



COUNCIL REPORT

To: Paul Gipps, CAO

Date: July 13, 2021

From: Chris Anderson, Public Works Manager
Lisa Siavashi, Financial Services
Manager/Deputy CFO

Subject: **Water Regulation Bylaw No. 274 Adoption**

RECOMMENDATION

THAT the “City of West Kelowna Water Regulation Bylaw No. 274, 2021” be adopted and;

THAT the “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.71, 2021” be adopted and;

THAT the “City of West Kelowna Ticket Information Utilization Bylaw No. 0095.44, 2021” be adopted and;

THAT the “Bylaw Notice Enforcement Amendment Bylaw No. 0093.47, 2021” be adopted and;

THAT the “Water Leak Adjustment Council Policy”, dated July 13, 2021, be adopted.

BACKGROUND

The City of West Kelowna operates, maintains, and administers service to five individual and separate water systems. These five systems fall under either the Powers Creek Water Service Area (legacy Westbank Irrigation District (WID)) or the Rose Valley Water Service Area (legacy Lakeview Irrigation District (LID)), Sunnyside/Pritchard, and the West Kelowna Estates water systems. For these 5 water systems, there are currently 9 corresponding bylaws.

The City of West Kelowna’s Water Regulation Bylaw No. 274 is a consolidation of the 9 existing bylaws as well as integration of best practice and industry standard updates where necessary.

The City of West Kelowna’s Water Regulation Bylaw No.274, 2021, Fees and Charges Amendment Bylaw No. 0028.71, 2021, Ticket Information Utilization Bylaw No. 0095.44, 2021, and the Bylaw Notice Enforcement Amendment Bylaw No. 0093.47, 2021, were all

given first, second, and third reading at the June 22, 2021 Council meeting. These four Bylaws are now before Council for consideration of adoption.

Additionally staff has formalized the process that the City follows for dealing with water leak adjustments in a policy that is also before Council for consideration of adoption.

During the year, a home owner may experience a leak in their water pipes, etc. that may cause excessive water usage. This leak can be determined by:

- Water meters, which then create a note for the utility bill indicating a leak status for the owner to look into;
- Higher than normal usage / billing, noticed by the owner; and/or
- Actual water leakage showing at the home owner's property.

When this occurs, the City provides the home owner with an opportunity to fix the leak, within a defined timeframe, in order to have their bill adjusted to their average usage for that quarter. This adjustment does not apply to irrigation distribution lines due to the easiness of damaging this system, plus the ability to quickly determine leaks from these lines and parts, and shut the system off for repairs. This water leak adjustment process was slightly modified from the processes transferred over from the Regional District of Central Okanagan and Westbank Irrigation District, and staff has taken this opportunity to create the formal policy for it.

FINANCIAL IMPLICATIONS

The consolidation of the 9 bylaws and the adoption of the Water Leak Adjustment Policy, does not create any significant financial implications, with the exception of creating administrative efficiencies.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
June 22, 2021	THAT Council give first, second, and third reading to "City of West Kelowna Water Regulation Bylaw No. 274, 2021" and;	C224/21
	THAT Council give first, second, and third reading to "City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.71, 2021" and;	
	THAT Council give first, second, and third reading to "City of West Kelowna Ticket Information Utilization Bylaw No. 0095.44, 2021" and;	
	THAT Council give first, second, and third reading to "Bylaw Notice Enforcement Amendment Bylaw No. 0093.47, 2021".	

Alternate Motion:

THAT Council postpone adoption of the following Bylaws and Policy:

- City of West Kelowna Water Regulation Bylaw No. 274, 2021, and;
- City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.71, 2021, and;
- City of West Kelowna Ticket Information Utilization Bylaw No. 0095.44, 2021, and;
- Bylaw Notice Enforcement Amendment Bylaw No. 0093.47, 2021 and;
- Water Leak Adjustment Council Policy, dated July 13, 2021.

Should Council wish to postpone the adoption of these Bylaws and the Policy, it is requested that direction be provided as part of the Council resolution.

REVIEWED BY

Allen Fillion, Director of Engineering and Public Works

Shelley Schnitzler, Legislative Services Manager/Corporate Officer

APPROVED FOR THE AGENDA BY

Allen Fillion, Acting CAO

Powerpoint: Yes ☐ No ☒

Attachments:

1. Water Regulation Bylaw No.274
2. Fees and Charges Amendment Bylaw No.0028.71 (Schedule 4 B Water)
3. Ticket Information Utilization Bylaw No. 0095.44
4. Bylaw Notice Enforcement Amendment Bylaw No. 0093.47
5. Water Leak Adjustment Policy, July 13, 2021