

Big Lakes County Policy

Water and Wastewater Service Policy

Policy Number:	WS-07
Legal Authority:	
Approved by Council:	August 8, 2018
Effective Date:	August 8, 2018
Revised Date:	January 25, 2023

Policy and Procedure Statement

Big Lakes County believes that County Residents should have reasonable access to potable drinking water. To accomplish this the County will work towards assisting residents with the expansion of its Water and Wastewater systems as laid out in this policy.

Definitions

- a. "Add-on" – A single water connection connected to an existing water network;
- b. "Connection" – A water connection to a parcel of land by means of a service line.
- c. "County initiated Project" – A project designed, managed, and constructed at the direction of Big Lakes County Council.
- d. "Customer" - The owner of the parcel of land to which a connection is made.
- e. "Developer initiated project" – A project which is designed, managed, and constructed by a resident, business, or developer. The County will still participate in the project as laid out in this Policy.
- f. "Main line" – A water or wastewater line to supply service to an area of the County. Service lines connect to main lines.
- g. "Meter assembly" –The meter, gaskets, and adapters to connect to the customers system
- h. "Potable water infrastructure" – Water reservoirs, water treatment plants, potable water fill stations, supply and distribution lines owned by the County and service connections.
- i. "Potential Connections" – The number residents located adjacent to a proposed water or wastewater main, which may connect in the future.
- j. "Public demand" – The number of residents expressing a commitment to connect to a water or wastewater main if constructed.
- k. "Service connection" –The part of the potable water or wastewater infrastructure that runs from the main line and service valve at the property line (or other location determined by the County) to a building on a parcel of land for the purpose of providing water utility service to the parcel and includes the pipes, wires, meters, valves, or other apparatuses.

County Initiated Projects

- 1) The County Council will consider County Initiated Projects consisting of the construction of new main lines to its water and wastewater infrastructure on an annual basis, and will be guided in their decision-making by the following considerations:
 - a. budgetary considerations for that year.
 - b. public demand from a potential service area.

- c. potential connections.
 - d. required system upgrades (booster stations, pressure reducers, pump upgrades, etc.);
 - e. Topography and other site conditions.
 - f. potable water and wastewater system infrastructure capacity.
- 2) Connection fees for connecting to the County's water and wastewater system will be charged as per the County's current Schedule of Fees Bylaw under the following items:
- a) Water System Connection Fee**
- i) Eligible for all residents in the County
 - ii) For condominiums the fee is payable per residential unit.
 - iii) Subject to the conditions as set out in the Municipal Government Act (Hamlets Only), the County may apply this fee to the property tax through a Local Improvement bylaw, special tax, or offsite levy
 - iv) Fee includes:
 - (1) a contribution towards existing infrastructure costs and future capital costs of the existing system.
 - (2) water meter assembly
 - v) Fee does not include:
 - (1) Extension of County water mains.
 - (2) Service Valve (cc)
 - (3) Service Line or installation costs into the residence
 - vi) The fee is payable when the water meter is supplied or installed.
- b) Wastewater System Connection Fee**
- i) Eligible for all residents in the County where wastewater service is available.
 - ii) For condominiums-based projects the fee is payable per residential unit.
 - iii) Subject to the conditions as set out in the Municipal Government Act (Hamlets only), the County may apply this fee to the property tax through a Local Improvement bylaw special tax or offsite levy.
 - iv) Fee includes:
 - (1) a contribution towards existing infrastructure costs and future capital costs of the existing system.
 - v) Fee does not include:
 - (1) Extension of County wastewater mains.
 - (2) Service Valve (cc)
 - (3) Service Line or installation costs into the residence.
 - vi) The fee is payable prior to commencing construction.
- c) Security Deposit for New Connections to Main Lines**
- i) The Security Deposit for New Connections is payable prior to commencing construction. The fee will be returned upon satisfactory inspection by County staff or County Engineering Consultant.
 - ii) Where both water and wastewater are being installed, only one Security Deposit will be required.

- iii) Where service is being installed to more than one property, the Security deposit will be per property.
- 3) Landowners which have provided easements and access to their lands for installation of the water lines will be paid under the following conditions:
 - a. Crop loss will NOT be paid for the parcel of land receiving water as part of the County Initiated project.
 - b. Crop Loss will be paid as per schedule of fees bylaw. Crop Loss will be paid for the year of installation. The total acres are equal to the area covered by registered easements.
 - c. The County will only pay for Crop loss on County initiated projects.

Developer Initiated Projects

- 4) When a resident, developer, or business wishes to construct main lines to reach their property the following conditions will apply:
 - a) The resident/developer/business will pay the connection fees as Per the schedule of fees bylaw.
 - b) The lines/project will be designed and stamped by a Professional Engineer licensed by APEGA and submitted to the County for review. All lines/projects must meet the County's current municipal standards and this policy.
 - c) Any required easements will be executed and registered on title by Caveat in favour of Big Lakes County prior to the commencement of construction.
 - d) All main lines constructed will be property of Big Lakes County.
 - e) At the discretion of Council, Big Lakes County may cover the additional costs of up sizing a line for future connections.
- 5) **Construction Requirements**
 - a) The County will choose either a trickle system or a pressure system based on existing infrastructure and cost, on a project-by-project basis.
 - b) A service connection line can only be extended to a maximum of two buildings on the property (garage, shop, or additional residence). All costs of the additional connection are the responsibility of the landowner.
 - c) All pipe is to be HDPE or County Approved Equivalent and all connections are to be conducted by contractors trained and licensed to complete the fusing.
 - d) No privately-owned lines may cross any property lines. The property owner is responsible for the maintenance and construction of any service lines from the service valve extending into the residence. The County maintains ownership of all lines up to and including the service valve.
 - e) County preference is to construct the water infrastructure on private property whenever feasible due to financial considerations as opposed to within road rights-of-way.
 - f) No water lines will be constructed unless an easement is executed and registered against the title to the property where the construction is to take place.
 - g) In cases where the County directs a trickle service or system to be constructed the following will apply:
 - i. a flow valve will be installed for each connection with a restricted flow of 1 gal/min or 4.54 l/min: or a suitable pressure sustaining valve assembly.
 - ii. a water holding tank and pump are required for all service connections; a minimum sized tank of 900 liters is recommended.

- iii. the customer shall be responsible for the supply and installation costs of a suitable holding tank, a pump and connections to the service pipe and building pipe network.
 - iv. the customer wishing to connect to an existing cistern may be permitted to do so; in this case, the meter assembly shall be located in the house requiring a back feed to the cistern or within a meter chamber (to be evaluated on per case basis).
- h) No alternative (dugout or well) may be physically connected to the residence/business.

Patricia Reynolds

Reeve

Kevin Gymbaluk

per Chief Administrative Officer

February 1, 2023

Date of Final Signature