

A BYLAW OF THE TOWN OF ROCKGLEN, TO FIX, REGULATE, MAINTAIN AND CONTROL THE USE AND CONSUMPTION OF WATER AND TO FIX, REGULATE, MAINTAIN AND CONTROL THE DISCHARGE OF SEWAGE, AND TO FIX THE RATES FOR USE AND CONSUMPTION OF THE PUBLIC UTILITIES IN THE TOWN OF ROCKGLEN.

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

1. This Bylaw may be cited as The Utility Service Management Bylaw.
2. PURPOSE of this Bylaw is to govern the regulation, maintenance and control of the use and consumption of water and sewer services within the Town of Rockglen.
3. DEFINITIONS In this Bylaw, (a) "Administrator" means the administrator of the Municipality appointed pursuant to Section 110 of The Municipalities Act. (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 October 1 to December 31. (f) "Consumer" means the person(s), organization(s), corporation(s), 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 and/or sewer through a water connection to the Town of Rockglen's water system and/or a sewer connection to the Town of Rockglen's sewer system. (g) "Council" means the elected body of the Town of Rockglen. (h) "Municipality" means within the corporate limits of the Town of Rockglen. (i) "Property" means land and/or improvement(s) associated with the land. (j) "Property Owner" means the person(s), organization(s), corporation(s), etc. having legal title to the subject Property, pursuant to Information Services Corporation. (k) "Public Works Department" means the person or persons employed by the Town of Rockglen with the responsibility for water and sewer operations, and shall also be deemed to include the person responsible for reading of water meters. (l) "Sewer Job" means the act of performing a clean-out of a sewer service line that has become obstructed due to tree roots, or by other means of blockage, at the request of the Consumer, at a charge set by the commercial sewer and drain cleaning specialist the property owner hires.
4. APPLICATION FOR SERVICE: Every single-family residential Property Owner wanting to have his/her premises connected to the waterworks system shall apply to the Administrator for that service. The costs associated with the materials and installation of each new water connection and new sewer connection are the responsibility of the Property Owner, in addition to acquiring a plumber to connect to the Town's water main and sewer main, under the supervision of the Town Foreman. 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. Along with connection a water meter must be installed in the dwelling if one doesn't exist, at the cost to the owner.
- 4.2 Every multi-family residential Property Owner wanting to have his/her premises connected to the waterworks system shall apply to the Administrator for that service. The costs associated with the materials and installation of each new water connection per living unit and new sewer connection per living unit are the responsibility of the Property Owner, in addition to acquiring a plumber to connect to the Town's water main and sewer main, under the supervision of the Town Foreman. 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. Along with connection a water meter must be installed in the dwelling if one doesn't exist, at the cost to the owner.

- 4.3 Every commercial Property Owner wanting to have his/her premises connected to the waterworks system shall apply to the Administrator for that service. The costs associated with the materials and installation of each new water connection and new sewer connection are the responsibility of the Property Owner, in addition to acquiring a plumber to connect to the Town's water main and sewer main, under the supervision of the Town Foreman. 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 Person(s) taking over premises where water has been previously used by another applicant must make new application for such premises.
- 4.5 The Property Owner shall pay the sum of \$35.00 for a water connection fee. This payment must be received before any water is consumed.
- 4.6 The Renter, Tenant or Occupant of any real Property shall pay the sum of \$35.00 for a water connection fee. This payment must be received before any water is consumed. Any renter, Tenant or Occupant of any real Property shall pay a water/sewer deposit in the sum of \$200.00.
- 4.7 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. Water meters shall remain the property of the Municipality.
- 4.8 The Municipality shall be entitled to read the water meters regularly and/or estimate the water usage. Any Authorized Person is entitled to free access at all reasonable times to all parts of any Parcel of Land to which the water Public Utility is connected for the purpose of: reading a meter; or after making reasonable efforts to notify the Owner or Occupant, or in an emergency, for the purpose of directing and installing or sealing a meter or other related appliances, and removing, altering, or repairing such meter as circumstances require, conducting and sampling tests, inspecting any service connection, or maintenance and repair.
- 4.9 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.
- 4.10 In addition to the requirements of the Saskatchewan Plumbing and Drainage Regulations, it shall be the responsibility of every applicant for a new 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.
- 4.11 Every Consumer 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 Administrator.
- 4.12 The cost of the new installation of water and/or sewer lines from the Town of Rockglen's water and/or sewer main to the premises, including sidewalk/curb replacement and pavement recapping shall be borne by the Property Owner.
- 4.13 The cost of subsequent repairs and/or replacement of an existing water service line from the curb stop, up to and within the premises, shall be borne by the Property Owner.
- 4.14 b The cost of subsequent repairs and/or replacement of an existing sewer service line from the Property line, up to and within the premises, shall be borne by the Property Owner.
- 4.15 The cost of replacement of an existing sewer service line from the Town of Rockglen's sewer main line, up to the property line, shall be borne by the Municipality.

4.16 The cost of subsequent repairs and/or replacement of an existing water service line from the Town of Rockglen's water main line, up to and including the curb stop, shall be borne by the Municipality.

4.17 Persons who own or occupy premises drained, or required by Bylaw to be drained into a the Town of Rockglen's sewer system, shall pay for such services a quarterly service charge in accordance with the schedule as outlined in the Bylaw cited as The Utility Service Charge Bylaw or any Bylaw amending same.

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 meter, curb stop, pipe or other waterworks appliance.

5.4 No extension of water or sewer mains shall be constructed unless such construction is authorized by the Council of the Town of Rockglen.

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 In the event of a natural disaster (i.e. significant rain storm or flood), no person shall discharge into any drain, sewer or sewage system operated by the Municipality any liquid from a sump-pump or leavestrough. As this causes the sewage lift station to operate at full capacity; with the added pressure there is potential for failure and compromising the system to the point resulting in sewer backups affecting Consumers or worse case, a total shutdown of the facility.

5.7 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 Municipality will provide a water meter where necessary for the repairing or replacing due to normal wear, at no charge to the Consumer. However, as the Public Works Department does not install water meters, a plumber would therefore be required. Costs associated with the Plumber are the responsibility of the Consumer.

6.2 Where a repair or replacement of a water meter is necessary due to physical damage to the meter caused by the Consumer's negligence, a new meter is required to be installed by a plumber, and the Consumer will be charged the cost of the new meter plus the costs associated with the plumber to do the work. The charge for the new water meter will be invoiced and collected as provided in this bylaw. Water meters are the property of the Municipality and Tampering with the water meter will result in a Fine of \$1000.00 and double the cost of the last billing period to the consumer. Charges may also be pressed.

6.3 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.

6.4 The Municipality shall have the right to limit the amount of water furnished to any customer, upon reasonable notice to the customer of such intended action.

6.5 The Municipality 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.

6.6 The cost of Sewer Job(s) from the main to the premises shall be borne by the Property Owner. Associated costs shall be set by a resolution of Council.

7 RECONNECTIONS 7.1 No disconnections will be done after 4:00 p.m. on 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. on Monday to Friday, or on weekends or holidays.

7.3 There shall be a charge of \$35.00, each time, for turning water service on at the request of the Property Owner.

7.4 There shall be a \$200.00 charge, in addition to full payment of utilities accounts, for turning water on where the service had been terminated due to nonpayment of accounts.

7.5 Accounts shall be paid within a period of thirty (30) days from the billing date. Accounts showing arrears sixty (60), utility amounts owed by the owner of the property may be added to the tax roll after proceeding with water disconnection. At any time during the year, Council may, by resolution, in accordance with section 369 (1)(b) of the Municipalities Act direct that unpaid utility amounts be added to tax roll. Administration will ensure due process is followed with respect to adding arrears to taxes. And reconnection fee must be paid before service is reinstated.

7.6 If the water supply to a dwelling unit is disconnected for infringement of the provisions of the bylaw, the same shall not be reconnected until all penalties, fees, rates, charges and arrears have been paid or arrangements have been made for full repayment of same.

8 BILLING PROCEDURE: 8.1 Utility billings will be processed four (4) times per year, in accordance with the schedules "A" & "B" outlined in the Bylaw cited as The Utility Service Charge Bylaw or any Bylaw amending same.

9. REPEAL OF BYLAWS: 9.1 The following Bylaws are hereby repealed: - Bylaw No5-16 Bylaw No 2-17 Bylaw 5-18

Repealed resolutions 265-11, 162-12, 262-16

The rates, charges, tolls, or rents contained in this bylaw shall come into force and take effect on the day of approval being issued by the Local Government Committee"

READ A FIRST TIME this 8TH day of June, 2022.

READ A SECOND TIME this 8TH day of June, 2022.

READ A THIRD TIME and adopted this 8TH day of June, 2022.

Shannon Ellert
Administrator



Erwin Jackson
Deputy Mayor



Certified a true copy of
Bylaw# 4-22 adopted by
Resolution of Council on 8 Day
of June, 2022
Administrator Shannon Ellert



TOWN OF ROCKGLEN

Utility Service Charge

SCHEDULE "A"

TO BYLAW NO. 4-22

MONTHLY WATER SERVICE CHARGES:

6000 gallons or less Minimum \$ 30.00 Water Revenue

over_6001_gallons \$.25 per 100 gallon or part thereof Water Infrastructure

Flat rate Infrastructure fee of \$ 15.00 per month for water.

SCHEDULE "B"

TO BYLAW NO. 4-22

MONTHLY SEWER SERVICE CHARGES:

6000 gallons or less Minimum \$13.00 Sewer Revenue

over_6001_gallons \$.125 per 100 gallon or part thereof Sewer Infrastructure

Flat rate Infrastructure fee of \$10.00 per month for sewer.

Garbage Pick Up fee \$9.00 per month or \$36.00 per year

Recycling \$10 per month, \$30 per Quarter or \$120.00 per year

