

## TOWN OF WOLSELEY

### BYLAW NO. 03-2023

#### **A BYLAW OF THE TOWN OF WOLSELEY TO FIX, REGULATE, MAINTAIN AND CONTROL THE USE AND CONSUMPTION OF WATER AND TO FIX, REGULATE, MAINTAIN AND CONTROL THE DISCHARGE OF SEWAGE WITHIN THE TOWN OF WOLSELEY**

---

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

1. Short Title:

1.1 This Bylaw may be cited as the “Utility Service Management Bylaw”.

2. Purpose:

2.2 The 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 Wolseley.

3. Definitions:

3.1 In this Bylaw,

- (a) “Administrator” means the administrator of the Municipality appointed pursuant to Section 110 of *The Municipalities Act*.
- (b) “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 Wolseley’s water system and/or a sewer connection to the Town of Wolseley’s sewer system.
- (c) “Council” means the elected body of the Town of Wolseley.
- (d) “Municipality” means within the corporate limits of the Town of Wolseley.
- (e) “Property” means land and/or improvement(s) associated with the land.
- (f) “Property Owner” means the person(s), organization(s), corporation(s), etc. having legal title to the subject Property, pursuant to *Information Services Corporation*.
- (g) “Public Works Department” means the person or persons employed by the Town of Wolseley with the responsibility for water and sewer operations, and shall also be deemed to include the person responsible for reading of water meters.
- (h) “Sewer Job” means the act of a third-party contractor performing a clean-out of a sewer service line that has become obstructed due to tree roots, or by other means of blockage.

4. Application for Service:

4.1 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.

- 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.
- 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. The meter deposit and water access fee listed in 4.5 applies in this instance.
- 4.5 The Property Owner shall pay the sum of **\$200.00 (two hundred dollars)** for a Meter Deposit in addition to **\$50.00 (fifty dollars)** for a Water Connection fee. This payment must be received before any water is consumed.
- 4.6 All Utility Rolls shall be kept in the Property Owner's name for Rental Properties.
- 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.
- 4.8 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.
- 4.9 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.
- 4.10 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.
- 4.11 The cost of the new installation of water and/or sewer lines from the Town of Wolseley's water and/or sewer main to the premises, including sidewalk/curb replacement and pavement recapping shall be borne by the Property Owner.
- 4.12 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.
- 4.13 The cost of subsequent repairs and/or replacement of an existing sewer service line from the Town of Wolseley's sewer main line, up to and within the premises, shall be borne by the Property Owner.

- 4.14 The cost of subsequent repairs and/or replacement of an existing water service line from the Town of Wolseley's water main line, up to and including the curb stop, shall be borne by the Municipality.
- 4.15 The cost of subsequent repairs and/or replacement of the Town of Wolseley's water main line and sewer main line shall be borne by the Municipality.
- 4.16 Persons who own or occupy premises drained, or required by Bylaw to be drained into the Town of Wolseley'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 Wolseley.
- 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 eavestrough. 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.
- 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 the responsibility of the Property Owner. The Municipality may reimburse a portion of costs as set out in the *Sewer Service Line Blockage(s) policy*.
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, except in the case on an emergency.
- 7.3 Applicable fees for disconnections and reconnections are set out in *The Utility Service Charge Bylaw*.
8. Billing Procedure:
- 8.1 Utility billings will be processed quarterly (i.e. four times per year), in accordance with the schedule outlined as follows:
- Q1 – January to March (due April 30)
  - Q2 – April to June (due July 31)
  - Q3 – July to September (due October 31)
  - Q4 – October to December (due January 31)
9. Coming into Force:
- This Bylaw shall come into force and take effect on the date of final reading thereof.
10. Repeal:
- Bylaw No. 01-2016 is hereby repealed; and  
Bylaw No. 07-2016 is hereby repealed.

READ A FIRST TIME this 5<sup>TH</sup> day of JULY, 2023.  
READ A SECOND TIME this 2<sup>ND</sup> day of AUGUST, 2023.  
READ A THIRD TIME and ADOPTED this 2<sup>ND</sup> day of AUGUST, 2023.



\_\_\_\_\_  
Mayor

Candice Cieckiewicz  
Administrator