

BYLAW NO. 3 – 2023

A BYLAW of the City of Swift Current, in the Province of Saskatchewan, to establish an application and connection process, rates, and any other information pertaining to the Swift Current Rural Water Pipeline.

NOW THEREFORE, COUNCIL FOR THE CITY OF SWIFT CURRENT IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. Short Title

This Bylaw will be known as the “**Swift Current Rural Water Pipeline Connection Bylaw**”.

2. Purpose

The Swift Current Rural Water Pipeline (SCRWP) exists to deliver potable water to rural residents and businesses (Customer) in accordance with defined standards. This bylaw provides information on connecting to the SCRWP as well as the regulations and criteria that govern its design.

3. Application Process

- 3.1 Customers wanting to connect to the SCRWP must submit a completed application form to the City of Swift Current (City) requesting the installation of a new connection. The City will review and evaluate applications based on there being a suitable location for the connecting facilities and available system capacity.
- 3.2 Approval must be granted by both the City and the RM of Swift Current No.137 (RM) prior to making any new connection. Applicants should not make development arrangements under the assumption that a connection will be permitted without written approval.
- 3.3 Following approval, the City will notify the applicant and provide a cost for the connection fee and construction of the service. The City will submit a quote to the customer who will then review, sign, and return it to the City. Once payment is received, construction of the connecting facilities will be scheduled.
- 3.4 Quotes provided by the City to connect to the SCRWP will remain viable for a period of 60 days.

4. Construction Process

- 4.1 Connecting facilities will be installed between May 1st and October 31st of each year. Connections outside of this period may be approved but are subject to additional charges.
- 4.2 All extensions to the existing pipeline mains are to be maintained by the City and become City property at the conclusion of construction and testing. Maintenance and repairs of the SCRWP will be the responsibility of the City.
- 4.3 The City will arrange the construction of the water pipeline from the connecting facility at the water main to the customer's property line. The network will be isolated from individual services via a curb stop valve installed at the property line. Connections to the main and curb stop valve will be inspected by a Certified Operator from the City Water Distribution department.
- 4.4 Service lines on private land will remain the property of the Customer and shall be constructed and maintained at their cost.
- 4.5 The Customer is required to install water storage of sufficient capacity to contain a two (2) day supply of water. Storage tanks shall be assembled in such a manner as to maintain an air gap. Independent pressure systems are also required.
- 4.6 The City will meter the water consumption at the predetermined point of delivery and will invoice the Customer for water consumed. All Customers will be invoiced on a monthly basis.
- 4.7 The City will use reasonable efforts to minimize any disruptions and provide advanced notice to the Customer of any activities that will affect service to the Customer.
- 4.8 The City reserves the right to retain the services of the contractor they see fit to maintain or extend the SCRWP. Any work to be performed by contractors will be inspected by a Certified Operator from the City Water Distribution department.

5. Water Quality

- 5.1 The City will ensure that all potable water supplies are suitable for human consumption and will be in accordance with all federal and provincial regulations.

6. Permits

- 6.1 Saskatchewan Health is responsible for administering the Saskatchewan Plumbing and Drainage Regulations. The Customer is required to contact the Regional Health Authority regarding the plumbing regulations and a permit must be obtained by the Customer prior to receiving a meter assembly and connecting to the SCRWP.
- 6.2 The City will be responsible for obtaining all permits necessary for construction of the SCRWP. Permits will vary depending on the circumstances of construction. Any cost associated with obtaining permits shall be charged to the Customer.

7. Connection Charges

- 7.1 Connection Fees: A fee for the connection to the SCRWP is required to cover the cost of existing infrastructure and future improvements. This is a fixed fee of \$10,000 for new connections.
- 7.2 RM of Swift Current No.137 Allotment Fee: The RM charges an allotment fee of \$2,600 added to the cost of construction for any new Customers of the SCRWP.
- 7.3 Construction Fees: A charge for the installation of the connecting facility is required to cover the cost of construction. This fee will vary depending on the distance of the connection from the point of delivery as well as site conditions. The point of delivery is the customer's property line, connection from the property line to the house is the responsibility of the property owner. A quote will be provided and will be based on cost recovery from the main to the property line.
- 7.4 Engineering Fee: In circumstances where the design for connecting a Customer requires the services of a professional engineer or when a permit to extend from Water Security Agency is required, there will be a fee associated with the cost of engineering.
- 7.5 Crossing Permit Fee: Crossing permits may be required for some underground crossings (e.g. CP Rail). In some cases, crossing permits may involve a yearly renewal fee to cover administration and inspection costs. Before finalizing design, the City shall meet with all parties involved to determine costs and obtain approvals.
- 7.6 Meter Deposit: At the time of connection, subscribers will be required to file a meter request with Customer Service at City Hall. All services are subject to a deposit as provided within the Water and Wastewater Utility Bylaw No.17 - 2001.

8. Billing, Rates and Payment

- 8.1 Terms of Payment: Payment for service is due upon receipt of the bill. Payment must be processed by the City of Swift Current on or before the due date shown on your utility bill to avoid a late payment fee.
- 8.2 Water Supply Rate: Water rates will be based on the current water rates provided within the City of Swift Current Water and Wastewater Utility Bylaw No.17 - 2001 with any applicable rate surcharges added.
- 8.3 Interest Charges: Interest charges will be applied to any past due balance.
- 8.4 Disconnection for Non-Payment: All overdue accounts are subject to collection notification and may be charged an administrative fee. Any accounts with balances past due may be subject to a disruption of services without notification.

9. Pipeline Design Criteria, Construction Methods, and Materials

- 9.1 Please refer to the SCRWP construction standard.

10. Coming into Force

- 10.1 THIS BYLAW shall come into force and have effect from the date of final passing.

"Al Bridal"

"Jackie Schlamp"

_____ **MAYOR**

_____ **CITY CLERK**

INTRODUCED AND READ a first time this 15th day of May, 2023.

READ a second time this 15th day of May, 2023.

READ a third time and finally passed this 15th day of May, 2023

Schedule "A"

Swift Current Rural Water Pipeline Bylaw

City of Swift Current – Connection Fee	\$10,000
Rural Municipality of Swift Current No.137 Connection Fee	\$2,600