

**TOWN OF CORONATION**  
**Utility Services Bylaw 2014-623**

**BEING A BYLAW OF THE TOWN OF CORONATION IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CREATING A UTILITY BYLAW REGULATING THE SUPPLY OF WATER AND WATER DISTRIBUTION SYSTEM, AND REGULATION OF THE SANITARY SEWAGE TREATMENT AND COLLECTION SYSTEM**

**WHEREAS** the Town of Coronation, being a municipal corporation in the Province of Alberta, owns and operates a water distribution system for supplying potable water and fire protection and a sanitary sewage collection, treatment and disposal system as public utilities for the benefit of municipal domestic, commercial and industrial users and all other consumers in the Town of Coronation, and subject to Council approval;

**AND WHEREAS** pursuant to the Municipal Government Act being Chapter M-26 R.S.A., 2000 and amendments thereto, the Council of the Town of Coronation has the authority to enact a bylaw affecting, controlling and regulating the public utilities known as the "Water System" and "Sewage System."

**NOW THEREFORE** the Municipal Council for the Town of Coronation duly assembled hereby enact as follows:

**1. Title**

This bylaw may be cited as the "Utility Services Bylaw."

**2. Definitions**

- 2.1. **Application** means the application made by the owner to the Town of Coronation for utility services.
- 2.2. **Arrears** mean those utility rates remaining outstanding after the grace period.
- 2.3. **Backflow** means a situation of negative or reduced pressure servicing to cause a reversal in the normal direction of flow within the water or sewer service.
- 2.4. **Backflow Prevention Device** means a mechanical device specifically designed, constructed, and approved by the Town for the control and prevention of Backflow.
- 2.5. **Back-siphonage** occurs when there is a partial vacuum in a water supply system, which draws the water from a contaminated source into a potable water supply.
- 2.6. **Biochemical Oxygen Demand (BOD)** means a measure of the oxygen equivalent of the organic matter content of a sample that is susceptible to oxidation by process bacteria.
- 2.7. **Body of Water** means any creek, stream, river, pond, lake, waterway, watercourse, canal or other flowing or standing water.
- 2.8. **Building Inspector** means a Safety Codes Officer for the building discipline employed by or contracted to the Town of Coronation, authorized to approve and inspect all construction within the Town's jurisdiction.
- 2.9. **Catch Basin** means an interceptor or area drain installed to collect storm water and to prevent sand, grit, and other materials from passing into a drainage system.
- 2.10. **Chemical Oxygen Demand (C.O.D.)** means a measure of the oxygen equivalent of the organic matter content of a sample that is susceptible to oxidation by a strong chemical oxidant.

- 2.11. **Clearwater Waste** means water that does not contain wastewater or storm water and to which no substance has been added.
- 2.12. **Commercial Buildings** means all buildings that generate revenue but does not include multi-unit structures, institutional dwellings and industrial buildings, and does include temporary residential buildings such as motels, hotels, etc.
- 2.13. **Council** means the Municipal Council of the Town of Coronation in the Province of Alberta.
- 2.14. **Cross Connection** means any temporary, permanent or potential connection of any piping, fixture, fitting, container or appliance to the water system that allows or has the potential to allow a backflow condition to arise.
- 2.15. **Combined Service** means the service or service pipes used or intended to be used to supply water for fire protection as well as water for purposes other than fire protection.
- 2.16. **Curb stop (CC)** See Water Service Valve.
- 2.17. **Due Date** As utility services are billed in arrears, they are due upon receipt with a grace period extended for payment without penalty.
- 2.18. **Emergency** means an Act of God, a condition over which the consumer or the Town has no control, a condition which creates an imminent danger or a real possibility of property damage, or personal injury, or when a condition or situation is declared to be an emergency by Council, the Federal or Provincial Crown or other civil authority having jurisdiction.
- 2.19. **Engineering Standards** are the Town's General Design Standards, or in the absence of such standards, generally accepted municipal engineering standards.
- 2.20. **Environmental Protection and Enhancement Act** means the Environmental Protection and Enhancement Act, RSA 2000, cE-12, as amended.
- 2.21. **Finance and Administration Department** means that department of the Town of Coronation with the responsibility of billing and collection for the utility systems.
- 2.22. **Fire Line** means a pipe that is intended solely for the purpose of providing a standby supply of water for fire protection purposes.
- 2.23. **Fixture** means a receptacle, appliance, apparatus or other device that discharges wastewater or clear water waste and includes a floor drain.
- 2.24. **Floor Drain** means a fixture used to receive water from a floor of a building.
- 2.25. **Improvement** means an improvement as defined by Part 9 of the MGA, including a structure or a building.
- 2.26. **Industrial Building** means any building that processes or manufactures goods and products.
- 2.27. **Industrial Wastewater** means wastewater from industrial processes.
- 2.28. **Inspector** means a person authorized by the Town Manager to make inspections and/or to take samples where required and to otherwise enforce this bylaw.

- 2.29. **Meter** means any device and all other equipment and instruments supplied and used or authorized by the Town of Coronation to calculate the amount of utilities consumed on the premises upon which such devices are situated.
- 2.30. **Meter Spacer** means a length of pipe complete with couplings, installed on the internal potable water piping in a building that can be removed for the purpose of installing a water meter in Town of Coronation.
- 2.31. **Multi Unit Structure** means a single building comprised of two (2) or more units separated one from another by party-walls (often sharing a single entrance way).
- 2.32. **Non-Potable Water** means untreated water that is not suitable for human consumption.
- 2.33. **Oil and Grease** means an organic substance recoverable by procedures set forth in "Standard Methods" and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes and high molecular carboxylic acids.
- 2.34. **Owner** means the person who is registered under the *Land Titles Act* as an owner of a parcel of land, or in the case of property other than land and the Improvements thereon, a person who is in legal possession thereof.
- 2.35. **Person** means any individual, partnership firm, society or corporation.
- 2.36. **pH** means the measure of the intensity of the acid or alkaline conditions of a solution determined by the hydrogen ion activity of the solution in accordance with procedures set forth in "Standard Methods."
- 2.37. **Plumbers/Plumbing Contractors** means a plumber or a plumbing contractor employed and designated by the owner of the premises and, in the owner's application, will be considered as the agent of said owner while employed in the execution of the work of introducing the water into such premises and will not be recognized as, in any sense, the agent of the Town or will the Town or its Town Manager be responsible for the acts of said plumber.
- 2.38. **Pollutant** means a chemical or material that is added to the water that causes an adverse deviation from the mean geochemical composition of the water.
- 2.39. **Potable Water** means water that has been treated to National and Provincial standards and that is suitable for human consumption.
- 2.40. **Private Service or Private Service Pipe** means that portion of a pipe used or intended to be used for a utility service connection and those portions of the utility systems defined by the MGA which are located on or within a property.
- 2.41. **Property** means a parcel of land; an improvement; or a parcel of land and the improvements to it.
- 2.42. **Public Works Department** means that department of the Town of Coronation with the responsibility of constructing, operating and maintaining the utility systems.
- 2.43. **Residential Dwelling Unit** means a self-contained living premise with cooking, eating, living, sleeping and sanitary facilities for the domestic use of one or more individuals, but does not include any part of a hospital, hotel, motel or recreation vehicle.
- 2.44. **Safety Codes Act** means the Safety Codes Act, RSA 2000, c.S-1, as amended.

- 2.45. **Safety Codes Officer** means a qualified person certified by the Provincial Government to perform inspections related to the Provincial Safety Codes Act and Plumbing regulations.
- 2.46. **Sanitary Sewer** means a sewer, which carries wastewater and to which storm, surface and ground waters are not intentionally admitted.
- 2.47. **Schedule of Fees and Charges** means the Town's Schedule of Fees and Charges, as may be adopted, amended or altered by Council from time to time.
- 2.48. **Sewage** means water carried wastes, in either solution or suspension from a fixture.
- 2.49. **Sewage Collection and Utility Facilities** means the system of sewer collection lines, pumping stations, service connections, valves, fittings, backflow prevention devices and all other equipment required for the collection and treatment of sewage for all consumers and is deemed a public utility within the meaning of the Municipal Government Act.
- 2.50. **Sewer Main** means the system of pipes and manholes installed by the Town of Coronation or the developer for the Town of Coronation in streets for the collection of sanitary sewage within the Town of Coronation from which service pipes may be connected.
- 2.51. **Sewer Service** means the sewer line connecting a consumer's premises to the Town of Coronation sewer main or point of wastewater disposal, with the consumer owning that portion of the pipe lying within the boundaries of the consumer's premises, excluding any pipe lying within the boundaries of any easement or right-of-way area granted to the Town of Coronation for its sewage system.
- 2.52. **Sewer System** means a sewer or system of sewers or any plants, structures, equipment, pipes, or other things for or incidental to the collection, treatment or disposal of wastewater owned by the Town.
- 2.53. **Shut - Off** means an interruption in or discontinuation of supply of water.
- 2.54. **Sprinkling** means the distribution of water to the surface or subsurface of lawns, gardens, or other areas, situated outside buildings by pipes, hoses, sprinkler or any other method.
- 2.55. **Standard Methods** means the current edition of "Standard Methods for the Examination of Water and Wastewater," American Public Health Association, Washington D.C.
- 2.56. **Storm Sewer** means a sewer that is installed to convey storm water, surface drainage and discharge from sump pumps.
- 2.57. **Street or Streets** shall include all highways, roads, lanes, alleys, avenues, easements, thoroughfares, utility lots, bridges and ways of public nature, sidewalks, boulevards, parks, public square and other public places unless contrary is expressed or unless such construction would be consistent with the context of this bylaw.
- 2.58. **Surface Water** means water collecting on the ground or in a watercourse.
- 2.59. **Tenant** means that person who rents or leases property and occupies same.
- 2.60. **Town** means Town of Coronation, in the Province of Alberta (or its duly authorized representatives) or the area contained within its municipal boundaries as the context requires.

- 2.61. **Town Manager** means the person appointed as the Chief Administrative Officer (Town Manager) of the Town pursuant to the *Municipal Government Act* or his or her delegate.
- 2.62. **Utility** means all utilities including water and sewer provided by the Town of Coronation.
- 2.63. **Utility Bill** means a document issued by the Town that sets out charges for utility services provided to the consumer and may include charges, arrears and late payment charges as set out in the Utility Rates Bylaw.
- 2.64. **Utility Rate** means the charges for any municipal utility provided to a parcel of land that represents an amount owing to the Town of Coronation by the consumer.
- 2.65. **Utility Service Connection** means the Town owned portion of the service line and appurtenances from the connection to the main in the public right-of-way or easement adjacent to the property including the meter set at the service location.
- 2.66. **Wastewater Treatment Facility** means any system or method used to treat wastewater biologically, chemically, electrically, mechanically or otherwise and includes the wastewater collection system therefore.
- 2.67. **Watercourse** means:
- 2.67.1. the bed and shore of a river, stream, lake, creek, lagoon, swamp marsh or other natural body of water; or
  - 2.67.2. a canal, ditch, reservoir or other man-made surface feature whether it contains or conveys water continuously or intermittently.
- 2.68. **Water Main** means the system of pipes, valves, fittings, valve chambers and appurtenances that supply and distribute potable water within Town of Coronation
- 2.69. **Water Service** means that lateral water pipe which connects a consumer's premises to the Town of Coronation water main with the consumer owning that portion of the pipe lying within the boundaries of the consumer's premises, excluding any pipe lying within the boundaries of any easement or right-of-way area granted to the Town of Coronation for its water system.
- 2.70. **Water Service Valve** means the water valve on the Town of Coronation owned portion of the water service connection, located between the Town of Coronation water main and the property or building line, installed for the purpose of enabling the Town of Coronation to turn on or off the water supply to a consumer's premises, also known as a "curb stop."
- 2.71. **Water System or Water Utility** means the system of raw water pipelines, water reservoirs, treatment plants, pumping stations, feeder mains, distribution mains, service connections, valves, fittings, hydrants, meters, backflow prevention devices and all other equipment and machinery of whatever kind owned by the Town of Coronation that is required to supply and distribute potable water to all consumers and is deemed to be a public utility within the meaning of the *Municipal Government Act*.
- 2.72. **Weeping Tile** means any subsurface drain pipe around or under a building foundation which collects groundwater and/or surface water which has percolated through the soil.

### **3. Municipal Official**

- 3.1. The Town Manager or his or her designate may establish standards, guidelines and specifications for the design, construction and maintenance of the utility systems.
- 3.2. For the purpose of administering or enforcing the provisions of this bylaw the Town Manager may delegate his or her powers to one or more employees of the Public Works Department, and the said employees shall be deemed to be authorized agents of the Town Manager. In that regard, employees of the Finance and Administration Department engaged in utility billing and collection functions shall also be deemed to be authorized agents of the Town Manager.

### **4. General**

#### **4.1. Provincial and Federal Regulations**

In addition to the conditions and requirements outlined in this bylaw, all applicable Provincial and Federal regulations and requirements are in effect whether specifically stated or not.

#### **4.2. Authority**

- 4.2.1. The Town Manager or his or her designate is hereby authorized to administer and enforce the provisions of this bylaw. In addition to those duties, without limiting them, the Town Manager may make binding contracts with customers for utility services and may levy charges and fines in accordance with this bylaw.
- 4.2.2. The Town Manager shall have the discretion to discontinue utility services in the event of noncompliance with this bylaw or other applicable terms of service. The Town Manager has authority to shut off water for any consumer or consumers for any reason which, in the opinion of the Town Manager, necessitates such shutting off, provided that the Town Manager shall endeavor to provide a minimum of 14 days written notice of such shutting off.
- 4.2.3. In the event of an emergency as determined by the Town Manager in his or her sole discretion, or where necessary for the purpose of maintenance, repair or construction affecting utilities regulated by the bylaw, the Town Manager may shut off the utility supply to an individual consumer, or all consumers within all or a part of the utility service area, with or without prior notice, for so long as is necessary to address the emergency or affect maintenance, repairs or completion of new construction.
- 4.2.4. The Town may, where in the opinion of the Town Manager if it is necessary to do so, limit the supply of water provided to a consumer.
- 4.2.5. The Town of Coronation shall have the right to discontinue utility services to any property upon reasonable notice in the event of non-payment of utility rates or for violation of any of the provisions of this bylaw, or any other rules or regulations of the Town of Coronation pertaining to the utility systems.

### **5. Supply of Water and Wastewater Service**

- 5.1. The Town of Coronation having constructed, operated and maintained water, sanitary sewer, and storm systems as a public utility shall continue, insofar as there is sufficient plant capacity available, and upon such terms as Council considers advisable, to supply water and collect sewage to or from any resident or industry or other consumer within the Town of Coronation situated along any water and sewer main, or Municipal right of way, upon being so requested in writing by the owner.

- 5.2. No person shall commence or continue any work on any part of the Water Distribution System; a Water Service or any fixture, appurtenance or other device connected or intended to be connected to the Water Distribution System; or a Water Service without first obtaining all permits required by the Town and under the applicable codes of the Safety Codes Act.
- 5.3. The size of the service required for residential purposes shall be determined by the Plumbing Code Regulation and the associated National Plumbing Code of Canada 2005.
- 5.4. Where a boiler or equipment of a nature similar to that of a boiler is supplied directly from a service, such boiler or other equipment shall be equipped with at least one safety valve, vacuum valve or other device sufficient to prevent the collapse or explosion in the event the water supply is shut off.
- 5.5. The Town of Coronation does not guarantee the consistency of pressure nor the continuous supply of water through the water system, and the Town may, at any time where it is determined to be necessary to the operation of the water service, modify the water pressure or shut off the water supply, in accordance with the provisions of this bylaw.
- 5.6. Consumers depending upon a continuous and uninterrupted supply or pressure of water, or having processes or equipment that require particularly clear or pure water, shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted supply, pressure or quality of water required for this use.
- 5.7. The Town of Coronation may, as a condition to the supply of water, inspect the premises of a consumer who applies to the Town for such supply in order to determine if it is advisable to supply water to such consumer.
- 5.8. The Town of Coronation may, in accordance with Section 542 of the *Municipal Government Act*, enter premises for the purpose of inspecting or testing any fixtures or appurtenances connected to the Water Service, or the Water Service itself, in order to confirm compliance with this bylaw. In the event that the owner obstructs or refuses access for the purpose of conducting an inspection, in addition to any other remedy available to the Town, the Town Manager may direct that the supply of water to the premises be shut off.

## **6. Water Restrictions**

- 6.1. The Town of Coronation may at such times and for such length of time as considered necessary or advisable, regulate, restrict or prohibit sprinkling.
- 6.2. In exercising the authority conferred by subsection 6.1 of this section, the Town of Coronation:
  - 6.2.1. Shall cause to be published in a newspaper circulated in the Town of Coronation a public notice giving reasonable detail of the regulation, restriction or prohibition of sprinkling being imposed which may be limited as to time or times specified or which may be unlimited as to time, in which latter case, a similar public notice shall be given of the cessation of such regulation, restriction or prohibition.
  - 6.2.2. May regulate, restrict or prohibit sprinkling in all or any part or parts of the Town of Coronation and in so doing the Town of Coronation may provide different times during which different consumers may sprinkle by reference to compass direction related to streets, odd and even street addresses or such other manner as the Town considers appropriate.
- 6.3. The Town of Coronation may cause the water supply to any consumer who causes, permits or allows sprinkling in contravention of any such regulation, restriction or prohibition to be shut off until such consumer undertakes to abide by and comply with such regulation, restriction or prohibition.

## **7. Servicing General**

- 7.1. **Sole Source of Service** No person shall use a source of water supply, or sewage disposal other than the Town of Coronation system without written consent of the Town Manager.
- 7.1.1. The Town of Coronation may give its consent for a person to use an alternate source for the supply of water and, sewer facilities subject to such terms and conditions as deemed necessary and not withstanding that the generality of the foregoing may set a limit on the period of time for which an alternate supply may be used.
- 7.1.2. No person who has been granted permission to use an alternate supply pursuant to subsection 7.1.1 shall cause or permit any aspect of the alternate supply to be connected to any portion of a Town Utility.
- 7.1.3. No consumer shall cause, permit or allow to remain connected to his water supply system any piping, fixture, fitting, container or other apparatus which may cause water from a source other than the water utility or any other harmful or deleterious liquid or substance to enter the water utility.
- 7.1.4. The Town Manager may cause the water supply to any consumer contravening the provisions of section 7.1.3 to be shut off without prior notice in the event of an emergency. The water supply to such consumer shall not be restored until such consumer has paid to the Town all costs associated with the shutting off of the water supply.

## **7.2. Alterations to Water and Sewer Systems**

- 7.2.1. No person(s) shall alter, repair, maintain, replace upgrade, connect to or otherwise engage in any activity involving physical interference with any part of a Utility without first receiving the express, prior written authorization of the Town.
- 7.2.2. No consumer shall operate, use, interfere with, obstruct or impede access to the utilities or any portion thereof in any manner not expressly permitted by this bylaw, in default of which, the Town Manager may cause the utility being supplied to such consumer to be shut off until such consumer complies with all of the provisions of this bylaw.

## **7.3. Consumer Responsibility and Wastage**

- 7.3.1. No consumer shall cause, permit or allow the discharge of water so that it runs to waste, whether by reason of leakage from underground piping, a faulty plumbing system or otherwise. The Town Manager may cause the water supply to any consumer who violates this section to be shut off until such time as such consumer establishes to the satisfaction of the Town Manager that he has taken such steps as may be necessary to ensure that any water supplied to him by the Town will not run to waste.
- 7.3.2. The Town Manager may give notice to such consumer prior to causing the water supply to such consumer to be shut off except in the event of a situation considered by the Town Manager to be an emergency, no prior notice shall be required. Notwithstanding the foregoing, the Town Manager may under such condition as he may consider reasonable allow a consumer to discharge water so that it runs to waste or useless if such consumer's water service would otherwise be susceptible to freezing.

#### **7.4. Restrictions on Unauthorized Water Usage, Sale and Supply**

- 7.4.1. Customers shall not use water from the Town of Coronation water system, or allow water obtained from the water system to be used:
- (a)** In an unauthorized manner;
  - (b)** In a manner that will impede water use by other customers;
  - (c)** Unless an account has been opened by the customer; or
  - (d)** Unless the water has first passed through a meter.
- 7.4.2. If the Town finds an unauthorized use of water including as a result of any tampering with a meter or other facilities, the Town may make such changes in its meters, appliances, or other facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the facilities, and also to ensure the safety of the general public.
- 7.4.3. Upon finding an unauthorized use of water, the Town may disconnect the service connection immediately, without notice and shall charge the customer all costs incurred in correcting the condition, in addition to any other rights and remedies which may be available to the Town.
- 7.4.4. A customer that uses water in contravention of this section shall pay the following charges:
- (a)** The applicable rate for the water used and, where necessary, based on an estimate by the Town of the amount of water used in contravention of this Section;
  - (b)** All costs incurred by the Town in dealing with the contravention; and
  - (c)** Any other applicable fees or charges provided for in the Utility Rates Bylaw
- 7.4.5. No consumer shall contravene the following as it relates to alternate water supply:
- (a)** No Person shall, unless authorized by the Town, allow water to be supplied to a Property lying along the Water Main by way of a well, spring or other source of water supply that is not connected to the Town's Waterworks System.
  - (b)** Nothing in this Section shall restrict a Person from purchasing bottled or self-contained drinking water in units of 45.4 litres (10 gallons) or less, or bulk water for irrigation purposes.
  - (c)** A Person who has been granted permission to use an alternate water supply under subsection (7.1.1) shall not allow the alternate source of water to be connected to the Waterworks System.
- 7.4.6. Consumers may not resell water from the Town of Coronation water system:
- (a)** No Person shall resell water obtained from the water system to any other Person, provided however that water obtained from the Waterworks System has been metered and which has been enhanced or altered in any lawful manner may be resold without contravention of this Section.
  - (b)** No Person shall resell water obtained from the water system to any other Person, provided however that water obtained from the Waterworks System has been metered and dispensed through a bulk water station may be resold without contravention of this Section.
- 7.4.7. Consumers may not exceed water use limits established by the Town pursuant to a permit, Agreement or this bylaw.
- 7.4.8. Any consumer who contravenes subsection 7.3. - 7.4 of this section shall forfeit any right to be supplied with water and in addition thereto shall be guilty of an offence and liable on summary conviction to a fine not exceeding \$1,000.
- 7.4.9. No consumer shall cause, permit, or allow any apparatus, fitting or fixtures to be or to remain connected to his private service or allow his private service to be operated in such a manner as to cause noise, pressure surges or other disturbances which may, in the opinion of the Town Manager, result in annoyance or damage to other consumers or the utility. The Town Manager may cause the

utility supply to any consumer contravening the provisions of this section to be shut off, provided that the Town Manager shall give notice to such consumer prior to such utility supply being shut off, unless in the event of a situation considered by the Town Manager to be an emergency, no prior notice will be required. The utility supply to any such consumer shall not be restored until such time as that consumer has paid to the Town all costs incurred by the Town in shutting off such utility supply.

**7.5. Ownership of Utility Service Connection by the Town of Coronation**

The Town of Coronation is the owner of the utility service connections within any street, lane, easement or Town of Coronation property. No person(s) shall make connections to any of the service lines or water and sewer mains without first having obtained authorization to do so from the Town of Coronation.

**7.6. Number of Services**

**7.6.1. Residential Dwelling Single Service –Multi-Unit Structures**

7.6.1.1. All newly constructed single residential dwelling units shall be serviced with one water service. The utility bill shall be directly forwarded to the property owner for payment and is ultimately their responsibility.

7.6.1.2. All newly constructed multi-unit structures located on one lot shall have one water service for each residential dwelling unit located within the lot. The utility bill for multi-unit structures shall be forwarded directly to the property owner for payment and is ultimately their responsibility.

7.6.1.3. In the event a property owner requests more than one water service, they will be responsible for all additional costs associated with the extra service(s). Extra service installation will only be permitted upon first acquiring written approval from the Town of Coronation and advance payment in full of said additional costs. In this instance, where disconnection of any one unit as a result of non-payment of rates is possible, a copy of the utility bill may be forwarded to the occupant upon written request of the owner.

**7.6.2. Commercial Buildings**

7.6.2.1. All newly constructed multi-unit structures located on one lot shall have one water service located within the building. The utility bill for multi-unit structures shall be forwarded directly to the property owner for payment and is ultimately their responsibility.

7.6.2.2. In the event a property owner requests more than one water service, they will be responsible for all additional costs associated with the extra service(s). Extra service installation will only be permitted upon first acquiring written approval from the Town of Coronation and advance payment in full of said additional costs. In this instance, where disconnection of any one unit as a result of non-payment of rates is possible, a copy of the utility bill may be forwarded to the occupant upon written request of the owner.

7.6.2.3. Unless the Town Manager otherwise approves, there shall not be more than one private service to any building or site.

**7.7. New Services and Servicing**

7.7.1. Providing a private service line is already in place, any person who desires a new meter from the Town shall apply to the Town on the form supplied by the Town for that purpose.

- 7.7.2. Such application shall be made not less than three business days prior to requiring the meter except that it shall coincide with the normal business hours of the Town. The Town Manager may choose to install the meter at a later date where in his opinion the meter installation is of larger size and complexity, the meter is not in stock or due to operational considerations.
- 7.7.3. Any person who desires a new service line or connection from the Town shall apply in writing to the Town. Where, in the opinion of the Town Manager, the construction work is of sufficient size and scope, or if municipal forces are not able to complete in a timely manner, installation work may be done by a company subcontracted to the Town. The Town Manager may choose to install the service at a later date where it is a project of large size and complexity, where components are not readily available or operational considerations.
- 7.7.4. The Town of Coronation or developers shall install that portion of the utility service connection that is on Town of Coronation property and runs from the Town of Coronation utility main to the property line of the street, lane, or boundary of an easement or right-of-way granted to the Town of Coronation for its utility system. The owner of a property is responsible for all costs related to servicing on a property.
- 7.7.5. Utilities will be turned on to the premises only after the owner has concluded the work to the satisfaction of the Town Manager and the entire structure is inspected and approved by the Building Inspector and the occupancy permit issued.
- 7.7.6. The Town of Coronation will not turn on the utility supply to any new building or new plumbing system until a Provincial Plumbing Permit is presented to the Town of Coronation for that building.
- 7.7.7. The Town Manager may, subject to Section 34(1) of the Municipal Government Act, refuse to permit the establishment of any new water services or any change in the structure of an existing water service where the Town Manager determines there is sufficient reason to deny the new connection or proposed change.
- 7.7.8. Where the Town Manager refuses, pursuant to Section 7.7.7 to permit a new connection or a change, the Town Manager shall provide written reasons for the refusal to the applicant.
- 7.7.9. Persons receiving a permit for the introduction of utility servicing to their premises and the installer doing the work will be required to cause the service to be placed no less than 2.75 meters below the surface of the earth at any point between the street line and the inside of the foundation wall of the building into which the utility is introduced, unless otherwise approved in writing by the Town of Coronation.
- 7.7.10. All persons doing any work or service upon a private service or the plumbing system attached thereto shall comply with the provisions of the Plumbing and Drainage Regulations of the Department of Health of the Province of Alberta and any bylaws of the Town applicable thereto.
- 7.7.11. When, for any reason, a temporary utility service is required, an applicant shall pay in advance the whole cost of its construction, together with the cost of abandoning it when no longer needed. Application for such service construction shall be made as per section 7.7.3. If, in the opinion of the Town Manager a meter should be installed on a temporary service, the applicant shall provide a safe and adequate meter setting in a stated location, and shall be responsible for the protection of the whole installation while his account is open for service. The applicant will be responsible for the payment of any application rates and charges as set by the Town of Coronation.

7.7.12. If a consumer requires the supply of utilities to be shut off for his own purposes, he shall pay therefore the amount specified in the Utility Rates Bylaw.

**7.8. Remote Reading Devices**

7.8.1. All buildings that require water meters shall be wired for a remote water readout by the owner/builder under the direction of and as per the specifications set out by the Town of Coronation Public Works Department.

7.8.2. The owner shall be responsible for damage of the meter and remote reading device that may result from other than normal wear and tear.

7.8.3. Any owner requiring the installation of a remote reading device on their premises will be required to comply with the above regulations and shall be responsible for the installation of the wiring for the remote reading device. Ownership of the meter and remote reading device and any apparatus thereto remains with the Town.

7.8.4. The Town does not assume any responsibility for any damages to the premises due to the installation of such wiring. The Town will install the remote reading device. All other conditions of the remote reading device shall apply.

**7.9. Replacements and Relocation**

Any owner who desires to have an existing utility service connection within any street, lane, easement or Town of Coronation property replaced with a connection of a different size or relocated to a different location, shall apply to the Town of Coronation in writing for approval. The Town of Coronation may authorize the work to be carried out by the Town of Coronation or its agents, subject to payment in advance by the owner, for the cost of the project as determined by the Town of Coronation.

**7.10. Winter Connections**

Service connections to the utility mains shall not be made between November 1 and April 1 of the following year, unless otherwise approved in writing by the Town of Coronation.

**7.11. Frozen Connections**

The cost of thawing a frozen service shall be borne as follows:

7.11.1. If the private service or the plumbing system connected thereto is frozen, as determined by the Town Manager, costs shall be borne by the consumer.

7.11.2. If the Town service is frozen as a result of the negligence of the consumer, as determined by the Town Manager, costs shall be borne by the consumer.

7.11.3. If the Town service is frozen, as determined by the Town Manager, costs shall be borne by the Town. If the Town Manager is of the opinion that a private service or plumbing system has frozen without any negligence on the part of the consumer or any other person for whose negligence the consumer is responsible, the Town Manager may waive the cost of one thawing during any one winter season which shall be deemed to run from November 15 to May 15.

7.11.4. The Town shall not thaw a private service or plumbing system.

### **7.12. Owner/Tenant Accounts**

- 7.12.1. In all cases the owner shall be liable for the cost of utility services supplied to a property, regardless of whether the property is occupied by the owner or a Tenant, and all invoices issued by the Town of Coronation shall be sent to the owner. The Town of Coronation will, at the owner's written request, send a copy of the invoice issued to an owner to a Tenant, provided that the Town shall not be required to seek payment from a Tenant of any invoice issued to an owner whether a copy is sent to the Tenant or not.
- 7.12.2. In the event of a transfer of ownership of lands, structures or premises where there is no discontinuance of the use or occupancy of the land, structure or premises, the new owner of the land, structure or premises shall enter into a Utility Services Agreement with the Town within fourteen (14) days of becoming the registered owner of the land, structure or premises to which the utility services are provided. Failure to make an application in the format required by the Town may result in the discontinuation of utility services to the property until such time that an application is received by the Town.

### **7.13. Access To Premises**

- 7.13.1. The Town of Coronation may, in accordance with Section 542 of the *Municipal Government Act*, enter premises for the purpose of reading meters, or inspecting or testing any fixtures or appurtenances connected to the Water or Sewer Service, or the Water or Sewer Service itself, in order to confirm compliance with this bylaw. In the event that the owner obstructs or refuses access for the purpose of conducting an inspection, in addition to any other remedy available to the Town, the Town Manager may direct that the supply of the utility to the premises be shut off.
- 7.13.2. In the event that an animal is present on that private property and that animal attacks or threatens the personal safety of the inspectors, agents, contractors, or employees of the Town of Coronation, or acts in a manner such as to cause the inspectors, agents, contractors, or employees of the Town of Coronation to reasonably believe that their personal safety is threatened or that an attack is imminent, the owner of the property and/or the person having possession or control of the animal shall take such action as necessary to control the animal and remove the danger to the inspectors, agents, contractors, or employees of the Town of Coronation.
- 7.13.3. In the event that an inspector, agent, contractor or employee of the Town of Coronation is attacked by an animal or an animal acts in a manner so as to cause the inspector, agent, contractor or employee of the Town of Coronation to reasonably believe that an attack is imminent, the inspector, agent, contractor or employee of the Town of Coronation shall be entitled to use such reasonable force as is necessary to ensure their personal safety and ability to perform their job. Where the circumstances of the case require, such actions may include the use of such animal repellants as are legally available for use within the Province of Alberta.

## **8. Water System**

### **8.1. Meters**

#### **8.1.1. General**

All water supplied by the Town through a private service shall be measured by a meter unless otherwise provided under this bylaw or unless a special agreement is entered into between the Town and the owner. Except as herein provided, all meters shall be supplied, owned and maintained by the Town unless a special agreement is entered into between the Town and an owner.

**8.1.2. Installation Responsibility**

Meters shall be supplied by the Town and installed by and at the expense of the owner.

**8.1.3. Subsidiary Meter**

An owner may, for his/her own benefit, install a meter between the meter supplied by the Town and the point of use of the water supply, provided that the Town shall not maintain such meter, nor shall such meter be read by the Town.

**8.1.4. Installation**

An owner shall make provision for the installation of a water meter to the satisfaction of the Town Manager and, when required, shall install a properly valved bypass.

**8.1.5. Placement of Meter**

Any owner whose water supply is not metered or whose water meter is not installed or located to the satisfaction of the Town Manager shall make proper provision for a meter to be installed or the meter to be removed, at the owner's sole expense; and in default of payment, the Town may shut off the water supply until such time as the Town has been reimbursed for costs incurred.

**8.1.6. Special Meter Reading**

A consumer who requests of the Town a special meter reading shall pay the fee designated in the Utility Rates Bylaw.

**8.1.7. Meter Chamber**

When, in the opinion of the Town Manager, the building or other premises intended to be supplied with water are too far from the Town service to conveniently install a meter in such premises, or if a number of buildings are to be supplied or if a meter cannot be installed for any other reason in the opinion of the Town Manager, then the consumer shall, at his sole cost, construct and maintain a container for a meter and such container shall in all respect including location, construction, size, access and otherwise howsoever be satisfactory to the Town Manager.

**8.1.8. Meter Size**

The size of the water meter shall be determined in accordance with the Town's design standards.

**8.1.9. Non-Registering Meter**

If upon the reading of a meter, it is determined that the meter has failed to properly record the flow of water, the Town Manager shall estimate the flow and render an account based upon such method as the Town Manager considers to be fair and equitable.

**8.1.10. Protection of Meter**

Every owner shall provide adequate protection for the meter supplied by the Town against freezing, heat or any other internal or external damage, failing which the owner shall pay to the Town all costs associated with the repair of such meter which amounts shall be recoverable in the same manner as water rates.

**8.1.11. Reading**

The meters of all consumers, where practicable, shall be read every month. In the event that any meter cannot be read as aforesaid the Town Manager shall estimate the flow of water upon such basis as he/she considers being fair and equitable and rendering an account in accordance with such estimates. In any event, each meter shall be read by the Town at least once in each year and if the Town is unable to do so, the Town Manager may shut off the water supply to such meter until such time as the Town is able to read the same. Payment of an estimated amount shall not excuse the owner from liability for payment of a greater amount that may be owing after a meter is read.

**8.1.12. Bypasses**

- 8.1.12.1. The owner of any water service having a meter two inches in size or larger shall, at the owner's sole expense, construct and maintain a properly valved bypass, satisfactory to the Town Manager, which shall be sealed by the Town and only opened by the owner in the case of an emergency.
- 8.1.12.2. In the event that the bypass seal is broken, whether or not as a result of an emergency, the owner shall notify the Town within 24 hours of either breaking the seal or discovering the seal could be broken.
- 8.1.12.3. Where a seal has been broken, the Town Manager may authorize that the supply of water be shut off until arrangements, satisfactory to the Town Manager, have been made for the calculation of and payment for the water supplied but not recorded by the meter.

**8.1.13. Meter Valving**

Any owner having a meter larger than 3/4 inches in size shall, at his sole cost and expense, supply and maintain valves on both sides of and within 12 inches of the meter.

**8.1.14. Water Meters - Installation/Repairs**

- 8.1.14.1. Meters and shut off valves must be installed in an area readily accessible for meter reading, inspection, repair and removal, and their location shall be subject to the approval of the Town. All meters shall be located on the consumer's side of the approved shut off valve.
- 8.1.14.2. No person shall do, shall cause to be done or shall permit to be done, any act or thing that may obstruct, interfere with or impede a direct and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement reading or the like at all times.
- 8.1.14.3. The Town of Coronation may remove water meters for maintenance and testing on a periodic basis. The Town of Coronation may test a water meter on site or remove and test the meter at a facility approved by the Town of Coronation.
- 8.1.14.4. The Town of Coronation will respond to requests from the owner for meter testing on private property on a fee-for-service basis. The owner shall deposit with the Town of Coronation, during regular business hours, a sum equivalent to the call out rate for the cost of the utility operator including vehicle. The Town will then remove the subject meter from service and it will be given a bench test.

## **8.2. Responsibility for Water Consumed**

The consumer shall be responsible for all water consumed on a premise, whether the water consumption was registered by the water meter or consumed by accidental or illegal means.

## **8.3. Protection of Water Service Valves**

8.3.1. No contractor/owner shall turn the water service on, unless for testing purposes and, in such a case, the Town Manager shall be advised in advance of the intention to ensure the water service is turned off subsequent to the testing. Upon successful testing, the bypass shall also be removed at the sole responsibility of the contractor/owner at which time the premises shall be approved for occupancy by the Building Inspector

8.3.2. No person, other than authorized by the Town Manager, shall interfere with, damage or make inaccessible any water service valve, fire hydrant, curb stop, its casing, or anything associated with the water supply system due to the construction of walks, driveways, landscaping or in any other way. The owner of a property shall make every effort to protect the water service valve servicing his or her property from damage.

8.3.2.1. At the time of issuance of a permit to commence construction of a building or other improvements on a property, the owner may be required to pay to the Town of Coronation a construction deposit as determined by the Town Manager or designate. The deposit may be refundable upon completion of finished landscaping and after inspection by the Town of Coronation determines that the water service valve has not been damaged in any way.

8.3.2.2. If the water service valve has been damaged, the Town of Coronation may retain the construction deposit and recover the difference in the amount of the construction deposit and the actual cost incurred to repair the water service valve. Any additional costs over and above the construction deposit may be collected in the same manner as utility rates.

8.3.2.3. If the water service valve is made inaccessible by any reason, the Town of Coronation may require such work to be performed to provide accessibility, with all costs to be borne by the property owner. Any such costs may be collected in the same manner as utility rates.

8.3.3. Approval for all connections to the Town water system not specified in this bylaw shall require the prior approval of the Town.

## **8.4. Boosting Devices**

No person shall use any devices for the purpose of increasing water pressure on any water service connection on the upstream side of a water meter or water shut-off valve.

## **8.5. Fire Protection and Branch Supply Lines, Outlets or Fixtures**

8.5.1. No person shall install branch supply line, outlets or fixtures before a water meter or shut-off valve, except for fire protection purposes. Any branch supply line, outlet or fixture installed before a water meter or water shut-off valve for fire protection shall only be installed with written permission from the Town of Coronation.

8.5.2. No person shall use water from a water service connection that supplies water to private fire hydrants, for any purpose other than fire protection, unless the water service connection is connected to a water meter, supplied and installed by the Town of Coronation.

## **8.6. Shut-Off Valves**

All buildings connected to a water service are required to provide a water shut-off valve placed before the water meter to permit the meter to be isolated for safe removal and to enable a consumer to shut off the supply of water in case of any emergency, when making repairs, to prevent flooding of the premises or in the event the premises are permanently or temporarily vacated. The owner shall maintain the water shut-off valves in good mechanical condition and easily accessible at all times to ensure that it is operable in case of emergency.

## **8.7. Location and Access to Shut-Off Valves, Water Meter and Remote Readout**

The water shut-off valves and meter shall be located inside the utility room of the premises. If the water shut-off valve and meter cannot be located in a heated area (i.e. Designated Manufactured Homes) then the meter and supply lines must be heat taped and insulated to prevent freezing. At all times, the owner of the property shall ensure that the Town of Coronation has clear unobstructed access to the shut-off valve, water meter and remote readout.

## **8.8. Meter Enclosure**

8.8.1. All water meters are to be located within the primary building that is supplied by a water service connection.

8.8.2. Where a water meter cannot be installed in a building, or in the opinion of the Director of Public Works it is unpractical, it is the property owner's responsibility to provide a building or vault to house the water meter on the owner's property, at the owner's expense.

8.8.2.1. Any such building or vault is to be insulated and heated during the freezing months.

8.8.2.2. The property owner shall maintain and repair the meter building and/or vault at the owner's expense. If the owner, after receiving written notice from the Town of Coronation, neglects to repair or improve his meter building or vault, the Town of Coronation may either authorize the necessary repairs to be carried out and charge the owner for the costs incurred or shutoff the supply of water until the repairs are carried out to the Town of Coronation's satisfaction.

## **8.9. Meter Spacers**

Where the use of a water meter is mandatory under this bylaw, no person shall use a meter spacer in place of a meter, except for the testing of a new plumbing system or a water meter.

## **8.10. Temporary Water Service Connections**

8.10.1. Provision is hereby made to allow for a temporary water service permit thereby providing a service for contractors during the construction stage.

8.10.2. Approval for such service shall be obtained from the Town Manager for the fixed fees as prescribed in the Utility Rates Bylaw and shall be for a limited time as requested, but in no case shall approval be given for more than 60 days for each application.

8.10.3. The permit, once issued, shall be delivered to the Town Manager, and Town personnel shall attend to the subsequent turning on only.

8.10.4. Such permits will be attended to during normal business hours in the order received but may be subject to a twenty-four (24) hour delay.

8.10.5. The water service will be shut off on the pre-established expiry date unless renewal and/or meter service is approved.

**8.11. Use of Town of Coronation Fire Hydrants**

No person other than an employee or contractor of the Town of Coronation or a person who has received prior written authorization of the Town Manager shall open, close, interfere with or use water from any fire hydrant, hydrant gate or hydrant valve connected to the Water System.

**8.12. Relocation of Hydrants from Town of Coronation-Owned Property**

Any person who wishes to have a fire hydrant relocated that is situated on property owned by the Town of Coronation may request in writing to the Town of Coronation that the hydrant be relocated. If the Town of Coronation considers it feasible to relocate the hydrant, the person making the request shall pay in advance the full cost to relocate the hydrant.

**8.13. Interference with Fire Hydrant Access**

8.13.1. Subject to the provisions of the Alberta Fire Code, no person shall allow anything to be constructed, erected or planted adjacent to a fire hydrant that may in any way interfere with access to, use, maintenance or visibility of the hydrant. Nor shall any person paint a fire hydrant without prior written approval from the Town of Coronation.

8.13.2. Subject to the provisions of Alberta Fire Code no person shall do anything to obstruct access to a fire hydrant or to interfere with the operation of a fire hydrant.

**8.14. Fire Damage and Loss**

The Town of Coronation shall not be liable for loss or damage suffered by any person or property by reason of low water pressure or by interruption to, or failure of, the water system to deliver water in adequate volume and pressure for supplying water for fire protection purposes.

**8.15. Approved Fixtures**

All materials (i.e. hoses, jets, cocks or fixtures) permanently affixed to the water system within a premise by a consumer of water shall be subject to approval by the Town of Coronation.

**8.16. Allowable Water Uses**

The Town of Coronation may allow a contractor, consumer or other persons to run water without charge for the water consumed for the purposes of:

8.16.1. flushing water mains, hydrant leads, and water service connections in order to clean them;

8.16.2. conducting water flow tests;

8.16.3. training fire fighters by the Town of Coronation's Fire Department;

8.16.4. contracted street maintenance such as street sweeping; or

8.16.5. such other purposes as may be approved by the Town of Coronation from time to time. In all cases, a record of water usage will be tallied and forwarded to the utility billing department. Where it is considered practical, all water will be metered through a portable water meter supplied by the Town.

**8.17. Willful Act Prohibitions**

No person or persons shall:

- 8.17.1. Willfully or maliciously hinder or interrupt or cause or procure to be hindered or interrupted the Town of Coronation or its contractors, servants, agents or workers in the exercise of any of the powers and duties related to water utility system and authorized by, or contained in, this bylaw;
- 8.17.2. Throw or deposit any injurious, noxious or offensive matter or water contaminant into the water system, or in any way cause willful damage or injury to the water system or encourage the same to be done;
- 8.17.3. Willfully alter or tamper with in any way, any water meter so as to lessen or alter the amount of water registered by the water meter, valves or any appurtenances;
- 8.17.4. Attach or connect any pipe to any water main or service, or in any other way obtain or use the water system in a manner contrary to this bylaw without the written consent of the Town of Coronation; or
- 8.17.5. Willfully and without authority hinder, disrupt or cut off the supply of water to any consumer or user of the water system.

**8.18. Responsibility for Contamination and Pollution**

Any person who contaminates or pollutes the water system by any means will bear the full cost of any and all damages and/or repairs and maintenance, including any environment orders and liabilities required for the Town of Coronation to restore normal water service to its customers.

**9. General Provisions Relating to Metered Utilities**

**9.1. Seals**

No person shall tamper with, break or remove any seal installed by the Town of Coronation on any valve or flagged outlet on utility service connections or utility metering facilities, except in the case of an emergency.

**9.2. Broken Seals**

In the event a person breaks a seal on a valve in order to obtain a supply of water for emergency purposes, that person shall notify the Town of Coronation within twenty-four (24) hours.

**9.3. Operation of Valves**

No person, except Town of Coronation employees, shall turn on or off a utility service or any other main valve or valves in the utility system.

#### **9.4. Equipment Maintenance**

9.4.1. For the purpose of installing, maintaining, reading or servicing any meter, employees of the Town will produce identification when entering onto private property or entering private buildings. Agents or contractors of the Town will wear an identification tag when entering onto private property.

9.4.2. Employees of the Town of Coronation may set or alter the position of any utility meter, remote readout, backflow prevention device or any pipe, valve or fitting forming part of the utility system for the purposes of protecting, testing or regulating the use of any utility meter, backflow prevention device or other equipment forming part of the utility system.

#### **9.5. Cost Recovery**

The Town of Coronation may charge for and recover from the owner of a property the cost of supplying, installing, altering, repairing, relocating or removing a utility meter or remote read out. Any such charges may be collected in the same manner as the utility rates, and charged as per the schedule of fees set out in the Utility Rates Bylaw.

#### **9.6. Relocation of Utility Meter Piping**

No person shall relocate, alter or change any existing utility meter piping without the written approval of the Town of Coronation. The owner or their authorized agent may submit plans and specifications for any proposed relocation of utility meter piping and, if approved by the Town of Coronation, the owner shall pay the entire cost, including any costs incurred by the Town of Coronation, in making such relocation, alteration or change. Any such costs may be collected in the same manner as the utility rates.

#### **9.7. Building Alteration and Relocation**

If the Town of Coronation is dissatisfied with the location of any utility meter due to alterations to a building, the Town of Coronation may require that the utility meter be relocated to a more suitable or convenient location near the point of entry of the utility service connection at no cost to the property owner. In the event that the property owner requests that the utility meter be relocated, or if the original meter installation was performed by someone other than the Town of Coronation and the Town requires the meter to be relocated, all costs associated with the relocation, including any Town of Coronation costs shall be paid by the property owner and may be collected in the same manner as utility rates.

#### **9.8. Relocation of Water Meter Remote Readout**

If the Town of Coronation is dissatisfied with the location of any remote readout for any reason, the Town of Coronation may require that the remote readout be relocated to a more suitable or convenient location at no cost to the property owner. However, in the event that the property owner requests that the remote readout be relocated or if someone other than the Town of Coronation performed the original remote installation and the Town of Coronation requires the remote to be relocated, all costs associated with relocating the remote readout including any Town of Coronation costs shall be paid by the property owner. All such costs may be collected in the same manner as utility rates.

#### **9.9. Notification of Malfunction**

A consumer shall notify the Town of Coronation immediately whenever a utility meter or remote readout device is not operating or if any part of it becomes damaged or broken.

**9.10. Removed or Stolen Meter**

- 9.10.1. If a utility meter or remote readout is removed, destroyed, disposed of, or stolen, the owner of the premises shall pay the cost of replacing any such measuring device, including installation. Any such cost may be collected in the same manner as utility rates.
- 9.10.2. If a property owner fails or refuses to pay the cost of replacing any such measuring device the cost may be added to the taxes levied on the property and collected in the same manner as municipal taxes.

**9.11. Accuracy of Meters**

- 9.11.1. If any utility meter has, in the opinion of the Town of Coronation, failed to accurately register the flow of the utility through the meter since the last reading, the utility charge shall be adjusted to the greater of:
  - 9.11.1.1. The amount of consumption recorded by the meter; or
  - 9.11.1.2. The minimum rate for the utility supplied to the premises; or
  - 9.11.1.3. In the case of the water utility, the average consumption of the previous three (3) actual billing periods.
- 9.11.2. If a consumer is in doubt as to the accuracy of the meter installed in his or her premises, the consumer may request that the Town of Coronation test the water meter to verify its accuracy.
  - 9.11.2.1. If the water meter is found to be measuring within five (5) percent of the meter manufacturers' specified accuracy, the consumer shall pay a fee as set out by Town of Coronation in the Utility Rates Bylaw.
  - 9.11.2.2. If the water meter is found to be measuring in excess of five (5) percent of the meter manufacturers' specified accuracy, the consumer will not be charged any fee and the existing meter will be replaced.

**9.12. Discontinuance of Utility Services**

- 9.12.1. Any owner and/or consumer about to vacate a property or premises that has been supplied with utilities, or who wishes to discontinue the use of the utility supply, must give notice in writing to the Town of Coronation requesting that the Town shut off the utility supply.
- 9.12.2. If notice pursuant to Subsection 9.12.1 is not given the consumer will be liable for the accruing rates until such notice is given or the water is turned off, but no rebate shall be made for any fractional part of the month in which any such notice is given.
- 9.12.3. Notwithstanding subsection 9.12.1 or 9.12.2 above, the fact that a premises or land is vacant is not reason for nonpayment of specified rates.
- 9.12.4. Where any owner, occupant or consumer discontinues the use of the utilities supplied by the Town of Coronation, or the Town refuses to continue to supply utilities, the Town may at all reasonable times enter the subject premises that was supplied with the utility for the purpose of removing any fittings, machines, apparatus, meters, pipes, remote readouts or other things that are the property of the Town of Coronation and are located in or upon such premises.

9.12.5. Whenever any premises are vacated, the turn off valve on the inside walls of the building shall be turned off by the party leaving or the owner. In the case of said fixtures not being kept in good order and repair, the Town Manager may cut off the supply of water without notice and collect expenses incurred against the premises.

### **9.13. Final Approval**

A premise shall be approved for occupancy by the Building Inspector only after all provisions of Section 7: Servicing General have been complied with and the utility meter along with proper remote wiring is in place. At this time final approval for occupancy shall be given.

### **9.14. Moving or Demolishing Buildings**

9.14.1. When a building that is connected to the Town of Coronation utility system is to be moved from its existing location or when the utility service lines are to be permanently disconnected from any building for any cause, the owner of the land on which the building is situated is required to contact the Town of Coronation prior to such action for disconnection of services and utility meter removal.

9.14.2. The owner of the land from which a building connected to the Town of Coronation utility systems is to be removed shall pay to the Town any fees for disconnection as per the Utility Rates Bylaw before the demolition or moving of the building pursuant to other Town of Coronation bylaws.

## **10. 10.Sewage Collection System**

### **10.1. Authority**

10.1.1. Except as otherwise provided in this bylaw, no person shall discharge into any water course any wastewater or waste.

10.1.2. The provisions of this bylaw shall apply to all persons using the Town of Coronation's sewer system both in and outside the Town of Coronation, and regardless of whether any person using this system has a contract for sewage service with the Town of Coronation.

10.1.3. Any owner or occupier of property connected with or required to be connected to the sewer system shall, upon request of the Town Manager, provide such information as the type quantity and chemical composition of pollutants which are or may be handled, stored or used on that property or discharged into the sewer system.

10.1.4. Those persons desiring sewer system service must apply in writing to the Town of Coronation. Rates to be charged for sewer service shall be as set out in the Utility Rates Bylaw.

10.1.5. The Inspector shall be permitted reasonable access upon all property in the Town of Coronation for the purpose of inspection, measurement, sampling and testing in accordance with this bylaw. If such inspection discloses any act or omission contrary to the provisions of this bylaw, or the inspection discloses any defect or insufficiency in the location, construction, design or maintenance of any equipment in connection with the wastewater discharge, the Inspector may direct the owner or occupier of the premises to correct the act, omission, defect or insufficiency. No person shall obstruct or interfere with the Inspector in the discharge of his duties under this bylaw.

### **10.2. Sewer Service**

10.2.1. No person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenances thereof without prior written authorization from the Town of Coronation.

10.2.2. The Town of Coronation Sewer Service Maintenance Policy shall apply.

10.2.3. No person shall connect private sewer lines to sanitary, combined or storm sewers without first obtaining the necessary written approval from the Town of Coronation.

10.2.4. No person shall discharge or cause to be discharged into any sewer system or watercourse, within or entering the Town of Coronation sewer system, any wastewater, clear water waste or storm water without obtaining written approval to do so from the Town Manager or designate. No such approval shall be given by the Town Manager until:

10.2.4.1. Such person has given the chemical and physical analysis, quantity and rate of discharge of sewage proposed to be so discharged and any other detailed information that is required, including all pertinent information relating to any proposed pretreatment before discharge;

10.2.4.2. Such person has given assurance that the discharge into the sewer system will at all times meet the criteria set out in Section 10.3: Wastewater Strength Limits; and

10.2.4.3. Such person has provided for facilities to control the rate of discharge into the sewer system as directed by the Town Manager.

10.2.5. The Town of Coronation shall maintain the sanitary sewer service from the sewer main to the property line and assume responsibility for blockages caused by tree roots originating from trees located between the sewer main and property line; otherwise, it shall be the responsibility of the property owner to correct any blockage, collapsed, and misalignment in the service line between the property line and the basement cleanout.

#### **10.2.6. Mains**

If the sanitary sewer backup has its origins within the sanitary sewer main, the Town of Coronation will be responsible for all the costs required to restore the sewer to proper operating condition. No claims for compensation shall be considered unless negligence can be proven on the part of the Town of Coronation, its employees or authorized agents. If any property owner incurs damages to a property or building due to a sanitary sewer main backup and the owner wishes to claim compensation, the owner must submit in writing a claim to the Town.

#### **10.2.7. Services – Town of Coronation and Private**

Procedures and guidelines in Town of Coronation Sewer Service Maintenance Policy shall apply for determining blockages, pipe defects and the responsibilities of the Town and the property owner with regards to the service line.

#### **10.2.8. Town of Coronation Assistance to Private Property Owners**

10.2.8.1. The property owner may choose to conduct a camera inspection of their private service line through a plumbing contractor. In addition, to assist in the determination in the cause of a sanitary sewer blockage, the owner with the Town of Coronation's approval may request a camera inspection of the sanitary sewer service. In either case, the cost of the inspection will be borne by the party responsible for the sewer repair.

10.2.8.2. If the owner is unable to obtain the services of a plumber, the Town of Coronation or its authorized agent may undertake the work required and bill the owner accordingly. Prior to commencement of any repairs, the owner must authorize the work in writing and agree to the terms and conditions of this bylaw.

- 10.2.8.3. The owner must provide access to a clean out. Should the clean out be covered by whatever means, the covering must be removed by the owner and all cost with removal and repair is at the owner's expense.

**10.2.9. Weeping Tiles**

- 10.2.9.1. No person shall allow water collected from foundation drains or weeping tiles, sumps from weeping tiles, roof drains, eaves troughs, yard drains or roof spouts to enter the sanitary sewer system of the Town of Coronation.
- 10.2.9.2. Upon application to the Town of Coronation for a building permit, the applicant shall include an indication with house plans that the method of discharge shall include foundation drains or weeping tiles to a sump pit, as set out in Schedule C, attached and forming part of this bylaw.
- 10.2.9.3. Council may, by resolution passed at a duly assembled meeting of Council, amend Schedule C from time to time.

**10.3. Wastewater (Sewer) System & Storm water Collection Strength Limits**

**10.3.1. Storm water Collection System**

Unpolluted water shall be discharged to the storm water collection system or to a natural watercourse. Water, including storm water, surface water, clear water waste and sub-surface drainage (except foundation drainage) shall be considered to be unpolluted if it contains no pollutants prohibited from discharge into water or water bodies under any applicable federal or provincial legislation and regulations or amendments thereto.

- 10.3.2. No person shall discharge or cause or permit to be discharged any substance which, in the opinion of the Town Manager, is or may become harmful to any recipient water course or storm sewer system or part thereof, may interfere with the proper operation of the storm sewer system, may impair or interfere with any treatment process, or may become a hazard to persons, property or animals.

**10.3.3. Sanitary Sewer**

No person shall discharge or cause to be discharged any surface water, subsurface drainage or unpolluted clear water waste to any sanitary sewer. The Director of Public Works may on application authorize such discharge where exceptional conditions prevent compliance with the foregoing provision.

**10.3.4. Releases to Sanitary Sewer System**

Except as permitted as follows no person shall release or permit the release of any matter containing a hazardous waste into a sanitary sewer. The following may be released into a sanitary sewer:

- 10.3.4.1. Wastewater that does not contain:
- a) a hazardous waste;
  - b) a Prohibited waste (Schedule A); or
  - c) a Restricted waste (Schedule B).
- 10.3.4.2. Storm water from a high potential contaminant release area that is:
- a) covered by a permanent structure; or
  - b) uncovered, but only if the area is 250 square meters or less and where drainage from other outdoors areas does not drain into the high potential contaminant release area.

- 10.3.4.3. Hauled wastewater from a domestic source that:
- a) contains no prohibited Wastes listed in Schedule A;
  - b) contains no Restricted Wastes listed in Sections 2, 3 ,5 of Schedule B;
  - c) does not contain commercial or industrial wastewater; and
  - d) contains no hazardous wastes.

10.3.5. No person shall release or permit the release of hauled wastewater that contains any of the following:

- a) grit or skimmings from interceptors, catch basins, pretreatment facilities or private wastewater disposal systems;
- b) sludge from interceptors, catch basins, pretreatment facilities or private wastewater disposal systems;
- c) matter containing a hazardous waste; or
- d) matter not permitted under Section C.

10.3.6. No person shall dilute wastewater so as to avoid the requirements of this bylaw.

## **11. Billing and Collection**

### **11.1. General**

11.1.1. All rates and charges payable hereunder shall be paid to the Town.

11.1.2. Failure of a consumer to receive an account shall in no way affect the liability to pay the account.

### **11.2. Charges**

There shall be paid for all utilities supplied and sewer service rendered hereunder the amounts set out in the Utility Rates Bylaw. Fees for installation of new services, new meters, replacements, repairs, relocations and system maintenance shall be paid for at the amounts set out in the Utility Rates Bylaw.

### **11.3. Application – Contract – Termination**

11.3.1. Application for water supply and sewer service shall be made in writing to the Town for this purpose.

11.3.2. When an application for utility services is granted, the terms of that application and the provisions of this bylaw shall form a binding contract between the owner and the Town.

11.3.3. No provision, agreement, term, condition or representation not contained in an application for utility services, hereunder or in this bylaw shall form any part of the contract between the Town and owner for utility services, which contract is not transferable and shall remain in full force and effect until the owner has notified the Town of his desires in writing to terminate the said contract or until said contract shall have been terminated by the Town.

11.3.4. Following written notification by the owner of his desire to terminate a contract hereunder, the Town shall shut off the water supply as soon as reasonably practicable and the owner shall be liable for and shall pay all of the rates and charges payable hereunder until the time of such shut off including the costs of such shut off, all as designated in the Utility Rates Bylaw.

11.3.5. All applications for connection or notification to terminate shall allow a minimum of 3 business days before such application or notification order is to become operative provided that such time period falls within the normal business hours of the Town.

#### **11.4. Consumption**

Subject to the other provisions of this bylaw, the rates payable by a consumer as set out in Policy 4501 for all utilities supplied shall be determined by reference to the reading of the meter supplied to such consumer.

#### **11.5. Payment Period**

All accounts, including interim accounts for utility service shall be due and payable upon receipt of the bill. Accounts not paid on or before the due date specified on the bill shall be liable to a penalty of 2.0% of the amount remaining unpaid for the current billing period.

#### **11.6. Unpaid Accounts**

11.6.1. The utility supply to any consumer who fails to pay his account for a period of 60 days from the date the rates and charges become payable, may be shut off for non-payment. Disconnection does not take place prior to a final disconnection notice being given to the owner with an appropriate time period provided in the notice for the customer to respond (normally 48 hours).

11.6.2. If disconnection is required for reason of non-payment of account rendered, a security deposit to cover the estimated total of two (2) months billings may be requested before the service is reconnected. The deposit may be refunded following written notification by an owner of his/her desire to terminate utility service and the final account has been paid in full.

#### **11.7. Payment Options**

11.7.1. Payments may be made at the Town of Coronation Office during normal business hours. Cheques, cash, money orders or debit card payments are accepted.

11.7.2. Payments may be made through the mail by cheque or money orders.

11.7.3. Payments may also be made in person at any chartered bank or financial institution in the Town of Coronation. Any charges levied by the chartered bank or financial institution are the responsibility of the consumer.

11.7.4. Payments may be made by telephone or through the Internet as offered by various banking institutions.

11.7.5. Any consumer may elect to pay his/her monthly utility charges by deduction from his/her account at any chartered bank or financial institution. Any charges levied by the chartered bank or financial institution shall be the responsibility of the consumer. The Town of Coronation will prepare a list of consumers electing to use this method of payment and will present this list, along with the amount owing, to the proper chartered bank or financial institution no later than the last week of the month.

#### **11.8. Enforcement and Collection**

11.8.1. In case of default in payment of the rates herein provided the Town may enforce such payment by action in a court of competent jurisdiction, by distress upon seizure of goods and chattels of owner or by shutting off the utility being supplied to the owner or discontinuing the service thereof.

11.8.2. The sum payable by the owner or purchaser of a building or lot or part of a lot for the public utility supplied by the municipality to him/her or for his/her use and all rates, costs and charges

imposed or loans made to him/her are a preferential lien and charge on the building, lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes are recoverable.

- 11.8.3. When the water service has been shut off because of nonpayment and the same consumer or his or her spouse requires reconnection; all arrears shall be paid together with the appropriate reconnection fees before the water is turned on.

#### **11.9. Interim Account**

In any case where the Town has rendered on account based upon an estimate of water supplied, the Town shall, upon reading the meter in respect of which the estimate was made, render an account for water supplied to that time and since the time the said meter was last read by the Town after crediting all amounts received from the consumer in respect of such estimated accounts.

#### **11.10. Monthly Billing**

A utility bill detailing the current service charges for each owner shall be mailed to each owner once per month. The sewer service charge and water service charge shall be shown on the same bill, but each shall be calculated separately on the utility bill.

#### **11.11. Partial Period**

Where any service rate or charge is designated by reference to a time certain, the charge for a lesser period of time shall be calculated on a proportionate basis.

### **12. Penalties**

- 12.1. Where the Town Manager has reasonable grounds to believe that a person is in violation of any provisions of the bylaw, the Town Manager may direct the issuance of a written notice to that person stating the nature of the violation and providing a reasonable time limit for the correction of the contravention.
- 12.2. A person contravening any provision of this bylaw is guilty of an offence and will be liable upon summary conviction, to a fine in the amount not exceeding ten thousand dollars (\$10,000) for each violation. Each day in which any violation shall continue shall be deemed a separate offence.
- 12.3. Any person violating any of the provisions of this bylaw shall become liable to the Town for any expense, loss or damage occasioned to the Town by reason of such violation.

### **13. Amendments**

The Council of the Town of Coronation may, by bylaw or resolution in Council, alter, amend or repeal any or all of the Schedules, which form part of the bylaw.

### **14. Validity**

The invalidity of any section, clause, sentence or provision of this bylaw shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.

**15. Effective**

15.1. Bylaws 107 and 407-92 and amendments thereto are hereby repealed.

15.2. This bylaw shall come into force and take effect upon the date of third reading and signing in accordance with Section 213, Municipal Government Act, Statutes of Alberta, RSA 2000.

Read a first time this 24<sup>th</sup> day of February, 2014

Read a second time this 24<sup>th</sup> day of February, 2014

Read a third and final time this 10<sup>th</sup> day of March, 2014

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**Mayor**

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**Chief Administrative Officer**

**SCHEDULE A**  
**Prohibited Wastes**

**The following are designated as Prohibited Wastes:**

1. Any matter in a concentration that may cause a hazard to human health;
2. Any flammable liquid or explosive matter which, by itself or in combination with any other substance, is capable of causing or contributing to an explosion or supporting combustion;
3. Any matter which by itself or in combination with another substance is capable of obstructing the flow of or interfering with the operation or performance of the sewer system, watercourse or wastewater treatment facility including, but not limited to:
  - agricultural wastes
  - animals, including fish and fowl or portions thereof that will not pass a two centimeter screen
  - ashes
  - asphalt
  - concrete and cement based products
  - gardening wastes
  - glass
  - gravel
  - metal
  - paper and cardboard
  - plastics
  - rags and cloth
  - rock
  - sand
  - sharps
  - soil
  - straw
  - tar
  - wash water from washing equipment used in the mixing and delivery of concrete and cement based products
  - wood, sawdust or shavings from wood
4. Any matter with corrosive properties which, by itself or in combination with another substance, may cause damage to any sewer system or wastewater treatment facility;
5. Any matter, other than domestic wastewater, which by itself or in combination with another substance is capable of creating an air pollution problem outside a sewer system or in and around a wastewater treatment facility;
6. Any matter which, by itself or in combination with another substance, is capable of preventing safe entry into a sewer system or wastewater treatment facility;
7. Any matter
  - a) consisting of two or more separate liquid layers;
  - b) which when it comes in contact with storm water, clear-water waste or wastewater is capable of forming a separate liquid layer; any matter which by itself or in combination with another substance is detrimental to the operation or performance of the sewer system, watercourse, wastewater treatment plant or to the environment, including, but not limited to:

- c) biological waste;
  - d) elemental mercury;
  - e) paint, stains and coatings, including oil and water based;
  - f) prescription drugs; and
  - g) used automotive and machine oils and lubricants; and
8. Radioactive material in solid form;
9. Effluent from an industrial garbage grinder;
10. Any matter which may:
- a) cause a hazard to human health and that cannot be effectively mitigated by wastewater treatment;
  - b) cause a hazard to the environment;
  - c) cause a hazard to Town workers responsible for operating and maintaining the sewer system or the wastewater treatment facility;
  - d) cause an adverse effect to the sewer system;
  - e) cause an adverse effect to the wastewater treatment facility;
  - f) result in the wastewater being released by the Town's wastewater treatment facility being in contravention of Provincial regulatory requirements; or
  - g) restrict the beneficial use of biosolids from the Town's wastewater treatment facility.
11. Notwithstanding the above, the Director of Public Works may prohibit or set discharge concentrations and/or limit the loading rate for any other material or substance not included in the bylaw sections where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control biosolids quality.

**Schedule B  
Restricted Waste**

The following are designated as Restricted Wastes when present in wastewater, storm water, subsurface water or clear-water waste being released to the sanitary or combined sewer system at a concentration in excess of the levels set out below, with concentrations being expressed as total concentrations unless specified otherwise:

**1. Contaminants**

Biochemical oxygen demand (B.O.D.)	10,000 mg/L
Chemical oxygen demand (C.O.D.)	20,000 mg/L
Oil and grease	800 mg/L
Phosphorus (P)	200 mg/L
Suspended solids (S.S.)	5,000 mg/L
Total Kjeldahl nitrogen (T.K.N.)	500mg/L

**2. Inorganic Constituents**

pH (Hydrogen ion)	less than 6.0 or greater than 11.5
Arsenic (As)	1.0 mg/L
Cadmium (Cd)	0.10 mg/L
Chlorine (free) (Cl <sub>2</sub> )	5.0 mg/L
Chromium (Hexavalent) (Cr+6)	2.0 mg/L
Chromium (total) (Cr)	4.0 mg/L
Cobalt (Co)	5.0 mg/L
Copper (Cu)	1.0 mg/L
Cyanide (CN)	2.0 mg/L
Lead (Pb)	1.0 mg/L
Mercury (Hg)	0.10 mg/L
Molybdenum (Mo)	5.0 mg/L
Nickel (Ni)	4.0 mg/L
Silver (Ag)	5.0 mg/L
Sulphide (S-2)	3.0 mg/L
Thallium (Tl)	1.0 mg/L
Zinc (Zn)	2.0 mg/L

**3. Organic Compounds**

Hydrocarbons	50 mg/L
Phenols	1.0 mg/L

**4. Physical Property**

Temperature	greater than 75 degrees Celsius
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5. Radioactive materials in concentrations greater than allowed under the Atomic Energy Control Act and the Atomic Energy Control Regulations as amended from time to time.

6. Notwithstanding the above, the Director of Public Works may reduce the allowable concentration and/or limit the loading rate for items in Schedule C where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control biosolids quality.

## Schedule C

### Foundation Drains/Weeping Tiles

#### **The following items are mandatory for all new construction:**

The owner of any new building shall, at his own expense, connect the building weeping tile or any other foundation drain to a sump installed within the building; the sump shall discharge by pumping to the ground surface at the building exterior, as per the requirements of the Alberta Building Code.

1. No person shall connect a weeping tile or other foundation drain to a sanitary or storm sewer.
2. Sump pump discharge may be connected to a storm sewer provided that:
  - a. the sump discharge is first pumped to the surface;
  - b. connection is made as shown in the Design Standards complete with an auxiliary surface discharge in the event that the storm sewer system cannot accommodate flows due to capacity, freezing or other problems; and
  - c. the receiving storm sewer is a sump pump discharge collection line specifically designed to receive flows from sump pumps.
3. Where surface drainage is used, measures shall be taken to prevent soil erosion.
4. Under exceptional circumstances, where the safety of people is jeopardized by the discharge of water to the ground surface or such other exceptional circumstance where the imposition of this requirement will or may cause hardship to people, or damage to public or private property, the Town of Coronation, upon application, may issue a Letter of Authorization to allow a connection to a sanitary or storm sewer.
5. Council delegates to the Director of Public Works, or his/her designate the duty and authority to enforce and administer this section of the bylaw. A permanent record shall be kept of any and all Letters of Authorization issued under this bylaw. Any work required to comply with a Letter of Authorization shall be at the sole expense of the applicant.

**Schedule E  
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