

BY-LAW NO. 69-97
SUMMER VILLAGE OF JARVIS BAY
in the
PROVINCE OF ALBERTA

Being a By-Law of the Summer Village of Jarvis Bay to provide for the supply of sanitary sewer service in the Summer Village of Jarvis Bay.

WHEREAS the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, provides that a Council may pass a By-Law to construct, control and operate a sewage disposal utility for the purpose of providing the Municipality with a service to dispose of sewage wastes and charge such rates and fees as it deems necessary.

NOW THEREFORE the Council of the Summer Village of Jarvis Bay, in the Province of Alberta, duly assembled, enacts that By-Law No. 69/97 be as follows:

DEFINITION

1. This By-Law may be referred to as the "Sewer By-Law".
2. In this By-Law:
 - a) "Consumer" means the owner of any premises connected to or provided with sewer service under this By-Law.
 - b) "Council" means the Municipal Council of the Summer Village of Jarvis Bay.
 - c) "Minimum Rate" means the rate established in Schedule B of this By-Law.
 - d) "Owner" means the registered owner of a property and includes the purchaser thereof.
 - e) "Regular Hours" means hours of work, 9:00 a.m. to 4:00 p.m., Monday to Friday.
 - f) "Sewage" shall mean sanitary sewage and waste water.
 - g) "Summer Village" depending on its context, means either:
 - i) the Municipal Corporation of the Summer Village of Jarvis Bay, its administration and staff, agents or representatives; or
 - ii) the territory contained within the corporate boundaries of the Summer Village of Jarvis Bay.
 - h) "Administrator" means the Chief Administrative Officer of the Summer Village.

DELEGATION OF AUTHORITY

3. The Council hereby delegates to the Administrator authority to do all things necessary in order to fulfill the responsibilities and duties under the Municipal Government Act and this By-Law.
4. The Administrator shall be responsible for the operation of the sewer system in accordance with:
 - a) Provincial and Federal Statutes and Regulations;
 - b) This By-Law and related regulations and policies; and
 - c) The direction of Council.
5. The Administrator may delegate the performance of certain duties to assigned staff, agents, or contractors in so far as such delegation is not inconsistent with Provincial and Federal Legislation or this By-Law, related regulations or policies thereof.

CONSTRUCTION AND REPLACEMENT OF SEWER WORKS

6. The Summer Village shall contract and operate a sewer collection and disposal system for the purposes of collecting, and disposing of sewage and waste water generated by all properties within the Summer Village.

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7. Council may by resolution enter into agreements with other Municipalities, private corporations or citizens for the supply of sewer services beyond the corporate limits of the Summer Village, adopting such provisions, regulations or rates as may be deemed appropriate.
8. The Council may authorize the construction, replacement or upgrading of the sewage disposal system with funding for such projects obtained from whatever source may be appropriate.

**INSTALLATION OF
SEWER MAINS**

9. The design and installation of all Summer Village sewer mains, and service lines and related facilities shall be in accordance with the latest version of the "Standards and Guidelines for Municipal Wastewater, Wastewater and Storm Drainage Systems" of Alberta Environmental Protection from time to time.
10. All properties that generate sewage and waste water shall be connected to the Summer Village's sewer system except where exempted by Council. Without limiting the generality of the foregoing such exemption may be allowed for the following reasons:
 - a) The location of the properties in relation to an existing sewer main is such that the extension of the main is precluded because of excessive cost or engineering difficulty.
 - b) The sewer main adjacent to the property is of insufficient size of capacity to hand the proposed effluent and enlarging of the main is deemed excessive in cost.
 - c) The type of wastes to be generated by the property are not permitted by this By-Law or Provincial Regulation to be disposed of through the Summer Village's sewer system, and provided that an alternative sewage disposal system is approved by the Council.
11. An alternative sewage disposal installation permitted under Section 10 may without limiting the generality of the foregoing, include a sewage pump out tank, such installations subject in all cases to applicable Provincial Regulation.
12. Where the Summer Village undertakes work under this By-Law the costs to be charged to, and to be payable by, the owners of property shall be calculated in accordance with costs and charges as set out in Schedule "A".

**INSTALLATION OF
SERVICE LINES**

- 13(1) Each lot or parcel and each principal residential building or occupancy, where feasible, shall be provided with a separate sewer service.
 - (2) Any owner wishing to install a new service line or connect to an existing service line shall make application to and receive written approval from the Summer Village prior to commencing the work.
 - (3) No service line shall be installed or connected to the Village sewer main until a development or servicing agreement is signed by the owner in form satisfactory to the Administrator.
14. All private sewer service lines shall comply with Schedule C before connection to the Summer Village sewer system.
- 15(1). Where any new lot or group of lots is developed, the owner shall arrange at his own cost the installation of adequate sewer service lines to the Village sewer main.
 - (2). Each development will be governed by development or servicing agreements.
- 16(1). Where a lot is within a developed area the Summer Village shall install the service lines to the front property boundary only and shall charge the owner of the property the costs incurred as contained in Schedule "A".
 - (2). The Summer Village may cause the installation to be performed by a private contractor.

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- 17(1). Where the Summer Village does not install the service lines under Sections 15 and 16 the Summer Village shall have the right of inspection and rejection.
- (2). The owner shall advise the Summer Village upon completion of installation and shall allow the Summer Village a minimum of 24 hours notice to inspect the installation for conformance to Summer Village standards and specifications as per Schedule "C". Inspection will only be done during regular working hours.
- (3). Persons excavating for service lines and connections shall not backfill until a request for inspection has been made to the Summer Village and the Summer Village or its agents have done an inspection and approved the installation.
- (4). Persons backfilling before requesting and receiving an inspection may be required by the inspector to dig out and expose the service lines so that a proper inspection can be done.
18. The owner shall be responsible to arrange and pay for the laying of services within his own property.
- 19(1). Permission will not be granted to supply two (2) or more buildings fronting on the same street with a single service unless the service is divided within the street and separate shutoff is provided for each service.
- (2). Notwithstanding Section 14, where only one of the serviced buildings occupies the frontage of the lot parcel and others are located to the rear of the said front building then permission may be granted to supply all the buildings from one service, subject to the conditions prescribed by the Summer Village.

**REPAIR AND
MAINTENANCE OF
EXISTING SEWER
SERVICE LINES**

20. The owner shall be responsible for the construction maintenance and repair of, and for clearing all blockages in, the sewer service line from any buildings to the Village sewer main.
- 21(1). If a blockage occurs the owner shall contact a plumber to determine if the blockage is in the service line or in the Summer Village main.
- (2). If the plumber determines the blockage is in the Summer Village main, it must be verified by inspection before the Summer Village will undertake to clear the line.
- 22(1). If the problems with the line cannot be attributed to faulty installation of the sewer main, or ground settlement in the street, then the owner shall be responsible for the costs.
- (2). If the problem is found to be on both private service lines and Summer Village main it will be the responsibility of the owner of the property to repair the service line on his side before the Summer Village will undertake repairs to the Summer Village main.

**REPLACEMENT OF
EXISTING SERVICE
LINES**

- 23(1). If the owner of property wishes to replace or relocate a sewer service line it shall be at the owner's expense.
- (2). Installation of replacement service lines shall comply with the requirements of this By-Law.

**RATES, BILLING AND
COLLECTION**

24. The various rates to be charged to consumers for the disposal of sewage shall be as prescribed in Schedule "B" annexed to and forming part of this By-Law.
25. A utility bill showing the fees for sewer service provided by the Summer Village for a three month period shall be calculated in accordance with the prescribed rates as soon as is practical and mailed to the consumer.
26. No reduction in rate or charges shall be made for any interruption in sewer service during a billing period.

See Bylaw 28
69/97

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- 27(1). Where the owner wishes to obtain sewer services, he shall make application in person to the Summer Village Office and make payment of any deposit required to be paid.
- (2). Where services are being provided and no application has been made, the utility billings shall be addressed to, and be payable by the owner.
- (3). The utility account shall be set up in the name of the owner.
- 28(1). Utility bills are due and payable upon receipt of billing.
- (2). Payments of utility accounts are to be made at the Summer Village Office.
- (3). Non-receipt of a utility bill will not exempt the owner from payment for the sewer service.
- Replaced on 69-1198*
29. If a sewer utility bill remains unpaid after the due date specified on the utility bill, there shall be added thereto a penalty in the amount of 5% on the current charges of the bill that shall form part of the arrears and shall be subject to collection in the same manner as all other rates and charges.
30. If payment is not received within one hundred and twenty (120) days after the date of mailing of the account, the sewer service may be turned off and shall not be turned on until such time as the utility account, including arrears, a reconnection fee and a security deposit as specified in Schedule "A" of this By-Law are paid in full. Payment must be by cash or certified cheque.
31. Where the utility account and other charges under this By-Law remain unpaid following the due date for payment stated in such account, the outstanding account shall be transferred to the tax roll account of the property.
32. Where an outstanding account cannot be collected as a result of shutting off the sewer service, the Administrator may instruct such collection action as he/she deems appropriate including referral to a collection agency.
- 33(1). Interest calculated annually, not in advance, shall be credited to a security deposit on January 1st of each year at the current prime bank rate.
- (2). Where consumers have made payment of utility accounts rendered them on or before the due date stated in the utility bill for a period of twelve (12) consecutive months, and have maintained their utility account in good standing during that time, the utility deposit paid by such consumer will be refunded only upon written request.
- (3). When refundable, or upon termination of the service, the security deposit shall be returned to the consumer together with interest credited under Section 34(1) after deducting therefrom all rates and charges outstanding thereunder, including the cost of shutting off or discontinuing any utility service for non payment of accounts rendered.

**GENERAL PRO-
VISIONS GOVERNING
THE USE OF SEWER
SERVICE**

34. No person shall throw, deposit or leave in or upon any Summer Village sewer or any manhole, or other appurtenances thereto any garbage, litter, manure, rubbish, or refuse matter of any kind except feces, urine, the necessary closet paper, waste water, and slops permitted to be discharged through a sewer service into a Summer Village sewer main.
35. No person shall discharge, cause or permit to be discharged into any sewer any
- (a) dangerous goods as defined in the Dangerous Goods Control Act, or
- (b) mud, glass, rags, plastics, or other solid or viscous substances capable of causing obstruction or other interference with the sewer system, or
- (c) liquids of temperatures exceeding 80 degree celcius.
36. No person shall make or cause to be made any connection with any Summer Village sewer, house drain, or yard drain or appurtenance thereof for the purpose of conveying or which may convey into same any storm or surface water collected by drainage in weeping tile, eaves trough or roof spouts.

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37. No person shall make or cause to be made any connection with any Summer Village sewer, or house drain, or appurtenance thereof for the purpose of conveying or which may convey, into the same, any inflammable or explosive material.
38. No person shall turn, lift, remove, raise, or tamper with the cover of any manhole, or other appurtenance of any Summer Village sewer, except where authorized by the Summer Village.
39. No person shall cut, break, pierce or tap any Summer Village sewer or appurtenance thereof, or introduce any pipe, tube trough or conduit into any Summer Village sewer.
40. No person shall interfere with the free discharge of any Summer Village sewer or part thereof, or do any act or thing that may impede or obstruct the flow and clog up any Summer Village sewer or appurtenance thereof.
41. The Summer Village may upon reasonable notice and at reasonable times enter buildings or other places which have been connected with Summer Village sewers, and facilities to ascertain whether or not any improper material or liquid is being discharged in sewers, and the Summer Village shall have the power to use any test or other means necessary to determine compliance with this By-Law and to stop or prevent the discharge of any substances that are liable to injure the sewer or obstruct the flow of sewage.
42. Any person who breaches any provision of this By-Law shall be guilty of an offense and shall be subject to a penalty of not less than \$50.00, and not more than \$10,000.00.
43. Where a breach is of an ongoing nature additional penalties may be levied in each succeeding twenty four (24) hour period during which the breach continues.
44. The Summer Village will not be liable for damages:
 - a) caused by the break of any sewer main or service line, or
 - b) caused by the interference of or interruption in the supply of sewer service necessary in connection with the repair or proper maintenance of the sewer system, or
 - c) generally for any accident due to the operation of the sewer system unless that action has been shown to be directly due to the negligence of the Summer Village.
45. The Summer Village may discontinue the supply of sewer services for any of the following reasons:
 - a) non-payment of any utility accounts, or
 - b) failure by, or refusal of, a consumer to comply with any provision of this By-Law, or
 - c) failure by, or refusal of a consumer to comply with any provisions of any Provincial Acts or Codes, or any regulations thereunder, or
 - d) in any other case provided for in this By-Law, andin such event the Summer Village, its officers, employees or agents shall not be liable for any damages of any kind from such discontinuance of service.
46. This By-Law shall come into full force and effect on January 1, 1998.

READ a first time this 10th day of Dec. 1997.

READ a second time this 10th day of Dec. , 1997.

READ a third and final time this 10th day of Dec. , 1997.

READ and signed by the Mayor and Administrator this 10th day of Dec. , 1997.

R. K. L.

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Mayor



Administrator

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SCHEDULE "A"

A. Sewer Line Connection Permit Rates

from main to property \$1,000.00

B. Pavement Restoration

To cut and patch \$ 700.00

C. Miscellaneous Rates

1. Turn sewer off and/or on for construction purposes. \$ 20.00

2. Sewer turn off and/or on for repairs
- during regular hours \$ 20.00
- during after hours At Cost

3. Thawing sewer service. At Cost

4. Repair to damaged stand pipe. At Cost

5. Cleaning plugged sewer
- during regular hours \$50.00/hr
- after hours \$75.00/hr

6. Sewer turn off/on requested
- during regular hours \$ 60.00
- after regular hours At Cost

7. Security Deposits 60.00

Property owners may have the deposit waived if the Summer Village is provided with a letter of reference from a utility company or another Municipality.

8. Any work done by Summer Village staff or agents will be on a cost plus basis.

*If sewer is installed during winter operations November 15 to April 15 a surcharge of \$1,000.00 is to be applied.

SCHEDULE "B"

RATES

A. Each owner shall pay for sewage services provided to his property the monthly rate of \$15.00.

B.

C. See By-Law 69-3-03

Each property owner shall pay

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SCHEDULE "C"

**SUMMER VILLAGE OF JARVIS BAY
REQUIREMENTS TO CONNECT
LOW-PRESSURE SEWAGE
COLLECTION SYSTEM**

R. J. E.

1.0 GENERAL CONDITIONS

The following general conditions are applicable to the individual lot owner connection to the system:

- a) All lots will be provided a service connection to property line as shown on Figure 1/6.

The service shall consist of:

- 38 mm dia. (1.5 inch) line
- 38 mm dia (1.5 inch) curb stop valve
- Depth of bury approximately 2.4 m

- b) Property owner is responsible for all connections thereafter to facilitate connection, draining, frost protection, operation and maintenance of their private system.

- c) All connections are to be completed by December 31, 1998.

- d) A monthly maintenance fee will be levied per lot to accommodate necessary annual and future maintenance to the system constructed by the Summer Village.

- e) No solids larger than 18 mm (3/4 inch) are to be pumped into the system.

- f) All pump systems shall be grinder pumps unless installation is of a specified condition outlined in these requirements.

- g) All services must have a check valve.

- h) Provision and design to drain the lines if necessary and the appurtenances needed to do so are the responsibility of the lot owner and/or their plumbing contractor.

- i) Appurtenances for drainage must include provision to prevent air from being blown into the main line. Prior to draining the line, notification must be made to the Summer Village of Jarvis Bay office.

- j) Necessary application for development permit, plumbing permits and inspections are required.
- k) All existing weeping tile fields, leach pits, cess pools or similar installations must be disconnected and abandoned at the time of connection.
- l) Separate grey water systems must be connected to collection system. (ie: sink and laundry drains not presently connected to the septic system)
- m) No connections to the main are to be made until testing has been completed. The Summer Village of Jarvis Bay office must be contacted to receive connection approval.

2.0 ACCEPTABLE CONNECTIONS

As a guide to some of the different types of possible service connections, five (5) typical scenarios are shown on the attached figures.

a) Figure 2/6 - Typical Septic Tank Installation

A pumping system can be installed in the liquid chamber of a new or existing septic tank.

The following requirements must be met:

- i) Only existing CSA approved tanks or new tanks can be fitted with an effluent handling pump that has a screen installed by the pump manufacturer with maximum 18 mm (3/4 inch) openings.
- ii) Non-CSA tanks such as steel, wood or pour-in-place will have to be abandoned or replaced. The screen must be stainless steel or of a non-corrodible material and mounted as part of the pump casing.

b) Figure 3/6 - Typical Holding Tank Installation

Existing holding tanks that have a separate solids tank or septic tank installed before the holding tank can be connected to the system by using:

- i) Effluent pump with a screened inlet. Maximum size of screen opening is 18 mm (3/4 inch). Screen is part of the pump casing.

Existing holding tanks that have no separate solids tank can be connected to this system using:

- i) Grinder pump and assembly.

c) Figure 4/6 - Typical Poly-Basin Installations

A typical poly-basin installation could be installed in a system to eliminate the use of a septic tank and holding tank.

- i) The basin can be made from reinforced fibre glass or poly-base material.
- ii) This type of unit would be installed outside, connected to the sewer line from the dwelling unit and a 38 mm dia. force main taken from the unit to the property line connection.
- iii) The pumping unit has to be a grinder pump, no exceptions.

d) Figure 5/6 - Typical Interior Sump Installation

This detail shows an installation that would be inside a dwelling unit. The area would have to be heated or frost-protected.

- i) The tank can be of reinforced fibreglass or poly.
- ii) The pumping unit must be a grinder pump.

e) Figure 6/6 - Typical Exterior Pump Installation

This shows a possible connection from a seasonal dwelling unit that has an old septic or seepage system that needs to be eliminated.

- i) The fibreglass or poly basin would need to be set in the ground near a dwelling unit.
- ii) An insulated box cover should be constructed over the unit.
- iii) Grinder pump is necessary in this type of installation
- iv) Provision must be made to drain the line at the end of each season.

3.0 GRINDER PUMPS

Pumps shall be a submersible sewage grinder type pump with the following features:

- CSA approved
- All cast iron construction
- Recessed type impellers
- Oil filled electrical motors with overload heat sensor
- Durable shaft seals with seal leak probe
- Stainless steel cutters (440 SST hardened to 56 - 60 rockwell, preferred)
- Stainless steel fasteners
- * Capable of pumping 40 lpm at 70 ft head

Examples of acceptable pumps and manufacturers are:

- Hydromatic AHG 200M2-2
- Meyers WGL-20, (RG-10-single seal)
- Barnes SGV-201



- Gould
- Other pumps manufactured may be acceptable but prior approval from the Summer Village of Jarvis Bay must be obtained.

4.0 EFFLUENT PUMPS

The effluent pump shall be a submersible, non-clog effluent handling type pump with the following features:

- All cast iron construction
- Recessed type impellers
- Screened to handle maximum 18 mm solids - 6 to 8 mm preferred
- Oil filled electrical motors
- Thermally protected with overload heat sensor

Examples of acceptable pump and manufacturers are:

- Hydromatic SHEF 100-A2
- Meyers
- Barnes 2EH-51
- Gould
- Other pumps manufactured may be acceptable but prior approval from the Summer Village of Jarvis Bay must be obtained.

5.0 APPLICATIONS AND PERMITS

All lot owners are required to:

- file an application for a sewage connection to the system, prepare a scaled location plan showing where the pumping facility will be located, type and details of connection. Permit

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and inspection fees are the responsibility of property owners.

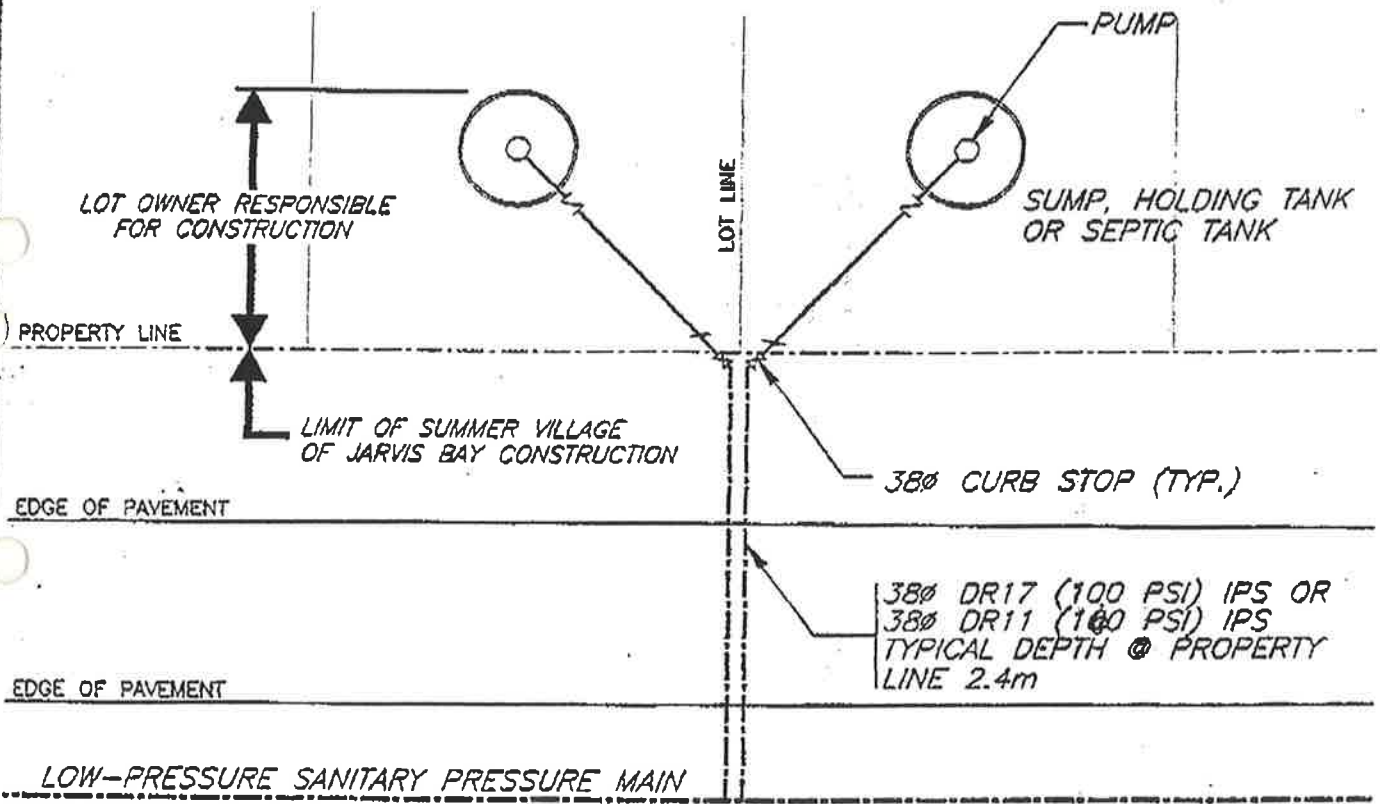
- Service connections will require inspection and approval prior to backfilling and must be open to allow visual inspection of all components.
- all work will require necessary electrical permits and inspections as per Alberta Safety Codes. Costs are the responsibility of the property owner.

6.0 PARKS CONNECTION

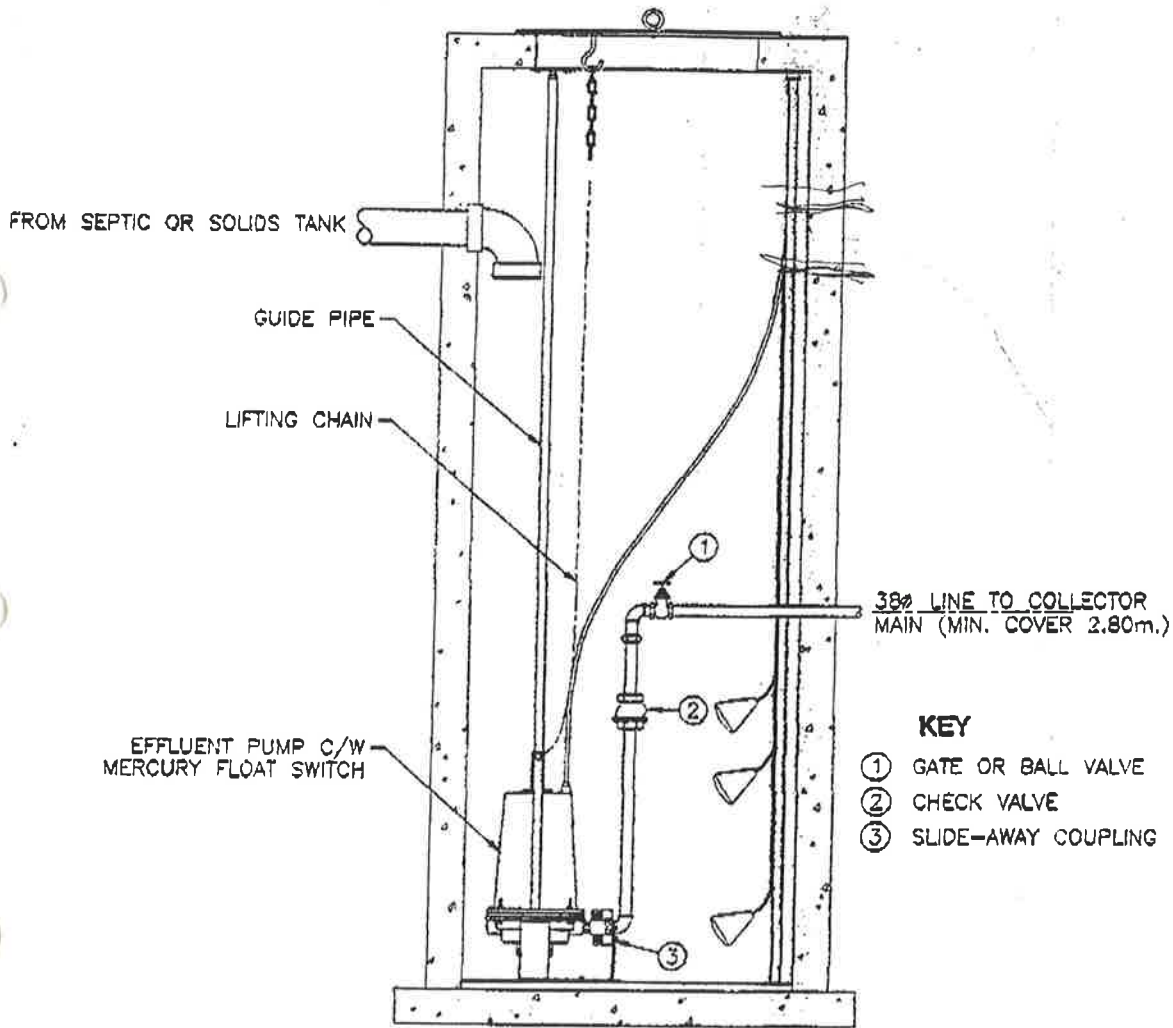
- All service connections must pass through a solids holding tank prior to discharge into their lift station.
- Lift station shall have a screened collection basket 18 mm mesh on inlet pipe.
- All manholes must have locking devices.
- Base on the above four conditions, an effluent pump can be used with 18 mm screen.

R. J. C.

NOTE: CONNECTIONS FROM HOUSES BY OWNERS



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| Client SUMMER VILLAGE OF JARVIS BAY | <i>Tagish Engineering Ltd.</i> | JB 01 |
| Drawing DUPLEX SANITARY SERVICE CONNECTION | Drawn: O. O. Designed: | Scale: 1:250 Date: May 1996 <div style="text-align: right; font-size: 2em; color: blue;">RAC</div> |

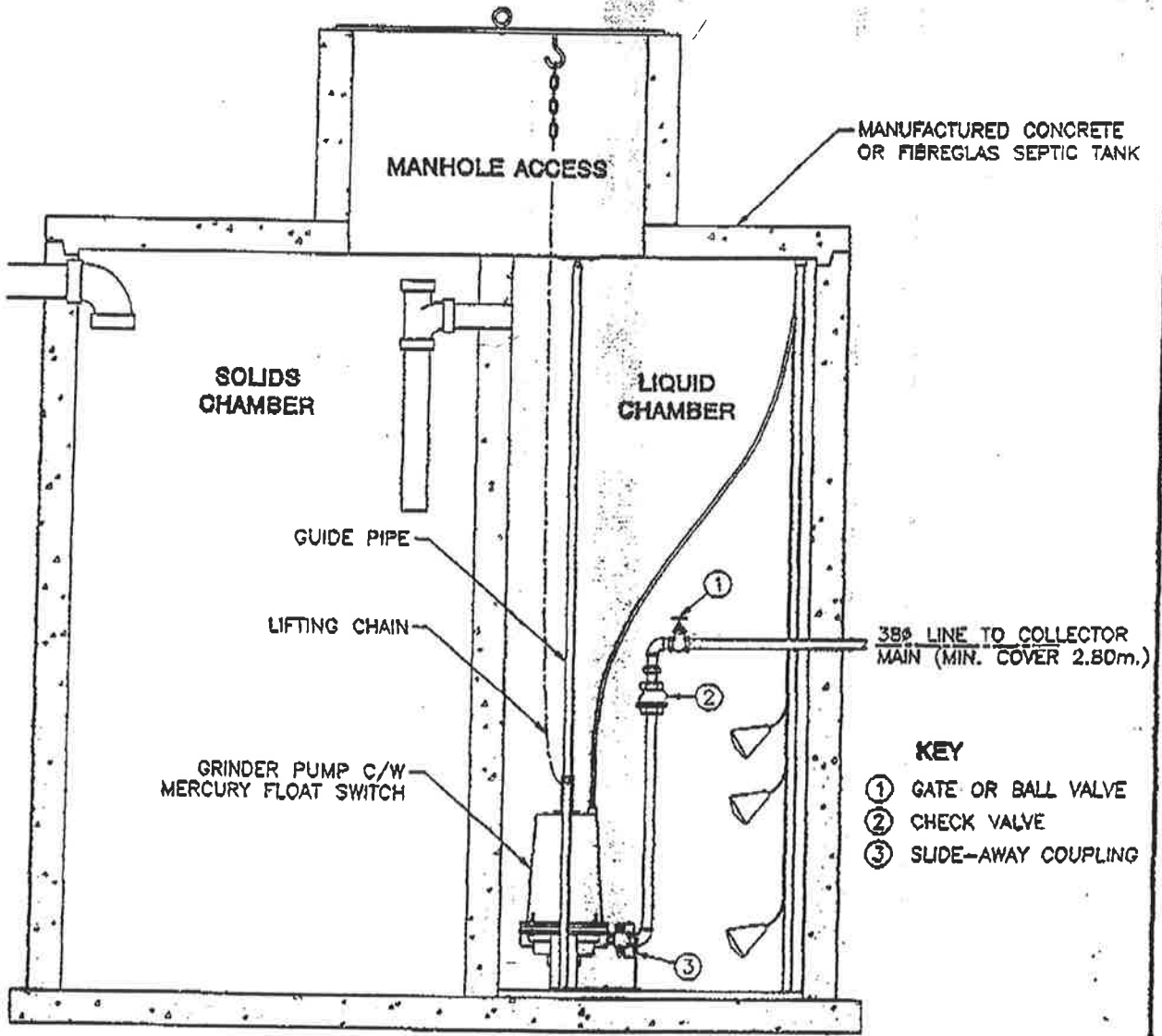


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| Client SUMMER VILLAGE OF JARVIS BAY | <i>Tagish Engineering Ltd.</i> | | JB 01 |
| Drawing TYPICAL HOLDING TANK INSTALLATION | Drawn: D. O. | Scale: As Shown | 3 |
| | Designed: | Date: May 1996 | 6 |
| | Checked: | Approved: | |

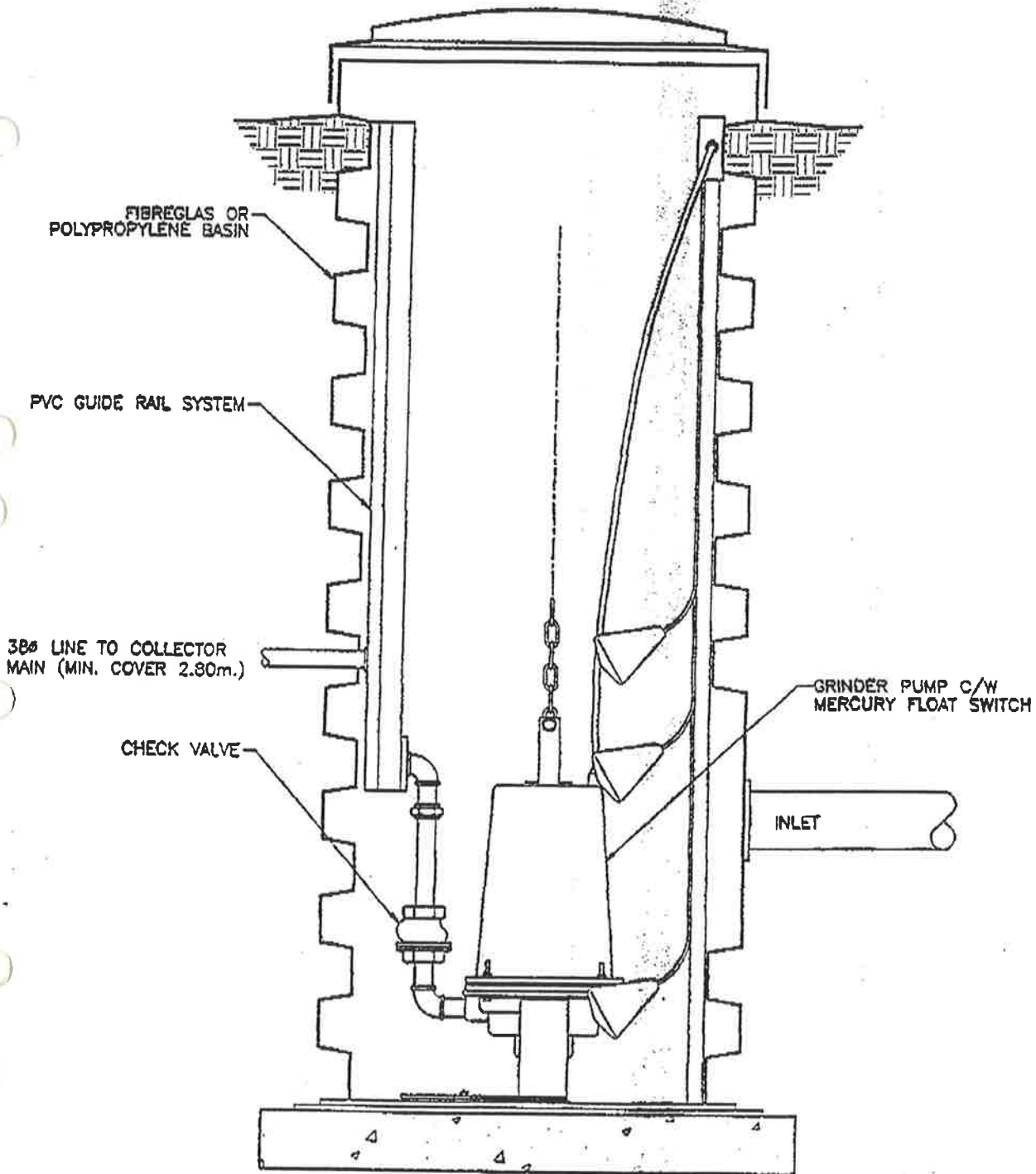
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| Drawing | | Drawn: D. O. | Scale: As Shown | 2 |
| TYPICAL SEPTIC TANK INSTALLATION | | Designed: | Date: May 1996 | |

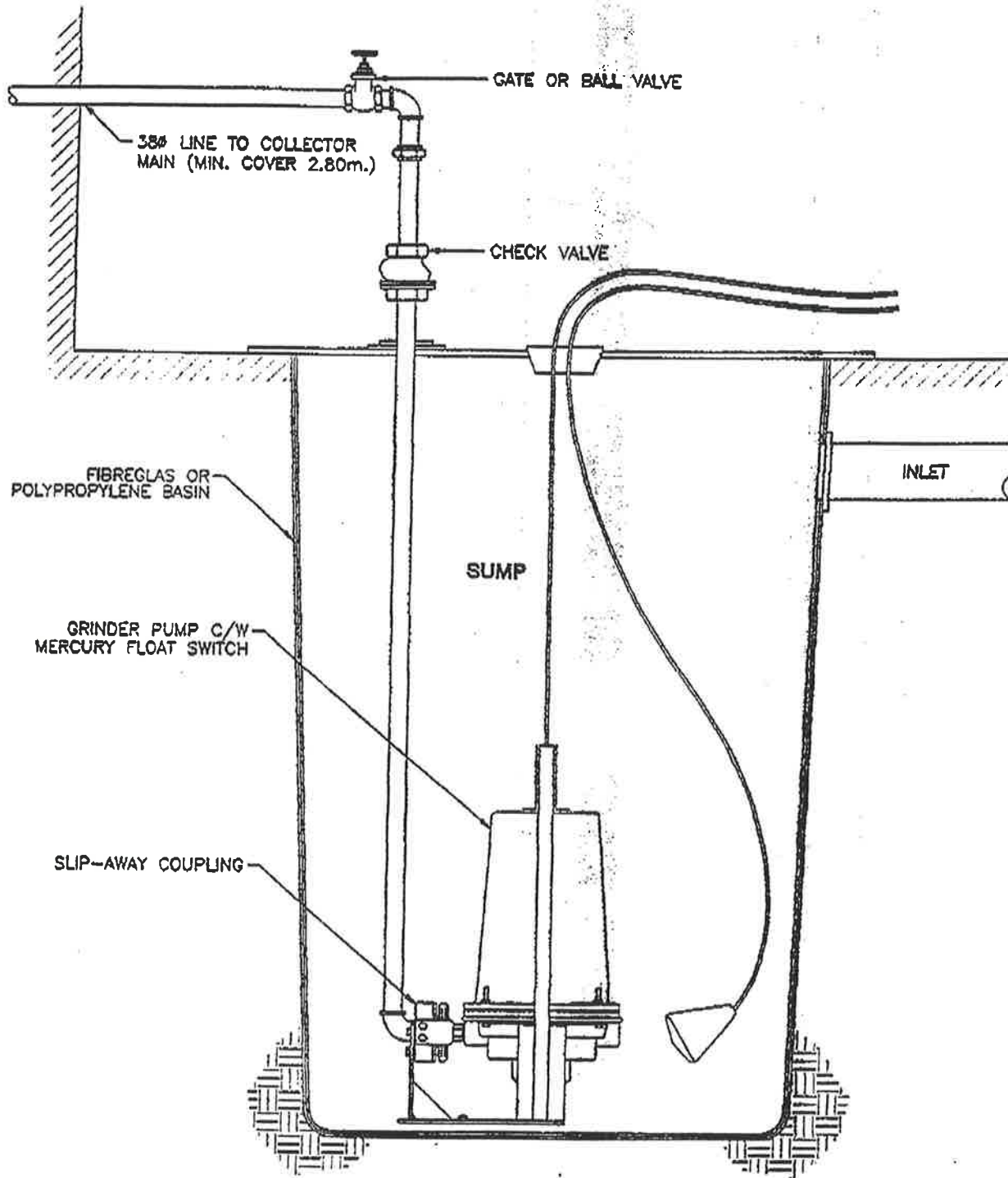
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| | Designed: | Date: Moy 1996 | |

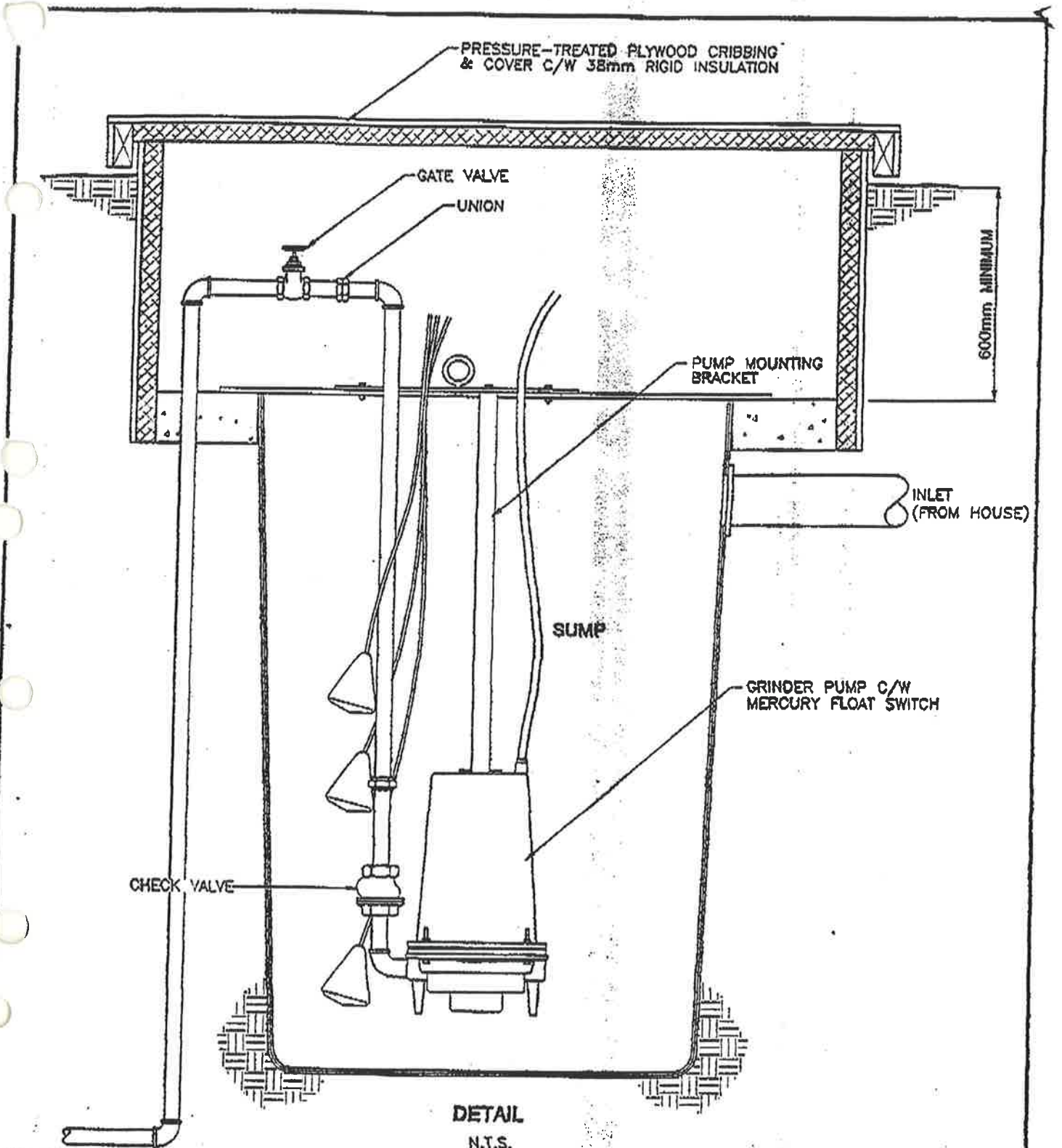
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DETAIL
N.T.S.

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| Client SUMMER VILLAGE OF JARVIS BAY | <i>Tagish Engineering Ltd.</i> | | JB 01 |
| Drawing TYPICAL INTERIOR SUMP INSTALLATION | Drawn: D. O. | Scale: As Shown | 5. |
| | Designed: | Date: May 1996 | |

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38mm LINE TO COLLECTOR
IN (MIN. COVER 2.80m.)

| | | | | |
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| Client SUMMER VILLAGE OF JARVIS BAY | | <i>Tagish Engineering Ltd.</i> | | JB 01 |
| Drawing TYPICAL EXTERIOR SUMP INSTALLATION | | Drawn: D. O. | Scale: As Shown | 6 |
| | | Designed: | Date: May 1996 | |

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