

CONSOLIDATED COPY

September 27, 2016

**CITY OF MEADOW LAKE
WATER & SEWER BYLAW
BYLAW NO. 8/2010**

with amendments up to and including Bylaw No. 10/2014 passed December 8, 2014, No. 10/2015 passed July 27, 2015, and No. 24/2016 passed September 26, 2016

by City Council.

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NOTE:

All persons making use of this consolidation are reminded that this document has no legal status, that the amendments have been embodied for convenience of reference, and that the original bylaws should be consulted for all purposes of interpretation and application of the law. **Red highlighted entries indicate the amendments to the bylaw.**

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**CITY OF MEADOW LAKE BYLAW
No. 08/2010
WATER AND SEWER BYLAW**

A BYLAW OF THE CITY OF MEADOW LAKE FOR THE MAINTENANCE AND MANAGEMENT OF ITS WATERWORKS AND SANITARY SEWER SYSTEMS AND FOR COLLECTION OF WATER AND SEWER USER FEES.

The Council of the City of Meadow Lake, in the Province of Saskatchewan, enacts as follows:

PART 1 – INTRODUCTION

1. **Title**
This Bylaw shall be known and may be cited as the "Water and Sewer Bylaw" of the City of Meadow Lake.
2. **Purpose**
The purpose of this Bylaw is to provide, regulate and set rates for water and sanitary sewer services to residential, commercial, institutional and industrial users.
3. **Scope**
This Bylaw will apply within the corporate limits of the City of Meadow Lake.

PART 2 – DEFINITIONS

4. Whenever in this Bylaw, the following words or terms are used, they shall, unless the context otherwise provides, be held to have the following meanings:
 - (a) **CITY MANAGER** shall mean the City Manager of Meadow Lake or an employee of the City designated by the City Manager to act on behalf of the City.
 - (b) **COUNCIL** shall mean the Council of the City of Meadow Lake.
 - (c) **CITY** shall mean the City of Meadow Lake in the Province of Saskatchewan.
 - (d) **OWNER** means the owner of any land or building to which water and sewer services are supplied by the City of Meadow Lake.
 - (e) **USER** means:
 - i) the owner of any land or building who makes application to the City of Meadow Lake for water and sewer services to any premises situated on their land or within their building; or
 - ii) any other person, persons or bodies corporate who are not the owners of the land or building upon or within which they occupy premises and who have made application to the City of Meadow Lake for water and sewer services and who have an existing account before this bylaw takes effect.
 - (f) **PREMISES** means:
 - i) a single family dwelling house;
 - ii) a building used wholly for commercial or industrial purposes;
 - iii) a residential suite in a building used wholly or partially for commercial or industrial purposes;
 - iv) a residential suite in a multi-family dwelling house, duplex, a condominium, or an apartment building; or
 - v) a residential suite in a single family dwelling house.

PART 2 – DEFINITIONS - continued

- (g) **BUILDING** means any structure roofed in or intended to be roofed located on an owners property.

PART 3 - GENERAL REGULATIONS

5. Every owner who wishes to obtain water and sewer services to any premises shall make application to the City Office and pay all necessary fees and charges levied by the City of Meadow Lake for the installation of any service lines, connections, meters, fittings apparatus, appliances or any other thing deemed necessary by the City for the provision of water and sewer services.
6. Every owner who wishes to obtain water and sewer services to any premises shall, prior to the provision of water and sewer services by the City of Meadow Lake:
 - a) install an inside water meter, approved by the City of Meadow Lake on the water line connecting to the City of Meadow Lake water system; and
 - b) have the meter installed according to City's specifications and with a shut off valve on each side of the meter; and
 - c) install an outside remote meter readout at the front of the premises before the water service is turned on at the curb stop.
 - d) upon the coming into effect of this Bylaw, only an owner of premises may make an application for water and sewer services pursuant to the provisions of sections 5 and 6 of this Bylaw
 - e) upon the coming into effect of this Bylaw, if an owner of a premises leases, rents, sublets such premises to another user of water and sewer services as defined by this Bylaw, or permits any other party to occupy of the premises, upon such user or other party ceasing to occupy the premises, the owner will become liable for all fees, rents, charges, or levies assessed by the City of Meadow Lake in relation to the provision of water and sewer services.
7. Every owner, before allowing the occupation of any premises by a user or other party shall make application for water and sewer services to the City office and shall pay a \$50.00 connection fee if the service has been disconnected.
8. If water and/or sewer services have been terminated at request of an owner or if water and/or sewer services have been terminated in accordance with Paragraph 33 herein, every user and/or owner shall pay in addition to any other amounts owed by the user and/or owner to the City of Meadow Lake for the provision of water and sewer services, the sum of \$50.00 for shutting the service off and \$50.00 for reconnecting the service.
9. Every user of water and sewer services shall be billed quarterly for usage at the rate set out in Schedule "A" hereto.
10. A penalty of six percent will be added to all outstanding arrears sixty days following the last date of each billing period.
11. Payment by a user and/or owner of any fees, rents, charges or levies assessed by the City of Meadow Lake in relation to the provision of water and sewer services shall constitute acceptance by the user and/or owner of a contract for the supply of water and sewer services between the City and the user and/or owner for the supply of water and sewer services in accordance with provisions of the Cities Act and amendments thereto and of this Bylaw and amendments thereto.

PART 3 – GENERAL REGULATIONS - continued

12. When a premises is sold by an owner, or when ownership of the property continues by an owner, but a user or other party ceases to occupy a premises, the owner shall be liable for all fees, rents, charges or levies assessed by the City of Meadow Lake in relation to the provision of water and sewer services to such premises unless and until the owner terminates the provision of water and sewer services to the premises in accordance with paragraph 8 of this Bylaw and/or another owner makes an application for the provision of water and sewer services in accordance with paragraph 6 of this Bylaw and pays the reconnection fee set out in paragraph 8 of this Bylaw and all other fees, rents, charges or levies previously assessed by the City of Meadow Lake and remaining owing to the City of Meadow Lake in relation to the premises.

PART 4 - WATER SUPPLY REGULATIONS

13. Every owner shall make provision for installation of the inside water meter in a location easily and readily accessible to City staff for examination and maintenance and shall at all times, properly and efficiently protect the service pipe and meter from frost or other injury so that the meter shall not be damaged.
14. Every owner or occupant of premises connected to the City water and sewer system, shall permit access to the building by City staff to examine, inspect and/or repair the water meter at all reasonable times.
15. All water meters shall be sealed at time of installation and it shall be an offense for any person to break the seal and/or to tamper with the meter in any way. Where evidence of tampering with the seal or meter is found, the person who applied for service and who is billed for service shall be deemed responsible and be liable for the penalty prescribed in this Bylaw.
16. In the event that a meter when read is found to register incorrectly, an amount based on that user's average usage from previous related periods or based on average usage for a similar family size will be used to calculate the billing.
17. It shall be an offense for any person who is not an employee of the City or who has not been authorized by the City Manager to open, close or tamper with a fire hydrant, curb stop, water meter, remote water meter readout or valve connected with the City water system, or in any other way tamper or interfere with the operation and/or functioning of any other component or part of the City water system.
18. It shall be an offense for any person to interfere, obstruct or abuse any City employee engaged in maintenance, inspection or repairing of a fire hydrant, curb stop or water meter connected to the City water system.
19. Any work conducted on City property with respect to water service lines will be done by the City.
20. The cost of installing, upgrading, or relocating a water service line from the City's water main to the building shall be the responsibility of the property owner with the exception of circumstances stated in paragraph 21.
21. If a water service line is not functioning due to a broken, damaged, or collapsed pipe and requires replacement or repair, the cost of replacement or repair will be the responsibility of the City from the City's water main to the property line and the responsibility of the property owner from the property line to the building.
22. If water service lines are installed on a property where no such service lines have previously been installed, the property owner will be charged an *initial connection to main fee* set out in City Policy #002-10-004 (attached Schedule B).

PART 4 – WATER SUPPLY REGULATIONS - continued

23. For reason of making repairs, or extension of mains or services, the City shall have the right to shut off water to any customer without notice for a period necessary to complete the repair or connection.
24. If an owner requires the City to shut off a curb stop or water main valve, the owner will be charged in accordance with City Policy #002-10-011 (attached Schedule B).
25. The City, or its employees, shall not be liable for any damages resulting from the discontinuance of water supply, with or without notice, to any building, boiler or other apparatus deriving its supply from the City water system.
26. The City shall have the right to limit the amount of water furnished to any user upon reasonable notice to the customer of such intended action.
27. Every occupant or owner of premises connected to the City water supply shall give notice to the City Manager of his intended or actual vacating of the premises.
28. For frozen water service lines the following applies:
 - (a) In the event of the freeze up of a water service line between a building and a water main, the City will thaw the line once in each winter season without charge. A fee of \$100.00 will be levied for subsequent services.
 - (b) To prevent repeated freezing, the City may authorize or instruct the user to connect an approved "bleeder" line or open an approved tap. The additional gallons of water used up to two thousand gallons per month, shall be deducted from the charges made to the user.
 - (c) Where a user permits a water meter to freeze up and damage results, the cost of the repairs or replacement shall be added to the users account.

PART 5 - SEWAGE SERVICE REGULATIONS

29.
 - a) Every owner or occupant shall take every precaution not to cause a blockage in the sewer service line between the building and the City sanitary sewer main. If a blockage occurs, it shall be the responsibility of the owner or occupant to have the material blocking the line removed and the owner or occupant shall be responsible for the cost of unplugging the sewer line with the exception of circumstances stated in Paragraph 31.
 - b) Every Owner or User who makes a claim or demand, takes any action or alleges that they have a cause of action, claim or demand against the City of Meadow Lake for or by reason of loss of whatsoever kind or nature arising out of any incident of sewer back-up and/or flooding shall, within 30 days of making such claim or demand or taking such action, install a sewer back-up valve on the premises which are the subject-matter of such claim, demand or action in accordance with specifications provided by the City Manager and the Owner or User shall also provide satisfactory proof of such installation to the City Manager.
 - c) It shall be an offence for any person who is not an employee of the City or who has not been authorized by the City Manager to open, close, or otherwise interfere with the operation and/or functioning of any component of the City sewage system.
30. Any work conducted on City property with respect to sewer service lines will be done by the City.

PART 5 - SEWAGE SERVICE REGULATIONS – continued

31. The cost of installing, upgrading, or relocating a sewer service line from the City's water main to the building shall be the responsibility of the property owner with the exception of circumstances stated in paragraph 32.
32. If a sewer service line is not functioning due to a broken, damaged, or collapsed pipe and requires replacement or repair, the cost of replacement or repair will be the responsibility of the City from the City's sewer main to the property line and the responsibility of the property owner from the property line to the building.
33. The City shall have the right to shut off the water service to any user or owner for non-payment of charges levied for unplugging a sewer service line or making repairs to a service line situated from the building to property line after ninety days from the date of work and after giving the owner or occupant notice of its intention to shut off the water service.

PART 6 - ENFORCEMENT OF ARREARS AND PENALTIES

34. Any person found guilty of an infraction of this Bylaw, or any part thereof, shall be liable on summary conviction, to the penalties prescribed by the General Penalty Bylaw of the City of Meadow Lake.
35. If a user of water and sewer services fails to pay amounts charged for usage as set out in Paragraph 9 and Schedule "A" hereto or fails to pay any other charges, fees, rents or amounts levied by the City of Meadow Lake in relation to the provision of water and sewer services, the City of Meadow Lake may, in addition to any other remedies available to it for the non-payment of charges, fees, rents or amounts levied, discontinue the provision of water and sewer services to the user upon giving reasonable notice of its intention to do so to the user. The City, or its employees, shall not be liable for any damages resulting from the discontinuance of water supply to any building, boiler or other apparatus deriving its supply from the City water system.
36. If the person to whom water and sewer services are supplied is the owner of the land or building to which the service is supplied, the sum payable by him for the service and all rates and costs imposed pursuant to this bylaw are a lien on the land and building which has priority over all other liens or charges save that of the Crown and are a charge on the goods and chattels of the owner and may be levied and collected in the same manner as taxes are recoverable.
37. If the person to whom the water and sewer services are supplied is a person other than the owner of the land or building to which the service is supplied, then the sum payable by him for the service and all rates and costs imposed pursuant to this bylaw are a debt due by him and are a lien on his goods and chattels and may be levied and collected with costs by distress.
38. A distress and sale for rates, charges or rents pursuant to this bylaw is to be conducted in the same manner as distresses and sales are conducted for the arrears of taxes, and the costs chargeable are those payable pursuant to the Distress Act.
39. An attempt to collect any rates, charges or rents pursuant to this bylaw does not in any way invalidate any lien the City is entitled to on land, buildings, or goods and chattels by virtue of this section.
40. If any rate, charge or rent owed by an owner or tenant of land or a building is in arrears after the owner or tenant has vacated the premises and the meter deposit has been reversed against the outstanding amounts, the balance of the outstanding rate, charge or rent may be added to, and thereby form part of the taxes on the land or buildings of the owner with respect to which the water and sewer service was provided.

PART 7 – GENERAL

41. Bylaw 08/2008 is hereby repealed.
42. The rates, charges, tolls or rents contained in this bylaw shall come into force and take effect after approval has been issued by the Local Government Committee.

Introduced and read a first time this 28th day of June, 2010.

Read a second time this 28th day of June, 2010.

Read a third time and adopted this 28th day of June, 2010.

City Clerk

Mayor

SCHEDULE "A"
WATER AND SEWER RATES Bylaw No. 8/2010

January 1 to December 31, 2016:

WATER:

Base Water Charge: \$60.00 per quarterly billing (\$20.00 per month).

Water Consumption Charge: \$1.25 per 1m³ (220 imperial gallons).

SEWER:

Base Sewer Charge: \$40.00 per quarterly billing (\$13.33 per month).

Sewer Consumption Charge: \$0.50 per 1m³ of water charged (Sewer Consumption charged at 40% of Water Consumption charge).

Effective January 1, 2017:

WATER:

Base Water Charge: \$66.00 per quarterly billing (\$22.00 per month).

Water Consumption Charge: \$1.50 per 1m³ (220 imperial gallons).

SEWER:

Base Sewer Charge: \$44.00 per quarterly billing (\$14.67 per month).

Sewer Consumption Charge: \$0.60 per 1m³ of water charged (Sewer Consumption charged at 40% of Water Consumption charge).

SCHEDULE "B"
CITY POLICY Bylaw No. 08/2010

City Policy #002-10-004:

Unless stated on a property's taxes, any property owner wishing to connect to the City's water and sewer mains will be charged an initial connection to main fee based on the type of sewer main the property owner is connecting to. The initial connection to main fee will be \$150.91 per lot frontage meter when connecting to a regular sewer main, or a lump sum fee of \$1650.00 when connecting to a light sewer main.

A property may be exempt from the initial connection to main fee if the property was purchased from the City of Meadow Lake and the initial connection to main fee was included in the purchase price. The initial connection to main fee does not include the cost of physically connecting to the City's services.

City Policy #002-10-011:

Any owner or contractor requiring the City of Meadow Lake to shut off a water main in order to connect a service line or new water main not being contracted by the City will be charged at the following rates in addition to any other fees that may be charged:

Description	Rate
Water Sample(s) sent to the Ministry of Environment	\$25/Sample
Water Works/Public Works Employee	\$35/hr
Managers	\$50/hr
Administration	\$40/hr

The owner/contractor will not be charged for any repairs required to water mains and water main valves on City property due to the turning off or on of a water main valve.