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Comox Valley REGIONAL DISTRICT

Septic System Maintenance Rebate Information Sheet

All properties in the Comox Valley Regional District (CVRD) using existing onsite sewage systems for domestic wastewater treatment[1] are eligible for a single one-time rebate of up to $700 to complete system maintenance. As the annual rebate program budget is limited, owners are encouraged to apply for pre-approval prior to completing work to reserve funds.

Eligibility

Work must meet all the following criteria to be eligible for a rebate:

- ☐ Listed as an Eligible Action in Table 1 – CVRD Septic Maintenance Rebates
- ☐ Performed:
  1. by an Authorized Person (see definition below in Section 2)
  2. on a pre-existing septic system (new installations are not eligible)
  3. on a property in the Comox Valley Regional District Electoral Areas A, B or C that has not previously received a similar septic system rebate
- ☐ Completed in the current year (i.e. for 2026, work completed between January 1 – December 31, 2026)

Rebates are not available for new septic systems or septic tank pump-outs.

Table 1 – CVRD Septic System Maintenance Rebates

Maximum Rebate	CVRD will cover	Eligible Action
$100	75% of cost, up to maximum	**Effluent Filter Installation** Effluent filters intercept solids before they enter the drainfield, prolonging its effectiveness. **Important note: Effluent filters must be cleaned regularly to ensure they function effectively.**
$200	75% of cost, up to maximum	**Distribution Box Installation or Replacement** A distribution box evenly distributes effluent to each of the drainfield's pipes, reducing the risk of overload.

[1] Sewerage systems regulated under the British Columbia *Sewerage System Regulation*, including septic systems, composting toilets and source separated wastewater systems.

$400	75% of cost, up to maximum	**Access Riser Installation** Access risers provide easier access to the septic tank and important components, simplifying pump-outs and routine maintenance.
$500	75% of cost, up to maximum	**System Inspection or Maintenance by an Authorized Person** To be eligible for this rebate, the owner will confirm receipt of a written report meeting applicable professional practice standards by: • Completing the Inspection/Maintenance Checklist; and • Providing a visual excerpt of the report showing the date work was completed, the property address where work was performed, and the Authorized Person's stamp

How to Access the Rebate

1. **Optional – Apply for pre-approval to reserve funding before completing work**
   Owners are encouraged to submit a pre-approval application before the work is completed. The CVRD will assess your application and notify you of your pre-approval status. When the CVRD provides confirmation of pre-approval, the funds for the eligible work are reserved for the pre-approval period of 90 days. Funds will be reallocated if your completed claim form has not been received by the end of the pre-approval period.

2. **How to locate an Authorized Person to complete work on your system**
   The *Sewerage System Regulation* requires that an owner retains the services of an Authorized Person to complete septic system maintenance. Depending on your system specifications, the Authorized Person will be a Registered Onsite Wastewater Practitioner or a qualified Professional Engineer or Geoscientist holding a license for the relevant Authorized Area of Reserved Practice.

   Type 1 and 2 systems[2] with average daily flow less than 9,100 litres can be maintained by a Registered Onsite Wastewater Practitioner (ROWP).

[2] The distinct categories for septic system type are based on the quality of the discharged effluent, and refer to general treatment methods rather than specific technologies. There are three system types, with Type 1 typically relying on more passive treatment (e.g., septic tank, gravity distribution), and Type 2 and Type 3 employing advanced techniques to achieve moderately and highly treated effluent, respectively (e.g., aeration, chlorination, UV disinfection, pressure distribution).

To find a ROWP, visit: https://asttbc.org/registrants/registrant-directory/
Accept the "Terms and Conditions" pop-up, click the green "Advanced Search" button, select "ROWP" from the Registry Subclass list, and "Practising" from the Registry Status, then click Submit.

Search tips:

- Leave "Registry Discipline" and "Business City" menus blank to see a complete list of ROWPs.
- Sort location alphabetically by clicking the up arrow in the Employer/Business City column.

Maintenance for Type 3 systems and systems with a design flow greater than 9,100 litres/day requires the supervision of a qualified Professional Engineer or Geoscientist registered with EGBC (the Association of Professional Engineers and Geoscientists of the Province of BC). To find a qualified Professional, visit: https://tools.egbc.ca/Registrant-Directory

3. Complete Work and Submit Your Claim

Once the work has been completed, submit the following documents to the CVRD:

1. Rebate Claim Form
2. If applicable, Septic System Inspection Checklist Form
3. Copy of the invoice including separate line items detailing the eligible action(s) completed
4. Proof of payment for the work

If you have applied for pre-approval, your claim must be received before the end of your pre-approval period. All claims must be received no later than December 31 of the year in which the work was completed. Please allow up to six weeks for payment.

Pre-Approval Application, Rebate Claim and Septic System Inspection Checklist forms are available at: https://www.comoxvalleyrd.ca/septic-system-rebates

Completed forms can be submitted to the CVRD:

By email: engineering@comoxvalleyrd.ca

By mail or in-person: Septic System Maintenance Rebate Program
Comox Valley Regional District
770 Harmston Avenue, Courtenay, BC V9N 0G8