

**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.

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

- 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.
- 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

- 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 Schedule "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 13<sup>th</sup> day of September, 2017.


Read a second time on the 26<sup>th</sup> day of September, 2017.

Read a third time and adopted on the 11<sup>th</sup> day of October, 2017.

(Seal)



  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
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:

5/8"	16mm	\$420.00
3/4"	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	1"	\$109	15.8%	\$126.18	10.0%	\$138.80	10.0%	\$152.68
40mm	1 1/2"	\$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
100 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 <sup>3</sup>	\$8.00	2.0%	\$8.16	2.0%	\$8.32	2.0%	\$8.49