
TRANSFER OF SEWERAGE AND DRAINAGE FACILITIES

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Approved By: GVS&DD Board

Policy No. UT-004

PURPOSE

Using the criteria that define regional versus local government sewerage and drainage facilities, this Policy identifies the process that may be considered when contemplating the transfer of ownership of sewerage and drainage facilities to, or from, the regional sewerage and drainage systems.

DEFINITIONS

"GVS&DD Act" means the *Greater Vancouver Sewerage and Drainage District Act*; and

References to **"Facilities"** in this Policy are references to facilities as defined in section 2 of the *GVS&DD Act*.

POLICY

Pursuant to section 6(1) of the *GVS&DD Act*, the Greater Vancouver Sewerage and Drainage District's (GVS&DD's) objects are the construction, maintenance, operation and administration of its major sewerage and drainage facilities. Planning, development, ownership and operation of the regional sewerage and drainage systems and associated facilities will include consideration of this Policy.

On November 29, 2002 the GVS&DD Board endorsed criteria to better define regional versus municipal utility projects and to define "major sewerage facilities". The criteria and definition are as follows:

1. *All existing and committed regional major sewerage and drainage facilities and their proposed upgrades and replacements shall remain the responsibility of the GVS&DD.*
2. *New major sewerage and drainage facilities are defined as:*
 - i. *a regional trunk sewer that goes through one municipality to service another or services more than one municipality; or*
 - ii. *a regional trunk sewer that is required for operational efficiency or to provide adequate redundancy for reliability and security of the regional system; or*
 - iii. *a facility which if taken off-line affects a municipality other than the one in which it is located.*

- 3. The capital cost sharing arrangements between the GVS&DD and member municipalities for new major sewerage and drainage facilities continue to be determined on a case by case basis.*

KEY STEPS WHEN CONSIDERING A TRANSFER OF OWNERSHIP

Generally, the intent of transferring ownership of facilities is to better align ownership, responsibility, and operational and management flexibility for facilities. As such, a key principle is that all transfers will be voluntary so that both parties cooperatively enter into the process to transfer ownership of infrastructure. The key steps that may be followed when considering a transfer of ownership are summarized below.

1. Identification of the Facility to be Considered for Transfer

Where a facility owned by a local government is within the definition of a regional facility, the local government will identify the facility and in consultation with the GVS&DD, consider whether to explore transfer of ownership of the facility to the GVS&DD. Similarly, where a facility owned by the GVS&DD is no longer within the definition of a regional facility, the GVS&DD will identify the facility and in consultation with the local government, consider whether to explore transfer of ownership of the facility to the local government.

2. Confirm that the Facility Meets the Transfer Criteria

In either case, the facility in question needs to be tested against the criteria endorsed by the GVS&DD Board to confirm that the facility is eligible to be transferred.

3. Communicate the Request to Transfer

Once the facility to be transferred has been identified and confirmed to meet the transfer criteria, one of the parties as appropriate may formally initiate a request in writing to transfer ownership of the facility.

4. Develop a Transfer Agreement

An agreement to transfer infrastructure may be developed on a case-by-case basis, typically as a formal proposal from one party to another, or through a transfer agreement. In developing the agreement, a number of studies and reviews may be undertaken, including technical (such as condition and capacity), operational impacts, properties, financial, and legal. Staff time and related costs to undertake the studies and develop the transfer agreement are the responsibility of each party.

5. Approval of the Transfer by Council and Board

The transfer must be approved by both the local government Council and the GVS&DD Board. Approval is sought through a staff report, along with an attached transfer agreement or proposal.