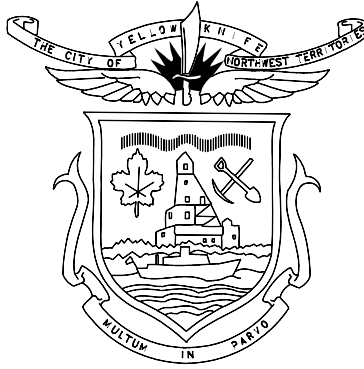


# **THE CITY OF YELLOWKNIFE**

## **NORTHWEST TERRITORIES**



### **WATER AND SEWER SERVICES BY-LAW NO. 4663**

**Adopted February 27, 2012**

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**CITY OF YELLOWKNIFE  
BY-LAW NO. 4663**

A BY-LAW OF THE CITY OF YELLOWKNIFE to provide for the establishment, operation, maintenance, and alteration of a water supply and sewage system and for the levying and collecting of water and sewage service charges;

PURSUANT TO Sections 58, 59, 70, 72, 90, 91, 137, 140 of the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c-22.

NOW, THEREFORE, THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE CITY OF YELLOWKNIFE, in regular sessions duly assembled, enacts as follows:

**PART 1 INTERPRETATION**

**Short Title**

101. This By-law may be cited as the Water and Sewer Services By-law.

**Intention**

102. In this By-law unless a contrary intention appears, words importing the masculine gender include females, and words in the singular include the plural and words in the plural include the singular.

**Definitions**

103. In this By-Law, unless the context otherwise requires:

103. (1) "Building Envelope" shall mean the area within the original footprint of the initial construction for the structure;

103. (2) "City" shall mean the City of Yellowknife or in the case of work being completed shall include any contractors retained by the City of Yellowknife;

103. (3) "City's Contribution" shall mean the portion of funds as specified in the Fees & Charges By-law that the City of Yellowknife contributes to the repair and/or replacement of water and sewer service under the Service Connection Failure Assistance Program;

103. (4) "City's Engineer" shall mean the City of Yellowknife's Director of Public Works and Engineering or his authorized designate;

103. (5) "Construction Water" means water provided by the public piped service to any customer, as approved by the S.A.O., for a period during which service pipes are being installed or repaired;

103. (6) "Council" shall mean the elected council of the City of Yellowknife;
103. (7) "Cross connection" shall mean any connection or structural arrangement between a public or a customer's potable water system and any non-potable source or system;
103. (8) "Customer" means any person who has entered into an arrangement with the City to receive municipal services;
103. (9) "Deductible" shall mean the amount of repair costs as specified under the Fees and Charges By-law, or any successor by-law, a customer shall be responsible to pay to originally initiate a claim under the Service Connection Failure Assistance Program (as amended);
103. (10) "Freeze Protection Device" means a device or system to prevent service pipes from freezing as specified in the City of Yellowknife's Design Standards or as approved by the City's Engineer;
103. (11) "Lot lines" or "Property lines" means the separating lines or limits identified by the location of the legal survey pins;
103. (12) "Mains" means a pipe or pipes interconnected to transport water or collect sewage throughout the city or several premises excluding private service pipes forming part of the municipal system, which have two (2) or more services connections attached ;
103. (13) "Municipal System" or "Municipal Service" means the pipe and accessories owned by the City, either within a municipal road or easement, to provide water or collect sewage from private property or premises and includes the trucked system and piped system unless specifically noting one of either trucked or piped system;
103. (14) "Officer" means any person who is appointed in accordance with the *Cities, Towns and Villages Act* as a By-law Officer to enforce the By-laws of the City of Yellowknife and any Peace Officer who is entitled to enforce the By-laws of the City of Yellowknife;
103. (15) "Owner" or "Property Owner" means any person who is the registered owner of a property, or any person who is in lawful possession or occupation of buildings situated thereon;
103. (16) "Person" includes a corporation and the heirs, executors, administrators or other legal representative of a person;
103. (17) "Potable" means water suitable for drinking;
103. (18) "Property" means real property and includes any buildings thereon;
103. (19) "Private Service System" means the pipe and accessories intended to distribute water or collect sewage within private property and connected to the municipal system or

main;

103. (20) "Public Piped Service" means water supply or sewage collection provided through the City's mains and service pipes;
103. (21) "Residential Customer" includes customers for a place of residence in private homes and rental accommodations;
103. (22) "S.A.O." shall mean the Senior Administrative Officer, his designate or authorized representative;
103. (23) "Schedule" means a schedule attached to and forming part of this by-law, except as otherwise provided;
103. (24) "Self-Contained Unit" means a unit having separate plumbing, heating, entrance, and the like;
103. (25) "Service Pipe" means the pipe intended to carry water or collect sewage from or to the main onto or across private property and includes a private service pipe and a municipal service pipe, the service pipe starts from the City main and extends to the structure being serviced and is the sole responsibility of the property owner;
103. (26) "To Discontinue Service" means to stop providing trucked water service and/or to turn off piped water service for a building or a property;
103. (27) "To Establish Service" means to become a customer of the City by entering into an arrangement to receive municipal service from the City;
103. (28) "To Terminate Service" means to terminate the arrangement between the customer and the City to receive municipal services from the City and may include to discontinue service, to disconnect or remove a municipal service pipe in whole or in part, and a final water meter reading;
103. (29) "Trucked Service" means water delivery and/or sewage pump out collection service provided using vehicles by or on behalf of the City;
103. (30) "Trucked Service Building Facilities" means a water storage tank and/or sewage holding tank and related accessories installed within a premise to receive trucked service from the City.
103. (31) "Wastage" means to lose, decrease, destroy, damage, use or consume extravagantly, inefficiently, or improvidently, for no purpose or inadequate objective or result.

## PART 2 GENERAL PROVISIONS

### Authority to Provide Municipal Services

201. No person, except those authorized by Council, shall directly or indirectly engage in the provision of municipal services within the City.

### Authority and Duties of S.A.O.

202. (1) The S.A.O. is authorized and directed to:
- (a) supervise, control and administer the provision of municipal services and the municipal system and do all things necessary to fulfill his responsibilities and duties under this by-law;
  - (b) control all construction, operations and maintenance related to the provision of municipal services;
  - (c) perform all acts that may be necessary for the efficient management, operation and protection of the municipal system; and
  - (d) administer and enforce this by-law.
202. (2) The S.A.O. may, subject to subsection (4), prescribe:
- (a) orders, and
  - (b) specifications for:
    - (i) Private Service Pipes
    - (ii) Meters
    - (iii) Freeze Protection Devices
    - (iv) Bleeders
    - (v) Sewage Discharge
    - (vi) Trucked Service, and
    - (vii) other specifications
- necessary to carry out the provisions of this by-law.
202. (3) No person or customer shall fail to comply with such orders and specifications.
202. (4) The S.A.O. may, subject to subsection (5), prescribe forms for:
- (a) Water and Sewer Piped Application Form – To Connect or Disconnect Services (W/S-1)
  - (b) Water and Sewer Registration Form (W/S-2)
  - (c) Water and Sewer Services Billing Discontinuation Form (W/S-3)
  - (d) Application to Install Water Bleeder (W/S-4)
202. (5) All orders, specifications and forms prescribed by the S.A.O. shall be available for public inspection during regular City business hours.



**Financing and Accounting**

- 203. (1) All costs for the provision of municipal services shall be financed through service charges and fees as detailed in the Fess and Charges By-law; as well as loans; grants, subsidies or other funding provided to the City by the Government of the Northwest Territories or others.
- 203. (2) All monies collected for municipal services shall only be used to provide municipal services to customers including operation, maintenance, extension, repair, capital improvement and administration of the municipal system.
- 203. (3) All monies collected for the provision of municipal services shall be separately accounted for and disbursed by action of the Council.

**Service Area**

- 204. (1) The City may provide municipal services to properties in a designated service area, as established by the S.A.O., within the municipal boundaries of the City.
- 204 (2) The City may not provide municipal services to un-serviced lots in areas designated as such.
- 204. (3) Municipal services, including bulk water supply and sewage disposal, may be provided by the City to or for areas outside the city and will only be provided when such services will not impede the provisions of municipal services to customers within the city.

**Description of Services**

- 205. (1) The City shall furnish water supply for domestic, fire protection, municipal, and industrial purposes.
- 205. (2) Notwithstanding subsection (1), when in the opinion of the S.A.O. the water supply for domestic and fire protection purposes is impaired, the S.A.O. may
  - (a) regulate the use of water supply; or
  - (b) restrict or terminate the supply of water for municipal or industrial purposes.
- 205. (3) The City shall make every effort to provide safe, continuous and efficient municipal services. The City shall not be liable for damages, including business losses;
  - (a) caused by the break of any water pipe, sewer pipe, or the break of any ditch; or
  - (b) caused by water delivered or sewage collected through the owner's or

- customer's facilities; or
- (c) caused by the interference or cessation of municipal services in connection with the repair, expansion, replacement, or proper operation and maintenance of the municipal system; or
  - (d) caused by any increase or decrease in pressure in a water pipe; or
  - (e) caused by the interference or cessation of trucked service due to adverse weather conditions, road conditions, or vehicle mechanical problems; or
  - (f) caused by the water supply containing sediments, deposits or other foreign matter; or
  - (g) caused by the improper operation of the freeze protection devices; or
  - (h) generally for any accident due to the operation of the municipal system, unless such action has been shown to be directly due to the negligence of the City or its employees.
205. (4) Every person, customer or institutions requiring special municipal services, including continuous and uninterrupted municipal services, constant pressure of water, or particularly clear or pure water, shall at no cost or liability to the City, provide such storage, treatment or other means for such special municipal services.

#### **Authority to Cease or Restrict Service**

206. (1) The S.A.O. may, without notice, cease or restrict municipal services to any customer or part of the city if, in the opinion of the S.A.O., an emergency makes such action necessary.
206. (2) The S.A.O. may, in a non-emergency situation, including scheduled repairs or alterations to the municipal system, cease or restrict municipal services to any customer or part of the city provided the S.A.O. shall, when it is practical to do so, provide public notice of such intended cessation or restriction of municipal services to all affected customers.
206. (3) When the S.A.O. deems that a water shortage warrants, the S.A.O. may issue orders to impose, change or revoke restrictions upon the use of water, including uses at specified times of days, to a specified class of customer, or parts of the city provided the S.A.O. shall provide public notice of such intended restriction.
206. (4) Failure to obey an order issued under subsection (3) is an offence.
206. (5) Where public notice regarding the imposition, change or revocation of restrictions on water use as required to be given under this section, notice must be given to the general public according to subsection 207(3) of this by-law.

206. (6) The S.A.O. may discontinue service for any of the following:

- (a) failure to establish services;
- (b) fraud in establishing service;
- (c) non-payment of charges or fees levied pursuant to this by-law;
- (d) failure to provide a deposit, if required;
- (e) failure to provide free access; or
- (f) contravention of any other section of this by-law.

until such time as there is no contravention of this by-law and any outstanding service charges and fees are paid to the City.

206. (7) When service is discontinued, neither the City, its employees nor any municipal officials shall be liable for any costs or damages resulting from the discontinuance of service.

206. (8) Where the S.A.O. authorizes service to be discontinued under subsection (6), the S.A.O. may, when in the opinion of the S.A.O. it is practical to do so, give notice prior to service being discontinued, indicating:

- (a) the infraction,
- (b) the remedy,
- (c) the date that service will be discontinued unless remedy is made.

All costs associated with the discontinuation of service shall be the responsibility of the customer.

### **Notification**

207. (1) Notice from the City to a customer or owner for amount of bill due, contravention of any provision or requirement of this by-law, or for any other reasons, shall be in writing to the last known address of the customer or owner.

207. (2) Notice to the City shall be made in writing to the City, except that notice of complaint may be made by telephone or in person.

207. (3) Public notice must be given to the general public in any one or more of the following ways:

- (a) by inserting the notice at least once in a newspaper circulating in the municipality;

- (b) by mailing or delivering a copy of the notice to each voter in the municipality;
- (c) by causing announcements to be made on a radio or television station received in the municipality on at least three separate days; or
- (d) by posting a notice in at least five widely separated and conspicuous places in the municipality.

### **Tampering**

- 208. (1) No person or customer shall tamper or interfere with any part of the municipal system.
- 208. (2) No person or customer shall connect to or operate any pipe, valve, meter, hydrant, or any other part of the municipal system, except as authorized by the S.A.O.
- 208. (3) Any person or customer who damages or causes to be damaged any part of the municipal system shall be liable for the cost of such damage.

### **Work Done by City**

- 209. (1) The charge for work done by the City will be "at cost" and shall include the direct and indirect amount expended by the City for wages and benefits, housing subsidy, support facilities and equipment, materials, equipment rental, contracts, administration charges, and any other expenditures incurred in doing the work.
- 209. (2) Where the S.A.O. requires a deposit, based on the estimated cost of work, to be paid by the applicant prior to the commencement of work done "at cost" by the City, any additional cost shall be paid to the City and any surplus shall be refunded to the applicant.

## **PART 3 - ESTABLISH AND TERMINATE SERVICE**

### **To Establish Service**

- 301. (1) Subject to subsection (2), every person requiring to establish service, shall submit to the S.A.O. either:
  - (a) Water and Sewer Piped Application Form – To Connect or Disconnect Services (W/S-1), or
  - (b) Water and Sewer Registration Form (W/S-2)and pay the applicable fees.

301. (2) Where premises are occupied by a tenant or lessee, the S.A.O. shall require that the application for service be submitted by the owner of the premises.

**Content of Application for Service**

302. The " Water and Sewer Piped Application Form – To Connect or Disconnect Services (W/S-1)" or " Water and Sewer Registration Form (W/S-2)", shall include, but may not be limited to such particulars as the following:
- (a) location of the premises,
  - (b) date applicant will be ready for service,
  - (c) type of structure erected or intended to be erected,
  - (d) whether the premises have previously received service,
  - (e) name and mailing address to which notices and bills are to be sent,
  - (f) whether the applicant is the owner or tenant of, or agent for the premises,
  - (g) category of customer and rate requested,
  - (h) agreement to abide by and accept all the provisions of this by-law, and
  - (i) any other information in such detail and form the S.A.O. deems appropriate.

**Deposit**

303. As a condition of providing municipal services, the S.A.O. may require a deposit from the applicant provided that:
- (a) the amount of the deposit shall be determined by the S.A.O. based on the expected service charge for a 90 day period;
  - (b) subject to subsection (c) the deposit shall be refunded after it has been held for twelve consecutive months during which all bills for service have been paid within the time limit allowed;
  - (c) the deposit, less the amount of any unpaid balance due to the City, shall be refunded upon termination of service; and
  - (d) no interest will be paid on the deposit when the deposit is refunded.

**Temporary Service**

304. (1) Subject to subsection (2), every person requiring to establish temporary service for construction or any other purpose shall:
- (a) submit either an "Water and Sewer Piped Application Form – To Connect or Disconnect Services" (W/S-1), or "Water and Sewer Registration Form" (W/S-2) stating the expected duration service is requested;
  - (b) pay the applicable service fees and any other appropriate fees; and

- (c) prior to the initiation of service, pay a deposit determined by the S.A.O. based on the estimated service charge during the period of temporary service. Any additional cost to be paid to the City and any surplus to be refunded to the applicant.
- 304. (2) The S.A.O. may require that the application for service be submitted by the owner of the premises.
- 304. (3) The service rate for temporary service shall be based on the category of the customer.
- 304. (4) The S.A.O. may require an applicant for temporary piped water service to install an approved meter setting and/or meter.
- 304. (5) The service charge for temporary piped water service shall be determined;
  - (a) according to meter readings, if approved meter is installed, or
  - (b) where no meter is installed, based on an estimate by the S.A.O of the quantity of water used.

#### **Application to Terminate Service**

- 305. (1) In order to terminate service, the customer shall submit to the S.A.O. either a "Water and Sewer Piped Application Form – To Connect or Disconnect Services" (W/S-1)-3 or "Water and Sewer Services Billing Discontinuation Form" (W/S – 3), stating the date the applicant desires to terminate service and any other information and in such form as may be prescribed by the S.A.O.
- 305. (2) All applications to terminate service must allow a minimum of five working days prior to the date the order is to become operative.
- 305. (3) The City may continue to levy service charges in accordance with this by-law until the City terminates service and/or the premises changes possession.
- 305. (4) The owner of any structure or building which is; not fit to be occupied, planned to be demolished, or is otherwise abandoned is responsible for application to the City and after approval for disconnection of services.

### **PART 4 - RESPONSIBILITIES OF THE CUSTOMER**

#### **Use of Water**

- 401. (1) No person or customer shall willfully waste water or allow the continuous unattended flow of water without written permission from the S.A.O.

401. (2) No person or customer shall resell or convey water beyond the property served without written permission from the S.A.O.
401. (3) Where any unauthorized wastage, continuous flow, or improper use of water occurs, the S.A.O. may issue an order to the customer to stop such wastage or improper use of water within forty eight (48) hours or lesser time as may be specified in the notice.
401. (4) If the customer fails to comply with the order under subsection (3) the S.A.O. may discontinue service.
401. (5) Failure to comply with an order under subsection (3) is an offence.

### **Prevention of Contamination**

402. No person or customer shall do anything that may allow water, sewage, or any harmful matter to enter the municipal potable water system. The S.A.O. may discontinue service to any customer contravening the provisions of this section and shall be considered an offence under this by-law.

### **Prevention of Discharge of Harmful Matter**

403. (1) No person or customer shall discharge or deposit or cause or permit the discharge into a municipal sewer pipe, private sewer service pipe, or private sewage tank, matter of any type or at any temperature or in any quantity which may be or become a hazard to persons, animals, property or surrounding environment, or which may be or become harmful to any part of the municipal services system, or which may impair or interfere with the proper operation of any waste water works or treatment process, or which may cause the sewage works effluent to contravene any requirement by or under the City's water license.
403. (2) Subject to section 202, the S.A.O. may prescribe specifications to restrict or prohibit the discharge or deposit of any matter into a municipal sewer pipe, private sewer service pipe, or private sewage tank.
403. (3) No person or customer shall directly or indirectly discharge any trade, industrial or manufacturing waste or any unacceptable waste into a municipal sewer pipe, private sewer service pipe, or private sewage tank without such previous treatment works as the S.A.O. may order to be installed and operated by the customer.
403. (4) No person or customer shall discharge solid or viscous substances in quantities or of such size as to be capable of causing obstruction to the flow in a sewer, including but not limited to ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, un-ground garbage, animal guts or tissues, paunch manure, and whole blood.
403. (5) Grease, oil, or sand interceptors of sufficient size and approved design shall be installed on the building sewer pipes from every hotel, restaurant, laundry, garage

and such other places as the S.A.O. may order.

403. (6) No person or customer shall discharge or deposit or cause or permit the discharge or deposit of, rainwater or groundwater into a municipal sewer pipe, private sewer service pipe, or private sewage tank, except as authorized by S.A.O.
403. (7) Failure to comply with any provisions of this section shall be considered an offence.

### **Inspection**

404. An authorized agent or employee of the City, who presents, if so requested, proper identification, as determined by the S.A.O;
- (a) shall be admitted to properties during the regular City business hours, and
  - (b) may inspect any part of the property, expose and perform tests on any piping, fixtures or appliances being the property of the owner, the occupant, or the City, to determine compliance with this by-law.

### **Private Facilities**

405. (1) All private facilities, including plumbing, appliances, accessories, service pipes, and water and sewage tanks, shall comply with the most recent National Building Codes and National Plumbing Codes of Canada and other municipal by-laws at the time of construction; provided always that, where any provisions in such a Code conflicts with any provisions of this by-law, this by-law shall prevail.
405. (2) Every owner shall maintain his private facilities in proper order and free from leakage or wastage at his own expense.
405. (3) Subject to sections 206 and 207 of this by-law, the S.A.O. may discontinue service to any property where unsanitary conditions, defective fixtures, leakage or wastage, or misuse may affect the safe and proper operation of the municipal system.
405. (4) Subject to subsection (5) municipal services shall not be provided to premises in which the private facilities do not meet the provisions and specifications of this by-law.
405. (5) Municipal services may be provided during construction.

### **Abatement of Noises and Pressure Surges**

406. No apparatus, fitting or fixture shall be connected, allowed to be connected, or operated in a manner which will cause noises, pressure surges, water hammer or other disturbances which may, in the opinion of the S.A.O., result in annoyance to other persons or customers, damage to their water systems, or damage to the municipal system. The S.A.O. may discontinue service to any customer contravening the provisions of this section.



### **Freeze Protection**

- 407. (1) The owner or occupant shall at his expense provide for the proper operation, and maintenance of freeze protection devices according to the provisions, schedules, and specifications of this by-law.
- 407. (2) The owner or occupant shall be liable for any damage which may result from the improper or negligent operation and maintenance of the freeze protection devices.
- 407. (3) During the normal heating season, the owner or occupant shall ensure that if he is away from his premises that a competent person maintains the freeze protection devices and ensures that the water supply and sewer do not freeze.
- 407 (4) The City shall not be held responsible for any freeze-ups associated with the use of water conserving appliances, devices and/or fixtures.
- 407 (5) the City shall not be held responsible for any freeze-ups associated with power outages.

### **Service Connection Failure Assistance**

- 408. (1) Council shall maintain a program which would assist in defraying the cost of repairing service connection failures which occur between the City's main lines and the building envelope of the serviced building.
- 408. (2) The owner or occupant must comply with any provisions and/or requirements of the "Service Connection Failure Assistance Program" (SCFAP) in accordance with Service Connection Failure Assistance By-law (No. 3607) as amended or replaced in order to qualify for assistance or compensation for repairs to the municipal system as described in the SCFAP.

## **PART 5 - PIPED WATER AND SEWAGE SERVICE**

### **Installation of Service Pipes**

- 501. (1) Every owner requiring to install a service pipe
  - (i) on a road, or
  - (ii) within an easement,shall submit to the S.A.O. an application in such form as may be prescribed by the S.A.O.
- 501. (2) Where an application is made under subsection (1), no work shall commence until the application has been approved by the S.A.O.

- 501. (3) Every service pipe within a property shall be installed at the cost of the owner of the property to be served.
- 501. (4) Every service pipe from the main to the property line shall be installed by the City or its agent and the owner of the property served shall be levied a fee to recover the City's costs.
- 501. (5) Every owner requiring a service pipe from the main to the property line shall submit to the S.A.O. an "Application for Permit to Connect or Disconnect" form W/S-4.
- 501. (6) Where an application is made under subsection (5), no work shall commence until the application has been approved by the S.A.O. and the fee(s) to recover the City's costs has been paid.

**Installation of Service Pipe Connections**

- 502. (1) Every service pipe connection to the main shall be authorized, inspected and approved only by the City or its agent.
- 502. (2) The cost of the service pipe connection to the main shall be levied on the owner of the property served.

**Specifications, Design Approval and Inspection of Service Pipe**

- 503. (1) All services shall be installed in accordance with this by-law and current specifications.
- 503. (2) Design plans for service pipes, 65 millimetres (2.5 inches) or less shall be:
  - (a) certified by a Journeyman Plumber, or Professional Engineer,
  - (b) submitted to the S.A.O. and
  - (c) approved prior to the commencement of construction by S.A.O. or his designate.
- 503. (3) Design plans for service pipes, greater than 65 millimetres (2.5 inches) shall be:
  - (a) certified by a Professional Engineer, and
  - (b) submitted to the S.A.O.,
  - (c) approved prior to the commencement of construction by S.A.O. or his designate.

503. (4) Two sets of "as built" plans shall be provided to the S.A.O. within forty-five (45) days of completion of service pipes; failure to comply will result in fines as stipulated under this by-law.
503. (5) No service pipe shall be enclosed, covered or backfilled until the work has been inspected and approved by the S.A.O. If such actions occur then the owner shall be responsible for all costs required to expose the service pipes in question.
503. (6) All installation, maintenance, repair and disconnection work on service pipes shall be subject to the inspection and approval of the S.A.O.
503. (7) The City may provide water service using seasonal surface water lines. If seasonal surface water lines are provided, the owner or occupant shall ensure compliance with this by-law and the specifications in Section A-4 of Specifications A.

#### **Ownership of Service Pipes**

504. (1) All service piping on private property, above and below ground, from the structure being serviced and the portion of pipe extending from the property line to the corporation valve located on the City's water main and service saddles on the sanitary sewer main shall remain the sole property of the property owner and they shall be responsible for its maintenance.
504. (2) Every owner shall establish and maintain the survey pins used to identify lot and property lines as and when required by the City.

#### **Maintenance of Private Service Pipes**

505. Every owner shall maintain his private service pipes, fittings, meter supports, freeze protection devices and fixtures in proper order and free from leakage or wastage at his own expense.

#### **Repair of Private Service Pipes**

506. (1) Should a frozen service pipe, leakage or wastage occur, the S.A.O. may give notice to the owner to effect the necessary repairs or replacement within forty eight (48) hours or such lesser period as may be specified in the notice.
506. (2) If the owner fails to comply with such notice within the time specified, the S.A.O. may either:
- (a) have the water service pipe turned off until the repairs or replacement have been completed; or
  - (b) in the case of unmetered service, have a meter installed; or

(c) have the necessary work completed, and any cost incurred shall be levied on the owner.

506. (3) Failure to comply with any provisions of this section shall be an offence and fines shall be levied.

### **Investigation of Service Pipe**

507. (1) Every owner requesting an investigation into a failure or interruption in service to his premises shall deposit with the City the estimated cost of such investigation as determined by the S.A.O..

507. (2) Where it is determined, by the City, that the City is the cause of the failure or interruption in service, the deposit shall be returned.

507. (3) Where it is determined, by the City, that the City is not the cause of the failure or interruption in service, the expense incurred by the City on an "at cost" basis in accordance with Section 209 shall be levied on the owner and the amount of any deposit shall be applied against that expense.

### **Thawing Service Pipes with Electrical Equipment**

508. (1) No person or customer shall use electrical welding equipment to thaw water service pipe.

508. (2) No person or customer shall use electrical equipment to thaw water service pipes unless:

(a) a continuous circuit is maintained;

(b) the water meter and all electrical ground wires are disconnected from the water service pipe;

(c) the undertaking is authorized by the S.A.O.; and

(d) the work is carried out in accordance with all applicable safety legislation and accepted safe work practices.

508. (3) The City shall not be liable for any damage or injury resulting from the use of electrical equipment to thaw a water service pipe.

### **Removal, Relocation or Replacement of Facilities**

509. (1) Subject to subsection (2), all costs of any approved removal, relocation or any other change in the municipal system, requested by an owner, shall be payable by the owner making the request.

### Size and Number of Service Pipes

510. (1) Subject to subsection (3), no property shall be supplied with more than one water service, including a water supply pipe and a recirculation pipe, and one sewer service pipe.
510. (2) Subject to subsection (3), a separate water service pipe and a separate sewer service pipe shall be installed for each property adjacent to a main.
510. (3) The S.A.O. may determine, specify and approve
- (a) the number,
  - (b) the nature,
  - (c) the size, and
  - (d) the location
- of service pipes to be installed for any property.

### Service to Adjacent Properties

511. (1) Service pipes shall be constructed only to properties adjacent to a main, unless the S.A.O. authorizes otherwise.
511. (2) Private service pipes shall not be extended from one lot to another without the prior written approval of the S.A.O.

### Water Shut Off Valve

512. (1) A water service pipe shall be provided with an easily accessible, sealable water shut off valve on the premises served, so located within the building plumbing system to allow water service to all of the building to be turned off while allowing any circulation pump on the water service pipe to operate.
512. (2) Where service is to be discontinued pursuant to this by-law, the S.A.O. or other authorized agent of the City may discontinue service either; by turning off and affixing a seal to the water shut off valve, or by removing the water meter, on the premises to which service is to be discontinued.
512. (3) Where a seal has been affixed in accordance with subsection (2), no person, other than the S.A.O. or other authorized agent of the City, shall cause or allow the seal to be broken without the prior written approval of the S.A.O.
512. (4) Failure to comply with the provisions of this section is an offence and fines shall be

levied.

**Correction to Non-Conforming Private Service Pipes**

513. (1) Where in the opinion of the S.A.O., an existing private service pipe is being operated in contravention of this by-law, including the service pipe specifications, the S.A.O. shall issue an order to the owner of the private service pipe:
- (a) specifying the manner in which the owner is contravening the by-law,
  - (b) directing the owner to comply with the by-law,
  - (c) specifying the actions to be performed by the owner to comply with the by-law, and
  - (d) notifying the owner of the time and date by which such action is required to be taken.
513. (2) Failure to comply with an order issued under subsection (1) is an offence.

**Prevention of Water System Contamination**

514. (1) No person or customer shall connect, cause to be connected, or allow to remain connected, any piping, fitting, container or appliance, in a manner which, under any circumstances, may allow water, waste water, or any harmful liquid or substance to enter the municipal water system.
514. (2) If a condition is found to exist which in the opinion of the S.A.O. is contrary to subsection (1), the S.A.O. may either:
- (a) discontinue service; or
  - (b) issue an order to correct the fault within forty eight (48) hours, or a specified lesser period, and if the customer fails to comply with such notice, the S.A.O. shall proceed to discontinue service.
514. (3) Without limiting the generality of subsection (1), the S.A.O. may allow cross connection control devices to be installed on the water piping at the source of potential contamination, at no cost to the City.
514. (4) Where in the opinion of the S.A.O., a severe hazard exists, water service to a customer shall be provided only on the condition that the customer install on his water service pipe a cross connection control device approved by the S.A.O., in accordance with applicable building and plumbing codes, in addition to the cross connection control devices installed on the customer's water piping at the source of potential contamination.

514. (5) Where property is supplied by two or more water service pipes these service pipes are not to be interconnected within the property, without the approval of the S.A.O.
514. (6) Where it has been determined that a cross connection control device is required, that device shall be tested upon installation, and thereafter annually, or more often if required by the S.A.O., by personnel approved by the S.A.O., to demonstrate that the device is in good working condition, at no cost to the City. The customer shall submit a report, in a form approved by the S.A.O., on any or all tests performed on a device within thirty (30) days of a test.
514. (7) A "Cross Connection and Backflow Prevention Tag" form W/S-10 issued by the City shall be displayed on or adjacent to the cross connection control device on which the tester shall record the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the tester's initials, the tester's name and/or the employer's name, and the tester's licence number from the license issued by the City. The City may recover all costs of issuing the tag.
514. (8) Should a customer fail to have a cross connection control device tested, the S.A.O. shall issue an order to the customer to have the device tested within forty eight (48) hours, or a specified lesser period, and if the customer fails to comply with such notice the S.A.O. shall discontinue service until the device is tested and approved by the S.A.O.
514. (9) Where a customer fails to comply with such an order issued under subsection (8) the S.A.O. shall discontinue service.
514. (10) Should a test show that a cross connection control device is not in good working condition, the S.A.O. shall issue an order to the customer to make repairs or replace the device within forty eight (48) hours, or a specified lesser period, and
514. (11) Where a customer fails to comply with such an order issued under subsection (10). The S.A.O. shall discontinue service until the private plumbing has been inspected and approved by the S.A.O..
514. (12) Failure to comply with an order issued under this section is an offence.

### **Bleeding of Water and Bleeders**

515. (1) No person or customer shall cause, permit or allow water to bleed or waste.
515. (2) No bleeder shall be installed except upon completion of the "Install Water Bleeder Application" form W/S-4 and in accordance with this by-law and the specifications.
515. (3) No person shall permit or allow water to bleed from service lines prior to connection to private facilities. When private facilities are being constructed or repaired a circulation pump shall be installed.

515. (4) Where a certified electrician or certified plumber certifies in writing that a water service pipe is in danger of freezing owing to the failure of a freeze protection device or other equipment, during a period when immediate repairs are not practical, the S.A.O. may authorize the "Application to Install Water Bleeder" (W/S-4) allowing water to be bled at the premises, provided always that the service pipe and freeze protection are repaired as soon as is practical.
515. (5) Every bleeder shall be installed on the building side of the water meter, unless instructed to do otherwise by the S.A.O., such that a one inch (25 mm) air gap exists between the water bleed pipe and a properly vented fixture or properly sized and vented P-trap prior to discharge into the sewer pipe.
- 515 (6) The bleeder shall be removed as soon as practical or by July 31 of the following year, and the owner shall repair or replace the freeze protection devices by November 1 of the following year. The owner or occupant may be permitted the use of a bleeder only during the months of November through July of one year.
- 515 (7) The customer shall register a bleeder with the S.A.O. and inform the S.A.O. when the bleeder has been removed.
515. (8) Failure to register a bleeder is an offence
515. (9) The S.A.O. shall maintain a register of all authorized bleeders.
515. (10) Where the S.A.O. authorizes water to be bled and registers the bleeder, the customer shall be levied a service charge based on the actual water consumption or lesser amount as determined by the S.A.O.

#### **Water Use for Fire Protection**

516. (1) Where water is supplied or made available for the purpose of fighting fires, no person shall use such water, or cause or allow such water to be used for any purpose other than fighting a fire.
516. (2) Where water supplied or made available for the purpose of fighting fires, is used for purposes other than fighting a fire, the customer at the premises to which the water was supplied shall be charged for the cost of the water estimated by the S.A.O. to have been used other than fighting a fire.
516. (3) Where water from a metered service is used to fight a fire, charges for the appropriate billing period may, at the request of the customer, be adjusted so that the customer does not pay for water so used.
516. (4) No person or customer shall allow a continuous flow of water from the municipal piped water system during a fire or fire alarm, except for the purpose of extinguishing a fire.



**Access to Hydrants, Valves and Accessories**

- 517 (1) No person shall in any manner obstruct or impede the free access to any main, fire hydrant, valve or other accessories on the municipal system.
517. (2) No person shall use water from a fire hydrant on the municipal system for any purpose other than to fight a fire, without the approval of the S.A.O..
- 517 (3) All new City hydrants or privately owned hydrants shall be installed in hydrants vaults in accordance with the City of Yellowknife Design and Construction Standards.
- 517 (4) Hydrants installed on City owned water lines shall become the property of the City and the City shall have full responsibility and control over the maintenance and operation of such hydrants.
- 517 (5) All existing and/or future hydrants installed on privately owned water lines shall be the property of the owner and shall be maintained by and at the cost of the owner on an annual basis to the satisfaction of the S. A. O.. In the case where the owner has failed to notify the S.A.O. that regular maintenance has been completed the S.A.O will direct City forces to undertake such work at the cost of the owner. The S.A.O. will provide such direction without notification to the owner.
- 517 (6) All existing and/or future privately owned hydrants shall not be removed or otherwise made unserviceable without the written authorization of the S. A. O..
- 517 (7) The City shall be notified immediately when any existing and/or future hydrant is determined to be in a condition that would render it unusable for fire fighting purposes.
- 517 (8) Fire hydrants shall only be operated by City employees or those authorized to do so by the S. A. O..
- 517 (9) No person shall obstruct free access to any fire hydrant. No vehicle, building, fence, tree, shrub, snow pile or any other thing shall be placed within two (2) meters of any hydrant.
- 517 (10) Water from a City owned hydrant or un-metered water from a privately owned hydrant shall not be taken for purposes other than fighting fires except as authorized by the S.A.O. City owned hydrants may be used by employees of the City or by contractors for furnishing water for temporary water supply, street cleaning, flushing sewers, street repairs or any other purpose as approved by the S.A.O. If specified by the S.A.O. the Contractors on occasions may be required to obtain a portable water meter and pay the metered rate for the water used as specified in the Fees and Charges Bylaw. Portable water meters shall only remain connected to the fire hydrant during filling. Once filling has been completed, the meter shall be

disconnected and properly stored until the next filling. In no case is the meter to be left connected to the hydrant when it is not in use.

### **Mandatory Connection to Piped System**

518. (1) Every owner shall connect his premises to piped water and/or sewer mains installed abutting his premises within two (2) years of the time the S.A.O. certifies that the mains are operational and issues an order to connect to the mains.
518. (2) The S.A.O. shall notify every owner that has not connected to the mains nine (9) months before the end of the two (2) year period.
518. (3) After such a two (2) year period, the S.A.O. may discontinue trucked water service to such premises or levy service charges to such premises based on the full cost of any trucked service.

## **PART 6 - STORM WATER SEWERS**

### **Storm Sewer Authorized Releases**

601. (1) No person shall release or permit the release of any matter into the storm sewer system or any watercourse, except:
- a) Storm water and run-off from melt of natural precipitation that complies with the requirements of this by-law;
  - b) Clear-water waste;
  - c) Sub-surface water that complies with the requirements of this by-law;
  - d) Water resulting from street cleaning, water main maintenance and hydrant flushing;
  - e) Water resulting from fire extinguishing activities determined by the S.A.O. to be suitable to enter the storm sewer;
  - f) Water resulting from garden and lawn maintenance;
  - g) Water resulting from non-commercial car washing;
  - h) Sub-surface water, storm water or clear-water waste from a remediation site for which a Permit to Discharge has been issued.
601. (2) No person shall release or permit the release of any matter of any type into the storm sewer system or any watercourse which may:
- (a) Result in a hazard to any person, animal, property or vegetation;
  - (b) Cause an adverse effect on the storm sewer system;
  - (c) Cause an adverse effect on the quality of the water in any storm sewer or water course;
  - (d) Result in storm water being released in contravention of *Mackenzie Valley Resource Management Act* and guidelines/standards adopted and/or stipulated by the Mackenzie Valley Land and Water Board;
  - (e) Originate from a commercial car wash;

- (f) Have a temperature greater than 60 degrees Celsius;
  - (g) Have a pH less than 6.0 or greater than 9.0, except for rainwater;
  - (h) Contain waste water;
  - (i) Contain super chlorinated water;
  - (j) Contain a restricted or over strength matter as described in Schedule "D", attached hereto and forming part of this bylaw;
  - (k) Originate from fire fighting activities that may result in a hazard to any person, animal, property, or vegetation;
  - (l) Originate from sub-surface water, storm water or clear-water waste from a remediation site for which no Permit to Discharge has been issued.
601. (3) Where a person needs to or is releasing storm water that does not meet the requirements of section 601 (1) or 601 (2), they shall apply to the S.A.O. in the prescribed form and pay the designated fee for a Permit to Discharge. The S.A.O. will review the application and may either issue or refuse the permit. Conditions that may be placed on the permit include the requirement for pre-treatment to a specified level, testing and monitoring.
601. (4) No person shall release any matter of any type into the storm sewer system including drainage ditches between October 15 and April 30 of the following calendar year.
601. (5) Where a person needs to discharge storm water and/or ground water during the restricted period they may apply to the S.A.O. for permission to discharge into the City's sanitary sewer system with the understanding that they shall be subject to a fee as described in Section 902.

#### **Unauthorized Releases**

602. (1) Any person who releases or permits the unauthorized release of any matter set out in Section 601 into the sanitary sewer system, storm sewer system or any water course, immediately after becoming aware of the release, shall notify the City and provide the following information:
- (a) Name of the person owning the matter released;
  - (b) Location of the release;
  - (c) Name of person reporting the release and telephone number where that person can be reached;
  - (d) Time of the release;
  - (e) Type of material released and any known associated hazards;
  - (f) Volume of the material release;
  - (g) Corrective action being taken or anticipated to be taken to control the release.
- This does not preclude any person from notifying the GNWT Spill Line as required.
602. (2) The person who released or permitted the unauthorized release shall, as soon as the person becomes aware or ought to have become aware of the release, take all reasonable measures to:
- (a) Confine, remedy and repair the effects of the released matter;

- (b) Remove and dispose of the matter in such a manner as to effect the maximum protection to human life, health and the sanitary sewer system, storm sewer system or water course.
602. (3) The person who released or permitted the release shall within fourteen (14) days following the unauthorized release submit to the City a written report that details the following:
- (a) Date and time of the release;
  - (b) Location of the point of the release;
  - (c) Duration of the release and the release date;
  - (d) Composition of the release showing with respect to each substance its concentration and total quantity, a description of the circumstances leading to the release;
  - (e) Steps or procedures which were taken to minimize, control or stop the release;
  - (f) A summary of the impairment, damage, or harm which occurred to any person, premises, private drainage system;
  - (g) Any other information required by the City.
602. (4) Any person observing a release of any matter set out in section 601 or 602 into the sanitary sewer system, storm sewer system or any water course shall notify the City and provide as much information on the release as possible.
602. (5) Any person who releases or permits the unauthorized release of any matter set out in section 601 into the sanitary sewer system, storm sewer system or any water course shall be responsible for all associated clean up costs.

## **PART 7 - TRUCKED WATER AND SEWER SERVICE**

### **Scheduled Trucked Service**

701. (1) The S.A.O. shall establish times for the provision of trucked service to each customer or part of the City.
701. (2) The City shall endeavour to provide scheduled trucked service, weather, roads, and vehicle conditions permitting.
701. (3) Every customer requesting trucked service at a time other than the normal working hours shall be levied a fee to recover the City's costs, in addition to the normal service charge, except when the previous scheduled trucked service was not received through no fault of the customer.

### **Installation of Trucked Service Building Facilities**

702. (1) All trucked service building facilities shall be installed by, and at the cost of, the owner and shall remain the property of the owner.

702. (2) All trucked service building facilities shall be inspected and approved by the S.A.O. prior to receiving service

**Maintenance, Repair and Thawing of Trucked Service Building Facilities**

703. (1) Every owner shall maintain his trucked service building facilities in proper order and free from leakage or wastage. The owner is responsible for all repairs and routine maintenance if required repairs are not completed the City may suspend service until such time as the repairs are made to the satisfaction of the S.A.O..
703. (2) The City may in the case of an emergency repair any trucked service building facilities and the cost of such repair work shall be levied on the owner.

**Specifications, Design Approval and Inspection of Trucked Service Building Facilities**

704. (1) No trucked service building facilities shall be installed except in accordance with this by-law and the Trucked Water Service Standards in the specifications.
704. (2) Design plans for trucked service building facilities, which have four (4) or more water closets, showers, or other high volume fixtures shall be:
- (a) certified by a Professional Engineer, and
  - (b) submitted to the S.A.O., and
  - (c) approved prior to the commencement of construction.
704. (3) Two sets of "as built" plans shall be provided when required by the S.A.O. within sixty (60) days of completion of trucked service building facilities.
704. (4) No trucked service building facilities shall be enclosed, covered and backfilled until the work has been inspected and approved by the S.A.O..
704. (5) All installation, maintenance, repair and disconnection of trucked service building facilities shall be subject to the inspection and approval of the S.A.O..
704. (6) All buried tanks shall be anchored to concrete pads or pinned to bedrock to prevent movement or floating to the surface.

**Correction to Non-Conforming Trucked Service Building Facilities**

705. Where in the opinion of the S.A.O., existing trucked service building facilities are being operated in contravention of this by-law, including the Trucked Service Water Standards in the specifications, Section A-3 of Specifications A, the S.A.O. shall issue an order to the owner of the trucked service building facilities:

- (a) specifying the manner in which the owner is contravening the by-law, and
- (b) directing the owner to comply with the by-law, and
- (c) specifying the actions to be performed by the owner to comply with the by-law, and
- (d) notifying the owner of the time and date by which such action is required to be taken.

**Number of Trucked Service Building Facilities**

- 706. (1) No premises shall be supplied with trucked service to more than one water tank and one sewage tank except upon submission of plans for the approval of the S.A.O..
- 706. (2) The S.A.O. may allow trucked service to a separate water tank or sewage tank for self-contained units on properties.

**Access to Trucked Service Building Facilities**

- 707. (1) The customer shall maintain, at his own expense unimpeded access to the water fill point and sewage pump out point, which shall terminate within six (6) metres of a public right-of-way, including the removal of ice, snow, mud, vehicles, pets and yard material.
- 707. (2) Where the water fill point or sewage pump out point are not accessible, the S.A.O. shall cause a notice to be left at the premises and the offices of the City, indicating the time and reason trucked service could not be provided and the corrective measures required before trucked service will be resumed.
- 707. (3) Failure to allow or maintain access shall in addition to the discontinuance of service cause the owner to be levied the cost of one direct return trip by the contractor for the City.
- 707. (4) The owner or occupant of properties from which sewage is collected other than piped or trucked services must use containers and bags approved by the S.A.O. until such time as this service is discontinued. At such time as this service is discontinued the owner or occupant will be responsible to transport and deposit such waste at the designated location at the City's Landfill.
- 707. (5) Failure of any containers shall in addition to the immediate discontinuance of service cause the owner or occupant to be levied the cost of clean up and one direct return trip by the contractor for the City and is an offence under this by-law.

## **PART - 8 METERS**

### **Meter Requirement**

801. Subject to this by-law, an approved water meter with an approved remote reading device, shall be installed on every water service pipe, unless otherwise authorized by the S.A.O.

### **Supply and Installation of Meters by the Owner**

802. (1) The owner shall supply and install meters, remote reading devices and accessories for all water service pipes.
802. (2) The location and the design of meters, remote reading devices and accessories shall be in accordance with the specifications of the City and shall be approved by the S.A.O..
802. (3) Every meter, remote reading device, and accessories installed by an owner in accordance with this section shall become the property of the City, which shall, subject to Section 808, be responsible for its maintenance.
802. (4) Nothing in this section shall be construed as to relieve the owner or customer of the obligation to pay any charges or fees required by this by-law.

### **Supply of Meters by the City**

803. The City shall supply meters and remote reading devices for water service pipes less than 3/4 inch or 20 millimetres in diameter and the owner shall be levied a fee to recover the City's costs at the time the meter is picked up by the owner from the City and prior to the final inspection.

### **Supply and Installation of Meter Setting by the Owner**

804. (1) Every owner, regardless of the size of the water service pipe, shall supply and install a horizontal meter setting and control valves immediately ahead of and after the meter setting, or obtain prior written approval of modifications from the S.A.O.. Failure to comply may result in fines. The owner will be responsible to cover any costs associated with meeting this clause and for any work undertaken as a direction of the S.A.O. needed to meet the requirements as specified.
804. (2) The location and design of the meter setting and control valves shall be in accordance with the specifications of the City and shall be approved by the S.A.O..
804. (3) The meter setting and control valves shall be positioned as close as is practical to the point where the private water service pipe enters the building and positioned for easy access to read, repair, test or replace a meter.

**Supply and Installation of Wiring for Remote Reading Device by Owner**

805. For new construction, every owner, regardless of the size of the water service pipe, shall supply and install wiring in its own conduit, for a remote reading device, for each meter to be installed, in accordance with the specifications and approved by the S.A.O..

**Supply, Installation and Sealing of Meter Bypass**

806. (1) The owner shall supply and install a meter bypass with a sealable control valve for all water service pipes
- (a) having a diameter greater than 50 millimetres (two inches),
  - (b) of any size, where the owner requires continuous service during the testing, repairing or replacing of meters.
806. (2) The S.A.O. shall cause a seal to be affixed to any meter bypass control valve.
806. (3) Where a seal has been affixed in accordance with subsection (2), no person or customer shall break the seal without the prior written approval of the S.A.O..
806. (4) Where the customer or occupant of premises where a seal has been affixed in accordance with subsection (2), determines that the seal has been broken, he shall notify the S.A.O. as soon as is practical.
806. (5) Where a seal affixed in accordance with subsection (2) is broken, the customer shall be levied a charge for the quantity of water which the S.A.O. estimates has been used and shall be considered an offence.

**Number of Meters**

807. (1) The S.A.O. shall determine the number of meters that shall be installed for any premises.
807. (2) Subject to subsection (1), where two or more water service pipes, excluding water recirculation service pipes, supply a premise or where water service pipes are interconnected, a meter shall be installed on each water service pipe.
807. (3) Subject to subsection (1), single-family dwellings and single unit buildings including apartment, commercial, institutional and industrial buildings, shall have a minimum of one (1) meter installed in each building.
807. (4) Subject to subsection (1), residential, commercial or industrial buildings containing (with) multiple side by side units shall have one meter per unit, and all such meters for the building shall be banked at one location where the service pipe enters the building or approved by the S.A.O..



**Meter Protection**

- 808. (1) The customer shall protect the meter, meter setting, control valves, meter wire, remote reading device, and accessories from loss or damage from frost and any other causes within his control.
- 808. (2) The customer shall pay all costs incurred by the City to replace a lost meter or to repair damage to any meter, meter wire, remote reading devices, or accessory caused by frost or any other causes within the control of the customer.

**Meter Readings**

- 809. (1) Meters shall be read at intervals determined by the S.A.O. provided that, if possible, meters shall be read at least every two (2) months.
- 809. (2) Where a meter is not or can not be read for the current billing period, the S.A.O. shall estimate the water consumption for the purpose of establishing a service charge provided that the water consumption and account are reconciled when a meter reading is obtained.

**Special Meter Readings**

- 810. Where a customer requests a special meter reading, a fee to recover the City's costs shall be levied on the customer.

**Meter Seal**

- 811. (1) The S.A.O. shall cause a seal to be affixed to any meter.
- 811. (2) Where a meter seal has been affixed in accordance with subsection (1), no person or customer shall cause, permit or allow such a seal to be broken without the prior written approval of the S.A.O..
- 811. (3) Every person or customer who determines that a meter seal affixed in accordance with subsection (1) has been broken, including for the purpose of thawing the service line, shall notify the S.A.O. as soon as is practical.
- 811. (4) Where a meter seal affixed in accordance with subsection (1) has been broken, the customer shall be levied a charge for the quantity of water which the S.A.O. estimates has been used and shall be considered an offence under this by-law.

**Meter Testing**

- 812. (1) The S.A.O. may cause any authorized meter to be tested.
- 812. (2) Where a customer makes written request for a meter test and pays the fee, to recover the City's costs, the S.A.O. may cause the meter to be tested.

812. (3) Where the inaccuracy of a meter tested is five (5) percent or greater,
- (a) the amount of any meter reading fee paid shall be refunded to the customer,
  - (b) the S.A.O. shall estimate the amount of water for which the customer has been overcharged or undercharged for a period not exceeding six months prior to the date of testing,
  - (c) the municipal services account of the customer shall be adjusted in accordance with paragraph (b) and the rates prescribed in the schedules, provided always that no refund shall be made other than to the customer whose account was overcharged.

#### **Meter Malfunction**

813. If a meter fails to register or to properly indicate the flow of water, the customer shall be liable to pay for the quantity of water which the S.A.O. estimates has been used or a flat rate as specified in the Fees and Charges By-law.

#### **Adjustment for Undetected Leaks**

814. (1) If a meter shows excessive high consumption in comparison to previous readings, the S.A.O. may notify the customer.
814. (2) Where an undetected leak is discovered, and where in the opinion of the S.A.O. the customer could not reasonably have been expected to be aware of such leak, the S.A.O. may adjust the service charge based on the average previous consumption, provided however, that such leak is repaired within forty eight (48) hours of the discovery. No such adjustment to the customer's account shall extend for a period beyond three (3) months prior to the discovery of the leak, and provided always that no refund shall be made other than to the customer whose account was charged.
814. (3) The provisions for adjustment as specified in Section 814 (2) will not be invoked more than once every twenty four (24) months.

#### **Access to Property for Meter Reading**

815. (1) Employees of the City and their authorized agents shall be admitted to premises during regular City business hours in order to inspect, test, repair, or read an authorized meter or remote reading device upon such premises. Such employees or authorized agents shall upon request, show identification as determined by the City.
815. (2) If access to a meter or remote reading device cannot be obtained, the S.A.O. shall cause a notice to be left at the premises indicating the corrective measure required and the time and date by which the corrective measures must be carried out.

815. (3) Where after two successive attempts to access a meter or remote reading device by the employees of the City or their authorized agents,
- (a) a meter reading fee, to recover the City's costs, shall be levied for each subsequent unsuccessful attempt to read the meter or remote reading device,
  - (b) the S.A.O. may discontinue service to the premises,
  - (c) levied a fine as specified under this by-law.

## **PART 9 - BILLING AND COLLECTING**

### **Rates**

901. All rates shall be set and levied in accordance with the rates specified in Fees and Charges By-law or any successor by-law for various categories of customers, owners and service

### **Service Charges**

902. (1) Subject to subsection (2), services charges shall be levied in accordance with the rates specified in Fees and Charges By-law or any successor by-law for various categories of customers, owners and service.
- (a) Where a customer who has received permission from the S.A.O. to discharge the storm water and/or ground water into the sanitary sewer system a rate equal to fifty-five percent (55%) of the current water rate as specified in the Fees and Charges By-law shall be charged.
902. (2) Unless otherwise provided for in this by-law, service charges shall be calculated:
- (a) where an approved meter or truck meter is in use, according to the quantity of water indicated by such meter; or
  - (b) where an approved meter or truck meter is not in use, in accordance with the appropriate type of premises, unit of measurement, and quantity of water use as determined by the S.A.O., or
  - (c) where a customer or owner who does not receive municipal service and connects to public piped service, or where a customer or owner receives trucked service connects to public piped service, for a pro-rata share of the capital costs to establish public piped service in addition to the cost to connect to the public piped service in accordance with subsection 502 (2).
  - (d) where a customer discharges storm water and/or ground water into the sanitary sewer system and the discharge cannot be metered the S.A.O. shall charge a flat rate based on a professional engineer's estimate. The customer

shall be responsible for all costs associated with the development of this estimate.

### **Industrial Use of Water**

903. (1) Where, in the opinion of the S.A.O., water is used for industrial purposes, the service charge shall be determined in the Fees and Charges By-law or any successor by-law.

### **Payments**

904. (1) Bills for all charges, fees and interest are payable on the due date appearing on the bill. Due dates shall be set by the City and clearly marked on bill and as determined in the Financial Administration By-law or any successor by-law.

### **Owner Liability**

905. (1) Liability to pay bills shall not be affected by any defect in the form of bill or non-receipt of a bill and as described in the Financial Administration By-law or any successor by-law.

### **Changes in Use, Occupancy or Property Served**

906. (1) The customer shall notify the S.A.O. in writing of any change in the use, occupancy, site served, or any other matter which may affect the service charges and fees payable under Fees and Charges By-law or any successor by-law.

### **Adjustment for Charges for Partial Period**

907. (1) Where, in the opinion of the S.A.O., a customer is entitled to an adjustment in service fees for a partial period then such adjustments will be made in a prorated fashion in accordance with Financial Administration By-law or any successor by-law. This does not apply to any monthly flat fees or administrative fees that are charged to the customer.

## **PART 10 - ENFORCEMENT**

### **Enforcement of Payments**

1001. (1) Enforcement of payments shall be done in accordance with the Financial Administration By-law or any successor by-law.

### **Offences**

1002. (1) Any person or customer who contravenes any provisions or requirements of this by-law is guilty of an offence and is liable, upon summary conviction to a fine not exceeding:

- (a) two thousand dollars (\$ 2,000.00) for an individual;
  - (b) ten thousand dollars (\$ 10,000.00) for a corporation or;
  - (c) imprisonment for a period not exceeding six (6) months, in default of payment of a fine.
1002. (2) Pursuant to Section 902 (1) of this by-law, an Officer may issue a Summary Offence Ticket Information in a form accepted by the *Summary Conviction Procedures Act*, to any person who violates any provision of this by-law and such person may, in lieu of prosecution, pay the City the voluntary penalty per Section J of Schedule A, for the offence, prior to the court date specified on the ticket.
- 1002 (3) Any charges for offences under this section do not preclude any other costs owed to the City due to contravention or for services provided by the City within the provisions of this by-law.

### **Public Health**

1003. (1) If any condition exists which in the opinion of the S.A.O. or contractor requires the Department of Health to be notified, such notification shall be done immediately.
1003. (2) Any condition noted under subsection (1) may require the S.A.O. or contractor to discontinue water or sewer services and shall be considered an offence under this by-law.

## **PART 11 - ADMINISTRATION**

### **Separability**

1101. The provisions of this by-law are separable and invalidity of any part of this by-law shall not affect the rest of the by-law.

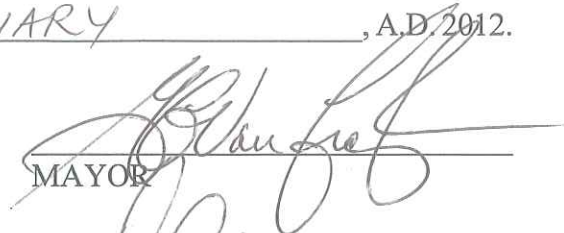

### **Repeal**

1102. By-law No. 3529 is hereby repealed.

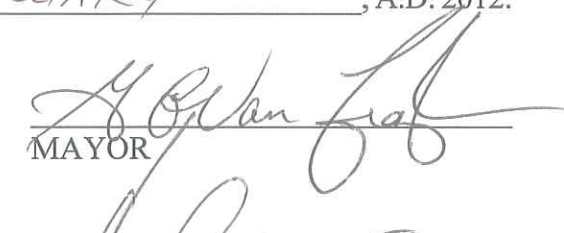

### **Effect**

1303. This by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the *Cities, Towns and Villages Act*.

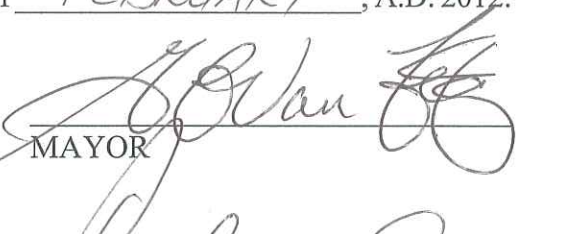

READ a First time this 27 day of FEBRUARY, A.D. 2012.

  
MAYOR  
  
CITY ADMINISTRATOR

READ a Second time this 27 day of FEBRUARY, A.D. 2012.

  
MAYOR  
  
CITY ADMINISTRATOR

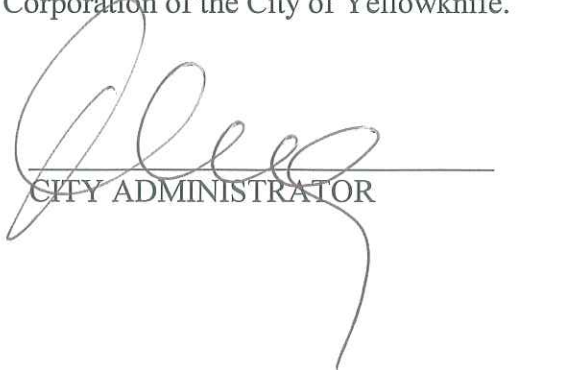
READ a Third time and Finally Passed this 27 day of FEBRUARY, A.D. 2012.

  
MAYOR  
  
CITY ADMINISTRATOR

The unanimous consent of all members voting in attendance having been obtained.

I hereby certify that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the by-laws of the Municipal Corporation of the City of Yellowknife.



  
CITY ADMINISTRATOR

**CITY OF YELLOWKNIFE  
BY-LAW NO. 4663  
SCHEDULE A - TARIFFS**

SECTION A - PUBLIC PIPED SERVICE USERS

All users of the Public Piped Service system shall be charged for both access and consumption.

1. Charges for access to the service shall be determined on the basis of LOAD and DEMAND.

- (a) (i) For the "load" on the service, based on the amount of service to which the user has access, each user will be charged a fee per EQUIVALENT RESIDENTIAL UNIT (ERU) per month as set out in Fees and Charges By-law or any successor by-law. One ERU is deemed to be as follows:

Residential:

Single family home/apartment unit (per 2 bathrooms or portion thereof)  
Hostels/Group Homes (per 5 residents)

Commercial:

Restaurants/Bars (per 10 seats, or portion thereof)  
Car Wash/Laundry (per 100 square feet, or portion thereof)  
Hotels/Motels/Rooming Houses (per 2 rooms)  
Offices & Businesses (per 1,000 square feet)

Institutional:

Hospitals/Corrections Centres (per bed)  
Schools/Classrooms (per 10 students)  
Churches (per location)

Industrial:

As determined by the S.A.O.

- (ii) The charge for coverage provided by the Service Connection Failure Assistance Program will be a flat rate as specified in the Fees and Charges By-law per Equivalent Residential Unit, and will apply to service connection repairs undertaken on behalf of subscribing customers.

- |     |                     |              |               |
|-----|---------------------|--------------|---------------|
| (b) | Size of water meter | Capacity     | Monthly       |
|     | Imperial Metric     | Demand Ratio | Demand Charge |
|     | (inches) (mm)       |              |               |

The charges for access to the service shall apply regardless of whether any water is consumed.

2. In addition all users shall be charged for the water consumed at the rate set out in Fees and Charges By-law or any successor by-law.

SECTION B - UNMETERED USERS

1. The following monthly rate shall be assessed and charges based thereon shall be made respecting all single family residential water users serviced from and connected to the City's Public Piped Service and not otherwise provided for in this By-law:

A fee, as set out in Fees and Charges By-law or any successor by-law, per month minimum charge.

2. Any other water users connected to the City's public piped service and are not metered shall be charged an amount which will be determined by the S.A.O. based on an estimated load, line size, and estimated consumption.

SECTION C - WATER DELIVERY AND SEWAGE PUMP OUT

1. Users residing in residentially zoned areas within the city, where no connection can be provided to the City's Public Piped Service shall be charged for both access and consumption as set out in Fees and Charges By-law or any successor by-law.
2. Trucked water and sewage pumpout as set out in Fees and Charges By-law or any successor by-law.
3. All business and caretaker security units on industrially and commercially zoned premises, as defined by the Zoning By-law, shall be charged for both access and consumption as set out in Fees and Charges By-law or any successor by-law.
4. The business rate as set out in section C-3 shall apply to businesses in mixed use zones, as defined under the Zoning By-law.
5. Delivery of potable water and collection of wastewater shall be provided by the City's contractors twice weekly, excepting Sundays, during hours as specified in each respective service contract, subject to the provisions of the Water and Sewer Services By-law.
6. All residences receiving trucked municipal services shall conform to the specifications as appended to the Water and Sewer Services By-law.
7. Residences currently ineligible to receive a water delivery and sewage pick-up authorization plate will be eligible to receive a temporary permit upon the residence being accepted by the SAO as a non-standard residence. The users with non-standard residences shall obtain the temporary permit and shall renew the temporary permit annually.
8. Authorization plates are the property of the City of Yellowknife.



**SECTION D - FLAT RATE BILLING**

Where the S.A.O. is unable to obtain access for the purpose of meter reading, the consumption shall be based on,

- (a) the average actual readings from the previous six months; or
- (b) in the event of inadequate readings, the consumption shall be calculated on the average gallage. If no basis for averaging exists, the consumption shall be calculated on a gallage as described in the Fees and Charges By-law.

**SECTION E - BULK SALES**

Bulk sales from the City standpipes as set out in Fees and Charges By-law or any successor by-law.

**SECTION F - SURFACE WATER LINES**

The consumption for the period that the City turns on the water surface lines shall be calculated on the average consumption as specified on the monthly billings from the January 1 to May 31 period.

**SECTION G - SUMMER RATES (NON-BUSINESS)**

**Metered Consumption**

The summer months are designated to be consumption periods beginning June 1 and ending August 31.

**SECTION H - WATER METER FEE**

The water meter fee per Section 903 as set out in Fees and Charges By-law or any successor by-law.

**SECTION I - CONNECT OR DISCONNECT PERMIT FEE**

The connect or disconnect permit fee as set out in Fees and Charges By-law or any successor by-law.

SECTION J - VOLUNTARY FINES

DESCRIPTION	SECTION	AMOUNT
Improper connection	208	\$ 250.00
Water wastage	401	\$ 250.00
Contamination	402	\$ 500.00
Discharge of harmful matter	403	\$ 500.00
Failure to abide by order	506	\$ 250.00
Breaking a shut off seal	512	\$ 250.00
Nonconforming service pipe	513	\$ 200.00
Failure to test a cross connection control device	514	\$ 500.00
Failure to install a cross connection control device (New or Replacement)	514	\$ 500.00
Installing a bleeder without authority	515	\$ 500.00
Failure to register a bleeder	515	\$ 500.00
Failure to remove a bleeder	515	\$ 250.00
Improper use of water	516	\$ 500.00
Blocking Access to Hydrant	517	\$100.00
Unauthorized Storm Sewer Release	601	\$250.00
Failure to provide access to water fill or sewage pump out points	707	\$ 75.00
Failure to install a meter	804	\$ 250.00
Broken meter seal	811	\$ 250.00
Failure to provide access after two successive attempts	815	\$ 100.00

**SECTION K - INFRASTRUCTURE REPLACEMENT LEVY**

An Infrastructure Replacement Levy per Equivalent Residential Unit -as defined in Section A 1 (a) of this Schedule- shall be charged each month to assist with the capital cost of replacing City of Yellowknife water and sewerage infrastructure.

**SECTION L - CAPITAL COST TO CONNECT TO PUBLIC PIPED SERVICE**

Capital cost to connect to public piped services as set out in Fees and Charges By-law or any successor by-law.

**SECTION M – CALCULATION OF ACTUAL COSTS**

Calculation of Actual Costs to include the following:

- (1) Vehicle Replacement Costs
- (2) Hourly Fuel Rates
- (3) Maintenance Costs
- (4) All Labour & Operation Costs (fully burden costs)
- (5) Materials
- (6) Contracted Costs

**SCHEDULE B - FORMS**

CITY OF YELLOWKNIFE

WATER AND SEWER SERVICES BY-LAW NO. 4663



# city of Yellowknife

BY-LAW NO. 4663

FORM W/S - 1

## WATER AND SEWER SERVICES APPLICATION FORM TO CONNECT or DISCONNECT SERVICES

Phone: 867-920-5600  
 Fax: 867-920-5649  
 IVR: 867-920-2489  
 Email: FinanceDivision@yellowknife.ca

Connect <input type="checkbox"/> Disconnect <input type="checkbox"/>	Day	Month	Year	Utility Acct #:
Service Address				Lot
Owner's Name				
Mailing Address (if different from above)				

<b>DECLARATION:</b>	The above information, to the best of my knowledge is true. Should the information change, the City shall be notified immediately. It is understood and agreed that permission hereby applied for is subject to compliance with the By-laws of the City of Yellowknife.	
	Print Name	Date

If this application is connect to the City of Yellowknife potable water system, the applicant must also register these services and set up a utility account with Form W/S – 2, Water and Sewer Services Registration Form. The applicant is also required to provide record (as-built) drawings showing the location and elevations of the services.

**Only City Personnel shall approve connections or disconnections at the main, no alteration to the service lines, including the meter or freeze protection shall be permitted except as authorized by the Senior Administrative Officer of the City of Yellowknife or a designate pursuant to the Water and Sewer Services By-law No. 4663.**

The cost of all excavation and backfill required for a water and sewer connection or disconnection shall be recovered from the property owner.

After authorization, notification to connect/disconnect must given twenty four (24) hours before City Personnel are required.

<b>For City Use Only</b>	
Permit Fee Received	<input type="checkbox"/>
Service Record Drawings Provided	<input type="checkbox"/>
Form W/S – 1 Complete	<input type="checkbox"/> (for service connections only)
<b>Authorization:</b>	
_____	_____
Public Works (Please Print)	Date
_____	
Signature	



# City of Yellowknife

BY-LAW NO. 4663

FORM W/S - 2

## WATER AND SEWER SERVICES REGISTRATION FORM

Phone: 867-920-5600  
 Fax: 867-920-5649  
 IVR: 867-920-2489  
 Email: FinanceDivision@yellowknife.ca

		<b>LOT:</b>	<b>BLOCK:</b>
<b>SERVICE ADDRESS</b>			
<b>OCCUPANT'S NAME</b>			
<b>OWNER'S NAME</b> (if different from above)			
<b>MAILING ADDRESS</b> (if different from above)			
<b>OTHER CONTACT INFO</b>	<b>HOME:</b>	<b>WORK:</b>	
	<b>FAX/CELL:</b>	<b>EMAIL:</b>	

<b>TYPE OF BUILDING</b>	<input type="checkbox"/> Residential	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Other
<b>TYPE OF USE *</b>	<input type="checkbox"/> Domestic	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Other
<b>TYPE OF SERVICE</b>	<input type="checkbox"/> Piped <input type="checkbox"/> Trucked    (please check one and complete details below)			

<b>PIPED SERVICES</b>	<b>WATER</b>	<b>SEWER</b>
	_____ mm (inch) water service	_____ mm (inch)
	_____ mm (inch) return line	

IT IS UNDERSTOOD AND AGREED THAT the permission hereby applied for is subject to due compliance with the provisions of the Water and Sewer By-Law of the City of Yellowknife. The operation, maintenance and freeze protection of water and sewer service lines is the sole responsibility of the property owner. Repair of service lines due to failure, NOT of the responsibility of the property owner, will be covered by the City's Service Connection Failure Assistance Program (SCFAP), By-law No. 4664.

<b>TRUCKED SERVICES</b>	<b>WATER</b>	<b>SEWER</b>
	_____ (min size = 2250 L or 500 gal)	_____ (min size = 4500 L or 1000 gal)

IT IS UNDERSTOOD AND AGREED that the permission hereby applied for is subject to due compliance with the provisions of the Water and Sewer By-law of the City of Yellowknife. The operation, maintenance and repair of trucked water and sewer service facilities is the complete responsibility of the property owner. All facilities not meeting all of the specifications contained in the Water and Sewer By-law, No. 4663, shall be given thirty (30) days notice to meet specifications, with a maximum extension of not exceeding an additional thirty (30) days.

**DECLARATION:** The above information, to the best of my knowledge is true. Should the information change, the City shall be notified immediately. It is understood and agreed that permission hereby applied for is subject to compliance with the By-laws of the City of Yellowknife.

<b>Print Name</b>	<b>Signature</b>	<b>Date</b>

**PRE-AUTHORIZED PAYMENT FOR UTILITY BILLS**

The City of Yellowknife offers automatic payment of your utility bill. You will continue to receive your utility bill and payment will be debited from your bank account or credit card (Visa or Mastercard) on the due date. To enrol in this service, please complete the following section:

<p><b>Option 1 – Pre-Authorized Bank Withdrawal</b></p> <p>Please provide a cheque sample – photocopy or void (or other account information as listed below)</p> <p>Bank # - 3 Digits                  Transit # - 5 Digits                  Account #</p>		
<p><b>Option 2 - Pre-Authorized Credit Card Payment</b></p> <p align="center">_____ / _____</p> <p align="center">Credit Card Number                                  Expiry Date (mm/yy)</p>		
<p><b>Authorization:</b> I/We (the above customer(s)) authorize the City of Yellowknife to debit my/our account or credit card as indicated above, for the amount outstanding on my/our utility account on the due date shown on each month’s utility bill. Each payment shall be as if I/we had personally issued a cheque or signed credit card transaction authorizing the Bank to pay the City as indicated and to debit the amount specified from my/our account or credit card. I/We will notify the City promptly in writing if I/we move the account from one bank or branch to another, or if there is any change in the account or credit card. This authorization may be cancelled at any time upon written notice by me/us to the City. Any delivery of this authorization to the City constitutes delivery by me/us to the Bank. I am/We are all the persons who are required to sign on the above account or credit card. I/We have a signed copy of this authorization form.</p>		
<b>Print Name</b>	<b>Signature</b>	<b>Date</b>

<b>For City Use Only</b>						
<b>Deposit</b>	<b>Card</b>	<b>W/O #</b>	<b>Entered</b>	<b>Reading Date</b>	<b>Reading #</b>	<b>Meter Reader Initials</b>
				dd/mm/yy		



# City of Yellowknife

BY-LAW NO. 4663

FORM W/S - 3

## WATER AND SEWER SERVICES BILLING DISCONTINUATION FORM

Phone: 867-920-5600  
 Fax: 867-920-5649  
 IVR: 867-920-2489  
 Email: FinanceDivision@yellowknife.ca

DISCONNECT DATE	DAY	MONTH	YEAR	UTILITY ACCT #:
SERVICE ADDRESS				
OCCUPANT'S NAME				
FORWARDING ADDRESS				
OTHER CONTACT INFO	HOME:		WORK:	
	FAX/CELL:		EMAIL:	

<b>DECLARATION:</b>	The above information, to the best of my knowledge is true. Should the information change, the City shall be notified immediately. It is understood and agreed that permission hereby applied for is subject to compliance with the By-laws of the City of Yellowknife.
---------------------	---

Print Name	Signature	Date

<b>Pre-Authorized Credit Card Payment for Final Bill</b>	
_____	_____/_____ Expiry Date (mm/yy)
Credit Card Number	

**Authorization:** I/We (the above customer(s)) authorize the City of Yellowknife to debit my/our account or credit card as indicated above, for the amount outstanding on my/our utility account on the due date shown on my/our final utility bill. This authorization will be cancelled when the final bill has been paid. I am/We are all the persons who are required to sign on the above credit card.

Print Name	Signature	Date

For City Use Only						
Deposit	Card	W/O #	Entered	Reading Date	Reading #	Meter Reader Initials
				dd/mm/yy		





# City of Yellowknife

BY-LAW NO. 4663

FORM W/S - 4

APPLICATION TO INSTALL WATER BLEEDER

Phone: 867-920-5600  
Fax: 867-920-5649  
IVR: 867-920-2489  
Email: FinanceDivision@yellowknife.ca

<b>Lot:</b>	<b>Block:</b>
-------------	---------------

<b>Service Address</b>		
<b>Occupant's Name</b>		
<b>Owner's Name</b> (if different from above)		
<b>Mailing Address</b> (if different from above)		
<b>Other Contact Info</b>	<b>Home:</b>	<b>Work:</b>
	<b>Fax/Cell:</b>	<b>Email:</b>

<b>Declaration:</b>	The above information, to the best of my knowledge is true. Should the information change, the City shall be notified immediately. It is understood and agreed that permission hereby applied for is subject to compliance with the By-laws of the City of Yellowknife.
---------------------	---

<b>Print Name</b>	<b>Signature</b>	<b>Date</b>
-------------------	------------------	-------------

**NOTE:** Bleeder use requires a significant volume of treated and heated water to maintain freeze protection. This extra volume of water is then placed directly into the sanitary sewer system, which increases sewage volumes that have to be pumped through the City of Yellowknife's sanitary sewer system. Bleeder use is ONLY a temporary solution to freeze protection. Bleeders are permitted for ONE (1) season only and the property owner must clearly demonstrate the necessity for a bleeder. All bleeder installations are to be inspected and approved by the City of Yellowknife Public Works Department.

Therefore,

- The City hereby grants permission to have a water bleeder installed on the water service at the above noted address. The bleeder is to be adjusted to allow a maximum flow of (approx. 1.1 L/min) to prevent freezing of the water service. The bleeder must have a 25mm (1 inch) air gap between the discharge line and properly vented fixture or properly sized and vented P-trap.
- Please be advised that bleeders are to be turned off on or before July 31. If bleeders have not been turned off by this date, the property owners may be charged actual consumption for each month and part thereof from July until the bleeder is removed or an extension is granted.
- It is the property owner's responsibility to have the water service line and freeze protection device repaired prior to November 1, as per the Water and Sewer Services By-law No. 4663.

<b>Authorization:</b>	
_____	_____
Public Works (Please Print)	Date
_____	
Signature	

**CITY OF YELLOWKNIFE**  
**BY-LAW NO. 4663**  
**SCHEDULE C**  
**SPECIFICATIONS**

The following shedule provides a description of the standards and specifications that should be considered as a minimum in terms of what is required for the installation and maintenance of water and sanitary sewer services. All services must be approved by the S.A.O. and must adhere to the City's Design Standards and Specifications, which may be revised from time to time.

**A. WATER SERVICES**

**A-1. PIPED WATER SERVICE STANDARDS**

Standards

- a) All water service lines shall meet National Building Code and National Plumbing Code and other municipal bylaw requirements except as superseded by specifications contained in this By-law.
- b) All services shall be located within 2 meters of the centre lot line unless otherwise authorized by the Senior Administrative Officer of the City or a designate.

Freeze Protection

- c) All services shall incorporate freeze protection devices subject to Section 407 of this By-law and Section 2 of Specifications A of this By-law.
- d) All services shall be insulated with a waterproof equivalent of 2" inches or 50mm, or more, of urethane lining which shall extend 12 inches or 300 mm past the point of entry into the heated portion of the structure which it services.

Bedding/Backfill

- e) All services shall be bedded and backfilled using 3/4" or 20mm crush to the standards of Specifications C of this By-Law.
- f)
  - i) No single family dwelling shall be serviced with a water supply line of greater than 3/4" or 20 millimetres.
  - ii) Every water distribution system shall be designed to provide peak demand flow when the flow pressures at the supply openings conform to Table 6.3A of the Canadian Plumbing Code (6.3.1) but shall not be less than 3/4" or 20 millimetres.
- g) All services greater than two inches or fifty millimetres in diameter or for commercial or industrial use must be approved by the S.A.O. in writing. Engineering drawings must be submitted to the S.A.O. and "Water and Sewer Application Form – To Connect or Disconnect Services" (W/S – 1), must be completed at the time of application for a Development Permit.

Single Line Service (Diagram 1)

- h)
  - i) No new single line service connections will be installed.
  - ii) Where single service lines have been installed the water service line from the City main line to the meter shall be of Type "K" soft copper.

Looped Line Service with Pumped Circulation(Diagram 2)

- i) i) All new installations, in areas where a single City main supply is used, shall be a loop connection with a circulating pump.
- ii) The water service line to the meter and the return loop to the City water main shall be of Type "K" soft copper.
- iii) All connection fittings for the circulation pump shall be threaded and of copper, bronze or brass material.
- iv) The circulating pump shall be installed in the loop as indicated in Diagram 2.

Looped Line Service with an Orifice/Union (Diagram 2)

- j) i) All installations, in areas where a City main supply and return line is used, shall be a loop connection using an orifice/union.
- ii) The water service line, from the City water main supply line to the meter and the return loop from the building to the City water main return line, shall be of Type "K" soft copper.
- iii) All service lines shall be properly orificed as indicated in Diagram 2 of these Specifications.
- iv) Valves, connection fittings, the water meter and the orifice shall be located as indicated in Diagram 2 of these specifications.
- v) No person shall install a circulation pump in place of an orifice without the prior written approval of the S.A.O.. Failure to obtain the written approval shall be an offence under this by-law.

Flared Ends for all Service Types

- k) All water service lines of diameters less than or equal to two inches or 50 millimetres must have flared fittings on both ends.

Valve and Union for Shut-Off

- l) A threaded valve must be installed before the meter inside the building. This is the building shut-off valve. The valve shall be at least 300 millimetres above the floor level.

Fittings

- m) Any joints outside the building shall be made with a flared copper to copper fitting.
- n) There shall be no soldered or brazed fittings between the main line and the shut-off valve.
- o) Downstream from the meter, only threaded copper, bronze or brass non-compression fittings, shall be used.

Grade/Angles

- p) i) Only gradual bends shall be incorporated into the service line to provide directional change if necessary. Owners shall not install service lines from buildings to lot lines prior to installation of the property service from main to lot line by the City.
- ii) A minimum positive slope of 1 in 50 shall be maintained.

Mobile Homes

- q) All water service lines to mobile homes shall:
  - i) Not be less than 3/4" or 20 millimetres in diameter for the supply line and return line.
  - ii) Terminate above ground;
  - iii) Incorporate a tamper-proof connection that is capable of being repeatedly connected, disconnected and sealed;
  - iv) Incorporate a means of draining, heating or circulating water within that part of the pipe from the City main to the property when not in use;

A-2. FREEZE PROTECTION

All water service lines, including supply and return lines, shall be insulated with a waterproof equivalent of 2 inches or 50 millimetres, or more, urethane lining which shall extend 12 inches or 300 millimetres past the point of entry into the structure which it services.

Bleeders(Diagram 1)

Permission to Use

- j) i) The owner or occupant shall be permitted bleeder use only during the months of November through July of one year. The "Application to Install Water Bleeder" (W/S – 4), must be completed and approved.

Position

- ii) The bleeder shall be installed on the house side of the meter so that all water is metered, as shown in Diagram 1 of this By-Law.
- iii) A 1/4 inch or 6.5 millimetre plastic discharge line shall be made to discharge to the sanitary sewer service and provide a one (1) inch or twenty five (25) millimetre air gap between the discharge line and a properly vented fixture or a properly sized and vented P-trap.
- iv) Discharge flow rates shall not exceed 1 litre per minute.

Removal and Repairs

- v) The owner or occupant shall remove the bleeder and repair or replace the freeze protection device on his water service line during the period August through October of the following year.

Disconnection

- vi) The owner or occupant shall notify the City of the disconnection of a bleeder.

Costs

- vii) The owner or occupant shall be charged for all costs of bleeder operation subject to Section 515 of this By-Law.

**A-3. TRUCKED WATER SERVICE STANDARDS**

All trucked water service systems shall conform to the Canadian Building and Plumbing Codes unless superseded by this By-Law.

Access

- a) Unimpeded access, including the removal of mud, ice, snow, pets, vehicles, and yard material, to the water fill point shall be maintained.
- b) The water fill point shall not exceed a distance of 20 feet or 6 meters from the City right-of-way and must extend out the wall facing the roadway. The owner or occupant of fill points in excess of 20 feet or 6 meters must submit written approval from the City contractor to the S.A.O.
- c) The water fill point shall be greater than five feet or 1.5 meters in a horizontal distance from the sewage pump-out point straight line access path.
- d) The water fill point shall be of a sufficiently small diameter that the sewage pump-out hose could not be inserted.
- e) The water fill point shall be clearly labeled at all times.

Size

- f) The water holding tank shall be a minimum of 500 Imperial gallons or 2,250 litres in size for new development and a minimum of 200 Imperial gallons or 900 litres for upgraded dwellings.

Freeze Protection

- g) The water holding tank shall be housed in an insulated heated portion of a building or have adequate freeze protection.
- h) Structural support of the water holding tank shall be sufficient to support one and one-half times the weight of a full water tank.

Line and Tank Specifications

- i) The connection point of the water fill point shall be a minimum of 36" or 914 millimetres and a maximum of 48" or 1,219 millimetres from the ground surface in all seasons.

- j) The water service line shall have a backgrade such that the water does not freeflow from the tank or sit in the service line, or the water service line shall have a check valve to prevent freeflow and a heat tape to prevent freezing.
- k) An overflow discharge point shall be installed at the same height as the fill point, a minimum of 12 inches or 305 millimetres in horizontal distance from the fill point.
- l) A red bulb or globe "full" indicator light shall be connected to a device in the tank and installed near the fill point such that it is visible from the cab of the delivery truck.
- m) If the water holding tank is elevated, a valve shall be installed at the line-tank connection point to prevent backflow.
- n) Water fill lines shall have a galvanized or copper nipple a minimum six (6) inches (150mm) long securely anchored to the exterior of the wall structure at the fill connection point. Piping which is not approved for use with potable water is prohibited.
- o) All overflow and water fill lines shall be insulated with a foil back covered insulation a minimum one and one half inches (1 2") or thirty eight millimetres (38 mm) and six feet (6') or one point eight meters (1.8 M) in from the point of penetration of the exterior building envelope.

#### A-4. SEASONAL SURFACE WATER LINES

##### Connection

- a) All connections to seasonal service water lines shall comply with the 1990 Canadian Plumbing Code.
- b) Upon connection to the surface water line in early June and prior to June 30 of each year, the owner or occupant shall flush his system and report any leaks at the connection valves to the City.
- c) Between August 15 and September 1 of each year, the owner or occupant shall clean and repair the water holding tank, check all the plumbing from the tank to the water outlets and ensure that the pressure pump is working.
- d) Between August 15 and September 15, while performing the aforementioned maintenance. The owner or occupant shall be allowed temporary direct connection to the seasonal surface water lines to supply domestic service (pressurized water supply).

SPECIFICATIONS B

**B** SEWER SERVICES

**B-1.** PIPED SEWAGE SERVICE STANDARDS

Standards

- a) All piped sewer services shall meet National Building code and National Plumbing Code requirements except as superseded by this By-law.
- b) All services shall be located within 2 meters of the centre lot line in the same trench as and below the water line unless otherwise authorized by the S.A.O..

Specialized or Heavy Use

- c) The owner of all sewage service pipes from multi-family dwellings, commercial or industrial establishments must complete the "Water and Sewer Services Registration" form W/S-2, of this By-law for submission with the application for a Development Permit and submit properly engineered drawings containing water and sewer service system details.

Excavation/Fill

- d) All services shall be bedded and backfilled according to the standards of Specifications C of this By-law.

Material

- e) The sewer service line shall be of ductile iron piping unless otherwise authorized by the S.A.O. as indicated on the approved drawings.

Size

- f) Single family dwellings shall have a sewer service line of 4 inches or 102 millimetres in diameter, otherwise the sewer service line diameter shall meet the size specifications of the S.A.O. as determined by the occupancy of the building and the number of fixtures and appurtenances.

Entrance to Building

- g) The sewer service line shall extend to the inside of the building foundation wall and the wall shall be sealed with an approved grouting material to prevent the inflow of water or moisture.

Grade

- h) The sewer service line shall be equipped with a combination back water valve and clean out immediately upon entry to the building.
- i) All sewer service lines shall be laid to a uniform grade sloping to the main line at a minimum grade of 1 in 50. Total cumulative bends shall not exceed 180 degrees with individual bends not exceeding 45 degrees. Directional changes and alternate grade patterns must be approved by the S.A.O..

Non-Domestic Discharges

- j) All non-domestic discharges into the sanitary sewer main shall be indicated to the S.A.O. using the "Water and Sewer Application Form – To Connect or Disconnect Services" (W/S – 1), of this By-Law.
- k)
  - i) Where a fixture discharges sewage that, in the opinion of the S.A.O., may damage or impair the sanitary sewer system or the functioning of the City or private sewage disposal system, provision shall be made for the treatment of the sewage before it is discharged into the sanitary sewer system.
  - ii) A sampling manhole suitable for determining the sewage quality, temperature and rate of flow, shall be provided where required by the S.A.O..
- l)
  - i) Where a fixture discharges sewage that includes grease is located in a public kitchen, restaurant, or in an institution, an appropriate grease interceptor shall be installed when and where it is required by the S.A.O..
  - ii) Where a fixture discharges sand, grit or similar materials, an appropriate interceptor shall be installed.
  - iii) Where the discharge from a fixture may contain a petroleum product, an appropriate interceptor shall be installed.
  - iv) Every interceptor shall have sufficient capacity to perform the service for which it is provided.

Run-Off and Ground Water

- m) Rainwater leaders shall not be connected to the sanitary sewer system.
- n) During construction, builders shall not allow ground water to enter the sanitary sewer system.

**B-2. TRUCKED SEWAGE STANDARDS**

All trucked sewage pump-out service systems shall meet the standards of the National Building and Plumbing Code and other municipal bylaws, unless superseded by this By-Law.

Access

- a) The owner or occupant shall maintain an access free of mud, ice, snow, pets, vehicles or other obstructions to the sewage pump-out service point.
- b) The sewage pump-out point must be no greater than six meters or twenty feet from the City roadway such that the service vehicle need not leave the maintained roadway unless written approval of pump-out point location has been given by the service contractor.
- c) There shall be a minimum of five horizontal feet or 152 centimetres between the connection point for sewage pump-out and the fill point for water such that a crossing of established pathways by connection hose shall not occur.
- d) The sewage pump-out connection fitting shall be of a greater diameter than that of the water fill point such that a cross-connection can not be made.



- e) The sewage holding tank shall be twice the volume of the water storage tank to accommodate sewage and greywater discharge.
- f) The sewage holding tank shall be a minimum of 1,000 imperial gallons or 4,550 litres for new developments.

#### Structure

- g) Structural support of the sewage holding tank shall be sufficient to support one and one-half times the weight of a full sewage holding tank.

#### Freeze Protection

- h) The sewage holding tank shall be of a suitable material as approved by the S.A.O., shall be well insulated and kept within the heated portion of the building or otherwise heated using the heating coils or circulating hot water such that the formation of ice is prevented. The approved heating system and storage tank location shall be approved by the S.A.O. such that buried holding tanks do not create a stability hazard in areas of perma frost.

#### Line and Tank Specifications

- i) The service pump-out point shall be kept a minimum of 18 inches or 457 millimetres and a maximum of 48 inches or 1,219 millimetres from the ground, including snow and ice accumulations.
- j) The service pump-out point shall be fitted with an approved tightly fitting cap and kept closed at all times except during pump-out.
- k) The sewage holding tank shall have a large water-tight manhole with a removable cover such that the owner or occupant may clean and flush the tank. The S.A.O. is authorized to direct that a sewage holding tank shall be cleaned and flushed.
- l) The pump-out line from the service point to the tank shall have at least a 5 degree slope to the building such that no sewage is allowed to stand in the line or drain to the outside of the building and the line within the holding tank shall not exceed a grade of 30 degrees.
- m) The sewage holding tank shall incorporate a vent line of a minimum interior diameter of 3 inches or 75 millimetres such that the tank is vented to the outside of the building or backvented to the highest interior point in the building such that air escape or supply will occur as the tank is being filled or emptied.
- n) The pipe from the sewage pump-out service point to the sewage holding tank shall have an interior diameter of a minimum of 4 inches or 100 millimetres or reduce to 3 inches (75 mm) when the developed length of the sewer pumpout is greater than 25' (7.6 M).
- o) If the holding tank is buried, the ground cover shall be sloped such that surface liquids, including run-off or sewage, drain away from the tank, and anchored to concrete pads or pinned to bedrock to prevent floating to the surface.
- p) All holding tanks shall incorporate a high and/or level indicator device where required by the S.A.O.. Where required a high level switch must be wired in such a way as to cut the power supply to the domestic water pump in the event of a full sewage tank.

- q) When the storage tank elevation is one (1) meter or greater above the road level a valve shall be installed at the point of connection to the sewage pump out line to prevent a continuous siphon condition.
- r) All sewage pump out lines shall be rigidly secured or anchored at the point of connection and further to this all lines in excess of three meters (3 m) in developed length shall be anchored every three meters (3 m). Buried lines do not require anchors except at the point of connection.
- s) The use of chemical toilets shall be prohibited.

SPECIFICATIONS C

C EXCAVATION, BEDDING AND BACKFILL

C-1. Excavation

- a) The owner or occupant shall not excavate or have excavated on his behalf any trench under a City roadway or sidewalk without the authorization of the S.A.O. given by the approval of Schedule B of By-Law No. 1276, being the Orderly Use of Highways By-Law, and accompanied with the payment of the required fee to the City Secretary-Treasurer.
- b) Where excavation shall proceed for the purpose of connecting or disconnecting a water or sewer service, the owner or occupant shall have the authorization of the S.A.O. given by the approval of the "Application for Permit to Connect or Disconnect" form W/S-4, of this By-Law and accompanied with the payment of the required fee to the Secretary-Treasurer of the City.
- c) Excavation within three feet of a City main shall occur only when a City employee representing the S.A.O. is on site. The owner or occupant shall give to the City proper notification.
- d) All blasting or tunneling excavation shall be done in adherence to the Mining Safety Act of the N.W.T., the Northwest Territories Industrial Safety Regulations and By-Law No. 1276, being the Orderly Use of Highways By-Law, and shall require written permission from the S.A.O..
- e) All excavation material shall be stockpiled and used for backfill subject to section 2 of Specifications C or disposed of as directed by the S.A.O..

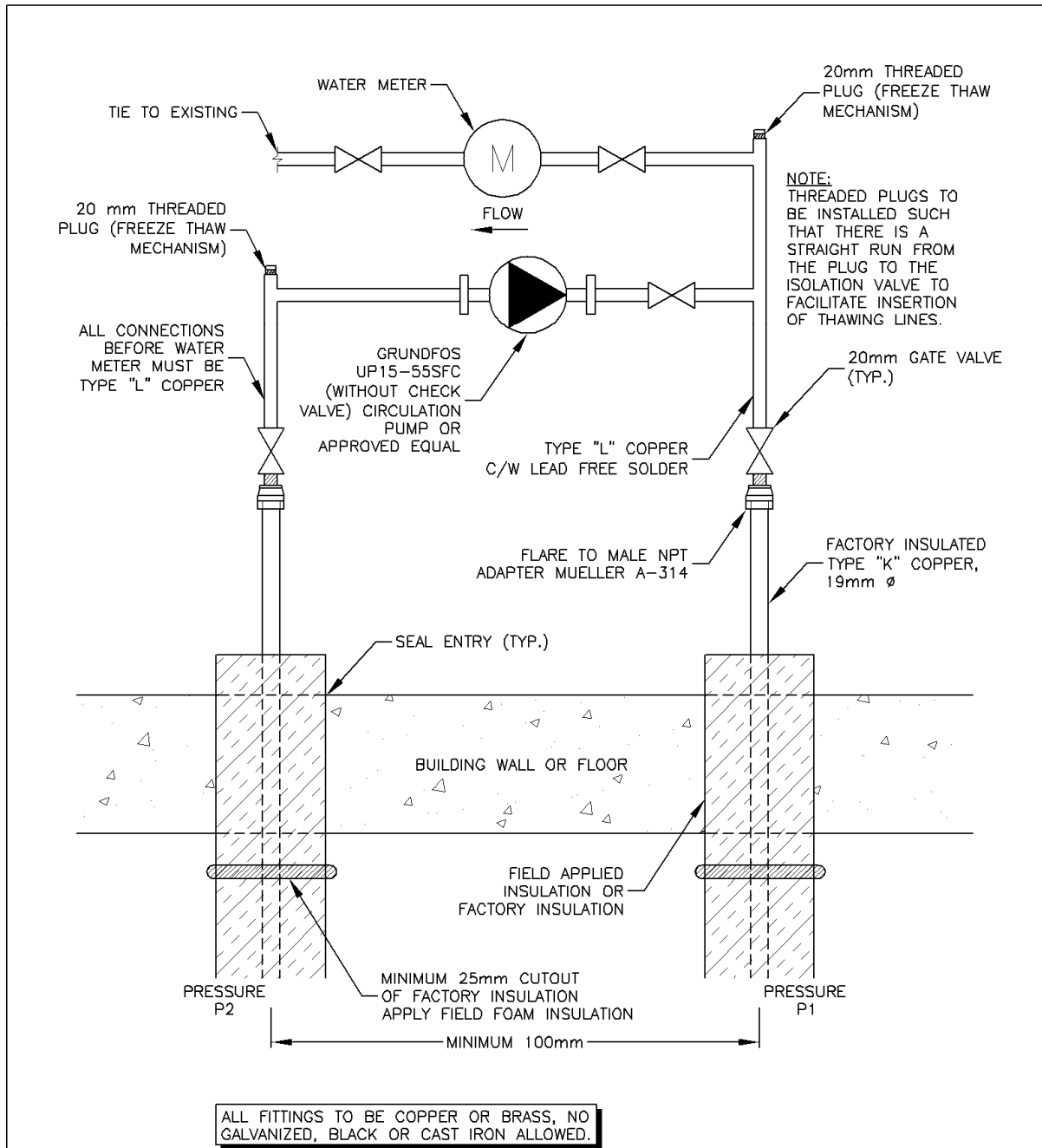
C-2. Bedding and Backfill

- a) Peat or high organic soil, silt-clay or highly compressible materials or other materials which would compromise the stability or drainage of an area shall not be used for foundations, bedding, hunching or backfilling.
- b) Where service lines are installed underground, the backfill shall be carefully placed and tamped to a height of 300 millimetres over the top of the pipe and shall be free of stones, boulders, lumps, cinders, frozen earth, water saturated fill, and foreign materials. This material shall be thoroughly tamped with a heavy iron hand tamper or other approved device under and on each side of the pipe or pipe boxes, in layers not exceeding 150 millimetres in thickness, to assure that all spaces under and adjacent to the same are completely filled and well tamped. Above this zone, backfilling may be done by machines, however material shall be rolled, not dropped, into trenches and must be compacted in lifts not exceeding 450 millimetres.
- c) Only 3/4 " (20 mm) crush shall be placed in the trench, below and above the pipe or pipe boxes, within a space of at least 600 millimetres of width.
- d) Compaction shall be for the full depth of the trench, particularly under parking lots and driveways.
- e) Backfill and compaction shall be such that natural drainage is not compromised and the adjacent surface area does not deteriorate. This is affected by the mounding of backfill and the placement of excessive fines in the upper layer of the backfill to prevent excessive drainage into the trench. If the stability of adjoining structures, walks, walls or services may be endangered by the work of excavating, adequate underpinning, shoring and bracing shall be provided to prevent damage to, or movement of, any part of the adjoining structure, or the creation of a hazard to the public.


- f) Rock or boulders shall be removed to provide a clearance of at least 150 millimetres below all pipes or pipe boxes.
- g) All water accumulated in the trench shall be disposed in compliance with all government regulations including but not limited to all environmental protection legislation.
- h) All waste excavation material shall be disposed of in a manner such that the surface drainage is not compromised.
- i) Where City sidewalks or roadways are dug up, the premise owner or occupant shall use suitable sub-base material compacted to a minimum 95% Proctor Density and reinstate the sidewalk curb or roadway to prevailing City specifications.

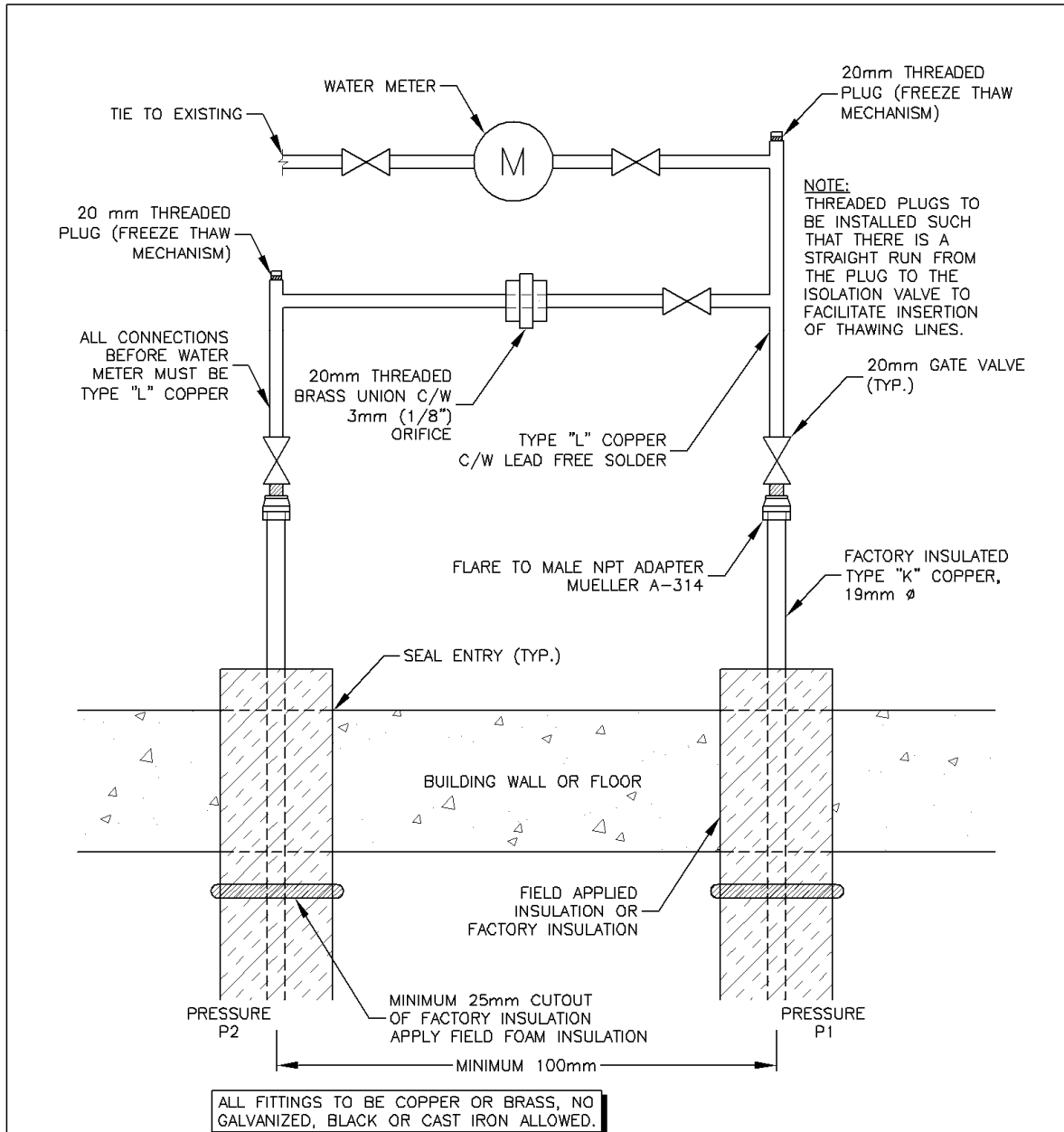
Specification Diagrams

<u>BODY</u>	<u>Description</u>
Diagram 1	Typical Building Circulation Pump & Meter Installation.
Diagram 2	Typical Building Orifice & Meter Installation.




ALL DIMENSIONS IN MILLIMETERS UNLESS NOTED OTHERWISE

	SCALE N.T.S.		TITLE: TYPICAL BUILDING CIRCULATION PUMP & METER INSTALLATION (P1=P2)		
	DATE DRAWN: OCTOBER 2011	LATEST REVISION DATE: DECEMBER 2011	GENERAL		
	APPROVED BY: -				



NOTE:  
 IF WATER & SEWER WORK IS TO OCCUR IN THE DOWNTOWN CORE OF YELLOWKNIFE, AN ORIFICE INSTALLATION MAY BE REQUIRED INSTEAD OF CIRCULATION PUMP. PLEASE CONSULT THE CITY'S PW&E DEPARTMENT PRIOR TO ANY INSTALLATION IN THE DOWNTOWN CORE.

ALL DIMENSIONS IN MILLIMETERS UNLESS NOTED OTHERWISE

	SCALE N.T.S.		TITLE: TYPICAL BUILDING ORIFICE & METER INSTALLATION (P1>P2)		
	DATE DRAWN: OCTOBER 2011	LATEST REVISION DATE: OCTOBER 2011			
	APPROVED BY: -		GENERAL	REVISION No. 0	DWG.No.

CITY OF YELLOWKNIFE  
BY-LAW NO. 4663  
SCHEDULE D  
RESTRICTED WASTES

The following are designated as Restricted Wastes when present in waste water, storm water or sub-surface water being released to the sanitary sewerage system at a concentration in excess of the levels set out below.

**B1 CONTAMINANTS**

Biochemical oxygen demand (BOD)	300 mg/L
Chemical oxygen demand (COD)	600 mg/L
Oil and grease	100 mg/L
Total suspended solids (TSS)	300 mg/L
Total nitrogen	50 mg/L

**B2 INORGANIC CONSTITUENTS**

Aluminum	50.00 mg/L
Antimony	5.00 mg/L
Arsenic	1.00 mg/L
Bismuth	5.00 mg/L
Boron	30.00 mg/L
Cadmium	0.10 mg/L
Chlorine (total)	5.00 mg/L
Chromium	4.00 mg/L
Copper	1.00 mg/L
Cobalt	5.00 mg/L
Cyanide	2.00 mg/L
Fluoride	10.00 mg/L
Lead	1.00 mg/L
Manganese	5.00 mg/L
Mercury	0.10 mg/L
Molybdenum	5.00 mg/L
Nickel	4.00 mg/L
Iron	5.00 mg/L
Phosphorus	10.00 mg/L
Selenium	5.00 mg/L
Silver	5.00 mg/L
Sulfate	1500.00 mg/L
Sulfide	1.00 mg/L
Thallium	0.50 mg/L
Tin	5.00 mg/L
Titanium	5.00 mg/L
Vanadium	5.00 mg/L
Zinc	1.00 mg/L

**B3 ORGANIC COMPOUNDS**

B.E.T.X (benzene, ethyl, toluene, xylene)	1.00 mg/L
Fuels	0.00 mg/L
Carbon tetrachloride	0.20 mg/L
Chloroform	0.20 mg/L
Hydrocarbons	50.00 mg/L
Pathological waste	0.00 mg/L
PCB waste	0.00 mg/L
Pentachlorophenol	0.20 mg/L



Phenols  
Special waste

1.00 mg/L  
0.00 mg/L

CITY OF YELLOWKNIFE  
BY-LAW NO. 4663  
SCHEDULE E”

OVER STRENGTH MATTER

The following are designated as over strength matter and are subject to a surcharge when present in waste water, storm water or sub-surface water being released to the sanitary sewerage system at a concentration in excess of the levels set out below.

Biochemical oxygen demand (BOD)	300 mg/L
Chemical oxygen demand (COD)	600 mg/L*
Oil and grease	100 mg/L
Phosphorous	10 mg/L
Total suspended solids (TSS)	300 mg/L
Total nitrogen (TKN)	50 mg/L

NOTES

(\*) or twice the B.O.D. concentration in the waste water, whichever is greater.