

CITY OF PRINCE RUPERT

WATER UTILITY MANAGEMENT BYLAW NO. 3401, 2016

A BYLAW TO REGULATE THE EXTENSION OF AND CONNECTIONS TO THE WATER WORKS OF THE MUNICIPALITY AND TO IMPOSE CONNECTION FEES, USER RATES AND MAINTENANCE FEES FOR USE OF SAID WATER WORKS.

WHEREAS the City has constructed and is operating and maintaining water works on a self-liquidating basis for the benefit of residents of the Municipality; and

WHEREAS it is expedient that all lands or real property within the Municipality which require the service and are capable of being served by the water works should be so served; and

WHEREAS it is necessary from time to time to extend the said water works to provide service to other residents of the Municipality; and

WHEREAS it is deemed just that the cost of making such extensions to the said water works should not be permitted to place any undue burden upon the revenues of this system; and

WHEREAS it is expedient to provide for the connection of water lines from houses and other buildings with the water distribution system of the City of Prince Rupert and to regulate same; and

NOW THEREFORE the Council of the City of Prince Rupert in an open meeting assembled, enacts as follows:

PART 1 DEFINITIONS

1.1 In this **Bylaw**:

“abandonment” means to permanently remove the service at the main connection

“actual costs” means all charges incurred by the City with respect to the work performed. This includes, but not limited to, wages, overhead, equipment, materials, contracted services and other miscellaneous charges.

“applicant” means an owner or his agent making application for a water service connection and from whom the City may expect to receive revenue on a continuing basis for this service.

“Asset Management Reserve Fee” means a surcharge collected to repair and replace the service infrastructure assets for present and future needs of the system.

“Building Inspector” means the Building Inspector of the City of Prince Rupert and his duly authorized representatives.

“business premises” means any bank, store, office, service outlet or other undertaking whether situated in a commercial zone or not and not otherwise classified in the bylaw.

“Callout Fees” means additional fees applicable for a response to attend a situation between the hours of 4:30 p.m. and 8:00 a.m. on weekdays and at all times on weekends and statutory holidays that requires maintenance, repair or attendance to determine if the problem is not on city property.

“capable of connection” means that the parcel of land abuts a street, lane, public right-of-way or easement upon or under which there is a water main having a minimum calculated static pressure of 170 kPa.

“City” means the City of Prince Rupert.

“Collector” means the Collector of the City duly appointed by the Council pursuant to the provisions of the Community Charter.

“Community Charter” means SBC 2003, chapter 26 as amended.

“consumer” means any person to whom water is supplied by the City.

“Council” means the Municipal Council of the City of Prince Rupert.

“cross-connection” means any connection whereby the water works are connected, directly or indirectly to any device or source which may result in backflow or contaminants entering into any plumbing connected to the water works including bypass arrangements, jumper connections, removable sections, swivel or changeover devices, or any other temporary, or permanent connecting arrangements.

“curb stop” means a shut off valve installed by the City on a service connection with a protective housing to the ground surface. The curb stop is located on the main side of the property line.

“capping” – means to cap a service at the property line or as determined by the Engineer.

“distribution system” means all mains and appurtenances thereto including fire hydrants, pumping station, reservoirs, pressure reducing stations, meters and service connections installed within any highway, Municipal right-of-way or easement or Municipal property.

“due date” means the last day on which the account may be paid without the penalty being applied, or, if applicable, the early payment award is available.

“dwelling unit” means one or more rooms constituting a unit of living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities.

“Engineer” means the Director of Operations of the City or any person appointed by the Council to serve in the capacity and will be referred to herein as the Engineer, and his duly authorized representatives.

“employee” includes management personnel and any person who is regularly employed for more than 20 hours per week, on average, in a one year period.

“Financial Administrator” means the Chief Financial Officer of the City or any person appointed by the Council to serve in the capacity and will be referred to herein as the Financial Administrator, and his duly authorized representatives.

“Fire Chief” means the Fire Chief of the City and his duly authorized representative.

“fire hydrant” means a device equipped with special threaded connections installed by the City within a highway, Municipal right-of-way, easement or on Municipal property connected to a water main to supply water for fire protection purposes.

“Improvements” means enhancements made on City Property, including but not limited to retaining walls, landscaping, driveways, sidewalks, walkways, that impedes access and maintenance of the utility.

“Latecomer” is the registered owner of lands that directly benefit from the construction of the extended services.

“Latecomer charges” means a charge imposed on benefiting lands which will be collected by the City as a condition of the Latecomer connecting to or using extended service.

“Local Government Act” means RSBC 2015, chapter 1.

“main” means a pipe including valves, fittings and other appurtenances other than a service connection, pumping station, treatment plant or reservoir in the water distribution system.

“meter” means a device owned and supplied by the City used to measure and indicate the volume of water passing through the device and shall include remote reading accessories.

“meter accounts” means those accounts billed monthly and of which the water consumption is measured through a device commonly known as a water meter.

“owner” shall have the meaning assigned to it by Section 1 of the Community Charter .

“person” means and includes natural persons of either sex, associations, co-partnerships, firms and corporations, whether acting by themselves or by a servant, agent or employee.

“service connection” means a pipe and the necessary valves and protective boxes, connections and any other material necessary to and actually used to connect the water main to a curb stop.

“water main extension” means any installation requiring the construction of a water main on any highway, or municipal right-of-way or easement, from the most suitable existing water works having sufficient surplus capacity and pressure to provide service to the properties to be served, in accordance with the requirements of the Engineer. Water main extension shall not include upgrading or replacement of an existing main or service connection.

“water service” means a pipe including all valves, connections and taps connecting a curb stop to a house or building and includes the tail nut of the curb stop regardless of the property line.

“water works” means the entire waterworks system of the City of Prince Rupert including the distribution system, reservoirs, intakes and water treatment plant.

- 1.2 Wherever the singular or masculine is used in the Bylaw the name shall be deemed to include the plural or the feminine or the body politic or corporate, and also their respective heirs, executors, administrators, successors and assigns.

PART 2 WATER CONNECTIONS

2.1 General

- 2.1.1 No *person* shall construct a *service connection* other than an employee of the *City*, unless the written consent of the *Engineer* is first obtained.
- 2.1.2 The *owner* of every parcel of land *capable of connection*, and on which a building or structure is situated, shall connect the water system of such building or structure to the *water works*.

2.2 Connection Application

- 2.2.1 An *owner* or the *owner's* authorized agent may apply to establish one or more *service connections* to the *owner's* premises by:
- (a) filing out the applicable form prescribed by the *Engineer*; and
 - (b) paying the applicable service in Schedule “A”, or obtaining a credit rating acceptable to the *City* as represented by the *Financial Administrator*, to be provided with the service and will be given thirty days (30) to pay for such services.
- 2.2.2 If such connection is practicable, the *Engineer* will, within ninety (90) days, weather permitting, provide and install a *service connection* to the *applicant's* property.

2.2.3 If such connection is not practicable, the *Engineer* shall so notify the *applicant* within sixty (60) calendar days and the *City* shall refund any charges or fees paid by the *applicant*.

2.3 Individual Connections

2.3.1 Each property shall have its own *service connection* which shall be installed by the *City* or its authorized representatives.

2.3.2 Where two or more buildings exist on one parcel of land and where such parcel of land can be subdivided, each building shall have separate *service connections*.

2.3.3 Individual *water services* shall not have a *cross-connection*.

2.4 Connection Location

2.4.1 Where possible the *service connection* will be located at the location requested by the *applicant*. In the event the *applicant's* preferred location is not practicable due to the existence of installed surface *Improvements* or is in conflict with installed underground utilities, the *Engineer* shall designate the location of each *service connection* to each parcel of land or premises.

2.5 Compulsory Service Connections

2.5.1 Where street surface *Improvements* are scheduled for installation by the *City* during a current budget year, the *Engineer* shall order compulsory *service connections* to be installed to any property abutting such street and served by the water system regardless of whether or not any improvement is constructed on the property and the cost of the *service connection* shall be the responsibility of the *owner*, such amount being payable upon demand.

2.6 Size of Connection

2.6.1 The minimum inside diameter of a new *service connection* shall be twenty five millimeters (25mm.). The size of the *service connection* for any premises shall be approved by the *Engineer*. If the requested *service connection* exceeds the then available capacity of the waterworks, the *Engineer* may limit the size of the connection. All materials and workmanship in the supply and installation of the *service connection* shall be in accordance with the “*City of Prince Rupert Specifications and Standard Drawings for Public Works Construction*” or other approved specification.

2.7 Depth of Bury

2.7.1 The minimum depth of bury of the *service connection* below finished ground elevation shall be 0.9 metres unless specifically authorized to the contrary by the *Engineer*.

PART 3 EXTENSIONS

3.1 General

3.1.1 *Water main extensions* at the expense of the *City* shall only be provided in accordance with the program adopted by *Council* in the current annual budget of the *water works* system and other capital funds raised by the *City* and specifically appropriated by the *Council* for *water works* construction.

3.1.2 The cost of constructing each extension shall be shared by the *City* and the *owners* of the benefitting lands in accordance with the provisions and subject to the limitations in this Bylaw.

3.2 Extension Other than by Council Resolution

3.2.1 In the event an *applicant* wishes to proceed with a *distribution system* extension which has not been designated by *Council*, the *Engineer* may, with the approval of *Council*, proceed with the extension provided that the *applicant* shall pay to the *City* in advance the total cost of construction as estimated by the *Engineer*. The cost to the *applicant* of the *distribution system* extension shall be the actual cost to the *City* of construction. The *service connection* costs for each parcel of land owned by the *applicant* or *applicants* to be serviced by such extension, shall be as set out in Schedule “A” to this Bylaw and shall be added to and paid with such construction costs.

3.2.2 In the event the waterworks extended above serves property for which no application for extension has been received, the “*Latecomer charges* and cost recovery for excess or extended services” provisions of Section 508 of the *Local Government Act* shall apply.

3.3 Costing for Oversize Extensions

3.3.1 Where any *water distribution system* is extended other than by *Council* Resolution and where the *City* may desire to install a *water main* of greater capacity than is required to provide service to the lands for which application for an extension has been made, and if such excess capacity will be available to permit further extension beyond the boundaries of the land to be immediately served thereby, the “*Latecomer charges* and cost recovery for excess or extended services” provisions of Section 508 of the *Local Government Act* shall apply.

3.4 Fire Protection Connection

3.4.1 Water connections required solely to supply a fire protection system shall be installed upon application and the *owner* shall be responsible for the full cost of the connection.

3.4.2 A fire protection system shall consist of an automatic sprinkler system, fire *main* loop with hydrant or connected hose standpipes located inside or outside of the building, fire

protection monitors, or any other equipment used solely for emergency fire protection and suppression and approved by the *Fire Chief*.

- 3.4.3 Upon application, and provided that the fire protection connection is used solely for fire protection and suppression, the *Engineer* may permit the service to be unmetered.

PART 4 METERS

4.1 Application and Installation

- 4.1.1 All industrial, commercial, institutional zoned buildings and multifamily dwellings of four or more units must have a water *meter* and strainer complete with a locking type of bypass and isolation valves installed if one does not exist on the property, and pay the water *meter* installation fee set out in Schedule "A".
- 4.1.2 All *service connections* shall be installed with a *City meter* in accordance with the *Engineer's* specifications, in a location easily accessible to authorized *City Employees* at all reasonable times. If the *meter* is located on private property, the *owner* shall provide access for maintaining the *meter* and the appurtenances for *meter* reading. Failure to provide this access for *meter* reading shall result in an extra charge per call after the first call each month as specified in Schedule "A" of this Bylaw.
- 4.1.3 The *Engineer* may determine and specify the type and size of water *meters* for each type of property and use, considering the *Engineer's* estimate of water consumption and other factors considered relevant by the *Engineer*.

4.2 Meter Fees

- 4.2.1 The *owner* shall pay a monthly rental fee for the use of the *meter* in accordance with the rates set out in Schedule "A" of this Bylaw. The *City* shall be responsible for maintenance, repair and replacement costs for the *meter* unless repairs or replacement are required because of the *owner's* neglect. i.e freezing or tampering

4.3 Meter Reading

- 4.3.1 If an *owner* questions the accuracy of the record of a water *meter*, the *owner* may make a written request to the *City* and upon receipt of the *meter* testing fee specified in Schedule "A", the *City* shall remove and test the water *meter* at the *owner's* expense.

PART 5 MAINTENANCE

5.1 Owner Obligations

- 5.1.1 Each *owner* shall be responsible for the maintenance and upkeep of the pipe from the *curb stop*, complete to the premises for which the connection is provided. The *owner* shall, at all times, maintain the *curb stop* in an accessible condition. Where the *curb stop* has not

been made accessible, the costs for access for any reason whatsoever shall be borne by the *owner*.

- 5.1.2 In the event any defect is suspected in the *service connection* or *water service*, the *owner* shall immediately notify the *City* and the *Engineer* will, as soon as practical, operate the *curb stop* and determine thereby if the defect exists in the *water service* or in the *service connection*. If the defect exists in the *water service*, the *owner* shall carry out repairs within ten (10) days. If the defect is determined to be located in the *service connection*, the *City* shall repair the defect at no cost to the *consumer*.
- 5.1.3 In the event the *owner* refuses or neglects to carry out repairs within ten (10) days, the *Engineer* may, by his workmen or others, have the work done at the expense of the *owner*, and the *City* shall charge the *owner* the cost thereof.
- 5.1.4 In order to facilitate repairs to the *water service*, the *City* will upon request and at its earliest convenience open or close the *curb stop* for the fees set out in Schedule “A” of this Bylaw.

PART 6 USE OF WATER SYSTEM

6.1 B.C. Plumbing Code

Water services on private property shall be installed in accordance with the B.C. Plumbing Code and shall be constructed by and at the expense of the *owner*. They shall be approved by the *Engineer* prior to tie-in to the *water service* at the property line. The *City* shall install that portion of the *water service* between the *curb stop* and supply *main* line.

6.2 Backflow Prevention

- 6.2.1 The *Engineer* may require an approved backflow prevention device to be installed by the *consumer* where it is deemed that any possible health hazard or nuisance may exist in the event of any backflow or back pressure. Unless otherwise approved by the *Engineer*, the backflow prevention device shall be a reduced pressure backflow preventer. The *consumer* shall arrange for these backflow prevention devices to be inspected and certified annually by a qualified inspector. Backflow prevention devices shall be required for the following types of facilities:
- (a) Facilities with more than one *service connection* or an alternate source of water;
 - (b) High-rise Buildings (buildings over three stories tall or that use a pump to elevate water);
 - (c) Canneries, Packing Houses, and Reduction Plants;
 - (d) Chemical Plants;
 - (e) Civil works;
 - (f) Cold Storage Facilities;
 - (g) Film Developing Labs;

- (h) Hospitals, Medical Buildings, Morgues, Mortuaries, Nursing Homes, and Medical/Dental Clinics;
- (i) Facilities with irrigation or sprinkler systems;
- (j) Laundries;
- (k) Metal Manufacturing, Cleaning, Processing and Fabricating Plants;
- (l) Petroleum and Gas Fuel Sales, Storage and Handling Facilities;
- (m) Plating Plants and Facilities;
- (n) Power Plants;
- (o) Facilities utilizing radioactive materials;
- (p) Facilities closed to public inspection;
- (q) Sand, Gravel, Concrete, and Asphalt Plants;
- (r) Schools and Colleges;
- (s) Sewage Facilities;
- (t) Waterfront Facilities; and
- (u) Any other facility deemed by the *Engineer* to pose a potential hazard to the water supply

6.3 Turn On and Turn Off

- 6.3.1 When an *owner* wishes to turn on or turn off his *water service* at the *curb stop*, he shall apply to the *City* and the *City* will carry out the work at the *City's* convenience. The fees will be those set down in Schedule "A" of this Bylaw.

6.4 Abandonment

- 6.4.1 When any *water service* is abandoned, the *owner* or his agent shall notify the *Engineer* and shall be required to pay the full cost of the *abandonment*. The fees will be those set down in Schedule "A" of this Bylaw.

6.5 Water Use Restriction

- 6.5.1 In the event of a water supply shortage, due to any reason whatsoever, the *Engineer* may issue a notice prohibition, restricting or limiting the use of water by any or all of the *consumers*. Such notice shall be sufficiently given if delivered in writing, broadcast by the local radio or television station or advertised in two consecutive issues of a newspaper. Any *person* who refuses or fails to abide by such prohibition, restriction or limitation contained in the notice shall be deemed to have contravened this Bylaw.

6.6 Termination of Water Supply

- 6.6.1 The *Engineer* may order the termination of the water supply to any *consumer* on ten (10) days written notice for violation of any of the provisions of this Bylaw, for failure to maintain the *water service* pipes in good condition without any leaks, for the non-payment of rates or rents when due or for refusing to provide for the proper installation of a water *meter* and/or backflow preventer. Notwithstanding the above, the *Engineer* may order the immediate shut off of supply if it is deemed that continuation of supply will result in a significant water loss or a potential hazard to the public.

PART 7 CHARGES

7.1 Connection and Abandonment Fees

- 7.1.1 The *owner* or his agent shall, on making application at *City Hall* for a *service connection*, a turn on, turn off, or the *abandonment* of a *service connection*, pay to the *City* the applicable fee prescribed in Schedule “A” attached hereto and forming part of this Bylaw. Such services will be provided after payment is received or in the case of a *service connection*, arrangements have been made in accordance with Section 2.2.1(b).

7.2 Additional/Larger Service Connection Charges

- 7.2.1 The cost for additional *service connections*, or for increasing the size of any *service connection* to conform to the *Engineer's* requirements and the related inspection fees, shall be payable by the *applicant*.

7.3 User Rate

- 7.3.1 The *owner* or occupier of real property shall pay in addition to all other rates, charges, and fees for the use of the *water works*, the amounts specified in Schedule “A” of this Bylaw.
- 7.3.2 The user rates as specified shall be applied on the date the water turn on or turn off is made and in the case of unmetered accounts the rate charged for the first and the final billing period shall be prorated to the nearest full month of services.

7.4 Water Meters

- 7.4.1 Where a water *meter* is installed, the *owner* or occupier shall pay in addition to the monthly water *meter* rental fee, a rate based on the *metered* volume of water as prescribed in Schedule “A” of this Bylaw.

7.5 Fire Hydrants

- 7.5.1 Where the *Engineer* has, on receipt of an application authorized the use of a hydrant, the *applicant* shall pay the rate specified in Schedule “A” of the Bylaw.

7.6 Discontinuation Of User Rate

- 7.6.1 During any period of time a *person* arranges to have the *water service* to a dwelling discontinued under this Bylaw, the *person* is not subject to any charge of such service provided he notifies the municipality in writing that:
- (a) He will not require such service for any period of time not less than three consecutive months equal to one complete billing quarter. Quarters starting January, April, July, and October.
 - (b) He will arrange for the *Building Inspector* to verify that the dwelling is empty. The charge for this is in accordance with the general “Inspection Fees” prescribed under the current *City Building Bylaw Fee Schedule*, and any amendments thereto.
 - (c) He will sign an agreement with the Finance Department regarding the discontinuation of services to the dwelling and it is his responsibility to notify the *City* if the dwelling is to be occupied at any time in the future and pay the related fee associated as per Schedule “A” of this Bylaw, and any amendments thereto
- 7.6.2 Should the *City* become aware that the dwelling has been occupied without notification, or in a case where the *water service* was shut off and the *City* becomes aware that the *water service* has been turned back on without the *City*’s authorization, the *City* shall back charge the *owner* to the date of discontinuation of the User Rate and charge the late fee as outlined in Schedule “A: of this Bylaw, and any amendments thereto.

7.7 Outstanding Fees and Charges Added To Taxes

- 7.7.1 Any fees or charges for works, repairs, services and user rates, including charges for works or repairs undertaken by the *City* due to failure by the property *owner* or occupier to carry out the necessary works or repairs, not paid on or before the thirty-first (31) day of December in any year shall be deemed to be taxes in arrears in respect of the parcels of land concerned and such sums shall be recovered with interest, in the same manner as ordinary municipal taxes upon land in accordance with the applicable provisions of the *Local Government Act*. Furthermore, these accounts will also be subject to a late fee as outlined in Schedule “A” of this Bylaw, and any amendments thereto.

PART 8 ACCESS AND INSPECTION

8.1 General

- 8.1.1 The *Engineer, Building Inspector, meter reader* or authorized *employee*, are hereby authorized to enter, at all reasonable times, on any property subject to the regulations of this Bylaw, to ascertain whether the regulations or directions are being observed.
- 8.1.2 *Water service* pipes on private property shall have passed inspection by the *Building Inspector* prior to connection being made at the property line.

8.1.3 No part of any *water service* pipes, or the *service connection*, can be covered prior to inspection of the pipes and the connection by the *Building Inspector*.

8.1.4 The *Building Inspector* may withhold an occupancy permit until *water service* pipes have been inspected and connected.

8.2 **Water Meters**

8.2.1 *Owners*, occupants or tenants of real property supplied with water from the system, and where the *City meter* is located on the property, shall provide and maintain an adequate and convenient passage-way to the *water meter* installed, and shall keep such passage-way reasonably accessible at all times for the reading, repairing, or removal of such *meter*.

8.3 **Fire Hydrants**

8.3.1 The *City* may, upon request of the *owner*, carry out routine inspection and maintenance of *fire hydrants* located on private property, conforming to *City* standards, outside of buildings, and used solely for fire protection and suppression purposes to the same standard as the *City* applies to its own hydrants, for the fee set out in Schedule "A".

PART 9 **LIABILITY**

9.1 **General**

9.1.1 It is a condition of the supply of water that;

- (a) The *City* shall not be liable for any injury or damage to any *person* or property arising or occurring from the use of water from the waterworks.
- (b) The *City* does not guarantee that water supplied by it is free of any impurity that would affect a manufacturing process.

9.2 **Failure of Water Supply**

9.2.1 The *City* shall not be liable for the failure of the water supply as a consequence of any accident or damage to the *water works*, for excessive pressure or lack of pressure, or any temporary stoppage on account of alterations or repairs, whether the failure arises from the negligence of any *person* in the employ of the *City* or any other *person* or through natural deterioration or obsolescence of the *City's* system or otherwise. In the event of the failure or stoppage continuing for more than seven (7) consecutive days, an equitable reduction shall be made on all flat rates for service affected by the failure or stoppage.

9.3 **Improvements**

9.3.1 The *City* will not be liable for any damage or destruction to any *Improvements* that impede access to the utilities. Any *Improvements* that are damaged by *City employees* undertaking

service, maintenance, or repair to *service connections* or *mains* will not be replaced or compensated for by the *City*.

PART 10 OFFENCES

10.1 General

10.1.1 Every *person* who violates any of the provisions of this Bylaw, or who causes, suffers, or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who fails to comply with any order, direction or notice given under this Bylaw, shall be liable on summary conviction to a fine not exceeding TEN THOUSAND DOLLARS (\$10,000.00) or to imprisonment for not more than six (6) months and the cost of prosecution.

10.1.2 Where an offence under this Bylaw is of a continuing nature, each day that the offence continues or is permitted to exist shall constitute a separate offence.

10.1.3 Nothing in this section affects any other right or remedy of the *City* in respect of any violation of any provision of this Bylaw.

10.2 Tampering

10.2.1 No *person* shall make any connection to the waterworks or in any way tamper with, operate, remove, or make any alteration to any hydrant, *meter*, *curb stop*, valve, pumping station, reservoir, chamber or other fixture or appurtenance connected with the waterworks without first obtaining written permission from the *Engineer*. Such permission will only be provided under special circumstances.

10.2.2 No *person* shall, without lawful excuse break, damage, destroy, uncover, deface, mar or tamper with any part of the waterworks.

10.3 Backflow Prevention Device

10.3.1 Failure to have a backflow prevention device inspected and certified annually by a qualified inspector is an offence under this Bylaw and is subject to the provisions list in 10.1.1.

PART 11 ADMINISTRATION

11.1 Reference to Other Bylaws Or Enactments

11.1.1 Reference to any Bylaw or enactment is a reference to that Bylaw or enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided.

11.2 Severability

11.2.1 If any section, subsection, clause, sub clause, phrase or any other part, of this Bylaw is for any reason held to be invalid, void or ineffective by the decision of any court of competent jurisdiction, the part in question is to be severed from the rest of this Bylaw and that does not affect the validity of the remainder of this Bylaw, which is to be interpreted and applied as if this Bylaw had been enacted without the severed part.

11.3 Notice Given

11.3.1 Any notice in writing required, in this Bylaw, to be given by the *Engineer* shall be sufficiently given if sent to the *owner* by mail, left with the *owner*, or deposited in the *owner's* mailbox at his residence or place of business.

11.4 Adoption

11.4.1 This Bylaw shall come into full force and effect upon its final passage and adoption, except Schedule "A" which shall come into force on January 1, 2017.

11.5 Repeal

11.5.1 Water Regulations and Rates Bylaw No. 3068, 1998, and its amendments are hereby repealed except Schedule "A" which is repealed on the effective date of the substitute Schedule in this Bylaw.

11.6 Title

This Bylaw may be cited for all purposes as "**Water Utility Management Bylaw No. 3401, 2016.**"

Read a First time this 12th day of December, 2016.

Read a Second time this 12th day of December, 2016.

Read a Third time this 12th day of December, 2016.

Final Consideration and Adopted this 14th day of December, 2016

Mayor

Corporate Administrator

BYLAW 3401, 2016

SCHEDULE “A”

WATER UTILITY FEES AND CHARGES

	2017	2018	2019	2020
1. Water Service Connection Fees				
Residential (One) 1 inch service	\$2,668.00	\$2,748.00	\$2,830.00	\$2,915.00
Non-Residential service	actual cost	actual cost	actual cost	actual cost
2. Inspection Fees				
In addition to the connection fees, a separate inspection fee will be levied for each connection.	\$231.00	\$238.00	\$245.00	\$252.00
3. Water On and Off Fees				
After hours and weekends – per occurrence.	\$248.00	\$255.00	\$263.00	\$271.00
4. For Temporary Water Turn On/Off Where Utility Services Will be Discontinued				
During regular working hours and regular working days.	\$44.00	\$45.00	\$46.00	\$47.00
5. Abandonment Fees				
Abandon service to water main	actual cost	actual cost	actual cost	actual cost
6. Hydrants				
Use of the Fire Hydrant – first day	\$312.00	\$321.00	\$331.00	\$341.00
For each additional day	\$132.00	\$136.00	\$140.00	\$144.00
Private Fire Hydrant Maintenance	\$544.00	\$560.00	\$577.00	\$594.00
7. Meter Testing Charges				
Owner requested additional testing	actual cost	actual cost	actual cost	actual cost

	2017	2018	2019	2020
8. Water Meter Rentals – Billed Monthly				
Up to and including 19 mm	\$7.80	\$8.00	\$8.20	\$8.40
25 mm	\$11.80	\$12.20	\$12.60	\$13.00
38 mm	\$19.20	\$19.80	\$20.40	\$21.00
50 mm	\$23.60	\$24.30	\$25.00	\$25.80
75 mm	\$72.20	\$74.40	\$76.60	\$78.90
100 mm	\$109.10	\$112.40	\$115.80	\$119.30
150 mm	\$209.40	\$215.70	\$222.20	\$228.90
200 mm	\$256.40	\$264.10	\$272.00	\$280.20
9. Meter Reading Charges				
Each call after the first one of each month if access has not been provided.	\$52.00	\$54.00	\$56.00	\$58.00
10. Metered Rates – Billed Monthly				
Water consumption up to 2,800 cubic metres –per cubic metre	\$0.90	\$0.92	\$0.95	\$0.98
Water consumption in excess of 2,800 cubic metres –per cubic metre	\$0.65	\$0.67	\$0.69	\$0.71
The above Metered Rates will be subject to a 2% Asset Management Reserve Fee.				
11. Minimum Meter Charges – Billed Monthly				
Minimum charge to any metered customer	\$42.00	\$43.00	\$44.00	\$45.00
Restaurants & Liquor Establishment will be a minimum charge of	\$59.00	\$61.00	\$63.00	\$65.00
Except for hotels/motels, which will pay a minimum charge of	\$69.00	\$71.00	\$73.00	\$75.00
The above Metered Rates will be subject to a 2% Asset Management Reserve Fee.				
12. Residential Water Rates – Billed Annually				
Residential House Per Dwelling	\$457.00	\$471.00	\$485.00	\$500.00
Asset Management Reserve Fee- 2%	\$9.14	\$9.42	\$9.70	\$10.00
Total Residential House Per Dwelling	\$466.14	\$480.42	\$494.70	\$510.00

	2017	2018	2019	2020
13. User Rates Non Metered – Billed Quarterly				
Apartment Building – per unit	\$139.00	\$153.00	\$168.00	\$185.00
Bank	\$322.00	\$354.00	\$389.00	\$428.00
Business Under 10 employees	\$258.00	\$284.00	\$312.00	\$343.00
Business Over 10 employees	\$322.00	\$354.00	\$389.00	\$428.00
Church/Religious Meeting Place	\$134.00	\$147.00	\$162.00	\$178.00
Day Care Centre	\$322.00	\$354.00	\$389.00	\$428.00
Licensed Premises	\$704.00	\$774.00	\$851.00	\$936.00
Multi family dwelling, greater than 3 units - per unit	\$139.00	\$153.00	\$168.00	\$185.00
The above User Rates will be subject to a 2% Asset Management Reserve Fee.				
14. Billing and Early Payment Reward				
<p>Accounts paid in full by the due date on the Billing Statement may be entitled to receive a ten percent (10%) reduction. Any payments received after the close of business day at Prince Rupert City Hall on the due date are not eligible for the discount. Payments made at a Financial Institution must be received by the City on or before the applicable due dates in order for the customer to qualify for the discount. Non receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.</p>				
15. Unpaid Fees and Charges				
<p>Any amounts imposed under this Schedule remaining unpaid on the thirty-first (31st) day of December in any year shall be deemed to be taxes in arrears in respect of the parcels of land concerned and such sums shall be recovered with interest, in the same manner as ordinary municipal taxes upon land in accordance with the applicable provisions of the <i>Community Charter</i> and <i>Local Government Act</i>. Furthermore, these accounts will also be subject to a late fee of ten percent (10%).</p>				