NEW WATER SERVICE CONNECTION APPLICATION

APPLICANT INFORMATION:

Applicant Name		Company Name (if applicable)	
Home Phone Number	Cell Phone Number	E-mail Address	
Mailing Address		Province	Postal Code

LEGAL LAND DESCRIPTION:

Quarter: _____ Section: _____ Township: _____ Range: _____ W2

Lot: _____ Block: _____ Plan: _____ Extension: _____

Civic Address: _____

Anticipated Date of Service: _____

Applicant must provide a map, sketch, or drawing of the proposed service lines including dimensions accurate to the best of your knowledge:

- A map showing the location of the Development
- General and detailed plans of the proposed work(s)
- Photocopies of Contractor/Consultant's licenses in Saskatchewan
- Other relevant documents (specify): _____

ENGINEERING CONTRACTOR/CONSULTANT INFORMATION:

Contractor/Consultant Name		Company Name	
Phone Number	Cell Phone Number	E-mail Address	
Mailing Address		Province	Postal Code

WATER SERVICE CONNECTION CONTRACTOR INFORMATION (Must be from the approve contractor list)

Name	Company Name
Date of Installation	Supply Main Connected to: RM of Sherwood Main Water System
Exact Location of Connection (Station Measured) (Provide Map/Drawing)	

SERVICE CONNECTIONS & WATER USAGE INFORMATION

Usage

Water _____ L/day (peak flow) and _____ m^3/year (anticipated)

Water Service Line

Size: _____ *(mm or inch)*

Pipe Material: _____

Pipe Type: _____

Depth from Natural Ground: _____ *(m or feet) to Top of Service Connection*

Valves*

Size: _____ *(mm or inch)*

Type/Model: _____

Water Meter

Size: _____ *(mm or inch)*

Backflow Prevention

Size: _____ *(mm or inch)*

Manufacturer: _____

Serial Number: _____

Pressure Reducing Valve*

Size: _____ *(mm or inch)*

Manufacturer: _____

Serial Number: _____

Setpoint: _____ *(kPa or psi)*

*Every person shall provide, at their own expense, a place in their premises for the installation of the meter, which shall be acceptable to the Utilities Operator, and shall provide ready and easy means of access to said meter for examination by the meter reader and shall at all times properly and efficiently protect the service pipes and fixtures from frost or other injury so that the meter shall not in any way be damaged. In case the Utilities Operator considers that any meter is insufficiently protected from the frost, he/she may cut off the water service until measures to their satisfaction have been taken for its protection.

Contractor must be approved to complete watermain connections by the RM of Sherwood.

Subject to the other provisions of Bylaw No. 17/17 – A Bylaw to Regulate the Maintenance and Management of the Waterworks System, the number and location of meter(s) used to measure water consumption must be approved by the RM of Sherwood.

1) The owner of every premises shall provide for the installation of water meter(s):
   a) in a horizontal position, as required by the RM;
   b) allowing convenient access to the meter(s) at all times and with a clear space of at least 460 millimetres around the meter;

2) Where a water meter is connected to a separate curb stop, the meter may be located within the premises receiving water supply.
3) Where more than one water meter is connected to a single curb stop:
    a) all meters shall be located in a common area of the premises to which the public does not have access;
    b) each meter shall service one unit only and have an isolating valve, on the upstream side of the meter, capable of being locked by the RM.

3.1) In the event a single meter serves more than one unit, the owner of the premises may be placed in billing and may be responsible for each rented unit, as determined by the RM.

3.2) In the event the shut off valve at a premise is inaccessible to the RM for RM business, the owner of such premises may be placed in billing as determined by the RM.

3.3) If the RM determines that a person / Company who is not entitled to receive service due to an outstanding bill, the RM may refuse services or discontinue services to the property until all bills are paid in full.

3.4) Do not remove your old water system or make it unfunctional until the meter has been installed and the RM's water is circulating through the meter. *Due to meter delivery delays, the installation of a water meter could take longer than expected.*

I/We hereby make application for the new water service connection at the premises stated above and agree to conform to all Legislation Rules, Regulations, Standards, Specifications and Bylaws applicable and to pay all applicable fees as per Bylaw No. 17/17 – A Bylaw to Regulate the Maintenance and Management of the Waterworks System.

This information is collected under *The Municipalities Act* and will be protected under *The Local Authority Freedom of Information and Protection of Privacy Act.*

New Water Service Conditions

in accordance with
Bylaw No. 17/17 – A Bylaw to Regulate the Maintenance and Management of the Waterworks System

1. The Applicant agrees to pay for water at the rates and time specified in the schedule of rates to be established by the RM of Sherwood No. 159.
2. The Applicant agrees that this application shall become a binding contract when accepted by the RM of Sherwood No. 159 and such contract shall expire on notice by either party.
3. No personal shall draw water from, open, close, cut, break, or in any way injure of interfere with any fire hydrant, water main, water pipe or any property of the utility.
4. Meters – Should any meter become damaged, the Applicant shall pay the cost of removing and replacing the meter and the costs of any repairs to the damaged meter.
5. The RM of Sherwood No. 159 shall not be deemed to guarantee an uninterrupted supply or sufficient water or uniform pressure and shall not be liable for any damage or injury caused or done by reason of the interruption on supply, or variation of pressure for any purpose.

Applicant's Signature | Date

If you require further information, please contact the RM of Sherwood No. 159
Phone: 306-525-5237
Email: info@rmofsherwood.ca

For a Water Meter & Billing, please complete the Water Meter Service & Billing Application.
Please visit our website at www.rmofsherwood.ca to complete this form.

APPROVED UNDERGROUND CONTRACTOR LIST FOR WATER LINE INSTALLATION

ABS Contracting Ltd. 4018 Aronec Avenue, Saskatoon, SK S7P 0E1	**Office** Austin Wur office.absexcavating@gmail.com projects.absexcavating@gmail.com	306-249-0383 306-270-3036
Barbour Excavating Inc. 70 Ball Road, Yorkton, SK S3N 3P0	Jesse Barbour Mathew Barbour jesse@barbourexcavating.com mathew@barbourexcavating.com	306-621-6281 306-450-1856
CBS Contracting Inc. P.O. Box 37226 Regina, SK S4S 7K4	**Office** **Andrew Donnelly** **Eric Donnelly** adonnelly@cbscontracting.ca canadianbobcat@sasktel.net	306-352-3899 306-539-3750 306-570-2344
Cary's Trenching & Trucking Ltd. P.O. Box 690 Lumsden, SK S0G 3C0	**Office** **Trevor Cary** **Dale Hine** carystrenching@sasktel.net	306-543-5551 306-536-3775 306-536-3774
Degelman Developments Inc. 300 – 355 Hoffer Drive Regina, SK S4N 6E2	**Kirk Degelman** kirk.degelman@gmail.com **Scott Degelman** s_degelman@hotmail.com	306-533-7660 306-530-7151
Ed's Backhoe Service Inc. 135 – 6th Avenue E Regina, SK S4N 5A6	**Office** **Todd Nelson** todd@edsbackhoe.com **Chris Dickens** chris@edsbackhoe.com	306-522-3424 306-537-6301 306-209-9829
Erican Construction Ltd. 3719 Wetmore Crescent, Regina, SK S4V 2B7	**Office** erican@sasktel.net	306-545-5233
Jordan Excavating 111 Hammond Road Regina, SK S4R 3C9	**Office:** Portia Nichol **Blair Jordan** jordanexcavating@hotmail.com	306-581-4186 306-529-3340

KMS Construction Ltd. Box 63 Tuxford, SK S0H 4C0	**Office** kmssafety@sasktel.net	306-693-2631
NIS Contractors Ltd. P.O. Box 1634 344 Industrial Drive Regina, SK S4P 3C4	**Office** **Rick Kocur** nis.rick@sasktel.net **Jason Bast** nis.jason@sasktel.net	306-543-5644 306-539-4228 639-590-6379
Nova Paving (Sask) Ltd. P.O. Box 37272 Regina, SK S4S 7K4	**Rachel Humphreys** rhumphreys@novapaving.ca **Kerry Humphreys** khumphreys@novapaving.ca	306-491-0061 306-551-0396
Operation Dirt (2006) 390 Henderson Drive Regina, SK S4N 5W9	**Office** operationdirt2006@sasktel.net	306-781-4089
Queen City Excavating 1441 Fleury Street, Regina, SK S4N 7N5	**Office** DustinHassman@queencityexcavating.ca	306-569-9990
Ungar Construction Box 401 Theodore, SK S0A 4C0	**Office** cheryl@ungarconstruction.ca	306-647-2511
Vic's Excavating Ltd. 2616 Wascana Street Regina, SK S4S 0L8	**Office** **Jen Stuart** jenstuart@sasktel.net **Vic Stuart** vicstuart@sasktel.net	306-522-8427 306-535-5771 306-533-0088
Wappel Construction Co. Ltd. 230 – 10th Avenue East Regina, SK S4N 6G6	**Office: Brian Wappel** bwappel@wappel.ca **Gord Wappel** gordwappel@wappel.ca	306-569-3000 306-536-2808
Zaryski Construction Ltd. P.O. Box 1242 STN Main Regina, SK S4P 3B8	**Office: Mandy** mandyz@sasktel.net **Mark Zaryski** mz@sasktel.net	306-757-6925 306-539-6539

- The developer or owner must enter into a three-way agreement with the contractor and the RM of Sherwood No. 159
- The applicant may choose from this approved contractor list to install water line services.
- The owner or developer covers all the associated costs and the cost of the water line installation.

For further information, please contact the RM of Sherwood Office 306-525-5237.

Note: All service connections shall conform to the regulations and standards governing plumbing and drainage construction specifications, National Building Codes, City of Regina Standard Construction Specification Manual and the RM connection standards.

Updated November 2022

RURAL MUNICIPALITY OF SHE/SHERWOOD NO. 159
BYLAW NO. 17/17
A BYLAW TO REGULATE THE MAINTENANCE AND MANAGEMENT OF THE WATERWORKS SYSTEM

WHEREAS the Council of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan wishes to enact a bylaw to regulate the maintenance and management of the waterworks system in the Sherwood Industrial Park including the provision for collecting fees to all consumer of water within the waterworks system within the Rural Municipality.

NOW THEREFORE the Council of the Rural Municipality of Sherwood No. 159, in the Province of Saskatchewan, enacts as follows:

1. Short Title

   This Bylaw may be referred to as the *Waterworks Bylaw*.

2. Purpose and Intent
   This bylaw is intended to:
   a. Manage the waterworks system in the Sherwood Industrial Park with regards to connecting to the potable system and;
   ~~b. To assign fees and rates for which consumption of potable water shall be charged to the consumer, customer and/or consumer.~~ Repealed by Bylaw No. 19/20

3. Definitions
   a. "Person, Consumer, Customer" shall mean the person or persons, organizations, corporations, and/or businesses who are responsible for the payment of charges for the consumption of water.
   b. "RM" means the Rural Municipality of Sherwood No. 159 and its employees.
   c. "Waterworks System" means the whole or any part of the equipment by which or through which the RM conveys water within the jurisdiction of the RM and, not to limit the generality of the foregoing, includes pumps, the RM's Water Booster Station, Treatment Facility, reservoirs, water mains, pipe valve connections, corporation stops, hydrants, lift stations, wastewater treatment facility, manholes, valves, curb stops, meters and related appliances and all other appurtenances as are designed to form a part thereof.
   d. "Utilities Operator" means the person employed by the RM in the capacity of the Utilities Operator or Foreman or any other employees with the responsibility for administration of the public works and/or utilities, and shall also be deemed to include the meter person responsible for the installation, maintenance and reading of water meters.

4. Water and Wastewater System
   a. Where available, all properties in the R.M of Sherwood are required to connect to the water and wastewater systems. All private and Co-op wells are to be decommissioned as per the Saskatchewan Water Security Agency's guidelines (FS-309) and inspected by the R.M. Consumers are responsible for the complete costs of well decommissioning and connection to the municipal system. Including but not limited to: Trenching/Direct boring, all materials required including pipes, valves, meters and backflow prevention devices, road/ditch repairs required after connection.
   b. Every customer must give notice for the supervision of the installation by the R.M Utilities Operator.
   ~~c. Users who were on a private well who have connected to the R.M 's potable system will be subject to a 3 year "phase in" of consumption charges for each cubic meter as measured by the potable water meter. These rates and timeframes begin when the first bill is issued to the customer.~~

~~Year 1~~	~~Year 2~~	~~Year 3 and thereafter~~
~~33% of the current consumption rate~~	~~66% of the current consumption rate~~	~~100% of current consumption rate~~

Repealed by Bylaw No. 19/20

d. ~~All meter deposits, monthly service and other related fees will be charged at full rate to all customers beginning with the first months billing cycle.~~ Repealed by Bylaw No. 19/20
e. Every person desiring to have their premises connected to the waterworks system shall apply to the RM.
f. The RM may cause to be installed in the premises of every person receiving water service, a meter to be placed upon the service pipe connecting the premises to the waterworks system.
g. No person shall connect anything to the water system which may cause the service to become contaminated or polluted.
h. No Bypass piping or other device capable of reducing the effectiveness of a backflow prevention device shall be installed in a water supply system.
i. All customers shall be required at their own cost to provide back-flow prevention devices in accordance with *The National Plumbing Code of Canada, 2005*, *The Public Health Act of Saskatchewan* and *The Plumbing and Drainage Regulations* and CAN/CSA – B64.10.01 – Manual for the Selection and Installation of Backflow Prevention Devices. The R.M may arrange for the install or testing of devices with ALL costs to be covered by the customer.
j. All backflow prevention devices shall be inspected and tested at the expense of the customer at installation, and at least annually thereafter as determined by an inspector approved by the R.M of Sherwood's Utilities Department.
k. All devices must be tested and results submitted to the R.M within 30 days following the test. All repairs and replacements shall be at the customers expense.
l. If no curb stop is installed the consumer shall be responsible to cover the costs of installation at the request of the R.M.
m. Every person shall provide, at their own expense, a place in their premises for the installation of the meter, which shall be acceptable to the Utilities Operator, and shall provide ready and easy means of access to said meter for examination by the meter reader and shall at all times properly and efficiently protect the service pipes and fixtures from frost or other injury so that the meter shall not in any way be damaged. In case the Utilities Operator considers that any meter is insufficiently protected from the frost, he/she may cut off the water service until measures to their satisfaction have been taken for its protection.
n. No service will be given and any existing service may be discontinued without notice where no meter has been installed.
o. Only one (1) meter shall be supplied for each connection to the water system, however, the Utilities Operator may, at their discretion, supply such additional meters as he/she may deem necessary. No individual service shall be left un-metered unless authority has been given by the RM.

5. ~~Fees and Payment for Water Service~~ Repealed by Bylaw No. 19/20

a. ~~Water meters in the commercial and industrial section of the municipality shall be read monthly and accounts shall be rendered monthly to users of water from the municipality's waterworks system.~~
b. ~~Water meters in the residential section of the municipality shall be read bi-monthly and accounts shall be rendered bi-monthly to users of water from the municipality's waterworks system.~~
c. ~~Every person desiring to receive or to continue to receive water service shall deposit with the RM a fee for each meter in the amount as set out in Schule "A" hereto and as amended from time to time, provided that the person who paid the said Water Meter Deposit shall be entitled to a return of the Water Meter Deposit when service is discontinued for which the said Water Meter Deposit was paid, less any outstanding amounts due at the time of discontinuing service.~~
d. ~~The charges to be paid by water consumers whose water service has been turned on shall be those set forth in Schedule "B" hereto and as amended from time to time; provided the basic service fee shall be payable in every case whether or not any water is consumed.~~
e. ~~The due date for payment for services rendered in accordance with this Bylaw shall be the date as indicated on the invoice. Account balances outstanding after the due date will be considered overdue and subject to a penalty as listed in Schedule "A", hereto and as amended from time to time. If an account is not paid in full by the due date, the water service may be discontinued without notice. When service is discontinued for non-payment, the said service shall not be reconnected until all arrears and accrued penalties are paid in full. An additional fee as set out in Schedule "A", hereto and as amended from time to time, to cover the expense of turning off the water and turning it on again shall be paid prior to the service being reconnected.~~
f. ~~The collection of the charges for water service, cut-off and resumption of such~~

~~services, and sums collected from customers and the supervision of all books, accounts, and other records in connection with the water service shall be under the immediate control and direction of the R.M.~~

6. Repairs and Service to the Waterworks System

   a. For the purpose of making repairs to the water mains in the street and/or of connecting or repairing service pipes or constructing extensions or new work or any other work, the RM shall have the right to shut off or reduce the pressure supplied of potable water from any water consumer without notice and to keep it shut off as long as may be necessary to enable the work to be completed. Whenever feasible, the water consumer shall be notified in advance.

   b. No person other than a RM employee or member of the Fire Department or a person authorized by any of the shall interfere or tamper with a gate valve, curb- box, hydrant or any part of the waterworks system. Anyone caught doing so will be fined as set out in the amount in Section 7.

   c. When water has been turned off for non-payment of rates or failure to protect meters or pipes to the satisfaction of the Utilities Operator or for any other necessary or proper reason, no person shall turn it on again who is not duly authorized to do so. Anyone who tampers with bypass valve or locks on the metering system will be subject to a fine as set out in Section 7 of this bylaw.

   d. Subject to Item 6.a. hereof, the RM shall have the right to limit the amount of water furnished to any water consumer, upon reasonable notice to the water consumer of such intended action. The RM shall have the right by resolution to regulate the use of water for fountains or jets, hoses, or sprinklers or to limit the hours for using the same. Every person found guilty of an infraction of any restriction imposed by authority of this Section, shall be subject to the penalty and/or fine imposed by this Bylaw as set out in Section 7.

7. Penalties and Fines

   a. Any person and/or business found guilty of;
      - Tampering or bypassing a meter and/or the waterworks system shall be fined **$750.00** for each offence.
      - Connecting to fire hydrant or waterworks system for the purpose obtaining water for personal use without a meter or written approval from the Public Works Manager shall be fined **$1,500.00** for each offence.
      - Where a water consumer permits a water meter to freeze up, and damage to the meter results, repairs or replacement shall be made by the RM and the cost of replacement or of materials and labour will be billed to the consumer.

   d. Any person who contravenes or is found guilty of a violation of any provisions of this bylaw is liable on summary conviction:
      - in the case of an individual, to a fine of not more than $10,000;
      - in the case of a corporation, to a fine of not more than $25,000;
      - in the case of a continuing offence, to a maximum daily fine of not more than $2,500 per day.

8. Coming into Force

This bylaw shall come into force and take effect on the date of when the Bylaw has been approved by the R.M.

Read a first time on the __13th__ day of __September__, 2017.
Read a second time on the _26th___ day of _September____, 2017.
Read a third time and adopted on the _____ day of _____, 2017.

_____
Reeve

(Seal)

_____
Administrator

Schedule A

- Failing to pay invoice within 30 days of the invoice shall be charged a monthly interest of 1.50% plus a **$50.00** fee if the collection must be processed and/or transferred to the property taxes.

- Where the R.M is required to disconnect or reconnect service a **$150.00** fee will be charged to the consumer, including but NOT limited to:
  Request of consumer, during an emergency caused by the consumer or any contractors hired by the consumer, disconnection and reconnection of service where all arrears and penalties have been paid.

- Application for water service is **$50.00** plus the meter deposit as per the size of the meter currently installed in the existing building.

- When a new connection to the water system, the applicant will be responsible for all labour, material and equipment costs to install the service from the water main to the property line. The RM will supervise and coordinate the installation of the service after approval of a cost estimate by the applicant.

- The **deposit** for a water meter shall be as follows:

⅝''	16mm	$420.00
¾''	19mm	$462.00
1''	25mm	$562.00
1.5''	40mm	$680.00
2''	50mm	$1035.00
3''	75mm	$1741.00
4''	100mm	$2450.00
Temporary Hydrant connection		$2500.00

Schedule B

The rates and charges as set out below are effective as for the first meter reading or estimate of the current year and apply to all consumption since the last meter reading on the prior year.

Infrastructure Development Fees

Charges for each and every meter connected to the R.M's system							
	2017	RATE CHANGE	2018	RATE CHANGE	2019	RATE CHANGE	2020
Per meter Per month	N/A	N/A	$60.00	10.0%	$66.00	10.0%	$72.60

Potable Service charges

Potable Water		Service Charges (per month, per meter)						
Meter Size		2017	RATE CHANGE	2018	RATE CHANGE	2019	RATE CHANGE	2020
16mm	5/8"	$71.25	15.8%	$82.48	10.0%	$90.73	10.0%	$99.80
19mm	3/4"	$95	15.8%	$109.97	10.0%	$120.97	10.0%	$133.06
25mm	I"	$109	15.8%	$126.18	10.0%	$138.80	10.0%	$152.68
40mm	I ½"	$160	15.8%	$185.22	10.0%	$203.74	10.0%	$224.12
50mm	2"	$254.50	5.0%	$267.23	5.0%	$280.59	5.0%	$294.62
75mm	3"	$727.25	-42.2%	$420.01	3.6%	$435.00	8.0%	$470.00
l OO mm	4"	$1,018.25	-50.9%	$500.00	13.0%	$565.00	11.5%	$630.00

Potable water volumetric charges

Consumption charges for each and every cubic meter as measured by the water meter								
		2017	RATE CHANGE	2018	RATE CHANGE	2019	RATE CHANGE	2020
Consumption	m^3	$8.00	2.0%	$8.16	2.0%	$8.32	2.0%	$8.49

RURAL MUNICIPALITY OF SHERWOOD NO. 159

BYLAW NO. 19/20

A BYLAW TO ESTABLISH THE WATER RATES AND FEES

Under the authority granted by clause 8(1)(i) of *The Municipalities Act, SS 2005, c M-36.1*, the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan, by and with the advice and consent of the RM of Sherwood Council, enacts as follows:

1. SHORT TITLE

This Bylaw may be cited as the "Water Rates & Fees Bylaw."

2. PURPOSE AND INTENT

This bylaw is intended to assign fees and rates for which consumption of potable water shall be charged to the customer and/or consumer.

3. DEFINITIONS

a. "**CAO**" means the administrator of the municipality appointed pursuant to Section 110 of *The Municipalities Act*.
b. "**Owner**" means, in addition to any other meaning, any person in occupation or possession of or entitled to having any interest in the land, premises or property referred to under an agreement of sale;
c. "**Person, Consumer, Customer"** shall mean the person or persons, organizations, corporations, and/or businesses who are responsible for the payment of charges for the consumption of water.
d. "**RM**" means the Rural Municipality of Sherwood No.159 and its employees.
e. "**Waterworks System**" means the whole or any part of the equipment by which or through the RM conveys water within the jurisdiction of the RM and, not to limit the generality of the foregoing, includes pumps, the RM's Water Booster Station, Treatment Facility, reservoirs, water mains, pipe valve connections, corporation stops, hydrants, lift stations, wastewater treatment facility, manholes, valves, curb stops, meters and related appliances and all other appurtenances as are designed to form a part thereof.
f. "**Utilities Operator**" means any person employed or contracted by the RM in the capacity of the Utilities Operator, Foreman or with any other responsibility assigned for the administration or operations of the public works and/or utilities of the RM, and shall also be deemed to include the meter person responsible for the installation, maintenance and reading of water meters.

4. WATER RATES & CHARGES

a. Connection to the water system shall be regulated by the RM of Sherwood *Water Services Bylaw*.

b. Water Meter Deposits

i. Every person requiring a water meter shall deposit with the RM a fee for each meter in the amount set out in **Schedule "A"** attached hereto and as amended from time to time, provided that the person who paid said Water Meter Deposit shall, when service is discontinued and the meter is removed or transferred to a new customer, be entitled to a return of the Water Meter Deposit paid, less any amounts due at the time of discontinuing service.
ii. Where a water meter is lost or not returned to the RM, the RM shall retain the full water meter deposit and require a new deposit for any additional meters or connections.

c. The charges to be paid by water customers whose water service has been turned on in accordance with the *Water Services Bylaw* shall be those set forth in **Schedule "B"** attached hereto and as amended from time to time; provided the basic service fee shall be payable in every case whether or not any water is consumed.

d. Water meters shall be read and accounts rendered monthly to waterworks customers. Consumption may be estimated at the RM's discretion.

e. Users connecting to the RM's waterworks system from a private well that will no longer be used, and where proof of decommissioning in accordance with Water Security Agency standards is provided, will be provided a 3 year "phase in" of consumption charges for metered water usage. Phase in rates will commence upon issuance of the first bill to the customer as follows:

Year 1	Year 2	Year 3 and Thereafter
33% of the current consumption rate	66% of the current consumption rate	100% of the current consumption rate

f. All meter deposits, monthly service and other related fees will be charged at full rate to all customers beginning with the first months billing cycle and prorated for partial months as required to align with connection and disconnection dates.

g. The due date for payment for services rendered in accordance with this Bylaw shall be the date indicated on the invoice. Account balances outstanding after the due date will be considered overdue.

h. Connection fees as laid out in **Schedule "B"** are required upon opening an account or restoring a connection to the RM waterworks system. Such fees shall be billed on the account holder's first or subsequent utility bill.

i. Disconnection fees as laid out in **Schedule "B"** are required upon disconnection for any reason. If an account holder would like to disconnect their water service, they shall notify the RM prior to the requested disconnection date and will be responsible for all charges incurred up to and including the date of disconnection.

j. In the event that a property is occupied by or water service is provided to someone other than the owner of the property, the owner shall at all times be responsible for all charges, fees or penalties incurred by the occupant.

5. OVERDUE ACCOUNTS

a. Overdue accounts will be subject to a penalty of 1.5% per month calculated from the first day of the month after the account is overdue.
   i. Notwithstanding subsection 5.a., the CAO or designate shall have the authority to write-off interest charged to a person in error or where deemed reasonable by the CAO or designate.

b. If an account is not paid in full by the due date, water services may be discontinued without notice; where service is discontinued for non-payment, connection and disconnection fees will apply and the account shall not be reconnected until all arrears and accrued penalties are paid in full.

c. The RM may add unpaid fees and charges imposed pursuant to this bylaw and as authorized by section 369 of *The Municipalities Act* to the tax roll for any real property of the applicant or owner in the RM and collect them in the same manner as municipal taxes. Such transactions will be subject to the $50 fee laid out in **Schedule "B"** attached hereto.

6. SEVERABILITY

If a court of competent jurisdiction declares any provision, or part of any provision of this bylaw to be invalid, or to be of no force and effect, it is the intention of Council in enacting this bylaw, that each and every other provision of this bylaw be applied and enforced in accordance with its terms to the extent possible by law.

7. COMING INTO FORCE

This Bylaw shall come into force, subject to approval of the Saskatchewan Municipal Board, on January 1st, 2021 and shall, upon coming into force, repeal Sections 2.b, 4.c., 4.d, and 5 of RM of Sherwood Waterworks Bylaw No 17-17.

Read a first time on the 14th day of October, 2020.
Read a second time on the 14th day of October, 2020.
Read a third time and adopted on the 14th day of October, 2020.

RURAL MUNICIPALITY OF SHERWOOD No. 159
INCORPORATED 1911 SASKATCHEWAN

Reeve

Administrator

Schedule A

(of Bylaw No. 19/20)

Water Meter Deposits

Water meter deposits required shall be as follows:

Meter Size		Meter Deposit
MM	**Inches**	
16	5/8”	$420.00
19	3/4"	$462.00
25	1”	$562.00
40	1 ½”	$680.00
50	2”	$1,035.00
75	3”	$1,741.00
100	4”	$2,450.00
Temporary Hydrant Connection		$2,500.00

Schedule B

(of Bylaw No. 19/20)

Rates & Charges

The rates and charges as set out below are effective as of the first meter reading or estimate of the current year and apply to all consumption since the last meter reading on the prior year.

Infrastructure Development Fees

- Charged for each and every meter connected to the RM's system:

Monthly Charge per Meter	2021 & 2022
	$78.00

Service Charges

- Monthly service charges for each and every meter connected to the RM's system:

Meter Size		2021 & 2022
MM	Inches	
16	5/8"	$109.00
19	3/4"	$145.33
25	1"	$166.75
40	1 ½"	$244.78
50	2"	$321.78
75	3"	$513.33
100	4"	$688.08

Consumption (Volumetric) Charges

- Consumption charges for each and every cubic meter as measured by the water meter:

Consumption	2021	Rate Change	2022
Per Cubic Meter (m^3)	$9.50	$0.75	$10.25

Interest & Penalties

- Failure to pay utility invoices within 30 days will result in a monthly interest charge of 1.5% plus a $50.00 fee if the collection must be processed and/or transferred to property taxes.

- Where the RM is required to disconnect or reconnect a service, a $150.00 fee will be charged to the consumer including but NOT limited to:
    - Request of consumer, during an emergency caused by the consumer or any contractors hired by the consumer, disconnection and reconnection of service where all arrears and penalties have been paid.

Sherwood Industrial Park – Service Connection Instructions

1.0 Introduction

The RM of Sherwood No 159 (the RM) will be providing a potable watermain for properties in the Sherwood Industrial Park. This work is currently underway and will continue for the next several years. Following completion of this work, the properties with frontages onto the watermain will be required to make a connection as per RM's *Waterworks Bylaw 17-17*, and *Amendment 22-17*.

2.0 Connection Requirements

The RM requires each property owner to connect a potable water service from the watermain to the property line complete with curb box as per the specifications provided. If a property owner requires a potable water service line larger than 50mm, a dedicated fire protection line, or a line connecting to a building sprinkler system, a detailed engineering design method and plans must be submitted to the RM. The detailed design may include National Plumbing Code sizing calculations, peak demands, NFPA 1142 fire flow calculations, and connection details. Contact the RM prior to design to confirm submission requirements.

If a 50mm water service line is adequate, the property owner will be required to follow the procedure below:

1. Submit a Connection Application to the RM. This application will include:
    a. Site Plan
    b. Service connection and curb box location
    c. Water meter sizing form
    d. Length from property line to water meter

Pending approval of the Connection Application and prior to construction;

2. Submit a Construction Permit Application. The Contractor must be approved to complete watermain connections by the RM.

The water service connection will provide varying levels of service depending on the water distribution system designed for each building. Factors affecting the level of service include:

- Developed length - Distance from the property line to the most remote water outlet
- Number and type of water fixtures

Buildings with a developed length less than 122m will be able to accommodate at least 205 fixture units with 50mm diameter internal plumbing, assuming the building meets plumbing code.

Buildings with a developed length up to 213m will be able to accommodate a minimum 123 fixture units with 50mm diameter internal plumbing, assuming the building meets plumbing code.

"Table 2.6.3.2.- A" of the National Plumbing Code should be used as reference. The table assigns the number of fixture units per water fixture. It is up to the individual property owner to ensure the water distribution system designed for the building does not total more fixture units than identified above, given the developed length.

All properties are required to install backflow prevention devices within the water distribution system immediately downstream of the water meter.

3.0 Standard 50mm Service Connection Specifications

1. **PRODUCTS**

.1 Pipe

Water Service Pipe to be 50mm HDPE DR11 to AWWA C901 (PE3408) with a minimum pressure rating of 1100 kPa.

.2 Service Saddles

Service saddles to be full circle type, constructed of fully passivated T304 stainless steel with BUNA-N or EPDM gaskets and T304 stainless steel bolts with rolled threads and nuts. ROBAR Series 2600 or as approved.

.3 Curb Stops

Curb Stops and Boxes to be bronze or brass body, stop and waste design, globe or ball valve style, with compression type end connections designed for HDPE. Mueller Type H 15219, Mueller Type H15182, Ford Model B44, Cambridge Brass Model 203 or as approved.

Curb boxes and top extensions -Sch. 40 Type 304 stainless steel pipe complete with polymer boot.

Curb box covers - Mueller Type A808 ribbed cover complete with standard pentagon plug No. 143469 or as approved.

Curb box rods - Type 304L stainless steel, 13 mm diameter with standard pigtail to fit standard 25 mm I.D. curb box.

Cold forge u-shape complete with hole for brass cotter pin to fit 50 mm curb stops.

.4 Corporation stops

Corporation stops shall be Mueller Type H 25008 for sizes 40 mm and 50 mm; Ford Model F1000 or FB1000; Cambridge Brass Model 301; or as approved. Standard brass

or bronze construction with Mueller tapping thread and compression type joint compatible with type of pipe used.

.5 Backflow Prevention

Backflow preventers shall be sourced based on the premise protection requirements. The hydraulics and health hazard should be assessed as outlined in the Canadian Cross Connection Control Manual. Backflow preventers shall conform to 2.2.10.10. of the National Plumbing Code 2015. All products must carry certification by CSA or USC-FCCCHR. Approved manufacturers include Conbraco, Watts, Zurn/Wilkins, and Febco.

2. EXECUTION

.1 Trenching

Water services piping up to and including 50 mm may be installed in a common trench with the sanitary sewer service line. It is desirable that a clear separation of at least 300 mm is maintained between these lines.

Whenever common trenched service lines must be installed at different elevations, install the higher service on a shelf of undisturbed ground. If shelving the higher service line is not possible, re-establish the foundation of the higher utility with compacted backfill.

Leave trenches open until connections have been completed and visually inspected while they are under pressure. Ensure corporation stops are in the open position before backfilling.

Unless otherwise specified, tap corporation stops into the watermain using an approved tapping machine while the main is under normal operating pressure. After completion of each tapping connection, backfill to 75 mm above the top of service pipe with in-situ material.

Provide minimum 2.7 m of cover over the full length of service lines.

Whenever water service lines cross existing roadways, install the pipe using trenchless methods to ensure the roadway is preserved during construction. Maintain a minimum 3.0m clearance from excavation pit to the shoulder of the roadway.

.2 Corporation Stops

Use an approved tapping sleeve. Tapping size used on PVC pipe shall be at least one (1) nominal pipe size smaller than the watermain being connected to.

Refer to City of Regina Standard Drawing W-17. Install the corporation stop in the horizontal position.

Do not tap corporation stops into watermains within 600 mm of a pipe joint, fitting or valve. Space multiple taps a minimum of 450 mm on centre.

Tighten corporation stops into PVC watermains (cast iron O.D. only) with 35 to 40 Newton-Meters of torque.

Wrap the thread of the corporation stops used on PVC and ductile iron watermains with three to four wrappings of teflon pipe thread tape before installation of the corporation stop.

.3 Curb Stops

Install a curb stop and waste at the property line.

Install curb stop and waste valves with the drain port on the private property side, extend a short length of pipe from it and crimp or plug the end. Refer to City of Regina Standard Drawing W-17.

Install services to existing buildings along a line that will best suit the interior plumbing.

Support each curb stop and waste on a 75 mm x 200 mm x 250 mm concrete block as shown on City of Regina Standard Drawing W-17.

In fine-grained or clay soils construct a 0.2 m^3 volume drainage sump below and around each curb stop and waste.

When curb stops or valves are installed and the boxes are to be installed later, mark the curb stop or valve above ground as shown on City of Regina Standard Drawing W-17.

Adequately secure the curb extension rod to each curb stop and waste. Set the service box plumb with the upper sections of the service box adjusted to grade elevation. Install the lower section of the service box and the extension rod a minimum 300 mm below ground elevation to prevent heavy loads being transmitted to the curb stop. Leave the curb stops closed.

For sites storing hazardous material or petroleum products, install a trench plug of impermeable plug of bentonite clay or other approved material as shown on City of Regina Standard Drawing S-28. Plug to be not less than the width of the utility trench at the property line on all utility service trenches on all properties that are used, or have been used, for the storage of liquid hazardous materials and/or petroleum products.

.4 Backflow Prevention

Backflow preventers to be installed in compliance with CSA Standards B64.10-11/B64.10.1-11 (Selection and installation of backflow preventers/Maintenance and field testing of backflow preventers) by qualified journeyman plumbers or pipefitters. Testing will be carried out by the RM upon completion.

For more information, please contact the RM Office at (306) 525-5237 or by email and info@rmofsherwood.ca.