

WATER WORKS BYLAW

Bylaw No. 2343 and amendments thereto

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws listed below. The amending bylaws have been consolidated with the original bylaws for convenience only.

Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>BYLAW NO.</u>	<u>ADOPTED</u>
2343	December 16, 2008
2410	April 7, 2009
2448	March 16, 2010
2489	May 3, 2011

The bylaw numbers in **bold** at the end of the clause refer to the bylaws that amended the principal bylaw.

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CITY OF PITT MEADOWS
Waterworks Bylaw No. 2343 – Consolidated Version

**A Bylaw to provide for the establishment and use of a water distribution system
within the City of Pitt Meadows.**

NOW THEREFORE, The Municipal Council of the City of Pitt Meadows, in open meeting assembled, **ENACTS AS FOLLOWS**:

1. CITATION

1.1 This Bylaw may be cited as "**City of Pitt Meadows Waterworks Bylaw No. 2343, - 2007**".

1.2 "Pitt Meadows Waterworks Bylaw No. 1705 and amendments thereto is hereby repealed in its entirety.

2. DEFINITIONS

"Apartment"

means a building which is used for three or more Dwelling Units which are not town houses;

"Applicant"

means an Owner or his agent making application for a Service Connection;

"Backflow Prevent Assembly"

means a mechanical apparatus installed in a water system to prevent the occurrence of backflow. The "assembly" consists of the backflow prevention unit, two resilient seated shutoff valves, and test cock(s);

"Consumer"

means any Person, company or corporation who is the Owner or agent for the Owner of any premises to which water is supplied or made available from the Waterworks, and also any Person who is the occupier of any such premises, and also includes any Person who is actually a user of water supplied to any premises or by any services from the Waterworks;

"Council"

means the Pitt Meadows City Council;

"Curb Stop"

means a shut-off valve of any size or design installed on a Service Connection located close to the property line;

"Director"

means the Director of Operations and Development Services appointed by Council, or any person appointed by Council to serve in that capacity, and includes any authorized representative;

"Director of Finance"

means the person appointed by Council as the Financial Officer for the City of Pitt Meadows, and includes any authorized representative;

"Due Date" means the last day on which an account may be paid without the penalty being applied;

"Duplex"

means any building designed to be used by two families living separately; side by side and not top and bottom;

"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, but excludes in-law suites registered with the City;

"Fire Service"

means any installation to supply water for fire fighting purposes over and above the supply of water required for the usual purposes of the Consumer;

"Hydrant"

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

"Irrigation"

means the sprinkling or pouring of water by means of any pipe, hose, irrigation ditch or any irrigation system upon or under the surface of the ground;

"Meter"

means a device used to measure and indicate the volume of water passing through the device and includes remote reading accessories;

"Meter Accounts"

means those accounts billed according to water consumption measured by a Meter;

"Normal Use"

means water used prudently for essential purposes including household sanitation, human consumption and food preparation and water essential for the needs of commerce and industries, other than that required for fire fighting purposes;

"City"

means the City of Pitt Meadows;

"Owner"

means an owner as defined in the Community Charter;

"Person" means a natural person, association, corporation, body politic, partnership, servant, agent, or employee and the heirs, executors, administrators, successors, and assigns or other legal representative of such person to whom the context can apply according to law;

"Private System"

means pipes, fittings, valves, appurtenances, water supply outlets, fixtures, appliances, devices and any other plumbing that is supplied with water from the Waterworks on the land of any Owner whether or not within a building but does not include a Water Service;

"Rate"

means the price or sum of money to be paid by any Consumer for any water supplied or made available from the works;

"Separate Crossing"

means another crossing of a drainage ditch for the installation of a water service. The crossing is to be constructed similar to a driveway crossing complete with an appropriately sized culvert.

"Service Connection"

means a pipe that conveys water to an individual parcel of land from a Watermain and terminates at a Curb Stop at or close to the property line and includes the corporation stop, Curb Stop and any Meter and Meter assembly, box chamber or vault on the municipal road or right of way;

"Sleeping Unit"

means one or more rooms constituting a unit of living accommodation used or intended to be used for living and sleeping purposes and not containing a sink and cooking facilities;

"Watermain"

means a pipe used for distributing water to consumers including valves, fittings and other appurtenances but does not include a Service Connection;

"Water Service"

means privately owned pipes and fittings between a Curb Stop and a building or outlet on private land;

"Waterworks"

means the waterworks of the City of Pitt Meadows and includes all Watermains, Service Connections, Curb Stops, Meters, valves, hydrants, pumping stations, reservoirs, chambers or other fixtures or appurtenances connected to them all owned by the City but does not include a Water Service or Private System.

3. GENERAL PROVISIONS

3.1 Director to Manage and Supervise

The Waterworks shall be under the immediate control and supervision of the Director.

3.2 Interference and Obstruction

- (a) No Person shall, without written permission of the Director, make any connection to the Waterworks or in any way tamper with, operate, remove, or make any alteration to any part of the Waterworks, connect a pump to a Water Service, uncover or place fill over any part of the Waterworks, or use a Hydrant. No Person shall break, damage, destroy, deface, mar or tamper with any part of the Waterworks.
- (b) No Person shall obstruct the access to, including the area of 1 m radius surrounding, any Hydrant, valve, stop cock, Curb Stop, Meter or Meter box or chamber, or other fixture connected with the Waterworks nor allow any vegetation growth over or around them, and should any Person do so, the Director may order the removal of such obstruction or vegetation and charge the owner of the real property for all expenses related to the removal.
- (c) No person shall destroy or damage in any manner any Waterworks or part thereof, nor any Water Service.
- (d) No person shall obstruct, at any time or in any manner, the access to any Hydrant, standpipe, valve, Meter or other fixture connected with the

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Waterworks by placing thereon or in the vicinity thereof any lumber, timber, wood, brick, stone, gravel, sand or other material or thing.

- (e) No person shall bury, cover or obstruct any water shut-off valve or any Meter.
- (f) No person shall allow water, waste water, or any harmful liquid or substance to enter any part of the Waterworks.
- (g) No person shall connect, cause to be connected or allowed to remain connected any piping fixture, fitting, container or appliance or cross-connection that could cause or allow drinking water quality in the Waterworks to become contaminated, degraded or polluted in any way.

3.3 Municipal Obligations

- (a) The City does not warrant or guarantee a continuous supply of water, constancy of pressure or maintenance of water quality and shall not be liable to any Person for failure to do so. The City shall not be liable for any failure of the water supply in consequence of any accident or damage to the Waterworks, or for excess 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 Waterworks, or by reason of any other act or omission.
- (b) The City has no obligation to extend, or permit the extension of, the Waterworks to provide service to any property.
- (c) The City at all times has the right, without notice or compensation, to change operating conditions of the Waterworks for the purpose of making repairs, extensions, alterations or improvements. The City shall incur no liability of any kind whatsoever by reason of the cessation, in whole or in part, of water pressure or of the water supply, or by reason of the water containing sediments, deposits or other foreign matter.
- (d) Consumers depending on continuous and uninterrupted supply of water or having processes or equipment that require particularly clear or pure water shall provide on their parcel at their cost such emergency storage, over-size piping, pumps, tanks, filters, pressure regulators, check valves, additional service pipes or other means for a continuous and adequate supply of water suitable to their requirements.
- (e) Where steam or hot water boilers or other equipment are fed with water by pressure direct from the Waterworks, the City shall not be liable for any injury or damage which may result from such pressure or from lack of such pressure or lack or interruption of supply.

3.4 Termination of Water Supply

The Director may order the termination of the water supply to any Consumer on thirty (30) days written notice for violation of any of the provisions of this bylaw, for failure to maintain the Water Service and Private System in good condition without any leaks, for the non-payment of Rates, fees or charges when due or for refusing to provide for the proper installation of a Meter or backflow preventor and the unauthorized use of a Fire Service connection, with the exception of a shorter period of five (5) working days for a failed backflow assembly.

4.0 WATER USE RESTRICTIONS

4.1 In the event of a water supply shortage, for any reason, the Director may issue a notice prohibiting, restricting or limiting the use of water by any or all of the Consumers. Such notice shall consist of one or more advertisements or public service announcements in a television or radio broadcast from a station that broadcasts to the City of Pitt Meadows or a newspaper or other publication intended for general circulation, including one that is distributed without charge to the reader, that contains news and advertising, and is distributed within the City of Pitt Meadows at least once per week. With exception, other than work undertaken by the city in an emergency.

4.2 Notwithstanding Section 3.4, the City may reduce the quantity of water supplied to, or temporarily or permanently discontinue the Service immediately without prior notice to any Premises where:

- (i) a Person violates any of the provisions of this bylaw; or
- (ii) the Director or Public Health so determines, or
- (iii) Council determines that it is in the public interest to require such a reduction or discontinuance.

4.3 Temporary Reduction or Discontinuance of Service

If at any time the Director shall deem it to be in the public interest, he or she may direct that any or all services may be reduced or discontinued until it shall be considered advisable to restore the service. Nothing in this bylaw shall in any way limit or restrict Council's authority to limit use in cases of apprehended water shortages, including any situations addressed in *District of Pitt Meadows Water Shortage Response Bylaw No. 2177, 2004*, or otherwise.

4.4 Other Restrictions on Use of Water

No Person shall provide water to, or sprinkle, any premises from any Water Service except those on which it is located and to which the Service Connection is provided or for works performed by City forces. No Person shall sell, give or dispose of any water received through the Waterworks to a Person other than a member of his household except for works undertaken by and for the city.

4.5 No consumer shall deliberately waste water. Any consumer who allows water to run to waste, whether wilfully or by permitting pipes, taps, toilets or other fixtures and means of distributing or storing water to remain in disrepair, or uses water other than as Normal Use, shall be guilty of a breach of this bylaw. In addition to the penalty provided for in this bylaw, it shall be lawful for the Director to require that as a condition of continuance of Service a Meter be installed on the Service Connection at the expense of the owner of the premises and the rates payable by the consumer from the date on which the Meter was installed shall be in accordance with the terms of this bylaw.

4.6 Right of Entry

The Owner of every parcel of land and the occupier of every premises shall at all reasonable times allow, suffer and permit the Director, Building Inspector, Meter Reader or authorized representative to enter into or upon the lands and premises to inspect the premises and Water Service, Private System, Meter location, Meter connection and bypass facilities and to inspect for actual or potential leakage or contamination of water in order to ascertain whether or not the provisions of this bylaw are being complied with.

4.7 Where service is discontinued to any premises for non-payment of rates, fees or other charges under this bylaw, or for non-compliance with other provisions of this bylaw, the registered owner of the property shall be provided reasonable notice prior to the taking of action, and shall have the right to make representations to Council respecting this disconnection or reconnection, as the case may be. In the case of a discontinuance of service by reason of non-payment, reasonable notice shall be deemed to be 10 business days prior to the disconnection.

5.0 SERVICE CONNECTIONS

5.1 Connection Application

(a) Application for a Service Connection shall be made in writing by the Owner or his duly authorized agent, who shall, at the time of making such application, a Permit to be filed with the City, the form of which shall be prescribed by the Director.

- (b) The application shall be accompanied by the applicable connection fee and the Director's estimate of costs in accordance with Schedule "A".
- (c) The Director may refuse a connection if the water distribution system has insufficient capacity to supply the volume of water required for the intended use or likely use on the property.

5.2 City to Install Connection

Upon approval of the application, the Director shall provide and install a Service Connection to the Applicant's property.

5.3 Connections Permitted

- (a) Each fee simple parcel shall be limited to one Service Connection.
- (b) Each building shall have one only Service Connection except when a separate connection is required for fire protection purposes, or in the case of a Duplex house which shall have separate connections for each Dwelling Unit.
- (c) Multi-family developments and bare land strata plans, except for Duplexes, shall have a single Service Connection for the entire development or strata plan in accordance with the Subdivision & Servicing Bylaw 2206.

5.4 Connection Location

- (a) The location of a Service Connection shall be at the discretion of the Director. If a customer requests that a connection be installed at a location other than that proposed by the Director, and if the Director approves such location, the customer shall pay all additional costs associated with installation at that location. The Director may use a previously disconnected Service Connection if appropriate.
- (b) Connections in areas where drainage ditches front the property the connection will be installed in an existing driveway or owner to provide a separate crossing of the ditch for the connection to be located in. If a separate crossing is required, the appropriate permit and inspection process is mandatory.
- (c) Where water supply to a parcel may be accessible from two or more Watermains, the Director shall determine from which Watermain the connection will be made.

5.5 Size of Connection

- (a) The maximum size of a Service Connection shall be 25mm.
- (b) Notwithstanding subsection (a), the Director may approve a larger-sized connection if, in his or her opinion:
 - (i) the Waterworks system is capable of adequately supplying the lands with water for the purpose set out in the application; and
 - (ii) the proposed use will not detrimentally affect the other users of the Waterworks system.

In such cases, the property owner must pay the entire cost of the oversize connection and the cost of installing a Meter, which shall be mandatory in such cases.

5.6 Connections Prior to Paving

Where street paving is scheduled by the City during a current budget year, the Director may order a Service Connection to be installed to any property abutting such street and served by the Waterworks regardless of whether or not any improvement is constructed on the property and a connection charge as provided in Schedule "A" hereof shall be levied against each property for which a Service Connection has been installed.

6.0 (PRIVATE) WATER SERVICES

6.1 Installation

- (a) Water Services shall be installed in accordance with the City of Pitt Meadows Building Bylaw and Part 7 of the B.C. Building Code.
- (b) Any fittings required to join the Water Service to the Service Connection shall be the Applicant's responsibility.
- (c) Water Services and Private Systems shall pass municipal inspection prior to connection to the Service Connection.

6.2 Maintenance

- (a) Owners shall keep their Water Service and Private System in good order and repair; protect them from frost; prevent leakage and waste of water; prevent possible contamination, backflow and any threat to public health; and prevent noises, pressure surges or other disturbances which result in

annoyance to other customers, damage to other customers private plumbing or property or damage to the Waterworks.

- (b) If any defect is suspected in the Service Connection or Water Service, the Consumer shall immediately notify the City and the Director will, as soon as practicable, determine where the defect is located.

If any part of a Private System leaks, or requires maintenance or repair, and, in the opinion of the Director, is capable of causing a waste of water or property damage, the Director may by written notice require the Owner to remedy the deficiency within forty-eight (48) hours

- (c) In order to facilitate repairs to the Water Service, the City shall, upon request and at its earliest convenience, open or close the Curb Stop at fees set out in Schedule "A".
- (d) If the property Owner refuses or neglects to carry out repairs within the specified time, the Director may cause the service to be shut-off or disconnected without further notice. The service shall not be turned on or reconnected until all necessary repairs have been completed to the satisfaction of the Director and all applicable charges, including charges for disconnection and connection, have been paid.

6.3 Air Conditioners

Only air conditioners that recirculate cooling water within a closed system and do not discharge it to waste may be connected to a Water Service.

6.4 Fire Service Connection

- (a) Water connections required solely to supply a fire service system cannot be used for any other purpose unless exempted by Section 10 and shall be installed upon application of the charges set out in Schedule "A".
- (b) Every Fire Service must be approved by the Director and shall be installed by the Owner subject to the following provisions:
 - (i) Except as provided for in section 8.2, every service providing both Fire Service and domestic supply shall be metered at the property line in accordance with Fire Service Type.
 - (ii) Every dedicated Fire Service designed to supply water solely to an automatic building sprinkler system may be connected to the Waterworks system without a Meter subject to the installation of a detector check valve assembly, the detector check valve and bypass assembly must be located at the property line in a suitable

chamber. An RPBA is to be installed when any sprinkler system is to be winterized.

- (iii) If, in the opinion of the Director, the water from any Fire Service could be used or has been used for other than fire-fighting purposes, the Director shall instruct that a “Tattle Tale” meter be installed on the fire line at the owner’s expense.

- (c) Fire hydrants on private property are to be maintained by the Owner, and each hydrant shall be serviced and the supply line flushed annually by a certified technician. Proof of this service, in the form of a written certification by the technician that the hydrant has been serviced within the current year, must be presented to the City and Fire Department on or before June 1st each year. If a certificate of service is not presented by June 1st, the City shall service the hydrant and the Owner shall pay the fire hydrant service charge prescribed in Schedule “A”.

6.5 Work on Streets

No work of any kind connected with the Water Service either for the laying of a new, or the repair of an old, service, nor any permanent or temporary system for the carrying of water, shall be permitted upon or under the streets by any Person other than an employee of the City, unless written consent of the Director is first obtained.

7.0 CONTAMINATION, CROSS-CONNECTION AND BACKFLOW PREVENTION

- 7.1 All Owners of land where, in the opinion of the Director, a risk or potential risk to public health exists shall supply and install a backflow preventor on all water connections.

- 7.2 If any part of this bylaw is contradictory to the Drinking Water Protection Act, the Drinking Water Protection Act shall prevail.

- 7.3 No Person shall connect, cause to be connected or allow to remain connected, any part of a Private System in a manner which under any circumstances may allow water, waste water, or any harmful liquid, gas or substance to enter the Waterworks. It is the responsibility of the Owner to advise the City if such a condition exists and to take appropriate and immediate action to discontinue this connection.

- 7.4 If the Director determines that there exists a connection or cross-connection prohibited by this bylaw, which is a risk to the Waterworks or to public health, the Director may:

- (a) direct the Owner to correct the fault within a specified time period;
 - (b) direct the Owner to install a backflow preventor on any service line or internal plumbing within a specified time period;
 - (c) disconnect the Service Connection.
- 7.5** Where the Director determines that a connection or cross-connection prohibited by this bylaw places any Person at immediate risk, or if the Owner fails to correct the connection or cross-connection as required by this bylaw, the Director may order the immediate disconnection of the supply of water, without prior notice, until such time the connection or cross-connection is corrected to the satisfaction of the Director. The Owner must also pay any shut off fees as shown in Schedule “A”.
- 7.6** Where a backflow assembly is required to be installed, it must be installed on the Owner’s side of the property line and in accordance with the standards prescribed in the Canadian Standards Association Manual for the Selection and Installation of Backflow Preventors CSA b64.10-01, (2006), as shown in Schedule “D”.
- 7.7** The Owner of any parcel on which a backflow assembly exists or is installed pursuant to the requirements of this bylaw, must:
- (a) maintain the backflow assembly in proper working order at all times;
 - (b) have the backflow preventor tested upon installation and thereafter annually, or more often if required by the Director, by a Certified Backflow Assembly Tester certified by the British Columbia Water and Waste Association, in compliance with the Canadian Standards Association Manual for the Maintenance And Field Testing of Backflow Prevention Devices CSA b64.10.1- 01, (2006) to demonstrate that the assembly is in good working condition;
 - (c) submit a report on a form approved by the Director from the Certified Backflow Assembly Tester within 30-days of tests required in (2) or any other test undertaken complete with a copy of the tester’s certificate.
- 7.8** A municipal backflow assembly testing record tag must be attached to all backflow assemblies for documentation of the tester’s inspections and tests. The tag must not be removed from the assembly.
- 7.9** No Meter billing deductions will be made for water wastage due to preventor testing and maintenance or backflow prevention assembly failure.

8.0 METERS

8.1 Installation of Meters

- (a) The Director may require a Meter be installed on any Water Service in the City and cause the metered quantity to be the basis for the user Rate.
- (b) The following properties or uses shall be metered and the recorded quantity is to be the basis for the user Rate:
 - (i) all business, commercial, industrial, institutional, and recreational properties or uses;
 - (ii) all lands zoned AG & AF and residential multi family;
 - (iii) all irrigation of crops.

8.2 If an existing Water Service is not solely for fire protection purposes, the Meter shall be located upstream of any non-Fire Service use and as close as possible to the property line. If non-fire and Fire Service uses are not on two distinct branches of the private system, the Director may, at their sole discretion, determine if the Water Service must be reconstructed and choose an acceptable location for a Meter or 'Tattle Tale' Meter.

8.3 Combined Fire Domestic Services

Notwithstanding Section 6.4, where the applicant desires to use a combined domestic and fire service a FM approved ULC listed Protectus III Meter assembly shall be provided to measure all flows. Acceptable preassembled meter set is Schlumberger (Neptune) Protectus III. See Schedule 'E' for standard detail.

8.4 Meter Size and Supply

- (a) Meters 50 mm and smaller, together with remote reading equipment and strainer, shall be supplied and paid for by the City;
- (b) Meters greater than 50 mm, together with remote reading equipment and strainer, shall be supplied and installed by the Owner or his agent at his own cost;
- (c) See Schedule 'G' for Water Meter General Specifications.

8.5 Access to Meter

- (a) The Consumer shall provide access to any Meter on private property for the purpose of reading the Meter and for maintenance during the City's normal working hours of 8:00 A.M. to 4:30 P.M., Monday to Friday,

inclusive. Failure to provide access for Meter reading shall result in an extra charge per call after the first call each month as specified in Schedule "B".

8.6 Maintenance of Meters

- (a) The City shall maintain and repair all 50 mm Meters and smaller, when rendered unserviceable through fair wear and tear, and shall replace them if necessary, unless, the repair or replacement is due to the act, neglect, or carelessness of the Owner or occupant of the premises, in which case the Owner shall bear the costs of such repair or replacement;
- (b) The Owner or his agent shall maintain and repair all Meters greater than 50 mm. In the event the Owner refuses or neglects to carry out repairs or replacement within 10 days of written notification from the City, the Director may, by its workmen or others, have the work done at the expense of the Owner and the City shall recover the cost;
- (c) Should the Owner or agent be responsible for costs incurred by the City under this section, the billing procedure, including Due Dates and penalties for late payments, are the same as those for metered accounts in sections 9.4 (b) to 9.4 (d), inclusive;
- (d) Meter boxes at the property line belong to the city and are not to be entered or tampered with in any way. Owners will bear the cost of any damages caused by illegal entry or tampering.

9.0 CHARGES FOR SERVICE

9.1 Turn On, Turn Off and Abandonment Of Fees

The Owner or his agent shall, on making application for a temporary or permanent shut-off of a Service Connection, pay to the City the applicable fee or charge prescribed in Schedule "A".

9.2 User Rate

- (a) The Owner or occupier of real property shall pay, in addition to all other Rates, charges, and fees for the use of the Waterworks, the amounts specified in Schedule "B". The several Rates enumerated in Schedule "B" are hereby imposed and levied by the City, and all such Rates shall be payable at the office of the City on or before the Due Date;
- (b) For Metered Accounts, the user Rates as specified shall be applied on the date the water turn on is made;

- (c) For unmetered accounts where a building permit has been issued during the year for a residential building with four (4) units or less, the Rate imposed shall be prorated on a monthly basis beginning four months after the date of issuance of the building permit. For the purposes of this section, the date of issuance of the building permit is deemed to be the first day of the month in which the building permit is issued;
- (d) For unmetered accounts where a building permit has been issued during the year for a residential building with greater than four (4) units, the Rate imposed shall be prorated on a monthly basis, for all of the residential units, beginning on the date of issuance of the first occupancy permit for any of the units in the residential building. For the purposes of this section, the date of issuance of the first occupancy permit is deemed to be the first day of the month in which the first occupancy permit is issued;
- (e) At the time of issuance of a multi-family building permit the builder shall deposit cash with the City in an amount equal to the minimum charge for six months prorated water costs multiplied by the number of units. For the purpose of this section, the date of issuance of the building permit is deemed to be the first day of the month in which the building permit is issued.

9.3 Billing Procedure - Flat Rate Accounts

- (a) Bills for flat Rate accounts in the first year of service, for a residential building with four (4) or less units, shall be due and payable at the time of issuance of the building permit, except for building permits taken out in September and October which shall be due and payable on the same date as municipal taxes are due and shall be subject to the same penalties as those applied to overdue municipal taxes;
- (b) Bills for flat Rate accounts in the first year of service, for a residential building with greater than four (4) units, shall be due and payable at the time of issuance of the first occupancy permit for any of the units in the residential building. The amount due shall be deducted from the deposit made by the builder at the time of issuance of the building permit as noted in section 9.2 (d). Any shortfall shall be paid within thirty (30) days from the date of billing, and any surplus refunded by the City;
- (c) Bills for flat Rate accounts, after the first year of service, shall be rendered annually and shall be due and payable each year on the same date as municipal taxes are due, and shall be subject to the same penalties as those applied to overdue municipal taxes.

9.4 Billing Procedure - Metered Accounts

- (a) Bills for Metered Accounts shall be rendered semi-annually, firstly for water used in the months of January to June inclusive, and, secondly, for water used in the months of July to December, inclusive;
- (b) All Metered Accounts shall become due and payable one month after the date of billing. Any amount not paid by the first day of the second month following the date of billing shall be subject to a penalty equal to ten per cent (10%) of the unpaid amount;
- (c) Should the Due Date fall on any Saturday, Sunday or Holiday then the first business day after the Saturday, Sunday or Holiday shall be taken as the Due Date;
- (d) Non receipt of the Metered Account bill will not be recognized as a valid excuse for failure to pay the Rates when due.

9.5 Faulty Meter

- (a) If any Meter stops, sticks or fails to indicate correctly the quantity of water which is passing or which has passed through it, the City shall be entitled to charge for such water according to the average consumption for the last 3 billing periods covering the same calendar months. Should no such period exist the Director of Corporate Services shall estimate the water consumption based on comparisons with similar properties. Repair of meter if required shall be done as per Section 8.6 (a).

9.6 Dispute of Metered Quantity

When any Consumer whose Water Service is metered shall make a complaint that the bill for the last billing period has been excessive, the City shall, upon written request, have such Meter re-read and the service inspected for leaks. Should the reading be correct, the owner will be charged for a re-read as per Schedule 'A'.

9.7 Deduction for Leaks

- (a) Every Consumer having a metered Water Service shall pay for the full amount of water as registered by the Meter, according to the Rates applicable to the Water Service and no deduction shall be allowed on account of waste of water unless it be shown to the satisfaction of the Director that;

- (i) such waste arose from an accident to the pipes or fittings on the premises of the Consumer arising from some cause beyond the control of such Consumer;
 - (ii) the Consumer used all reasonable diligence to stop such waste;
 - (iii) the Consumer has repaired the breaks or faults to the pipes or fittings;
 - (iv) the City was notified in writing of the excessive charge, resulting from the break or fault, within thirty (30) working days of receipt of the excessive charge.
- (b) In such case, for one billing period only, the Director of Corporate Services shall charge for water consumption based on a three year average of the same calendar month period calculated in accordance with Schedule 'B' hereof, plus twenty per cent (20%).

10.0 FIRE HYDRANTS

Any Person desiring water from a City hydrant, standpipe or hose connection shall make written application to the Director. Upon approval of the application, the Applicant shall give a bond by way of cash or certified cheque in the sum of \$1,700 conditional upon keeping the Hydrant, standpipe or hose connection in good repair, theft and to liquidate any damages that may result from its use. The Hydrant, standpipe or hose connection will be opened by a City employee.

The Applicant shall pay the inspection fee as specified in Schedule "A" and water consumption fee as specified in Schedule "B". These fees may be deducted from the bond at the discretion of the Director of Finance.

10.1 Water for Building Purposes

No contractor, builder or other Person shall use water for building purposes from any part of the Waterworks, unless it is the metered service to the property where the construction is taking place in accordance with Section 10.0.

10.2 Water for Persons outside the City

Water shall not be supplied to any Person outside the boundaries of the City unless that Person has entered into an agreement with the City, in a form acceptable to the City and Metro Vancouver, to pay any costs incurred by the City in the construction of works for the supply of water to such Person and to comply with the provisions of this bylaw and acknowledging that if he fails to do so the City may discontinue the supply of water to him.

10.3 Rates and Charges Remaining Unpaid

When any Rates or charges due by any Person under this bylaw remain unpaid on the 31st of December, the same shall be deemed to be taxes in arrears in respect of the land and improvements to which the service was provided.

11.0 OFFENCE

11.1 Any Person who:

- (a) violates any provision of this bylaw or neglects or fails to do anything required to be done by this bylaw, or
- (b) causes or permits any other persons to violate any provision of this bylaw or to neglect or fail to do anything required to be done by this bylaw with respect to real property of which he or she is the registered owner, occupant, lessee or licensee,

commits an offence under this bylaw and is subject to the imposition of any and all penalties or remedies available to the City pursuant to this bylaw or to other applicable bylaws or legislation. Any adult person who acknowledges that he or she is the registered owner, occupant, tenant, or licensee of or who is apparently the registered owner, occupant, tenant, or licensee, and is in occupation at the time of the offence, of the real property in respect of which the violation, neglect or failure has occurred is deemed to be a person who falls within the definitions provided in subparagraphs (a) and (b) of this Section.

12.0 CITY NOT LIABLE FOR FAILURE OF WATER SUPPLY

Without limiting any other provisions of this bylaw, the City shall not be liable to any Person for the failure of the water supply including, but not limited to, a failure to provide adequate or any Service, excessive pressure or lack of pressure, temporary reductions or stoppages in the water supply, whether caused by alterations, repairs, accident or damage to the Works or by any other reason whatsoever, and whether such failure arises from the negligence of any Person in the employ of the City, or other Person whomsoever, or through natural deterioration or obsolescence of the Works, or otherwise.

13.0 SCHEDULES

Schedules “A”, “B”, “C”, “D”, “E”, “F” and “G” are attached to and form part of this bylaw.

14.0 SEVERABILITY

If any portion of this bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion must be severed and the remainder of this bylaw must be deemed to have been adopted without the severed portion.

15.0 ENFORCEMENT

15.1 The following persons have authority to enforce the provisions of this bylaw:

- (a) Director of Operations and Development Services;
- (b) members of the City Operations Department authorized in writing by the Director; and
- (c) agents of the City authorized in writing by the Director.

15.2 Any persons listed in paragraph 15.1 may at all reasonable times, and without notice, enter on any property that is directly or indirectly receiving water from the Water System to ascertain whether the requirements and provisions of this bylaw are being followed and met.

16.0 PENALTIES AND REMEDIES

16.1 Any person who contravenes or violates any of the provisions of this bylaw or any permit issued pursuant hereto or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw or any permit issued pursuant thereto, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw or any permit issued pursuant hereto, commits an offence and, upon conviction, shall be liable to a minimum fine of two hundred (200) dollars and not more than the maximum fine provided by the Offence Act and, where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

17.0 ADOPTION

If a section, subsection or clause in this bylaw is held to be invalid by a court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been adopted without the invalid and severed section, subsection or clause.

SCHEDULE "A"

CHARGES AND FEES

Water Turn On and Off Fees

0800 to 1630 Monday to Friday inclusive on Regular Working Days
At all other times

No Charge
\$150.00

Abandonment Fees

Permanent/Temporary - The fees for disconnecting either for a permanent or temporary water service connection shall be at the actual cost of direct materials, labour, equipment, plus 20% of the total of these amounts for overhead or \$20.00 whichever is the greater regardless of the size of connection.

Fire Hydrants

Inspection Fee

\$200.00

Bond/Security Deposit

\$1,700.00

Service Fee

\$150.00

Permit Fee

\$100.00

Meter Reading Charge

For each call:

- excluding regularly scheduled readings for the purpose of calculating water usage charges
- includes the second call for regularly scheduled readings for the purpose of calculating water usage charges if access was not provided

\$50.00

Service Connection Charges

Non-refundable Application Fee

All service connections shall be at the actual cost of direct materials, labour, equipment, plus 20% of the total of these amounts for overhead.

\$100.00

Sprinkler Permit Fee (Lawn Irrigation)

\$25.00

SCHEDULE "B"
(Bylaw No. 2489, 2011)

USER RATES

Unless otherwise specified by the Director, pursuant to the conditions of this Bylaw, the uses listed under "Flat Rate Charges" shall be charged on the basis of the Flat Rates so specified. All other uses shall be required to have metered water services.

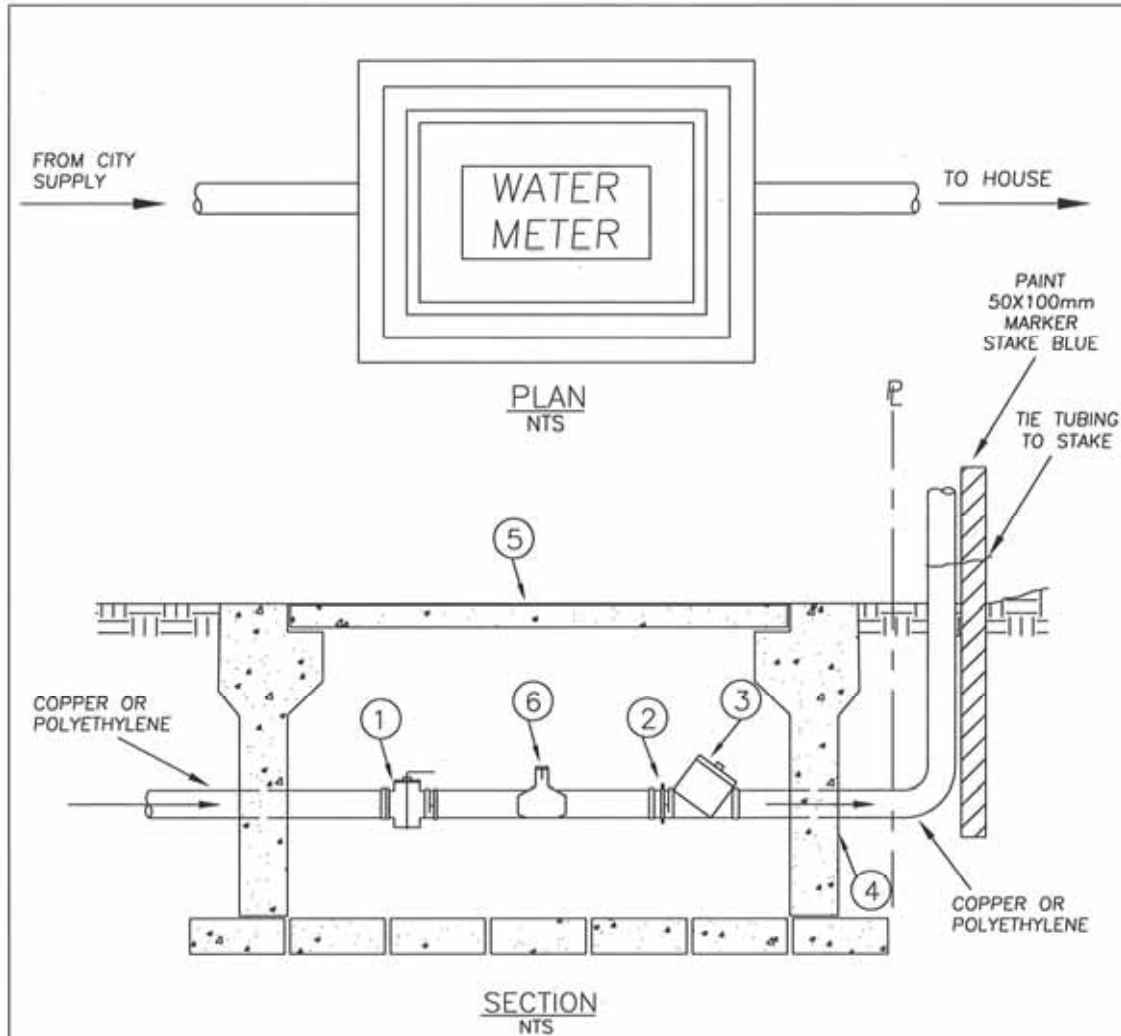
METER RATE CHARGES

- (1) Each service connection being charged on a metered basis shall be subject to an annual base charge of \$249 to cover provision and maintenance of waterworks infrastructure by the City.
- (2) The meter rate shall be \$0.5648 per cubic metre (\$2.58 per 1,000 gallons) for all metered users.
- (3) Water consumption charges for metered services shall be for a continuous period of six (6) months or broken part thereof, the first period from January to June, inclusive, the second period from July to December, inclusive.

FLAT RATE CHARGES (ANNUAL RATES)

	USES	RATES Per Unit
A.	Residential Units Apartments, Auto Court, Motel, Hotel, Boarding House, Trailer Court or like units not otherwise metered. Rate per dwelling unit:	\$301.00
	All other residential units including detached homes, townhouses and like units. Rate per dwelling unit:	\$395.00
B.	Restaurant, Cafes, Eating Establishments not otherwise metered.	\$525.00
	- Minimum: - Per person for each occupancy above 20:	\$2.25
C.	Schools - each classroom:	\$199.00
D.	All other commercial or institutional not otherwise metered:	\$395.00
	Where there is occupied living quarters located with units noted in B, C and D above, an additional per unit:	\$301.00

SCHEDULE "C"
 (Bylaw No. 2343)

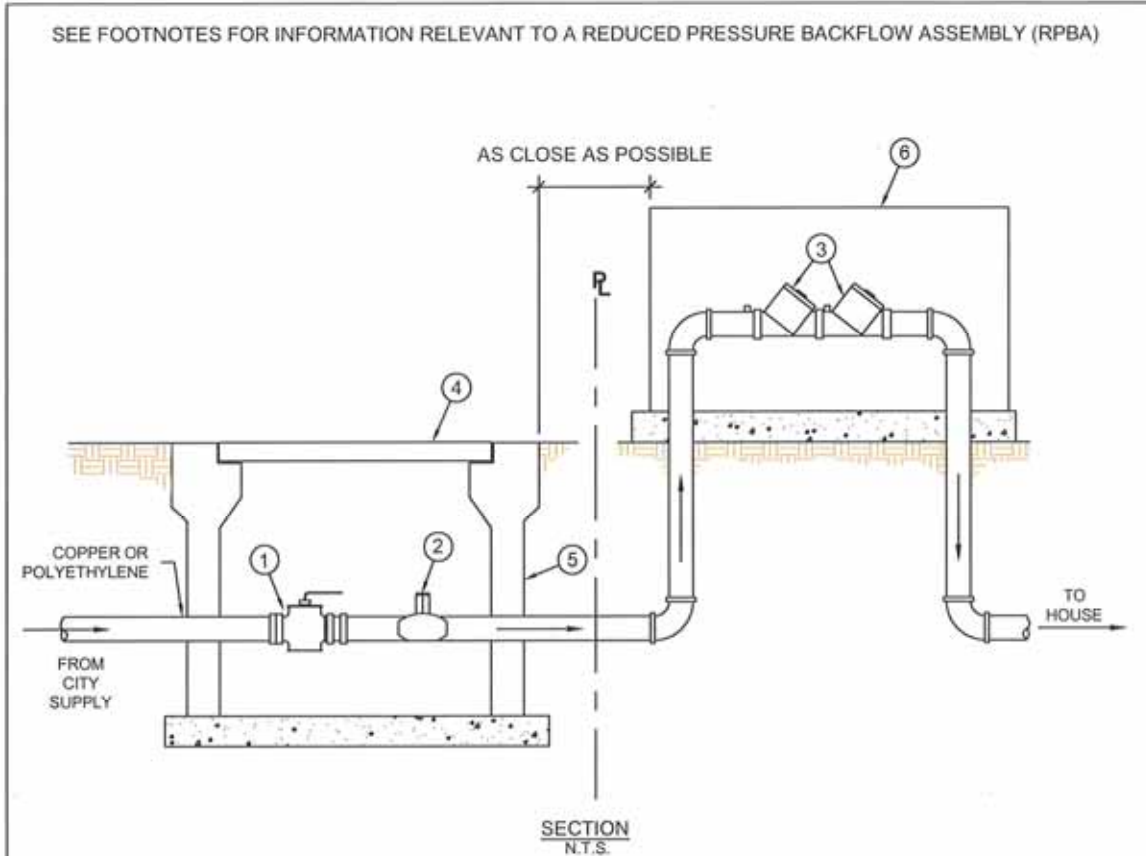


LIST OF MATERIALS

- 1 CURB STOP TO MUNICIPAL STANDARD
- 2 EXPANSION CONNECTION HANDWHEEL
- 3 REDUCED PRESSURE BACKFLOW ASSEMBLY
- 4 #37 BROOKS BOX FOR 19MM(3/4") AND #66 BROOKS BOX UP TO 50MM(2") C/W BASE
- 5 STEEL LID
- 6 WATER METER C/W REMOTE READOUT (CUBIC METRES)

	CITY OF PITT MEADOWS <i>Engineering Department</i>		
	DESIGNED -	DETAIL FOR TYPICAL SERVICE CONNECTION URBAN AREA	DRAWING No.
	DRAWN - <i>km</i>		SCHEDULE C
	SCALE - NTS		<small>W:\Services\Eng\Dep\2009\2022\143\Schedule C.dwg</small>
	APPROVED -		SHEET 1 of 1
DATE - JAN 2009			

SCHEDULE "D"
(Bylaw No. 2343)



LIST OF MATERIALS:

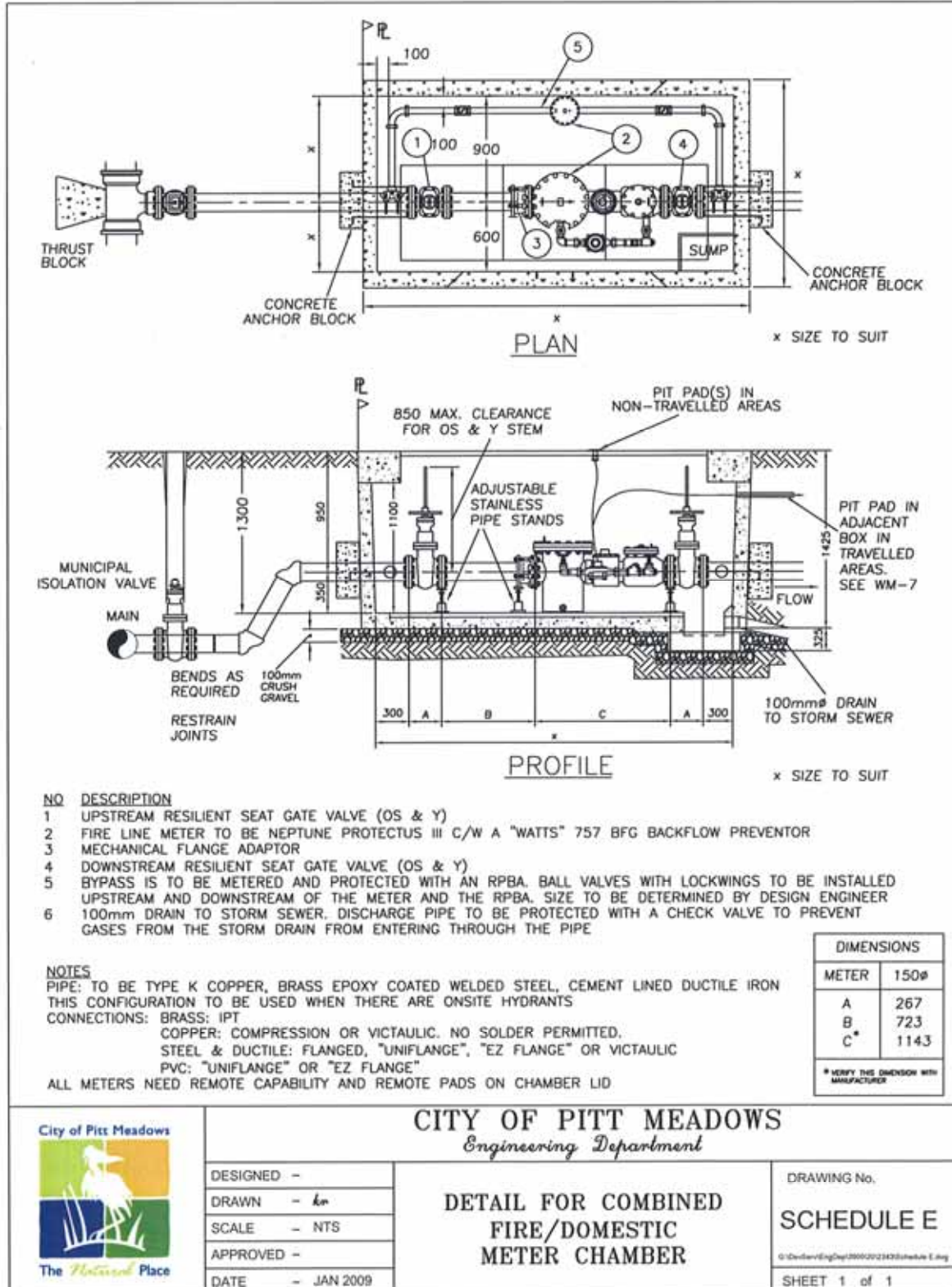
1. CURB STOP TO MUNICIPAL STANDARD
2. WATER METER ASSEMBLY CW REMOTE READOUT (CUBIC METRES)
3. REDUCED PRESSURE BACKFLOW ASSEMBLY
4. STEEL LID
5. #66 BROOKS BOX ASSEMBLY
6. REDUCED PRESURE BACKFLOW ENCLOSURE (HOT BOX "PEZ 2" TYPE OR EQUIVALENT)

NOTES:

1. BACKFLOW ASSEMBLY MUST HAVE AT ALL TIMES A 300MM(12") CLEARANCE BETWEEN THE ASSEMBLY AND WATER INSIDE THE BOX.
2. ANY NEW WATER CONNECTIONS THAT REQUIRE BACKFLOW ASSEMBLIES ARE TO BE LOCKED OUT AFTER INSTALLATION UNTIL SUCH A TIME THAT THE PROPERTY OWNERS PROVIDE THE CITY WITH THE TEST RESULTS THAT SHOW THE ASSEMBLY MEETS THE REQUIREMENTS.
3. ANY ASSEMBLY WITH AN AIR RELIEF VALVE PORT (RPBA) MUST NOT BE INSTALLED IN A PIT OR TRENCH BELOW GROUND LEVEL, OR IN OTHER AREAS WHERE THEY MAY BE FLOODED.
4. AN RPBA IN THE LOWLAND AREA SHALL BE INSTALLED ABOVE GROUND IN A PROTECTED HEATED ENCLOSURE THAT IS EASILY ACCESSIBLE AND WITH A DRAIN BELOW THE RELIEF VALVE TO CARRY AWAY ANY WATER DUE TO NUISANCE DRIPPING. IN SELECTING THE LOCATION OF ALL ASSEMBLIES, CONSIDERATION SHOULD BE GIVEN TO THE SPILLAGE OF WATER DURING TESTING. ADEQUATE SPACE CONSIDERATION FOR PROPER TESTING AND MAINTENANCE IS IMPORTANT.
5. ONLY PROPER ABOVE GROUND STRUCTURES ARE ALLOWED IN AREAS SUSCEPTIBLE TO FLOODING.
6. REGULAR MAINTENANCE ON THE RPBA IS THE RESPONSIBILITY OF THE OWNER.

	CITY OF PITT MEADOWS <i>Engineering Department</i>		DRAWING No.
	DESIGNED - <i>ydlb</i>	DETAIL FOR WATER CONNECTION 19mm(3/4") to 50mm(2") RURAL AREA	SCHEDULE D
DRAWN - <i>ydlb</i>	©10n/Serv/Eng/Dept/2009/2343/Schedule D.dwg		
SCALE - NTS		SHEET 1 of 1	
APPROVED -			
DATE - JANUARY 2009			

SCHEDULE "E"
(Bylaw No. 2343)



SCHEDULE "F"

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SCHEDULE "G"
(Bylaw No. 2343)

WATER METER GENERAL SPECIFICATIONS

1.00 DESCRIPTION OF WORK

- 1.01 Supply all labour, materials and equipment to install 19 mm meters in outside pit locations as required and shown on Schedule 'C'. Interior meters may be installed only with the City's approval in cases where an exterior meter installation is not possible.

2.00 WORKMANSHIP

- 2.01 All plumbing fittings and workmanship must conform to all relevant B.C. Building Code Regulations.
- 2.02 Satisfactory arrangements for operating curb stop shut offs must be made with the City's Operations Department.
- 2.03 Installation to be made generally, as per Plan Schedule C & D attached.

3.00 WATER METERS

3.01

- For domestic connections in the urban area where flows will not exceed ¾ gpm (0.0cms) to 30 gpm (0.002 cms) in a 19mm line, a 19mm Neptune T-10 will be used.
- For domestic connections in the urban area where flows will not exceed 1 gpm (0 cms) to 50 gpm (0.004 cms) in a 25mm line, a 25mm Neptune T-10 will be used.
- For domestic connections in the urban area where flows will not exceed 2 gpm (0 cms) to 100 gpm (0.008 cms) in a 35mm line, a 35mm Neptune T-10 will be used.
- For all 50mm or larger connections in the urban area, a Neptune Tru/Flow compound meter will be used.
- All urban meters will be equipped with an ARB pro read remote which reads in cubic metres.
- All residential multi family complexes will require a Reduced Pressure Backflow Assembly c/w heated enclosure as shown in Schedule 'D'.

3.02 For the purpose of 3.02, the rural area will include all lands zoned Ag & AF

- For domestic applications only in the rural area where the size does not exceed 35mm, Neptune T-10 meters will be used when the flow rates do not exceed those outlined in 3.01.

- For 35mm and 50mm connections in the rural area other than for domestic use, where the flows are always greater than 4 gpm (0.0003 cms), an HP turbine meter will be used.
- For 35mm connections in the rural area other than for domestic use, where the flows can be less than 4 gpm (0.0003 cms), the connection size will be increased to 50mm and a Tru/Flow compound meter will be used.
- Where the flows can be less than 4 gpm (0.0003 cms) in a 50mm rural connection, a Tru/Flow compound meter will be used.
- All rural meters will be equipped with an ARB pro read remote which reads in cubic metres.

All rural water service connections, regardless of size, will require a Reduced Pressure Backflow Assembly c/w heated enclosure as shown in Schedule 'D'.

4.00 ENCODED REGISTERS

- 4.01 The register shall be an encoded type conforming to AWWA C707.
- 4.02 The register shall provide a maximum six digit visual registration at the meter. The unit shall, in a digital form, simultaneously encode the six most significant digits of the meter for remote reading, and be compatible with future central meter reading.
- 4.03 The encoded register shall be capable of being read by a portable data acquisition unit from an outside receptacle. The register shall be properly sealed upon installation to prevent tampering.
- 4.04 Measurement shall be in cubic metres.
- 4.05 The register's output shall be capable, without upgrade, of interfacing directly with an automatic reading transponder to transmit data via telephone lines to a central location. This method of meter reading may be incorporated in the future.
- 4.06 A factory or field programmed identification number shall identify each meter for billing purposes.

5.00 METER PITS

- 5.01 Each pit meter shall be connected to a remote receptacle by a four conductor wire as described in sections 3 above.
- 5.02 Meter pits to be installed after consultation with the City, and shall be installed in locations acceptable to the City and home owner.
- 5.03 The City shall shut off water service prior to meter pit installation, and shall turn on the water service upon pit installation completion.

5.04 Meter pits shall be #37 or #66 Brooks box, 3 foot bury, insulated, cast iron locking cover and bottom, integral corp. stop, or approval equal.

6.00 TESTING INSTALLATION

6.01 All meter installations shall be checked for leaks and operation, according to manufacturer's instructions, by running water through the meter. Remote receptacles shall be field tested for continuity using a test unit.

PERMIT 'A': WATER CONNECTION

CITY OF PITT MEADOWS

PERMIT FOR WATER SERVICE CONNECTION

**(PURSUANT TO WATER WORKS BYLAW 2343, 2007
 & AMENDMENTS THERETO)**

Work Order #: _____

Today's Date: _____

Owner Name:	
Owner Mailing Address:	
* Including Postal Code *	
Owner Phone #:	
Agent Contact Name:	
Agent Contact Phone #: (cell # preferred if available)	

The Undersigned being the Registered Owner/Owners (or duly Authorized Agent) of real property situated at:

(address, including postal code)

the Legal Description being:

in the City of Pitt Meadows, make Application as follows:

1. A ____mm Water Connection from the Municipal Watermain to the Property Line, and herewith Tender the Sum of \$100.00 for the Application Fee.
2. All Service Connections shall be at the Actual Cost of all direct Materials, Labour, Equipment & Taxes Plus 20% Administration Costs.
3. The owner will install a reduced pressure backflow assembly as shown on the attached drawing immediately following the installation of their water service. The City will determine by the stated usage of the water supply if a reduced pressure backflow assembly is required.

I/WE hereby authorize The City of Pitt Meadows to install the said Water Connection and further agree to duly pay all Annual Charges assessed against the aforesaid real property therefor.

CITY OF PITT MEADOWS
Waterworks Bylaw No. 2343 – Consolidated Version

I/WE hereby agree to conform to the Provisions contained in the "Water Works Bylaw 2343 & Amendments thereto.

Terms and Conditions:

I agree that I will comply with all City of Pitt Meadows bylaws, including the following: Highway and Traffic Bylaw, Water Works Bylaw, Sanitary Sewer and Storm Drain Bylaw, and Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw and amendments thereto in so far as they apply to my requirements and use. I also agree to save the City, its elected and appointed officials, employees and agents harmless from and against all liability, actions, causes of action, claims, damages, expenses, costs, debts, demands for losses suffered or incurred by them or any of them, including consequential damages and damages to third parties whether known or unknown, foreseeable or not, arising from the installation and use of the service connection. The City reserves the right to charge the applicant for any additional costs incurred due to problems encountered, which at the time of the estimate were not known by the City. Payment of the connection fee must be made two (2) weeks prior to installation. Please make cheques payable to the City of Pitt Meadows.

**A stake must be placed and marked with paint where the service is required.

Note: This application for service estimate is valid for sixty (60) days only from date of estimate.

Authorized Signature of the Applicant(s)

Date Signed

Approving Signature of the City Engineer

Date Signed

Your personal information is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA). This information will be used for engineering permit application purposes and will not be disclosed to the public except as may be required by law. Questions about the collection and use of this information may be directed to Ike de Boer, Engineering Services Coordinator, City of Pitt Meadows, 12007 Harris Road, Pitt Meadows, BC V3Y 2B5 Telephone: 604-465-2425

PERMIT FOR WATER CONNECTION IN EXCESS OF 1 INCH

REQUIRED INFORMATION:

PROPERTY OWNER: _____

PROJECT ADDRESS _____

1. AREA OF GREENHOUSES: PUT IN MEASURABLE UNITS (Sq. Ft./Sq. Meters)

EXISTING: _____

FUTURE: _____

**2. AREA OF NURSERY: PUT IN MEASURABLE UNITS (Sq. Ft./Sq. Meters/
Acres/Hectares)**

EXISTING: _____

FUTURE: _____

3. TYPE OF PLANTS/CROPS PRODUCED:

4. APPLIED FERTILIZER: Used Not Used

TYPE USED: _____

METHOD OF APPLICATION: _____

**5. IF NOT A NURSERY OR GREENHOUSE STATE TYPE OF OPERATION FOR
WATER USAGE:**

COPY TO: Foreman, Operations Department

PERMIT 'B': WATER SERVICE DISCONNECTION
PERMIT FOR SERVICE DISCONNECTION

Work Order #: _____

Today's Date: _____

Owner Name:	
Owner Mailing Address:	
* Including Postal Code *	
Owner Phone #:	
Agent Contact Name:	
Agent Contact Phone #: (cell# preferred if available)	

The Undersigned being the Registered Owner/Owners (or duly Authorized Agent) of real property situated at:

(address, including postal code)

the Legal Description being:

in the City of Pitt Meadows, make Application as follows:

Water Disconnection: Permanent Temporary

Sanitary Disconnection: Permanent Temporary

Storm Disconnection: Permanent Temporary

Reason for Disconnection Request:

If this is for a demolition or removal of house, what is the approximate demolition date?

An estimate for disconnection will be done by the Operations Department. You will be notified of the amount, and, should you wish to proceed, you will be required to pay the amount before the disconnection work is done and sign a cost estimate for private work form.

I/WE hereby authorize the City of Pitt Meadows to disconnect services as indicated above.

Terms and Conditions:

I agree that I will comply with all City of Pitt Meadows bylaws and amendments thereto in so far as they apply to my requirements and use. I also agree to save the City, its elected and appointed officials, employees and agents harmless from and against all liability, actions, causes of action, claims, damages, expenses, costs, debts, demands for losses suffered or incurred by them or any of them, including consequential damages and damages for third parties whether known or unknown, foreseeable or not, arising from the disconnection of services. The municipality reserves the right to charge the applicant for any additional costs incurred due to problems encountered, which at the time of the estimate were not known by the City. Payment of the disconnection fee must be made two (2) weeks prior to disconnection. Please make cheques payable to the City of Pitt Meadows.

Note: This application for service disconnect is valid for sixty (60) days only from date of estimate.

Authorized Signature of the Applicant(s)

Date Signed

Approving Signature of the
Engineering Services Coordinator

Date Signed

cc: Building Department

Your personal information is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA). This information will be used for engineering permit application purposes and will not be disclosed to the public except as may be required by law. Questions about the collection and use of this information may be directed to Ike de Boer, Engineering Services Coordinator, City of Pitt Meadows, 12007 Harris Road, Pitt Meadows, BC V3Y 2B5 Telephone: 604-465-2425