



TOWN OF COCHRANE

Bylaw 04/2013

WATER UTILITY BYLAW

Being a bylaw of the Town of Cochrane in the Province of Alberta, Canada respecting the Water Utility System.

WHEREAS the Municipal Government Act authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing potable water to residents, industrial and commercial users, for fire protection, and to all other customers in the Town of Cochrane and subject to Council approval to customers outside the Town boundaries.

AND WHEREAS the Municipal Government Act authorizes a municipality to pass a bylaw respecting public utilities and services provided by the municipality.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF COCHRANE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1.0 TITLE

1.1 This Bylaw may be cited as the "Water Utility Bylaw".

2.0 INTERPRETATION

2.1 In this Bylaw and any schedules to this Bylaw the following terms when capitalized shall have the following meanings:

- (a) "Account" means an agreement by which a Person agrees to pay for Potable Water supplied to a Premises.
- (b) "Builder" means a Person undertaking the construction of a building.
- (c) "Bulk Water" means Potable Water provided from the Waterworks System at the Bulk Water Station.
- (d) "Bulk Water – Domestic" means Bulk Water obtained for normal household purposes, including without limitation human consumption, food preparation, bathing, washing clothes and dishes, flushing toilets, and Irrigation of Residential

Premises except for Commercial Irrigation, and includes Bulk Water purchased for such purposes by the ultimate user of the Bulk Water or by a water vendor for resale.

- (e) "Bulk Water – Non Domestic" means Bulk Water obtained for purposes other than normal domestic household purposes, and includes Bulk Water purchased for such purposes by the ultimate user of the Bulk Water or by a water vendor for resale.
- (f) "Bulk Water Station" means a facility operated by the Town at which Persons may purchase Bulk Water.
- (g) "Bylaw" means this Water Utility Bylaw.
- (h) "Bylaw Violation Ticket" means a notice of a contravention of this Bylaw issued in accordance with section 18.2.2 of this Bylaw.
- (i) "Bypass" means plumbing, affixed with a Seal, installed on 50mm (2") lines and larger to divert Potable Water around the Water Meter if the Water Meter requires maintenance or repair.
- (j) "Certified Cross Connection Tester" means an individual that holds a Cross Connection Control Specialist Certification granted by the American Water Works Association or such other certification to the satisfaction of the Manager of Water and Wastewater for the purpose of testing Cross Connection control devices.
- (k) "Combined Line" means a Service Connection that supplies Potable Water for both firefighting and non-firefighting purposes including commercial, industrial or domestic purposes.
- (l) "Control Valve" means the part of the Service Connection (Private) consisting of a valve located in a Premises within a building which, when shut off, allows no Potable Water to enter the building.
- (m) "Council" means the Municipal Council of the Town of Cochrane.
- (n) "Cross Connection" means a connection between a waterline and another pipe or apparatus whereby Potable Water could mix with liquids or solids and thus has potential to become contaminated.
- (o) "Curb Stop" means the part of the Service Connection (Town) consisting of a control valve located at or near the property line of a Parcel of Land which can turn on or off the Potable Water to the Parcel of Land.
- (p) "Customer" means any Person who is party to an Account with the Town.
- (q) "Designated Officer" means a designated officer as defined in the Municipal Government Act.
- (r) "Downstream" means the side of a Water Meter where Potable Water exits the Water Meter.

- (s) "Fire Line" means a Service Connection that supplies Potable Water solely for fire protection purposes.
- (t) "Hydrant" means a discharge pipe with a valve and spout connected to the Waterworks System owned by the Town at which Potable Water may be drawn from a Water Main.
- (u) "Hydrant Permit" means a Permit authorizing a Person to access or obtain Potable Water from a Hydrant.
- (v) "Irrigation" means the application of Potable Water to plants, trees, shrubs, gardens, patio pots, lawns, sod or otherwise used to supplement the horticultural process, and includes application by hand or by a system of pipes on, above or underneath the ground.
- (w) "Irrigation Meter" means a Water Meter used to measure the quantity of Potable Water supplied to a Premises where such Potable Water is being supplied solely for Irrigation purposes.
- (x) "Manager of Water and Wastewater" means the Manager of the Water and Wastewater Division for the Town of Cochrane.
- (y) "Municipal Government Act" means the *Municipal Government Act*, R.S.A. 2000, c. M-26.
- (z) "Occupant" means a Person using or occupying or in possession of a Premises who is not the Owner of the Premises.
- (aa) "Once-through Cooling Equipment" means cooling, air conditioning or refrigeration systems in buildings, building systems and equipment (including stand-alone ice machines), which rely upon the temperature of the water supply for cooling purposes and deliver water to a drain or other discharge facility without having recycled that water.
- (bb) "Outdoor Water Use Restriction" means a Level 1, Level 2 or Level 3 restriction on the use of Potable Water as set out in Schedule G of this Bylaw.
- (cc) "Owner" means an owner as defined in the Municipal Government Act.
- (dd) "Parcel of Land" means a parcel of land as defined in the Municipal Government Act.
- (ee) "Peace Officer" means an individual engaged by the Town as a Community Peace Officer or a Bylaw Enforcement Officer, a peace officer as defined in the *Peace Officer Act*, R.S.A. 2006, c. P-3.5 or a member of the Royal Canadian Mounted Police.
- (ff) "Person" means any individual, partnership, corporation, company, society or government entity.

- (gg) "Plumber" means an individual certified pursuant to the *Safety Codes Act*, R.S.A. 2000, c. S-1 to install, repair, and maintain piping, fittings, and fixtures involved in the distribution and use of water in a building.
- (hh) "Potable Water" means water supplied from the Waterworks System that does not contain contaminants or infective matter and is considered satisfactory for human consumption, which is supplied through a Service Connection, Hydrant, or the Bulk Water Station.
- (ii) "Premises" means land, buildings, or both, or a portion of either occupied or used for any purpose within the Town.
- (jj) "Private Hydrant" means a hydrant which has been installed for the purpose of fire suppression only for the Premises on which it is located, which is connected to the Waterworks System but which is not part of the public utility and which is owned by the Owner of the Premises on which it is located.
- (kk) "Private System" means the pipes, fittings, valves and appurtenances that convey Potable Water supplied from a Service Connection to fixtures within a building.
- (ll) "Pressure Reducing Valve" means the part of the Service Connection (Private) consisting of a valve located in a Premises within a building which reduces the pressure of Potable Water before it enters the Private System.
- (mm) "Provincial Offences Procedures Act" means the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34.
- (nn) "Remote Readout Device" means a device attached to the outside, or inside of a building which allows the Water Meter to be read remotely, and may include a device that allows the Water Meter to be read via radio transmission.
- (oo) "Residential Premises" means a Premises used for residential purposes and includes a house, condominium, duplex, semi-detached house and apartment complex, and includes mixed use Premises which include a residential component.
- (pp) "Seal" means a seal on any component of the Waterworks System which cannot be removed without physically damaging the seal.
- (qq) "Self-contained Unit" means a self-contained part of a building having regard to the use of the building, and includes a self-contained dwelling unit in a Residential Premises.
- (rr) "Service Connection" means a service connection as defined in the Municipal Government Act and includes a Service Connection (Private) and a Service Connection (Town).
- (ss) "Service Connection (Private)" means the portion of a Service Connection located on, above or underneath a Parcel of Land.

- (tt) "Service Connection (Town)" means the portion of a Service Connection from the Water Main to the boundary of the road or easement within which the Water Main is located.
 - (uu) "Take-Off" means any pipe connecting to a Service Connection between the Water Main and the Water Meter.
 - (vv) "Testable Cross Connection Control Devices" means valve assemblies installed on a Private System to prevent contamination caused by a Cross Connection, which are testable in accordance with the *Safety Codes Act*, R.S.A. 2000, c. S-1.
 - (ww) "Town" means the Municipality of the Town of Cochrane in the Province of Alberta or, where the context so requires, its municipal boundaries.
 - (xx) "Upstream" means the side of a Water Meter where Potable Water enters the Water Meter.
 - (yy) "Violation Ticket" means a violation ticket as defined in the Provincial Offences Procedures Act.
 - (zz) "Water Licence Connection Fee" means the fee charged to an owner of a premises or development as it relates to obtaining new or expanded water connection from the Town of Cochrane. This fee is based on the size of the water meter that will be installed and is intended to fund the acquisition of new water licences to support future growth in the Town of Cochrane. **18/2023 RES #134/07/23**
 - (aaa) "Water Main" means the main line of the Waterworks System located on, above or underneath a road or easement granted to the Town for that purpose.
 - (bbb) "Water Meter" means a device installed by the Town to measure the quantity of Potable Water supplied to a Premises and includes an Irrigation Meter.
 - (ccc) "Water Meter Setting" means the portion of the Service Connection (Private) within which a Water Meter is or will be installed.
 - (ddd) "Waterworks System" means the system or works established to supply Potable Water including Bulk Water within the Town and is a municipal public utility as defined in the Municipal Government Act.
- 2.2 Any references in this Bylaw to any statutes are to those statutes as amended or replaced from time to time and any amendments thereto.
 - 2.3 Whenever the singular or masculine form of a word is used in this Bylaw, it shall include the plural, feminine or neutral form of the word as the context so requires.
 - 2.4 The headings in this Bylaw do not form part of this Bylaw and shall not affect its interpretation.
 - 2.5 The word "may" when used in this Bylaw shall be construed as permissive and empowering, and the word "shall" when used in this Bylaw shall be construed as imperative.

- 2.6 Whenever measurements are provided in both metric and imperial units in this Bylaw, the metric units form part of this Bylaw and the imperial units are provided for convenience only.

3.0 AUTHORITY

- 3.1 The Town has the power and authority to do all things necessary for the general maintenance, management and operation of the Waterworks System.
- 3.2 The Manager of Water and Wastewater shall be the Designated Officer in respect of this Bylaw.
- 3.3 The Manager of Water and Wastewater is authorized to:
- 3.3.1 Carry out the administration, control, care and management of the Waterworks System;
 - 3.3.2 Enter into contracts on behalf of the Town in respect of the Waterworks System;
 - 3.3.3 Enter onto land and structures to carry out inspections, remedies, enforcement or other actions with respect to this Bylaw in accordance with the Municipal Government Act; and
 - 3.3.4 Delegate any or all powers of the Manager of Water and Wastewater to employees of the Town.

4.0 RESPONSIBILITY

- 4.1 The Town, having constructed or caused to be constructed, operated and maintained the Waterworks System, shall supply Potable Water in accordance with this Bylaw and the Municipal Government Act.
- 4.2 The Town may supply Potable Water for domestic, commercial, industrial and firefighting purposes to any Premises.

5.0 SERVICE AND SERVICE CONNECTIONS

5.1 Application for Service Connections

- 5.1.1 No Person shall install, modify or expand a Service Connection except with the authorization of the Manager of Water and Wastewater.
- 5.1.2 The Owner of a Premises may apply for a Service Connection to be installed in respect of the Premises.
- 5.1.3 The Manager of Water and Wastewater may approve an application pursuant to section 5.1.1 of this Bylaw subject to the following terms and conditions:
 - (a) an Account being set up in respect of the Premises; and

- (b) pre-payment of the costs of the Service Connection for which the Owner will be responsible pursuant to this Bylaw or the Manager of Water and Wastewater's estimate of those costs.

5.1.4 The general layout for Service Connections shall be as set out in Schedules "C" and "D" to this Bylaw. These schedules are for guidance only, and in the event of any differences between this Bylaw or the Municipal Government Act and the layout described in Schedules "C" and "D", the Bylaw or the Municipal Government Act shall prevail.

5.2 Responsibility for Service Connections (Private)

5.2.1 The Owner of a Premises shall be responsible for constructing, maintaining and repairing the Service Connection (Private) in respect of the Premises including, without limitation, connecting the Service Connection (Private) to the Service Connection (Town).

5.2.2 The Owner of a Premises shall ensure that a Service Connection (Private) for that Premises is kept in good repair and protected from damage.

5.2.3 Notwithstanding sections 5.2.1 and 5.2.2 of this Bylaw, the Manager of Water and Wastewater may require the Owner of a Premises to give the Town authorization to construct, maintain and repair the Service Connection (Private) for that Premises as a condition of:

- (a) approving an application to install, modify or expand a Service Connection in respect of the Premises; or

- (b) supplying or continuing to supply Potable Water to the Premises.

5.2.4 If the Town constructs, maintains or repairs a Service Connection (Private) pursuant to section 5.2.3, this shall be at the cost of the Owner.

5.3 Responsibility for Service Connections (Town)

5.3.1 The Town shall be responsible for constructing, maintaining and repairing Service Connections (Town).

5.3.2 Notwithstanding section 5.3.1 of this Bylaw, the Manager of Water and Wastewater may require the Owner of a Premises to be responsible for the cost of constructing, maintaining and repairing the Service Connection (Town) for that Premises, as a condition of:

- (a) approving an application to install, modify or expand a Service Connection in respect of the Premises; or

- (b) supplying or continuing to supply Potable Water to the Premises.

5.4 Service Connections to a Premises

5.4.1 To the extent the Manager of Water and Wastewater considers it practical or desirable to do so, the Manager of Water and Wastewater may authorize one Service Connection per Parcel of Land.

5.4.2 Notwithstanding section 5.4.1 of this Bylaw:

- (a) if a Parcel of Land contains more than one Self-contained Unit, the Manager of Water and Wastewater may approve more than one Service Connection to a Parcel of Land;
- (b) if more than one Parcel of Land is located within a building, the Manager of Water and Wastewater may approve one or more Service Connections to the building to be shared by Parcels of Land; and
- (c) the Manager of Water and Wastewater may approve more than one Service Connection for a Parcel of Land if, in the opinion of the Manager of Water and Wastewater, it is necessary or desirable to do so.

5.4.3 No Person shall install or cause to be installed a Take-off.

5.5 Refusal to Provide Service and Service Connections

5.5.1 The Manager of Water and Wastewater may refuse to authorize a Service Connection or an expansion, modification or relocation of a Service Connection or refuse to supply Potable Water to a Premises if:

- (a) the Premises is not on a Parcel adjacent to lands on which a Water Main is located;
- (b) in the opinion of the Manager of Water and Wastewater, the Town is not reasonably able to supply Potable Water to the Premises; or
- (c) the application is not made by the Owner of the Premises.

5.6 Abandonment of Service

5.6.1 The Owner of a Premises shall notify the Manager of Water and Wastewater if a Service Connection for that Premises is or will be abandoned.

5.6.2 The Manager of Water and Wastewater may declare a Service Connection abandoned if:

- (a) use of the Service Connection is discontinued for SIX (6) months or more;
- (b) there is no building on the Premises and no building is currently being constructed; or
- (c) there is no Account in respect of the Premises.

- 5.6.3 If a Service Connection is abandoned in accordance with section 5.6.1 or 5.6.2 of this Bylaw, the Manager of Water and Wastewater may require the Owner to take any steps the Manager of Water and Wastewater considers necessary or desirable for closure or removal of the Service Connection.

5.7 Curb Stops

- 5.7.1 No Person shall operate a Curb Stop without the authorization of the Manager of Water and Wastewater.
- 5.7.2 Notwithstanding section 5.7.1 of this Bylaw, a Plumber may operate a Curb Stop subject to the following terms and conditions:
- (a) a Plumber may only operate a Curb Stop of 20mm (3/4") and 25mm (1");
 - (b) a Plumber may only operate a Curb Stop for the purposes of testing, repairing or replacing a Control Valve or for a purpose authorized by the Manager of Water and Wastewater; and
 - (c) a Plumber shall not damage or allow damage to any part of the Waterworks System as a result of the operation of a Curb Stop.
- 5.7.3 An Owner or Occupant may apply to the Manager of Water and Wastewater to have the Manager of Water and Wastewater operate a Curb Stop in respect of a Premises.
- 5.7.4 The Manager of Water and Wastewater may approve an application pursuant to section 5.7.3 of this Bylaw.
- 5.7.5 If the Manager of Water and Wastewater approves an application pursuant to section 5.7.3 of this Bylaw, the applicant shall pay to the Town the fees as set out in Schedule "I" to this Bylaw.

5.8 Responsibility for Private Systems

- 5.8.1 The Owner of a Premises shall be responsible for constructing, maintaining and repairing the Private System in respect of the Premises including, without limitation, connecting the Private System to the Service Connection (Private).
- 5.8.2 In the event that a Private System or Service Connection (Private) portions thereof is frozen, no Person shall use electrical means to thaw frozen pipes except as authorized by the Manager of Water and Wastewater.
- 5.8.3 The Manager of Water and Wastewater may authorize a person to use electrical means to thaw a frozen Private System or Service Connection (Private) pursuant to section 5.8.2 subject to the following terms and conditions:
- (a) disconnection of the Water Meter and all electrical ground wires from the Private System prior to commencement; and

(b) replacement, inspection and Sealing of the Water Meter once the thawing work is complete.

5.8.4 The Manager of Water and Wastewater may, upon the application of the Owner or Occupant of the Premises, thaw a Private System or Service Connection (Private) at the cost of the Occupant or Owner.

6.0 WATER LICENCE CONNECTION FEES 18/2023 RES #134/07/23

Without limiting the generality of sections 5.1 and 12.1 of this Bylaw, the Manager of Water and Wastewater, as a condition of supplying Potable Water to a Premises or a Development, shall require the Owner of a Premises or Development to pay the Town the Water Licence Connection Fee as set out in Schedule "I" to this Bylaw.

7.0 HYDRANTS

7.1 Operation of Hydrants

7.1.1 Except as authorized by the Manager of Water and Wastewater, no Person shall:

- (a) open, close, interfere with or connect a pipe or hose to a Hydrant; or
- (b) use Potable Water from a Hydrant.

7.1.2 Section 6.1.1 of this Bylaw does not apply to members of a fire department engaged in the suppression of a fire.

7.2 Obstruction of Hydrants

7.2.1 No Person shall allow anything to be placed, constructed, erected or planted within the clearance areas specified in Schedule "E" to this Bylaw which may obstruct or interfere with the visibility, or access to use, or maintenance of a Hydrant.

7.2.2 The Owner of a Premises on or adjacent to which a Hydrant is located shall ensure that nothing is placed, constructed, erected or planted within the clearance areas specified in Schedule "E" to this Bylaw which may obstruct or interfere with the visibility, or access to use, or maintenance of a Hydrant.

7.3 Private Hydrants

7.3.1 The Owner of a Premises on which a Private Hydrant is located shall:

- (a) protect the Private Hydrant from damage;
- (b) maintain the Private Hydrant in a state of good repair to the satisfaction of the Manager of Water and Wastewater; and

- (c) comply with any directions issued by the Manager of Water and Wastewater in respect of the Private Hydrant including, without limitation, requiring that the Private Hydrant be a specific colour or design.

7.3.2 Sections 6.1 and 6.2 of this Bylaw shall apply to Private Hydrants.

7.4 Hydrant Permits

7.4.1 The Manager of Water and Wastewater may issue a Hydrant Permit authorizing a Person to open or close a Hydrant or use Potable Water from a Hydrant.

7.4.2 A Hydrant Permit issued by the Manager of Water and Wastewater pursuant to section 6.4.1 of this Bylaw shall be subject to the terms and conditions set out in Schedule "F" to this Bylaw.

7.4.3 A Person who dispenses Potable Water from a Hydrant shall pay the Town for that Potable Water at the rate set out for Bulk Water – Non Domestic as set out in section 7.1.3 of this Bylaw.

8.0 BULK WATER

8.1 Supply of Bulk Water

8.1.1 The Town may supply up to THREE PERCENT (3%) of the water available through the Town pursuant to any Alberta Environment licenses or approvals in force at the time as Bulk Water from a Bulk Water Station.

8.1.2 The Manager of Water and Wastewater may impose any rules for use of the Bulk Water Station the Manager of Water and Wastewater considers necessary or desirable. Such rules shall be posted at the Bulk Water Station.

8.1.3 A Person acquiring Bulk Water shall pay for Bulk Water as follows:

- (a) the Bulk Water Rate as set out in Schedule "A" to this Bylaw; and
- (b) if the Person is acquiring Bulk Water – Non Domestic, the Bulk Water – Non Domestic Surcharge as set out in Schedule "A" to this Bylaw.

8.1.4 A Person acquiring Bulk Water shall:

- (a) identify the intended use of the Bulk Water including whether the Bulk Water is Bulk Water-Domestic or Bulk Water-Non Domestic; and
- (b) comply with any rules established by the Manager of Water and Wastewater for the use of the Bulk Water Station.

8.1.5 No Person shall misrepresent the intended purpose of Bulk Water being obtained from the Bulk Water Station.

8.1.6 The Manager of Water and Wastewater may:

- (a) limit the quantity of Bulk Water - Domestic available for sale to a particular Person to ensure that all Bulk Water - Domestic users have access to a reasonable quantity of Bulk Water;
- (b) limit the quantity of Bulk Water – Non Domestic available for sale to a certain Person or to certain industries to ensure that all Bulk Water - Non Domestic users have access to a reasonable quantity of bulk water; and
- (c) refuse the sale of Bulk Water to any Person who, in the opinion of the Manager of Water and Wastewater, fails to comply with the rules for use of the Bulk Water Station or misrepresents the intended use of the Bulk Water.

9.0 CROSS CONNECTIONS AND TESTING

9.1 Controlling Cross Connections

9.1.1 No person shall connect, cause to be connected or permit to remain connected to the Waterworks System a Cross Connection except:

- (a) with the authorization of the Manager of Water and Wastewater; and
- (b) with a Cross Connection control device which is tested pursuant to section 8.2 of this Bylaw.

9.2.1 Testing Cross Connection Control Devices

9.2.1 The Owner and Occupant of a Premises on which a Testable Cross Connection Control Device is installed shall, at their own expense, have any Testable Cross Connection Control devices tested by a Certified Cross Connection Tester:

- (a) upon installation;
- (b) annually or at such other times as required by the Manager of Water and Wastewater;
- (c) at the time that a Testable Cross Connection Control Device is relocated;
- (d) at the time that a Testable Cross Connection control Device is cleaned, repaired or overhauled; and
- (e) in the case of an Irrigation system, at the time the system is turned on at the beginning of each Irrigation season.

9.2.2 The Owner or Occupant of a Premises on which a Testable Cross Connection Control Device is installed shall retain test records on-site for at least two years and forward a copy to the Manager of Water and Wastewater within two days of testing pursuant to section 8.2.1 of this Bylaw and upon request by the Manager of Water and Wastewater.

9.2.3 If a Testable Cross Connection Control Device fails a test referred to in section 9.2.1 of this Bylaw, the Owner or Occupant of a Premises shall:

- (a) replace the Testable Cross Connection Control Device immediately; or
- (b) repair the Testable Cross Connection Control Device and submit the test results to the Town within two days.

10.0 ACCOUNTS

10.1 Setting Up Accounts

- 10.1.1 No Potable Water shall be supplied to a Premises unless an Account is in place in respect of that Premises.
- 10.1.2 A Person who is to be the Customer in respect of an Account for a Premises pursuant to section 9.2 of this Bylaw may apply for an Account in respect of the Premises.
- 10.1.3 An application pursuant to section 9.1.2 of this Bylaw shall:
 - (a) be subject to the administration fee as set out in Schedule "I" to this Bylaw;
 - (b) include any information required by the Manager of Water and Wastewater;
 - (c) be made not less than TWO (2) business days prior to the date on which the applicant proposes as the starting date for Potable Water to be supplied to the Premises; and
 - (d) be made in writing, in person, by telephone or online through the Town's website.

10.2 Customers

- 10.2.1 Where the Owner of a Premises requests that Potable Water be supplied to the Premises, the Owner shall be the Customer in respect of the Premises.
- 10.2.2 The Owner of a Residential Premises shall be the Customer in respect of the Premises. Occupants of Residential Premises shall not be eligible to be the Customer in respect of Residential Premises.
- 10.2.3 Notwithstanding section 10.2.2 of this Bylaw, the Manager of Water and Wastewater may authorize the Occupants of Residential Premises to be the Customer in respect of the Premises if:
 - (a) The Residential Premises consist of multiple Parcels of Land within a building where each Parcel of Land does not have its own Water Meter and the Customer is to be the Condominium Association in respect of the building; or
 - (b) The Residential Premises is currently under construction and the Builder requests that Potable Water be supplied to the Premises and the Customer is to be the Builder.

- 10.2.4 Where the Occupant of a Premises other than a Residential Premises requests that Potable Water be supplied to the Premises, the Occupant shall be the Customer in respect of the Premises subject to section 10.2.5 of this Bylaw.
- 10.2.5 Where there is more than one Occupant of a Premises other than a Residential Premises and an Occupant of the Premises requests that Potable Water be supplied to the Premises, the Manager of Water and Wastewater may refuse the request unless all Occupants of the Premises agree in writing to be jointly and severally responsible for any fees and charges relating to the supply of Potable Water for the Premises.
- 10.2.6 Where the Owner of a vacant Premises requests that Potable Water be supplied to the Premises, the Owner shall be the Customer in respect of the Premises.
- 10.2.7 Accounts are not transferable.

10.3 Terminating an Account

- 10.3.1 Prior to vacating a Premises to which Potable Water is supplied, the Customer shall close the Account in respect of the Premises.
- 10.3.2 A Customer may close an Account by:
- (a) providing TWO (2) business days' notice to the Manager of Water and Wastewater in writing, in person, by telephone or online through the Town's website; and
 - (b) paying all outstanding fees and charges owing pursuant to that Account.

11.0 WATER RATES AND CHARGES

11.1 Water Rates

- 11.1.1 A Customer shall pay all applicable rates and charges for the supply of Potable Water to the Premises for which the Customer has an Account.
- 11.1.2 Where Potable Water is supplied to a Premises other than through an Irrigation Meter, the rates and charges payable pursuant to section 10.1.1 of this Bylaw shall be as follows:
- (a) the Base Rate as set out in Schedule "A" to this Bylaw; and
 - (b) the Consumption Charge as set out in Schedule "A" to this Bylaw multiplied by the quantity of Potable Water supplied to the Premises as indicated by the Water Meter for the Premises.
- 11.1.3 Where Potable Water is supplied to a Premises through an Irrigation Meter, the rates and charges payable pursuant to section 11.1.1 of this Bylaw shall be as follows:
- (a) the Base Rate as set out in Schedule "B" to this Bylaw; and

- (b) the Consumption Charge as set out in Schedule “B” to this Bylaw multiplied by the quantity of Potable Water supplied to the Premises as indicated by the Irrigation Meter for the Premises.

11.2 Utility Bills

- 11.2.1 The Manager of Water and Wastewater shall issue a utility bill for each Account, on a monthly basis or such other periods as determined in the discretion of the Manager of Water and Wastewater.
- 11.2.2 A utility bill issued pursuant to this Bylaw shall specify the date on which it is payable.
- 11.2.3 If a Customer fails to pay a utility bill on or before the date specified pursuant to section 10.2.2 of this Bylaw, the Customer shall pay a penalty as specified in Schedule “I” to this Bylaw, and this penalty shall be added to and form part of the Customer’s utility bill.
- 11.2.4 A penalty pursuant to section 10.2.3 of this Bylaw shall be in addition to any other remedies available to the Town for non-payment of a utility charge.
- 11.2.5 Failure to receive a utility bill, or an error on a utility bill, shall not constitute a valid defense for failure to pay the rates and charges for the provision of Potable Water to a Premises.
- 11.2.6 The Manager of Water and Wastewater may issue a combined utility bill including other public utility services provided by the Town in respect of a Premises in addition to the provision of Potable Water, in which case the utility bill shall state as a separate amount the amount payable pursuant to this Bylaw.

11.3 Adjustments to Utility Bills

- 11.3.1 The Manager of Water and Wastewater shall not reduce water rates and charges for any interruption of the supply of Potable Water regardless of the cause.
- 11.3.2 If the Manager of Water and Wastewater is satisfied that a utility bill contains an error, the Manager of Water and Wastewater may adjust the utility bill.

12.0 WATER METERS

12.1 Water Meter Installation

- 12.1.1 Without limiting the generality of section 5.2 of this Bylaw, the Manager of Water and Wastewater shall, as a condition of supplying Potable Water to Premises, install Water Meters on the Premises in accordance with sections 11.1.5 and 11.1.6 of this Bylaw at the cost of the Owner to the satisfaction of the Manager of Water and Wastewater.

- 12.1.2 The Manager of Water and Wastewater may install Remote Readout Devices at the cost of the Owner in respect of any Water Meters installed pursuant to section 11.1.1 of this Bylaw.
- 12.1.3 The Manager of Water and Wastewater may install Remote Readout Devices in respect of any Water Meters installed pursuant to section 12.1.1 of this Bylaw.
- 12.1.4 All Water Meters and Remote Readout Devices shall remain the property of the Town.
- 12.1.5 To the extent the Manager of Water and Wastewater deems it practical to do so, the Manager of Water and Wastewater shall install one Water Meter per Parcel of Land.
- 12.1.6 Notwithstanding section 11.1.5 of this Bylaw:
- (a) if a Parcel of Land contains more than one Self-contained Unit, the Manager of Water and Wastewater may install more than one Water Meter for the Parcel of Land;
 - (b) if more than one Parcel of Land is located within a building, the Manager of Water and Wastewater may install one or more Water Meters for the building to be shared by the Parcels of Land; and
 - (c) the Manager of Water and Wastewater may approve more than one Water Meter for a Parcel of Land if, in the opinion of the Manager of Water and Wastewater, it is necessary or desirable to do so.
- 12.1.7 Where the Manager of Water and Wastewater authorizes or requires two or more Water Meters for a Service Connection, the Manager of Water and Wastewater may do so subject to the following terms and conditions:
- (a) the Water Meters shall be installed adjacent to each other as close as possible to the Control Valve or at such other location to the satisfaction of the Manager of Water and Wastewater.

12.2 Private Water Meters

- 12.2.1 An Owner or Occupant may install for their own purposes and at their own expense, a private water meter subject to the following:
- (a) private water meters shall be installed Downstream of the Water Meter;
 - (b) private water meters shall be clearly identified as such by attaching a tag; and
 - (c) private water meters shall not be used to calculate the quantity of Potable Water supplied to a Premises for any purposes with respect to this Bylaw, including billing purposes.

12.3 Water Meters for Fire Protection

12.3.1 Where fire protection is supplied to a Premises by a Fire Line, the Manager of Water and Wastewater may authorize that Fire Line to be installed without a Water Meter.

12.3.2 Where fire protection is supplied to a Premises by a Combined Line, a Water Meter shall be installed on that Combined Line in accordance with section 12.1 of this Bylaw.

12.4 Water Meter Settings

12.4.1 Without limiting the generality of section 5.2.1 of this Bylaw, the Owner of a Premises shall install a Water Meter Setting for each Water Meter to be installed on the Premises.

12.4.2 Water Meter Settings installed pursuant to section 12.4.1 of this Bylaw shall be:

- (a) designed and installed to the satisfaction of the Manager of Water and Wastewater;
- (b) in the case of Water Meters having a pipe size of 50 mm (2") or larger, be equipped with a Bypass to the satisfaction of the Manager of Water and Wastewater;
- (c) be installed Downstream of a Control Valve and Upstream of a Pressure Reducing Valve; and
- (d) unless otherwise authorized by the Manager of Water and Wastewater, positioned such that:
 - (i) the Water Meter is not less than 300mm (12 inches) beyond the wall or floor of the building immediately before the Water Meter position;
 - (ii) subject to section 12.4.1(d)(i) of this Bylaw, positioned as close as reasonably possible to the point where the Service Connection (Private) enters the building; and
 - (iii) the Water Meter has safe and convenient access.

12.4.3 Without limiting the generality of section 5.2.2 of this Bylaw, the Owner of a Premises shall ensure that the Water Meter Setting and any Pressure Reducing Valves, Control Valves and any portions of the Service Connection (Private) to which they are attached are kept in good repair and protected from damage and are maintained in good working condition.

12.5 Water Meter Failure, Damage or Removal

12.5.1 Without limiting the generality of section 5.2.2 of this Bylaw, the Owner or Occupant of a Premises shall ensure that Water Meters and Remote Readout Devices and any portions of the Service Connection (Private) to which they are attached are kept in good repair and protected from damage and are maintained in good working condition.

- 12.5.2 The Owner and Occupant of a Premises shall immediately notify the Manager of Water and Wastewater if a Water Meter or Remote Readout Device on the Premises is damaged or does not appear to be functioning.
- 12.5.3 No Person shall change, alter, remove or otherwise tamper with a Water Meter or Remote Readout Device.
- 12.5.4 If the Manager of Water and Wastewater determines that a Water Meter has not accurately recorded the quantity of Potable Water supplied to a Premises, including without limitation if the Water Meter or a Bypass, Seal or any portion of the Service Connection (Private) on the Premises is damaged, the Manager of Water and Wastewater may estimate the quantity of Potable Water supplied for the purposes of this Bylaw including the calculation of rates and charges, subject to the following:
- (a) this shall be in addition to any other remedies available to the Town for damaging, tampering with, or failing to prevent damage to a Water Meter or Remote Readout Device.
- 12.5.5 If a Water Meter or Remote Readout Device is damaged due to physical means, tampering, freezing, excessive heat or any mechanism within the control of the Owner or Occupant of a Premises, the Manager of Water and Wastewater shall repair or replace the Water Meter or Remote Readout Device at the cost of the Owner. This shall be in addition to any other remedies available to the Town for damaging, tampering with, or failing to prevent damage to a Water Meter or Remote Readout Device.
- 12.5.6 Except with the authorization of the Manager of Water and Wastewater or as authorized pursuant to this Bylaw, no Person shall install, test, remove, repair, replace or disconnect a Water Meter or Remote Readout Device.

12.6 Water Meter Reading, Maintenance and Replacement

- 12.6.1 As a condition of receiving Potable Water at a Premises, the Owner and Occupant of a Premises shall authorize the Manager of Water and Wastewater to enter on the Premises for the following purposes:
- (a) reading Water Meters and Remote Readout Devices; and
 - (b) installing, maintaining, testing and replacing Water Meters and Remote Readout Devices.
- 12.6.2 No Person shall obstruct access to a Water Meter or Remote Readout Device by the Manager of Water and Wastewater for the purposes set out in section 12.6.1 of this Bylaw. Without limiting the generality of the foregoing;
- (a) the Owner or Occupant of a Premises shall ensure that access to a Remote Readout Device is safe and is not obstructed by decks, balconies, shrubs, trees, fences or any other obstructions; and

(b) the Owner or Occupant of a Premises shall ensure that all pets are under control and do not interfere with access to the Water Meter or Remote Readout Device.

12.6.3 If access to a Water Meter or Remote Readout Device is prevented or impaired, the Manager of Water and Wastewater may estimate the amount of Potable Water supplied to a Premises for the purposes of this Bylaw including the calculation of rates and charges, subject to the following:

(a) this shall be in addition to any other remedies available to the Town for failure to provide access to a Water Meter; and

(b) if subsequently the Water Meter is read and the amount of Potable Water supplied to a Premises is greater than the estimate, the Customer shall be liable for any additional fees and charges.

12.6.4 The Manager of Water and Wastewater shall attempt to make an appointment with the Owner or Occupant of the Premises to inspect, test, repair or replace the Water Meter within a building on the Premises, subject to the following:

(a) the Manager of Water and Wastewater shall provide the Owner or Occupant with THREE (3) choices of dates for an appointment to take place during regular business hours, and if the Owner or Occupant does not accept one of these dates the Manager of Water and Wastewater may select an appointment date and notify the Owner or Occupant of such appointment in person or by posting such notice on the door of the Premises; and

(b) the Owner or Occupant of a Premises for which an appointment has been scheduled shall provide the Manager of Water and Wastewater with unhindered, safe access to the Water Meter. Without limiting the generality of the foregoing, the Owner or Occupant of a Premises shall ensure that:

- (i) access to a Water Meter is safe and not obstructed by any materials, including without limitation drywall, furnishings and stored items; and
- (ii) all pets are under control and do not interfere with access to the Water Meter.

12.6.5 The Manager of Water and Wastewater may remove Water Meters and Remote Readout Devices for maintenance, testing and replacement.

12.7 Water Meters for Irrigation Systems and Seasonal Water Supplies

12.7.1 All water supplied for Irrigation purposes shall pass through an Irrigation Meter or Water Meter.

12.7.2 If a Water Meter has been installed on a Premises where Potable Water is to be supplied on a temporary or seasonal basis, including for Irrigation purposes, unless otherwise authorized by the Manager of Water and Wastewater the Customer shall remove and return the Water Meter to the Town at the end of the season or period for which Potable Water is required.

12.8 Water Meter Testing

12.8.1 A Customer may request that the Manager of Water and Wastewater test a Water Meter.

12.8.2 If a request is made pursuant to section 12.8.1 of this Bylaw, the Manager of Water and Wastewater shall test the Water Meter within a reasonable period of time.

12.8.3 If testing conducted pursuant to section 12.8.2 of this Bylaw shows that the Water Meter is accurate to within THREE PERCENT (3%) of metered consumption of Potable Water, the Customer shall be responsible for all costs associated with the testing and those costs shall be part of the charges for the supply of Potable Water to the Premises.

12.9 Testing Private Systems

12.9.1 The Manager of Water and Wastewater may authorize Potable Water to be supplied to a Premises prior to the installation of a Water Meter for the purpose of testing Private Systems.

12.9.2 Where Potable Water is supplied to a Premises pursuant to section 12.9.1 of this Bylaw, the testing of the Private System shall be subject to the following terms and conditions:

- (a) The testing of the Private System shall be performed by a Plumber;
- (b) The Plumber shall temporarily install a Water Meter spacer, with an approved Backflow prevention device as part of the installation, prior to commencing testing; and
- (c) The Plumber shall remove the Water Meter spacer immediately once the test is complete.

13.0 SEALS

13.1 Installation of Seals

13.1.1 The Manager of Water and Wastewater may affix Seals on any part of the Waterworks System the Manager of Water and Wastewater considers necessary or desirable.

13.1.2 Without limiting the generality of section 13.1.1 of this Bylaw, the Manager of Water and Wastewater shall affix Seals on all Bypasses and Water Meters.

13.2 Breaking Seals

13.2.1 No Person shall tamper with, break, or remove any Seal except in case of an emergency.

13.2.2 If a Person breaks a Seal for emergency purposes, that Person shall notify the Manager of Water and Wastewater within TWENTY-FOUR (24) hours.

14.0 SUSPENSION AND TERMINATION OF WATER UTILITY SERVICES

14.1 Suspension and Termination

14.1.1 The Manager of Water and Wastewater may suspend or discontinue the supply of Potable Water to a Premises if, in the opinion of the Manager of Water and Wastewater, it is necessary or desirable to do so, upon giving reasonable notice to the Owner or Occupant.

14.1.2 Without limiting the generality of section 14.1.1 of this Bylaw, the Manager of Water and Wastewater may suspend or discontinue the supply of Potable Water to a Premises upon giving reasonable notice to the Owner or Occupant if:

- (a) the Customer in respect of the Premises has provided false or incomplete information in respect of an Account;
- (b) a Person has breached any term or condition of any authorization respecting the Premises issued by the Manager of Water and Wastewater pursuant to this Bylaw;
- (c) a Customer has failed to pay the utility bill issued by the Manager of Water and Wastewater within 60 (SIXTY) days after the payment date specified in that bill;
- (d) the Service Connection (Private) or Private System is not installed or maintained to the satisfaction of the Manager of Water and Wastewater; or
- (e) the Owner, Occupant or Customer in respect of the Premises has been convicted of any offence pursuant to this Bylaw.

14.2 Notice of Suspension or Termination

14.2.1 If the Manager of Water and Wastewater suspends or discontinues the Water Supply to a Premises for which a Fire Line has been installed, the Manager of Water and Wastewater shall notify the fire department as soon as practicable.

14.2.2 Except in an emergency, the Manager of Water and Wastewater shall notify Alberta Health Services prior to suspending or discontinuing the supply of Potable Water to a food establishment, Residential Premises consisting of more than one Self-contained Unit or any other Premises where the Manager of Water and Wastewater considers it necessary or desirable to do so.

14.2.3 In an emergency, the Manager of Water and Wastewater shall notify Alberta Health Services as soon as practicable after suspending or discontinuing the Water Supply to a food establishment, Residential Premises consisting of more than one Self-contained Unit or any other Premises where the Manager of Water and Wastewater considers it necessary or desirable to do so.

14.3 Disconnection and Removal of Service Connections

14.3.1 If the Manager of Water and Wastewater has suspended or terminated the supply of Potable Water to a Premises, the Manager of Water and Wastewater may close or remove the Service Connection at the cost of the Owner.

14.4 Recommencement of Water Supply

14.4.1 Where the supply of Potable Water to a Premises has been suspended or terminated, the Owner or Occupant may apply to have it recommenced subject to the following:

(a) the application shall be in accordance with section 9.1.2 and, if the Service Connection has been removed, section 5.1.2 of this Bylaw; and

(b) the applicant shall pay any arrears for the Water Supply to the Premises and a Water Reconnect Charge in accordance with Schedule "I" of this Bylaw.

15.0 RESTRICTON OF WATER SUPPLY AND WATER CONSERVATION

15.1 Declaration of an Outdoor Water Use Restriction

15.1.1 A Level 1 Outdoor Water Use Restriction shall be in force at all times unless otherwise declared by the Manager of Water and Wastewater.

15.1.2 If in the opinion of the Manager of Water and Wastewater it is necessary or desirable to reduce Potable Water usage, the Manager of Water and Wastewater may declare a Level 2 or Level 3 Outdoor Water Use Restriction.

15.1.3 The Manager of Water and Wastewater's declaration regarding an Outdoor Water Use Restriction shall be effective immediately upon declaration, unless another effective date and time is effectively stated, and shall remain in effect until the Manager of Water and Wastewater declares that it has ended.

15.1.4 No Person shall use Potable Water in contravention of an Outdoor Water Use Restriction.

15.2 Notice of a Declaration of an Outdoor Water Use Restriction

15.2.1 The Manager of Water and Wastewater shall cause public notice of a declaration pursuant to section 14.1.3 of this Bylaw in any manner the Manager of Water and Wastewater considers appropriate.

15.2.2 Without limiting the generality of section 14.2.1 of this Bylaw, the Manager of Water and Wastewater may cause public notice of a declaration pursuant to section 14.1.3 of this Bylaw to be given by notices on appropriate websites; social media; other electronic communication media; print advertising in local publications; notices to local media outlets; or signage.

15.2.3 Notwithstanding sections 15.2.1 and 15.2.2 of this Bylaw, all Persons are responsible for determining whether an Outdoor Water Use Restriction is in effect, and failure to receive notice of an Outdoor Water Use Restriction shall not constitute a valid defense for a contravention of such Outdoor Water Use Restriction.

16.2.4 If a Level 3 Outdoor Water Use Restriction is in effect, the Manager of Water and Wastewater:

(a) shall suspend sales of Bulk Water; and

(b) may reduce the pressure of Potable Water supplied by the Waterworks System throughout the Town or in parts of the Town subject to approval by the Cochrane Fire Department.

15.3 Permits

15.3.1 Notwithstanding section 15.1.4 of this Bylaw, the Manager of Water and Wastewater may authorize a Person to use Potable Water contrary to the terms of an Outdoor Water Use Restriction pursuant to section 17.3 of this Bylaw.

16.0 WASTING AND CONSERVING WATER

16.1 Prohibition Against Wasting Water

16.1.1 No Person shall waste Potable Water by allowing a stream or spray of Potable Water to run off a Parcel of Land.

16.1.2 Notwithstanding section 16.1.1 of this Bylaw, the Manager of Water and Wastewater may authorize a Person to allow a stream or spray of Potable Water to run off a Parcel of Land for the purposes of:

(a) health and safety;

(b) the installation, testing and maintenance of infrastructure, including Water Mains, Hydrants, and Service Connections;

(c) preventing the freezing of parts of the Waterworks System;

(d) training firefighters; or

(g) other purposes as deemed necessary or desirable by the Manager of Water and Wastewater.

16.1.3 A Peace Officer, in determining whether a Person has wasted or is wasting Potable Water, shall take into consideration the following:

(a) the activity being undertaken and the volume of Potable Water reasonably required to perform that activity;

- (b) the length of time that Potable Water has been allowed to run;
- (c) the degree of control exercised over the flow of Potable Water; and
- (d) the purpose to which the Potable Water is being put.

16.2 Water Efficient Plumbing Fixtures

- 16.2.1 All new plumbing fixtures connected to a Private System in Residential Premises which are connected to the Waterworks System, including without limitation toilets, showerheads, and faucets, shall meet the standards as set out in Part 1 of Schedule "H" to this Bylaw.
- 16.2.2 All new plumbing fixtures connected to a Private System in Premises other than Residential Premises which are connected to the Waterworks System, including without limitation toilets, urinals, faucets and cooling equipment, shall meet the standards as set out in Part 2 of Schedule "H" to this Bylaw.
- 16.2.3 All Premises which are connected to the Waterworks System by a Service Connection installed after the coming into force of this Bylaw shall be equipped with a Pressure Reducing Valve which shall not allow the pressure of Potable Water to the Premises to exceed that as set out in Part 3 of Schedule "H" to this Bylaw.

17.0 PRIVATE WATER WELLS

17.1 Alternative Supplies of Water

- 17.1.1 No Person shall use any source of water other than the Waterworks System to supply water to a Premises which could be connected to the Waterworks System in accordance with the terms of this Bylaw without the authorization of the Manager of Water and Wastewater.
- 17.1.2 No Person who has been given an authorization to use an alternate source of water shall allow that source to be connected, either directly or indirectly to the Waterworks System, without the authorization of the Manager of Water and Wastewater.
- 17.1.3 Any Person using a supply of water other than the Waterworks System shall do so at their own risk and cost.
- 17.1.4 An authorization by the Manager of Water and Wastewater pursuant to section 16.1.1 of this Bylaw shall not be interpreted as approval of the system or any endorsement of the quality or quantity of water supplied by that system.

18.0 GENERAL

18.1 General Prohibitions

18.1.1 Except as authorized by the Manager of Water and Wastewater or as otherwise permitted by this Bylaw, no Person shall:

- (a) operate, handle or interfere with any part of the Waterworks System;
- (b) obtain Potable Water that has not passed through a Water Meter or that has not been obtained pursuant to an Account;
- (c) make, keep, use or dispose of any key or wrench for the purpose of operating any part of the Waterworks System;
- (d) release any substance or material into the Waterworks System or allow any substance or material to be released into the Waterworks System;
- (e) contaminate the Waterworks System or allow the Waterworks System to be contaminated;
- (f) hinder, disrupt or cut off the supply of Potable Water to any Premises;
- (g) impede access to any part of the Waterworks System by the Manager of Water and Wastewater;
- (h) impede access to any part of the Waterworks System by a firefighter engaged in the suppression of a fire;
- (i) obtain Potable Water from the Waterworks System except in accordance with this Bylaw;
- (j) provide any water utility system services of the type provided by the Town pursuant to this Bylaw;
- (k) sell Potable Water except for Bulk Water purchased for the purpose of resale or Potable Water that has gone through a re-treatment or re-manufacturing process for the purpose of resale;
- (l) supply Potable Water to a Parcel of Land by way of hose or pipe across a property line;
- (m) enter any fenced or enclosed area of the Waterworks System;
- (n) climb on any structure that is part of the Waterworks System;
- (o) destroy, damage, remove, tamper with or interfere with any part of the Waterworks System; or

- (p) carry out any activity for which that Person has been given or issued an authorization or permit in accordance with this Bylaw except in accordance with the terms and conditions of that authorization or permit.

18.2 Water Quality

17.2.1 The Town shall not be responsible for the quality of Potable Water once it is taken from the Waterworks System, including Potable Water received from the Bulk Water Station and through a Service Connection.

18.3 Authorizations

18.3.1 Where pursuant to this Bylaw the Manager of Water and Wastewater may authorize a Person to do anything or approve any application, that authorization or approval shall be:

- (a) subject to any terms and conditions the Manager of Water and Wastewater considers necessary and desirable, in addition to any terms and conditions required or permitted pursuant to this Bylaw;
- (b) revocable by the Manager of Water and Wastewater upon written notice to the Person; and
- (c) of no force and effect unless in writing.

18.3.2 A Person carrying out any activity pursuant to an approval or authorization pursuant to section 18.3.1 of this Bylaw shall keep that approval or authorization available and shall show or surrender it to a Peace Officer or the Manager of Water and Wastewater upon request.

18.4 Inspections and Access to Premises

18.4.1 The Manager of Water and Wastewater may, after giving reasonable notice to the Owner or Occupant of a Premises, enter on any Premises connected to the Waterworks System to inspect the Premises for compliance with this Bylaw and to remedy any contravention of this Bylaw.

18.5 Owners and Occupants

18.5.1 Whenever this Bylaw imposes an obligation or prohibition on an Owner or Occupant of a Premises, the obligation or prohibition shall apply to both the Owner and Occupant and to each of them individually.

18.5.2 Whenever this Bylaw imposes an obligation or prohibition on more than one Person, each Person shall be liable to prosecution for breach of this Bylaw, and it shall be no defence for any such Person that any other Person is responsible for such breach.

19.0 CONVICTIONS AND PENALTIES

19.1 Offences

19.1.1 A Person who:

- (a) does something that is prohibited in this Bylaw;
- (b) fails to do something that is required in this Bylaw; or
- (c) does something in a manner different from that which is required or permitted in this Bylaw;

is guilty of an offence.

19.1.2 Where a contravention of this Bylaw is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day or part of a day.

19.2 Enforcement

19.2.1 Where a Peace Officer believes that a Person has contravened any provision of this Bylaw, that Peace Officer may serve that Person with a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedure Act.

19.2.2 Notwithstanding section 18.2.1 of this Bylaw, where a Peace Officer believes that a Person has contravened any provision of this Bylaw, that Peace Officer may serve that Person with a Bylaw Violation Ticket, in a form approved by the Manager of Water and Wastewater, by personal service or by regular or registered mail.

19.2.3 A Bylaw Violation Ticket issued pursuant to section 19.2.2 of this Bylaw shall specify the minimum penalty payable in respect of the contravention of this Bylaw, as specified in Schedule "J" to this Bylaw.

19.2.4 A Person who has been issued a Bylaw Violation Ticket pursuant to section 19.2.2 of this Bylaw and has paid it to the Town prior to the date specified on that Bylaw Violation Ticket shall not be liable to prosecution for the subject contravention.

19.2.5 Nothing in this Bylaw shall prevent a Peace Officer from issuing a summons for the mandatory court appearance of any Person who the Peace Officer has reason to believe is committing, or has committed, a breach of any provision of this Bylaw, or from laying an information.

19.3 Penalties

- 19.3.1 A Person who is convicted of an offence pursuant to this Bylaw is liable on summary conviction to a fine not exceeding TEN THOUSAND DOLLARS (\$10,000.00) and in default of payment of any fine imposed, to imprisonment for not more than ONE (1) year.
- 19.3.2 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "J" of this Bylaw in respect of that provision.
- 19.3.3 The minimum penalty payable in respect of a contravention of a provision of this Bylaw, to be indicated on any such Bylaw Violation Ticket issued, is the amount provided for in Schedule "J" of this Bylaw.
- 19.3.4 A person who has been issued a Bylaw Violation Ticket in respect of a contravention of a provision of this Bylaw, and who has fully paid to the Town the penalty as indicated within the time allowed for payment, shall not be liable to prosecution for the subject contravention.
- 19.3.5 The levying and payment of any fine or imprisonment for any period provided in this Bylaw shall not relieve a Person from paying any fees, charges or costs for which that Person is liable pursuant to this Bylaw.
- 19.3.6 Notwithstanding section 19.3.2 of this Bylaw:
- (a) where a Person has been convicted of a contravention of the same provision of this Bylaw twice within the same TWELVE (12) month period, the specified penalty payable in respect of the second contravention shall be double the amount specified in Schedule "J" or section 19.3.3 of this Bylaw; and
 - (b) where a Person has been convicted of a contravention of the same provision of this Bylaw three times or more within the same TWELVE (12) month period, the specified penalty payable in respect of the third and subsequent contraventions shall be triple the amount specified in Schedule "J" or section 19.3.3 of this Bylaw.
- 19.3.7 Notwithstanding section 19.3.3 of this Bylaw:
- (a) where a Person has been convicted of a contravention of the same provision of this Bylaw twice within the same TWELVE (12) month period, the minimum penalty payable in respect of the second contravention shall be double the amount specified in Schedule "J" to this Bylaw; and
 - (b) where a Person has been convicted of a contravention of the same provision of this Bylaw three times or more within the same TWELVE (12) month period, the minimum penalty payable in respect of the third and subsequent contraventions shall be triple the amount specified in Schedule "J" to this Bylaw.

20.0 GENERAL PROVISIONS AND COMING INTO FORCE

- 20.1 If any term, clause or condition of this Bylaw or application thereof is found to be invalid or unenforceable, the remainder of this Bylaw or application of such term, clause or condition shall not be affected and shall remain in force and effect.
- 20.2 The Schedules to this Bylaw may be amended or replaced from time to time by resolution of Council.
- 20.3 Nothing in this Bylaw relieves any Person from compliance with any other Bylaw or any applicable federal or provincial law, regulation or enactment.
- 20.4 This Bylaw repeals Bylaw 03/2009 and any amendments thereto.
- 20.5 This Bylaw comes into force on the date of third reading.

Read a first time May 13, 2013
Read a second time June 10, 2013
Read a third time June 10, 2013

Mayor

Manager, Legislative Services

Bylaw 04/2013
Town of Cochrane – Water Utility Bylaw
Schedule A – Rates and Fees

Effective January 1, 2024 RES# 213/12/23

BASE RATES

Base rates are on a per month basis. In the event that a billing period is more or less than one calendar month, base rates shall be payable on a *pro rata* basis calculated using the number of days in the calendar month.

Residential Premises Base Rates

The base rate payable in accordance with section 10.1.2(a) of this Bylaw for Residential Premises comprised of a single Self-contained Unit shall be **\$13.90**.

Where Residential Premises consist of more than one Self-contained Unit which share a Water Meter and for which a single Account is issued, the base rate payable in accordance with section 10.1.2(a) of this Bylaw shall be the rate set out above multiplied by the number of Self-contained Units on the Premises.

Non-Residential Premises Base Rates

The Base Rate for Premises other than Residential Premises payable in accordance with section 10.1.2(a) of this Bylaw shall be the rate set out in the following table based on the size of the Water Meter for the Premises:

Water Meter Size	Rate
15mm/19 mm (5/8" / 3/4")	\$13.90
25 mm (1")	\$21.74
40 mm (1.5")	\$39.99
50 mm (2")	\$65.52
75 mm (3")	\$138.44
100 mm (4")	\$240.51
150 mm (6")	\$532.30
200 mm (8")	\$940.37

CONSUMPTION CHARGES

Residential Premises Consumption Charges (Single Self-contained Unit)

The Consumption Charge for Residential Premises consisting of a single Self-contained Unit connected to a Water Meter payable in accordance with section 10.1.2(b) of this Bylaw shall be as set out in the following table:

Volume of Potable Water	Consumption Charge
First 15 cubic metres supplied during billing period	\$1.30 / cubic metre
Next 15 to 30 cubic metres supplied during billing period	\$1.85 / cubic metre
Excess of 30 cubic metres during billing period	\$2.80 / cubic metre

Residential Premises Consumption Charges (Multiple Self-contained Units)

The Consumption Charge for Residential Premises consisting of more than one Self-contained Unit which share a Water Meter and for which a single Account is issued payable in accordance with section 10.1.2(b) of this Bylaw shall be **\$1.30** per cubic metre of Potable Water.

Non-Residential Premises Consumption Charges

The Consumption Charge for Premises other than Residential Premises payable in accordance with section 10.1.2(b) of this Bylaw shall be **\$1.47** per cubic metre of Potable Water:

BULK WATER RATES

The rates payable for Bulk Water in accordance with section 7.1.3 of this Bylaw shall be as set out in the following table:

Bulk Water	\$5.00 per cubic metre
Bulk Water – Non Domestic Surcharge	\$2.00 per cubic metre

Bylaw 04/2013

Town of Cochrane ~ Water Utility Bylaw

Schedule B ~ Irrigation Rates

Effective January 1, 2024 RES# 213/12/23

BASE RATE

Base rates are on a monthly basis. In the event that a billing period is more or less than one calendar month, Base Rates shall be payable on a *pro rata* basis calculated using the number of days in the calendar month.

The Base Rate for Premises which receive Potable Water through an Irrigation Meter payable in accordance with section 10.1.3(a) of this Bylaw shall be the rate set out in the following table based on the size of the Water Meter for the Premises:

Water Meter Size	Rate
15mm/19 mm (5/8")/(3/4")	\$6.95
25 mm (1")	\$10.87
40 mm (1.5")	\$19.99
50 mm (2")	\$32.76
75 mm (3")	\$69.22
100 mm (4")	\$120.26
150 mm (6")	\$266.15
200 mm (8")	\$470.18

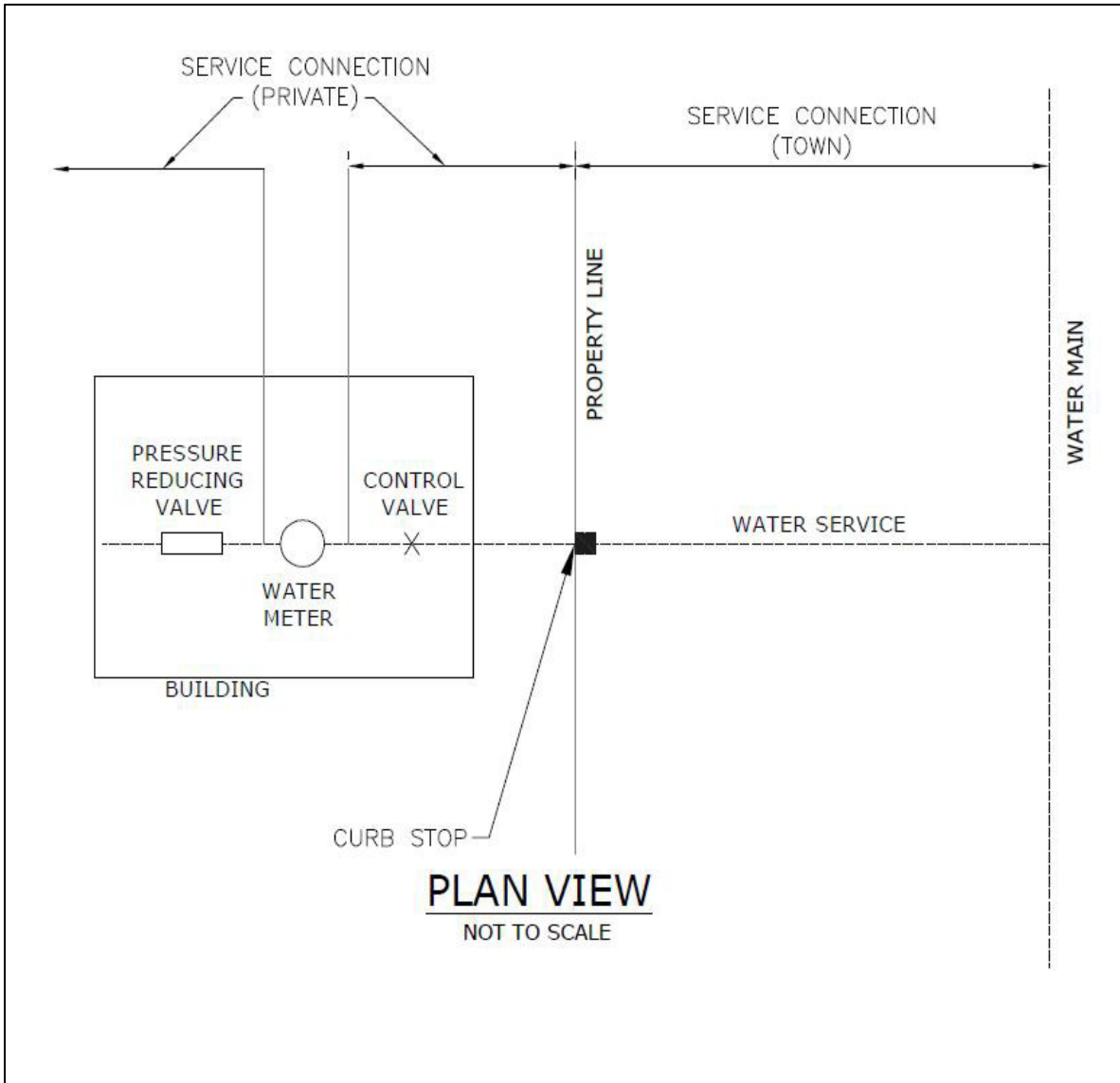
CONSUMPTION CHARGE

The Consumption Charge for Premises which receive Potable Water through an Irrigation Meter payable in accordance with section 10.1.3(b) of this Bylaw shall be **\$2.80** per cubic metre of Potable Water.

Bylaw 04/2013

Town of Cochrane ~ Water Utility Bylaw

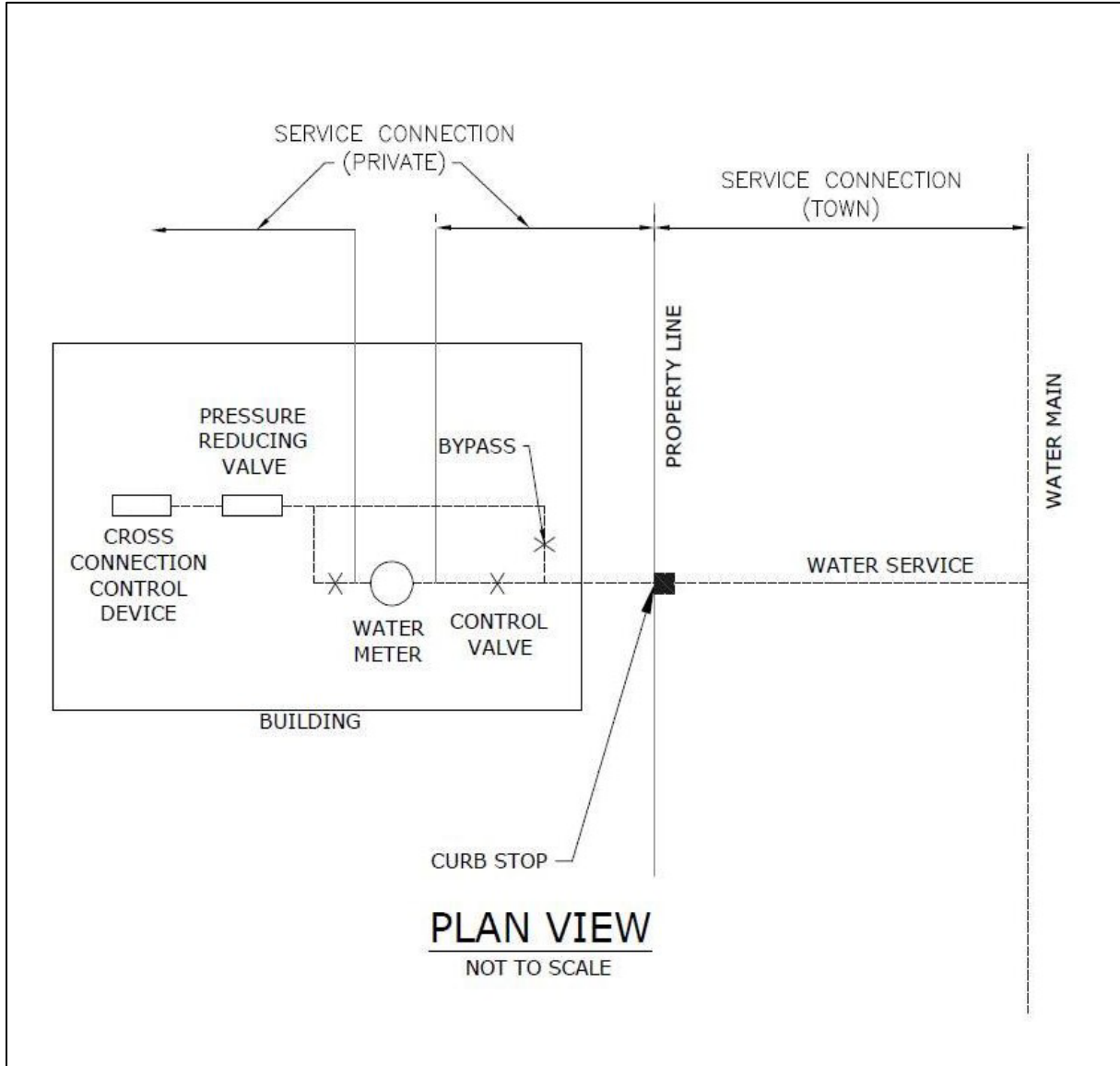
Schedule C ~ Residential Premises Service Layout



Bylaw 04/2013

Town of Cochrane ~ Water Utility Bylaw

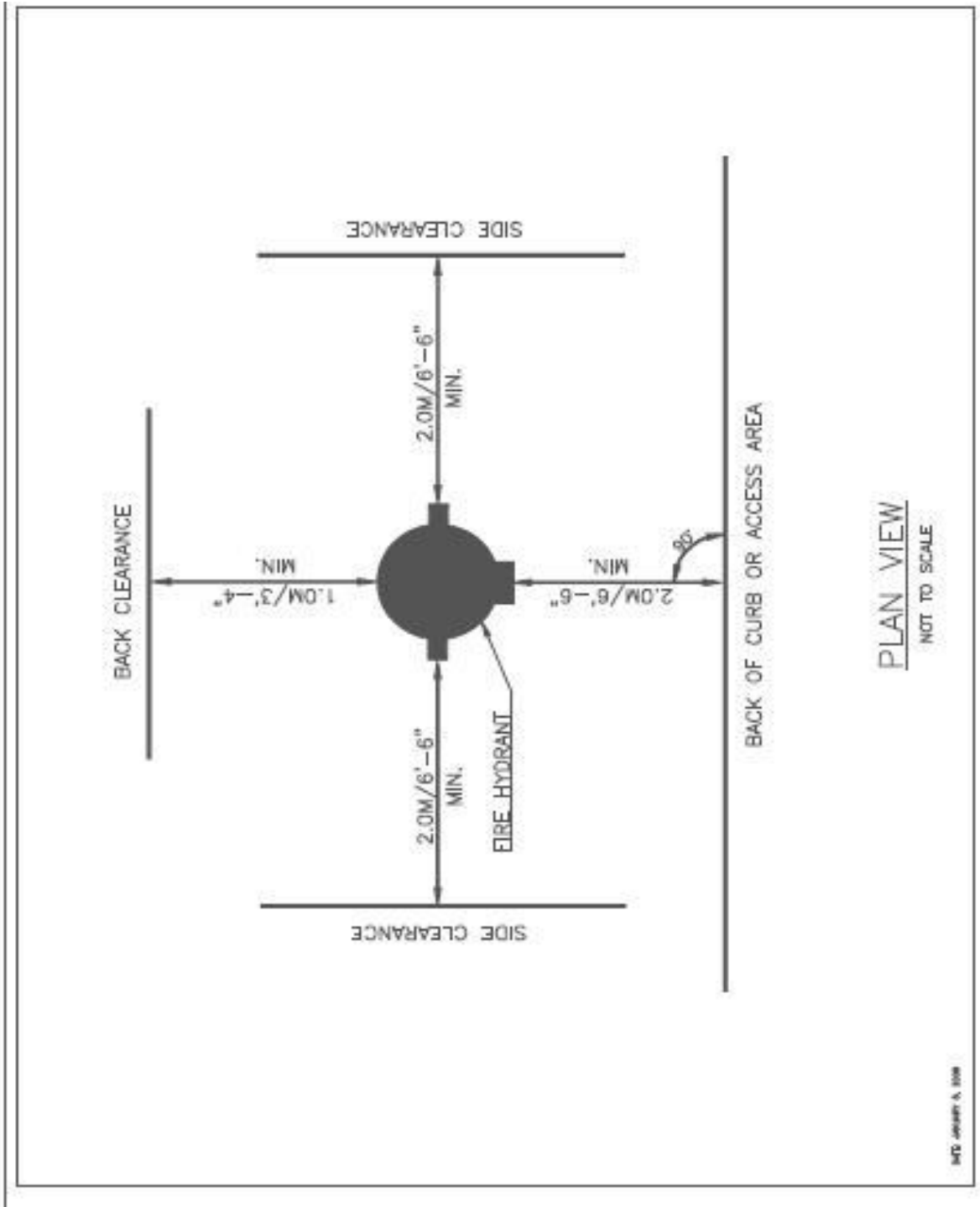
Schedule D ~ Premises other than Residential Service Layout



Bylaw 04/2013

Town of Cochrane ~ Water Utility Bylaw

Schedule E ~ Hydrant Clearance



Bylaw 04/2013

Town of Cochrane - Water Utility Bylaw

Schedule "F" - Hydrant System Permit Application

**Town of Cochrane
Water and Wastewater (W³)**

Mailing Address: 101 RancheHouse Road, Cochrane, Alberta. T4C 1A4 Street
Address: 124 Griffin Road, Cochrane, Alberta. T4C 2K8
Phone: 403 851-2590 • Fax: 403- 852-2592
E-mail: www.cochrane.ca



**Hydrant System Permit Application
Terms & Conditions**

The Hydrant System Permit continues to provide flexibility to meet the different needs of hydrant users. All interested hydrant users must apply to and receive a Hydrant Permit from the Town of Cochrane Manager of Water and Wastewater. A Hydrant Permit shall be subject to the following terms and conditions.

1. Hydrant Permit holders must use a Backflow/Meter Assembly (BMA) unit. Such unit shall be provided by the Town in exchange for a damage deposit and rental fee as set out below:

- (a) **Damage Deposit** (Certified Cheque or Letter of Credit are acceptable). The deposit is refundable after payment of account in full and final inspection with no damage to backflow device, meter, piping, valves, box or hydrant.

Connection Size	Deposit
BMA50mm (2 inch) Unit	\$ 5,000.00 <i>GL: 4-41-03-410</i>

A letter of credit may be used as the damage deposit provided that it meets the following requirements:

- It is a revolving letter of credit
- It is cashable at a bank in Cochrane and the address of the bank is stated
- Letter must be addressed to:
The Town of Cochrane
Water and Wastewater Section
101 RancheHouse Road, Cochrane, Alberta. T4C 1K8
- The letter of credit must specify that is for the damage deposit for the BMA or Meter and the withdrawal of water from hydrants.

- (b) **Rental Fee** (Non-refundable)

Connection Size	Weekly	Monthly	Annual
BMA - 50mm (2 inch)	\$117.00	\$234.00	\$585.00

(Includes GST and 10% Administration Charge)

Hydrant System Permit Application

2. Authorized Hydrant(s) will be noted on the agreement receipt. For Bylaw enforcement, it is required the Agreement receipt be kept at the site at all times. For each Hydrant that is used the following fees will apply:
 - (a) **Hydrant Inspection Fee** (*Non-Refundable*)
 - \$117.00 (*Includes GST & 10% Administration Fee*)
 - Twenty-four (24) hours advance notice is required to schedule the inspection
 3. Hydrant users shall pay the Town of Cochrane for Potable Water dispensed from Hydrants at the applicable rate for Bulk Water – Non Domestic in force at the time.
 4. Additional Terms and Conditions:
 - Hydrants shall only be opened and closed using a key approved by the Manager of Water and Wastewater;
 - Hydrants shall be drained and Hydrant caps shall be replaced after use is completed prior to the Hydrant inspection pursuant to clause 2(a) above;
 - Any damaged or malfunctioning Hydrants shall be immediately reported to the Manager of Water and Wastewater; and
 - Any Potable Water dispensed from the Hydrant shall be dispensed through the Backflow/Meter Assembly.
-

The Applicant has read and agrees to the Terms and Conditions of the Hydrant System Permit as outlined above.

Applicant: _____

Signature: _____

Date: _____

APPROVAL: Town of Cochrane

Per: _____

Position: _____

Date: _____

Water and Wastewater (W³)

Mailing Address: 101 RancheHouse Road, Cochrane, Alberta. T4C 2K8 Street
Address: 124 Griffin Road, Cochrane, Alberta. T4C 2B9
Phone: 403 851-2590 • Fax: 403 852-2592
E-mail: www.cochrane.ca



Hydrant System Permit Application

Name of Company _____

Applicant: _____

Business Mailing Address: _____

Telephone: (Business) _____ (Cell) _____

Construction Location: _____

1. Backflow/Meter Assembly (BMA)

Certified Cheque: _____
(To be held in trust in a No Interest bearing account)

- or -

Letter of Credit _____

Date of Expiry: _____

2. BMA (50mm (2 inch) Rental Fee (Includes GST & Administration Fee)
(Please circle one)

Weekly	Monthly	Annual
\$117.00	\$234.00	\$585.00

Date of Rental _____

Rental Fee: _____ Weeks/Months @ \$ _____ = _____

Date of Return: _____

Hydrant System Permit Application

3. Hydrant Inspection Fee: _____
\$117.00 (Includes GST & Administration Fee)

4. Hydrant Meter Reading (Before) _____

Hydrant Meter Reading (After) _____

-
5. Total Cubic Meters Used _____ m³ @ \$6.00 per cubic metre = _____

TOTAL APPLICABLE FEES: \$ _____

Code: GL# 1-41-00-411

The Applicant has read and agrees to the Terms and Conditions which apply to the Hydrant System Permit for the Town of Cochrane.

Name of Company: _____

Applicant: _____

Signed: _____ Title/Position _____
(Signature)

Date: _____

Approval: Town of Cochrane

Per: _____

Water and Wastewater Division

Position: _____

Date: _____

Copy: Accounts Receivable
Copy: Records Management

Water and Wastewater (W³)

Mailing Address: 101 RancheHouse Road, Cochrane, Alberta. T4C 2K8 Street
Address: 124 Griffin Road, Cochrane, Alberta. T4C 2B9
Phone: 403 851-2590 • Fax: 403 852-2592
E-mail: www.cochrane.ca



Hydrant System Permit

_____ of Name of
Company & Applicant

_____ Is authorized
(Address of Applicant)

to operate the hydrant located _____, within the
Town of Cochrane Corporate Limits.

Date of Approval: _____

Expiry Date of Approval: _____

TOWN OF COCHRANE

PER: _____
Water and Wastewater (W³)

POSITION: _____

DATE: _____

**(For Bylaw enforcement, it is required the Hydrant System Permit
be kept at the site at all times)**

Bylaw No. 04/2013

Town of Cochrane ~ Water Utility Bylaw

Schedule G ~ Outdoor Water Use Restrictions

Outdoor Water Use

LEVEL 1

Outdoor use of Potable Water may occur only during the following hours:

- 5:00 a.m. - 10:00 a.m.
- 7:00 p.m. - 1:00 a.m.

Exceptions:

- (a) Flowerbeds and vegetable gardens may be watered by hand, at any time, using a watering can or a hose with a nozzle with a trigger shut off to restrict water flow; and
- (b) Sprinklers and water toys, including without limitation children's pools, may be used for recreational purposes by children as long as children are present during use.

Level 1 Outdoor Water Use Restrictions do not apply to Bulk Water.

LEVEL 2

All outdoor use of Potable Water is prohibited, including without limitation watering of lawns, washing of vehicles and buildings, and use of children's water toys.

Exceptions:

- (a) Flowerbeds and vegetables gardens may be watered by hand, at any time, using a watering can or a hose with a nozzle with a trigger shut off to restrict water flow.
- (b) The Town may limit or suspend Non-Domestic Bulk water sales.

LEVEL 3

All outdoor use of Potable Water is prohibited. Residential and non- residential use is controlled through district flow restrictions (reduced pressures subject to Fire Services review and approval). All bulk water sales are suspended.

Bylaw No. 04/2013

Town of Cochrane - Water Utility Bylaw

Schedule H - Water Conserving Fixtures

PART 1: RESIDENTIAL PREMISES

The following standards shall apply to all new plumbing fixtures in Residential Premises for the purposes of section 15.2.1 of the Water Utility Bylaw:

- (a) flush toilets shall be rated not to exceed 4.8 litres (1.28 gallons) per flush, or in the case of dual flush toilets per average flush;
- (b) shower heads shall be rated not to exceed 7.6 litres per minute;
- (c) lavatory faucets shall be fitted with a tap aerator and shall have a maximum flow rate of 5.7 litres per minute; and
- (d) kitchen faucets shall be fitted with a tap aerator and shall have a maximum flow rate of 5.7 litres per minute.

PART 2: NON-RESIDENTIAL PREMISES

The following standards shall apply to all new plumbing fixtures in Premises other than Residential Premises for the purposes of section 15.2.2 of the Water Utility Bylaw:

- (a) urinals shall be waterless or be rated not to exceed 3.8 litres per flush;
- (b) flush toilets shall be rated not to exceed 4.8 litres (1.28 gallons) per flush, or in the case of dual flush toilets per average flush;
- (c) lavatory faucets shall be fitted with a tap aerator and shall have a maximum flow rate of 1.9 l/m; and
- (b) no person shall install or allow the installation of any Once-Through Cooling Equipment connected to the Water Supply, in any construction, development, retrofitting or restoration project.

PART 3: WATER PRESSURE

The following shall be the maximum water pressure for Premises for the purposes of section 15.2.3 of the Water Utility Bylaw:

- (a) Premises other than Residential Premises: 448 kilopascals (65 lbs per square inch)
- (b) Residential Premises: 448 kilopascals (65 lbs per square inch).

Bylaw 04/2013

Town of Cochrane ~ Water Utility Bylaw

Schedule I – Fees and Charges

Effective January 1, 2024 RES# 213/12/23

Section 5.7.5: Curb Stop Operation

Where the Town operates a Curb Stop, the fee shall be:

- (a) Within regular business hours: **no fee**
- (b) Outside regular business hours: **\$135.00***

*Curb stop operation includes opening or closing a Curb Stop to allow work to be carried out and returning it to its starting position once that work is complete. If work outside of business hours cannot be completed within TWO (2) hours, returning the Curb Stop to its starting position shall be subject to a second fee.

Section 9.1.3(a): New Accounts

The administration fee for opening a new Account shall be: **\$30.00**

Section 10.2.3: Non-Payment of Utility Bill

The penalty for failure to pay a utility bill on or before the due and payable date shall be: **THREE PERCENT (3%)** of the then unpaid current outstanding balance.

Section 13.4.1(b):

The Water Reconnect Charge to recommence the supply of Potable Water to a Premises shall be: **\$50.**

Section 6

The Water Licence Connection Fees for Premises and Developments which receive Potable Water through a Water Meter payable in accordance with Section 6.0 of this Bylaw shall be the fee set out in the following table based on the size of the Water Meter for the Premises or Development:

Water Meter Size	Fee
19 mm (3/4")	\$1,355
25 mm (1")	\$2,262
40 mm (1.5")	\$4,511
50 mm (2")	\$7,221
75 mm (3")	\$15,810
100 mm (4")	\$28,449
150 mm (6")	\$58,700

Bylaw No. 04/2013

Town of Cochrane - Water Utility Bylaw

Schedule J

Section Number	Penalty Offence	Minimum Penalty	Specified Penalty
5.1.1	Unauthorized installation, expansion or modification of a Service Connection	\$500	\$750
5.2.2	Failure to ensure that a Service Connection (Private) is kept in good repair or protected from damage	\$250	\$500
5.4.3	Installation of a Take-off	\$500	\$750
5.7.1	Unauthorized operation of a Curb Stop	\$250	\$500
5.8.2	Unauthorized use of electrical means to thaw a frozen Private System	\$500	\$750
6.1.1(a)	Unauthorized opening, closing, or interference with a Hydrant	\$500	\$750
6.1.1(b)	Unauthorized use of Potable Water from a Hydrant	\$250	\$500
6.2.1	Allow obstruction or interference with a Hydrant	\$200	\$300
6.2.2	Failure to prevent obstruction or interference with a Hydrant	\$200	\$300
6.3.1(c)	Failure to comply with Private Hydrant directions	\$250	\$500
6.4?	Failure to comply with hydrant connection unit requirements	\$500	\$750
7.1.4(b)	Failure to comply with Bulk Water Station rules	\$250	\$500
7.1.5	Mis-representation of intended purpose of Bulk Water	\$250	\$500
8.2.2	Failure to retain Cross Connection Control device test records	\$200	\$300
8.2.2	Failure to file Testable Cross Connection Control device test report within two days	\$200	\$300
8.2.3(b)	Failure to file failed Testable Cross Connection Control device test report within two days	\$500	\$750
8.2.3(b)	Failure to replace or repair Testable Cross Connection Control device	\$200	\$250
11.2.1	Failure to comply with installation requirements for private water meters	\$200	\$200
11.5.2	Failure to notify of damaged Water Meter or Remote Readout Device	\$200	\$250
11.5.3	Interfere or tamper with Water Meter or Remote Readout Device	\$200	\$500
11.5.6	Unauthorized installation, removal, repair, replacement, testing or disconnection of a Water Meter or Remote Readout Device	\$200	\$500
11.6.2	Obstructing access to a Water Meter or Remote Readout Device	\$200	\$250
11.6.4(b)	Failure to provide access to Water Meter or Remote Readout Device	\$200	\$250
11.7.2	Failure to remove and return Water Meter	\$500	\$750
11.9.2	Failure to comply with requirements for testing Private System	\$250	\$500
12.2.1	Tamper, break or remove Seal	\$250	\$500
12.2.2	Failure to notify of broken Seal within 24 hours	\$200	\$250
14.1.4	Failure to comply with Outdoor Water Use Restriction	\$250	\$500
15.1.1	Wasting Potable Water	\$250	\$500

Section Number	Penalty Offence	Minimum Penalty	Specified Penalty
15.2.1	Failure to install water efficient plumbing fixtures	\$250	\$500
15.2.2	Failure to install water efficient plumbing fixtures	\$250	\$500
15.2.3	Failure to install water efficient plumbing fixtures	\$250	\$500
16.1.1	Unauthorized use of alternative water source	\$250	\$500
16.1.2	Prohibited connection to water system	\$500	\$750
17.1.1(a)	Unauthorized operation, handling or interference with Waterworks System	\$200	\$1000
17.1.1(b)	Obtaining Potable Water which has not passed through a Water Meter	\$250	\$500
17.1.1(c)	Making, keeping, using or disposing of a key or wrench to operate the Waterworks System	\$250	\$500
17.1.1(d)	Release of substances or materials into the Waterworks System	\$500	\$10000
17.1.1(e)	Contamination of the Waterworks System	\$500	\$10000
17.1.1(f)	Hindering, disrupting or cutting of Potable Water supply	\$250	\$10000
17.1.1(g)	Impairing access to Waterworks System	\$200	\$500
17.1.1(h)	Impairing access to Waterworks System	\$200	\$500
17.1.1(i)	Obtaining Potable Water contrary to Bylaw	\$200	\$750
17.1.1(j)	Providing water utility services	\$500	\$750
17.1.1(k)	Selling Potable Water	\$200	\$500
17.1.1(l)	Supplying Potable Water to another Parcel of Land	\$250	\$500
17.1.1(m)	Entering fenced area of Waterworks System without permission	\$200	\$500
17.1.1(n)	Climb structure of Waterworks System	\$200	\$500
17.1.1(o)	Destroying, damaging or tampering with Waterworks System	\$250	\$10000
17.1.1(p)	Failure to comply with terms of authorization or permit	\$200	\$250
17.3.2	Failure to display or surrender authorization or permit	\$200	\$250