

# TOWN OF CARLYLE

## BYLAW NO. 2019-04

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### A Bylaw of the Town of Carlyle to Fix Regulate and Control the Use and Consumption of Water and to Control and Regulate the Discharge of Sewage

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The Council of the Town of Carlyle, in the Province of Saskatchewan, enacts as follows:

1. Short Title:

1.1 This Bylaw may be cited as The Utility Service Management Bylaw.

2. Purpose:

2.1 The purpose of this Bylaw is to govern the use and consumption of water, and sewer services within the Town of Carlyle.

3. Definitions:

3.1 In this Bylaw,

- a) "Administrator" means the Chief Administrative Officer of the Town of Carlyle.
- b) "Billing #1" means the period of January 1 to March 31.
- c) "Billing #2" means the period of April 1 to June 30.
- d) "Billing #3" means the period of July 1 to September 30.
- e) "Billing #4" means the period of October 1 to December 31.
- f) "Consumer" means the person or person, organizations, corporations, etc. responsible for payment of charges for utilities services, and includes the owner, tenant or occupant of any real property connected with or supplied with water through a water connection to the Town's water system.
- g) "Municipality" means the Town of Carlyle.
- h) "Public Works Department" means the person or persons employed by the Town with the responsibility for water and sewer operations, and shall also be deemed to include the person responsible for reading of water meters.

4. Application for Service

4.1 Every single family residential property owner wanting to have his/her premises connected to the waterworks system shall apply to the Town Administrator for that service, and shall pay infrastructure fees in the amount of \$2,500 for each new water connection and \$2,500 for each new sewer connection. This payment must be received before any connection to the water and/or sewer main is begun. Subsequent costs for replacement of pavement, curbing, sidewalk, and all other damages occurring as a result of the installation of water and sewer mains and lines will be the responsibility of the property owner.

4.2 Every multi-family residential property owner wanting to have his/her premises connected to the waterworks system shall apply to the Town Administrator for that service, and shall pay infrastructure fees in the amount of \$2,500 for each new water connection per living unit and \$2,500 for each new sewer connection per living unit. This payment must be received before any connection to the water and/or sewer main is begun. Subsequent costs for replacement of pavement, curbing, sidewalk, and all other damages occurring as a result of the installation of water and sewer mains and lines will be the responsibility of the property owner.

- 4.3 Every commercial property owner wanting to have his/her premises connected to the waterworks system shall apply to the Town Administrator for that service, and shall pay infrastructure fees in the amount of \$5,000 for the first six water closets, and \$1,000 per water closet thereafter. This payment must be received before any connection to the water and/or sewer main is begun. Subsequent costs for replacement of pavement, curbing, sidewalk, and all other damages occurring as a result of the installation of water and sewer mains and lines will be the responsibility of the property owner.
- 4.4 Persons taking over premises where water has been previously used by another applicant must make a new application for such premises. The connection charges listed in 4.1, 4.2, and 4.3 above do not apply in this instance.
- 4.5 Every consumer shall provide, at his/her own expense, a place in his/her premises for the installation of the water meter. The meter location must be acceptable to the Public Works Department, and shall provide ready and easy means of access to the said meter for examination by the meter reader. Every consumer shall at all times properly protect the service pipes and fixtures from frost or other injury so that the meter shall not in any way be damaged. Every consumer shall be responsible to the Town for costs incurred by it arising out of any damage to such meters from frost or other injury.
- 4.6 Every consumer shall also provide, at his/her own expense, a place on the outside wall of his/her premises, where a remote read out unit may be installed. The location must be convenient for the meter reader and acceptable to the Public Works Department.
- 4.7 In addition to the requirements of the Saskatchewan Plumbing and Drainage Regulations, it shall be the responsibility of every applicant for a sanitary sewer connection to install a backwater valve on the main building drain for a single family dwelling, or on all lateral pipes connected to the main building drain for multiple dwellings.
- 4.8 Every customer who intends to vacate any premises supplied with water from the waterworks system or who intends to discontinue the use of such water shall give notice of same to the Town Administrator.
- 4.9 The cost of the installation of water and/or sewer lines from the water and/or sewer main to the premises, including all valves, shut offs, drains, and pavement recapping shall be borne by the property owner.
- 4.10 The cost of subsequent repairs, replacement or maintenance from the property line to the premises shall be borne by the owner, and from the main to the property line by the municipality.
- 4.11 Persons who own or occupy premises drained or required by Bylaw to be drained into a sewer shall pay for such services a monthly service charge in accordance with the schedules attached to this Bylaw.
- 4.12 Where it is determined to the Town's satisfaction that a sewer service line has become obstructed due to roots from a tree located on Town property, the Town will consider an Application for Rebate to a maximum of \$125.00.

## 5. Prohibitions

- 5.1 No person shall turn on water to any premises or open any valve on Town property, except under the authority of the municipality.
- 5.2 No person shall make any connection whatsoever with any of the public or private pipes or mains, except under the authority of the municipality.

- 5.3 No person, except the Public Works Department personnel or members of the Fire Department in the course of their duties, shall open, close, or interfere with any hydrant, gate or valve connection, nor in any way interfere with any stop-cock, pipe or other waterworks appliance between the meter, when there is no stop-cock immediately about such meter, or between such stop-cock where it is installed above the meter, and the water main, nor with any water meter.
- 5.4 No extension of water or sewer mains shall be constructed unless such construction is authorized by the Council of the Town of Carlyle.
- 5.5 No person shall discharge into any drain, sewer or sewage system operated by the municipality any harmful matter, substance or thing, whether liquid or solid, that would be injurious to health, life or property, or that would injure, pollute, or damage any stream, watercourse, drain, sewer, sewage system or sewage treatment plant.
- 5.6 For new construction or renovations requiring plumbing inspections, no person shall drain runoff water and/or ground water into the sanitary sewer system.

#### 6. Maintenance

- 6.1 The Public Works Department will repair or replace water meters where necessary due to normal wear, at no charge to the consumer. However, where repair or replacement of water meters is necessary due to physical damage to the meter caused by the consumer's negligence, a new meter will be installed by the Town, and the consumer will be charged the cost of the meter plus the cost of the labour to do the work. This charge will be added to the consumer's account and collected as provided by this Bylaw.
- 6.2 For the purpose of making repairs to the mains or of connecting or repairing service pipes or constructing extensions or new work, or for any other work, the Town shall have the right to shut off the water from any customer without notice, and to keep it shut off as long as may be necessary to enable the work to be completed. Whenever feasible, the customer shall be notified in advance.
- 6.3 The Town shall have the right to limit the amount of water furnished to any customer, upon reasonable notice to the customer of such intended action.
- 6.4 The Town shall have the right by resolution of Council to regulate the use of water for fountains, jets, hoses, sprinklers, or to limit the hours for using same.

#### 7. Reconnections

- 7.1 No disconnections will be done after 4:00 p.m. Monday to Friday, or on weekends or holidays, except in the case of an emergency.
- 7.2 No reconnections will be done after 4:00 p.m. Monday to Friday, or on weekends or holidays.
- 7.3 There shall be no charge for turning water service off and on at the request of a homeowner.
- 7.4 There shall be a \$50.00 charge for reconnections where the service had been terminated due to nonpayment of accounts.

#### 8. Billing Procedure

- 8.1 Utility billings will be done four times per year, in accordance with the schedule outlined in section 3.1 of Bylaw 2016-02 or any Bylaw amending same.

#### 9. Repeal of Bylaws

- 9.1 Bylaw No. 2012-04 is hereby repealed.

10. Coming into Force

10.1 This Bylaw shall come into force and take effect on the date of final reading thereof.

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Mayor

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Administrator