

## **SUMMER VILLAGE OF MA-ME-O BEACH**

### **BYLAW No. 361**

#### **A BYLAW OF THE SUMMER VILLAGE OF MA-ME-O BEACH, TO REGULATE THE CONNECTIONS AND OPERATIONS OF A MUNICIPAL WASTEWATER UTILITY SYSTEM IN THE SUMMER VILLAGE OF MA-ME-O BEACH.**

Being a Bylaw of the Summer Village of Ma-Me-O Beach to provide for the service connection and provision of wastewater services to residents of the Summer Village of Ma-Me-O Beach.

WHEREAS The Municipal Government Act, R.S.A. 2000, c. M-26 provides a Municipal Council with the authority to pass bylaws respecting public utilities,

NOW THEREFORE the Council of the Summer Village of Ma-Me-O Beach in the Province of Alberta, duly assembled, hereby enacts as follows:

#### **1 TITLE AND GEOGRAPHIC SCOPE**

- 1.1 This Bylaw may be referred to as the "Municipal Wastewater Utility Bylaw".
- 1.2 This Bylaw shall only be applicable within the boundaries of the Summer Village of Ma-Me-O Beach.

#### **2 DEFINITIONS AND INTERPRETATION**

##### **2.1 In this Bylaw:**

- a) "Council" means the council of the Summer Village.
- b) "Customer" means any person who is the Owner of any lot connected to or provided with Wastewater Services pursuant to this Bylaw.
- c) "Manager" means the Chief Administrative Officer for the Summer Village of Ma-Me-O Beach or his or her designate.
- d) "Minimum Rate" means the rate established in Schedule "A" of this Bylaw.
- e) "Owner" means the registered Owner of land and includes the purchaser thereof, and where the context so requires the Owner of the land receiving Wastewater Services pursuant to this Bylaw.
- f) "Person" means a human being, a corporation or other legal entity.
- g) "Regional Wastewater System" means the South Pigeon Lake Regional Wastewater System to which the wastewater collected within the Summer Village of Ma-Me-O Beach will be delivered for disposal.

- h) "Service Connection" means that portion of the Summer Village of Ma-Me-O Beach wastewater system that runs from the main municipal line to a holding tank on a parcel of land for the purpose of providing wastewater services to the parcel and includes the pipes, wires, CC valves (curb cock / curb stop valves), and other couplings, connections and apparatus.
  - i) "Summer Village" means the Summer Village of Ma-Me-O Beach.
  - j) "Wastewater System" means the wastewater system or works operated by the Summer Village of Ma-Me-O Beach.
  - k) "Wastewater Services" means the wastewater collection and disposal provided by the wastewater system.
  - l) "CC Valve" is the isolation valve provided as part of the Service connection and is part of the Municipal Wastewater System. It is also known as a curb cock or curb stop valve.
  - m) "Wastewater Producing lots" are lots located within the Summer Village that produce wastewater and have a water well, cistern, or other water supply.
  - n) "Wastewater" means all the composite of liquid and water-carried wastes associated with the use of water for drinking, cooking, cleaning, washing, hygiene, sanitation, or other domestic purposes and includes Grey water.
- 2.2 The Preamble and Schedules attached to this Bylaw form part of this Bylaw.
- 2.3 In this Bylaw the reference to the male gender shall include the female, and the singular, shall include the plural and vice versa.
- 2.4 Where a word or term in this Bylaw is defined by this Bylaw, derivatives of that word or term shall be interpreted to have the same general meaning as the defined word or term, as the context may require.

### 3 DELEGATION OF AUTHORITY

- 3.1 Council hereby delegates to the Manager authority to do all things necessary in order to fulfill the responsibilities and duties of the Summer Village with respect to the delivery of Wastewater Services under the Municipal Government Act and this Bylaw including the retention of contractors. The Manager is responsible for the operation of the Wastewater System in accordance with:
- 3.1.1 Provincial and Federal Statutes and Regulations;
  - 3.1.2 This Bylaw and related Regulations.
- 3.2 The Manager may delegate to one or more Summer Village employees any of the duties hereby delegated to the Manager.

#### 4 WASTEWATER SYSTEM

- 4.1 The Summer Village is hereby authorized to operate a wastewater system for the purposes of supplying the parcels of land within the Summer Village with Wastewater Services.
- 4.2 No person except the Summer Village may operate a wastewater collection or disposal system in the Summer Village except as permitted by this Bylaw or as specifically authorized in writing by the Manager.
- 4.3 All Wastewater generated on a Wastewater Producing Lot shall be contained in a watertight holding tank for transfer to the Mulhurst lagoon.
  - 4.3.1 Notwithstanding 4.3 above, the use of outdoor showers will be allowed provided any soap, shampoo, or other cleanser used contains no phosphates.
- 4.4 The Summer Village has not imposed a timeline or requirement for property owners to connect to the wastewater system.
  - 4.4.1 Notwithstanding 4.4 above, any property owner who is in violation of Wastewater Bylaw #362 may, in addition to any penalties applied, be required to connect to the Wastewater Utility System if they do not meet the requirements of Bylaw # 362 within the timeframe required.
- 4.5 Provided that pipes forming part of the Wastewater System are located within a road, easement, public utility lot or other property controlled by the Summer Village, the Manager may require the Owner of an adjacent property to provide or pay for a Service Connection from that adjacent property to the main line of the Wastewater System, and, if that adjacent property is connected to any other wastewater disposal system, to disconnect from that wastewater disposal system and connect to the Summer Village's wastewater system.
- 4.6 In the event that a wastewater producing lot is sold that is not connected to the Municipal Wastewater Utility, the new property owner will be required to connect to the Municipal Wastewater Utility System within one (1) year of the date of purchase.
  - 4.6.1 Notwithstanding 4.6 above, if the property owner has applied for a demolition Development Permit and is planning to demolish the current structure and rebuild, the Manager may grant an extension to the one year requirement.

#### 5 OPERATION OF WASTEWATER SYSTEM

- 5.1 The installation of all wastewater mains, Service Connections and related facilities shall be in accordance with the standards and specifications set out in the engineering design and as updated from time to time.
- 5.2 Each lot or parcel and each principal building or occupancy, shall be provided with a separate Service Connection where feasible.

- 5.3 No Person shall install a Service Connection without making a development permit application for approval of such installation to the Summer Village, and obtaining approval for such installation.
- 5.4 No Service Connection shall be activated until a servicing agreement has been signed by the Owner with the Summer Village of Ma-Me-O Beach.
- 5.5 Routine maintenance and operation of system vents and valves shall be performed by Summer Village staff or contractors authorized by the Summer Village.

## **6 SYSTEM EXTENSIONS AND INSTALLATION OF SERVICE CONNECTIONS**

- 6.1 Provision of Service Connections to Wastewater System.
  - 6.1.1 Owners shall prepare Service Connection design plans, which comply with the Summer Village standard acceptable design plans. The on lot components of each Service Connection must connect to the CC Valve on the municipal property line.
  - 6.1.2 The Summer Village may require changes to the designs for the Service Connection to ensure acceptable standards in design, materials and construction.
- 6.2 Service Connections on Summer Village Property or Owner's Property
  - 6.2.1 The Summer Village has undertaken to install the main municipal lines and the portion of the service connection that runs from the main line to the CC valve at the property line for each lot in the Summer Village as part of the Wastewater Utility System project. This work has been funded through grants and reserves at no additional cost to property owners.
  - 6.2.2 An Owner shall be responsible to arrange and pay for the materials and installation of the Service Connection within his or her own property.
- 6.3 Owner provided Service Connections
  - 6.3.1 Where the Summer Village does not install the Service Connection, the Summer Village shall have the right of inspection as to compliance with Summer Village standards and specifications.
  - 6.3.2 The Owner shall advise the Summer Village of the time of installation of a Service Connection and shall allow the Summer Village reasonable opportunity to inspect the installation for conformance to Summer Village standards and specifications.
  - 6.3.3 When making a request for an inspection, five working days' notice will be required to be given to the Plumbing and Safety Codes Officer and inspection will only be done during regular work hours.

- 6.3.4 Persons backfilling before requesting and receiving an inspection may be required by the inspector to dig out and expose the Service Connection at the Owners cost so that a proper inspection can be done.
- 6.3.5 The Summer Village shall be responsible for the operation, maintenance and repair of the Wastewater System including the thawing of frozen lines from the mains up to the CC valve.
- 6.3.6 Should damage to the Service Connection be caused by the negligence or improper action of the adjacent property Owner or those acting on behalf of the Owner, the costs for repairing or thawing lines and CC valves will be charged to the Owner.

## 7 REPAIR AND MAINTENANCE OF SERVICE CONNECTIONS

- 7.1 The Owner or occupant of a property shall ensure that any CC valve adjacent to their property line remains accessible and exposed. Where the Owner or occupier damages or causes the CC valve to become inoperative, the Owner shall be responsible for repairs, damages, and/or replacement costs.
- 7.2 No one shall obstruct or restrict access to any CC valve. Any obstruction or restriction of access to the CC valve shall be removed. Removal of these obstructions shall be at the cost of the Owner.
- 7.3 The Owner shall be responsible for clearing any blockages in the portion of the wastewater lines from a building to the holding tank, within the holding tank, and/ or between the holding tank and the CC valve.
- 7.4 The Summer Village may with reasonable notice inspect the holding tank, pumps and connections to ensure that they meet the engineering and operating standards.

## 8 RATES, BILLING AND COLLECTION

- 8.1 The rates to be charged to Customers for the disposal of wastewater to the Wastewater System are prescribed in Schedule "A" of this Bylaw.
- 8.2 A utility bill showing actual or estimated amounts for all service charges to the Customer shall be prepared and delivered annually as a utility charge on the tax notice.
- 8.3 The billing for Wastewater Service charges shall be based on an annual rate as approved by Council.
- 8.4 No reduction in rates or charges shall be made for any interruption of Wastewater Services during a billing period.
- 8.5 Where an Owner wishes to obtain Wastewater Services, he or she shall make application to the Summer Village. Applications for Wastewater Services may only be made by an Owner.

- 8.6 The Application for wastewater services and the supply of such services by the Summer Village constitute an agreement for those services incorporating the provisions of this bylaw and any amendments thereto.
- 8.7 All utility bills are due and payable within 30 days of the invoice date with payment to be made at the Summer Village office or at such other place as may be designated from time to time by the Manager.
- 8.8 Non-receipt of a utility bill shall not exempt the Owner from payment of the services rendered.
- 8.9 Any utility account balance which remains unpaid after 30 days shall have added to their account a late payment fee as specified in Schedule "B".
- 8.10 Notwithstanding Section 8.9, where the Customer is unable to pay the entire amount of the outstanding utility account the Manager may negotiate a satisfactory repayment schedule.
- 8.11 Where a utility account or other charges under this Bylaw remain unpaid, the Manager may add the unpaid utility or other charges to the tax roll account of the property.
- 8.12 The Manager may undertake collection of any unpaid utility accounts by any means provided by the law.
- 8.13 A Wastewater Service will only be discontinued in the event that a development permit has been issued for the demolition or removal of all wastewater producing premises on the lot. Discontinuation of Wastewater Services does not exempt a property owner from paying the annual operating fee.
- 8.14 Where it has been determined that a Customer has been paying an amount less than that which should have been paid because of errors of the Summer Village such as improper bill calculation, a charge of the difference between what was paid and what should have been paid shall be paid by the Customer for the period between January 1<sup>st</sup> of the year previous to the current year and the date on which the error was discovered.
- 8.15 Where it has been determined that a Customer has been paying an amount greater than that which should have been paid because of errors of the Summer Village such as improper bill calculation, a refund of the difference between what was paid and what should have been paid shall be given to the Customer for the period between January 1<sup>st</sup> of the year previous to the current year and the date on which the error was discovered. Notwithstanding the above, Council may, at its sole discretion, authorize a refund exceeding the amount determined in this Section.

## **9 GOVERNING THE PROVISION AND USE OF THE WASTEWATER SYSTEM**

- 9.1 Except where authorized by the Summer Village in writing no Person shall open, close or interfere with any line, valve or vent connected to the Wastewater System.
- 9.2 The Summer Village may shut off Wastewater Services at the CC valve, in which case no person shall turn on or attempt to turn on the Wastewater Services except where authorized by the Summer Village in writing.

## 10 RESTRICTED MATERIALS

- 10.1 No Person shall connect, cause to be connected, or allow to remain connected to the Wastewater System any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow water or wastewater that has been contaminated or polluted by materials including but not limited to those substances and limits described in Schedules D1-D2.
- 10.2 The Manager may issue such order or orders to the Owner of the property as may be required to ensure compliance with Article 10.1 of this Bylaw.
- 10.3 No Person shall throw, deposit or leave in or upon the Wastewater System or any drain connected therewith, any material that may cause blockage of the Wastewater System, including its mains or Service Connections.
- 10.4 Only normal human toilet waste and grey water shall be discharged into the wastewater system. No Person shall discharge into the Wastewater System or any drain connected therewith, any other liquid or substances that would prejudicially affect the Wastewater System, adversely affect the environment, cause pollution or be considered hazardous.
- 10.5 No Person shall make any connection with the Wastewater System or any drain or pipe connected therewith for the purpose of conveying any inflammable, explosive or hazardous material into the Wastewater system.
- 10.6 No Person shall make any connection with the Wastewater System or any drain or pipe connected therewith for the purpose of conveying any surface water collected by drainage in weeping tile, eaves troughs or roof spouts.
- 10.7 No Person shall discharge the contents of any privy vault, or manure pit, directly or indirectly into the Wastewater System, or any drain connected to the Wastewater System.
- 10.8 No Person shall turn, lift, remove, raise or tamper with any ventilator of any Summer Village wastewater line, except where authorized in writing by the Summer Village.
- 10.9 No Person shall cut, break, pierce or tap into the Wastewater System.
- 10.10 In the event that the Summer Village feels they have reasonable grounds the Summer Village may upon reasonable notice and at reasonable times enter buildings or other places which have been connected to the Wastewater System to ascertain whether or not any improper material or liquid is being discharged in the wastewater.
- 10.11 The Summer Village shall have the right to use any test or other means necessary to determine compliance with this Bylaw and to stop or prevent the discharge of any substances that are contrary to this Bylaw.
- 10.12 Discharges from trade, industrial or manufacturing process
  - 10.12.1 No Person shall discharge or allow to be discharged any waste, product or by-product created or resulting from any trade, industrial or manufacturing

process, directly or indirectly into the Wastewater System without such pre-treatment as shall be prescribed by the Summer Village for each such case.

- 10.12.2 The necessary pre-treatment works so prescribed shall be completely installed by the Customer at his own expense, prior to the construction of the Connection and shall be continuously maintained and operated by the Customer.
  - 10.12.3 No person shall discharge or allow to be discharged into the Wastewater System any materials found listed in Schedule "D" to this Bylaw that exceed the levels listed in Schedule "D" of this Bylaw.
  - 10.12.4 Any person who breaches Section 10.12.3 of this Bylaw shall in addition to the penalty prescribed in Schedule "C" to this Bylaw be liable for all costs incurred by the Summer Village in remediating the situation caused by that breach, including all clean-up costs.
- 10.13 Grease traps of sufficient size and approved design shall be placed on the waste pipes from all hotels, restaurants, laundries, and such other places as the Summer Village may direct. The Owner will be responsible for the installation and maintenance of the grease traps.
- 10.14 Commercial building sumps:
- 10.14.1 Interceptors of sufficient size and approved design shall be placed on the waste pipes from all car washes and any other buildings that may cause excess dirt and debris to pass in the Wastewater System.
  - 10.14.2 No person shall allow the discharge from a Storm Water Discharge System to enter into the Wastewater System.

## 11 PENALTIES

- 11.1 Charges as prescribed in Schedule "B" will be imposed on any Customer issuing a payment to the Summer Village which is dishonoured or returned with a notification of non-sufficient funds (N.S.F.) and those charges shall be added to the customer's account.
- 11.2 Any Person who breaches or contravenes any provision of this Bylaw is guilty of an offence and upon conviction, is liable to pay a fine as prescribed in Schedule "C" of this Bylaw together with any further or other sanction a court may impose.

## 12 EFFECTIVE DATE

- 12.1 This Bylaw repeals Bylaw 258 Wastewater Utility Bylaw.
- 12.2 This Bylaw shall take effect as and from the third and final reading.

Read a first time this 9<sup>th</sup> Day of May, 2018.




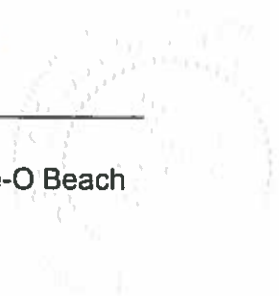
Read a second time this 9<sup>th</sup> Day of May, 2018.

Given unanimous approval to proceed to third and final reading this 9<sup>th</sup> Day of May, 2018.

Read a third time this 9<sup>th</sup> Day of May, 2018.

  
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Don Fleming, Mayor  
Summer Village of Ma-Me-O Beach

  
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Sylvia Roy, CAO  
Summer Village of Ma-Me-O Beach



**SCHEDULE A**  
**Residential Rates**

All property owners shall pay for Wastewater Services the aggregate of amounts determined as follows:

Property Owners will be invoiced based on a fixed annual fee for Wastewater Services. The fee will be set annually as part of the budget process. The Wastewater Services Fee will be shown as a separate Utility Fee line item on the Tax Notice.

Ratepayers who subscribe to the Tax Installment Payment Plan may make monthly payments for the Utility Fee with their Property Taxes.

**SCHEDULE B**

Wastewater Line Connection Rates	At Cost +25%
Administration fee (initiating account)	\$25.00
N.S.F. or dishonoured payment	\$25.00
Late Payment Fees	2% per month
Miscellaneous Items at cost plus 25% as determined by the Manager.	

**SCHEDULE C**

**PENALTIES**

<b>Offense</b>	<b>Amount</b>
1 <sup>st</sup> Offense	\$2,500.00
2 <sup>nd</sup> Offense	\$10,000.00
3 <sup>rd</sup> and Subsequent Offenses	\$25,000.00 each

**PLUS** the cost of remediation / rehabilitation required due to the nature of the offense.

Note that any penalty or remediation cost that remains unpaid will be transferred to the Property Tax account as per the conditions in Section 8.11 and late payment penalties will apply.

**SCHEDULE D-1  
Restricted Materials**

**Prohibited Substances**

1. Any liquid or vapour having a temperature higher than 75°C.
2. Any gasoline, solvents or similar products.
3. Any tar or other viscous material of mineral origin.
4. Any garbage that has not been shredded so as to pass through a 6mm screen.
5. Any ashes, cinders, wood, wood shavings, sawdust, rags, sand, mud, straw, metal, glass, fiberglass, plastics, eggshells, feathers and improperly shredded paper or other solids.
6. Any water or wastes which contain material that will solidify or become viscous at temperatures between 5°C and 80°C.
7. Animal parts or wastes including, but not limited to:
  - a. Any manure or intestinal contents from horses, cattle, sheep, swine or poultry;
  - b. Hooves or toenails;
  - c. Intestines or stomach casings or animal body parts;
  - d. Bones;
  - e. Bristles or hair;
  - f. Hides or parts thereof;
  - g. Fat or flesh in particles larger than will pass through a 6mm screen;
  - h. Fleshings and hair resulting from tanning operations.
8. Wastewater which is in or is capable of being transformed into two or more separate layers.
9. Substances other than those described herein that are prohibited or restricted from being discharged under any applicable Federal or Provincial Legislation and any amendments thereto.
10. Any noxious or malodorous gas or substance capable of creating a public nuisance including but not limited to, hydrogen sulphide, mercaptans (thiols), carbon disulphides, other reduced Sulphur compounds, amines, and ammonia.
11. Lime slurry and residues.
12. Any substance which, in the opinion of the Manager or designate;
  - a. Is or may become harmful to any recipient watercourse or wastewater system or part thereof;
  - b. May interfere with the proper operation of the wastewater system or part thereof;
  - c. May impair or interfere with any wastewater treatment process; or,
  - d. May become a hazard to persons, property or animals.

**Limits of Substances**

<b>CONTAMINANTS</b>	<b>Mg/L</b>
Biological Oxygen Demand	1,000
Chemical Oxygen Demand	2,000
Non-Filterable Residue	1,000
Oil and Grease	500
Suspended Solids	1,000
Total Kjeldahl Nitrogen	500
Ph less than 5.5 or greater than 10	0
Total Phosphorus as Phosphates	30
<b>INORGANIC CONSTITUENTS</b>	
Aluminum	50
Antimony	1
Arsenic	1
Barium	3
Boron	1
Cadium	0.05
Cadmium	0.10
Chlorine (free chlorine)	5
Chromium	1
Chlorinated Hydrocarbons	0.02
Copper	0.5
Cyanide	1
Fluoride	1
Lead	1
Manganese	1
Mercury	0.1
Molybdenum	5
Nickel	1
Total Pesticides	0.1
Phosphorus	200
Phenolic Compounds	0.1
Selenium	1
Silver	1
Sulphate	1500
Sulphide	1
Thallium	0.5
Zinc	1
<b>ORGANIC COMPOUNDS</b>	
B.E.T.X (Benzene, Ethyl Benzene, Toluene, Xylene)	1
Carbon Tetrachloride	0.2
Chloroform	0.2
Hydrocarbons	50
Pentachlorophenols	0.2
Phenols	1

### Schedule D-3

As noted in Section 10.3 damage caused by the discharge of unauthorized materials into the wastewater system will be the responsibility of the property owners

The only materials permitted to be discharged into the wastewater system are:

1. human waste and toilet paper;
2. grey water from showers, sinks, tubs and dishwashers;
3. conventional food wastes as processed through an in-sink garbage disposal unit; and,
4. laundry washing machine discharge.

No other materials are permitted to be discharged into the wastewater system, as these materials can cause damage. This includes so-called "flushable" baby wipes, other cleaning wipes, feminine products, diapers, dental floss, plastics, latex and grease.

The property owner is responsible for the removal of solid wastes from the first compartment of the holding tank on an as needed basis. Pump manufacturers advise that a 5 to 10 year period is a reasonable range for Summer Village use.

Property owners are also responsible for having the pump filter cleaned every second year.