

Utility Management Bylaw

VILLAGE OF CRAVEN

BYLAW NO. 01-2024

A BYLAW TO PROVIDE FOR ESTABLISHMENT OF A UTILITY MANAGEMENT BYLAW FOR THE VILLAGE OF CRAVEN

The Council of the Village of Craven in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be known as the “Utility Management Bylaw”.
2. In this bylaw:
 - a. “Consumer” means the person or persons, organizations, corporations etc. responsible for the payment of charges for water and sewer notice.
 - b. “Village” means the Village of Craven, its employee or employees whose employment requires them to undertake certain works under this bylaw.
3. Waterworks System
 - a. The Village will install to its satisfaction a water meter within the premises of every consumer applying for or receiving water service. Applications are required for all new water connections by letter including property description and estimated timeline.
 - b. Every consumer connecting his premises to the waterworks system shall install a suitable valve in the line before the meter to allow for shutting off the water to the premises.
 - c. All water meters shall be sealed at time of installation and it shall be an offense for any consumer to break the seal and/or tamper with the meter in any way. Where evidence of tampering with the seal or meter is found, the consumer (who applied for service) and who is billed for service shall be deemed responsible and be liable upon summary conviction of the penalties imposed by the General Penalty Bylaw of the Village of Craven.
 - d. Every consumer receiving water shall provide at his own expense, a suitable place in the premises for the installation of a meter.
 - e. No service will be given and any existing service may be discontinued without notice where no meter has been installed.
 - f. Where more than one meter is required in any premises, the full deposit fee for such an additional meter(s) shall be made to the village before service is provided through such meter(s).
 - g. Every owner, tenant or occupant shall give every facility for the installation of water meters and shall protect same from frost and other damage and shall provide ready and easy 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 cases where the Village considers any meter insufficiently protected from frost, the water may be cut off until measures have been taken for its protection to the satisfaction of the Village.
- h. The owner shall be liable for the full cost of the meter installed on his property if damaged by frost or from any cause other than ordinary wear from operation. The repair or replacement cost shall be charged and collected in the same manner as regular water rates.
 - i. The Village may, with or without any request of any consumer, or shall upon request by any consumer, remove any meter placed under the provisions of this bylaw that is suspected of not correctly measuring the quantity of water delivered through the same and have the meter tested. If the meter is found to register less than three (3) per cent over or three (3) percent under the actual quantity, it shall be deemed to be correct.
 - j. In the event that a meter, when checked, is found to have failed to register correctly during any portion of the preceding three (3) month period, the amount of water consumption for such period shall be taken to be either the same as that of the next previous period in which the meter has registered correctly or the same as that of the corresponding period in the preceding year, whichever may be more advantageous to the consumer.
 - k. The collection of the charges for water service, cut-off and resumption of such services, 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 of the Village Administrator.
 - l. The Village may enter the premises of any consumer at any reasonable time, for the purpose of installing meters, examining pipes and fixtures, repair the same or ascertaining the quantity of water used and manner of its use.
 - m. No person other than the Administrator, Public Works Foreman or a person authorized by any of them, or member of the Fire Department in the event of a fire shall open, close or interfere with any hydrant, gate or valve connected with the waterworks system and no person shall in any way interfere with any stop cock, pipe or other waterworks appliance outside of his premises, nor shall he interfere with any meter, whether inside or outside of his premises.
 - n. No person shall turn water on in any premises or open a village cock or curb stop except the Administrator, Public works Foreman or a person authorized by either of them. When water has been turned off for nonpayment of rates or for failure to protect meter or pipes to the satisfaction of the Village or for any other necessary or proper reason, no person shall turn it on again who is not duly authorized to do so.
 - o. Every person violating the provisions of Sections 'm' and 'n' hereof and every person interfering with or obstructing the Administrator, Public Works Foreman or a person authorized by them, in their work shall be guilty of an offence and liable upon summary conviction of the penalties imposed by the General Penalty Bylaw of the Village of Craven.
 - p. For the purpose of making repairs to the meter(s) or of connecting or repairing service pipe or constructing extensions or new work or any other work the Village shall have the right to shut off the water from any consumer without notice and to keep it shut off as long as may be necessary to enable work to be completed.

- q. The Village or its employees shall not be liable for any damages resulting from the discontinuance of water supply, whether from natural causes or accident, with or without notice, to any building, boiler or factory deriving its supply from the waterworks system.
- r. The Village shall have the right to discontinue the supply of water from fountains or jets, hose or sprinklers or limit the hours for using the same. Every person found guilty of an infraction of any restrictions imposed by authority of this section shall be subject to a penalty of \$20.00 for the first offence and \$100.00 for the second offence.
- s. Every consumer intending 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 the same to the Village and shall turn off the stop cock on the inside of the building before leaving.
- t. To prevent freeze-up, the Village may authorize or instruct the consumer to connect a "bleeder" line or open a tap. The additional gallonage or water consumed to be estimated and deducted from the charges made to the consumer during the period the water is permitted to run. This paragraph applies only where the Village is satisfied and service pipes outside the private property are not at a sufficient depth below the surface of the ground to prevent freeze-up.
- u. The Village shall be responsible for making repairs to the water service line up to and including the curb stop valve. Any costs to the repairs to the water service line from the curb stop valve to the water meter shall be the responsibility of the property owner.

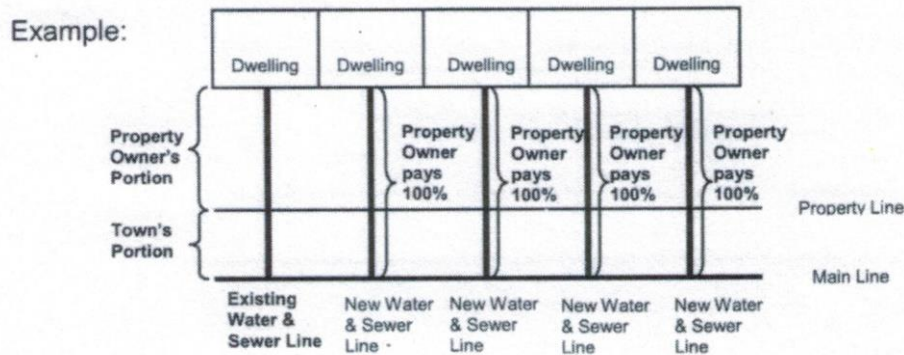
4. Sewer System

- a. Rental rates of service charges imposed by this Bylaw shall commence at and from the time the sewer outlet is open to receive drainage, irrespective as to when the plumbing fixtures are installed.
- b. All premises to be connected in the future to the sewer shall have a shut off valve or an automatic control valve to eliminate sewer back up.
- c. The owner of any premises receiving the supply of sewer from the Village pursuant to this Bylaw shall be responsible for the installation and maintenance of all pipes, fixtures and equipment required for such supply from the property line to and inside of his premises, in accordance with the provisions of this Bylaw.
- d. All expenses for the cleaning or clearing of blocked sewer service connections shall be the responsibility of the owner or occupant of the property when the problem is found on the private property or the cause can be proven to be caused by the property owner.
- e. If the sewer service is deemed to be in need of replacing, the Village will be responsible for the costs for the portion of sewer line on town property and the property owner will be responsible for the portion of sewer line on his/her property.

5. Water and Sewer Service Connections

- a. At the time of new development
 - i. if there is no pre-existing water and sewer connection to the property, the developer/property owner shall be responsible for 100% installation of water and sewer services to the existing Village's main line.

- ii. If there is pre-existing water and sewer connections to the property, the developer/property owner shall be responsible for the water and sewer connection from their dwelling to the property line, and the Village shall be responsible for the replacement of the water and sewer connection from the property line to the Village's main line
- iii. If there is pre-existing water and sewer service to the property for one service connection, and two or more service connections are required, the Village shall be responsible for the existing line from the property line to the Village's main line, while the developer/property owner shall be responsible for the water and sewer connection from their dwelling to the property line. For each additional line, the developer/property owner will pay 100% of the costs associated with putting in new water and sewer service lines.



- b. All developers shall provide the Village with drawings and specifications on mechanical hook-ups. Mechanical drawings to include service connections from main to dwelling.
- c. For every multi-unit dwelling
 - i. That has separate registered titles of ownership for each unit, there shall be one (1) sewer and one (1) water connection per unit. The sewer line shall be no smaller than six (6) inches, and the water line shall be no smaller than two (2) inches.
 - ii. Up to 16 units that does not have separate registered titles of ownership for each unit, there shall be one (1) sewer line no smaller than six (6) inches, and one (1) water line no smaller than two (2) inches.
 - iii. Over 16 units that does not have separate registered titles of ownership for each unit, there shall be a minimum of two (2) six (6) inch sewer lines and two (2) two (2) inch water lines.
- d. All domestic water and sewer lines shall meet the requirements of the Provincial Health Code.
- e. When required by the Village, the owner of any property served by sewer connections carrying industrial or commercial wastes shall install a suitable control man hole or clean out sump.

6. General

- a. No person shall construct or dig a well on any property which can be serviced from the Village's water system or abuts on a water main nor shall they use an existing well on the property for domestic use.
- b. All buildings or premises constructed, or if any renovations are completed after the passing of the Bylaw, shall be connected to the Village water and sewer system.
- c. Any person found guilty of a breach of any provision of this Bylaw for which no other penalty is provided shall be subject to the penalties provided in the General Penalty Bylaw of the Village.
- d. Consumers shall be invoiced according to the time frames set up in the current Utility Rates Bylaw.
- e. The amount owing on any utility account in arrears as at December 31 in each year shall be added to the tax roll for that service address. Any costs for the services of notices by registered mail shall be an additional amount to be charged to the utility arrears.
- f. The municipality may ration or limit the amount of water provided to any and or all consumers should the circumstance warrant such action. Notification to residents of the Village of Craven for water rationing shall be done by mailbox stuffer in the Craven Post Office or by other appropriate communication.

This bylaw comes into force and takes effect on the _____ day of _____, 2024.

Mayor

Administrator

Certified a true copy of
Bylaw No. 01-2024
adopted by resolution of
Council on the
day of _____, 20__.

(SEAL)

Administrator