



BYLAW # 898 WATER & WASTEWATER UTILITIES

A BYLAW OF THE TOWN OF STAVELY IN THE PROVINCE OF ALBERTA TO REGULATE THE PROVISION, USE, OPERATION AND PROTECTION OF MUNICIPAL WATER AND WASTEWATER SERVICES

WHEREAS, pursuant to the authority granted under the Municipal Government Act, RSA 2000, c. M-26, as amended, Council may pass bylaws respecting public utilities;

AND WHEREAS the Town of Stavelly owns and operates municipal waterworks and wastewater systems;

NOW THEREFORE, the Council of the Town of Stavelly, duly assembled, enacts as follows:

1 – TITLE

1. SHORT TITLE

1.1 This Bylaw may be cited as the “Water and Wastewater Utility Bylaw.”

2 – DEFINITIONS

2. DEFINITIONS

2.1 In this Bylaw:

- a) **“Application”** means a request submitted to the Town for the provision of Utility Services.
- b) **“Authorized Person”** means a person authorized by the Town to carry out duties under this Bylaw.
- c) **“CAO”** means the Chief Administrative Officer appointed by Council pursuant to Section 205 of the Municipal Government Act, or their designate.
- d) **“Consumer”** means the Owner or occupant of a Property receiving Utility Services.
- e) **“Council”** means the duly elected Council of the Town.
- f) **“CSA”** means the Canadian Standards Association.
- g) **“Curb Stop”** means the municipal valve located on a water service used to control the supply of water to a Property.
- h) **“Department”** means the department or municipal staff designated by the Town to administer the Waterworks and Wastewater Systems.
- i) **“Enforcement Officer”** means a Peace Officer, Community Peace Officer, Bylaw Enforcement Officer, RCMP Officer, or any other person appointed by the Town to enforce its bylaws.
- j) **“Meter”** means a Town-approved mechanical or electronic device used to measure water consumption.
- k) **“Municipal Infrastructure Contribution Fee (MICF)”** means a fixed recurring charge imposed on Properties that contain a structure and/or are connected to, or capable of being connected to, municipal water or wastewater services, intended to contribute to the maintenance, repair, replacement, and capital renewal of municipal infrastructure, regardless of actual consumption.
- l) **“Owner”** means the registered owner of a Property as shown on title.
- m) **“Plumbing Inspector”** means a person authorized to inspect plumbing work pursuant to the Provincial Safety Codes Act and its regulations.



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- n) **“Property”** means a parcel of land, with or without improvements.
- o) **“Public Works Foreman”** means the person designated by the Town to supervise and manage municipal water and wastewater systems.
- p) **“Residential Consumer”** means a Consumer receiving Utility Services for residential purposes, including single detached dwellings, semi-detached dwellings, duplexes, and places of worship.
- q) **“Non-Residential Consumer”** means a Consumer receiving Utility Services for commercial, industrial, institutional, or multi-unit residential purposes beyond a duplex.
- r) **“Sanitary Sewer”** means the municipal system for the collection and conveyance of wastewater.
- s) **“Service Connection”** means the municipal portion of the water or sewer connection from the Street Main to the property line, including all municipal appurtenances.
- t) **“Service Line”** means the privately owned portion of the water or sewer line located on private property extending from the property line to the building.
- u) **“Shut Off”** means the interruption or discontinuation of Utility Services.
- v) **“Street Main”** means a municipal water or sewer main located within a public right-of-way or other municipal land and intended to service more than one Property.
- w) **“Tenant”** means a person lawfully entitled to occupy a Property under a rental or lease agreement.
- x) **“Town”** means the Town of Stavely, in the Province of Alberta.
- y) **“Utility Services”** means the provision of municipal water supply and/or wastewater collection services.
- z) **“Violation Ticket”** means a ticket issued pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended.
- aa) **“Waterworks”** means the municipal water treatment, storage, and distribution system owned or operated by the Town.

3 – ADMINISTRATION

3.1 Compliance Required

All use, operation, and access to the Town’s Waterworks and Wastewater Systems shall be in accordance with this Bylaw.

3.2 Municipal Authority

All municipal water, wastewater, drainage, and sewage treatment infrastructure, whether existing or constructed in the future, is owned and controlled by the Town.

3.3 Delegation of Authority

The CAO, or designate, is authorized to administer and enforce this Bylaw and may establish administrative procedures necessary to carry out its provisions.



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4 – OWNERSHIP AND RESPONSIBILITY

4.1 Municipal Responsibility

The Town is responsible for maintenance of:

- a) water and sewer mains;
- b) Service Connections to the property line.

4.2 Owner Responsibility

The Owner is responsible for:

- a) all Service Lines on private property;
- b) internal plumbing;
- c) backflow prevention devices;
- d) protecting meters from damage or freezing.

4.3 Cost Recovery

Where the Town performs work on private property to protect municipal infrastructure, costs may be recovered from the Owner and added to the tax roll.

5 – WATER SERVICE CONNECTIONS AND REQUIREMENTS

5.1 Permit Required

No person shall connect to a municipal water main or water service without first obtaining written approval from the Town. Penalties are as set out in Schedule “D”.

5.2 Authorized Installers

Only licensed plumbers or authorized Town personnel may perform work on municipal water connections.

5.3 Responsibility for Work

Any person performing an approved connection:

- a) is responsible for all damage arising from the work; and
- b) must implement appropriate safety measures during construction.

5.4 Construction Standards

All private water Service Lines, from the property line to the meter, shall:

- a) be constructed of CSA-approved materials;
- b) meet or exceed Town engineering standards; and
- c) be compatible with the municipal system.

5.5 Minimum Size and Installation Depth

Water Service Lines shall:

- a) have a minimum internal diameter of 19 mm (3/4 inch), unless otherwise approved by the Town; and



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b) be installed at a depth and configuration that complies with Town standards and applicable codes.

5.6 Alterations Prohibited

No person shall alter, tap into, or connect to a water Service Line between the property line and the meter without prior written approval from the Town. Penalties are as set out in Schedule "D".

5.7 Separate Services Required

Each Property shall have an independent water service connection unless otherwise approved by the Town.

Where a duplex, semi-detached dwelling, row housing development, or similar multi-unit development is constructed, each unit shall have:

- a) a separate service connection;
- b) an independent curb stop; and
- c) an individual water meter.

5.8 Activation of Service

Water service shall not be activated following installation, repair, or alteration until:

- a) the work has been inspected and approved by the Town; and
- b) service is turned on by an Authorized Person.

5.9 Interruption of Supply

The Town does not guarantee continuous water supply or pressure and shall not be liable for damages arising from:

- a) interruption of service;
- b) system maintenance or repair; or
- c) failure of water supply, with or without notice.

Property owners using boilers, pressure systems, or similar equipment are responsible for installing adequate protective measures.

5.10 Access for Inspection

The Owner or occupant shall provide reasonable access to the Town to inspect water meters, connections, and related infrastructure:

- a) within 24 hours of written request; or
- b) immediately in the case of an emergency.

5.11 Water Use Restrictions

To protect water supply and system capacity, Council or the CAO may impose water use restrictions in accordance with this Bylaw.



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5.12 New or Upgraded Services

Where an Owner requests:

- a) a new service connection; or
- b) a larger or upgraded service,

the Owner is responsible for all associated costs, including installation, inspections, and restoration of pavement, sidewalk, or landscaping.

5.13 Serviced Property

A Property is deemed serviced once connected to the municipal water system. Any subsequent relocation, replacement, or modification required due to redevelopment, demolition, or construction is at the Owner's expense.

6 – WATER METERS AND REMOTE READING DEVICES

6.1 Mandatory Metering

All Properties connected to the municipal Waterworks shall be equipped with a Town-approved water meter and remote reading device.

The Owner is responsible for all costs associated with installation, unless otherwise determined by the Town.

6.2 Ownership

All water meters and remote reading equipment remain the property of the Town.

6.3 Access and Protection

The Owner or occupant shall:

- a) provide reasonable access for the installation, inspection, reading, maintenance, repair, replacement, or removal of a meter or remote reading device; and
- b) protect the meter and associated equipment from damage, freezing, tampering, or interference.

The Town may enter the Property in accordance with this Bylaw to carry out these functions.

6.4 Prohibited Interference

No person shall:

- a) tamper with, remove, alter, or break a meter seal;
- b) bypass, obstruct, disconnect, or otherwise interfere with a meter;
- c) interfere with the proper operation of a meter or remote reading device; or
- d) operate a curb stop unless authorized by the Town.

Penalties are as set out in Schedules "C" and "D", as applicable.

6.5 Relocation or Alteration

No person shall relocate, modify, or alter a water meter or remote reading device without prior written approval from the Town.



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Where building alterations render a remote reading device inaccessible or unsuitable, the Town may require relocation at the Owner's expense.

6.6 Maintenance of Private Service Line

The Owner is responsible for maintenance and repair of the private water Service Line from the property line to the meter.

6.7 Damage, Loss, or Theft

The Owner shall immediately notify the Town if a meter or remote reading device:

- a) is not functioning properly;
- b) is damaged; or
- c) has been removed or stolen.

The Owner is responsible for the cost of repair or replacement due to damage, loss, or theft, except were caused by normal wear and tear.

Unpaid costs may be added to the tax roll and collected in the same manner as property taxes.

6.8 Refusal of Meter Installation

Where an Owner refuses or obstructs the installation of a required meter or remote reading device, the Town may:

- a) designate the Property as unmetered service; and
- b) apply the applicable unmetered rate as set out in the Town's Master Rates and Fees Bylaw,

without limiting any other enforcement remedies available under this Bylaw or at law.

7 – WATER HYDRANTS, VALVES, AND CURB STOPS

7.1 Unauthorized Operation Prohibited

No person shall open, close, operate, interfere with, or draw water from any municipal hydrant, valve, fire plug, curb stop, or related appurtenance unless authorized by the Town. Penalties are as set out in Schedule "D".

7.2 Fire Department Use

Members of the Town Fire Department are authorized to operate hydrants and fire protection equipment for:

- a) fire suppression;
- b) training exercises;
- c) equipment testing; and
- d) other fire protection purposes.

All such use shall occur under the direction and supervision of the Fire Chief or designate.

7.3 Obstruction Prohibited

No person shall obstruct or impede access to any hydrant, valve, or curb stop. Penalties are as set out in Schedule "C".



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7.4 Minimum Clearance

No vehicle, structure, debris, landscaping, or other obstruction shall be placed:

- a) within 4.5 metres (15 feet) of a hydrant measured parallel to the street; or
- b) in any location that prevents safe and immediate access to municipal infrastructure.

Penalties are as set out in Schedule "C".

7.5 Damage or Inaccessibility

No person shall damage, alter, cover, or render inaccessible any hydrant, valve, curb stop, or related municipal infrastructure, including through construction of driveways, sidewalks, landscaping, or similar works.

Where municipal infrastructure is damaged or made inaccessible due to the actions of an Owner or occupant:

- a) the Owner is responsible for all repair, relocation, or restoration costs; and
- b) penalties under Schedule "D" may apply.

This section applies to both existing and newly installed municipal infrastructure.

8 – SUSPENSION AND DISCONNECTION OF WATER SERVICE

8.1 Owner-Requested Disconnection

Water service may be disconnected at the request of the Owner, provided that:

- a) the request is submitted in writing; and
- b) the disconnection is authorized by the CAO, Public Works Foreman, or designate.

Disconnection shall be carried out only by an Authorized Person.

8.2 Disconnection by the Town

The Town may suspend or disconnect water service to a Property for any of the following reasons:

- a) maintenance, repair, or replacement of infrastructure;
- b) system emergencies or insufficient water supply;
- c) non-payment of utility accounts;
- d) unsafe, defective, or non-compliant plumbing or Service Lines;
- e) failure to comply with water use restrictions; or
- f) unauthorized connections, tampering, or other contraventions of this Bylaw.

Except in cases of emergency, reasonable notice shall be provided prior to disconnection.

8.3 Reconnection

Where service has been disconnected due to:

- a) non-payment; or
- b) failure to comply with water use restrictions,

service will not be restored until:



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- i) all outstanding amounts are paid in full;
- ii) applicable reconnection fees, as set out in the Town's Master Rates and Fees Bylaw, are paid; and
- iii) the cause of the disconnection has been remedied to the satisfaction of the Town.

9 – PRIVATE WELLS AND ALTERNATIVE WATER SOURCES

9.1 Permit Required

The Town may, at its discretion, permit the use of a private well or alternative water source for outdoor watering purposes only, provided that:

- a) the Owner submits a written application;
- b) proof of all required provincial approvals, including licensing from Alberta Environment and Protected Areas, is provided; and
- c) applicable fees, as set out in the Town's Master Rates and Fees Bylaw, are paid.

Under no circumstances shall a private well or alternative water source be connected, directly or indirectly, to the municipal water distribution system. Penalties are as set out in Schedule "D".

9.2 Revocation of Permission

The Town may revoke permission to operate a private well or alternative water source at any time where it determines that continued use:

- a) poses a risk to public health or safety;
- b) threatens the integrity of the municipal water system; or
- c) contravenes this Bylaw or applicable legislation.

Upon revocation, the Owner shall immediately cease use of the private water source.

9.3 Non-Compliance and Abatement

If an Owner continues to operate a private well or alternative water source in contravention of this Bylaw after receiving written notice to discontinue use, the Town may:

- a) declare the well or water source a nuisance;
- b) take action to remove, disconnect, fill, or otherwise abate the well or water source; and
- c) recover all associated costs from the Owner.

Unpaid costs may be added to the tax roll and collected in the same manner as property taxes.

9.4 No Right to Distribute

Permission granted under this section does not authorize the sale, distribution, or commercial supply of water within the Town.

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10 – SANITARY SEWER SERVICE AND CONNECTIONS

10.1 Prohibited Discharges

No person shall deposit or discharge, or permit the deposit or discharge of, any substance into the municipal sanitary sewer system except domestic wastewater lawfully discharged through an approved building sewer connection.

Without limiting the generality of the foregoing, the following are prohibited:

- a) stormwater, surface drainage, roof drainage, sump pump discharge, cistern overflow, or groundwater;
- b) flammable or explosive substances;
- c) manure, cesspool contents, or septic waste;
- d) trade, industrial, or process waste without prior approval and required treatment;
- e) cooling water, condensing water, or heated liquids exceeding 80°C;
- f) any substance that may damage, obstruct, or impair the operation of the sewer system or sewage treatment facilities.

Penalties are as set out in Schedule “D”.

10.2 Protection of Municipal Infrastructure

No person, other than an Authorized Person, shall:

- a) open, remove, alter, damage, or tamper with any manhole, vent, cleanout, or sewer appurtenance;
- b) cut into, break, pierce, or tap any municipal sewer; or
- c) obstruct or interfere with the free flow of sewage within the municipal system.

Penalties are as set out in Schedules “C” or “D”, as applicable.

10.3 Permit and Approval Required

No person shall connect to a municipal sewer main without:

- a) obtaining all required provincial Safety Codes permits;
- b) submitting a written application to the Town; and
- c) receiving written approval from the Town.

All work shall comply with current Town standards and applicable legislation.

The Owner is responsible for all costs, safety measures, restoration, and any damage caused in connection with the work.

10.4 Sewer Service Line Standards

All private sewer Service Lines:

- a) shall be constructed of Town-approved materials;
- b) shall have a minimum diameter of 100 mm (4 inches);
- c) shall be installed from the street main toward the building to ensure proper grade; and
- d) shall extend a minimum of 0.9 metres (3 feet) beneath the building before elevation.



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Each Property shall have only one Service Line to the municipal main, unless otherwise approved by the Town.

Duplex or semi-detached dwellings shall require separate Service Lines for each unit unless otherwise approved.

10.5 Industrial and Commercial Waste

Waste resulting from commercial, trade, industrial, or manufacturing processes shall not be discharged into the municipal sewer without:

- a) prior written approval from the Town; and
- b) installation of required pre-treatment facilities at the Owner's expense.

Such treatment facilities shall be continuously maintained and operated by the Owner.

The Town may require the installation of grease traps or interceptors in restaurants, hotels, laundries, or other premises where fats, oils, or grease may enter the sewer system.

10.6 Backflow and Flood Protection

Where necessary to reduce the risk of basement flooding, the Town may require installation of a backwater valve or other protective device.

Installation, maintenance, and operation of such devices are the responsibility of the Owner.

10.7 Inspection and Enforcement Authority

The Public Works Foreman, Plumbing Inspector, or designate may, at reasonable times and in accordance with applicable legislation, enter a Property connected to the municipal sewer system to:

- a) inspect connections;
- b) investigate suspected improper discharges; or
- c) enforce compliance with this Bylaw.

The Town may order the immediate cessation of any discharge that may damage or obstruct the sewer system.

10.8 Liability and Revocation

The Town may revoke permission to connect to the sewer system where work is not completed in accordance with this Bylaw.

The Town is not liable for damage resulting from sewer backups, service interruptions, or lawful enforcement actions.

10.9 Sewer Blockages and Cleaning

(a) Owner Responsibility

The Owner is responsible for maintaining the private sewer Service Line from the building to the municipal main in operational condition at all times.



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(b) Emergency Cleaning

Where requested, the Town may attempt to clear a blocked Service Line. The Owner is responsible for all associated costs unless the blockage is determined to be within municipal infrastructure.

(c) Disputed Defect

Where an Owner alleges that a blockage between the street main and property line results from improper installation:

- i) the Owner shall deposit an amount estimated by the Town;
- ii) if the Service Line is found properly installed, the Owner forfeits the deposit and remains responsible for costs;
- iii) if improperly installed, the deposit shall be refunded and the Town shall repair the municipal portion at its expense.

10.10 Septic Systems

Septic systems are prohibited within the Town unless:

- a) located in a designated area approved by the Town; and
- b) no municipal sanitary sewer service is available.

All approved septic systems must comply with provincial legislation and require a valid private sewage disposal permit.

11- STORM WATER MANAGEMENT AND DRAINAGE

11.1 Prohibited Discharges

No person shall discharge, or permit the discharge of, stormwater, surface water, groundwater, or natural runoff into:

- a) the municipal sanitary sewer system; or
- b) any sewer other than a designated municipal storm sewer;

unless otherwise approved in writing by the Town. Penalties are as set out in Schedule "C".

11.2 Foundation Drainage (Weeping Tile)

All foundation drainage systems (weeping tile) shall:

- a) be installed below basement footings;
- b) comply with applicable CSA standards and the Alberta Safety Codes Act and regulations; and
- c) discharge into an approved sump system or municipal storm sewer, where permitted.

Under no circumstances shall weeping tile discharge into the sanitary sewer system.

11.3 Sump Systems

All sump systems shall:

- a) comply with applicable CSA standards and Alberta Safety Codes requirements; and
- b) discharge to an approved surface location or storm sewer, where permitted.



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Sump pumps shall not be connected to the municipal sanitary sewer system.

11.4 Seasonal Discharge

Sump pump discharge may:

- a) be directed to a surface sprinkler or hose during summer months; or
- b) discharge to a dry well or dry pit during winter months through a buried line equipped with an appropriate control valve.

All discharge methods must prevent nuisance conditions, icing hazards, or adverse impacts to adjacent Properties.

11.5 Downspouts

Downspouts shall:

- a) be installed on all buildings;
- b) discharge a minimum of 1.8 metres (6 feet) from the building foundation; and
- c) discharge a minimum of 1.5 metres (5 feet) from a property line.

11.6 Prohibited Connections

Roof drains shall not be connected to:

- a) weeping tile systems;
- b) the municipal sanitary sewer system; or
- c) the municipal storm sewer system, unless expressly approved by the Town.

Where the Town determines that a prohibited connection exists, the Owner shall:

- i) receive written notice of non-compliance; and
- ii) correct the violation within the time specified in the notice.

Failure to comply may result in penalties under Schedule "C" and further enforcement action.

12 – UTILITY BILLING AND PAYMENT

12.1 Billing Frequency

Utility accounts shall be issued on a bi-monthly basis, typically in February, April, June, August, October, and December, or as otherwise determined by the Town.

12.2 Rates and Charges

All Owners of Property connected to municipal water and/or wastewater services shall pay the applicable rates and charges as established in the Town's current Master Rates and Fees Bylaw.

12.3 Account Holder

Utility accounts shall be issued in the name of the registered Owner as reflected on Land Titles records, or as otherwise determined by the Town in the case of an estate or similar circumstance.

12.4 Tenant Copies

At the written request of the Owner, the Town may send a copy of a utility bill to a tenant.



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Notwithstanding the foregoing, the Owner remains fully responsible for all charges, penalties, and arrears associated with the Property.

12.5 Final Meter Readings

Where a tenancy ends or an account is closed, the Owner shall ensure that a final meter reading is provided to the Town within 48 hours of the move-out or account closing date.

Failure to provide a final reading may result in the application of fees as set out in the Master Rates and Fees Bylaw.

12.6 Manual Meter Reads

Where an Owner requests a manual meter reading outside of the Town's regular reading schedule, the applicable fee, as set out in the Master Rates and Fees Bylaw, shall apply.

12.7 Municipal Infrastructure Contribution Fee

All Properties within the Town that:

- a) contain a structure; and/or
- b) are connected to municipal water and/or wastewater mains,

are subject to the applicable flat monthly water and sewer service charges, identified as the Municipal Infrastructure Contribution Fee.

These charges apply regardless of occupancy status, vacancy, or service usage.

12.8 Classification of Service

The CAO or designate has authority to determine whether a Property shall be classified as Residential or Non-Residential for billing purposes.

12.9 Methods of Payment

Payments may be made by cash, cheque, money order, debit, or through a financial institution, subject to Town policies.

Any bank charges, returned payment fees, or processing costs are the responsibility of the Owner.

12.10 Due Date and Late Payment

Utility payments are due on the date specified on the bill.

The Owner is responsible for ensuring payment is received by the Town on or before the due date. Delays caused by financial institutions or payment processing do not relieve the Owner from late payment penalties.

Late payment penalties shall be applied in accordance with the Master Rates and Fees Bylaw.

13. OFFENCES, ARREARS, AND PENALTIES

13.1 Accounts Due and Arrears

All utility charges are due and payable on the date specified on the utility bill.

Any amount not received by the due date is deemed to be in arrears.



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Failure to receive a utility bill does not relieve the Owner of responsibility for payment.

13.2 Late Payment Penalty

A late payment penalty of five percent (5%) per billing cycle shall be applied to all accounts remaining unpaid after the due date, as established in the Town's Master Rates and Fees Bylaw.

13.3 Disconnection for Non-Payment

Where a utility account remains unpaid after the due date, the Town may suspend or disconnect all or any utility services to the Property.

Service shall not be restored until:

- a) all outstanding charges and penalties are paid in full; and
- b) applicable disconnection and reconnection fees, as set out in the Master Rates and Fees Bylaw, are paid.

13.4 Transfer to Tax Roll

Pursuant to the Municipal Government Act, the Town may add unpaid utility charges to the tax roll of the Property to which the services were provided.

Where an account remains unpaid for more than two billing cycles, the Town may:

- a) transfer the outstanding amount to the tax roll; and
- b) collect the amount in the same manner as property taxes, including the application of tax penalties.

The Town may also pursue any other lawful remedy available for collection of unpaid amounts.

13.5 General Offence

Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable, upon conviction, to a fine not exceeding \$2,000.00, unless otherwise specified in a Schedule to this Bylaw.

Each day that a contravention continues constitutes a separate offence.

14. ENFORCEMENT AND VIOLATION TICKETS

14.1 Authority to Issue Violation Tickets

Where a Peace Officer has reasonable and probable grounds to believe that a person has contravened any provision of this Bylaw, the Peace Officer may issue a Violation Ticket in accordance with the Provincial Offences Procedure Act.

The penalty amounts established in the applicable Schedule to this Bylaw may be paid to the Town in lieu of prosecution.

14.2 Service of Violation Ticket

A Violation Ticket may be served by:

- a) personal service on the alleged offender;
- b) mailing it to the last known address of the registered Owner; or
- c) posting it in a conspicuous place at the Property where the contravention occurred.

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Service shall be deemed effective in accordance with applicable legislation.

14.3 Voluntary Payment

Where a Violation Ticket specifies a voluntary penalty amount, payment of that amount within the time prescribed on the ticket:

- a) constitutes acceptance of responsibility for the offence; and
- b) is accepted in lieu of prosecution.

If payment is not made within the prescribed time, the matter may proceed to court.

14.4 Late Payment Prior to Court Appearance

Where a person tenders payment after the voluntary payment deadline but prior to the court appearance date specified on the Violation Ticket, the Town may accept payment in lieu of prosecution, provided the matter has not yet proceeded to court.

14.5 Failure to Pay

If a person fails to pay the voluntary penalty within the time specified on the Violation Ticket, the option of payment in lieu of prosecution no longer applies and the matter shall be dealt with in accordance with the Provincial Offences Procedure Act.

14.6 Other Enforcement Remedies

Nothing in this section:

- a) limits a person's right to dispute a charge;
- b) prevents a Peace Officer from laying an information or proceeding by summons instead of issuing a Violation Ticket; or
- c) limits the Town's ability to pursue any other remedy available at law.

14.7 Removal of Violation Ticket

No person, other than the Owner, occupant, or a Peace Officer, shall remove or interfere with a Violation Ticket or notice posted on a Property.

14.8 Unauthorized Issuance Prohibited

No person other than a Peace Officer or a person authorized by the Town shall issue, place, or affix a Violation Ticket or enforcement notice on any Property.

15. LIMITATION OF LIABILITY

15.1 No Municipal Liability

The Town is not liable for any loss, injury, or damage to persons or property arising from:

- a) the breaking, freezing, failure, or malfunction of any water main, water service line, meter, remote reading device, or related appurtenance;
- b) the breaking, blockage, backup, or failure of any sanitary sewer or storm sewer main or service line;
- c) interruption, reduction, variation, or discontinuation of water service required for maintenance, repair, replacement, or emergency operations;



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- d) interruption, restriction, or suspension of sewer service required for maintenance, repair, replacement, or emergency operations; or
- e) the normal operation of the municipal waterworks or wastewater systems.

15.2 Negligence Exception

Nothing in this section limits the Town's liability where damage is proven to have been directly caused by the negligence of the Town or its employees.

PART 16 & 17 – REPEAL AND EFFECTIVE DATE

16. REPEAL

16.1 Bylaw No. 890 and amendments thereto are repealed.

17. EFFECTIVE DATE

17.1 This Bylaw comes into force upon third reading and final passage.

READ a First Time this 9th day of March, 2026.

READ a Second Time this 13rd day of MARCH, 2026.

READ a Third Time and Finally Passed this 13rd day of MARCH, 2026.

TOWN OF STAVELY

Ramona Whittington
Mayor

Jana Sundquist
Chief Administrative Officer



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SCHEDULE "A"
FEES AND SERVICE CHARGES

*(All fees are subject to amendment through the Town's most recent
Master Rates and Fees Bylaw.)*

A.1 Water Service Fees

Section Reference	Description	Fee
8.3	Water Reconnection – Regular Business Hours	\$50.00
8.3	Water Reconnection – After Hours / Emergency	\$100.00
12.6	Manual Meter Read (Outside Regular Schedule)	\$100.00
12.5	Failure to Provide Final Meter Reading	\$100.00
13.3	Water Disconnection for Non-Payment	As per Master Rates & Fees Bylaw
12.7	Municipal Infrastructure Contribution Fee (MICF)	As per Master Rates & Fees Bylaw

A.2 Sewer Service Fees

Section Reference	Description	Fee
10.3	Unauthorized Sewer Connection	\$500.00
10.1	Prohibited Discharge – Sanitary Sewer	\$500.00
10.9(b)	Sewer Service Line Cleaning (Owner Request)	Full Cost Recovery
10.9(c)	Deposit – Sewer Line Investigation	Estimated Cost (Refundable per Findings)



**BYLAW # 898
WATER & WASTEWATER UTILITIES**

**SCHEDULE "B"
ARREARS, PENALTIES AND TAX ROLL TRANSFERS**

B.1 Late Payment Penalty

Description	Amount
Penalty on Overdue Accounts (Section 13.2)	5% per Billing Cycle

B.2 Disconnection and Reconnection for Arrears

Description	Amount
Disconnection for Non-Payment (Section 13.3)	As per Schedule "A"
Reconnection After Arrears Paid (Section 8.3)	As per Schedule "A"

B.3 Tax Roll Transfer

Where utility charges remain unpaid for more than **two (2) billing cycles**, the Town may transfer outstanding amounts to the tax roll of the Property in accordance with **Section 13.4 of this Bylaw** and the **Municipal Government Act**.

Such amounts shall thereafter be collected in the same manner as property taxes.



**BYLAW # 898
WATER & WASTEWATER UTILITIES**

**SCHEDULE "C"
SPECIFIED PENALTIES – MINOR OFFENCES**

First Offence: \$250.00

Subsequent Offence: \$500.00

Section Reference	Description
7.3	Obstruction of Hydrant, Valve, or Curb Stop
7.4	Failure to Maintain Required Hydrant Clearance
10.2	Minor Interference with Sewer Infrastructure
11.1	Improper Storm Water Discharge to Sanitary Sewer
11.6	Prohibited Roof Drain or Sump Connection
14.7	Removal or Interference with Posted Violation Ticket

**SCHEDULE "D"
SPECIFIED PENALTIES – MAJOR OFFENCES**

First Offence: \$500.00

Subsequent Offence: \$1,000.00

Section Reference	Description
5.1	Unauthorized Connection to Municipal Water Main
5.6	Unauthorized Alteration of Water Service Line
6.4	Water Meter Tampering or Interference
7.1	Unauthorized Operation of Hydrant, Valve, or Curb Stop
7.5	Damage to Hydrant, Valve, or Municipal Utility Infrastructure
9.1	Illegal Connection of Private Well or Alternate Water Source
10.1	Discharge of Prohibited Substances to Sanitary Sewer
10.1(b)	Discharge of Flammable or Explosive Substances
10.2	Major Interference with Sewer Infrastructure
10.3	Unauthorized Sewer Connection

RW
[Signature]

