



***CONSOLIDATED* BY-LAW NO. 2653/H&S/20**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES TO PROVIDE FOR GARBAGE COLLECTION, REMOVAL AND DISPOSAL

PURSUANT to the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c. 22, the Council of the Municipal Corporation of the Town of Inuvik in the Northwest Territories, in regular session, duly assembled, enacts as follows:

1.0 **SHORT TITLE**

1.1 This by-law may be known as the **“Water and Sewer Administration, Management and Operations By-law”**.

2.0 **INTERPRETATION**

2.1 In this by-law, the following terms shall have the following meanings:

- 1) **“Account”** means an agreement between a customer and the Town for the supply of drinking water, and the collection and disposal of sewage.
- 2) **“Applicant”** means an owner or authorized agent who applies to the Town for the installation, modification, or discontinuance of water and/or sewer service connection(s) to a property.
- 3) **“Approved”** means, unless otherwise provided for, approved by the Senior Administrative Officer (SAO) of the Town of Inuvik or his/her designate.
- 4) **“Building”** means any structure used or intended for supporting or sheltering any use or occupancy.
- 5) **“Building sewer”** means the horizontal sewer piping, including any vertical offset, usually enclosed in a “utilidette”, that conducts wastewater from a private drainage system to a sewer service on a public sewer.
- 6) **“Building water pipe”** means the water piping, usually enclosed in a “utilidette”, that conducts water from a water tap on a public water main to the control valve inside the building to the meter on the upstream side of the water meter in a private water system.
- 7) **“C.C.”** means a cock or valve installed to control a water service.
- 8) **“Combined water line”** means a pipe that supplies water both for firefighting and either commercial or domestic purposes or both.

- 9) **“Council”** means the Council of the Municipal Corporation of the Town of Inuvik.
- 10) **“Cross-connection”** means a physical connection whereby liquids or solids may be introduced into drinking water in a public or private water piping system, causing risk that drinking water may become contaminated or polluted in any way.
- 11) **“Customer”** means a person having one or more accounts and receiving water and/or sewer service from a public Town owned water and/or sewer main.
- 12) **“Drinking water”** means water that is safe for human consumption and meets applicable quality standards.
- 13) **“Dwelling unit”** means a building or portion of a building that is designed to provide living accommodation for up to one family.
- 14) **“Environmental Health Officer”** means the Environmental Health Officer of the Government of the Northwest Territories or his/her authorized representative.
- 15) **“Fire Chief”** means the Fire Chief of the Town of Inuvik or his/her authorized agent.
- 16) **“Fire Department”** means the Fire Department of the Town of Inuvik.
- 17) **“Fire hydrant”** means an installation on a water main or a fire line installed primarily to provide a point for connection of fire hoses for firefighting; and, includes the fire hose connections, associated valve(s) and controls, and in outdoor locations, a protective insulated box and/or lid.
- 18) **“Fire hydrant access path”** means a Town Fire Department designated route from the edge of a street or road to a fire hydrant.
- 19) **“Fire line”** means a pipe that is intended solely for the purpose of providing a standby supply of water for fire protection.
- 20) **“Housing unit”** means a building containing one or more dwelling units.
- 21) **“Hydrant area”** means the area surrounding a hydrant in all directions to a distance of 10 feet.
- 22) **“Inspector”** means any person authorized by the Town to inspect Town owned water or sewage installations.
- 23) **“Interceptor”** means a receptacle installed to prevent oil, grease, sand, or other materials from passing into the sewer system.
- 24) **“Invert”** means the lowest inside surface of a sewer pipe.
- 25) **“Journeyman plumber”** means a person holding current GNWT approved journeyman plumber certification.
- 26) **“Meter setting”** means the arrangement of private water system piping built in accordance with the Town’s Water Meter Installation Standards (pursuant to Schedule “B” attached to and forming part of this by-law) to allow the Town to install a meter to record consumption of all water supplied to the customer.

- 27) **“Notice”** means a written notification to a customer, delivered personally or sent by registered mail, to the address to which the customer’s account is sent or to the address where service is being supplied; in the case of an owner, to the address to which the owner’s notification of municipal tax assessment is sent.
- 28) **“Owner”** means the person named on a certificate of title registered with the Northwest Territories Land Titles Office or, if that person is deceased, their estate.
- 29) **“Peace Officer”** means any By-law Enforcement Officer of the Town of Inuvik, or any RCMP officer.
- 30) **“Person”** has the meaning given to it in the *Interpretation Act*.
- 31) **“Plumber”** means an NWT certified journeyman plumber or approved personnel under the supervision of a journeyman plumber.
- 32) **“Private sewer system”** means a privately-owned assembly of pipes, fittings, fixtures, traps, and accessories that is used to convey wastewater to the building sewer.
- 33) **“Private water system”** means an assembly of pipes, fittings, valves, and accessories that conveys water from the water meter to the water supply outlets.
- 34) **“Professional Engineer”** means an engineer or licensee, registered and in good standing with the Association of Professional Engineers, Geologists and Geophysicists of the Northwest Territories.
- 35) **“Public sewer main”** means a sewer other than a building sewer which is owned by the Town,
- 36) **“Public water main”** means a water pipe other than a building water pipe which is owned by the Town,
- 37) **“Right of Access”** means the right of a Peace Officer to enter property with and without consent of the property’s owner or occupier if there is an imminent danger to public health and safety.
- A Peace Officer may exercise a right of access to a property with or without consent of the property’s owner or occupier where there is an imminent danger to public health and safety or other extraordinary circumstances.
- 38) **“SAO”** means the Senior Administrative Officer of the Town of Inuvik or their designate.
- 39) **“Self-contained unit”** means a unit having a separate plumbing, heating, and entrance.
- 40) **“Service application charge”** means the fee charged to the customer to establish an account.
- 41) **“Service box”** means an enclosure built around the service connection points on a public water and/or sewer main.

- 42) **“Service connection”** refers to the related sewer service and water tap which together serve one building and includes the tappings, saddles (or equivalent fittings) attached to or mounted on the public mains.
- 43) **“Sewer service”** means the publicly owned saddle or equivalent fitting on a public sewer intended for the connection of a building sewer pipe.
- 44) **“Tap”** means plumbing fixtures on a public water main used to make a connection to a building water pipe.
- 45) **“Tenant”** means a person who occupies a building by virtue of a lease or other lawful arrangement with the owner of the building and who is not the owner or the owner’s agent.
- 46) **“Town”** means the Municipal Corporation of the Town of Inuvik.
- 47) **“Town right-of-way”** means any legal road right-of-way, public utility right-of-way or lot, walkway lot, lane, or easement in favour of the Town.
- 48) **“Truck Fill Station”** means the site designated by the Town that is equipped with a large water connection used for the purpose of loading water trucks.
- 49) **“Turn off”** means the cessation and discontinuance of the provision of water to a building or a property and may include a final meter reading.
- 50) **“Turn on”** means the commencement and provision of water for a building or a property.
- 51) **“Utilidette”** means the assembly of building water pipes, sewer pipes, weather-resistant enclosure, supporting structure and foundation which connects a utilidor or service box to a building.
- 52) **“Utilidor”** means an aboveground or underground assembly of public water and/or sewer pipes, weather-resistant enclosure, supporting structure and foundation.
- 53) **“Utilidor Vault”** means any building, valve block, junction, pump station, retempering station, or Town lock.
- 54) **“Wastewater”** means sewage released from residential, commercial, institutional, or industrial premises as a result of normal human living processes.
- 55) **“Water service”** means the publicly owned connection including the c.c. on a public water main intended for the connection of a building water pipe.
- 56) **“Water and Sewer Utility Rates”** means the rates charged for water and sewer services as set by the Town as amended from time to time.

3.0 DUTIES AND MANAGEMENT

- 3.1 The SAO or their designate has the power to do all things necessary for the general administration, management and operation of the water and sewer systems as set out in this by-law, including the power to make binding contracts between the Town and customers for the provision of water and/or sewer services.

- 3.2 The Town shall obtain all licenses, permits and approvals necessary for the operation of water and sewer systems, including such easements as may be required.
- 3.3 The Town shall determine the specifications for construction of the water and sewer systems as needed to comply with all applicable Federal, Territorial, and municipal by-laws, regulations and standards.
- 3.4 The following are publicly owned, operated and maintained at public expense: public water supply, treatment, storage and pumping facilities; public sewer pumping, treatment and disposal facilities; utilidors and their accessories, public water mains and public sewers, service boxes on utilidors, service connections on public water mains, and water meters.
- 3.5 For greater clarity, the following is a non-exhaustive list of components which are not publicly owned, operated, maintained, repaired or thawed at public expense: private water systems private drainage systems, utilidettes and utilidette freeze protection systems; building water pipes; building sewers, including the portions of building water pipes and building sewer pipes and their freeze protection systems which extend into a public service box or public utilidor.
- 3.6 A public utilidor is a utilidor which:
- 1) runs on land registered as a public right of way or public road; or runs on a utilidor easement;
 - 2) is an integral and necessary part of a utilidor system which exists to provide water or sewer service to two or more registered blocks of land which are not all owned by a single person or entity; or,
 - 3) is designated to be a public utilidor by the Town acting reasonably in the public interest.
- 3.7
- i) The location of a boundary between a utilidor (public ownership and public responsibility) and a utilidette (private ownership and private responsibility) shall be determined by the Town.
 - ii) Where a private utilidette is in the form of an extension of a main utilidor, and such features as structural joints, shut-off valves and/or tappings do not exist which could reasonably be taken to make the usual boundary between the utilidor and the utilidette, the boundary shall be taken to be the property line.
- 3.8 Whenever a utilidor runs through a property or adjacent to a property, the owner of the property shall provide a clear space around the utilidor and any utilidor vaults to be available for utilidor operations, maintenance, and reconstruction work. The minimum clear space around utilidors and utilidor vaults is defined as a rectangle when viewed along the longitudinal centreline of the utilidor:
- i) sides not less than 3 m away measured horizontally from the centreline of the utilidor or vault;

- ii) top not less than 2.5 m above the highest point of the roof of the utilidor cross-section or vault structure; and,
 - iii) top not less than 5 m above the highest ground at the wall of the utilidor section or vault structure.
- 3.9 Wherever a fire hydrant is located on or adjacent to a property, the owner of the property shall provide a clear space around the fire hydrant for firefighting, operations, maintenance and reconstruction work. Where a fire hydrant is located on or adjacent to a property that is owned and occupied by a property owner who qualifies under any by-law exempting senior citizens and disabled persons from paying property taxes, the Town will be responsible for clearing the space around the fire hydrant. This provision applies to all fire hydrants, whether publicly or privately owned. The minimum clear space around a fire hydrant is defined as all of the volume contained within a vertical cylinder three metres (3 m) in radius, whose axis runs through the centre of the hydrant's fire hose connection(s), and which extends from ground surface to an elevation 3 m above the hydrant's fire hose connection(s).
- 3.10 The Fire Chief shall determine the locations of fire hydrant access paths. The Fire Chief shall maintain records of the locations of fire hydrant access paths available to the public and shall identify the locations of fire hydrant access paths by means of signs as provided for in this by-law.
- 3.11 The Fire Chief, in addition to the SAO, is authorized to issue notices under this by-law related to fire protection.

4.0 INSTALLATION, ALTERATION, DISCONTINUANCE OF SERVICE

- 4.1 No person shall connect to a water or sewer service, alter, or discontinue a water or sewer service without approval from the Town. Temporary services and seasonal services are not exempted from this requirement.
- 4.2 An applicant requesting installation, alteration or discontinuance of a service shall apply in writing on a form provided by the Town. The applicant shall sign the application and shall pay the application fee set out in the Town of Inuvik Fees and Charges Policy.
- 4.3 An application shall be approved, provided:
- 1) public water and sewer mains abut the property for which the application is made;
 - 2) the public water and sewer main(s) abutting the property both have sufficient capacity;
 - 3) the difference in elevation between the proposed private sewer system and the public sewer is sufficient, in the opinion of the Town, for gravity operated drainage, through a standard sewer service connection; or, alternatively, that the application includes a design for pumping of sewage from the building to the public sewer acceptable to the Town; and,
 - 4) the applicant has installed any interceptor required under this by-law or ordered by the Town.

- 4.4 If the property which is the subject of an application does not abut a public utilidor, the SAO, on behalf of the Town may, at their discretion, consent to the application for a service on the condition that the applicant enters into a contract which, without in any way limiting the generality of the terms and conditions which may be determined by the SAO, shall include the following terms and conditions:
- 1) the applicant shall pay all costs of construction, operation and maintenance as appropriate for the extended utilidette;
 - 2) the applicant shall pay all costs related to the acquisition and registration of any easements and rights of way necessary, in the opinion of the SAO, for the construction, operation and maintenance of the utilidette;
 - 3) the utilidette provided shall meet minimum specifications determined by the Town;
 - 4) the applicant shall indemnify the Town for damages which the Town may incur through the negligence of the applicant in the operation of the utilidette;
 - 5) the applicant shall pay for all water passing the water meter in accordance with the Water and Sewer Utility Rates By-law; and,
 - 6) such other terms and conditions as the Town may deem appropriate.
- 4.5 If the Town determines that the sewer line abutting the property does not have sufficient capacity, the SAO, on behalf of the Town may, at their discretion, consent to the application for a service on the condition that the applicant first provides facilities and means to control the rate of release into the sewer so that the rate of release will not exceed a maximum rate which the Town shall specify, and to store the volume in excess of the specified maximum rate of release.
- 4.6 Interceptors are required to be installed in private sewer systems or in building sewers as follows:
- 1) where there is food preparation for commercial or institutional occupancy, a grease and oil interceptor must be installed;
 - 2) where vehicles or mobile equipment are repaired and/or washed, grease, oil and sand interceptors must be installed; and
 - 3) in any building or establishment where wastewater carries loads of particulate matter, oil, grease or any other substance at concentrations not usual in domestic household wastewater which, in the opinion of the Town, may have a deleterious effect on any component of the public sewage collection, treatment and disposal facilities or treated wastewater receiving water, an interceptor and/or other pretreatment facilities must be installed as ordered by the Town.
- 4.7 Every interceptor shall be:
- 1) of sufficient capacity to perform the service for which the interceptor is intended;
 - 2) located so that it is readily and easily accessible for cleaning and inspection;

- 3) cleaned by the owner at regular intervals, sufficiently often that its capacity to perform its intended function is maintained at a high level; and,
 - 4) maintained in proper and effective working condition.
- 4.8 Notwithstanding Schedule "A", where the SAO is of the opinion that special circumstances exist, the SAO may, at their discretion and subject to such terms and conditions as they may require, authorize the provision of more than one service for each lot.
- 4.9 Following approval of an application for installation of a service and subject to any limitations or delays due to season and weather, the Town shall install the approved number of services of suitable size, and service boxes or standard openings through the utilidor wall, on the lot side of the water and sewer mains nearest the lot as shown on a registered plan in the Land Titles Office.
- 4.10 Items provided and owned by the Town shall include the service box (where the design of the utilidor requires one), water main taps and shut-off valves (c.c.'s) and sewer main tap including any tap accessories needed such as a saddle.
- 4.11 Service installations which may result in freezing of pipes will normally be made only when the temperature is above -5 degrees Celsius and is expected to remain above that level for sufficient time to complete the entire installation including attachment, insulation and weather sealing of the utilidette.
- 4.12 The Town shall maintain the service box.
- 4.13 The owner shall maintain the structural integrity and weather tightness of the joint between the utilidor or service box and the utilidette.
- 4.14 Where the Town installs a service box or opening through utilidor wall for the connection of an owner's utilidette, the owner shall insulate, close and weather seal the service box or opening promptly giving due regard to the time of year and any possibility of freezing conditions. The applicant shall comply with any schedule or other conditions contained in any notice issued by the Town, failing which the Town may order the owner to perform at the owner's expense any remedial work that the Town deems necessary for the protection of the public system to be done within such time period as the Town may direct. If the owner fails to perform that work within the time requested, the Town may do so without further notice to the owner and may recover the cost of doing any such work from the owner.
- 4.15 Where a water service is inadequate to supply the volume of water required at any building or the sewer service is inadequate to carry the rate of flow of sewage, the owner may apply for a larger service. If there is insufficient capacity in the public mains affected, the Town shall not grant the request for a larger service.
- 4.16 Where a service is no longer required as a result of redevelopment of the property, the owner may apply for discontinuance of the service and the Town shall abandon the service at the owner's expense.
- 4.17 The Town may order the abandonment of a service at its expense to properties on which no building exists or which are not in account. Where the Town has ordered a service to be abandoned, the owner shall be notified of the abandonment and shall be required to pay for any new service installation.

- 4.18 An Inspector authorized by the Town shall have access to a Town meter including its wiring and readout, private water system, private drainage system, interceptor, utilidette and to any other component or installation connected to the public water or sewer system at all reasonable times.
- 4.19 An Inspector authorized by the Fire Chief shall have access to any fire hydrant or fire line and to any utilidor, private water system and any other component or installation which serves or is in any way connected to or forms part of a fire hydrant or fire line, whether publicly or privately owned.

5.0 LIMITATION OF LIABILITY

- 5.1 Where a utilidette passes through a finished or unfinished wall, the Town shall not be responsible for any damage due to displacement, settlement, effect on the owner's operations, or any other reason, whether such damage occurs during building construction or afterwards, unless such costs or damages have been shown to be directly due to the gross negligence of the Town or its employees.

6.0 WATER FOR FIRE PROTECTION

- 6.1 Where an owner provides fire protection by means of a dedicated fire line, the owner shall provide a meter setting and meter setting fill piece or a double check valve assembly as fill piece.
- 6.2 Where, in the opinion of the Town, a water meter is required on a fire line, the Town shall install a water meter.
- 6.3 Where an owner provides fire protection by means of a combined water line, the owner shall elect, in their application for service, either:
- 1) for the metering of the volume of water consumed for normal building occupancy purposes only and not for firefighting purposes or large flow testing of fire protection systems; or,
 - 2) for the metering of the whole volume of water consumed for all purposes including firefighting and testing.
- 6.4 Except in emergency, no person shall break a Town seal installed on a fire hose valve. In an emergency, a person may break such a seal and shall so notify the Town immediately.

7.0 PRIVATE SERVICE AND GUIDANCE TO PLUMBERS

- 7.1 All costs of connecting the private building water pipe, private building sewer and utilidette to the service connections provided by the Town, including utilidor insulation restoration costs, are the responsibility of the owner.
- 7.2 In completing the private service connection, the owner shall return the utilidor and the service box, if any, to sound, thermally protected, weather sealed and externally finished condition, matching original condition and appearance.

- 7.3 The Town shall not carry out any construction or repair work relating to a private service except with the written approval of the SAO on such terms and conditions as the SAO may determine.
- 7.4 Where water is required to test plumbing before a meter is installed in the meter setting, a meter fill piece that includes an approved back flow prevention device shall be temporarily installed by a plumber prior to testing taking place. The fill piece shall be removed from the meter setting and from the size by a plumber following the test.
- 7.5 A journeyman plumber may operate the Town's c.c. of up to 25 mm (1 inch) when necessary for the testing of private service piping, for the replacing or renewing of a control valve, or for the repairing or renewing of piping between the Town's c.c. and the control valve, and for no other purpose.
- 7.6 No person shall operate any Town c.c. of 40 mm (1-1/2 inches) or larger in size for any purpose, unless authorized in writing by the SAO.
- 7.7 Where an inspector gives notice to the owner that an existing private water system does not meet the requirements of this by-law, the owner shall, at the owner's expense, make the changes required in the notice within the time specified by the notice.
- 7.8 The Town shall not be responsible for thawing out frozen private services.
- 7.9 No person shall thaw frozen pipes electrically or by using electrical welding equipment without disconnecting the water meter and all electrical ground wires from the private service.
- 7.10 The Town may thaw the private service upon request by the owner or by a customer under emergency conditions. The Town shall charge the actual cost of fulfilling the request to the owner or customer who made it.

8.0 ACCOUNTS AND WATER CHARGES

- 8.1 An owner or tenant shall open an account for the provision of water and sewer service prior to water being used on the property. In the case of a vacated premises, the owner is required to open an account within 7 days of closure of the previous account in order to maintain service to the property, failing which the Town may turn off the water supply.
- 8.2 At the discretion of the Town, an owner who rents or leases a property or a self-contained unit to a tenant or lessee may be required to open an account for the provision of water to the property rented or leased.
- 8.3 As a condition of establishing an account, the Town may require a guarantee deposit from the customer for a billing period up to ninety (90) days. The guarantee deposit shall be non-transferable and may be in the form of cash, certified cheque, or other security acceptable to the Town.
- 8.4 Where there is a guarantee deposit and the account is in arrears, the Town may apply the guarantee deposit plus any accrued interest against the amount owing on the account. Where the account has been terminated, the Town shall apply the guarantee deposit plus any accrued interest against any amount owing on the account and shall then refund any remaining balance of the guarantee deposit to the customer.

- 8.5 Water consumption shall be as recorded by the Town's water meter or as estimated by the Town as provided for elsewhere in this by-law.
- 8.6 If, upon the reading of a meter, the Town determines that the meter has failed to record properly the flow of water, the Town shall estimate the flow and render an account based upon such method as the Town considers to be fair and equitable. The Town may also cause the meter to be tested. If the meter is found to be defective, the meter will be replaced at the Town's expense.
- 8.7 The Town may charge a service application charge in accordance with this by-law upon the turning on of a turned off account.
- 8.8 The Town shall provide to all customers a monthly water and sewer utility bill covering all rates and charges whether or not the consumption period is greater or less than one month and requiring payment by the date specified on the utility bill.
- 8.9 Where a customer fails to pay a utility bill by the date specified on the utility bill, the customer shall pay an additional late charge.
- 8.10 The Town shall not waive payment of an account or late payment penalty on the grounds that the customer failed to receive or lost the utility bill.
- 8.11 The customer is responsible to provide the Town with a current mailing address and to notify the Town of any change in address.
- 8.12 In addition to the remedies available under the *Cities, Towns and Villages Act*, the Town may enforce the payment of all charges, rates, surcharges, penalties and amounts by:
- 1) turning off the water supply to a customer; or,
 - 2) commencing an action in any court of competent jurisdiction.
- 8.13 Any charges levied for the use of a sewer system or water supply that have not been paid by the end of the fiscal year may become a charge against the property being serviced, and collectible against the owner thereof in the same manner as taxes levied by the Town.
- 8.14 Every customer, prior to vacating a premises or building:
- 1) shall make payment in full and close the account; and,
 - 2) shall give provide a minimum of two (2) working days' notice to close an account. Notice shall be in writing and may be delivered by mail, facsimile, e-mail or arranged in person. Notice by telephone will be accepted for domestic accounts only.
- 8.15 In the absence of a notice of termination of an account, the Town shall continue to bill and collect all charges recorded against the account.
- 8.16 The Town may refuse to open an account or supply water to any person who is indebted to the Town, pursuant to this by-law, or who fails to comply with the provisions of this by-law, for such time as the indebtedness or default under this by-law continues.

- 8.17 The Town shall only release information regarding a customer's account to the customer or the customer's agent.
- 8.18 Accounts shall not be transferred from one customer to another.
- 8.19 Upon the termination of a customer's account(s), if the customer's water and sewer account(s) are paid in full, the Town will rebate any guaranteed deposit plus any accrued interest, calculated pursuant to section 8.1 of this by-law, to the customer.
- 8.20 The Town may turn off water to an account without restriction, either as to the time of year or to outdoor temperature, for any of the following reasons:
- 1) failure to open an account or failure to complete a written application for service when requested;
 - 2) *the account has been in arrears for ninety (90) days, unless otherwise authorized by the Senior Administrative Officer due to exceptional circumstances.*
 - 3) failure to provide a guarantee deposit;
 - 4) failure to perform any term of a service contract;
 - 5) failure to provide free access to the premises;
 - 6) failure to comply with an order or notice issued under authority of this by-law within the stated time period;
 - 7) excess leakage or wastage of water on the private service or from the private water system before the downstream side of the meter including, but not limited to, running or wastage of water as a method of protection against freezing of pipes;
 - 8) contamination or potential for contamination of water from the private service or private system;
 - 9) leakage or discharge of sewage except to the public sewer;
 - 10) theft of water;
 - 11) failure to give accurate information to the Town when applying for service or opening an account;
 - 12) conviction for tampering with the water meter or the seal; and,
 - 13) contravention of any section of this by-law.
- 8.21 The Town shall notify the Environmental Health Officer prior to turning off service to any food establishment, multi-family rental accommodation and any other premises which may be specified by the Environmental Health Officer.
- 8.22 Where the Town has turned off the water supply to a customer for non-payment of an account at one location, the Town may refuse to supply or may turn off water to a customer if that customer moves to or resides at another location.

- 8.23 Where the Town has turned off a service in compliance with this by-law, neither the Town, its employees nor any municipal official shall be liable for any costs or damages resulting from the discontinuance, regardless of time of year or outdoor temperature.

9.0 INTEREST AND REFUND OF DEPOSITS

- 9.1 The Town will pay interest on all guaranteed deposits as follows:

- 1) The Town will pay simple interest on the security deposit from the date the deposit is paid, at an annual rate of interest equal to the daily interest savings rate at the end of each month as posted by the Canadian Imperial Bank of Commerce and such interest will be credited monthly to the customer's security deposit account for each full month that the security deposit is held by the the Town. A deposit paid by the customer shall be returned to them with interest when the customer is disconnected from service other than for default in payment.

10.0 WATER METERS

- 10.1 At the expense of the owner, the Town shall supply, install, own and maintain all water meters, meter setting with control valve(s) and remote readout devices. Meters, the installation of meters and the installation of remote readout devices shall conform to the Town of Inuvik's Water Meter Installation Standards as outlined in Schedule B attached.
- 10.2 The customer shall protect a Town meter from freezing, damage from any cause and shall be responsible for any and all damage including loss, except damage or loss caused by the gross negligence of employees or agents of the Town.
- 10.3 A customer may install a subsidiary meter on their property on the downstream side of the Town meter for the customer's own purposes and at the customer's own expense. The customer shall attach a tag to a subsidiary meter which clearly identifies it as a private meter.
- 10.4 The Town shall neither read nor maintain a subsidiary meter, accept as accurate the reading of a subsidiary meter, or use readings from a subsidiary meter to calculate billings.
- 10.5 No person shall install a meter by-pass without written authorization of the Town.
- 10.6 The Town shall only authorize the installation of a meter by-pass where, in its opinion, a by-pass is warranted for reasons of safety.
- 10.7 The Town may order a by-pass valve to be sealed. No one shall break a by-pass valve seal except under the direction of the Town or in case of an emergency. An owner or customer shall immediately report the breaking of a seal or the existence of a broken seal to the Town.
- 10.8 The Town shall give a customer reasonable notice of its intent to install, inspect, remove, repair, replace, read, or require access to a meter.
- 10.9 No person shall do, cause to be done, or permit to be done, any act which may obstruct, interfere with or impede direct, safe and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement, reading or other similar purposes.

- 10.10 The Town shall attempt to make appointments for a special meter reading, reading verification, inspection, testing, removal, repairing and replacement of meters at a time mutually agreeable to the customer and the Town. Where an appointment has been arranged and the customer does not provide access to the premises, the Town may charge the customer a no access charge in accordance with the Town of Inuvik Fees and Charges Policy.
- 10.11 Where a customer fails to respond to the Town's written request for an appointment, the Town may establish an appointment and notify the customer in writing. Where an appointment has been established and the customer fails to keep the appointment, the Town shall charge the customer an appointment charge in accordance with the Town of Inuvik Fees and Charges Policy.
- 10.12 All persons shall keep pets in control to provide safe access to meters.
- 10.13 Any employee of the Town or its designates requesting entrance to a private premises shall, upon the request of any occupant of the premises, produce an identification card.
- 10.14 Where a customer questions the accuracy of a meter, the Town shall test it. The Town shall advise the customer that they may witness the meter testing and the time and place where the test will be conducted.
- 10.15 Where the test shows that the meter is recording between 97% and 103% of true consumption and the customer wishes to have the meter replaced, the customer shall pay the cost of removal, testing and reinstallation in accordance with meter maintenance charges in accordance with the Town of Inuvik Fees and Charges Policy.
- 10.16 Where the test shows that the meter is defective (under 97% and over 103%), the Town shall pay the cost for removal, testing and installation of a new meter.

11.0 INTERRUPTION OR RESTRICTION OF SERVICE

- 11.1 If, in the opinion of the SAO, an emergency makes it necessary, the Town may turn off or restrict the water supply to any part of the town. The Town shall notify the Environmental Health Officer and the Fire Department of any emergency turn-off or water restriction.
- 11.2 The Town may, in a non-emergency situation, turn off the water supply to any part of the town provided twenty-four (24) hours' notice of such intended turn-off is given to all affected customers.
- 11.3 Council may restrict and regulate the hours or time during which water may be used for any purpose other than for firefighting.
- 11.4 Council may cause notices to be published in a newspaper of general circulation in the Town of Inuvik, or may give notice by other means, declaring restrictions upon the use of water for the purpose of conserving and saving water.
- 11.5 After publication of such notices twice within a 5-day period, no person shall use water except in accordance with approved provisions and restrictions.
- 11.6 The Town shall not be liable for damages:

- 1) caused by the break of any water main, sewer main, service, meter or any other accessory or attachment;
- 2) caused by the failure of any pump, water or sewage pumping station, water treatment system or plant, water reservoir, sewage treatment work or any other facility forming part of or attached to the waterworks or sewerage system;
- 3) caused by the interference or cessation of water supply necessary in connection with the repair or proper maintenance of the Town waterworks systems;
- 4) caused by the failure of or need to repair a utilidor road crossing; or,
- 5) generally, for any accident due to the operation of the Town's water and sewer system, unless such costs or damages have been shown to be directly due to the gross negligence of the Town or its employees.

12.0 PROHIBITIONS

- 12.1 No unauthorized person shall open, use, alter, disturb, make any connection with or opening into or conduct any work within a public utilidor including its supports.
- 12.2 Notwithstanding section 12.1, an owner or a customer may thaw building water or sewer pipes and may remove blockages from building sewer pipes where they extend into the utilidor, but shall return the utilidor undamaged to original condition at the earliest possible time and shall be responsible for any damage including freezing damage which in any way results from the owner's or the customer's activities.
- 12.3 Except as permitted in this by-law, no person other than authorized employees of the Town or its designates, shall:
- 1) operate, handle, or interfere with a service tap, water main, sewer main, Town meter, c.c., valve, fire hydrant or other accessory on the public water or sewage system; or,
 - 2) make, keep, use or dispose of any key or wrench, the purpose of which is to operate any valve, c.c., fire hydrant, chamber, community tap, water main tap or any other accessory on the public water works or sewage system.
- 12.4 No person shall install or cause to be installed any pipe to connect with any public water main or sewer main without the written consent of the Town.
- 12.5 Except as specifically provided for elsewhere in this by-law, no person shall install or permit to be installed a branch-line or tap between a water service and a Town meter.
- 12.6 No person shall extend a private water pipe or private sewer pipe from one separately titled lot to another unless the Town has approved such extension.
- 12.7 Upon subdivision of a lot previously serviced with a water and/or sewer service:
- 1) additional water and sewer services will be needed for each lot existing and separately titled after subdivision; and,

- 2) the private water and drainage systems for each separately titled lot shall be separated and not interconnected.
- 12.8 With the exception of emergency use of a fire line, no person shall use or obtain water unless:
- 1) an account has been opened; and
 - 2) the water has first passed through a water meter.
- 12.9 No person shall break seals on valves, meters, or other accessories except as may be required in case of emergency. Any breaking of a seal or existence of a broken seal shall be reported to the Town immediately. Where a seal has been broken and not reported, the Town shall estimate the quantity of water consumed or obtained.
- 12.10 In addition to any other penalty, any person who uses water in contravention of the provisions of this by-law shall pay the following charges:
- 1) all charges for water consumed or obtained in accordance with the Water and Sewer Utility Rates By-law or as estimated by the Town; and,
 - 2) all charges to cover the Town's costs associated with the unauthorized use of water as per the Water and Sewer Utility Rates By-law.
- 12.11 No person shall obstruct or impede free and direct access to any utilidor, utilidor vault, utilidor service tap, water main, sewer main, valve, c.c., fire hydrant, sewer clean-out, Town meter or other accessories on the Town's waterworks or sewerage systems.
- 12.12 No person shall obstruct or impede free and direct access along any fire hydrant access path by any means whether of a temporary or permanent nature, whether on public or private property. This provision applies but is not limited to the storage of articles, to fences and landscaping and to the place of yard furnishings.
- 12.13 Pets shall be controlled at all times in a manner that they do not obstruct free, direct and safe access to any utilidor vault, utilidor service tap, water main, sewer main, valve, c.c., fire hydrant, sewer clean out or other accessories on the Town's waterworks or sewerage systems.
- 12.14 Tethered pets shall be tethered in a way that prevents them from interfering with the free and safe use of any fire hydrant access path and from approaching closer than 3 m from any fire hydrant, whether publicly or privately owned.
- 12.15 No person shall stand, walk, run, play or be on a public utilidor, utilidor vault or utilidor service box. No person shall stand, walk, run, play or be on a private utilidette at a location or in a manner that causes their weight or forces due to their presence to be carried by or transferred to a public utilidor or vault.
- 12.16 No person shall use a building on a property abutting a public sewer for habitation, employment, or for recreation or other purpose other than storage, until suitable toilet facilities connected to a private drainage system and a building sewer leading to the public sewer have been installed and put into operation.

- 12.17 The owner of a premises used for habitation, employment or recreation not connected to an abutting public sewer shall, within one hundred and twenty (120) days of receiving notice from the Town to do so, have the building connected to sanitary sewer service whether or not sanitary sewer service was available at the time of the building's construction and occupancy.

13.0 AUTHORIZED ENCROACHMENT

- 13.1 A person may apply in writing to the Town for permission to place an object or to erect a temporary or permanent structure within private land which encroaches into the clear space to be left around utilidors and utilidor vaults.
- 13.2 A person may apply in writing to the Town for permission to construct a stile (stairway) or other structure to cross a utilidor within private or public land.
- 13.3 The applicant shall furnish such surveys, drawings, and other description of the proposed encroachment as the Town may request.
- 13.4 Where the Town determines that the requested encroachment would not unduly obstruct access to operate, maintain and eventually to replace the utilidor, the Town may issue written authorization of an encroachment, including any limitations and conditions it may deem proper in the public interest.
- 13.5 No encroachment shall be permitted to intrude anywhere within the clear space to be left around a fire hydrant.
- 13.6 The Town shall not authorize an encroachment which interferes or may interfere with a fire hydrant access path unless the encroachment is approved by the Fire Chief.
- 13.7 A person erecting a stile or other structure crossing a utilidor shall maintain it in a safe condition at all times.
- 13.8 Where the owner of a property has not removed an object that encroaches, obstructs or otherwise contravenes this by-law within ten (10) days after being notified in writing by the Town, the Town shall remove the obstruction at the owner's cost.

14.0 PRIVATE WATER RESERVOIRS

- 14.1 Any person constructing or operating a private water tank shall do so at their own risk and cost.
- 14.2 The Town shall not approve, authorize, or assume any responsibility for a private water tank within a serviced area.
- 14.3 Private water tanks or reservoirs shall not be approved inside the service area.
- 14.4 Any person operating a private water system outside the service area shall do so at their own responsibility and cost.
- 14.5 No person shall interconnect a private water reservoir system with the Town's water distribution system or service.

15.0 HYDRANTS

- 15.1 Fire hydrants shall be identified as follows:
- 1) if on a utilidor, by means of high visibility red paint on all sides and top.
 - 2) if not on a utilidor, as ordered by the Office of the Fire Marshall.
- 15.2 The locations of fire hydrants and fire hydrant access paths shall be indicated by fire hydrant signs as follows:
- 1) if the hydrant is on a utilidor, by means of a fire hydrant sign or signs located at a height of at least 1.8 m or near the road end of each fire hydrant access path.
 - 2) if the hydrant is not on a utilidor, by a fire hydrant sign or signs as ordered by the Office of the Fire Marshall.
 - 3) fire hydrant signs shall be of a standard size and appearance determined by the Office of the Fire Marshall.
- 15.3 No person shall obstruct or cause to be obstructed the visibility of any fire hydrant or fire hydrant sign.
- 15.4 No person shall deface, alter, remove or cause to be altered, defaced, or removed, any sign or posts indicating the location of a fire hydrant.
- 15.5 The owner of a property shall maintain fire hydrant access paths across their property, and the clear spaces around hydrants on or near their property, clear and unobstructed. The owner shall, in addition to any other action necessary to comply with this provision, cut and remove or otherwise prevent vegetation from blocking or impeding clear access.
- 15.6 Except for personnel authorized by the Town, no person shall take water from a hydrant without first obtaining permission from the Town's Director of Public Services.
- 15.7 A person requesting to use a hydrant shall make application to the Town at least five (5) business days in advance of the commencement of the usage date, and provide a damage deposit in accordance with the Water and Sewer Utility Rates By-law. Firefighters and Town employees are exempt from seeking approval to use a hydrant if the purpose is required in performing their duties.
- 15.8 A person who has received approval from the Town to use a hydrant shall:
- 1) be deemed to be in account with the Town;
 - 2) abide by all provisions of this by-law;
 - 3) use only those hydrants listed on the permit as being authorized by the Town;
 - 4) open and close hydrants only with a key approved by the Town;

- 5) replace all hydrant caps after hydrants are used;
 - 6) report immediately to the Town the location and number of any damaged or malfunctioning hydrant;
 - 7) provide to the Town readings of the water meter on the hydrant on a monthly basis or at the completion of usage of the hydrant where the duration of usage is less than one (1) month in accordance with the terms of the permit; and,
 - 8) notify the Town to close the account upon completion of use of the hydrant.
- 15.9 Any person requesting information on the capacity of a hydrant shall be levied a hydrant flow test charge in accordance with the Water and Sewer Utility Rates By-law.
- 15.10 The Fire Chief and their designates are hereby appointed to enforce the provisions of this section of the by-law.
- 15.11 The Fire Chief and their designates may at all reasonable times enter onto property in order to inspect any fire hydrant and to carry out tests that are deemed necessary.

16.0 LICENSED WATERMAIN AND PAY TAPS

- 16.1 No person shall resell water obtained from a tap to persons within the boundaries of the Town without first meeting the following conditions:
- 1) opening an account and paying all charges in accordance with the Water and Sewer Utility Rates By-law;
 - 2) maintaining all equipment used in the resale of water in sound, safe and clean condition; and,
 - 3) allowing inspection of all equipment by the Environmental Health Officer.
- 16.2 The Town shall establish truck fill station taps for the use of any person duly licensed in accordance with the Water and Sewer Utility Rates By-law at locations to be determined at the discretion of the Town.
- 16.3 No person other than a person properly licensed under the Water and Sewer Utility Rates By-law shall take water from a truck fill station tap.

17.0 CROSS-CONNECTION AND BACK FLOW PREVENTION

- 17.1 No person shall install or allow to exist any connection or cross-connection that could, under any condition, cause or allow drinking water, the Town's water service or private service to become contaminated or polluted in any way.
- 17.2 Where the Town determines that a prohibited connection or cross-connection exists, the Town shall give notice to the owner to correct the connection or cross-connection at the owner's expense within the time specified in the notice.

- 17.3 Where the Town, the Environmental Health Officer or any other authority having jurisdiction determines that there exists a need for back flow prevention to protect the public water supply, the Town or other authority shall give notice to the owner to install a back flow prevention device approved for the end use and service at the expense of the owner within the time specified in the notice.
- 17.4 Where an owner fails to correct a connection or cross-connection, or to comply with a notice to install a back flow prevention device, in addition to any other penalty, the Town may turn off the supply of water for such time as the prohibited connection, cross-connection or other non-compliance continues.

18.0 FREEZE PROTECTION OF BUILDING WATER AND SEWER PIPES

- 18.1 The owner shall provide, operate, and maintain adequate freeze protection of building water and sewage pipes, including portions of such pipes within service boxes and public utilidors from the main control valve on the utilidor to the owner's building.
- 18.2 The owner shall provide appropriate and effective means of thawing building service pipes including portions of such pipes within service boxes and public utilidors.
- 18.3 The owner shall be liable for all damage or loss to a utilidor caused by failure to provide or maintain adequate freeze protection of building water and sewage pipes, except damage or loss caused by gross negligence of employees or agents of the Town.
- 18.4 The owner shall be held responsible for all damage or loss to a utilidor caused by failure to provide or maintain appropriate and effective means of thawing building service pipes.
- 18.5 Return of water to the public water main is not permitted if the aggregate rate of heat loss from building service pipes is calculated by standard engineering methods to exceed 0.25 W/m-°C at any location. For guidance, a pipe bundle comprising one (1) 100 mm sewer in contact with two (2) 25 mm water pipes will meet this standard if encapsulated in insulation-quality polyurethane foam having a minimum thickness anywhere around the circumference of the bundle of 50 mm.
- 18.6 Return of water to the public water main is not permitted if the length of utilidette not heated by the owner by means of electric heat tracing or hot water heat tracing exceeds 10 m, unless authorized in writing by the Town.

19.0 ENFORCEMENT

- 19.1 If the Town suspects or learns that someone has tampered with any part of the water or sewer service or has done anything else in contravention of this by-law, a Peace Officer may exercise a right of access to the property with or without consent of the property's owner or occupier to inspect the property to determine whether it contravenes the provisions of this by-law.
- 19.2 A Peace Officer may exercise a right of access to a property with or without consent of the property's owner or occupier where there is an imminent danger to public health and safety or other extraordinary circumstances.

20.0 OBSTRUCTION

20.1 No Person shall obstruct, hinder, or impede a Peace Officer in the exercise of any of their powers or duties under this by-law.

21.0 OFFENCES

21.1 Where a person has contravened the provisions of this by-law pertaining to fire hydrants, the Fire Chief or their designate shall send a notice to that person requiring them to conform to the requirements of this by-law.

21.2 Every person to whom a notice is sent, or who is required to do anything by or pursuant to this by-law, shall obey such notice and do such thing as required by the notice.

21.3 Every person who contravenes any provision of this by-law is guilty of an offence and is liable upon Summary Conviction (if a fine is not otherwise specified in Schedule A attached to and forming part of this by-law) to:

(a) for the first and each subsequent offence:

- i) for a person, to a fine not exceeding two thousand dollars (\$2,000.00), or to imprisonment for a term not exceeding six (6) months, or to both;
- ii) for a corporation, to a fine not exceeding ten thousand dollars (\$10,000.00), or to imprisonment for a term not exceeding six (6) months, or to both.

21.4 In addition to any fine that may be levied, the court, subject to its jurisdiction, may order a person convicted of an offence under this by-law:

- i) to pay any fee or charge that may otherwise be payable by the person to the Town in respect of any licence or permit that should have been obtained by the person; and,
- ii) to do or refrain from doing any activity that the court may specify.

21.5 A Peace Officer may issue a Summary Offence Ticket Information in the form prescribed by the *Summary Conviction Procedures Act* and regulations, to any person who violates any provision of this by-law and such person may, in lieu of prosecution, pay the Town the applicable voluntary penalty prior to the court date specified on the ticket. Specified penalties for offenses under this by-law are listed in Schedule C attached to and forming part of this by-law.

22.0 SEVERABILITY

22.1 If any provision or part of a provision of this by-law is declared by court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

23.0 REPEALS

23.1 By-laws 79-547, 1531/UTIL/98 and any previous water and sewer administration, management and operations by-laws or fire hydrant by-laws currently in effect are hereby repealed.

24.0 EFFECT

24.1 This by-law shall come into effect upon the day of its final passage.

This consolidation is prepared for convenience only. The official record of this by-law is the original signed and sealed version, together with any amendments duly passed by Council. In the event of a discrepancy, the official record shall prevail.

Consolidated with:

2657/UTIL/21
2768/UTIL/25

SCHEDULE "A"

**USUAL NUMBER OF SERVICE CONNECTIONS
AND
USUAL NUMBER OF WATER METERS BY BUILDING AND TYPE**

OCCUPANCY, CLASSIFICATION	NUMBER OF SERVICES	NUMBER OF METERS
RESIDENTIAL		
Single family, detached	One	One
Duplex, up and down	One	One each unit
Duplex, side by side	One or two	One each unit
Multi-family on one lot	One per building	One each unit
Multi-family, separate lots	One per building or per lot	One each unit
Apartment building	One per building	One per building
NON-RESIDENTIAL		
One unit on one lot	One	One
Multiple units on one lot	One per building	One per unit (<i>Note 1</i>)

Notes:

1. *This Table refers to usual circumstances. The Town may authorize other arrangements as it deems appropriate to take into account particular circumstances.*

SCHEDULE B

WATER METER INSTALLATION STANDARD

1.0 SCOPE AND INTENT

This standard refers to water meters installed for water service billing purposes.

The intent of this standard is to obtain meter installations which are durable, maintainable, protected from damage, standardized as to meter components, and reading interface, and which will measure all water delivered into the premises. It is the building owner's responsibility to comply with these standards, and compliance is a condition of piped water service. The Town may refuse service or interrupt service, in any case of non-compliance.

2.0 METER TYPE, OWNERSHIP AND READING SCHEDULE

Meter type: Sensus (*Sensus II* in sizes up to one (1) inch) with ECR and remote RTM touchpad readout. No substitutes.

Meters (including remote readout) are paid for by the utility customer. Meters are owned, read, and maintained by the Town.

Water meters may be read concurrently with reading of remote readout devices or separately.

3.0 METER SIZING STANDARDS

Size meters according to AWWA M22, Sizing Water Service Lines and Meters.

For private residential buildings of ordinary, family-type occupancy, meter sizes are as follows:

1 dwelling unit	5/8 in. x 3/4 in (not 5/8 x 5/8)
2 - 8 dwelling unit	3/4 in.
9-49 dwelling unit	1 in.

Service pipe size is not a reliable indication of meter size. In many (but not all) cases, the correct meter size will be one size smaller than a correctly sized service line. For occupancies other than ordinary, family-type residential, contact the Town for advice regarding sizing.

4.0 LOCATION OF METER WITHIN THE BUILDING

4.1 Requirements applicable to all buildings are as follows:

- .1 within the building.
- .2 heated location, protected from freezing. Heat tape in a cold location is not acceptable.
- .3 accessible for inspection, maintenance, and removal/replacement. Adequate working room around the meter position.

- .4 as close to the upstream end of the building plumbing (that is, as close to the utilidette entry into the building) as practical.

The building owner is responsible to provide and make available a suitable location.

- 4.2 .1 Additional requirements applicable to buildings having more than one (1) meter connected to a service connection are as follows:

All such installations are subject to the approval of the Town. It is the responsibility of the customer to obtain such approval in writing, and to display it prominently at the location where meters are installed, protected from damage. The Town will not authorize installation referred to in this section which, in its opinion, does not comply with the letter or intent of this by-law.

- .2 All meters are to be installed in one (1) group located as close to the upstream end of the building plumbing as practical.

5.0 LOCATION OF METER WITHIN PLUMBING SYSTEM

The meter is to be located upstream of all branches and taps which deliver water for consumption or use within the premises or which bleed water to waste for freeze protection.

If freeze protection of the utilidette is provided by re-circulating water back to the water main, then the re-circulation branch is to be located upstream of the meter.

No branches or taps which deliver water to the premises are to be attached to a re-circulation line or to any pipe upstream of the meter.

6.0 BY-PASSES AROUND METERS

By-passes around water billing meters are not permitted. The Town may authorize exceptions only in cases where brief interruption of supply for meter maintenance is not tolerable: for example hospitals. In any case where an exception is made, it is the responsibility of the customer to secure such authorization in writing and to display it prominently adjacent to the meter, protected from damage. It is noted that in the event of meter failure, a meter can be replaced (with another meter or with pipe) in well under an hour's work.

Any customer wishing to install a meter by-pass or wishing to retain an existing meter by-pass must apply in writing to the Town, stating reasons.

As a condition of service, the Town may require the removal of any by-pass for which authorization has not been obtained from the Town.

As a condition of service, the Town may require a lock and/or seal to be placed on a by-pass valve which maintains the valve in the closed position.

A customer having a by-pass is required to notify the Town (Utility) immediately on any and every occasion when the by-pass valve is opened.

7.0 METER INSTALLATION STANDARDS

- .1 Installation is to be performed by, or under the direct supervision of, a journeyman plumber holding current NWT certification.
- .2 Valves within the building upstream and downstream of the meter must be installed to allow isolation of the meter for repair/replacement without draining building plumbing and without use of valves installed at the service tap in the utilidor.
- .3 Install meters horizontal and upright, arrow in direction of flow. Follow manufacturer's installation instructions.
- .4 Provide pipe connections on both sides of the meter which will allow ready removal: compression couplings; reducing compression couplings; double union; and/or threaded sleeve.
- .5 Plumbing work is to comply in all respects with the Canadian Plumbing Code. Plumbing fittings are to be good quality brass for copper pipe. Pipe materials are to be copper of appropriate size, type 'L' or heavier.
- .6 Provide a permanent grounding strap across the meter which will provide electrical continuity should the meter be removed: #8 bare copper wire, attached with clamps equal to Burndy #GA2.
- .7 Comply with all relevant acts, regulations, codes, standards, and by-laws.

8.0 REMOTE READOUT SYSTEM INSTALLATION STANDARDS

The readout system includes the ECR touchpad and the communications cable which connects the meter head to the touchpad. The ECR touchpad is supplied with the meter.

Communications wire: 22-gauge 4 conductor telephone wire, CSA approved. Use 18-gauge wire for runs over 50 m.

Touchpad location: Wall mount, adjacent to the electric meter (generally within one (1) meter either side of the electric meter); at a height convenient for the reader (normally at the same height as the electric meter). Ensure proper access for the reading 'gun'.

Wire routing: Route the communication wire to achieve security (against accidental damage and vandalism), and a neat finished appearance. A concealed route is to be used wherever possible. Avoid exposed runs up along building walls: route the wire through the wall directly behind the touchpad. Protect the wire against sharp edges (in metal siding, for instance) and seal wall penetrations with silicone-type sealant. Provide conduit protection when runs in public or exposed locations are not avoidable.

The wire is to be routed along continuous support wherever possible. Secure with round electrical wire staples at intervals not exceeding two (2) meters. Run wire orthogonally, parallel to main building lines; not diagonally. Leave a small coil (0.5 m or so) of surplus wire within the cable run at each end of the installation.

Installation, connections, testing: follow meter manufacturer's instructions.

SCHEDULE C**SPECIFIED PENALTIES**

SECTION	OFFENCE	SPECIFIED PENALTY	
		Individual	Corporation
3.8	Failure by owner to clear space around utilidor and utilidor vaults	\$200.00	\$500.00
3.9	Failure by owner to maintain clear space around a fire hydrant	\$200.00	\$500.00
4.1	Connecting to a water or sewer service without approval	\$100.00	\$250.00
5.3	Breaking a Town lock installed on a fire hydrant	\$100.00	\$250.00
10.7	Breaking a meter by-pass installed by the Town	-	\$1,000.00
10.9	Obstructing access to a water meter	\$200.00	\$500.00
12.1	Open, use, alter, disturb, make any connection with, open into or conduct any work within a public utilidor or its supports	\$200.00	\$500.00
12.3 (1)	Operate, handle, or interfere with a service tap, water main, sewer main, Town meter, c.c., valve, fire hydrant or other accessory on the public water or sewage system	\$200.00	\$500.00
12.3 (2)	Make, keep, use, or dispose of any key or wrench used to operate any valve, c.c., fire hydrant, chamber, community tap, water main tap or any other accessory on the public water or sewage system	\$200.00	\$500.00
12.4	Cause to be installed any pipe to connect with any public water or sewer main without written consent	\$200.00	\$500.00
12.5	Install or permit to be installed a branch line or tap between a water service and a Town meter except as provided under this by-law	\$200.00	\$500.00
12.6	Extend a private water pipe or sewer pipe from one separately titled lot to another without approval	\$200.00	\$500.00
12.8 (1)	Using or obtaining water without opening an account	\$200.00	\$500.00
12.8 (2)	Using or obtaining water without the water first passing through a meter	\$200.00	\$500.00
12.9	Breaking the seal on valves, meters, or other accessory except as may be required in case of emergency	\$200.00	\$500.00
12.9	Failing to immediately report the breaking of a seal or existence of a broken seal to the Town	\$200.00	\$500.00
12.11	Obstructing or impeding free and direct access to any utilidor, utilidor vault, utilidor service tap, water main, sewer main, valve, c.c., fire hydrant, sewer clean out, Town meter or other accessory on the Town's water or sewer system	\$500.00	\$1,000.00
12.12	Obstructing or impeding free and direct access along any fire hydrant access path by any means whether or a temporary or permanent nature, whether on public or private property	\$500.00	\$1,000.00
12.13	Allowing pets to be tethered in a manner that obstructs free, direct and safe access to any utilidor vault, utilidor service tap, water main, sewer main, valve, c.c., fire hydrant, sewer clean out or other accessory on the Town's water or sewer system	\$250.00	\$500.00
12.14	Allowing tethered pets to interfere with the free and safe use of any fire hydrant access path and from approaching closer	\$250.00	\$500.00

	than 3m from any fire hydrant whether private or publicly owned		
12.16	Using a building on a property abutting a public sewer for habitation, employment, recreation or purpose other than storage without suitable toilet facilities connected to a private drainage system and a building sewer leading to the public sewer have been installed and in operation	\$250.00	\$500.00
12.17	Failure to connect a building used for habitation, employment, or recreation to a sanitary service	\$250.00	\$500.00
13.1	Placing an object or erecting a temporary or permanent structure within private land which encroaches into the clear space to be left around utilidor vaults without permission from the Town	\$250.00	\$500.00
13.2	Constructing a stile (stairway) or other structure to cross a utilidor within private or public land without permission	\$500.00	\$1,000.00
13.5	Allowing an encroachment to intrude anywhere within the clear space to be left around a fire hydrant	\$500.00	\$1,000.00
13.7	Failing to maintain a stile (stairway) in safe condition	\$500.00	\$1,000.00
14.5	Connecting a private water reservoir system to the Town's distribution system or service	\$500.00	\$1,000.00
15.3	Obstructing or causing the obstruction of the visibility of any fire hydrant or fire hydrant sign	\$500.00	\$1,000.00
15.4	Defacing, altering, removing, or causing to be removed, altered or defaced any sign or posts indicating a fire hydrant's location	\$500.00	\$1,000.00
15.5	Failing to cut, remove or prevent vegetation from blocking or impeding clear access to a fire hydrant	\$500.00	\$1,000.00
15.6	Taking water from a fire hydrant without permission from the Town	\$500.00	\$1,000.00
15.7	Using hydrants other than those approved for use by the Town	\$500.00	\$1,000.00
15.8 (4)	Opening and closing fire hydrants with keys that are not Town approved	\$500.00	\$1,000.00
15.8 (5)	Failing to replace fire hydrant caps after use	\$500.00	\$1,000.00
15.8 (6)	Failing to immediately report the location and number of any damaged or malfunctioning hydrants to the Town	\$500.00	\$1,000.00
15.8 (8)	Failing to notify the Town to close the account for use of a fire hydrant upon completion of use	\$250.00	\$500.00
16.3	Taking water from a truck fill station tap without an account	\$500.00	\$1,000.00
17.2	Allowing a connection or cross-connection that could contaminate or pollute the Town's water service	\$1,000.00	\$2,500.00
18.1	Failing to provide, operate and maintain adequate freeze protection of building water and sewer pipes	\$250.00	\$500.00
20.1	Obstructing a Peace Officer	\$250.00	\$500.00