



## TOWN OF GIBBONS

### Waterworks and Sewer Servicing

#### Bylaw PI 4-24

### **A BYLAW OF THE TOWN OF GIBBONS IN THE PROVINCE OF ALBERTA RESPECTING WATERWORKS AND SEWER SERVICING IN THE TOWN OF GIBBONS AND TO PROVIDE FOR THE COLLECTION OF WATER AND SEWER SERVICE CHARGES**

**WHEREAS** the use and control of all public waterworks, common sewers and any sewage disposal works connected therewith, shall be in accordance with this Bylaw and with the Safety Codes Act;

**AND WHEREAS** all waterworks, sanitary sewers, drains and sewage disposal works, belonging to the Town, shall be under the direct control and management of the Town;

**NOW THEREFORE** the Council of the Town of Gibbons, in the province of Alberta, hereby enacts as follows:

#### **TITLE:**

This bylaw may be cited as the Waterworks and Sewer Servicing Bylaw.

#### **DEFINITIONS:**

**“Account or Utility Service Account”** means an account established in the Customer’s name and includes the information collected and stored and used for the provision of an billing of Utility Service Charges, and which becomes part of the Contract between the Customer and the Town for the provision of water and/or wastewater services.

**“ARROW UTILITIES”** means the regional wastewater commission.

**“Arrears”** means an amount outstanding on a utility bill on the day after the noted due date.

**“Authorized Person”** means any employee of the Town of Gibbons authorized by for the purpose of providing sewer and/or water services or dealing with sewer and/or water service in any such manner as deemed necessary.

**“Abnormal Reading”** means the readout on the water meter that represents the volume of water used by a particular Customer that varies significantly from the normal pattern of water

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use, where significantly is determined by the factor of 4 times or greater the normal volume of usage for that particular period of consumption.

**“Backflow Protection”** means any equipment the Town deems necessary to prevent cross contamination.

**“Builder”** means any owner, agent, contractor or any person, firm or company required to obtain a development permit and as described in the Town’s Land Use Bylaw and its amendments.

**“CAO”** means the person appointed to the position of Chief Administrative Officer by the Council of the Town of Gibbons and includes any person that the Chief Administrative Officer may appoint as his/her designate for purposes of carrying out responsibilities under the Bylaw and further includes any person that may be appointed to in the absence of the Chief Administrative Officer.

**“Customer”** means any person who has an active Utility Service Account and shall be understood and construed as including the owner of the lands and premises in on or at which any water and/or sewer pipes are installed by or on behalf of the Town or any person acting as an agent or representative of the Customer.

**“Council”** means the Municipal Council of the Town of Gibbons duly elected and holding office.

**“Curb Stop”** means a way to control water flow to a residence and/or business located in close proximity of the property line.

**“Default”** means failure to meet a financial obligation as required by this bylaw.

**“Delinquent”** means a utility account that is more than 30 days in arrears.

**“Dental amalgam”** means a dental material consisting of an amalgam of mercury, silver and other materials such as copper, tin or zinc.

**“Dental Amalgam Separator”** means any technology, or combination of technologies, designed to separate dental amalgam particles from dental operation wastewater.

**“Designated Sewer/Water Officers”** means a person authorized by the Municipality to carry out observations and inspections and take samples as prescribed in this Bylaw.

**“Domestic Wastewater”** means waste produced on residential premises, or sanitary waste and wastewater from sanitary facilities produced on a non-residential property.

**“Effluent”** means liquid flowing out of a facility or premises into a sewer.

**“Facilities”** means any infrastructure forming part of the Water Utility including without limitation: water treatment plants, reservoirs, pumping stations, water transmission mains, water distribution mains, water service lines, curb cocks, valves, fire hydrants, changers, meters and any other measurement devices and other physical plant and piping appurtenances use to produce and supply water.

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**“Flow Monitoring Point”** means an access place to the private sewer connection for the purpose of:

- Measuring the rate or volume of wastewater, storm water, clear water waste or subsurface water released from the premises; and
- Collecting representative samples of the wastewater, storm water, clear water waste or subsurface water released from the premises.

**“Fuels”** means alcohol, gasoline, naphtha, diesel fuel, fuel oil or any other ignitable substance intended for use as a fuel.

**“Grab Sample”** means a volume of wastewater, storm water, uncontaminated water or effluent which is collected over a period not exceeding 15 minutes.

**“Hauled Wastewater/Waste”** means any waste which is transported to and deposited into any location in the wastewater works, including waste removed from a residential wastewater system. (Cesspool, septic tank system, privy vault or privy pit, chemical toilet, portable toilet or wastewater holding tank.)

**“Hazardous Substances”** means:

- Any substance or mixture of substances, other than a pesticide, that exhibits characteristics of flammability, corrosion, reactivity or toxicity; and
- Any substance that is designated as a hazardous substance within the meaning of the Province of Alberta’s Waste Control Regulation 192/1996 as amended from time to time.

**“Industrial”** means of or pertaining to manufacturing, commerce, trade, business or institutions as distinguished from domestic or residential.

**“Manufactured Homes”** means a manufactured home, mobile home, and modular home or travel trailer.

**“New Construction”** means a residence and/or business that is in the stage of construction where they are ready for water to be turned on prior to construction, this must include heat.

**“Private Sewer Connection/Private Drainage System”** means that part of any drain or system of drains, including drains or subsurface drainage pipe for surface or subsurface drainage of the land in or adjacent to a building lying within the limits of the private lands and leading to a municipal sewer connection, the maintenance of which is the Property Owner’s responsibility.

**“Prohibited Waste”** means prohibited waste as defined in Schedule “A” of this Bylaw.

**“Person”** means firm, corporation or owner.

**“Property Owner”** means the legal owner(s) of the property as reported on the official assessment roll of the Town of Gibbons.

**“Reading Device”** means an object that the municipality can use to read a meter without having to enter the premises.

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**“Restricted Waste”** means restricted waste as defined in Schedule “B” of this Bylaw.

**“RV Dumping Station”** means an area designated for the use of Motorized or Towed Recreational Vehicles for the dumping of sewage holding tanks.

**“Sanitary Sewer”** means a sewer for the collection and transmission of domestic or industrial wastewater of any combination.

**“Sewer”** means a pipe, conduit, drain, open channel or ditch for the collection and transmission of wastewater, storm water or uncontaminated water, or any combination thereof.

**“Sewer Service Line”** means that line from the building to the main in the street and/or easement.

**“Spills”** means a direct or indirect discharge into the wastewater works, storm sewer or the natural environment which is abnormal in quantity or quality considering all the circumstances of the discharge.

**“Street Main”** means that portion of land on which sewer and/or water main is laid for the service of more than one person.

**“Storm Sewer”** means a sewer for the collection and transmission of uncontaminated water, storm water, drainage from land or from a watercourse or any combination thereof but excluding any portion of a combined sewer works.

**“Storm Water”** means the water running off the surface of a drainage area during and immediately after a period of rain or snow melt.

**“Tenant”** means a person/s or organization that hold, or has the use of, property by payment of rent or agreement to the Property Owner.

**“Town”** means the Town of Gibbons, a Municipal Corporation of the Province of Alberta and includes the area contained within the boundaries of the municipality.

**“Utility Bill”** means an invoice for water charges, sewer charges and garbage and recycling pickup on a monthly basis.

**“Wastewater Discharge Permit”** means a permit issued by the Town of Gibbons which will govern the discharge of non-domestic waste and hauled wastewater into a sewer.

**“Water Service Line”** means that line from the building to the main in the street and/or easement.

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## **1. Authority of Designated Sewer/Water Officers**

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1.1 The Designated Officer has the authority to carry out an inspection reasonably required to ensure compliance with this bylaw, including but not limited to:

- Inspecting, observing, sampling and measuring the flow in any private drainage system, wastewater disposal system, storm water management facility and flow monitoring point.
- Determine water consumption by reading water meters
- Test flow measuring devices
- Take samples of wastewater, storm water, clear-water waste and subsurface water being released from the premises or flowing within a private drainage system
- Perform on-site testing of the wastewater, storm water, clear-water waste and subsurface water within or being released from private drainage systems, pretreatment facilities and storm water management facilities
- Collect and analyze samples of hauled wastewater coming to a discharge location
- Make inspections of the types and quantities of chemicals being handles or used on the premises in relation to possible release to a drainage system or watercourse
- Require information from any person concerning a matter
- Inspect and copy documents or remove documents from premises to make copies
- Inspect chemical storage areas and spill containment facilities and request Mater Safety Data Sheets (MSDS) for materials stored or used on site
- Inspect the premises where a release of prohibited or restricted wastes or of water containing prohibited or restricted wastes has been made or is suspected of having been made, and to sample any or all matter that is their opinion could have been part of the release
- Any single grab sample may be used to determine compliance.

1.2 No person shall hinder or prevent the Designated Officer from carrying out any power or duties.

## **WATERWORKS**

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### **2. Supply of Water**

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2.1 All Property Owner(s) desiring to be supplied with water by the Town of Gibbons shall file an application on the form provided by the Town to set up an account.

2.2 At all times, there shall be an active Account for every meter installed.

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- 2.3 The Town remains the Owner of all facilities necessary to provide Utility Services unless otherwise provided for in this Bylaw.
- 2.4 The Town does not guarantee water pressure or the continuous, uninterrupted supply of water service.
- 2.5 The Town, including but not limited to, its officers, employees and agents shall not be liable for any damages or costs of any kind incurred by the customer, due to:
- The interruption of service due to maintenance or operational requirements, or due to reasons beyond the Town's control
  - The disconnection, repair or removal of Utility Service in accordance with this Bylaw
  - Changes in water pressure, or;
  - Water containing sediments, deposits or other foreign matter
- 2.6 Customers who depend upon a continuous and uninterrupted supply of water, minimum water pressure requirements or have processes or equipment that requires particularly clear or pure water shall at their own expense provide such equipment as they consider necessary to ensure a continuous and uninterrupted supply, pressure, or quality of water required for this use and the Town assumes no responsibility for same.
- 2.7 The Customer shall be responsible for the construction, maintenance and repair of the Private Service Line downstream of the Service Connection Point.
- 2.8 Payment by a Customer of any costs incurred by the Town shall not affect the Town's ownership of the facilities of any portion of them, whether on Town Property or the Customer's Property.
- 2.12 The Account shall be established in the name of the Customer shall be one of the following:
- A Property Owner
  - A Property Owner and Tenant
  - A condominium association on behalf of the condominium owners
  - A general Contract or Developer, in the case of a new building under construction
  - A mortgagee who has commenced foreclosure proceedings with respect to the property.
- 2.13 Upon adoption of this Bylaw any accounts already established in the name of a Tenant, the Property Owner will have 90 days to establish a new account in the name of the Property Owner.
- 2.14 Upon adoption of the Bylaw, no new accounts shall be established in the name of a Tenant.
- 2.15 Where an Account is established in the name of the Property Owner and Tenant, the Utility Bill will be sent to the Property Owner. A duplicate bill may be sent to the Tenant at the request of the Property Owner.
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- 2.16 In the event that the property is vacant, the account will remain active in the Owner's name and will be charged the fixed monthly fee as per the Municipal Master Rates Bylaw, until such time as the property is transferred to a new owner and an account for the property is established in a new Customer's name or the Utility Services is permanently turned off for the removal or demolition of a building.
- 2.17 Any Customer with an outstanding balance from a previous account will be required to make payment in full prior to establishing a new account.
- 2.18 A Customer must immediately notify the Town if their contact information changes. Contact information includes without limitation, mailing address, telephone number and email address if the Customer wishes to receive their bills electronically.
- 2.19 Purchases of bulk water must be prepaid, and the rates will be in accordance with the Municipal Master Rates Bylaw.
- 2.20 The Property Owner shall not draw water from the service piping in advance of the meter. The Property Owner shall keep the service piping and all fixtures connected in good repair and well protected, at their own expense. The Town will not be responsible for any service line beyond its own curb stop plus one meter.
- 2.21 Any authorized Town employee or Safety Codes Officer shall have the right at all reasonable times to enter houses or other places which have been connected to Town water, and facilities must be given to ascertain that any suspect of water leakage or other problems may exist.
- 2.22 A minimum period of 72 hours shall be given for each turn on/off to be completed.

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### **3. *Water Meters***

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- 3.1 The Town may install a meter on any service whether the Customer is to be supplied with water under the meter rates or not, and may refuse to supply or to continue to supply water to any premises whatsoever unless the person or persons requiring the water shall sign an agreement to take, use and pay for the water according to the rates provided for that purpose together with any deposits that may be required.
  - 3.2 All metered services shall include a reading device unless it is determined not to be required.
  - 3.3 All new construction shall include installation of water meter(s) by the Town as soon as connection is made to the CC.
  - 3.4 Every meter and meter reading equipment installed on any service shall be considered the property of the Town and is installed on the understanding that all owners, tenants, or occupiers shall give every facility for the introduction, placing, inspection, and reading of such meter, and shall protect it from interference or damage by frost or otherwise, and shall be liable for any damage which may occur to the meter or equipment.
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- 3.5 Any person(s) interfering with or tampering with any meter, meter seal, meter reading equipment or water shut off shall be liable to penalties as established in the Municipal Master Rates Bylaw.
- 3.6 Builders/Contractors shall install a water shutoff valve on either side of the water meter location, prior to the installation of the water meter by the Town.
- 3.7 No person shall tamper with, bury or operate a curb stop.

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**4. *Metering for Manufactured Housing Communities and Other Forms of Multiple Housing***

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- 4.1 Manufactured Housing Communities and other forms of multiple housing may be accommodated through a meter on the main line(s) servicing such development or through individual metering where deemed appropriate by Council.
- 4.2 If Council deems it most appropriate to install individual metering into Manufactured Housing Communities, each Property Owner shall be required to make an initial deposit on each meter, in accordance with the Municipal Master Rates Bylaw. This meter deposit is refundable upon the Owner returning the meter to the Town and requesting a disconnection for the Town distribution system.
- 4.3 It is the responsibility of the Town of Gibbons to install the meters and reading devices. The owner of the Manufactured Home must provide safe and reasonable access.
- 4.4 The owner of a Manufactured Home that have individual metering must guarantee protection to the meter against frost damage.

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**5. *Backflow Prevention***

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- 5.1 In order to protect the Town's water supply from cross contamination, the Town may require backflow protection in any of the following manners:
  - In a commercial, institutional or industrial district, backflow protection must form part of the meter.
  - In the balance of the community, backflow protection may be added to the residence at the outside tap outlets when deemed necessary by the Town.
- 5.2 Any person(s) interfering with or tampering with any of the backflow protection equipment shall be subject to the penalties as established in the Municipal Master Rates Bylaw.

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**6. *Meter Reading***

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- 6.1 All meters shall be read monthly. Any unforeseen circumstances will result in an estimated reading.
- 6.2 Should any Property Owner claim a meter is not working properly and is over-reading, the person shall deposit with the Town an amount specified in the Municipal Master Rates Bylaw. The meter will then be removed from service and a proper bench test will be administered. The testing will take place during regular business hours and the Property Owner may witness the testing. If the meter is found to be over-reading by more than 2%, the Property Owner will be refunded the deposit. Should the meter be found to over-read or under-read by more than 2%, the rate charged for the preceding 2-meter readings periods, will be adjusted by the same percentage as the meter was found to be in error. No rate shall be reduced below a minimum rate normally charged, if one exists. Any meter which meets the requirements shall be considered adequate and the Property Owner shall forfeit the deposit to the Town to cover the cost of removal and testing.

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## **7. *Water Mains***

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- 7.1 No person, without first having obtained permission to do so from the Town, shall make connection whatsoever to any of the public pipes or mains.
- 7.2 The applicant shall be totally liable for any damage caused while making such connections and shall provide adequate safety provision during said construction.
- 7.3 All water service pipes laid in private property, between the property line and the water meter, shall be of the material approved by the Town.
- 7.4 No additional connections may be made to the water service pipe between the property line and the meter.

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## **8. *Hydrants and Valves***

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- 8.1 No person(s) other than those authorized by the Town shall open, close, operate, interfere with, draw water from or paint any valve, hydrant or fireplug.
  - 8.2 The Chief of the Town of Gibbons Fire Department, his assistant, officers and members are authorized to use the hydrants or plugs for the purpose of extinguishing fires, for fire protection and for fire training practices, but all such uses shall be under the direction and supervision of the Chief or his duly authorized designate.
  - 8.3 No person shall in any manner obstruct the free access to any hydrant, valve or curb stop. No vehicle, building, rubbish or any other matter which would cause such obstruction, shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located or within 15 feet of the hydrant in a direction parallel with the said property line.
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## **9. Wells and Other Sources of Supply of Water**

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- 9.1 No well or other source of water except the Town water mains shall be in use for domestic consumption in the Town without a permit obtained from the Town.
- 9.2 No Property Owner or builder shall connect or cause to connect a well or other source of water to the Town water system, either directly or indirectly.
- 9.3 All persons having charge of or being owners or occupiers of premises containing a well or other source of supply water other than the water mains of the Town may apply to the Town for a permit to use the water from such well or others source of supply of water Applications must be accompanied by a payment fee as listed in the Municipal Master Rates Bylaw and must be approved by the Medical Officer of the Health Unit and the Safety Codes Officer. Upon complying with the provision of this Bylaw, the applicant may be granted a permit to use the water in the said well or other water supply.
- 9.4 No such permit shall be granted in connection with any premises abutting on a street, avenue, land or road upon which there is a Town water main unless the supply obtained from such main is inadequate.
- 9.5 If the use of any such well or other source of supply of water is continued contrary to the provisions of this Bylaw 48 hours after notice to discontinue has been given by the Town to the Property Owner of the premises, such well or other source of supply of water may be declared to be a nuisance and dangerous to the public health or safety and shall be removed, filled up or otherwise abated.
- 9.6 Any permit issued by the Town may be withdrawn by order of the Town at any time without notice and no person shall use a well or other source of supply of water after a permit for use of the same has been withdrawn.
- 9.7 No person shall use a well or other source of supply of water except from the Town water mains for the purpose of watering lawns, gardens, flowers, shrubs or trees without first having obtained a permit from the Town.
- 9.8 All applications for such a permit shall be accompanied by the payment of a fee as listed in the Municipal Rates Bylaw and the permit shall only authorize the use of water for the purpose mentioned and no pipes or appurtenances from such a source of supply of water shall be connected to or laid within a structure having a supply of domestic water.
- 9.9 No permit issued under this Section shall give or be construed to give the holder of the permit the right to sell or distribute water within the Town.

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## **10. Disposal of Water**

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- 10.1 No person being an owner, occupier or tenant of any house, building or other premises which are supplied with water from the water system shall vend, sell, or dispose of
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water, or give away or permit the same to be taken or carried away, or use, or supply it to the use or benefit of others, or to any other use and benefits, or shall increase the supply of water beyond that fixed by the rating of the premises, or shall wrongfully or negligently waste any water.

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## **11. Water Restrictions**

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- 11.1 When an emergency in the water supply occurs, the Town may restrict the use of water from the Town supply system.
- 11.2 When said restrictions are in effect, no person shall water lawns, gardens, streets, yards, or grounds or use a hose or similar device to wash vehicles or the exteriors of houses or other buildings during such time that may be fixed by an authorized person of the Town, provided that notice of the time during which the use of water for the purposes specified herein is prohibited shall be given to the public.
- 11.3 The foregoing restrictions do not apply to a person using an ordinary sprinkling can or pail, where said water is used only for the watering of plants or shrubs.
- 11.4 The authorized persons of the Town in fixing restrictions on the use of water for the purpose set out in this section may vary the hours and days of use for differing portions of the Town of may attach such conditions as they deem necessary.

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## **12. Boiler Service**

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- 12.1 In all cases where boilers are supplied with water or any system using water as a heating source, the Town shall not be liable for any damages which may result to any person or premises from shutting off the water main or service, or from failure of the water supply, for any purpose or cause whatsoever even where no notice is given and no deductions from water bills will be made as a result. All users of steam or hot water boilers should protect themselves by installing a storage tank large enough to provide at least a twelve-hour supply for each steam or hot water boiler.

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## **13. Water Charges**

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- 13.1 Water charges will form part of the Utility Bill in accordance with the rates set out in the Municipal Master Rates Bylaw.
  - 13.2 A Water Infrastructure Replacement charge shall be charged at a flat rate on all active accounts with the rates set out in the Municipal Master Rates Bylaw.
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## **SEWERS**

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### **14. *Use and Protection of Sewer***

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- 14.1 No person shall release or permit the release of any matter that is prohibited relative to Schedule "A"
- 14.2 No person shall release or permit the release of any matter that is not in accordance with Schedule "B"
- 14.3 No person shall make or cause to be made any connection with any Town sewer, house drain or appliance for the purpose of conveying any flammable or explosive material, storm water, roof drains, cistern, tank overflow or condensed or cooled water.
- 14.4 No person, except as authorized by the Town, shall turn, lift, remove, raise or tamper with the cover of any manhole, ventilator or other appliance, of the Town sewer.
- 14.5 No unauthorized person shall cut, break, pierce, or tap any Town sewer or appliance or introduce any pipe, tubes or conduit into any Town sewer.
- 14.6 No person shall interfere with the free discharge of any Town sewer, or part of a sewer or do any act or thing which may impede or obstruct the flow or clog up any Town sewer or appliance.
- 14.7 Any authorized Town employee or Safety Codes Officer shall have the right at all reasonable times to enter houses or other places which have been connected with Town sewer to ascertain whether or not any improper material or liquid is being discharged into the sewers, and they shall have the power to stop or prevent from discharging into the sewer system any private sewer or drain through which substances are discharged which are liable to injure the sewers or obstruct the flow of water.
- 14.8 No person shall dilute wastewater to avoid the requirement of Schedules "A" and/or "B".

### **15. *Industrial and Trade Waste***

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- 15.1 No waste or discharges resulting from any trade, industrial or manufacturing process shall be directly discharged to any Town sewer without such previous treatment as shall be prescribed by the Town for each such case. The necessary treatment works so prescribed shall be completely installed by the applicant at his expense, prior to the construction of the sewer connection and shall be continuously maintained and operated by the applicant.
  - 15.2 No Contractor is permitted to dump sewage of any kind at the Gibbons RV Dumping Station.
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**16. Dental Waste Amalgam Separator**

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- 16.1 Every owner or operator of the premises from which dental amalgam may be discharged, which waste may directly or indirectly enter a sewer, shall install, operate and properly maintain dental amalgam separator with at least 95% efficiency in amalgam weight and certified *ISO 11143 – Dentistry – Amalgam Separators* in any piping system at its premises that connect directly or indirectly to a sewer, except where the sole dental related practice at the premises consists of one or more of the following specialties or type of practice:
- Orthodontics and dentofacial orthopedics;
  - Oral and maxillofacial surgery;
  - Oral medicine and pathology
  - Periodontics; or
  - A dental practice consisting solely of visits by a mobile dental practitioner who prevents any dental amalgam from being released directly or indirectly to the wastewater works.
- 16.2 Notwithstanding compliance with Section 3.1, all persons operating or carrying on the business of a dental practice shall comply with the Arrow Utilities Bylaw.
- 16.3 All dental waste amalgam separators shall be maintained in good working order and according to the manufacturer's recommendations
- 16.4 A maintenance schedule and record of maintenance shall be submitted to the Arrow Utilities upon request for each dental amalgam separator installed.

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**17. Food Waste Grinders**

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- 17.1 In the case of industrial, commercial or institutional premises where food waste grinding devices are installed in accordance with the Building Code, the effluent from such food waste grinding devices must comply with the Arrow Utilities Bylaw.

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**18. Grease Traps**

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- 18.1 Grease traps, of a sufficient size and approved design, shall be placed on the waste pipes from all hotels, restaurants, laundries and such other places as the Town under advisement, may direct.
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## **19. Spills**

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19.1 In the event of a spill to wastewater works and/or storm sewer works, the person responsible or the person having the charge, management and control of the spill shall immediately notify and provide any requested information with regards to the spill to:

- 9-1-1 Emergency if there is a danger to human health and/or safety

If there is no immediate danger:

- The Town and;
- The owner of the premises where the spill occurred, and;
- Any other party directly affected by the spill.

19.2 The person shall provide a detailed report on the spill to the Town, within five working days after the spill, containing the following information to the best of his or her knowledge:

- Location where the spill occurred
- Name, contact phone number, location and time the person reporting the spill can be contacted.
- Date and time of spill
- Material spilled
- Characteristics and composition of material spilled
- Volume of material spilled
- Duration of spill event
- Work completed and any work still in progress in the mitigation of the spill
- Preventive actions being taken to ensure a similar spill does not occur again
- Copies of applicable spill prevention and spill response plans

19.3 The person responsible for the spill and the person having the charge, management and control of the spill shall do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.

19.4 Nothing in this Bylaw relieves any person from complying with any notification or reporting provisions of:

- Other government agencies, including federal and provincial, or territorial agencies as required and appropriate for the material and circumstances of the spill or;
- Any other Bylaw of the Town

19.5 The Town may invoice the person responsible for the spill to recover costs of time, materials and services arising as a result of the spill.

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- 19.6 The Town may require the person responsible for the spill to prepare and submit a spill contingency plan to the Town to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

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**20. Backup Valves**

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- 20.1 Where it is deemed expedient by the Town to prevent or reduce the flooding of basements or cellars connected to the Town's sewage system, the Town may require the owner to install and operate a suitable backwater valve or other mechanical device for the purpose of cutting off or controlling the connection between the sewage system and the cellar or basement.
- 20.2 Where the installation of said valve is required at the time of connection to the Town sewer system, the cost of the installation shall be the responsibility of the Property Owner or applicant.

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**21. Sewer Connections**

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- 21.1 No person other than authorized employees of the Town or person so authorized by the Town shall make any connections to, cut or otherwise tamper in any way with a public or Town sewer without first having obtained a permit to do so. The applicant for the permit will be liable for any damages caused while making said connections and shall also be responsible for providing adequate safety facilities and signs during the time of construction.

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**22. Application for Sewer Connection**

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- 22.1 No drain or private sewer shall be connected to the Town sewer until the Property Owner has obtained a permit for sewer connection. All applications for connections to the Town sewers must be made on the forms provided by the Town. The application must be filed in the Town Office and must be signed by the owner of the property to be drained, or his authorized agent. Such application must be accompanied by a plan showing in detail the contemplated connections, the exact location and elevation and must specify fully the character of the work to be done including the sizes of all pipes and the location and type of all fittings.
- 22.2 It shall be a consideration of the granting of any application for a sewer connection that the Town or any of its employees shall not be liable for damages whatsoever in nature caused either directly or indirectly by such sewer connection and the applicant shall be responsible for backfill, surface replacement, safety, etc.
- 22.3 The Town may revoke or annul any permit that may have been granted to connect with the Town sewers if it shall find that any of the work is not being done in accordance with
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the provisions of this bylaw, and the person making such connections or their successors in interest, shall have no right to demand or claim any damages in consequence of such permits being revoked or annulled.

- 22.4 The Property Owner connected to a street main by a sewer service line, shall always be required to keep the sewer service line in operational condition, and shall be fully responsible for the operation of the service line.
- 22.5 The Town will only be responsible for maintenance and repair of the mains unless damage has been caused to the service connection by settling of any Town-owned property or Town planted foliage.

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### **23. Sewer Disconnection**

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23.1 Where wastewater which:

- Is hazardous or creates an immediate danger to any person
- Endangers or interferes with the operation of the wastewater works and/or the wastewater treatment processes or
- Causes or can cause adverse effect

is discharged to the wastewater works, the Town may be required to disconnect, plug or seal off the sewer discharging the unacceptable wastewater into the wastewater works or take such other action as is necessary to prevent such wastewater from entering the wastewater works.

- 23.2 The Town may be required to prevent the wastewater from being discharged into the wastewater works until evidence satisfactory to Arrow Utilities has been provided confirming that no further discharge of hazardous wastewater will be made to the wastewater works.
- 23.3 Where the Arrow Utilities acts pursuant to section 10.2, the Town may, by notice in writing, advise the owner or occupier of the premises from which the wastewater was being discharged, of the cost of taking such action and the owner or occupiers, as the case may be, shall reimburse the Town for all such costs which were incurred.

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### **24. Sewer Charges**

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- 24.1 Sewer Charges will form part of the utility bill in accordance with the rates as set out in the Municipal Master Rates Bylaw.
- 24.2 A Sewer Infrastructure Replacement charge shall be charged at a flat rate on all active accounts with the rates set out in the Municipal Master Rates Bylaw.
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## **CUSTOMER COSTS AND SERVICE**

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### **25. *Billing, Arrears and Discontinuance of Service***

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- 25.1 A utility bill for utility services shall be forwarded monthly to the Customer or Property Owner connected to the water works system and/or sanitary sewage system and shall be payable to the Town within 15 days of the date of billing.
- 25.2 Accounts shall be deemed to be sufficiently forwarded if they are mailed by regular mail to the mailing address or electronically by email to the email address provided by the Property Owner.
- 25.3 All service applications shall be made in the name of the Property Owner. The Property Owner may request that a copy of the utility bill be sent to the tenant. In the event of the property being occupied by a tenant and the utility billing is in arrears as outlined in this bylaw. The Town may take any action as outlined in Subsection 25.7
- 25.4 The rates imposed shall be payable monthly, by the Property Owner or their designated Tenant.
- 25.5 In the event that a Property Owner believes there is an abnormal reading identified by a significant volume of water consumed or utilized as a result of a faulty appliance or fixture, the account holder can apply to the CAO for a one-time adjustment that is based on an average consumption rate using the past 12 months of usage excluding the abnormal month of consumption. The decision to provide a price adjustment is at the sole discretion of the CAO.
- 25.6 In the event that any such utility bill shall remain unpaid after the 15-day period, a 2% penalty will be added to the utility bill.
- 25.7 In the event that any utility bill shall remain unpaid after the penalty date, the Town may take any or all the following actions:
- Turn off the water with or without notice
  - Apply the unpaid balance to the Property Tax Account
  - Charge a reconnection fee as outlined in this Bylaw
  - Enforce payment by action in a court of competent jurisdiction
- 25.8 Any authorized Town employee or Peace Officer shall have the right all reasonable times to enter houses or other places which have been connected to Town water and does not have its own individual flow of water; the Town may discontinue services by a means so approved by the Town.
- 25.10 The Town may shut off the water supplied to the land or premises of any Customer who may be guilty of a breach or noncompliance with any of the provisions of this Bylaw or Board of Health regulations, and may refuse to turn on the water until satisfied and assured that the Customer intends to comply with this Bylaw or Health regulations.
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- 25.11 The Town hereby reserve the right to shut off the water without notice to the Customer, for any purpose, that, in the opinion of the Town it may be expedient to do so.
- 25.12 It is declared that no person shall have any claim for compensation or damages as the result of the Town shutting off the water without notice or from the failure of the water supply from any cause whatsoever.
- 25.13 No person shall interfere with, damage or make inaccessible, any curb stop due to the construction of walks, driveways or in any other way.
- 25.14 If it is required to make any repairs or construction changes due to inaccessibility or damage to a curb stop, the Property Owner services by said curb stop, shall in addition to the penalties of this Bylaw, be required to assume all costs involved to remediate the damages.

## **CONTRACTS SUBJECT TO THIS BYLAW**

All contracts formed by the filing of an application for water and sewer connections and the acceptance thereof by the Town and hereby declared to be subject to all the terms and conditions of the Bylaw, which shall be understood and construed by the said department as forming part of all contracts for the supply and distribution of water and the collection and disposal of sewage by the said departments on behalf of the Town.

## **PENALTIES**

Penalty amounts are in accordance with the Municipal Master Rates Bylaw.

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### **26. *Offence Tag***

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- 26.1 A Peace Officer is hereby authorized and empowered to issue an offence tag to any person who contravenes any provision of this Bylaw.
- 26.2 An Offence Tag shall be in a form approved by Council and shall state:
- The name of the offender
  - The offence
  - The appropriate fine for the offence as specified in this Bylaw
  - That the fine shall be paid within 30 days of the issuance of the offence tag
- 26.3 Where a contravention of this Bylaw is of a continuing nature, further offence tags for the same offence may be issued by the Peace Officer, provided however, that no more than one offence tag shall be issued for each day that the contravention continues.
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**27. Violation**

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- 27.1 If the fine specified on an offence tag is not paid within the prescribed time period, then a Peace Officer is hereby authorized and empowered to lay a complaint and issue a summons by means of a violation ticket.
- 27.2 The Violation Ticket shall be in the form prescribed by Alberta Regulation, as amended being the Violation Ticket Regulations passed pursuant to the Provincial Offences Procedures Act.
- 27.3 Imprisonment in default of payment of a fine specified in the Bylaw shall not be imposed under any circumstances.
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**28. Review**

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The Waterworks and Sewer Servicing Bylaw shall be reviewed every five years following the enactment of the Bylaw.

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**29. Enactment**

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**Bylaw PI 1-19 is now repealed.**

This Bylaw shall come into force and effect January 1<sup>st</sup>, 2025, and is duly signed thereof.

Read a first time this 27<sup>th</sup> of November 2024.

Read a second time this 11<sup>th</sup> of December 2024.

Read a third and final time this 11<sup>th</sup> of December 2024.

[ORIGINAL COPY IS SIGNED]

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Mayor

[ORIGINAL COPY IS SIGNED]

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Chief Administrative Officer

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## **SCHEDULE "A"**

### **Prohibited Wastes**

The following are designated as Prohibited Wastes:

- Any matter in a concentration that may cause a hazard to human health
  - Any flammable liquid or explosive matter which, by itself or in combination with any other substance, can cause or contributing in an explosion or supporting combustion
  - Any matter which by itself or in combination with another substance capable of obstructing the flow of or interfering with the operation or performance of the sewerage system, watercourse or wastewater treatment facility including, but not limited to:
    - Agricultural wastes
    - Animals, including fish and fowl or portions of fowl that will not pass a 2 cm screen
    - Ashes
    - Asphalt
    - Concrete and cement-based products
    - Gardening wastes
    - Glass
    - Gravel, into the sanitary sewerage system
    - Metal
    - Paper and cardboard, into the storm sewerage system
    - Plastics
    - Rags and cloth
    - Rock
    - Sand into the sanitary sewerage system
    - Sharps
    - Soil
    - Straw
    - Tar
    - Wash water from washing equipment used in the mixing and delivery of concrete and cement-based products
    - Wood, sawdust or shavings from wood
  - Any matter with corrosive properties which, by itself or in combination with another substance, may cause damage to any sewerage system or wastewater treatment facility
  - Any matter, other than domestic wastewater, with by itself or in combination with another substance, can create an air pollution problem outside a sewerage system or in and around a wastewater facility.
  - Any matter which, by itself or in combination with another substance, capable of preventing safe entry into a sewerage system or wastewater treatment facility
  - Any matter consisting of 2 or more separate liquid layers which when it comes in contact with storm water, clear water waste or wastewater can form a separate liquid layer
  - Any matter which by itself or in combination with another substance is detrimental to the operation or performance of the sewerage system, watercourse and wastewater treatment plant or to the environment, including but not limited to:
    - Biological waste
    - Elemental mercury
    - Paint, stains and coatings, including oil and water based
    - Prescription drugs
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- Used automotive and machine oils and lubricants
    - Radioactive material in solid form
    - Effluent from an industrial garbage grinder
  - Any matter which may:
    - Cause a hazard to human health and that cannot be effectively mitigated by wastewater treatment
    - Cause a hazard to the environment
    - Cause a hazard to workers responsible for operating and maintaining the sewerage system or the wastewater system
    - Cause an adverse effect to the sewerage system
    - Cause an adverse effect to the wastewater treatment facility
    - Result in the wastewater being released by the Town's wastewater treatment facility being in contravention of Provincial regulatory requirement
    - Restrict the beneficial use of bio solids from the Town's wastewater treatment facility
  - Notwithstanding the above, the General Manager of the Arrow Utilities may prohibit or set discharge concentrations and/or limit the loading rate for any other material or substance does not include in the Bylaw to protect wastewater facilities or processes, meet effluent standards or other legislated requirement, or control bio solids quality.
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## **SCHEDULE "B"**

### **Restricted Wastes**

1. The following are designated as Restricted Wastes when present in wastewater, storm water, subsurface water or clear water waste being released to the sanitary or combined sewerage system at a concentration in excess of the levels set out below, with concentrations being expressed as total concentrations unless specified otherwise:

### **Contaminants**

Biochemical oxygen demand (B.O.D.)	10,000 mg/L
Chemical oxygen demand (C.O.D.)	20,000 mg/L
Oil and grease	800 mg/L
Phosphorus (P)	200 mg/L
Suspended Solids (S.S.)	5,000 mg/L
Total Kjeldahl nitrogen (T.K.N.)	500 /L

### **Inorganic Constituents**

pH (Hydrogen ion)	Less than 6.0 or greater than 11.5
Arsenic (As)	1.0 mg/L
Cadmium (Cd)	0.10 mg/L
Chlorine (free Cl <sub>2</sub> )	5.0 mg/L
Chromium (Hexavalent) (Cr <sup>+6</sup> )	2.0 mg/L
Chromium (total) (Cr)	4.0 mg/L
Cobalt (Co)	5.0 mg/L
Copper (Cu)	1.0 mg/L
Cyanide (CN)	2.0 mg/L
Lead (Pb)	1.0 mg/L
Mercury (Hg)	0.10 mg/L
Molybdenum (Mo)	5.0 mg/L
Nickel (Ni)	4.0 mg/L
Silver (Ag)	5.0 mg/L
Sulphide (S <sup>+</sup> )	3.0 mg/L
Thallium (Tl)	1.0 mg/L
Zinc (Zn)	2.0 mg/L

### **Organic Compounds**

Hydrocarbons	50 mg/L
Phenols	1.0 mg/L

### **Physical Property**

Temperature greater than 75°C

2. Radioactive material in concentrations greater than allowed under the Atomic Energy Control Act and the Atomic Energy Control Regulations as amended from time to time.
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3. Notwithstanding the above, the General Manager of the Arrow Utilities may reduce the allowable concentration and/or limit the loading rate for items in Schedule "B" where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control bio solids quality.