



**CORPORATION OF THE TOWN OF BOW ISLAND  
BYLAW 2022:07  
UTILITY SERVICES**

**A Bylaw of the Town of Bow Island, in the Province of Alberta, respecting waterworks,  
sewers, waste collection, recycling, and plumbing in the Town of Bow Island.**

**WHEREAS** the Municipal Government Act, Chapter M-26, and amendments hereto, authorizes a Municipal Council to pass Bylaws pertaining to public utilities.

**NOW THEREFORE** the Council of the Town of Bow Island in the Province of Alberta duly assembled enacts as follows:

**1. CITATION**

**1.1.** This Bylaw may be cited as "Utility Services Bylaw"

**2. DEFINITIONS**

- a) **Application** is the application made by the consumer to the Town for the supply of utility services.
- b) **Authorized Person** is any person employed by the Town.
- c) **Chief Administrative Officer** is the person appointed by Council in accordance with Section 205 of the Municipal Government Act and is referred to throughout this Bylaw as **CAO**.
- d) **CSA** means Canadian Standards Association.
- e) **Commercial unit** is a unit serviced by the Town that may contain one or more business entities and includes hotels and motels, churches.
- f) **Consumer** is any person who has entered a contract with the Town of Bow Island for utility services, or who is the owner or occupant of any property connected to or provided with a utility.
- g) **Council** is the Council of the Town of Bow Island elected pursuant to the provisions of the Municipal Government Act.
- h) **Curb Stop** is the device on a Water Service Line used to interrupt or discontinue the supply of water.
- i) **Department** is the department of the Town of Bow Island authorized by Council to have control of water and sewer works.
- j) **Director of Infrastructure** is the person with authority to supervise and have charge of the Water and Sewer Department, subject to the powers delegated to him by the CAO.
- k) **Enforcement Officer** shall mean a Community Peace Officer, Bylaw Enforcement Officer, RCMP Officer or an inspector appointed by and employed by the Town with respect to the enforcement of bylaws of the Town of Bow Island
- l) **Garbage/ Recycling Cart** will mean the **Cart**, supplied by the Town, to each residential unit for the use by that property to place waste, intended to be removed by the Automated Waste Collection Service of the Town and bearing the serial number, which is on record at the Town Office.
- m) **Highway** will mean the same as in the Traffic Safety Act.
- n) **Meter** is a mechanical and/or electronic device used to measure the amount of water consumed on the premises upon which such meters are situated.
- o) **Multiple residential units** will include apartment complexes.
- p) **Non-Residential Consumer** is any property owner who uses a utility service connected to a building used exclusively for commercial purposes and will include, without limiting the generality of the foregoing, lodges, schools, halls and apartments or residential units beyond a duplex or semi-detached dwelling.
- q) **Plumbing Inspector** is any person with the authority to supervise and inspect work requiring a permit under the Provincial Safety Codes Act and regulations thereto.
- r) **Privy Vault** is that portion of building used for the purposes of holding human feces and urine that is otherwise not connected to a plumbing system.
- s) **Property** is land or buildings or both.
- t) **Property Owner** is the assessed owner of the property or building and is referred to throughout this Bylaw as "**Owner**".
- u) **Residential unit** is any property owner who uses a utility service connected to a building used exclusively for residential purposes and will include, without limiting the generality of the foregoing, churches, and a residence within a duplex or semi-detached dwelling.
- v) **Residential Waste** will mean any waste discarded by Residential Units under normal use.
- w) **Town** will mean the Town of Bow Island and all lands within its corporate limits.



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- x) **Sanitary Sewer** is the provision of wastewater collection and disposal from Residential Consumers and Non-Residential Consumers.
- y) **Sewer Service Line** is that portion of the sewer line from the collecting street mains to the property line of the land or building being serviced.
- z) **Shut off** is an interruption in or discontinuation of the supply of water.
- aa) **Street Main** is that portion of the water and/or sewer system laid down in Town owned land for the purpose of servicing more than one property.
- bb) **Storm Sewer** is storm, surface drainage, and groundwater only.
- cc) **Tenant** means a person who is entitled to use or occupy premises under the rental agreement.
- dd) **Utility** is and includes, as the context may require, the supply of water and/or the provision of wastewater and storm water collection and disposal.
- ee) **Violation Ticket** is a ticket issued pursuant to Part 2 of the Provincial Offenses and Procedures Act, R.S.A. 2000 c, P-34, as amended and Regulations thereunder.
- ff) **Water Service** is the provision of water by the Town to Residential and Non-Residential Consumers.
- gg) **Water Service Line** is that portion of the water line from the distributing street mains to the property line of the land or building being serviced.
- hh) **Waterworks** is all public water treatment systems, street mains and service lines within the Town of Bow Island

**3. RATES AND FEES**

- 3.1.** The rates, fees, and charges for municipal utilities, permits, goods and services are established by the **Community Services Fee Bylaw** as updated from time to time. Any reference to rates, fees or charges in the Utility Services Bylaw shall be referred to the most recent **Community Services Fee Bylaw**.

**4. ADMINISTRATION**

- 4.1.** The use and control of all public waterworks, public water treatment systems, public sanitary sewers, public storm sewers, and of any sewage disposal works connected therewith, must be in accordance with this bylaw.
- 4.2.** All waterworks, sanitary sewers, storm sewers, drains and sewage disposal work, belonging to the Town now laid down, constructed, built, or hereinafter laid down, constructed, or built, will be under the direct control of the Town.
- 4.3.** The CAO is hereby delegated to carry out the provisions of the utility.

**5. SEVERABILITY CLAUSE**

- 5.1.** Every provision and clause of this bylaw is intended to be severable. If any provision or clause is held to be illegal or invalid for any reason, such as illegality or invalidity, it shall not affect the validity of the remainder of this bylaw. Likewise, should any provision or clause be held invalid in any context such invalidity shall not affect the validity of the provision or clause in other contexts.

**6. APPLICATIONS FOR SERVICE**

- 6.1.** Applications for all utility services must be through the Town Office.
- 6.2.** Applications for utility services must receive service approval before service is activated or an account is opened.
- 6.3.** Service approval will be granted by the CAO or Utility Clerk provided that:
  - i. applicants are new applicants, or
  - ii. where applicable, all other utility service accounts registered with the Town in the applicant's name are not in arrears. Should other utility service accounts be in arrears arrangements will have to be made with the CAO or Utility Clerk to pay such arrears prior to service being approved for another account.
- 6.4.** Each commercial unit, multiple residential units or residential unit will be considered individual consumers of utilities.
- 6.5.** Applicants who are the owners of commercial units or residential units will not be required to pay a deposit prior to services being provided to such units. An administration fee is required prior to services being provided to such units.



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6.6. Applicants who are renters or tenants of residential units and commercial units, will be required to pay a deposit, plus an administration fee, prior to services being provided to such units.

**7. BILLING**

7.1. Utility bills will be sent to all utility account consumers monthly.

7.2. Where the consumer is the owner of a building or lot, the sum payable by him for services, penalties and fees under this Bylaw are a preferential lien on the land and may be levied and collected as taxes which are recoverable as per the appropriate sections of the Municipal Government Act, being Chapter M 26 of the Statutes of Alberta 2000 and any amendments thereto.

7.3. Special Cases:

7.3.1. The facilities located at the following addresses will be classed as an individual commercial unit, consumers will be billed accordingly:

102 7<sup>th</sup> Avenue East

110 7<sup>th</sup> Avenue East

7.3.2. Each unit in multi-residential complex, four-plex and condominiums will be classed as individual residential units.

**8. PENALTIES**

8.1. All utility accounts remaining unpaid thirty days after date of billing will be considered in arrears and a 5% penalty will be added to such accounts. If the account remains unpaid on the fifteenth of the month following the addition of the penalty, the utility services will be discontinued.

8.1.1. Where a utility service has been discontinued because of arrears, a fee and the arrears of the account affected must be paid at the Town Office by the consumer before utility services will be restored to the consumer.

8.1.2. Payment arrangements for the arrears may be made at the discretion of the CAO or Utility Clerk.

**9. TEMPORARY DISCONTINUED SERVICE**

9.1. If a consumer requests to have their utility services temporarily discontinued, the Town will oblige such a request, but a fee must be paid to the Town before utility services will be restored to the consumer.

**10. UTILITY SERVICE METER TAMPERING**

10.1. Utility Service Meter Tampering will not be tolerated, and fines will be issued.

10.2. When the water service has been shut off and is inactive, the basic water, sewer, garbage, and recycling rates will continue to apply.

10.3. The CAO will have the right to determine whether a service will be classified Residential or Non-Residential.

10.4. The owner is responsible to ensure the payment is received in the Town's bank account by the due date. Owners must consider the bank's timing to process a payment. If a payment is received after the due date the responsibility for the late payment fee falls to the owner. Allowances for bank processing time of electronic funds transfer (EFT) are the responsibility of the property owner.

**11. WATERWORKS SERVICE AND SERVICING**

11.1. No person, without first having obtained written permission from the Town, will make connection with any of the water service lines or street mains. This pertains to new construction only.

11.2. Only authorized Town employees and contractors may make a service connection.

11.3. The contractor, so authorized, is fully liable for any damage caused while making such connection and will also provide adequate safety provisions during the connection.

11.4. All water service lines, laid down in private property, between the property line and the meter, will be constructed of C.S.A. approved material of equal quality to, and compatible with, the service lines in the street between the street main and the property line.

11.5. Water service lines are to be carried a minimum of three feet under the building before the service is elevated.

11.6. No connection may be made to the water service line between the property line and the meter.



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- 11.7.** Each property will have only one water service line from the main. A duplex, row house style of condominiums or semi-detached dwelling requiring a connection to the Town water supply must have a separate service to each unit from the street line, controlled by a separate curb stop and metered by separate water meters.
- 11.8.** After any construction, reconstruction, alteration, change, or the completion of any work requiring permission from the Town, pursuant to this Bylaw, water will not be turned on to any property until after the whole of any of the above-mentioned work has been done to the satisfaction of the Department. Water must be turned on or off only by an authorized employee of the Town. To turn water on or off requires a minimum of two working days' notice to the Public Works Department, by the property owner, except in emergency situations, as determined by the Public Works Department.
- 11.9.** In all cases where boilers or pressure pumps are supplied with water, the Town is not liable for any damages which may result to any person or property from shutting off the street main or device, or from failure of the water supply, for any purpose or cause whatsoever, even where no notice is given. All users of steam or hot water boilers or pressure pumps must protect themselves by installing a storage tank, sufficient to provide at least a twelve-hour supply for each steam or hot water boiler. No deduction from a utility bill will be made because of any damages referred to in this paragraph.
- 11.10.** The Town must be provided access to inspect water meters and connections upon written request, and within twenty-four (24) hours of receipt of the request or immediately in the case of an emergency.
- 11.11.** To maintain an adequate supply of water and adequate water pressure within the Town of Bow Island, the Council may impose restrictions on the use of water.
- 11.12.** If an owner requests a new water service due to the fact the property was not previously serviced or requests a new or larger size service than the standard service line, the Town will provide the installation and the owner will be billed for the full cost of the installation including any pavement and sidewalk repairs required.
- 11.13.** A property shall be considered serviced once it has been connected to the water system. Any further installations necessary due to demolition, excavation, renovations, or other works shall be paid entirely by the owner.
- 11.14.** When a service pipe becomes inadequate to supply the volume of water required at any building or premises and the owner of the property desires a larger service pipe, the said owner of the property shall sign an application form to that effect. Upon payment by the owner of the full cost involved in laying the larger size pipe, public works shall proceed with the work from the main to the property line.
- 11.15.** The Town shall be responsible for the maintenance of the water mains and the connection from the main line to the property owner's side of the curb stop on the service line.
- 11.16.** Where the connecting, disconnecting or repairing of the water service line between the property line and the building serviced is done by a person other than the Town, that person shall notify the Public Works Manager or designate who shall cause the line installation to be inspected and approved. The water service shall be left uncovered until it has been inspected and approved.
- 11.17.** The Town will place on each water service pipe a brass curb stops, between the street gutter and the property line, for the purpose of turning the water supply off and on.

**12. WATER METERS**

- 12.1.** Any consumer requiring a water supply from the waterworks will be required to install a water meter that will be supplied by the Town. The consumer is responsible for the total cost of any upsized meter. The consumer is required to install or change any and all plumbing required for installation of the required meter.
- 12.2.** On an existing single water service line to a property there will be only one water meter registering water consumption of all units within the building.
- 12.3.** The owner or consumer must do such work entirely at their own cost and to the specifications required by the Town.
- 12.4.** All owners/ consumers will give entry and access to every facility for the introduction, installation, inspection and reading of water meters by the Town. For the purpose of conducting water use surveys, or sampling, leakage flows and pressure tests, or reading water meters, or installing, inspecting, repairing, replacing and removing water meters,



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backflow prevention devices and related equipment upon any water service connection within or without any house or building as may be required, employees of the Town employed for that purpose, shall have free access at reasonable hours of the day and upon reasonable notice given and request made, or in case of written authority of the CAO given in respect of a special case, without notice, to all parts of every building or other premises in which water is delivered and consumed.

- 12.5.** All owners/consumers will protect the meter from interference or injury by frost or otherwise and are liable for any damage which may occur to the meter. An owner/consumer is responsible for the safekeeping of the water meter and any remote reading devices that may be installed with the water meter. Any owners/consumers shall protect the water meter and connecting valves and pipes from freezing, excessive heat, overheating of water, external and internal damage of any kind or any other thing which may affect the operation or reading of the water meter and shall pay the cost of repairing or replacing any water meter facilities supplied by the Town that may be damaged from the foregoing cause or any other causes within the owner's/consumer's control.
- 12.6.** The Town will replace any meter that stops working due to normal wear and tear.
- 12.7.** Any person permitting any meter to be damaged by frost or otherwise will be liable for all costs incurred in the replacement of the meter.
- 12.8.** No person will interfere with, cut, or remove the wire seal on a meter.
- 12.9.** No person will disconnect a meter or do anything which will bypass, or prevent, or impede, the flow of water through the meter, or which may affect the proper operation of the water meter.
- 12.10.** Ownership of all water meters is vested in the Town of Bow Island.
- 12.11.** If an owner who claims a meter is not measuring properly, the Town may replace the meter with a new one and test the meter to determine calibration. If tests show the meter is faulty there will no charge for replacement, if tests show the meter measures properly the consumer shall pay for costs incurred to replace meter.
- 12.12.** All water service connections shall be provided with a water shut off valve placed inside the outer wall of the premises and on the inlet side of the water meter to enable a consumer to shut off the supply of water in case of any emergency, or for the protection of the building, pipes, or fixtures, or to prevent flooding of the premises or in the event the premises are permanently or temporarily vacated. The water shut off valve shall be always maintained in good mechanical condition by the owner and easily accessible to ensure that it is operable in case of emergency.
- 12.13.** The maintenance of the waterline from the curb stop to the water meter remains the responsibility of the owner.
- 12.14.** The owner shall install the water meter. If an inspection indicates the installation has not been carried out properly, the owner shall correct or modify the installation at their expense to comply. If the owner does not make the installation in the manner approved by the Town, the Town shall have the right to refuse to supply water to the premises, and such installation shall be at the owner's sole responsibility and expense. The Town shall accept no responsibility for such installation and the approval by the Town shall not be an acceptance of responsibility. The Town may in sole judgment, require the owner to indemnify the Town prior to installation.
- 12.15.** Water lines that are covered over shall be exposed for meter installation and maintenance by the owner of the property and at the property owner's cost. No person shall relocate, alter, or change any existing water meter piping without the written approval of the Town. The owner or his authorized agent may submit plans and specifications for any proposed relocation of water meter piping and, if approved by the Town, the owner shall pay the entire cost, including any costs incurred by the Town, in making such relocation, alteration or change.
- 12.16.** No low-pressure systems are allowed to be attached to the water piping system in a property. If a system which changes the pressure of the water flow is detected, the removal of such system will be at the expense of the owner.
- 12.17.** A consumer shall notify the Town immediately whenever a water meter is not operating or if any part of it becomes damaged or broken.
- 12.18.** If a water meter or remote readout is removed or stolen, the owner of the premises shall pay the cost of replacing the water meter or remote readout including installation.





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- 12.19.** The water control valve or curb stop is to be activated ONLY by employees or individuals authorized by the Town of Bow Island
- 12.20.** No intermediate lines are to be attached to the waterline before the water meter. Any intermediate lines found to be attached will be disconnected by the Town at the cost of the owner and the owner will bear the cost of having this line attached properly after the water meter. (i.e., sprinkler systems attached to the main water line before the line enters the house).
- 12.21.** In the case of a building demolition, when the owner obtains a demolition permit, Town staff will be allowed to enter the premises and remove the water meter and remote readout before the demolition commences. There will be no cost to the owner for this, but if the owner demolishes a building and the Town has not been allowed to remove the water meter and remote readout devices, then a fine will be levied on the owner in an amount not to exceed the cost of the water meter and readout devices.

**13. ENTERING PROPERTY**

- 13.1.** The Town of Bow Island will be allowed access to all serviced properties to read utility service meters.
- 13.2.** The Town of Bow Island will give consumers reasonable notice it intends to enter a serviced property at a reasonable time to inspect utility service metering equipment.

**14. WASTE & RECYCLING COLLECTION RULES**

- 14.1.** No person, firm, contractor, subcontractor, or occupant, shall deposit, leave, dispose of, or abandon any waste material within the corporate limits of the Town of Bow Island. Any firm, contractor, subcontractor, or occupant who does anything or omits doing anything and said act or omission has the effect of waste material being abandon within the Town of Bow Island is guilty of an offence.
- 14.2.** No person shall burn waste material within the corporate limits of the Town of Bow Island without a burning permit.
- 14.3.** Every owner or consumer in the Town of Bow Island in possession of residential or commercial premises, or a portion of such premises, will be charged the monthly waste and recycling removal charge.
- 14.4.** Every consumer will be supplied, by the Town, a Garbage Cart and Recycling Cart for the retention of all refuse, waste, and recycling to be removed from their Property by the Automated Collector.
- 14.5.** All Garbage and Recycling Carts shall only remain on the Highway on the day for which it is to be picked up by the Automated Collector and shall be removed from the Highway and returned to within the property line of building or premises within twenty-four (24) hours after collection is complete.
- 14.6.** No person shall be allowed to deface a cart by any means. The only number allowed to be displayed on the cart is the manufactured serial number. However, customers may place their house number, in an inconspicuous place and manner on the lid of the cart.
- 14.7.** During designated "Spring and Fall Cleanup" a consumer may gather organic yard waste in brown paper bags, and tree branches in bundles no more than 4 feet long and with a 25 lb weight limit, to be placed in designated pick-up locations. Any other times of the year yard waste must be removed to the landfill or collection area by the consumer.
- 14.8.** No person shall transport waste products in such a manner that allows waste to fall from the vehicle while in transit,
- 14.9.** any person who does anything or omits doing anything where such act or omission causes waste products to fall from a vehicle while in transit is guilty of an offence.
- 14.10.** any such waste product being transported to the landfill shall be securely secured in the unit transporting the waste with strapping, chains and/or tarps with sufficient capacity to contain said waste.
- 14.11.** any person transporting waste products must deposit the same in the landfill site or collection area at such a place as required by the authorized official in charge or as marked by signs.

**15. MAINTENANCE OF GARBAGE/ RECYCLING CART**

- 15.1.** Carts shall:
  - 15.1.1.** not be filled higher than the upper rim or in a manner, which prevents full closure of the lid,



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- 15.1.2. not have its contents compressed in such a manner that it inhibits the waste from falling freely from the Cart during the regular tipping process,
  - 15.1.3. not contain any material which might adhere to the Cart, unless such material is separately wrapped, or disposed of within individual disposable wrappings prior to being placed in the Cart,
  - 15.1.4. in the case of front of property pick up the Cart must be kept on the property, for which the Cart was supplied, when not set out for collection,
  - 15.1.5. be kept with the lid closed, except when depositing residential waste, to reduce odours and prevent litter.
  - 15.1.6. Residential Waste that is set out for collection in a manner that contravenes the provisions will not be picked up by collectors and will become the responsibility of the consumer to be remove.
- 15.2. Substances that are prohibited to be placed in a Garbage Carts and will not be picked up by the collectors:
- 15.2.1. Anything more than 4 feet (120 centimetres) long at any point,
  - 15.2.2. a tire, or any kind of automotive part, which includes used automotive oil of any nature notwithstanding it is sealed within a container or not,
  - 15.2.3. Cooking oil of any nature,
  - 15.2.4. metal pipe, tubing or any large appliance or plumbing fixture such as, but not limited to a toilet, sink, tub, refrigerator, or range,
  - 15.2.5. hazardous waste, and/or
  - 15.2.6. an animal carcass or any part of an animal.
- 15.3. **Recyclable Materials Accepted in the recycling cart include:**
- Paper**
    - Newspaper and inserts, catalogues
    - White writing and computer paper
    - Greeting cards
    - Junk mail, paper bags, envelopes, paper egg cartons, paper back and hard cover books, phone books
    - Shredded paper (only accepted in clear plastic bags)
  - Carboard**
    - Flattened corrugated cardboard boxes
    - Flattened cereal and food boxes (remove and discard liner)
  - Metals**
    - Clean tin cans
    - Aluminum containers
    - Aluminum cans
  - Plastics**
    - Household cleaner bottles
    - Pop and beverage bottles
    - Milk jugs
    - Detergent or fabric softener bottles
    - Plastic bags, together in one plastic bag
    - Margarine and yogurt containers
  - Not Accepted Materials**
    - Waxed cardboard
    - Paper towels or tissues
    - Ceramics, China, glass plates, lightbulbs, or mirrors
    - Styrofoam packaging of any kind
    - Glass
    - Contaminated or dirty material. All recyclables must be cleaned and free of food waste.

**16. RESPONSIBILITY OF CONSUMER**

- 16.1. Every consumer to whom the Town provides a Cart shall:
- 16.2. set the cart out the evening before their scheduled pickup and must return the cart within their property line no later than twenty-four (24) hours after picking up,
- 16.3. when set out for removal, place the Cart so that it is easily accessible by the Automated Waste Collector, and the operator is not required to exit the Automated Waste Collecting Vehicle to move Carts to an accessible position,



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- 16.4. Keep the cart reasonably clean, so as not to attract bugs, wild or domestic animals,
- 16.5. Clean up spillage originating from the cart,
- 16.6. Notify the Town if the cart is damaged or stolen.

**17. WATER HYDRANTS AND VALVES**

- 17.1. Except as hereinafter provided, no persons other than those authorized by the Town will open or close or operate or interfere with any valve, hydrant, or fire plug, or draw water there from.
- 17.2. The Chief of the Town Fire Department, his assistants and officers, and members of the Fire Department, are authorized to use the hydrants or fire plugs for the purpose of extinguishing fires, for making trial testing of hose pipe, or for fire protection, but all such uses will be under the direction and supervision of the Chief or his duly authorized assistants. In no event will any inexperienced or incompetent persons be permitted to manipulate or control in any way any hydrant or plug.
- 17.3. No person will in any manner obstruct the free access to any hydrant or valve or curb stop.
- 17.4. No vehicle, building, rubbish, or any matter which may cause obstruction, be placed nearer to a hydrant than the property line, on top of or interfering with the street in which the hydrant is located, nor within 1.5 meters of the hydrant in a direction parallel with the property line.
- 17.5. No person will interfere with, damage, or make inaccessible any curb stop due to the construction of sidewalks, pathways, driveways, or any similar construction. The owner will be required to pay all costs, in addition to the penalties in this Bylaw, involved in repair of or changes to a curb stop due to inaccessibility to or damage to the curb stop by the owner. This applies to all new or existing curb stops or main valves.
- 17.6. No person other than authorized Town staff are to operate curb stops. Certified Licensed Plumbers with water keys are to operate curb stops only under emergency situations and are to notify Town staff of said action immediately.

**18. TERMINATION**

- 18.1. The water service, pursuant to this Bylaw, may be shut off by the Department at the curb stop at the request of the owner.
- 18.2. The supply of water to any Residential and Non-Residential Consumer may be shut off for any of the following reasons:
  - i. Repair.
  - ii. Lack of water supply.
  - iii. Non-payment of utility accounts rendered for any reason.
  - iv. Safety Code (Plumbing) violations.
  - v. Failure to comply with water rationing; and
  - vi. Violations of any section of this Bylaw.

**19. SANITARY SEWER SERVICE**

- 19.1. No person, without first having obtained applicable safety code permits as well as permission from the Town, will make connection with any of the public sewer lines or mains. The person to authorized will be fully liable for any damage caused while making such connection and will also provide adequate safety provisions during the connection.
- 19.2. All sewer service lines, laid down in private property, between the property line and the buildings being serviced, will be constructed of Town approved material of equal or better quality to the sewer service line in the street between the street main and the property line.
- 19.3. Each property will have only one sewer service line from the main. A duplex or semi-detached dwelling requiring a connection to the Town sanitary sewer service must have a separate sewer service line to each unit from the street main.
- 19.4. No person will permit to be discharged into any sewer any liquid or substance which would prejudicially affect the sewers or impede the carriage of permitted wastes, nor introduce any substance whatsoever which is not approved as acceptable for treatment in the Town Sewage Lagoons, including without limiting the generality of the foregoing:
  - i. trade waste,
  - ii. condensing/cooling water,





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- iii. liquids of a higher temperature than eighty (80) degrees Celsius, or
  - iv. grease or fat
  - v. wet wipes, baby wipes
  - vi. hygiene products
  - vii. any combinations of the above.
- 19.5.** No person will make or cause to be made any connection with any Town sewer or house drain, or appurtenance thereof for the purpose of conveying or which may convey, into the same, any flammable or explosive material, storm water from roof drainage, sump pump or tank overflow, condensing or cooling water, except where the person has been given written instructions to do so from the Town.
- 19.6.** No person will discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly, into any Town sewer or house drain connected, therewith.
- 19.7.** No person, except duly authorized employees of the Town, will turn, lift, remove, raise, or tamper with the cover of any manhole, ventilator, or other appurtenance of any Town sewer.
- 19.8.** No person, except duly authorized employees of the Town, will cut, break, pierce, or tap any Town sewer or appurtenance thereof, or introduce any pipe, conduit, or tube, through or into any Town sewer.
- 19.9.** No person will interfere with the free discharge of any Town sewer, or part thereof, or do any act or thing, which may impede, obstruct the flow of or clog up any Town sewer or appurtenance thereof.
- 19.10.** The Director of Infrastructure has the right at reasonable times to enter houses or other places which have been connected to Town sewers, and entrance must be given to ascertain whether any improper substance or liquid is being discharged into the sewers. The Director of Infrastructure has the authority to stop or prevent from discharging into the sewer system any private sewer or drain through which substances are discharged that are liable to injure the sewers or obstruct the flow of sewage.
- 19.11.** No waste or discharge resulting from any trade, industrial or manufacturing process will be directly discharged to any Town sewer without such previous treatment as will be prescribed by the Town or applicable legislation and regulations thereto for each such case. The necessary treatment works so prescribed will be completely installed by the owner at his expense, prior to the construction of the sewer connection and thereafter will be continuously maintained and operated by the owner.
- 19.12.** Grease traps of sufficient size and approved design must be placed on the waste pipes from all hotels, restaurants, laundries, and such other places as the Town, may direct.
- 19.13.** 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 backwater valve or other mechanical device for the purpose of cutting off or controlling the connection between the sewage system and the cellar or basement. Where the installation of said valve is required at the time of connection to the Town sewer system, the cost of installation is the responsibility of the owner.
- 19.14.** All applications for connections to the Town sewers must be made in writing. The application must be filed in the Town office and must be signed by the owner of the property to be drained, or by his authorized agent. No drain or private sewer will be connected to the Town sewer until the owner has obtained a plumbing permit. Connection must be as per current Town standards.
- 19.15.** The Town or any of its employees will not be liable for any damage whatsoever in nature caused either directly or indirectly by such sewer connection. The owner will be responsible for backfill, surface replacement, safety, and, without limiting the generality of the foregoing, matters of like nature.
- 19.16.** The Town may revoke or cancel permission that may have been granted to connect with the Town sewers if it finds that any of the work is not being done in accordance with the provisions of this Bylaw. The owner making such connection, will have no right to demand or claim any damages in consequence of such permission being revoked or canceled.
- 19.17.** Owners may request that the Town camera their sanitary sewer service line. The owner is liable for all costs incurred by the Town in the use of the camera, and if necessary, costs incurred in clearing of the sewer line. If it is determined with the use of the camera that



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the sanitary sewer service line is damaged, the property owner is responsible for the repair of this sanitary sewer line to the property line from the premises on the property.

- 19.18.** The owner of any premises connected to a street main by a sewer service line, will be required to keep the said sewer service line, from the premises to the main, in operational condition, and is fully responsible for the operation of the said sewer service line.
- 19.19.** Septic systems that are allowed must adhere to provincial standards. The premises owner must have a private sewage disposal permit. Septic systems will only be considered if NO municipal sewer is available.

**20. STORM SEWER SERVICE**

- 20.1.** No person will discharge or cause to be discharged any storm water or natural water to any sewer except to a natural outlet approved by the Town.
- 20.2.** Sumps must be installed as per CSA standards and Alberta Safety Codes and are not to be connected into the Town's sanitary sewer system.
- 20.3.** No roof drains will be connected to sanitary sewer systems.

**21. AUTHORITY TO ENTER LANDS**

- 21.1.** Subject to section 542 of the *Municipal Government Act*, after giving reasonable notice to the owner or occupier of the land, enter the land to carry out an inspection, remedy, enforcement, or action. The Enforcement Officer may:
- i. enter such land at any reasonable time, and carry out the inspection, enforcement or action authorized or required by this bylaw,
  - ii. request anything be produced to assist in the inspection, remedy, enforcement, or action,
  - iii. make copies of anything related to the inspection, remedy, enforcement, or action, and
  - iv. on request display or produce identification showing that the person is authorized to make the entry.

**22. POWERS OF A PEACE OFFICER**

- 22.1.** Where a Peace Officer has reasonable grounds to believe a person has committed a breach of any of the sections of this bylaw, hereunto annexed and made part of this bylaw, he may serve upon such person(s) a Violation Ticket allowing the payment of a penalty to The Town of Bow Island which shall be accepted by the Town of Bow Island in lieu of prosecution for the offense.
- 22.2.** A Violation Ticket may be:
- i. personally served; or
  - ii. Attached to any property entrance in respect of which any offense is alleged to have been committed; or
  - iii. Mailed to the address of the registered owner of the property.
- 22.3.** Penalties may be accepted in lieu of prosecution for a contravention of this Bylaw. Upon payment in accordance with the terms specified in the Violation Ticket, an official receipt for the payment shall be issued and, pursuant to the provisions, such payment shall be accepted in lieu of prosecution.
- 22.4.** If after the date of expiration for payment of a Violation Ticket, a person tenders' payment, such payment shall be accepted in lieu of prosecution if payment is tendered three days preceding the appearance date specified in any violation ticket subsequently issued for the same offense.
- 22.5.** If the person upon whom the Violation Ticket is served fails to pay the required sum within the time specified, the Provisions of this Section for acceptance of payment in lieu of prosecution do not apply.
- 22.6.** Nothing in this Section shall:
- i. Prevent any person from exercising his right to defend any charge of committing a breach of any of the Sections referred to this Bylaw;
  - ii. Prevent any Peace Officer, in lieu of serving a Violation Ticket, or any other person from laying information or a complaint against any other person for committing a breach of any of the Sections listed in the said Schedules; or Prevent any person from exercising any legal right such person may have to lay information or complaint against any other person



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(whether such other person has made a payment under the provisions of this Bylaw or not) for a breach of any of the Sections listed in the said Schedules.

- 22.7.** A person other than the owner or tenant of a property shall not remove any Violation Ticket or notice placed on or affixed to the property by a Peace Officer in the course of his duties.
- 22.8.** No person other than a Peace Officer or another person authorized by the Town of Bow Island or by this Bylaw shall place a Violation Ticket on any property.

**23. OFFENCES**

- 23.1.** Any rates, costs, or charges in arrears for water service supplied by the Town to any property may be added to the taxes assessed against the real property to which the water or other services have been supplied and may be collected in any of the ways provided by the collection of taxes, including tax recovery.
- 23.2.** In addition to the methods for the recovery of outstanding rates, costs or charges, the Department may discontinue service to any property where any charges for water and/or sewer service or work remains outstanding for a period of more than sixty (60) days.
- 23.3.** Any person who contravenes any provision of this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine not exceeding Ten Thousand Dollars (\$10,000.00).

**24. LIABILITY FOR DAMAGES**

- 24.1.** The Town is not liable for damages:
- i. caused by the breaking or freezing of any water service main, water service pipe or attachment including water meter or electronic radio transmitter (ERT),
  - ii. caused by the breaking, plugging or stoppage of any sanitary sewer main, or storm sewer main,
  - iii. caused by the interference with the supply of any water service necessary in connection with the repair or proper maintenance of the water service,
  - iv. caused by the interference with the supply of any sewer service necessary in connection with the repair or proper maintenance of sewers,
  - v. generally, for any damage due to the operation of the water works system or the sewage disposal system of the Town.

**25. REPEALS**

- 25.1.** Bylaw 2021:10 and any Schedules attached are hereby repealed.

**26. READINGS**

Read a first time in Council this 14<sup>th</sup> day of November.  
Read a second time in Council this 28<sup>th</sup> day of November.  
Read a third time and passed in Council this 28<sup>th</sup> day of November.

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**Mayor**

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**Chief Administrative Officer**



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**SCHEDULE "A"**

<b><u>Offence</u></b>	<b><u>1<sup>st</sup> Offence</u></b>	<b><u>2<sup>nd</sup> Offence</u></b>
Prohibitions in Sections 10 through 20 inclusive	\$200.00	\$500.00
Damaged Cart	Cost of Repair	
Stolen Cart	Cost of Replacement	