

**REGULAR COUNCIL MEETING – AGENDA –
ADDENDUM**

VILLAGE OF ANMORE



Addendum to the Agenda for the Regular Council Meeting
scheduled for Tuesday, March 7, 2017 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC

9. Legislative Reports

(a) Anmore Water Rates and Regulations Amendment Bylaw No. 559-2017

page A1 Proposed amendment bylaw is attached for review.

page A3 Anmore Water Rates and Regulations Bylaw No. 555-2016 is attached for reference.

VILLAGE OF ANMORE

BYLAW NO. 559-2017

A bylaw to amend Anmore Water Rates and Regulations Bylaw No. 555-2016

WHEREAS the Municipal Council may, by bylaw, fix the rates and terms under which water may be supplied and used and may provide for the classification of users and prescribe different rates, terms and conditions for different users;

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. That this bylaw may be cited for all purposes as “Anmore Water Rates and Regulations Amendment Bylaw No. 559-2017”.
2. That Anmore Water Rates and Regulations Bylaw No. 555-2016, be amended as follows:

- (a) That section 33 be amended by deleting all text and replacing it with the following text:

Further to section 32, where a Consumer requests that the Municipality test a meter, the Consumer shall deliver a \$400.00 deposit with the Municipality, and the appointed agent shall conduct a test on the meter. Where the test shows an error in registering the quantity of water passing through the meter of over 5% and in favour of the Consumer, the Municipality shall refund the \$400.00 deposit to the Consumer, repair the meter and adjust the account for service accordingly. Where the test shows an accurate measurement of water or an error in favour of the Municipality, the \$400.00 deposit shall be retained by the Municipality to cover, in part, the costs of conducting the test.

- (b) That Schedule B be amended by changing the per cubic meter rate from \$2.42 to \$2.80 in section 1 and section 2.
- (c) That Schedule B be amended by changing the per cubic meter rate from \$2.47 to \$2.88 in section 3.

READ a first time the _____ day of _____, 2017

READ a second time the _____ day of _____, 2017

READ a third time the _____ day of _____, 2017

RECONSIDERED, FINALLY PASSED AND ADOPTED this _____ day of _____, 2017

MAYOR

MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Water Rates and Regulations Amendment Bylaw No. 559-2017".

DATE

MANAGER OF CORPORATE SERVICES

VILLAGE OF ANMORE

BYLAW NO. 555-2016

A bylaw to fix the rates and terms under which water may be supplied to and used by inhabitants of the Municipality

WHEREAS the Council may, by bylaw, fix the rates and terms under which water may be supplied and used and may provide for the classification of users and prescribe different rates, terms and conditions for different users;

NOW THEREFORE the Council of the Village of Anmore in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "Anmore Water Rates and Regulations Bylaw No. 555-2016".
2. That "Anmore Water Rates and Regulations Bylaw No. 161-1995", and amendments thereto, be repealed in its entirety.
3. In this bylaw, unless the context otherwise requires, the following words and terms shall have the meanings hereinafter ascribed to them:
 - (a) **Collector** means the Treasurer of the Village of Anmore duly appointed by the Council from time to time;
 - (b) **Consumer** means any person, company or strata corporation who is the owner, or agent of the owner of any premises to which water is supplied or made available from any of the works and shall include any person who is the occupier of such premises and any person who is a user of water supplied to any premises or by any service from the said works;
 - (c) **Council** means the Council of the Village of Anmore;
 - (d) **Duplex House** means any building used or designed to be used by two families;
 - (e) **Dwelling Unit** means one or more rooms constituting a self-contained unit of living accommodation and shall include manufactured homes and duplexes;
 - (f) **Engineer** means the Engineer who has been contracted by the Council from time to time;
 - (g) **Meter** means a water meter installed by or with the consent of the Municipality to a water connection for the purpose of measuring the quantity of water used or supplied to a dwelling unit or parcel of land;

- (h) **Metered Service** means a service having attached thereto a meter or other measuring device for determining the quantity of water used or supplied through such service;
 - (i) **Municipality** means the Village of Anmore
 - (j) **Municipal Hall** means the office of the Village of Anmore located at 2697 Sunnyside Road, Anmore, BC
 - (k) **Owner** has the same meaning as defined in the Schedule to the *Community Charter*, and in relation to common property under the *Strata Property Act* means the strata corporation.
 - (l) **Parcel of Land** means any lot or other area in which real property is held or into which real property is subdivided;
 - (m) **Rate and Rates** mean the price or sum of money to be paid by any Consumer, either for the quantity of water supplied, or for the service to the premises for a stated period of time;
 - (n) **Service** means:
 - (i) the pipe or pipes and appurtenances provided for the supply of water to a Consumer's property line or nearest road boundary line; and
 - (ii) the supply of water to the Consumer;
 - (o) **Service Connection** means the connecting pipe between any water main and the property line of the premises served and shall include the necessary corporation stop-cock and shut-off valve;
 - (p) **Service Connection (Temporary)** means the connecting pipe between any water main and the property line of premises which do not front upon the water main from which service is provided, and shall include the necessary corporation stop-cock, shut-off valve and meter;
 - (q) **Works** means the waterworks system of the Village of Anmore.
4. This bylaw shall have reference and apply to the waterworks system owned and operated by the Municipality.
5. It shall be lawful for the Council from time to time to fix the rates and terms under which water may be supplied and used by the inhabitants of the Municipality.
6. The Municipality through its system of intakes, reservoirs and mains will endeavour to supply its Consumers located in the Municipality with an adequate supply of potable

water at all times.

7. All water service pipes, connections or facilities carrying water from a water main to the Consumer's property line or nearest road boundary line which is constructed (whether at the Consumer's expense or the Municipality's expense) in present or future public highways or within the Municipality rights-of-way or property, shall be the property of the Municipality.
8.
 - (a) No work of any kind connected with the water service, either for the laying of new, or repairing of old services shall be permitted to be done upon or under the streets or within the rights of way of the Municipality by any person other than an employee, agent, or contractor of the Municipality and no person shall make any connection with the waterworks system whatever without permission in writing from the Engineer or other employee of the Municipality authorized to grant such permission.
 - (b) No person shall in any manner interfere with the water service in any street or make any addition or alteration in or about or turn on or off any Municipal stop-cock or valve without permission in writing from the Engineer or his duly authorized agent.
 - (c) Except as provided by Section 8 hereof, no person, except an employee of the Municipality in the exercise of his duties, shall turn on, tamper with or in any manner interfere with any hydrant, stand-pipe, valve, meter or other fixture or any property of the works.
 - (d) No person shall destroy, or injure in any manner any hydrant, stand-pipe, valve, meter or other fixture or any property of the works.
9.
 - (a) No person, except an employee of the Municipality, in the course of his employment, shall without written authority of the Engineer or other employee of the Municipality, open any hydrant, stand-pipe or valve or use water there from. The Engineer shall reserve the right to stop such use at any time for any reason without liability for damages resulting there from in any manner whatsoever.
 - (b) Every person who wants access to a hydrant must first complete a Hydrant User Permit with the Municipality and deposit with the Municipality the appropriate fees as established the current Anmore Fees and Charges Bylaw.
 - (c) Every person who uses water from any hydrant, stand-pipe or valve pursuant to the provisions of this section, shall pay to the Municipality on demand the standard rates as determined by meter together with a handling charge as set out in the current Anmore Fees and Charges Bylaw.

10. The Municipality shall have the right at all times to shut off temporarily the water supply to any premises in order to make such repairs, renewals, alterations and extensions of the works as shall in the opinion of the Municipality be deemed necessary. Wherever possible, the Municipality will give reasonable advance notice.
11. All applications for the installation of water connections shall be made in the form prescribed at the Municipal Hall by the owner or his agent authorized in writing at least ten (10) days before service is required. Each applicant for service shall pay the connection fee prescribed by bylaw and the Municipality will provide a connection to the main within the boundaries of the road allowance, lane or easement where such main is laid.
12. No connection shall serve more than one parcel except that a strata title or manufactured home park shall be considered one parcel for the sake of this section.
13. The minimum size of pipe used to serve any one Consumer, and the service pipe installed by the Consumer, shall be of sufficient size to provide adequate service, but in no case shall be less than 25mm. The Consumer may select the size, but the Municipality shall give final approval. No service pipes or fittings shall be covered until same have been inspected and approved by the Municipality, and the Municipality shall not turn on the water thereto until such inspection and approval.
14. The Consumer shall assume all responsibility on his premises for water supplied by the Municipality. All persons using water shall keep their service pipes, stop-cock and their facilities in good order and repair, and shall protect from frost and other damage at their own risk and expense, and when any premises are vacated the stop-cock shall be turned off. The Municipality will be exempt from all liability from loss or damage caused by leakage; frost break or escape of water furnished by the works after the same has passed a street or road allowance.
15. Each new service shall be provided with a stop-cock and drain of a pattern to be approved by the Municipality, and it shall be placed in such a position on the premises supplied as directed by the Municipality. This stop-cock is for the use of the owner or occupant of the premises in case of defective pipes or facilities or in the event that the premises are vacated.
16. When service may be provided from either of two or more mains, the Engineer shall determine the main from which service shall be given.
17. (a) Every Service Connection (Temporary) provided in the Municipality shall be such size, type, length and capacity as may be prescribed by the Engineer who shall determine the location of the main to which the said service shall be connected; provided however, that the Engineer may refuse a temporary connection if such connection would have a detrimental effect on the water supply system. All such Service Connections (Temporary) shall be provided subject to the requirements of the Engineer.

- (b) Each applicant shall be responsible for the maintenance and upkeep of such pipe from the point of connection to the premises for which such connection is provided.
 - (c) No contractor, builder or other person shall use for building purposes of any kind or description any water from any pipe or main of the waterworks or from any other Consumer without the written permission of the Engineer nor until the amount fixed by the rates in force at that time has been paid and all provisions made for the proper protection of the supply pipe have been complied with.
18. The Municipality may discontinue service in any of the following circumstances:
- (a) when application is made by any other person or persons for extension of a water main along the street or road allowance upon which the property served by any Service Connection (Temporary) fronts; or
 - (b) when the Municipality decides to proceed with the construction of a water main on the street, lane or road allowance upon which such property has frontage.
19. It shall be lawful for the Municipality to reduce the quantity of water supplied to, or to entirely discontinue the service to any Consumer who has violated any of the provisions of the bylaw, or when, in the opinion of Council, the public interest requires such action.
20. All underground pipes of any premises shall be placed not less than one metre below the surface of the ground and all other pipes exposed to frost shall be properly and sufficiently protected there from. It shall be the duty of every Consumer to provide that all taps, fittings and other things connected with the service within the premises are good and sufficient and installed and connected in accordance with the requirements of the current British Columbia Building Code and British Columbia Plumbing Code and all applicable Village of Anmore bylaws; and every premises shall be equipped with a properly placed stop and waste cock and a separate stop and waste cock shall be placed at the foot of every outdoor stand-pipe or other fixture. The Engineer or any other Officer or employee of the Municipality shall refuse to turn on the water to any premises and may discontinue service to any premises should the provisions not be complied with to the satisfaction of the Engineer. All persons shall maintain their service pipes, stop and when a building is vacated, the stop cock on the inside of the building shall be turned off by the person leaving the building or by the owner.
21. Every Consumer shall at the requests of the Engineer provide a pressure regulator and a pressure relief valve for each service connection to his premises.
22. Every person to whom water is supplied under this bylaw shall at all reasonable times allow, suffer and permit the Engineer or any person authorized by him for such purpose (either generally or in any particular instance) to enter into and upon the premises in

respect of which water is supplied, for the purpose of inspecting the same and the water pipes, connections, fixtures, taps, meters and any other apparatus used in connection with such water supply.

23. (a) In cases of fixtures or pipes containing leaks or imperfections, the Municipality shall inform the Consumer and the Consumer shall repair according to notice within five (5) working days. If the Consumer fails to repair within five (5) working days or if the Municipality deems the condition of the pipes or fixtures such as to be capable of causing serious waste of water or property damage, the Municipality may then, at the Consumer's expense, and without recourse by the Consumer to the Municipality, discontinue service to the Consumer without notice.
- (b) In the event of the Municipality discontinuing service as described in subsection (a) above, the Municipality shall not resume service until repairs have been effected and the charges of the Municipality for discontinuing and resuming service have been fully paid.
24. If, at any time, the Engineer shall deem it to be in the public interest, he may direct that any or all services may be reduced or discontinued until it shall be considered advisable to restore the same. In particular, the Engineer may order that restrictions shall be placed on the use of water for garden irrigation or sprinkling or that garden irrigation or sprinkling shall be banned; and following public notification; any person violating such order or direction shall be guilty of an infraction of this bylaw.
25. The Municipality shall not be liable for the failure of the water supply in consequence of any accident or damage to the Works, or to excessive pressure or lack of pressure, or any temporary stoppage thereof on account of alterations or repairs, whether such failure arises from the negligence of any person in the employ of the Municipality or other person whomsoever, or through the natural deterioration or obsolescence of the Municipality's system, or otherwise.
26. Where stream or hot water boilers or other equipment is fed with water by pressure direct from the Municipal water mains, the Municipality shall not be liable for any injury or damage which may result from such pressure or from lack of such pressure.
27. Where any connection or cross connection exists between the Municipality's water supply system and any other water supply system, or source of water supply, there shall be installed and maintained an efficient back flow preventer of such design, workmanship and material as shall be approved by the Engineer in accordance with the provisions of the Health Act.
28. The Municipality reserves the right to refuse to supply service to any property if the facilities of the applicant are not properly constructed or protected.

WATER METERS

29. The Municipality may, upon request by the property owner, install a meter to any dwelling unit and thereafter the Consumer shall pay for the Service in accordance with the meter rates established by the Anmore Fees and Charges Bylaw. Meters are to be installed at the property line of the dwelling unit and shall be fully accessible by employees of the Municipality at all times. Meter location and make and model shall be determined by the Municipality. All meters are and shall remain the sole property of the Municipality. The Consumer shall pay the cost of the meter and installation of a meter in accordance with the fees set out in the Anmore Fees and Charges Bylaw.
30. If any meter ceases to indicate correctly the quantity of water which is provided to a dwelling unit due to the act, neglect, or carelessness of the Consumer, the Municipality shall charge the Consumer for the Service according to the average consumption for the six (6) months immediately preceding the date upon which the meter was last found to be in working order by the Municipality.
31. Where employees of the Municipality are unable to verify the existence of a water meter due to the act, neglect, or carelessness of the Consumer, and where the dwelling is connected to the Municipal water system, the average consumption for the six (6) months immediately preceding the billing date for all water accounts will be billed to the property owner. Following successful reading of the meter after the billing date, if the consumption is shown to be higher than the average for all water accounts, the property owner will be invoiced for the difference. Refunds will not be provided if the actual consumption is shown to be less than the average for all water accounts.
31. The Municipality shall maintain, repair and replace all meters as it determines necessary due to normal wear and tear. Where the Municipality determines that the maintenance, replacement or repair of a meter is required due to the act, neglect, or carelessness of the Consumer, all maintenance, repair or replacement costs of the Municipality shall be charged to the Consumer, and the Consumer shall pay those charges to the Municipality.
32. Where a Consumer believes that charges levied for the service are in excess of the charges authorized by this bylaw, the Consumer may request that the Municipality re-read the meter and inspect the service. Upon receipt of a written request by a Consumer, the Municipality shall re-read the meter, inspect the service and advise the Consumer of its determination. Secondary requests to re-read a meter will be charged in accordance with the Anmore Fees and Charges Bylaw.
33. Further to section 32, where a Consumer requests that the Municipality test a meter, the Consumer shall deliver a \$400.00 deposit with the Municipality, and the appointed agent shall conduct a test on the meter. Where the test shows an error in registering the quantity of water passing through the meter of over 5% and in favour of the Municipality, the Municipality shall refund the \$400.00 deposit to the Consumer, repair the meter and adjust the account for service accordingly. Where the test shows an

accurate measurement of water or an error in favour of the Consumer, the \$400.00 deposit shall be retained by the Municipality to cover, in part, the costs of conducting the test.

33. (a) The Consumer shall pay a fee for a service connection in accordance with Schedule "A" to this bylaw.
- (b) The Consumer shall pay for a metered service in accordance with the rates set out in Schedule "B" to this bylaw.
34. No person shall in anyway access or take water in such a manner as to avoid or alter the use of a meter.
35. Any charges authorized by this bylaw shall form a charge or lien on the parcel of land or real property on or for which the charge is imposed and shall be collected in the same manner and with the like remedies as ordinary taxes on land and improvements as provided in the *Municipal Act*.
36. A charge specified in Section 35 that is due and payable by December 31 of any year and remains unpaid on that date shall be deemed to be taxes in arrears and shall be so entered on the tax roll by the Collector.

GENERAL

37. Bills will be issued semi-annually. All bills are due and payable within thirty (30) days from the date shown thereon. Payments of bills may be made by a Consumer or a Consumer's duly authorized representative. Regardless of the name in which the Consumer's account is maintained, the registered owner of the real property serviced by the works will be held responsible for the final payment of all accounts in arrears, and the Municipality may at its discretion, refuse to provide service to a future Consumer until such arrears have been paid in full.
38. All accounts for water service and meter rates shall be due and payable at the office of the Collector at the Municipal Hall.
39. The Municipality shall furnish to any Consumer or ratepayer on request one copy of a statement showing the rates and fees for the time being in force for each type of service.
40. The Consumer shall be required to give at least ten (10) working days notice in writing, at the Municipal Hall, when requesting discontinuance of service, and shall be liable for payment of all water consumed until such notice has been received and/or the service discontinued.
41. It shall be lawful for the Municipality to supply water to the inhabitants of the Municipality who can be served from the Municipality's water mains and the provisions

of this bylaw shall extend to and be binding upon all persons so served.

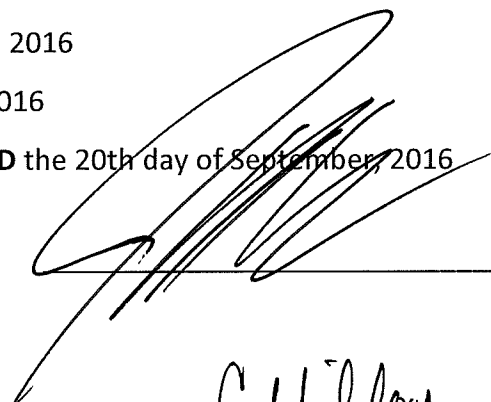
- 42. Nothing in this bylaw shall obligate the Municipality to supply water to any person when the cost of laying supply mains or service connections to the premises of such would, in the opinion of the Engineer be excessive and create an additional burden upon the revenues of the system, unless such person shall be prepared to pay to the Municipality the cost of laying the supply mains or service connections to his premises and the trunk mains to which such supply mains or service connections are to be connected are of sufficient capacity to provide the additional water required for such service.
- 43. In July 1999, the Fire Underwriters Survey reclassified the Municipality's Fire Insurance Grading for single family homes within the distance of 300 meters (1000 feet) of a fire hydrant supplied from the water distribution system as being fully protected. Distance is defined as how the fire department lays the firehose. It will be the responsibility of the property owner to determine if they meet the fully protected status for fire insurance purposes.
- 44. Every person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of any of the provisions of this bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw, or who does any act, or who violates any of the provisions of this bylaw, shall be deemed to be guilty of an infraction thereof and shall be liable upon summary conviction to a fine or to imprisonment or to both such fine and imprisonment not exceeding the maximum allowed by the "Offence Act", Revised Statutes of British Columbia.

READ a first time the 13th day of September, 2016

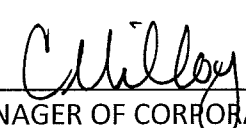
READ a second time the 13th day of September, 2016

READ a third time the 13th day of September, 2016

RECONSIDERED, FINALLY PASSED AND ADOPTED the 20th day of September, 2016



 MAYOR




 MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Water Rates and Regulations Bylaw No. 555-2016".

SEPTEMBER 26, 2016

 DATE



 MANAGER OF CORPORATE SERVICES **A11**

SCHEDULE "A"

BYLAW NO. 555-2016

WATER CONNECTION FEES

SIZE	FEE	DEPOSIT
25mm (1") diameter or smaller - same side of street as watermain.	Actual Cost	As per Estimate
25mm (1") diameter or smaller across the street from watermain	Actual Cost	As per Estimate
All other larger sized connections	Actual Cost	As per Estimate

SCHEDULE "B"

BYLAW NO. 555-216

WATER USER FEES

1. RESIDENTIAL RATE

The Residential Rate, including manufactured homes, is \$2.42 per cubic meter of water.

2. BUSINESS AND OTHER NONRESIDENTIAL RATE

For each business or other non-residential user including Schools, the rate shall be \$2.42 per cubic meter of water.

The water meters will be read on or around the 31st day of March and on or around the 30th day of September each year. Invoices will be prepared in April and October and payment will be due and payable 30 days from date of invoice. Where any portion of the charge as set out above remains unpaid 30 days from date of invoice for the period in which it is levied, an amount equal to 10% of such portion of the charge owing shall be added to the said charge and from that date the additional amount shall be part of the charge.

3. HYDRANT USE

Developers and contractors requesting the use of the Municipality's hydrants are required to provide notice not less than three (3) working days prior to required access date and may be charged \$2.47 per cubic meter of water.

Invoice(s) will be prepared within 30 days of use of the hydrant and payment will be due and payable 30 days from date of invoice.

SCHEDULE "C"

BYLAW NO. 555-2016

HYDRANT USE PERMIT

NAME: _____

ADDRESS: _____

PHONE NO.: _____

HYDRANT LOCATED AT: _____

FROM (DATE & TIME): _____ TO (DATE & TIME): _____

The hydrant is to be used only from the purpose of providing water for:

Permission is granted subject to the following conditions:

1. Notice of no less than three (3) working days is provided.
2. Prior to use of the Hydrant, the applicant may have to deposit with the Municipality in the form of cash or cheque:
(a) \$500.00 as a Security Bond for possible Hydrant repairs;
(b) \$50.00 Inspection Fee (includes Hydrant Turn On & Off)
3. A 2 ½ inch shut-off valve complete with a double check valve, supplied by the applicant, shall be affixed to the Hydrant to control the rate of flow. The Hydrant shall not be used without these valves;
4. Use of the Pumper Port is not permitted;
5. An employee of the Municipality or a person acting as a municipal agent must operate the Hydrant Stem Valve to turn the Hydrant on and off.

6. Immediately after completion of the applicant's use of the Hydrant, or as soon thereafter as possible, a Public Works employee may have to operate all Hydrant Valves to confirm the Hydrant operation and flow. The cost of this Inspection shall be borne by the applicant.

I hereby agree to the Terms and Conditions of this Permit.

Signature of Applicant

Date

Approved for use:

Signature of Village Official

Date