

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original Signed by   
\_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

**DATE:** November 30, 2020

**SUBJECT:** Amendments to **By-law C-1000**, Respecting Charges for the Resolution of Inadequate Water Supply

---

## **ORIGIN**

On February 25, 2020, Regional Council PUT and PASSED the following motion:  
THAT Halifax Regional Council request a staff report for the establishment of a new HRM By-law or amend the existing By-Law C-1000 Respecting Charges for the Resolution of Inadequate Water Supply to enable the municipality to assist property owners with the financing of replacing or upgrading of on-site sewage disposal equipment and THAT Halifax Regional Council request a staff report on a proposed amendment to Bylaw C-1000 – Respecting Charges for the Resolution of Inadequate Water Supply.

On August 18, 2020, Regional Council PUT and PASSED the following motion:

THAT Halifax Regional Council request a staff report proposing amendments to By-Law C-1000, Respecting Financing and Charges for Homeowners to Resolve Inadequate On-Site Water Supply to include other property types pursuant to Section 4 of the By-law

## **LEGISLATIVE AUTHORITY**

*Halifax Regional Municipality Charter, R.S.N.S., 2008, c. 39:*

### **Business and industrial development**

71(2) The Municipality may not grant a tax concession or other form of direct financial assistance to a business or industry.

### **Expenditures not included in operating or capital budgets**

79B The Council shall establish procedures to authorize and verify expenditures that are not included in an operating budget or capital budget.

104A (1) The Council may make bylaws imposing, fixing and providing methods of enforcing payment of charges for the financing and installation of any of the following on private property with the consent of the property owner: (d) equipment for the supply, use, storage or conservation of water; and (e) on-site sewage disposal equipment.

### **RECOMMENDATION**

It is recommended that Halifax Regional Council:

1. Adopt By-Law C-1002, the purpose of which is to amend By-Law C-1000 Respecting Charges for the Resolution of Inadequate Water Supply as set out in Attachment 2 of this report;
2. Adopt the Amending Administrative Order, the purpose of which is to replace the table in section 25 of Administrative Order 15, *Respecting License, Permit and Processing Fees*, as set out in Attachment 4 of this report; and
3. Decline to amend By-law C-1000 Respecting Charges for the Resolution of Inadequate Water Supply to permit the financing of other property types pursuant to Section 4 of the By-law.

### **BACKGROUND**

On November 10, 2016, Bill 62 received Royal Assent. The purpose of Bill 62 was to amend the Municipal Government Act and the Halifax Regional Municipality Charter to permit municipalities in Nova Scotia to provide “for, financing and installing equipment, including containers, on private property for the purposes of the supply, use, storage or conservation of water”. Bill 62 also enabled municipalities to “make by-laws imposing, fixing and providing methods of enforcing payment of charges for the financing and installation” of this equipment on private property with the consent of the property owner.

Bill 62 was in response to months of unusually low rainfall in 2016 which resulted in many on-site water supply systems running dry. Drilling a new well can cost more than \$10,000 which is a significant financial barrier for many property owners who require a quick solution to a serious problem. Bill 62 was intended to remove the immediate financial barrier by allowing municipalities to create programs that would pay the costs of repairing or replacing on-site water supply systems upfront. These costs would then be billed back by the municipality to the property owner and repaid over a specific period with interest.

On March 20, 2018, Regional Council adopted By-law C-1000 Respecting Charges for the Resolution of Inadequate Water Supply, enabling residents with an inadequate water supply to apply for financing options through HRM.

On October 30, 2019 Bill 201 received Royal Assent. The purpose of Bill 201 was to amend the Municipal Government Act and the Halifax Regional Municipality Charter to allow municipalities to “make by-laws charging for the financing and installation of on-site sewage disposal equipment on private property”.

On November 26, 2019, Regional Council requested a report for the establishment of a new HRM By-Law or amendment to the existing By-Law C-1000 to enable the municipality to assist property owners with the financing of replacing or upgrading of on-site sewage disposal equipment.

On February 25, 2020, Regional Council requested a supplemental report to amend By-Law C-1000 to include financing for the cost of any water filtration, purification, and / or conditioning system required to improve the quality of on-site water supply that a property owner can apply for under the program.

On August 18, 2020, Regional Council approved a motion for a staff report on amending By-law C-1000 to permit the financing of other property types pursuant to Section 4 of the By-law. A supplementary staff

report on this issue, dated April 18, 2018, was before Council on August 14, 2018. That supplementary staff report included a recommendation that no amendments be made to By-Law C-1000 to include other property types pursuant to Section 4 of the By-law. That recommendation was passed by Regional Council.

This is the requested report for the November 26, 2019, February 25, 2020 and August 18, 2020 motions.

## **DISCUSSION**

This report covers three motions which can be summarized as:

1. Include financing for on-site sewage disposal systems.
  - Staff recommend this update.
2. Permit other types of water systems to be eligible for financing (only wells are eligible under the current program).
  - Staff recommend this update.
3. Allow other property types to participate in the program (only residential principal residences are currently eligible)
  - HRM does not have the legislative authority to include commercial properties in this program. The inclusion of other properties (e.g., recreation, seasonal, etc.) is discussed further below and is not recommended. The inclusion of these properties is outlined in alternative 1 and has a financial implication.

Each of these are discussed further below.

1. Include financing for on-site sewage disposal systems

As of November 2019, HRM has the legislative authority to expand the financing program to include on-site sewage disposal equipment. The proposed By-law amendments to include these solutions as items eligible for financing under the program are set out in Attachment 2 of this report.

2. Permit other types of water systems to be eligible for financing (only wells are eligible under the current program)

When By-law C-1000 was adopted by Council in March, 2018 it took a narrow view of items that could be financed, limiting the program specifically to wells. As the Municipality began to receive customer requests, it became apparent that there are other solutions available in the market to help customers better their water supply, for example, installing a cistern. Accordingly, the proposed By-law amendments to include these solutions as items eligible for financing under the program are set out in Attachment 2 of this report.

3. Allow other property types to participate in the program (only residential principal residences are currently eligible)

Staff believe the intent of Bill 62 and Bill 201 is to provide funding as a lender of last resort to those customers with an urgent need to immediately address inadequate on-site water supply or sewage disposal issues. By providing this financing, HRM could remove any immediate financial barriers so homeowners can access resources needed to address on-site water supply and sewage disposal issues to ensure they have access to these basic necessities. The repair of faulty on-site sewage disposal systems also helps to protect the local environment.

The current program limits eligibility to principal residences. The August 14, 2018 Council report discusses in detail the rationale for the exclusion of other properties, such as new home construction, recreational properties and commercial properties. A copy of that report can be found here:

<https://www.halifax.ca/sites/default/files/documents/city-hall/regional-council/180814rc1411.pdf>

In addition, the *Halifax Regional Municipality Charter* specifically prohibits direct financial assistance to businesses or industries. This means HRM does not have the authority to include commercial properties in this program.

The intent of the program is to act as a lender of last resort for customers who may face financial barriers to accessing financing through a traditional financial institution. The Municipality is not structured to provide financing services as efficiently as the private sector. As a result, many customers who have inquired about HRM's program have determined they can obtain financing at a competitive rate built into their mortgage payments from their financial institution. Customers have reported this to be more convenient for them than obtaining financing through HRM. Customers who have recreational or seasonal properties and have another residence at their disposal are not facing the same urgency as customers who do not have sufficient water and sewage disposal in their principal residences.

The existing program was implemented in March 2018 and there are currently only 2 active participants who have obtained a loan. The program administrator regularly receives inquiries about the program, however, the majority of these fall into two categories:

1. Customers who indicate they are in need of a grant to improve their water supply, not a financing program, or,
2. Customers who subsequently obtain preferential financing from their existing financial institution.

The current inquiry volumes are manageable at current staffing levels. Expanding the program to other properties beyond principal residential properties may result in an increase in program participation, which cannot be accommodated at current staffing levels. For these reasons, staff do not recommend expanding the program beyond principal residences.

### **FINANCIAL IMPLICATIONS**

The program is structured so that HRM pays the invoice of the contractor who performs the work. The loan forms a lien on the property. The customer then repays HRM over 10 years. Although the amount is fully repaid over time, the initial payment is made by HRM to the contractor. At current participation levels the Municipality can cover the immediate cashflow requirements. The expansion of the program to include other water systems and sewage disposal systems is not expected to have a large uptake based on current program participation levels.

The recommendations in this report have no financial implications because based on historical uptake on the current program, staff do not expect the volume of applications to greatly increase.

### **RISK CONSIDERATION**

The risk is considered low because of HRM's ability to impose a first lien on the property for the amount of the loan.

There is a risk that drilling a well or performing certain on-site sewage disposal work could adversely affect adjacent properties. The risk imposed to HRM is low because the Municipality is only providing financing assistance to the homeowner and not conducting installation of the services.

### **COMMUNITY ENGAGEMENT**

N/A

### **ENVIRONMENTAL IMPLICATIONS**

Malfunctioning sewage disposal systems can potentially allow untreated sewage to leak into the groundwater or nearby water bodies. Offering financing for updates to malfunctioning sewage disposal systems may decrease the amount of polluted water reaching the natural environment.

### **ALTERNATIVES**

1. Council may choose to include other properties such as recreation and seasonal properties. For clarity, this alternative excludes commercial properties, to which HRM does not have legislative authority to extend financing. This is not recommended as these properties do not face the urgency that owners of principal residences face. If the program is expanded to include other property types one FTE will be required to respond to the increased inquiry volume and a large uptake may put pressure on HRM's cashflow.
2. Council may choose to target the programs to low-income households. The same criteria could be used as that for the Residential Property Tax Exemption and Deferral program.
3. Council may choose to not adopt any amendments to By-Law C-1000.
4. Council may choose to adopt only the water supply amendments to By-Law C-1000.
5. Council may choose to adopt only the on-site sewage disposal amendments to By-Law C-1000.

### **ATTACHMENTS**

Attachment 1 – Showing Proposed changes to By-law C-1000  
Attachment 2 - Amending By-law C-1002  
Attachment 3 - Showing Proposed Changes to AO 15  
Attachment 4 - Amending Administrative Order  
Attachment 5 – Supplemental Staff Report April 18, 2018

---

A copy of this report can be obtained online at or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Renée Towns, Manager of Revenue, Treasurer

---

HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER C-1000  
RESPECTING CHARGES FOR THE RESOLUTION OF  
INADEQUATE WATER SUPPLY AND ON-SITE SEWAGE DISPOSAL SYSTEMS

BE IT ENACTED by the Council of the Halifax Regional Municipality as follows:

**Short Title**

1. This By-law shall be known as By-law C-1000 and may be cited as the *Charges for Water Supply and On-Site Sewage Disposal System Improvement By-Law*.

**Interpretation**

2. In this By-law,

(a) "Director" means the director of the department of the Municipality for Finance Planning and Development, and includes a person acting under the supervision and direction of the Director;

(b) "owner" includes

(i) a part owner, joint owner, tenant in common or joint tenant of the whole or any part of and or a building,

(ii) in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession on a person having the care and control of the land or building,

(iii) a person who occupies shores, beaches or shoals, and

(iv) in absence of proof to the contrary, the person assessed for the property;

(c) "principal residence" means a dwelling unit occupied for at least 180 days in the calendar year immediately prior to the year of application;

(d) "recreational property" means a dwelling unit used as a secondary place of residence for vacation or leisure activity;

(da) "on-site sewage disposal system" means, except where context requires otherwise, any on-site mechanism or part of an on-site mechanism for the treatment and disposal of sewage that is not directly connected to an approved central wastewater collection and treatment system;

(e) "Treasurer" means the Treasurer of the Municipality, and includes a person acting under the supervision and direction of the Treasurer; and

(f) "water supply improvement" means the installation or upgrade of a water system on the subject property for the supply, use, storage or conservation on water, including cisterns, water from fog systems, or greywater collection.

### Application of By-law

3. This By-law shall apply to the installation and financing of water supply improvement **or on-site sewage disposal system** on a property in the Municipality where the property:

(a) is a principle residence;

(b) is outside of the Halifax Water **water or wastewater** service area and there are no proposed plans to extend service to the property or building;

(c) the ~~property~~ **financing being requested is for a property that:**

(i) has an existing water system that provides potable water but ~~does not meet minimum requirements for pressure, flow or recharge rates~~ **is inadequate;**

(ii) **requires the installation of water storage; or**

(iii) **has an existing on-site sewage disposal system;** and

(d) the owner of the property,

(i) makes an application to the Municipality whereby the Municipality will pay for the costs of providing for, financing, and installing of water supply improvement **or an on-site sewage disposal system;** and

(ii) agrees to repay such costs to the Municipality pursuant to this By-law and an agreement entered into pursuant to clauses 5(i) **or 5A(h).**

4. Notwithstanding section 3, this By-law shall not apply to the following:

(a) new home construction;

(b) property that is rented or leased;

(c) a recreational property;

(d) a resource property;

(e) commercial property;

(f) property that is exempt from residential property tax;

(g) any property without an existing water supply system; **or**

(h) any property with an existing water supply system that ~~meets acceptable standards for pressure, flow or recharge rates~~ **is adequate and**

(i) ~~that~~ **that** is less than one year old; or

(ii) ~~that~~ **that** does not provide potable water.

### Eligibility – Water Supply Improvement Financing

5. To be eligible for water supply improvement financing:

- (a) **section clauses 3(a), (b), (c)(i) or (c)(ii), and (d)** of this by-law must be satisfied;
- (b) the property owner must be in good standing on their property taxes and related charges;
- (c) the property is held by the owner in fee simple;
- (d) the proposed water supply improvement is for a residential purpose;
- (e) the Municipality must be provided with **documentation an attestation** indicating that the water supply for the subject property **does not meet minimum pressure, flow or recharge rates is inadequate**;
- (f) the Municipality must be provided with a written estimate or a signed contract from a contractor **who holds a certificate of qualification from Nova Scotia Environment approved by the Municipality**;
- (g) the Director must approve the written estimate provided to the Municipality pursuant to clause (f) prior to the installation commencing;
- (h) the owner of the property must submit an application on a form as prescribed by the Director and pay the application fee in the amount set out in Administrative Order 15, *License, Permits, and Processing Fees Administrative Order*, **and**
- (i) an agreement must be executed between the owner of the property and the Municipality respecting the provisioning, financing and installation of the water improvement on the property of such owner and the repayment of all associated costs in accordance with a payment schedule; **and**
- (j) **the equipment installed results in a potable water supply that meets minimum pressure, flow and recharge rates for use on the property repeal.**

**Eligibility – On-Site Sewage Disposal System**

- 5A (a) clauses 3(a), (b), (c)(iii) and (d) of this by-law must be satisfied;
- (b) the property owner must be in good standing on their property taxes and related charges;
  - (c) the property is held by the owner in fee simple;
  - (d) the proposed on-site sewage disposal system is for a residential purpose;
  - (e) the Municipality must be provided with a written estimate or a signed contract from a contractor approved by the Municipality;
  - (f) the Director must approve the written estimate provided to the Municipality pursuant to clause (e) prior to the installation commencing;
  - (g) the owner of the property must submit an application on a form as prescribed by the Director and pay the application fee in the amount set out in Administrative Order 15, *License, Permits, and Processing Fees Administrative Order*, **and**
  - (h) an agreement must be executed between the owner of the property and the Municipality respecting the provisioning, financing and installation of the on-site sewage disposal system on the property of such owner and the repayment of all associated costs in accordance with a payment schedule.



### **Confirmation of Improvement Work Completed – Water Supply Improvement**

6. Upon completion of the water supply improvement, the owner shall provide the Treasurer with
- (a) an itemized invoice for the full cost of the water supply improvement; and
  - (b) ~~a copy of the well construction record indicating the well meets minimum standards for quantity and quality~~ repeal;
  - (c) ~~a copy of the pump installation report; and~~ repeal;
  - (d) any other information required by the Director or Treasurer, including any documentation required to confirm the work was completed.

### **Confirmation of Work Completed – On-Site Sewage Disposal System**

- 6A. Upon completion of the on-site sewage disposal system, the owner shall provide the Treasurer with
- (a) an itemized invoice for the full cost of the on-site sewage disposal system;
  - (b) a copy of the Certificate of Installation submitted to Nova Scotia Environment; and
  - (c) any other information required by the Director or Treasurer, including any documentation required to confirm the work was completed.

### **Charge Imposed**

7. Where sections 3, and 5 or 5A are satisfied and water supply improvement equipment or the on-site sewage disposal system is installed on a property, a charge is hereby imposed in respect of the provision, financing, and installation of such equipment on the property.

### **Amount of Charge**

8. (1) ~~Subject to subsection (2),~~ the amount of the charge imposed pursuant to section 5 or 5A shall be calculated based on the lesser of:
- (a) ~~one hundred and five percent (105%) of the written estimate provided pursuant to clause 5(f), less any funding received from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them~~ twenty thousand dollars (\$20,000); or
  - (b) ~~the actual cost of providing for, financing and installing water improvement equipment, less any funding from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them~~ repeal;
- (2c) ~~The total cumulative value of the charge imposed under this By-law shall not exceed~~ 75% of the assessed property value of the property as determined by Property Valuation Services Corporation.

### **Lien**

9. (1) A charge imposed pursuant to this By-law constitutes a lien upon the real property with respect to which the charge has been levied in the same manner and with the same effect as taxes.
- (2) A charge imposed pursuant to this By-law is collectable in the same manner as taxes and at the option of the Treasurer is collectable at the same time and by the same proceedings as taxes.

(3) The lien provided for in this By-law shall become effective on the date on which the Treasurer receives documentation confirming completion.

(4) The lien provided for in this By-law shall remain in effect until the charge plus interest has been paid in full.

**Interest**

10.(1) Interest shall accrue and be payable annually on charges outstanding regardless of whether the owner has elected to pay by installments on the amount outstanding from the date of billing forward at a rate equal to the prime rate of the Municipality's banker plus two percentage points.

(2) Notwithstanding subsection (1), the minimum interest rate payable shall not be lower than two percent (2%).

**Installments**

11. The amount payable may, at the option of the owner, be paid in equal annual installments over a period not exceeding ten years and the balance becomes due and payable in case of default of payment of an installment.

**Exemption and Deferral Not Allowed**

12. The amount charged pursuant to this By-law is not eligible for Tax Deferral or Tax Exemption.

Done and passed by Council this 20<sup>th</sup> day of March 2018

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted by-law was passed at a meeting of the Halifax Regional Council held on March 20<sup>th</sup>, 2018

\_\_\_\_\_  
Kevin Arjoon, Municipal Clerk

Notice of Motion:	February 13, 2018
First Reading:	February 27, 2018
Notice of Second Reading Publication:	March 3, 2018
Second Reading:	March 20, 2018
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	March 31, 2018

Amendment #1 – C-1001

---

Notice of Motion:	July 31, 2018
First Reading:	August 14, 2018
Notice of Second Reading Publication:	August 18, 2018
Second Reading:	September 11, 2018
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	September 15, 2018

HALIFAX REGIONAL MUNICIPALITY  
BY-LAW C-1002  
RESPECTING CHARGES FOR THE RESOLUTION OF INADEQUATE WATER SUPPLY

**BE IT ENACTED** that Council of the Halifax Regional Municipality that the By-law C-1000, the *Charges for Water Supply Improvement By-law* is amended as follows:

1. adding the words “AND ON-SITE SEWAGE DISPOSAL SYSTEMS” after the word “SUPPLY” in the title of the By-law.
2. amend section 1 by adding the words “*and On-Site Sewage Disposal System*” after the word “*Supply*” and before the word “*Improvement*”.
3. amend section 2 by:
  - (i) striking out the word “Finance” after the word “for” and before the comma and the word “, and” in clause (a);
  - (ii) adding the words “Planning and Development” after the word “for” and before the comma and the word “, and” in clause (a); and
  - (iii) adding the following clause after clause (d) and immediately before clause (e):

(da) “on-site sewage disposal system” means, except where context requires otherwise, any on-site mechanism or part of an on-site mechanism for the treatment and disposal of sewage that is not directly connected to an approved central wastewater collection and treatment system;
4. amend section 3 by:
  - (i) adding the words “or on-site sewage disposal system” after the word “improvement” and before the words “on a” in the first line of the section;
  - (ii) adding the words “or wastewater” after the word “water” and before the word “service” in clause (b);
  - (iii) striking out the word “property” after the word “the” and before the word “has” in clause (c);
  - (iv) adding the words and punctuation “financing being requested is for a property that:” after the word “the” and before the word “has” in clause (c);
  - (v) creating a new sub-clause “(i)” to clause (c) after the newly added colon and before the word “has”;

- (vi) striking out the words “does not meet minimum requirements for pressure, flow or recharge rates” after the word “but” and before the semi-colon at the end of the newly created sub-clause (i) in clause (c);
- (vii) adding the words “is inadequate” after the word “but” and before the semi-colon at the end of the newly created sub-clause (i) in clause (c);
- (viii) adding the following new sub-clauses after the newly created sub-clause (i) and before the word “and” in clause (c)”
  - (ii) requires the installation of water storage; or
  - (iii) has an existing on-site sewage disposal system;
- (ix) adding the words “or on-site sewage disposal system” after the word “improvement” and before the semi-colon at the end of sub-clause (i) of clause (d);
- (x) adding and “s” to the end of the word “clause” in sub-clause (ii) of clause (d); and
- (xi) adding the words “and 5A(h)” after the number “5(i)” and before the period at the end of sub-clause (ii) of clause (d).

5. Amend section 4 by:

- (i) adding the word “or” at the end of clause (g);
- (ii) striking out the words “meets acceptable standards for pressure, flow or recharge rates” after the word “that” at the end of clause (h);
- (iii) adding the words “is adequate and” after the word “that” at the end of clause (h); and
- (iv) striking out the word “that” at the beginning of sub-clauses (i) and (ii) of clause (h).

6. Amend section 5 by:

- (i) adding the punctuation and words “- Water Supply Improvement Financing” after the word “Eligibility” in the title line of the section;
- (ii) striking out the word “section” before the number “3” at the beginning of clause (a);
- (iii) adding the word “clauses” before the number “3” at the beginning of clause (a);
- (iv) adding the clauses and words “(a), (b), (c)(i) or (c)(ii), and (d)” after the number “3” and before the word “of” in clause (a);
- (v) striking out the word “documentation” after the word “with” and before the word “indicating” in clause (e);
- (vi) adding the words “an attestation” after the word “with” and before the word “indicating” in clause (e);

- (vii) striking out the words “does not meet minimum pressure, flow or recharge rates” after the word “property” and before the semi-colon at the end of clause (e);
  - (viii) adding the words “is inadequate” after the word “property” and before the semi-colon at the end of clause (e);
  - (ix) striking out the words “who holds a certificate of qualification from Nova Scotia Environment” after the word “contractor” and before the semi-colon at the end of clause (f);
  - (x) adding the words “approved by the Municipality” after the word “contractor” and before the semi-colon at the end of clause (f);
  - (xi) adding the word “and” after the semi-colon at the end of clause (h);
  - (xii) striking the word “and” at the end of clause (i); and
  - (xiii) repealing clause (j).
7. adding the following title and section after the newly repealed clause 5(j) and immediately before section 6:

**Eligibility – On-Site Sewage Disposal System**

5A (a) clauses 3(a), (b), (c)(iii) and (d) of this by-law must be satisfied;

(b) the property owner must be in good standing on their property taxes and related charges;

(c) the property is held by the owner in fee simple;

(d) the proposed on-site sewage disposal system is for a residential purpose;

(e) the Municipality must be provided with a written estimate or a signed contract from a contractor approved by the Municipality;

(f) the Director must approve the written estimate provided to the Municipality pursuant to clause (e) prior to the installation commencing;

(g) the owner of the property must submit an application on a form as prescribed by the Director and pay the application fee in the amount set out in Administrative Order 15, *License, Permits, and Processing Fees Administrative Order*; and

(h) an agreement must be executed between the owner of the property and the Municipality respecting the provisioning, financing and installation of the on-site sewage disposal system on the property of such owner and the repayment of all associated costs in accordance with a payment schedule.

8. amend section 6 by:

(i) striking out the word “Improvement” after the word “of” in the title line of the section;

- (ii) adding the punctuation and words “Work Completed - Water Supply Improvement” after the word “of” in the title line of the section;
  - (iii) adding the word “and” after the semi-colon at the end of clause (a);
  - (iv) repealing clauses (b) and (c);
  - (v) adding the words “Director or” after the word “the” and before the word “Treasurer” in clause (d); and
  - (vi) adding a comma and the words “, including any documentation required to confirm the work was completed” after the word “Treasurer” and before the period at the end of clause (d).
9. add the following section after clause 6(d) and immediately before section 7:

**Confirmation of Work Completed – On-Site Sewage Disposal System**

6A. Upon completion of the on-site sewage disposal system, the owner shall provide the Treasurer with

- (a) an itemized invoice for the full cost of the on-site sewage disposal system;
- (b) a copy of the Certificate of Installation submitted to Nova Scotia Environment; and
- (c) any other information required by the Director or Treasurer, including any documentation required to confirm the work was completed.

10. amend section 7 by:

- (i) adding a comma after the number “3” and before the word “and”;
- (ii) adding the word and number “or 5A” after the number “5” and before the words “are satisfied”; and
- (iii) adding the words “or the on-site sewage disposal system” after the word “equipment” and before the words “is installed”.

11. amend section 8 by:

- (i) striking out the words a comma “Subject to subsection (2),” before the word “the” at the beginning of subsection (1);
- (ii) capitalizing the letter “t” in the word “the” at the beginning of subsection (1);
- (iii) adding the word and number “or 5A” after the number “5” and before the word “shall” in subsection (1);
- (iv) striking out the words “one hundred and five percent (105%) of the written estimate provided pursuant to clause 5(f), less any funding received from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them” before the semi-colon in clause (a);





HALIFAX REGIONAL MUNICIPALITY

ADMINISTRATIVE ORDER NUMBER 15

Respecting License, Permit and Processing Fees

25.

By-law #	Short Title	Section	Details	Fee
<del>C-1000</del>	<del>Charges for Water Supply Improvement and On-Site Sewage Disposal Systems</del>	<del>5(h)</del>	<del>Application Fee</del>	<del>\$150.00</del>

<b>By-law C-1000, Respecting Charges for the Resolution of Inadequate Water Supply and On-Site Sewage Disposal Systems</b>		
Fee Description	By-law Section	Fee
Application Fee – Water Supply Improvement	5(h)	\$150.00
Application Fee – On-Site Sewage Disposal System	5A(g)	\$150.00

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 15  
RESPECTING LICENSE, PERMIT AND PROCESSING FEES**

**BE IT ENACTED** by the Council of Halifax Regional Municipality that Administrative Order 15 the License, Permits and Processing Fees Administrative Order, is further amended as follows:

1. Replacing the table in section 25 with the following table:

<b>By-law C-1000, Respecting Charges for the Resolution of Inadequate Water Supply and On-Site Sewage Disposal Systems</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Application Fee – Water Supply Improvement	5(h)	\$150.00
Application Fee – On-Site Sewage Disposal System	5A(g)	\$150.00

Done and passed in Council this    day of                   , 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Iain MacLean, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted administrative order was passed at a meeting of the Halifax Regional Council held on                   , 2021.

\_\_\_\_\_  
Iain MacLean  
Municipal Clerk



## **BACKGROUND**

On November 10, 2016, Bill 62 received Royal Assent. The purpose of Bill 62 was to amend the Municipal Government Act and the Halifax Regional Municipality Charter to permit municipalities in Nova Scotia to provide “for, financing and installing equipment, including containers, on private property for the purposes of the supply, use, storage or conservation of water”. Bill 62 also enabled municipalities to “make by-laws imposing, fixing and providing methods of enforcing payment of charges for the financing and installation” of this equipment on private property with the consent of the property owner.

Bill 62 was in response to months of unusually low rainfall in 2016 which resulted in many on-site water supply systems running dry. This was particularly true in the southwest part of the Province where it is reported that approximately 2,000 wells went dry. Drilling a new well can cost more than \$10,000 which is a significant financial barrier for many property owners who require a quick solution to a serious problem. Bill 62 was intended to remove the immediate financial barrier by allowing municipalities to create programs that would pay the costs of repairing or replacing on-site water supply systems upfront. These costs would then be billed back by the municipality to the property owner and repaid over a specific period of time with interest.

On March 20, 2018, Regional Council adopted By-law C-1000 *Respecting Charges for the Resolution of Inadequate Water Supply* as set out in Attachment 2 of this report. The purpose of the by-law is to enable residents whose on-site water supply has gone dry or extremely low to apply for financing options through HRM. Administrative Order 15, Respecting License, Permit and Processing Fees, was also amended to permit a fee of \$150 to be charged to applicants under this new program. Regional Council also requested a supplemental report on the feasibility of expanding the Program to include other property types pursuant to Section 4 of the by-law. This is the requested supplementary report.

## **DISCUSSION**

Staff believe the intent of Bill 62 is to provide funding to immediately address inadequate on-site water supply for principle residences. By acting as a lender of last resort, HRM could remove any immediate financial barriers so that homeowners can quickly restore a running water supply to their homes which is a basic necessity for drinking, cooking, washing and bathing. For this reason, the by-law is intended to assist owners of dwelling units that are occupied on a full-time basis by the owner as their principle residence but not less than 180 days in the calendar year prior to the year of application. To ensure the by-law aids only homeowners in this situation, a list of exclusions is included in Section 4 of the by-law. Restricting the scope of the by-law to principle residences also increases the likelihood that it can be administered using existing staffing resources at no additional cost to HRM. The exclusions, along with reasons for including them in the by-law, are as follows:

**1. New home construction:** The purchaser must ensure all systems related to a new home are in good working order before taking possession of the property from the builder or contractor who is responsible for ensuring the on-site water supply is adequate for the number of occupants the residence is intended for. The installer is required to provide Nova Scotia Environment with a well construction record indicating that the well meets minimum standards for quantity and quality, and a pump installation report indicating the operating pressure range. The purchaser should request copies of these reports before closing the transaction.

**2. Recreational properties** (i.e. cottages, cabins, vacant land with a water hook-up, etc): Recreational properties are not principle residences. The owner has the alternative of returning to their principle residence if the on-site water supply for the recreational property is not adequate for any reason.

**3. Any dwelling unit which is not occupied by the owner on a full-time basis or which was occupied for less than 180 days in the calendar year prior to the year of application:** If the dwelling unit is not occupied on a full-time basis or less than 180 days in the prior calendar year, then it is likely the owner has another dwelling unit which is their principle residence. As with recreational properties, the owner has the

alternative of returning to their principle residence.

**4. Rental or leased properties:** The owner is receiving revenue from the property and is therefore responsible for using a portion of that revenue for the upkeep and good repair of the property including ensuring the renters or leasers have an adequate on-site water supply.

**5. Commercial and resource properties:** Since these properties do not have dwelling units, they are not considered to be principle residences. With respect to commercial properties, the owner is responsible for using a portion of the business revenue for the upkeep and good repair of the property including the provision of an adequate on-site water supply.

**6. Properties exempt from property taxes such as those owned by non-profit organizations:** As with commercial and resource properties, exempt properties do not have dwelling units and therefore are not considered to be principle residences.

**7. Any property without an existing on-site water supply system, or which has an on-site water system which is less than one year old:** This program is intended to assist property owners whose existing on-site water supply is inadequate and not to provide financing for first-time installations. The property owner should have access to water at their current dwelling prior to first-time installation on another property. As with new home construction, the property owner is responsible for ensuring the new on-site water supply system is in good working order and warranted for at least one year before paying the installation contractor. Copies of the well construction record and the pump installation report required by Nova Scotia Environment should be requested to ensure minimum standards for quantity, quality, and operating pressure are met.

**8. Any property with an existing on-site water system which meets standards for pressure/flow and recharge rates but which may have problems with water quality (i.e. provides water which does not meet standards for safe potable water):** Since Bill 62 was in response to water quantity issues resulting from drought conditions, By-Law C-1000 does not address water quality issues. Water quality is a separate issue for which many of the remedies can be less expensive than those for water quantity.

**9. Properties that are within the Halifax Water water service boundary or for which there are plans to extend service:** For these properties, the solution to an inadequate on-site water supply would be to connect to the public municipal water supply. Homeowners are required to pay a Local Improvement Charge (LIC) when the infrastructure to provide municipal water is extended to the street right-of-way adjacent to their homes. The homeowner must pay the LIC even if they do not hook-up to the water main. Having to make both LIC payments and loan payments under this program could result in a substantial and unnecessary financial burden for homeowners.

Another concern raised by staff following approval of By-Law C-1000 and during discussions to set-up the program is the Municipality's ability to recover the balance outstanding should the property owner default on payments. The drilling and installation of a new well can easily exceed \$10,000. Because of the high cost, there is a significant risk with properties that have a low assessment value that HRM will not be able to recover the balance in default should a tax sale be required to do so. Therefore, staff are recommending that By-Law C-1000 be amended as shown in Attachment 2 to require that the lien resulting from the water supply improvement not exceed 75% of the assessment value of the property. This would be consistent with By-Law T-700 *Respecting Tax Deferrals* which states that "the total cumulative value of all taxes and local improvement charges deferred under this by-law shall not exceed 75% of the assessed property value as determined by the Provincial Assessment Office."

## **FINANCIAL IMPLICATIONS**

The recommendations in this report have no financial implications because the current scope of the program can be administered using existing staffing resources. However, if the scope of the program is expanded beyond principle residences by reducing the list of exclusions, any increase in demand could

affect existing staffing resources.

### **RISK CONSIDERATION**

Because of HRM's ability to impose a lien on properties which are indebted to the Municipality, the risk is considered low. The recommendation in this report mitigates that risk even further by ensuring the resulting lien does not exceed 75% of the assessment value of the property.

There is a risk that the drilling of a well could adversely affect wells on adjacent properties. However, the risk imposed to HRM is low because the Municipality is only providing financing assistance to the homeowner and not conducting the installation on behalf of the owner.

### **COMMUNITY ENGAGEMENT**

No community engagement has taken place with respect to the recommendations in this report.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications resulting from the recommendation in this report.

### **ALTERNATIVES**

- (1) Council could decide to reduce the list of exclusions included in Section 4 of By-law C-1000. Staff are recommending against doing this because it would expand the scope of the program beyond principle residences and possibly result in significant additional unbudgeted staffing costs.
- (2) Council could choose not to adopt By-law C-1001. That is not recommended for the reasons outlined in this report. It would increase the risk to the Municipality with regard to recovering the full amount of indebtedness of any property in default under the program.

### **ATTACHMENTS**

1. Attachment 1 - Recommendation Report to Halifax Regional Council dated January 29, 2018 - By-law C-1000 *Respecting Financing and Charges for Homeowners to Resolve Inadequate on-Site Water Supply*,
2. Attachment 2 – Showing Proposed Changes to By-law C-1000
3. Attachment 3 – Amending By-law C-1001

---

A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Gordon Roussel, Senior Financial Consultant, Finance and Asset Management,  
902.476.0118

---

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 14.1.3**  
**Halifax Regional Council**  
**February 27, 2018**  
**March 20, 2018**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by 

**SUBMITTED BY:**

\_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

**DATE:** January 29, 2018

**SUBJECT:** **By-law C-1000 Respecting Financing and Charges for Homeowners to Resolve Inadequate On-Site Water Supply**

---

## **ORIGIN**

On May 23, 2017, Regional Council PUT and PASSED the following motion:

That Halifax Regional Council request a staff report for the establishment of an HRM by-law or Administrative Order (AO) to permit residents to secure a better on-site water supply (wells) that have gone dry or extremely low from drought conditions to apply for refinancing options to be made available through the municipality.

## **LEGISLATIVE AUTHORITY**

Subsection 79 (1) of the *Halifax Regional Municipality Charter* states that “The Council may expend money required by the Municipality for (adb) providing for, financing and installing equipment, including containers, on private property for the purposes of the supply, use, storage or conservation of water”.

Subsection 104A (1) of the *Halifax Regional Municipality Charter* states that “The Council may make by-laws imposing, fixing and providing methods of enforcing payment of charges for the financing and installation of any of the following on private property with the consent of the property owner: (b) equipment installed pursuant to an expenditure under clause 79(1) (adb).

## **RECOMMENDATION**

It is recommended that Halifax Regional Council:

1. Adopt By-law C-1000 *Respecting Charges for the Resolution of Inadequate Water Supply* as set out in Attachment 1 to this report; and
2. Amend Administrative Order 15, *Respecting License, Permit and Processing Fees*, as set out in Attachment 2 to this report.

## **BACKGROUND**

On November 10, 2016, Bill 62 received Royal Assent. The purpose of Bill 62 was to amend the *Municipal Government Act* and the *Halifax Regional Municipality Charter* to permit municipalities in Nova Scotia to provide “for, financing and installing equipment, including containers, on private property for the purposes of the supply, use, storage or conservation of water”. Bill 62 also enabled municipalities to “make by-laws imposing, fixing and providing methods of enforcing payment of charges for the financing and installation” of this equipment on private property with the consent of the property owner.

Bill 62 was in response to months of unusually low rainfall in 2016 which resulted in many on-site water supply systems running dry. This was particularly true in the southwest part of the Province where it is reported that approximately 2,000 wells went dry. Drilling a new well can cost more than \$10,000 which is a significant financial barrier for many property owners who require a quick solution to a serious problem. Bill 62 was intended to remove the immediate financial barrier by allowing municipalities to create programs that would pay the costs of repairing or replacing on-site water supply systems upfront. These costs would then be billed back by the municipality to the property owner and repaid over a specific period with interest.

## **DISCUSSION**

### **Assistance Available**

HRM already provides financing for the installation of equipment on private property through the Solar City Program. That program makes use of the Local Improvement Charge (LIC) mechanism to bill and track payments. Participants may borrow funds and repay the amount owing over a period of up to 10 years. They receive an annual invoice that is separate from their property tax bills and which indicates the amount of principal and interest owing. The amount owing each year is based on 1/10<sup>th</sup> of the total amount borrowed, plus the amount of interest accrued since the last annual billing. Therefore, as the total amount borrowed is repaid over time, the amount of interest accrued each year declines. Thus, payments decline each year unless the participant falls into arrears in which case there would be additional interest charges. The annual invoice indicates the minimum amount due and payable for that year. As with any LIC, the property owner may repay a greater amount, or even the entire outstanding balance at any time without penalty. As with the Solar City Program, payments would not qualify for deferral under the Residential Property Tax Exemption and Deferral program.

### **Qualifying Properties**

To ensure that the program addresses only urgent situations, a property would only qualify if it meets the following criteria:

1. Be a dwelling unit that is occupied on a full-time basis by the owner as their principle residence but not less than 180 days in the calendar year prior to the year of application;
2. Already have an existing on-site system which provides safe potable water which is at least one year old, but does not meet minimum pressure/flow and recharge rates as established by Nova Scotia Environment and determined by a well yield test conducted by person certified to conduct such tests; and
3. is outside of the Halifax Water water service boundary and there are no proposed plans to extend service to the property.

For greater clarity, the following properties would not qualify under this program:

1. New home construction;
2. Recreational properties (ie. cottages, cabins, vacant land with a water hook-up, etc);
3. Any dwelling unit which is not occupied by the owner on a full-time basis or which was occupied for less than 180 days in the calendar year prior to the year of application;
4. Rental or leased properties;
5. Commercial and resource properties;
6. Properties exempt from property taxes such as those owned by non-profit organizations;
7. Any property without an existing on-site water supply system, or which has an on-site water system which is less than one year old;



8. Any property with an existing on-site water system which meets standards for pressure/flow and recharge rates but which may have problems with water quality (ie. provides water which does not meet standards for safe potable water).
9. Properties that are within the Halifax Water water service boundary or for which there are plans to extend service.

#### **Application Requirements**

1. Completion of the program application form and loan agreement which provides full disclosure of the rights and obligations of HRM and the applicant;
2. Payment of the application fee which will be set at \$150 which is the same amount as for the Solar City Program;
3. The applicant must not be in arrears on their property taxes or, if applicable, LIC payments due;
4. Be the owner(s) of the property in fee simple;
5. Except for home-based businesses, not use the Property in the operation of a business or industry;
6. Provide a signed contract and quotation from a contractor who has a certificate of qualification from Nova Scotia Environment. The Director of Finance or designate must approve the estimate prior to installation;
7. Documentation from a certified individual indicating that the current on-site water supply system does not meet minimum pressure/flow and recharge rates as established by Nova Scotia Environment.

#### **Documentation required after well upgrade or replacement completed**

1. A copy of the well construction record required by Nova Scotia Environment indicating that the well meets minimum standards for quantity and quality.
2. Final itemized invoice from the qualified contractor for the full cost of the repairing or replacing the on-site water supply system. As with the Solar City Program, the total amount qualifying for financing is limited to 105% of the quotation.
3. A copy of the pump installation report required by Nova Scotia Environment which indicates the operating pressure range.
4. Any other information required particular to the type of water supply improvement.

#### **Determination of Program Interest Rate**

Since this would be a permanent program, the proposed by-law must provide flexibility to change the interest rate as the cost of borrowing changes based on fluctuations in market rates. Therefore, the by-law provides that the interest rate will be set at the prime rate of the Municipality's banker plus 2%. However, once the interest rate is set for an applicant, it will remain fixed at that rate until the loan is repaid in full.

#### **FINANCIAL IMPLICATIONS**

Since the full cost of the program plus interest would be billed back to the applicant, there are no significant financial implications to HRM.

#### **RISK CONSIDERATION**

Because of HRM's ability to impose a lien on properties which are indebted to the Municipality, the risk is considered low. There is a risk that the drilling of a well could adversely affect wells on adjacent properties. However, the risk imposed to HRM is low because the Municipality is only providing financing assistance to the homeowner and not conducting the installation on behalf of the owner.

#### **COMMUNITY ENGAGEMENT**

A public hearing is not required but may be held at Council's discretion.

#### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications resulting from the recommendations in this report.

**ALTERNATIVES**

1. Council may choose to target the program to low-income households. The same income criteria could be used as that for the Residential Property Tax Exemption and Deferral program.
2. Council may choose to not adopt By-law C-1000 or the amendments to AO 15.

**ATTACHMENTS**

Attachment 1 - By-law C-1000 *Respecting Charges for the Resolution of Inadequate Water Supply*

Attachment 2 - Amending Administrative Order 15

---

A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Gordon Roussel, Senior Financial Consultant, Finance and Asset Management,  
902.476.0118

---

**HALIFAX REGIONAL MUNICIPALITY**  
**BY-LAW NUMBER C-1000**  
**RESPECTING CHARGES FOR THE RESOLUTION OF INADEQUATE WATER SUPPLY**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality as follows:

**Short Title**

1. This By-law shall be known as By-law C-1000 and may be cited as the *Charges for Water Supply Improvement By-Law*.

**Interpretation**

2. In this By-law,

(a) "Director" means the director of the department of the Municipality for Finance, and includes a person acting under the supervision and direction of the Director;

(b) "owner" includes

(i) a part owner, joint owner, tenant in common or joint tenant of the whole or any part of and or a building,

(ii) in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession on a person having the care and control of the land or building,

(iii) a person who occupies shores, beaches or shoals, and

(iv) in absence of proof to the contrary, the person assessed for the property;

(c) "principal residence" means a dwelling unit occupied for at least 180 days in the calendar year immediately prior to the year of application;

(d) "recreational property" means a dwelling unit used as a secondary place of residence for vacation or leisure activity;

(e) "Treasurer" means the Treasurer of the Municipality, and includes a person acting under the supervision and direction of the Treasurer; and

(f) "water supply improvement" means the installation or upgrade of a water system on the subject property for the supply, use, storage or conservation on water, including cisterns, water from fog systems, or greywater collection.

**Application of By-law**

3. This By-law shall apply to the installation and financing of water supply improvement on a property in the Municipality where the property:

(a) is a principle residence;

(b) is outside of the Halifax Water water service area and there are no proposed plans to extend service to the property or building;

(c) the property has an existing water system that provides potable water but does not meet minimum requirements for pressure, flow or recharge rates; and

(d) the owner of the property,

(i) makes an application to the Municipality whereby the Municipality will pay for the costs of providing for, financing, and installing of water supply improvement; and

(ii) agrees to repay such costs to the Municipality pursuant to this By-law and an agreement entered into pursuant to clause 5(i).

4. Notwithstanding section 3, this By-law shall not apply to the following:

(a) new home construction;

(b) property that is rented or leased;

(c) a recreational property;

(d) a resource property;

(e) commercial property;

(f) property that is exempt from residential property tax;

(g) any property without an existing water supply system;

(h) any property with an existing water supply system that meets acceptable standards for pressure, flow or recharge rates

(i) that is less than one year old; or

(ii) that does not provide potable water.

#### **Eligibility**

5. To be eligible for water supply improvement financing:

(a) section 3 of this by-law must be satisfied;

(b) the property owner must be in good standing on their property taxes and related charges;

(c) the property is held by the owner in fee simple;

(d) the proposed water supply improvement is for a residential purpose;

(e) the Municipality must be provided with documentation indicating that the water supply for the subject property does not meet minimum pressure, flow or recharge rates;

(f) the Municipality must be provided with a written estimate or a signed contract from a contractor who holds a certificate of qualification from Nova Scotia Environment;

(g) the Director must approve the written estimate provided to the Municipality pursuant to clause (f) prior to the installation commencing;

(h) the owner of the property must submit an application on a form as prescribed by the Director and pay the application fee in the amount set out in Administrative Order 15, *License, Permits, and Processing Fees Administrative Order*;

(i) an agreement must be executed between the owner of the property and the Municipality respecting the provisioning, financing and installation of the water improvement on the property of such owner and the repayment of all associated costs in accordance with a payment schedule; and

(j) the equipment installed results in a potable water supply that meets minimum pressure, flow and recharge rates for use on the property.

#### **Confirmation of Improvement**

6. Upon completion of the water supply improvement, the owner shall provide the Treasurer with

(a) an itemized invoice for the full cost of the water supply improvement;

(b) a copy of the well construction record indicating the well meets minimum standards for quantity and quality;

(c) a copy of the pump installation report; and

(d) any other information required by the Treasurer.

#### **Charge Imposed**

7. Where sections 3 and 5 are satisfied and water supply improvement equipment is installed on a property, a charge is hereby imposed in respect of the provision, financing, and installation of such equipment on the property.

#### **Amount of Charge**

8. The amount of the charge imposed pursuant to section 5 shall be calculated based on the lesser of:

(a) one hundred and five percent (105%) of the written estimate provided pursuant to clause 5(f), less any funding received from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them; or

(b) the actual cost of providing for, financing and installing water improvement equipment, less any funding from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them

#### **Lien**

9. (1) A charge imposed pursuant to this By-law constitutes a lien upon the real property with respect to which the charge has been levied in the same manner and with the same effect as taxes.

(2) A charge imposed pursuant to this By-law is collectable in the same manner as taxes and at the option of the Treasurer is collectable at the same time and by the same proceedings as taxes.

(3) The lien provided for in this By-law shall become effective on the date on which the Treasurer receives documentation confirming completion.

(4) The lien provided for in this By-law shall remain in effect until the charge plus interest has been paid in full.

#### **Interest**

10. Interest shall accrue and be payable annually on charges outstanding regardless of whether the owner has elected to pay by installments on the amount outstanding from the date of billing forward at a rate equal to the prime rate of the Municipality's banker plus two percentage points.

#### **Installments**

11. The amount payable may, at the option of the owner, be paid in equal annual installments over a period not exceeding ten years and the balance becomes due and payable in case of default of payment of an installment.

**Exemption and Deferral Not Allowed**

12. The amount charged pursuant to this By-law is not eligible for Tax Deferral or Tax Exemption.

Done and passed by Council this \_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted by-law was passed at a meeting of the Halifax Regional Council held on \_\_\_\_\_, 2017

\_\_\_\_\_  
Kevin Arjoon  
Municipal Clerk

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER 15  
RESPECTING LICENSE, PERMIT AND PROCESSING FEES**

**BE IT ENACTED** by the Council of Halifax Regional Municipality that Administrative Order 15, the *Respecting License, Permit and Processing Fees* Administrative Order is amended as follows:

1. By adding the following section number and table immediately following the table in Section 24:

**25.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Details</b>	<b>Fee</b>
C-1000	<i>Charges for Water Supply Improvement</i>	5(h)	Application Fee	\$150.00

**Attachment 2  
(Showing Proposed Changes)**

**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER C-1000  
RESPECTING CHARGES FOR THE RESOLUTION OF INADEQUATE WATER SUPPLY**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality as follows:

**Short Title**

1. This By-law shall be known as By-law C-1000 and may be cited as the *Charges for Water Supply Improvement By-Law*.

**Interpretation**

2. In this By-law,

(a) "Director" means the director of the department of the Municipality for Finance, and includes a person acting under the supervision and direction of the Director;

(b) "owner" includes

(i) a part owner, joint owner, tenant in common or joint tenant of the whole or any part of and or a building,

(ii) in the case of the absence or incapacity of the person having title to the land or building, a trustee, an executor, a guardian, an agent, a mortgagee in possession on a person having the care and control of the land or building,

(iii) a person who occupies shores, beaches or shoals, and

(iv) in absence of proof to the contrary, the person assessed for the property;

(c) "principal residence" means a dwelling unit occupied for at least 180 days in the calendar year immediately prior to the year of application;

(d) "recreational property" means a dwelling unit used as a secondary place of residence for vacation or leisure activity;

(e) "Treasurer" means the Treasurer of the Municipality, and includes a person acting under the supervision and direction of the Treasurer; and

(f) "water supply improvement" means the installation or upgrade of a water system on the subject property for the supply, use, storage or conservation on water, including cisterns, water from fog systems, or greywater collection.

**Application of By-law**

3. This By-law shall apply to the installation and financing of water supply improvement on a property in the Municipality where the property:

(a) is a principle residence;

(b) is outside of the Halifax Water water service area and there are no proposed plans to extend service to the property or building;



(c) the property has an existing water system that provides potable water but does not meet minimum requirements for pressure, flow or recharge rates; and

(d) the owner of the property,

(i) makes an application to the Municipality whereby the Municipality will pay for the costs of providing for, financing, and installing of water supply improvement; and

(ii) agrees to repay such costs to the Municipality pursuant to this By-law and an agreement entered into pursuant to clause 5(i).

4. Notwithstanding section 3, this By-law shall not apply to the following:

(a) new home construction;

(b) property that is rented or leased;

(c) a recreational property;

(d) a resource property;

(e) commercial property;

(f) property that is exempt from residential property tax;

(g) any property without an existing water supply system;

(h) any property with an existing water supply system that meets acceptable standards for pressure, flow or recharge rates

(i) that is less than one year old; or

(ii) that does not provide potable water.

### **Eligibility**

5. To be eligible for water supply improvement financing:

(a) section 3 of this by-law must be satisfied;

(b) the property owner must be in good standing on their property taxes and related charges;

(c) the property is held by the owner in fee simple;

(d) the proposed water supply improvement is for a residential purpose;

(e) the Municipality must be provided with documentation indicating that the water supply for the subject property does not meet minimum pressure, flow or recharge rates;

(f) the Municipality must be provided with a written estimate or a signed contract from a contractor who holds a certificate of qualification from Nova Scotia Environment;

(g) the Director must approve the written estimate provided to the Municipality pursuant to clause (f) prior to the installation commencing;

(h) the owner of the property must submit an application on a form as prescribed by the Director and pay the application fee in the amount set out in Administrative Order 15, *License, Permits, and Processing Fees Administrative Order*;

(i) an agreement must be executed between the owner of the property and the Municipality respecting the provisioning, financing and installation of the water improvement on the property of such owner and the repayment of all associated costs in accordance with a payment schedule; and

(j) the equipment installed results in a potable water supply that meets minimum pressure, flow and recharge rates for use on the property.

### **Confirmation of Improvement**

6. Upon completion of the water supply improvement, the owner shall provide the Treasurer with

- (a) an itemized invoice for the full cost of the water supply improvement;
- (b) a copy of the well construction record indicating the well meets minimum standards for quantity and quality;
- (c) a copy of the pump installation report; and
- (d) any other information required by the Treasurer.

### **Charge Imposed**

7. Where sections 3 and 5 are satisfied and water supply improvement equipment is installed on a property, a charge is hereby imposed in respect of the provision, financing, and installation of such equipment on the property.

### **Amount of Charge**

8. (1) Subject to subsection (2), the amount of the charge imposed pursuant to section 5 shall be calculated based on the lesser of:

(a) one hundred and five percent (105%) of the written estimate provided pursuant to clause 5(f), less any funding received from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them; or

(b) the actual cost of providing for, financing and installing water improvement equipment, less any funding from any person, the Government of Canada, the Government of the Province of Nova Scotia or any combination of them

(2) The total cumulative value of the charge imposed under this By-law shall not exceed 75% of the assessed property value as determined by Property Valuation Services Corporation.

### **Lien**

9. (1) A charge imposed pursuant to this By-law constitutes a lien upon the real property with respect to which the charge has been levied in the same manner and with the same effect as taxes.

(2) A charge imposed pursuant to this By-law is collectable in the same manner as taxes and at the option of the Treasurer is collectable at the same time and by the same proceedings as taxes.

(3) The lien provided for in this By-law shall become effective on the date on which the Treasurer receives documentation confirming completion.

(4) The lien provided for in this By-law shall remain in effect until the charge plus interest has been paid in full.

**Interest**

10. Interest shall accrue and be payable annually on charges outstanding regardless of whether the owner has elected to pay by installments on the amount outstanding from the date of billing forward at a rate equal to the prime rate of the Municipality's banker plus two percentage points.

**Installments**

11. The amount payable may, at the option of the owner, be paid in equal annual installments over a period not exceeding ten years and the balance becomes due and payable in case of default of payment of an installment.

**Exemption and Deferral Not Allowed**

12. The amount charged pursuant to this By-law is not eligible for Tax Deferral or Tax Exemption.

Done and passed by Council this 20<sup>th</sup> day of March, 2018

---

MAYOR

---

MUNICIPAL CLERK

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted by-law was passed at a meeting of the Halifax Regional Council held on March 20<sup>th</sup>, 2018

---

Kevin Arjoon  
Municipal Clerk

Notice of Motion:	February 13, 2018
First Reading:	February 27, 2018
Notice of Second Reading Publication:	March 3, 2018
Second Reading:	March 20, 2018
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	March 31, 2018

**Attachment 3  
(Amending By-law)**

**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW C-1001  
RESPECTING CHARGES FOR THE RESOLUTION OF INADEQUATE WATER SUPPLY**

**BE IT ENACTED** that Council of the Halifax Regional Municipality that the By-law C-1000, the *Charges for Water Supply Improvement By-law* is amended as follows:

1. Section 8 is amended by:
  - (a) adding the subsection 1 before the words "The amount";
  - (b) adding the words and comma "Subject to subsection (2)," after the newly numbered subsection 1 and before the words "The amount";
  - (c) striking out and replacing the capital "T" in the word "The" with a lowercase "t" in the newly numbered subsection 1;
  - (d) adding the following subsection after clause b of subsection 1 and before section 9:
    - (2) The total cumulative value of the charge imposed under this By-law shall not exceed 75% of the assessed property value as determined by Property Valuation Services Corporation.

Done and passed in Council this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Kevin Arjoon, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted By-law was passed at a meeting of Halifax Regional Council on \_\_\_\_\_, 2018.

\_\_\_\_\_  
Kevin Arjoon, Municipal Clerk