FOOD SECTOR ESTABLISHMENTS**

All **food sector establishments** should implement the provisions of the following **best management practices**:

1) **Installation of Drain Screens**

Drain screens shall be installed on all drainage pipes in food preparation and kitchen areas.

2) **Collection of Waste Cooking Oil**

All **food sector establishment** employees must properly dispose of cooking oil and recycle FOG.

3) **Disposal of Food Waste**

All food waste shall be disposed of directly into the trash or garbage, and not in sinks or toilets.

4) **Food Sector Establishment Employee training**

Persons responsible for operating a **food sector establishment** must ensure that all employees are trained within 180 days of the effective start date of the establishment, and twice each calendar year thereafter, on the following:

- i. How to “dry wipe” pots, pans, dishware and work areas before washing to remove grease.
- ii. How to properly dispose of food waste and solids prior to disposal in trash bins or containers to prevent leaking and odours.
- iii. How to properly dispose of grease or oils from cooking equipment into a grease receptacle such as a barrel or drum without spilling.
- iv. How to properly use a sink strainer, and remove solids from the sink strainer.



**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment
Bylaw No. 10421**

The Council of the City of Richmond enacts as follows:

1. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting Schedules A through D and replacing them with Schedule A attached to and forming part of this Bylaw as new Schedules A through D.
2. This Bylaw is cited as “**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10421**” and is effective January 1, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept 
APPROVED for legality by Solicitor 

MAYOR

CORPORATE OFFICER

BYLAW YEAR: 2023

SCHEDULE A to BYLAW NO. 6803

FEES FOR CITY GARBAGE COLLECTION SERVICE	
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 80L container	\$ 83.89
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 80L container	\$ 100.67
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 120L container	\$ 113.33
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 120L container	\$ 136.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 240L container	\$ 143.33
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 240L container	\$ 172.00
Annual City garbage collection service fee for each unit in a single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development: 360L container	\$ 268.06
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 360L container	\$ 321.67
Annual City garbage collection service fee for each unit in a multi-family dwelling	
- Weekly service	\$ 52.22
- Twice per week service	\$ 91.11
Optional Monthly City garbage collection service fee for Commercial customers	
- Weekly service	\$ 77.87
- Cost per additional cart	\$ 42.67
Optional Monthly City garbage collection service fee for Commercial customers	
- Twice weekly service	\$ 132.84
- Cost per additional cart	\$ 60.43
Fee for garbage cart replacement	\$ 25.00
Fee for each excess garbage container tag	\$ 2.00
Large Item Pick Up fee	\$ 22.39
Non-compliant large item collection fee	\$ 75.00

SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE	
Annual City recycling service fee:	
(a) For residential properties, which receive blue box service (per unit)	\$ 73.17
(b) For multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$ 57.72
Annual City recycling service fee:	
(a) For yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit)	\$ 180.28
(b) For yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$ 73.17
(c) For yard and garden trimmings and food waste from multi-family dwellings	
- Weekly Service	\$ 55.56
- Twice per week service	\$ 75.56
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$ 65.00/bin/month
Cardboard bin recycling service for multi-family dwellings, collected weekly	\$ 75.00/bin/month
Fee for yard/food waste cart replacement	\$ 25.00
Annual City recycling service fee for non-residential properties	\$ 7.08
Optional Monthly City organics collection service fee for Commercial customers	
- Weekly service	\$ 74.12
- Cost per additional cart	\$ 32.77
Optional Monthly City organics collection service fee for Commercial customers	
- Twice weekly service	\$ 102.21
- Cost per additional cart	\$ 62.35
City recycling service fee for the Recycling Depot:	
	\$25.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties	\$ 0.00
(ii) for recyclable material from residential properties	\$25.00 per cubic yard
(b) For yard and garden trimmings from non-residential properties	\$ 0.00
(c) For recycling materials from non-residential properties	
(d) For upholstered furniture from residential properties	
(i) office/dining chair, ottoman, bench	\$ 0.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 0.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 0.00
(e) For upholstered furniture from non-residential properties	
(i) office/dining chair, ottoman, bench	\$ 20.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 35.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 50.00

SCHEDULE C to BYLAW NO. 6803

FEES FOR CITY LITTER COLLECTION SERVICE	
Annual City litter collection service fee for both residential properties and non-residential properties	\$ 41.00

SCHEDULE D TO BYLAW 6803

NEW RESIDENTIAL PROPERTY PAYMENT FEE SCHEDULE											
GARBAGE, RECYCLING & LITTER COLLECTION FEE						RECYCLING & LITTER COLLECTION FEE PER STRATA LOT					
Single-Family Dwellings & Each Unit in a Duplex Dwelling			Townhouse Development			Townhouse Development			Multi-Family Development		
Month in Current Year in which Building Permit is Issued	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Year in which Annual Fee Commences
January	\$ 207	2024	\$ -	2024	\$ -	2024	\$ -	2024	\$ 71	2025	2025
February	\$ 173	2024	\$ 272	2025	\$ 158	2025	\$ 59	2025	\$ 59	2025	2025
March	\$ 138	2024	\$ 247	2025	\$ 143	2025	\$ 47	2025	\$ 47	2025	2025
April	\$ 104	2024	\$ 222	2025	\$ 129	2025	\$ 35	2025	\$ 35	2025	2025
May	\$ 69	2024	\$ 198	2025	\$ 115	2025	\$ 24	2025	\$ 24	2025	2025
June	\$ 35	2024	\$ 173	2025	\$ 100	2025	\$ 12	2025	\$ 12	2025	2025
July	\$ -	2024	\$ 148	2025	\$ 86	2025	\$ -	2025	\$ -	2025	2025
August	\$ 387	2025	\$ 124	2025	\$ 72	2025	\$ 132	2025	\$ 132	2025	2026
September	\$ 352	2025	\$ 99	2025	\$ 57	2025	\$ 120	2025	\$ 120	2025	2026
October	\$ 317	2025	\$ 74	2025	\$ 43	2025	\$ 108	2025	\$ 108	2025	2026
November	\$ 282	2025	\$ 49	2025	\$ 29	2025	\$ 96	2025	\$ 96	2025	2026
December	\$ 246	2025	\$ 25	2025	\$ 14	2025	\$ 84	2025	\$ 84	2025	2026



**Consolidated Fees Bylaw No. 8636,
Amendment Bylaw No. 10358**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by:
 - (a) deleting “Schedule – Drainage, Dike, and Sanitary Sewer System”; and
 - (b) adding Schedule A attached to and forming part of this Bylaw as new “Schedule - Flood Protection” and “Schedule – Sanitary Sewer”.

2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10358**”, and is effective January 1, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE – FLOOD PROTECTION

Flood Protection Bylaw No. 10426

Description	Fee
<u>Design Plan Prepared by City [s. 1.2.1(d)]</u> a) Design plan prepared by City for One -Family Dwelling or Two-Family Dwelling	\$1,024.00 each
<u>Service Requests [s. 2.4.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$308.00 each

SCHEDULE – SANITARY SEWER

Sanitary Sewer Bylaw No. 10427

Description	Fee
<u>Design Plan Prepared by City [s. 1.2.1(d)]</u> a) Design plan prepared by City for One -Family Dwelling or Two-Family Dwelling	\$1,024.00 each
<u>Service Requests [s. 2.7.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$308.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$300.00 each



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 10431**

The Council of the City of Richmond enacts as follows:

1. The **Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122**, as amended, is further amended by:

a. deleting Section 1.1 and replacing it with the following:

“1.1 This bylaw applies only to those contraventions included in the following bylaws as enacted by the City of Richmond:

Animal Control Regulation Bylaw No. 7932, as amended;

Business Licence Bylaw No. 7360, as amended;

Business Regulation Bylaw No. 7538, as amended;

Commercial Vehicle Licencing Bylaw No. 4716, as amended;

Demolition Waste and Recyclable Materials Bylaw No. 9516;

Dog Licencing Bylaw No. 7138, as amended;

Donation Bin Regulation Bylaw No. 9502;

Election and Political Signs Bylaw No. 8713;

Fire Protection and Life Safety Bylaw No. 8306, as amended;

Flood Protection Bylaw No. 10426;

Newspaper Distribution Regulation Bylaw No. 7954;

Noise Regulation Bylaw No. 8856, as amended;

Parking (Off-Street) Regulation Bylaw No. 7403, as amended;

Public Parks and School Grounds Regulation Bylaw No. 8771, as amended;

Richmond Zoning Bylaw No. 8500, as amended;

Sanitary Sewer Bylaw No. 10427;

Sign Regulation Bylaw No. 9700;

Soil Deposit and Removal Bylaw No. 10200, as amended

Traffic Bylaw No. 5870, as amended;
 Unsightly Premises Regulation Bylaw No. 7162, as amended;
 Vehicle For Hire Regulation Bylaw No. 6900, as amended;
 Water Use Restriction Bylaw no. 7784, as amended;
 Watercourse Protection and Crossing Bylaw No. 8441;”.

- b. deleting “Schedule – Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551” from Schedule A to Bylaw No. 8122 ; and
 - c. adding Schedule A attached to and forming part of this Bylaw as new “Schedule – Flood Protection Bylaw No. 10426” and new “Schedule – Sanitary Sewer Bylaw No. 10427”.
2. This bylaw is cited as “Notice of Bylaw Violation Bylaw 8122, Amendment Bylaw No. 10431”, and is effective January 1, 2023.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

Schedule – Flood Protection Bylaw No. 10426 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Flood Protection Bylaw No. 10426	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Prohibited discharge into drainage system						
	First Offence	3.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Second Offence	3.1	No	\$ 250.00	\$ 225.00	\$ 275.00	n/a
	Third and Subsequent Offences	3.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a

Schedule –Sanitary Sewer Bylaw No. 10427 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Sanitary Sewer Bylaw No. 10427	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Prohibited discharge into sanitary sewer						
	First Offence	3.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Second Offence	3.1	No	\$ 250.00	\$ 200.00	\$ 275.00	n/a
	Third and Subsequent Offences	3.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Failure to permit access by authorized Officer to food sector establishment	3.2.1	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a
	Failure to maintain and repair all grease traps or grease interceptors	3.2.2	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to have person who can provide access to grease trap or grease interceptor	3.2.3	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to maintain or produce maintenance records	3.2.4	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to limit maximum depth of fats,	3.2.5	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a

oils or grease in trap or interceptor								
Failure to display or provide documentation on flow rate of grease trap or grease interceptor	3.2.6	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a		
Use of prohibited enzymes, solvents, hot water or agents in grease trap or grease interceptor	3.2.7	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a		
Failure to implement best management practices	3.2.8	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a		