

**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
**MAJOR CAPITAL SEWER PROJECTS POLICY**

**APPROVAL DATE:**        MAY 12, 2008

**PREAMBLE**

Whereas Council has authority to expend municipal monies on wastewater (sewer) systems pursuant to subsection 65(ak) of the *Municipal Government Act, S.N.S. 1998, c.18, as am.*

And whereas Council seeks to facilitate expansion, upgrading and extension of the municipal sewer systems by exploring external funding opportunities in conjunction with direct spending by the Municipality;

And whereas Council seeks to pursue differential cost recovery, being reduced cost recovery from sewer system users, for Major Capital Sewer Projects ;

Now therefore this policy sets down the criteria and process by which Major Capital Sewer Projects are identified and funded;

**POLICY**

1. A Major Capital Sewer Projects List (the "List") shall be established for the Municipality.
2. To qualify to be included on the List, a project must satisfy all of the following:
  - a. It must be included on the Municipality's Three-year Capital Projects List;
  - b. It must involve construction and installation of new sewer systems, or construction to expand, upgrade or extend existing sewer systems in the Municipality to serve Municipal residents;
  - c. It must have an estimated total project cost of at least \$500,000.00;
  - d. At least one-half of the total project cost must be funded from sources external to the Municipality; and
  - e. The Municipal Contribution, pursuant to this policy, must be no more than twenty-five per cent of the total of external funding for the project, to a maximum contribution of the lesser of one-sixth of the estimated total project cost or \$1 million.
3. Municipal staff shall evaluate whether a given project satisfies the foregoing criteria.

4. Municipal staff may require project proponents to obtain and provide further information and particulars about the project, including breakdown of cost estimates and confirmation of proposed external funding sources.
5. Where Municipal staff determine a proposed project does not satisfy the criteria required, the Chief Administrative Officer shall notify the proponent in writing and a copy of this notice shall be circulated to Council for information.
6. Where Municipal staff determines a proposed project does satisfy the criteria required, a staff report shall be presented to Council to consider placing the project on the List.
7. On considering the staff report, Council shall determine by resolution if the project is to be added to the List.
8. No project shall be placed on the List that does not satisfy the criteria set out in this policy.
9. The List shall be reviewed annually by Council for consideration of spending pursuant to this policy.
10. Before approving a project for implementation, Council may require the project proponent to provide further particulars including but not limited to confirmation of required external funding.
11. Council shall determine eligibility of particular costs in any project for purposes of the Municipal Contribution in accordance with legislation and such other criteria as Council may identify pursuant to policy.
12. The Municipal Contribution as defined hereby and as made by the Municipality to a Major Capital Sewer Project shall be excluded from *"the total capital cost of the installation and upgrade of the sewerage system"* for purposes of cost recovery under the Municipal Sewer Charge By-law, (By-law #52).
13. Nothing in this policy shall require Council to approve funding for any project, nor does inclusion on the List require Council to implement any project.