

**TOWN OF BON ACCORD
BYLAW 2012-02
WASTEWATER BYLAW**

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA TO ESTABLISH TERMS FOR PROVIDING A SEWAGE SYSTEM, INCLUDING CONDITIONS FOR TREATMENT AND DISPOSAL OF WASTEWATER.

WHEREAS the Municipal Government Act, RSA 2000, c. M-26 provides that a Council may pass bylaws respecting public utilities; and

WHEREAS the Town of Bon Accord levies and collects such costs or charges established by Council from time to time for wastewater services; and

WHEREAS it is deemed necessary and expedient to establish terms for provision of wastewater services;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

SECTION 1 – SHORT TITLE

- 1.1 This Bylaw may be referred to as "The Wastewater Bylaw".

SECTION 2 – DEFINITIONS

- 2.1 "Abut" means, in relation to a physical object, to be next to or to have a common boundary with.
- 2.2 "Account" means an agreement between a Consumer and the Town for the supply of wastewater services for occupancy of a building or property;
- 2.3 "Approved" means, unless otherwise provided, approved by the Public Works Supervisor, or their designate;
- 2.4 "Appurtenance" means anything that is attached to the Water System or Water Utility.
- 2.5 "Arrears Administration" means, the action and cost associated with sending registered mail and sending to a Collection Agency, per the attached Schedule of Other Water Rates and Charges;
- 2.6 "Backflow Prevention Valve" means a device or mechanism that prevents backflow to avoid untreated or potentially contaminated water/wastewater migration into the waterworks system, approved by the Public Works Supervisor, or their designate or the Government of Alberta;
- 2.7 "Biological Waste" means waste from a hospital, medical clinic, health care facility, mortuary or biological research laboratory;
- 2.8 "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Bon Accord;
- 2.9 "Commercial" includes stores, warehouses, and commercial facilities;
- 2.10 "Community Peace Officer" means a Bylaw Enforcement Officer appointed by the Town pursuant to the Municipal Government Act, RSA 2000, c. M-26, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable;

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- 2.11 "Consumer" means any Person who has applied for an Account or Service Connection, has received any Wastewater Service or is otherwise responsible for paying for the Wastewater Services;
- 2.12 "Council" means the Municipal Council of The Town of Bon Accord;
- 2.13 "Emulsifier" means any ingredient used to bind together normally non-combinative substances, such as oil and water.
- 2.14 "Environmental Protection and Enhancement Act" means the Environmental Protection and Enhancement Act, S.A 1992, c.E-13.3, and its regulations;
- 2.15 "Facilities" means any physical facilities and infrastructure including transmission and distribution pipelines, valves, lagoons, and pumping stations owned and operated by the Town, used to collect and dispose wastewater;
- 2.16 "Fees and Charges" means the Town's Fees and Charges as set out in Schedule "B" of this bylaw;
- 2.17 "Householder" means any owner, occupant, lessee or tenant or any other Person in charge of any Dwelling;
- 2.18 "Institutional" shall mean a hospital, nursing home, hotel, or school;
- 2.19 "Municipal Servicing Standards" means the Town's engineered servicing standards as approved by the Public Works Supervisor, or their designate;
- 2.20 "Owner" means the person who is registered under the Land Titles Act, RSA 2000 c. L-4, as amended or replaced from time to time, as the owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 2.21 "Person" means any Person, Householder, firm, partnership, association, corporation, company or organization of any kind;
- 2.22 "Planning and Development Services" means the Town representatives responsible for the approval of plumbing and gas installations within the Town;
- 2.23 "Point of Collection" means the point where the Service Connection occurs, which is, in most cases, at or near the property line that defines the point that the owner has the responsibility for ownership, maintenance and repair to the Private Service Line;
- 2.24 "Private Service" means all the wastewater facilities serving the premises upstream of the Point of Collection and includes the pipes, fittings, valves and Appurtenances owned by the Owner;
- 2.25 "Prohibited Waste" means matter set out in Schedule "C" annexed hereto;
- 2.26 "Public Health Inspector" means the medical health officer of the Capital Health Authority, or their authorized representative;
- 2.27 "Publication" means publication of a notice in a newspaper in general circulation with the Town or the mailing or delivering of a notice to a Person or Persons.
- 2.28 "Residential" means any detached single family dwelling or residence, duplex, or Multi-Family Complex designed for individual family living;
- 2.29 "Restricted Wastes" means matter set out in Schedule "D" annexed hereto;
- 2.30 "Service" means the provision of sewage or wastewater disposal;
- 2.31 "Service Pipe" means a pipe which carries wastewater from the dwelling, onto or across private property, to the Town facilities;

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- 2.32 "Spills" mean a direct or indirect discharge into the wastewater system, Storm Sewer or the natural environment which is abnormal in quantity and quality in light of all the circumstances of the discharge.
- 2.33 "Storm Sewer" means a natural drainage system or a sewer for the collection and transmission of uncontaminated water, storm water, and drainage from land or from a watercourse or any combination thereof but excluding any portion of a combined sewer for the combined collection of wastewater and uncontaminated water or storm water.
- 2.34 "Town" means The Town of Bon Accord;
- 2.35 "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town;
- 2.36 "Watercourse" means a natural or artificial channel through which water flows.
- 2.37 "Wastewater Main" means a sewage pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town wastewater collection network and delivers the collected wastewater to the Town facilities (sewage lift stations);
- 2.38 "Wastewater Service" means the collection of wastewater from the Consumers, and all other associated services, contemplated by the Fees and Charges as provided for in Schedule B, under this Bylaw;
- 2.39 "Wastewater Service Connection" means the lateral wastewater Service Pipe which connects an Owner's premises to the Towns Wastewater System with the Owner owning that portion of the Service Pipe lying within the boundaries of the Owner's premises excluding any Service Pipe lying within the boundaries of any easement area granted to the Town for its Wastewater System;
- 2.40 "Wastewater System" or "Wastewater Utility" means a system of lagoons, pumping stations, feeder mains, collection mains, service connections, valves, fittings, and all other equipment, machinery, owned by the Town and which is required to collect and dispose wastewater from the Owners and which is deemed to be a Public Utility within the meaning of the Municipal Government Act RSA 2000, C M-26.

SECTION 3 – ADMINISTRATION

- 3.1 The Chief Administrative Officer may delegate the administration of this Bylaw to the following employee positions:
- 3.1.1 Public Works Supervisor, or their designate
- 3.1.2 Utilities Billing Clerk; or position similar thereof

SECTION 4 – GENERAL

- 4.1 The Town, having constructed, operated and maintained a Wastewater System as a public utility shall continue, insofar as there is sufficient capacity to collect wastewater, upon such terms, as Council considers advisable, from any Owner within the Town's Urban Service Area or situated along the Town's Wastewater Main.
- 4.2 In providing a Wastewater Service Connection to Town Wastewater Mains, the Town shall provide and install all Facilities up to the Point of Collection subject to the terms of this Bylaw. The Town shall remain the owner of all Facilities provided by the Town for a Service Connection unless the Town and the Consumer have expressly agreed in writing otherwise. Any payment made by the Consumer reimbursing costs incurred by the Town in installing Facilities does not entitle the Consumer to ownership of any such Facilities

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- unless an agreement in writing between the Town and the Consumer specifically provides otherwise.
- 4.3 An Owner is responsible for providing such facilities as considered necessary in order to have a continuous and uninterrupted flow of wastewater provided Planning and Development Services approve such facilities and provided that such facilities do not interfere for the operation of the Wastewater System.
- 4.4 The Town's employees, agents and other representatives shall have the right to enter a Consumer's premises at all reasonable times (i.e. 7:00 a.m. to 8:00 p.m.) for the purpose of inspecting, testing, monitoring, or removing the Town's Facilities and for any other purpose incidental to the provision of a Service Connection. The Consumer shall not prevent or hinder the Town's entry.
- 4.5 The Town shall not be liable for damages, including building losses;
- 4.5.1 Caused by a break within the Town's Wastewater System or
- 4.5.2 Caused by the interference or cessation of wastewater collection necessary in connection with the repair or proper maintenance of the Town Wastewater System; or
- 4.5.3 Generally for any incident due to the operation of the Town Wastewater System, unless such action has been shown to be directly due to the negligence of the Town or its employees.
- 4.6 No Person shall connect or cause to connect any other source of wastewater to the Wastewater System, either directly or indirectly.
- 4.7 No Person shall connect to an alternate source of wastewater disposal other than the Town Wastewater System without submitting a written application and without obtaining the consent of the Public Works Supervisor, or their designate; provided that:
- 4.7.1 The Public Works Supervisor, or their delegate may give consent to an Owner using an alternate disposal system, subject to such terms and conditions as the Public Works Supervisor, or their designate deems necessary and, notwithstanding the generality of the foregoing, they may set a limit on the period of time for which an alternate system may be used.
- 4.8 No Person who has been granted permission to connect to an alternate source of wastewater supply shall allow the alternate source of wastewater to be connected to the Wastewater System.

SECTION 5 – AUTHORITY

- 5.1 Except as otherwise provided in this Bylaw and subject to the Environmental Protection and Enhancement Act, no Person shall discharge into any Watercourse any Wastewater.
- 5.2 The Chief Administrative Officer is responsible for the administration and enforcement, whether through direct enforcement or with the assistance of a Community Peace Officer, of this Bylaw including:
- 5.2.1 The general installation, maintenance and management of the Wastewater System;
- 5.2.2 The collection and disposal of the wastewater from the Wastewater System
- 5.3 In addition to the Municipal Servicing Standards, the Town may establish standards, guidelines and specifications for the design, construction and maintenance of the Wastewater System.

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- 5.4 For the purposes of administering or enforcing the provisions of this Bylaw, the Chief Administrative Officer may delegate their powers to one or more employees of the Town per 3.1.1 and 3.1.2.
- 5.5 An Inspector shall be permitted reasonable access upon all property in the Town for the purpose of inspection, measurement, sampling and testing in accordance with this Bylaw.
- 5.6 No Person shall place or deposit or permit to be deposited in any manner that is unsanitary in the opinion of the Public Health Inspector upon public or private property within the Town limits or in any area under the jurisdiction of the Town, any human or animal excrement, Garbage or other objectionable waste.

SECTION 6 – CONSTRUCTION AND INSTALLATION OF SERVICE PIPE

- 6.1 No person, without first filing an application for construction and for installation to obtain permission to do so from the Town of Bon Accord, shall make connection whatsoever to any of the Town's Wastewater Mains.
- 6.2 All applications for construction and for all installations contemplated under this Bylaw shall be done or made in accordance with the provision of the Safety Codes Act, RSA 2000, c. S-1 and regulations made there under and the Municipal Servicing Standards. The applicant shall be totally liable for any damage caused while making such connections.
- 6.3 The Owner of multiple housing and commercial developments shall submit service design plans, duly signed by a Professional Engineer, to Public Works Supervisor, or their designate for review and approval prior to construction start.
- 6.4 An Owner shall furnish to the Public Works Supervisor, or their designate two (2) sets of "As Built" plans, together with a letter, duly signed by a Professional Engineer, indicating that the Private Service is fully operational.
- 6.5 Neither the Town employees, nor their agents, shall carry out any work pertaining to the construction or repair or renewal of Service Pipe on private property, except with the authority of the Public Works Supervisor, or their designate or Chief Administrative Officer and then only after satisfactory arrangements have been made with the Owner for payment for doing such work.
- 6.6 Unless the Public Works Supervisor, or their designate, determines otherwise, at the request of the Owner, a Service Pipe shall be constructed only to those properties, which Abut directly on the Town Wastewater System.
- 6.7 A Service Pipe shall not be extended from one lot to another.
- 6.8 Upon notice to any Owner that an existing Private Service fails to meet the requirements of the Bylaw, or for any reason is unsatisfactory to the Public Works Supervisor, or their designate, the Owner shall effect the changes required in the notice by the date specified in the notice at the expense of the Owner.
- 6.9 All additional construction costs on the Service Pipe, at or after the Point of Collection due to development on private property, including additional costs required for repairing of disturbed streets, shall be borne by the Owner on whose property development is occurring.
- 6.10 When a Service Pipe passes through an excavation or backfill, or through a basement way, finished or unfinished, or through a retaining wall, the Town shall not be responsible for any damage due to displacement, settlement, or any cause due to the Owner's operations, whether the damage occurs during construction or afterwards.

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- 6.11 In the event that mains are required in order to provide services for the applicant, the applicant will be required to pay the cost of the said mains.
- 6.12 The Public Works Supervisor may refuse to make any new connection or install any new or change any existing service at any time for any reason, which it may consider sufficient.

SECTION 7 – USE AND PROTECTION OF WASTEWATER SYSTEM

- 7.1 No Person shall throw, or leave in, on, or upon any Town wastewater (including any trap, basin, grating, manhole, or other Appurtenance of any Town wastewater), any butchers offal, garbage, litter, manure, rubbish, sweepings, sticks, stone, bricks, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, rags, cinders, ashes, or refuse matter of any kind (as identified in Schedule “C” – Prohibited Wastes), those items of which may interfere with the proper operation of the Sewage System, impair or interfere with any treatment process or may become a hazard to persons, property or animals.
- 7.2 No Person shall permit to be discharged into any wastewater, any liquid or liquids which would prejudicially affect the wastewater system, or other trade waste, or any waste steam, condensing water, heated water, or other liquids of a higher temperature than seventy-five (75⁰) Degrees Celsius or that of a pH less than 6.0 or greater than 11.5 (as identified in Schedule "D" - Restricted Wastes)".
- 7.3 No Person shall discharge directly or indirectly, or permit the discharge or deposit of wastewater into the Wastewater System where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedules “C” and/or “D” of this bylaw.
- 7.4 No Person shall discharge directly or indirectly, or permit the discharge or deposit of matter into a Storm Sewer where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedule “C”.
- 7.5 No Person shall make or cause to be made any connection with any Town Wastewater System, or house drain, or Appurtenance thereof for the purpose of conveying, or which may convey into the same an flammable or explosive material, storm water, roof drainage cistern, or tank overflow, condensing, or cooling water.
- 7.6 No Person shall discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly into any Town Wastewater System or house drain connected herewith, unless an agreement is entered into with the Town and approved by the Chief Administrative Officer or the Public Works Supervisor, or their designate.
- 7.7 No Person, except duly authorized employees of the Town shall turn, lift, remove, rise, or tamper with the cover of a manhole, ventilator, or other Appurtenance of any Town Wastewater System.
- 7.8 No unauthorized Person shall cut, break, pierce, or tap any Town Wastewater System or Appurtenance thereof, or introduce any pipe, tube, trough, or conduit into any of the Town’s Wastewater System.
- 7.9 No Person shall interfere with the free discharge of any Town Wastewater System, or part thereof, or do any act or thing, which may impede or obstruct the flow or clog up any Town Wastewater System or Appurtenance thereof.
- 7.10 Any authorized Town employee or Plumbing Inspector shall have the right at all reasonable times to enter houses or other places which have been connected with the Town Wastewater System and facilities, in order to ascertain whether or not there is any discharge of prohibited or restricted wastes or of water containing prohibited or restricted

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- wastes or is suspected of having been made, and s/he shall have the power to stop or prevent from discharging into the wastewater system any private wastewater or drain through which substances are discharged which are liable to injure the wastewater system or obstruct the flow of sewage.
- 7.11 No waste or discharge resulting from any trade, industrial, or manufactured process shall be directly discharged to any Town Wastewater System without any previous treatment as shall be prescribed by the Town for each such case. The necessary treatment works so prescribed shall be completely installed by the applicant at his expense, prior to the construction of the wastewater connection and therefore shall be continuously maintained and operated by the applicant.
- 7.12 Grease traps of sufficient size and approved design shall be placed on the waste pipes from all hotels, restaurants, laundries, and such other places as the Town, under advisement may direct.
- 7.13 No Person other than the Town employees or agents Town shall make any connections to, or shall cut or otherwise tamper in any way with a public or Town Wastewater System without first having obtained a permit to do so. The applicant for the said permit shall be liable to any damages caused while making said connections and shall also be responsible for providing adequate safety facilities and signs during the time of construction.
- 7.14 Where it is deemed expedient to prevent or reduce the flooding of basements or cellars connected to the Municipal Sewage System, the Town may require the owner to install and operate a suitable Backflow Prevention Valve or other mechanical device for the purpose of cutting off or controlling the connection between the sewage system and the cellar or basement.
- 7.14.1 Where the installation of said valve is required at the time of connection to the Town's Wastewater system, the cost of installation shall be the responsibility of the owner or applicant.
- 7.15 An Owner shall be responsible to thaw out frozen Service Pipes. The Town may provide the service and the Owner shall pay for the thawing of the Service Pipe.
- 7.16 The Town may revoke or annul any permit that may have been granted to connect with the Town's Wastewater System if it shall find that any of the work is not being done in accordance with the provisions of this bylaw, and the person or persons making such connections or their successors in interest, shall have no right to demand or claim any damage in consequence of such permits being revoked or annulled.
- 7.17 A person occupying any premises connected to a street main by a Wastewater System, shall be required to keep the said Wastewater System in operational condition at all times, and shall be fully responsible for the operation of the said Wastewater System.

SECTION 8 – ADDITIONAL REQUIREMENTS

- 8.1 Food-Related Grease Interceptors
- 8.1.1 Every Registered Owner of a restaurant or other commercial or institutional premises where food is cooked, processed or prepared, for which the premises is connected directly or indirectly to the Wastewater system, shall take all necessary measures to ensure that oil and grease are prevented from entering the Wastewater system in excess of the provisions of this bylaw. Grease interceptors shall not discharge to Storm Sewers.

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- 8.1.2 The Registered Owner of a premises described in Subsection 8.1 (1) shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater system. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code. The installation of the oil and grease interceptor shall meet the requirements of the Canadian Standards Association national standard CAN/CSA B-481.2, as amended.
- 8.1.3 All oil and grease interceptors shall be maintained according to the manufacturer's recommendations.
- 8.1.4 Emulsifiers shall not be discharged to the Wastewater system from interceptors. No person shall use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through a grease interceptor.
- 8.2 Vehicle and Equipment Service Oil and Grease Interceptors
- 8.2.1 Every Registered Owner of a vehicle or equipment service station, repair shop or garage or of a commercial or institutional premises or any other establishment where motor vehicles or equipment are repaired, lubricated or maintained and where the wastewater is directly or indirectly connected to the Wastewater System shall install an oil and grease interceptor designed to prevent motor oil and lubricating grease from passing into the wastewater system in excess of the limits in this bylaw.
- 8.2.2 The Registered Owner of the premises described in Subsection 8.2 (1) shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater system. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and be maintained as recommended by the Canadian Petroleum Products Institute (CPPI).
- 8.2.3 All oil and grease interceptors and separators shall be maintained in good working order and according to the manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance and inspected to ensure the surface oil and sediment levels do not exceed the recommended level.
- 8.2.4 Emulsifiers shall not be discharged to the Wastewater system into interceptors. No person shall use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an oil and grease interceptor.
- 8.3 Sediment Interceptors
- 8.3.1 Every Registered Owner of the premises from which sediment may directly or indirectly enter the Wastewater system, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, shall take all necessary measures to ensure that such sediment is prevented from entering the drain or the Wastewater system in excess of the limits in this bylaw.
- 8.3.2 Catch basins installed on private property for the purposes of collecting storm water and carrying it into Storm Sewers shall be equipped with an interceptor and the installation of these catch basins on private property shall comply with the requirements of the Town.
- 8.3.3 All sediment interceptors shall be maintained in good working order and according to manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance.

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SECTION 9 – SPILLS

- 9.1 In the event of a spill or release of any matter not permitted under this bylaw to a Wastewater System, the person responsible or the person having the charge, management, and control of the spill shall immediately notify and provide any requested information with regard to the spill to:
- 9.1.1 If there is any immediate danger to human health and/or safety:
 - 9.1.1.1 9-1-1 emergency and
 - 9.1.1.2 Alberta Environment of an unauthorized or unscheduled release.
 - 9.1.2 Or, if there is no immediate danger:
 - 9.1.2.1 The Town, and
 - 9.1.2.2 The Owner of the premises where the release occurred, and
 - 9.1.2.3 Any other person whom the person reporting knows or ought to know may be directly affected by the release.
- 9.2 The person shall provide a detailed report on the spill to the Town, within five (5) working days after the spill, containing the following information to the best of his/her knowledge:
- 9.2.1 Location where spill occurred;
 - 9.2.2. Name and telephone number of the person who reported the spill and the location and time where they can be contacted;
 - 9.2.3 Date and time of spill;
 - 9.2.4 Material spilled;
 - 9.2.5 Characteristics and composition of material spilled;
 - 9.2.6 Volume of material spilled;
 - 9.2.7 Duration of spill event;
 - 9.2.8 Work completed and any work still in progress in the mitigation of the spill;
 - 9.2.9 Preventive actions being taken to ensure a similar spill does not occur again; and
 - 9.2.10 Copies of applicable spill prevention and spill response plans.
- 9.3 The person responsible for the spill and the person having the charge, management and control of the spill shall do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.
- 9.4 Nothing in this bylaw relieves any persons from complying with any notification or reporting provisions of:
- 9.4.1 Other government agencies, including federal and provincial agencies, as required and appropriate for the material and circumstances of the spill; or,
 - 9.4.2 Any other bylaw of the Town.
- 9.5 The Town may invoice the person responsible for the spill to recover costs of time, materials and services arising as a result of the spill.

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- 9.6 The Town may require the person responsible for the spill to prepare and submit a spill contingency plan to the Town to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

SECTION 10 – APPLICATION FOR WASTEWATER CONNECTION

- 10.1 No drain or private Wastewater System shall be connected to the Town's Wastewater System until the owner thereof shall have obtained a permit for Wastewater connections. All applications for connection to the Town's Wastewater System must be made on the printed form furnished by the Town. The application must be filed in the Town Office together with a permit fee and must be signed by the owner of the property to be drained or his authorized agent. Such application must be accompanied by a plan showing in detail the contemplated connection, the exact location and elevation thereof, and specify fully the character of the work to be done, the size of all pipes, and the locations and type of all fittings.
- 10.2 It shall be the consideration by granting of any application for a Wastewater connection that the Town or any of its employees shall not be liable for any damage whatsoever in nature caused either directly or indirectly by such Wastewater connection and the applicant shall be responsible for backfill, surface replacement, safety, etc..
- 10.3 The Town may revoke or annul any permit that may have been granted to connect with the Town wastewater system if it shall find that any of the work is not being done in accordance with the provisions of this bylaw, and the person(s) making such connections or their successors in interest, shall have no right to demand or claim any damages in consequence of such permits being revoked or annulled.

SECTION 11 – INSTRUCTIONS FOR PLUMBING AND MECHANICAL CONTRACTORS

- 11.1 Plumbers and Contractors shall comply with the provisions of the Safety Codes Act, RSA 2000, c. S-2, and its regulations.
- 11.2 The Point of Collection from private property, as agreed to at the time of application, for a Service Pipe shall be strictly adhered to; costs arising from non-adherence shall be borne by the Owner.
- 11.3 Construction specifications of all new construction or repair/replacement of old construction will adhere to Municipal Servicing Standards as deemed by the Town.
- 11.4 All contracts formed by the filing of an application for wastewater and the acceptance thereof by the Town are hereby declared to be subject to all the terms and conditions of this bylaw, which shall be understood as forming part of all contracts for the collection and disposal of wastewater.

SECTION 12 – UNAUTHORIZED USE, INTERFERENCE OR OBSTRUCTION

- 12.1 No Person, other than Town employees or agents, or those authorized to complete new installations or repairs to existing services shall operate, handle or interfere with the Town's provision of a Service
- 12.2 No Person shall obstruct or impede direct and free access to the Towns Wastewater System. Costs of removing obstructions or impediments shall be borne by the offending party, and may be added to a monthly utility bill.

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SECTION 13 – AUTHORITY TO RESTRICT SERVICE

- 13.1 The Public Works Supervisor, or their designate may without notice shut off the collection of wastewater to any part of the Town should s/he decides an emergency situation makes such action necessary, this may include the shutting off of water to premises to prevent the creation of wastewater.
- 13.2 The Public Works Supervisor, or their designate, may in a non-emergent situation shut the collection of wastewater to any part of the Town provided reasonable notice of such intended shut off is given to all affected Owners. The Public Works Supervisor, or their designate, shall have the sole discretion to determine what reasonable notice in the circumstance is.
- 13.3 In giving notice to discontinue a Service, the Public Works Supervisor, or their designate shall bear in mind all the circumstances of the particular case. The time allowed for stopping the wastewater collection shall be reasonable but at the discretion of the Public Works Supervisor, or their designate.

SECTION 14 – WASTEWATER RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

- 14.1 The rates and charges to be charged for the provision of a Wastewater Service shall be as set out from time to time in the Fees and Charges Schedule “B” of this Bylaw.
- 14.2 The Town of Bon Accord requires that new account requests or changes for utility services, provided by the Town, be placed in the name of the owner(s) registered on the property title only.
- 14.3 Where an Owner has setup an Account for Wastewater Service, an Owner may request that the invoice for the Account be sent directly to the service address and or mailing address as identified by the owner. Notwithstanding this section, the Owner remains the Account holder responsible for all debts incurred under that Account.
- 14.4 An Account must be opened and an application fee, plus a Utility Service Security fee must be paid, with fees being outlined in the Fees and Charge Schedule attached to this Bylaw, before a service is used and the application must be made in writing to the Town.
- 14.5 Utility Service Security Fee is fully refundable, less outstanding Account balances, upon termination of Account.
- 14.6 Council shall have the right to determine into which classification any service belongs and the Council’s decision shall be final and binding on all persons concerned.
- 14.7 Persons who use Utility Services without opening an Account will be liable for the cost of services used, as estimated by the Towns Utility Billing Clerk.
- 14.8 All Utility Bills will be due and payable when rendered by the Town and payments will be made at the address indicated on the Utility Bill or to an agent of the Town.
- 14.9 A Consumer shall:
 - 14.9.1 Pay all charges, fees and bills for Wastewater Services provided by the Town in accordance with the Fees and Charges schedule of this Bylaw;
 - 14.9.2 Adhere to the requirements of this Bylaw;
 - 14.9.3 Promptly pay their Account or any penalties assessed.

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- 14.10 That in the event a Utility Bill remains unpaid after the date fixed for payment, a penalty as the Council may establish by resolution from time to time will be added to the principal outstanding amount thereto and form part of the rates levied.
- 14.11 The Chief Administrative Officer may cancel all Utility Services to a Householder in the event that a Utility Bill remains unpaid as described in section 12.9 of this Bylaw.
- 14.12 The Public Works Supervisor, or their designate may discontinue Service without notice for any of the following reasons:
- 14.12.1 Failure to open an account,
 - 14.12.2 Neglects or refuses to pay when due any charges levied pursuant to this Bylaw,
 - 14.12.3 If, in the opinion of the Public Works Supervisor, or their designate, an emergency exists,
 - 14.12.4 The Consumer's facilities are unsafe or defective, leak excessively or cause contamination or deterioration to the Wastewater System,
 - 14.12.5 For the purposes of repairing and maintaining the Wastewater System,
 - 14.12.6 The Consumer fails to provide the Town adequate access to the Wastewater System on private property or access to the premises for the purposes of testing, repairing, replicating or inspection of the system, or as required, or
 - 14.12.7 If, in the opinion of the Public Works Supervisor, or their designate, it is reasonable to do so.
- 14.13 No person shall have any claim for compensation or damages as the result of the Town discontinuing service without notice.
- 14.14 The Public Works Supervisor, or their designate may at any time, upon endeavoring to provide forty-eight (48) hours notice to a Consumer and without any further notice discontinue Utility Services or refuse to open an Account, if the Consumer;
- 14.14.1 Fails to perform any term of an Account,
 - 14.14.2 Contravenes any other section of this Bylaw.
- 14.15 If Service to a Consumer results in Utility disconnection for non-payment of an Account at one location, the Town may Turn Off Service to the same Consumer at another location or at any other locations.
- 14.16 All Consumers' shall pay for their wastewater services and all other rates and charges as provided for in the Billing Regulation attached as Schedule "A" and the Fees and Charges Schedule "B" attached to this Bylaw.
- 14.17 No reduction in rates will be made in the monthly charge for services made available for use by any Consumer because of any interruption due to any cause whatsoever.
- 14.18 All rates and charges shall be included in a monthly wastewater bill, provided to the Consumer on the Utility Bill, and shall be due and payable monthly in the manner herein provided.
- 14.19 In the event a Utility Bill in which wastewater billing is a part of, remains unpaid after the date fixed for payment, a penalty of two percent (2%) shall be added to the principal outstanding amount thereto and form part of the rates levied.
- 14.20 In the event that any part of the Utility Bill remains unpaid for a period of forty-five (45) days after the date of mailing of the Utility Bill, the Town may discontinue Utility Services.
- 14.21 Any Utility Bill remaining unpaid under this Bylaw will constitute a debt owing to the Town and is recoverable by any or all of the following methods, namely:

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- 14.21.1 by action in any court of competent jurisdiction;
- 14.21.2 by shutting off or discontinuing any Utility Service being supplied to the Owner without notice;
- 14.21.3 by collecting in a like manner as municipal rates and taxes.
- 14.22 Consumers wishing to close their Account must request at least two (2) working days before the order is to become effective.
- 14.23 The Town may continue to levy Wastewater Service charges in accordance with the Fees and Charges Schedule of this Bylaw until the Account is closed.

SECTION 15 – SEVERABILITY

- 15.1 Should any provision of this bylaw be invalid then such provision shall be severed and the remaining bylaw shall be maintained.

SECTION 16 – MISCELLANEOUS

- 16.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial or other Town of Bon Accord law, order, regulation or Bylaw.
- 16.2 The power to do any of the things provided for in this Bylaw, for the purpose of enforcing payment of any Utility Bill as may be deemed necessary, is hereby delegated to the Chief Administrative Officer.
- 16.3 That Bylaw 2011-02 is hereby repealed.

This Bylaw will come into force and effect upon the effective date of January 1, 2012.

THIS BYLAW WILL COME INTO EFFECT upon receipt of third reading or upon approved effective date.

READ A FIRST TIME THIS 15th DAY OF November, 2011.

Mayor Randolph Boyd

Chief Administrative Officer Vicki Zinyk

READ A SECOND TIME THIS 6th DAY OF December, 2011

Mayor Randolph Boyd

Chief Administrative Officer Vicki Zinyk

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READ A THIRD TIME THIS 6th DAY OF December, 2011

Mayor Randolph Boyd

Chief Administrative Officer Vicki Zinyk

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SCHEDULE 'A'

BILLING REGULATIONS

1. That a utility bill showing the current service charges to the owner(s) shall be mailed to the owner(s) and payment for the amount due for wastewater service charges shall be due and payable when the account is rendered with payment to be made at the office of the Chief Administrative Officer or at such other place as may be designated from time to time by the Council, and failure to receive an account shall in no way affect the liability of the owner(s) to pay the account.
2. That in the event that any such utility bill remains unpaid, there will be added thereto a penalty, and that this penalty be part of the arrears and subject to collection in the same manner as all other rates and charges as set out in Schedule 'B'.
3. If in accordance with clause 2 of this schedule the account remains unpaid for a period of 45 days after the billing period, the Chief Administrative Officer or Utility Clerk shall order the utility services turned off unless it is considered there are extenuating circumstances then the overdue amount will be put on the tax roll.
4. That in the event utility services have been shut off, as provided for in clause 3 of this schedule by reason of non-payment, a re-connection fee as set out in Schedule 'B' attached hereto shall be payable in advance for turning on of the service as well as the outstanding bill.
5. That in the event utility services have been shut off upon the request of the owner(s), a re-connection fee set out in Schedule 'B' attached hereto shall be payable in advance for the turning on of the service.
6. Any accounts that cannot physically have services shut off (i.e. Condominiums, malfunctioning cc) will be exempt from clause 3 of this schedule and will have unpaid billings put to taxes
7. Any person intending to vacate any premises that have been supplied with Utility services (i.e. water, wastewater, and garbage services) by the Town of Bon Accord or who is desirous of the discontinuing the use thereof shall give notice of the same at the office, otherwise the rates therefore shall be charged until such notice is given or the utility services are turned off, but no rebate shall be made for any fraction part of a month in which such notice is given.
8. Any person wishing to disrupt the regular wastewater service, for more than a one month period shall pay a fee as set in Schedule 'B'.
9. No reduction in rates shall be made for interruption of the service.

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SCHEDULE 'B'

DEFINITION OF WASTEWATER RATES AND CHARGES:

Service Charge:

A flat fee charge that is intended to recover costs for such things as: billing and other related charges, customer service, energy related charges, communication, facilities, and administration of customer accounts.

Capital Rate Rider:

A flat fee charge that is intended to reflect each customer's share of costs of capital program related assets; such as equipment and replacement of defective pipe or installation of new pipe – may be used in place of tax levy.

Consumption Charge:

A variable volumetric charge, unless water is un-metered, that reflects the cost of disposing wastewater - based on the water consumed.

SCHEDULE OF WASTEWATER RATES AND CHARGES:

	Billing Item	Charge	Application
Residential	Service Charge	\$10.00	per billing month per utility account
	Capital Rate Rider	\$0.00	per billing month per utility account
	Consumption Charge	\$2.50 \$42.19	per cubic meter of water metered during each billing period per un-metered Seniors Complex – based on flat water charge (service charge still applies)

	Billing Item	Charge	Application
Commercial	Service Charge	\$15.00	per billing month per utility account
	Capital Rate Rider	\$0.00	Per billing month per utility account
	Consumption Charge	\$2.45	per cubic meter consumed during each billing period

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	Billing Item	Charge	Application
Institutional	Service Charge	\$20.00	per billing month per utility account
	Capital Rate Rider	\$0.00	Per billing month per utility account
	Consumption Charge	\$2.45	per cubic meter consumed during each billing period

DEFINITION OF OTHER WASTEWATER RATES AND CHARGES:

Application Fee:

A one-time flat fee applicable to new service account requests and split between water and wastewater services.

Arrears Administration:

A combination of a flat fee charge and variable charge that is intended to reflect the cost of managing and processing the administration and collection of utility accounts that are deemed to be in payment arrears and require extraordinary collection means (e.g. registered letter(s), or collections).

Late Payment Penalty:

A Utility Bill which remains unpaid after the date fixed for payment, a penalty of two percent (2%) shall be added to the principal outstanding amount.

Security Fee:

A one time flat fee, refundable payment, applicable to new utility account holders, payable prior to commencement of service. Fee is refundable, less any outstanding amounts owed upon termination of service.

Service Calls:

A per hour charge applicable to those consumers who require service over and above that of the basic service provided for non emergent issues.

Service Disruption:

Provides an option for consumers who wish to have their service temporarily disconnected. The Consumer is required to pay the monthly

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Service Charge for each and every month the premise has access to the Wastewater System.

Connection Charge:

New service requests where a new physical connection is required to accommodate the service will have a fixed charge to offset the construction cost.

SCHEDULE OF OTHER WASTEWATER RATES AND CHARGES:

Billing Item	Charge	Application
Application fee	\$30.00	per new utility account – applied and due at time of service application, split between water and wastewater
Arrears Administration	\$20.00 plus cost	Per utility account (non-cumulative by service) for use in extraordinary instances of collection
Late payment penalty	2%	applicable to outstanding balance – applied to total Utility Bill (less tax) after the date due
Security Deposit	Cost determined at time of Utility service application – based on water meter size	per new utility account, of which is divided between the water and wastewater services – applied prior to activation of new service
Service Calls	\$65.00 if required during regular business hours \$100.00 if required outside of regular business hours	per hour plus any additional costs that may be incurred in attending to non-emergent issues
Service Disruption	Monthly Service Charge	per notification or event, per utility account
Connection Fee	\$100.00 Residential \$150.00 Commercial & Institutional	tapping into main for new service

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SCHEDULE 'C'

PROHIBITED WASTES

No Person shall discharge directly or indirectly or deposit or cause or permit the discharge or deposit of wastewater into a Wastewater system, Storm Sewer or municipal or private wastewater connection, to any wastewater or Storm Sewer works in circumstances where:

- (1) To do may cause or result in:
 - a) A health or safety hazard to a person authorized by the Alberta Capital Region Wastewater Commission or a member Town to inspect, operate, maintain, repair or otherwise work on a wastewater works;
 - b) An offence under any applicable federal or provincial environment protection or water resources legislation, as amended from time to time, or any regulation made thereunder from time to time;
 - c) Wastewater sludge from the wastewater treatment facility works to which either wastewater discharges, directly or indirectly, fail to meet the objectives and criteria as listed in any applicable federal or provincial environment protection or water resources legislation, as amended from time to time;
 - d) Interference with the operation or maintenance of wastewater works, or which may impair or interfere with any wastewater treatment process;
 - e) A hazard to any person, animal, property or vegetation;
 - f) An offensive odour to emanate from wastewater works, and without limiting the generality of the foregoing, wastewater containing hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantity as may cause an offensive odour;
 - g) Damage to wastewater works;
 - h) An obstruction or restriction to the flow in wastewater works.

- (2) The wastewater has two (2) or more separate liquid layers.

- (3) The wastewater contains:
 - a) Hazardous substances;
 - b) Combustible liquid;
 - c) Biomedical waste, including any of the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps, and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, dated 2004, as amended.
 - d) Specified risk material for bovine spongiform encephalopathy as defined in the federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.
 - e) Dyes or colouring materials which may or could pass through wastewater works and discolour the wastewater works effluent;
 - f) Fuel;
 - g) Ignitable waste.
 - h) Pathological waste.
 - i) PCBs.
 - j) Pesticides which are not otherwise regulated in this bylaw.
 - k) Reactive waste.
 - l) Toxic substances which are not otherwise regulated in this bylaw.

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- m) Waste radioactive substances in excess of concentrations greater than those specified for release to the environment under the *Nuclear Safety and Control Act* and Regulations or amended versions thereof.
 - n) Solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a Wastewater System, including but not limited to ashes, bones cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.
- (4) The wastewater contains a concentration, expressed in milligrams per litre, in excess of any one or more of the limits in Schedule "D" of this bylaw, unless:
- a) The discharge is in accordance with a valid Wastewater Discharge Permit, and
 - b) All requirements of Section 8 of the bylaw, additional requirements, have been fully satisfied.
- (5) Notwithstanding the above the General Manager of the Alberta Capital Region Wastewater commission may prohibit or set discharge concentrations and/or limit the loading rate for any other material or substance not included in the Bylaw sections where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control bio-solids quality.

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SCHEDULE 'D'

RESTRICTED WASTES APPLICABLE TO WASTEWATER SYSTEM

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

(1) Table A – Conventional Contaminants

Substance	Concentration Limit – [mg/L]
Biochemical Oxygen Demand (B.O.D.)	10,000
Chemical Oxygen Demand (C.O.D.)	20,000
Oil and Grease (O & G)	800
Total Suspended Solids (TSS)	5,000
Total Kjeldahl Nitrogen (T.K.N.)	500
Phosphorus	100

Table B – Inorganic Contaminants

Substance	Concentration Limit – [mg/L]
Aluminum	50
Arsenic (As)	1.0
Boron	30
Cadmium	0.10
Chlorine (free Chlorine)	5.0
Chromium (Hexavalent) (Cr+6)	2.0
Chromium (total) (Cr)	4.0
Cobalt (Co)	5.0
Copper (Cu)	1.0
Cyanide (CN)	2.0
Fluoride	10
Lead (Pb)	1.0
Mercury (Hg)	0.10
Molybdenum (Mo)	5.0
Nickel (Ni)	4.0
Phosphorus	200
Silver (Ag)	5.0
Sulphate	1,500
Sulphide (S=)	3.0
Thallium (Tl)	1.0
Zinc (Zn)	2.0

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Table C – Organic Contaminants

Substance	Concentration Limit – [mg/L]
B.E.X.T. (benzene, ethyl benzene, toluene, xylene)	1.0
Carbon tetrachloride	0.20
Chloroform	0.20
Hydrocarbons	50
Pentachlorophenols	0.20
Phenols	1.0

Table D – Physical Parameters

Property	Restricted
pH	Less than 6.0 or greater than 11.5
Temperature	Greater than 75 Degrees Celsius

- (2) Notwithstanding the above the General Manager of the Alberta Capital Region Wastewater Commission may reduce the allowable concentration and/or limit the loading rate for items in Schedule "B" where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control biosolids quality.