



BYLAW 2024-03
UTILITY MANAGEMENT BYLAW

A BYLAW RESPECTING THE MANAGEMENT OF THE UTILITY SYSTEM AND
ESTABLISH THE METHOD OF BILLING AND COLLECTION FOR SUCH SERVICE.

The Council of the Town of Kamsack in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be known as the “Utility Management Bylaw”.
2. In this bylaw:
 - a) “Administrator” means the Town Administrator of the Town of Kamsack.
 - b) “Consumer” means an individual(s) or corporation that has, or wishes to have a water and/or sewer service connection.
 - c) “Town” means the Town of Kamsack;
 - d) “Trailer Court” means the property described as Lots 4-10, Block 8, Plan Z5755 and Lots 4-10, Block 24, Plan Z5755.
 - e) “Utility Services” means those services provided by the Town as shown on the Utility Bills.
 - f) “Water and Sewer Works System” includes the Wells, Raw Water system, Water Tower, Water Treatment Plant, Sewage Lift Station, Lagoon System, the distribution systems for both treated water and sewage, and all Water Meters within the Distribution System.
 - g) “Utility Rates Bylaw” shall mean the most current Utility Rates Bylaw as approved by the Saskatchewan Municipal Board.
3. **New or Replacement Sewer Connections**

An application for a permanent water or sewer connection or replacement shall be made to the Town and must conform with the Town of Kamsack Water and Sewer Connection and Maintenance Policy.
4. **Connection Fee**
 - a) Consumers wishing to connect, reconnect, or transfer utility services within the Town of Kamsack shall pay service fees as set out in the Utility Rates Bylaw.
 - b) No connection shall be made until the appropriate application agreement is signed by the consumer and the fee and deposit are received, and any previously owed balance is paid in full.
 - c) The water service will only be turned on to the premises when the building is open or accessible to the authorized employee of the Town.
5. **Account Deposits**
 - a) A refundable deposit will be charged in accordance with the Utility Rates Bylaw.
 - b) This Account Deposit shall be used to pay any outstanding amounts prior to any refunds granted.
6. **Meter Location**
 - a) The owner of the property being serviced shall provide a frost-proof location for the water meter that is accessible to the Town.
 - b) Every consumer shall provide, at their own expense, access to authorized personnel to inspect, read or maintain any installed meter.
 - c) The owner of the property being serviced shall be liable for the full replacement cost of a meter installed on the property if damaged by frost or other cause. The rates are within the Utility Rates Bylaw.



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7. Utility Service Complaints

- a) A consumer who has a water complaint concerning quality, excessive consumption, or other related matter shall make written application to the Town stating the nature of the complaint. All complaints will be handled as soon as possible depending on the nature of the complaint.

8. Charge of System

- a) The Water and Sewer Works System is under the charge of the Town and as such all work, maintenance and operation shall be done by authorized employees of the Town or a contractor hired by the Town.
- b) All curb stops, main valves and hydrants with exception of curb stops at the Trailer Court are the property of the Town of Kamsack and all work or operation of the above devices shall be done by authorized employees of the Town or a contractor hired by the Town.

9. Limiting Consumption

- a) The right is reserved by the Town to discontinue furnishing of water for fountains, jets, hoses or sprinklers, or to further limit hours for usage of same. Such limitations shall be at the discretion of the Water Treatment Manager.
- b) The Town shall have the right to limit the amount of water furnished to any consumer, should circumstances warrant such action. The Town shall not be held liable for any damages caused as a result of limiting consumption of water services.
- c) No agricultural, commercial or large (over 500 gallon) tanks are allowed to be filled from Town water, with the exception of emergency firefighting activities.

10. Billings

- a) See Schedule 'A' – billing frequency
- b) Prorating on minimum water and sewer service charges:
 - i) Where utilities service is provided after the beginning of a billing period minimum charges shall be prorated in accordance with the number of days remaining in the billing period. Consumption charges will be calculated in accordance with the current rate schedule bylaw. Other charges included on the utilities bill will be calculated in same manner.
- c) The utilities bill for any consumer shall be paid no later than 30 days from the date of billing. Utility bills remaining unpaid after 30 days shall be subject to the timeline outlined in Schedule "A" but:
 - i) In certain circumstances, the utilities service may be disconnected at any time after the 30 days without any notice.
 - ii) If the utilities service is disconnected due to nonpayment of account, a reconnect surcharge will be applied as per the fees in the Utility Rates Bylaw plus full payment of the unpaid bill will be required before service is reinstated.

11. Fouling of water

- a) Subject to the regulations of the Water Resources Act, no person(s) shall discharge, deposit, drain or release any substance capable of changing the quality of water or causing water pollution.
- b) No consumer shall place any device or appliance on their plumbing system that is capable of overcoming the municipal pressure within the water mains unless approved back flow prevention device is installed within the system just after the water meter.

12. Unpaid Costs

- a) All unpaid costs relating to this Bylaw, provided that prior notice to owner that charges are in arrears, shall be added to and thereby form part of the taxes on the land or building(s) with respect to which the service was provided.

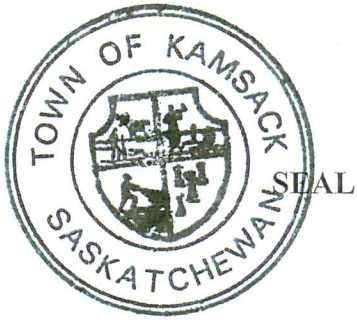
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13. Penalty for Non Compliance


- a) That any person, company, or corporation committing a breach of this bylaw shall be liable, on summary conviction as follows:
- i) To fine and or imprisonment as assessed by any court in the Province of Saskatchewan.
 - ii) Said person shall be liable for any costs incurred by the Town, due to breach of any provision of this bylaw.

14. Repealing Bylaw

- a. Bylaws No. 01-2019 is hereby repealed.




Mayor


Administrator

Read a third time and adopted, this 10th day
of June, 2024.

CERTIFIED A TRUE COPY OF BYLAW
No. 2024-03 OF THE TOWN OF
KAMSACK PASSED THE 10th
DAY OF June, 2024


TOWN ADMINISTRATOR



BYLAW 2024-03
UTILITY MANAGEMENT BYLAW
SCHEDULE 'B'

1. Billing Frequency

<u>User Type</u>	<u>Frequency</u>
Residential (R)	
Owners	Monthly
Renters	Monthly
Commercial (C)	Monthly
Industrial (I)	Monthly
Special (S)	Monthly

2. Estimated Timeline

Note:

- if any dates fall on a weekend or holiday, it will be on the first workday thereafter.

Month 1

20th Utility Billing gets mailed.

Month 2

19th Utility Bills Due.

First Monday after the 20th Cut-off notice mailed/emailed for delinquent accounts.

Second Monday after the 20th Door Knockers placed on doors

Third Monday after the 20th Disconnection Day for water.