

# RAYLEIGH WATERWORKS DISTRICT

## BY-LAW NUMBER 195

A bylaw for regulating the distribution and use of water and prescribing penalties.

The Trustees of the Raleigh Waterworks District ENACT AS FOLLOWS:

1. This bylaw may be cited as the “Water Distribution Regulation Bylaw”
2. In this bylaw, unless the context otherwise requires:
  - (a) “Commercial” means all buildings other than residential.
  - (b) “Cross Connection” means any unprotected actual or potential connection or structural arrangement between the District’s or a customer’s potable water system and any other source or system through which it is possible to introduce into any part of the potable system any used water, industrial fluid, gas, or substance other than the intended potable water which the system is supplied.
  - (c) “District water service” means the portion of pipe including water stops between the District’s main and the customer’s property line.
  - (d) “Domestic use” means the use of water by customers within their building or premises for purposes other than irrigation.
  - (e) “Irrigation use” means the use of water for sprinkling or watering lawns, gardens, etc.
  - (f) “Road Right of Way” means that portion legally dedicated as highway between adjacent property boundaries, and shall include the boulevard, roadway, sidewalk and cycle path.
  - (g) “Trustees” shall mean the Trustees of the District or their duly authorized representatives.
  - (h) “Water” shall mean water conveyed through the works operated or maintained by the District.
  - (i) “Works” shall mean anything capable of or useful for diverting, storing, measuring, or conveying, conserving, retarding, confining or using water.

Service Connections:

3. The type and size of service connection and the arrangement of valves and other appurtenances required to regulate the water shall be specified in writing by the District.
4. When an applicant for a water service requires a quantity, pressure or type of service in excess of that which can be supplied from the works of the District, the District may require the said applicant to pay for all or part of any works considered necessary to augment system capacity in order to meet the water requirements. Alternatively, the said applicant may be required to make a capital contribution towards the future provision of such works. Applicants considered under this section may be required to enter into a formal agreement with the District regarding the special terms and conditions under which water is supplied.
5. When an applicant for a water service requires the size of pipe to be in excess of a 1" pipe the applicant will be required to install a water meter. The type of water meter or pit meter will be at the discretion of the Board of Trustees. The location for point of installation of the water meter/pit meter must be approved and inspected by one of Raleigh Waterworks District operators.
6. Before any person shall install or construct any works, he shall apply to the District in writing and obtain a written permit therefore, and if required by the District, he shall furnish a plan and specifications which shall show:
  - (a) The purpose of the size of pipes and the number of outlets related or connected thereto.
  - (b) A description of the material which the applicant proposes to use.
  - (c) The street address and complete legal description of the premises in which the installation or connection is to be made.
7. Immediately after the completion of any works, and before such works or any part thereof has been covered or concealed, the District shall be notified that such works are ready for inspection. The works shall not be covered until they have been inspected, tested under pressure, disinfected, and accepted in writing by the District.

#### Change of Occupancy

8. No agreement between the occupant of premises and the District with respect to water service to those premises may be transferred to another occupant. New occupants of the

premises shall apply in writing to the District for water service and receive permission before they commence use of water.

#### Turn Off and Turn On

9. Consumers who wish to have their water service discontinued shall pay a prescribed turn off charge, and give the District fourteen (14) days' notice. The service shall be cut off at the end of the month succeeding the termination notice. Before the service is again renewed, the tenant or occupant shall pay to the District the prescribed turn on charge for the renewal of the service.
10. The Trustees may order the water be turned off to any premises where tolls have been owing to the District for sixty (60) days or longer.

#### Trustees Right of Access

11. The Trustees or their designate shall have right of access to all parts of a person's property or premises at all reasonable hours for the purpose of inspecting or testing any works, fittings or appliances related to the use of water, or for the purpose of installing, removing, repairing, reading or inspecting meters and back flow prevention assemblies.  
No person shall obstruct or prevent the Trustees or their designate from carrying out any of the provisions of this bylaw.

#### District's Works

12. No person except the Trustees or their designate shall open, shut, adjust, draw water from or tamper with any of the District's works.
13. Where it is found that damage has been caused by misuse or abuse by any person to any part of the District's water service the customer must repair such damage within the time period specified by the District. Failure to make the necessary repairs within the time period specified will result in the District carrying out the work at the customer's cost. If the cost is not paid within ninety (90) days, it will be added to and become part of the utility rate charges.

14. No person shall obstruct at any time or in any manner the access to any pipe mains, hydrant, valve, stop-cock or other fixture connected with the District's works, and should any person so obstruct access to any said fixture by allowing accumulation of surface water around it or by placing thereon or near thereto any structure, material, shrubbery, or trees the District may remove such obstruction at the expense of the offending person at any time and without notice. The removed materials will not be replaced.
15. Where it is found that damage to the District's works within the road right of way has occurred or deemed will occur due to root infiltration or ground loading by large structures or trees the District may remove such obstruction at the expense of the offending person at any time and without notice. The removed materials will not be replaced.
16. When a landowner requests that any of the District's works situated within an easement in favor of the District be moved or relocated, the entire cost of moving or relocating the said works shall be borne by the landowner unless other arrangements are agreed upon in writing by both parties.
17. Any water connection, pipe, apparatus, fitting or fixture which is not in accordance with the requirements of this by-law or would cause noises, pressure surges, disturbances which may result in annoyance to other customers, damage to the water system or may in any way contribute to a potential contamination of the District's water system shall not be connected or allowed to remain connected to the District's waterworks system.

#### Works on Private Property

18. No person to whose premises water is supplied shall make, or permit to be made, any additional connection to his service of either a temporary or permanent nature, for the purpose of supplying water to another building, or house trailer on his, or any other property without permission of the Trustees.
19. No person shall interconnect any portion of works on private property which are supplied by the District with an external source of water, such as a well, except with written permission of the District. Wherever works on private property which are supplied by the District are connected to a body of contaminated water, such as a swimming pool, in such a way that, if a reverse flow were to be induced, a health hazard could result, the owner of

the private property shall install and maintain a back-flow preventer on every such potentially dangerous cross-connection to the approval of the District.

20. No change or addition to the number or type of fixtures on a premises, for the purpose of expanding a commercial or industrial enterprise, shall be made until notice thereof has been given in writing to the District and written permission therefore obtained. Any extra charge or higher toll payable due to the change or addition shall be paid before the change or addition is commenced.
21. No person shall use or permit the use of any pump or other device for the purpose of, or having the effect of, increasing the pressure in any pipe without written permission of the District, whether such pipe forms part of the District's works or of the works on the said person's premises. The District may, without notice, discontinue service to any person employing such pump or other device.
22. No device designed to introduce another substance into the water in the connection between the building and the water supply main shall be installed without written permission of the District who, in consultation with the health inspector, shall ensure that the device is so designed and installed that such substance cannot be introduced into the District's works.
23. The property owner shall be responsible for the safekeeping, maintenance, repair and replacement of all service pipes and plumbing systems from the outlet of the District's curb stop or standard waterworks valve at his property line and shall protect them from frost or other damage, and shall promptly repair frozen, leaky or imperfect pipes and fixtures.
24. No reduction in rates shall be allowed on account of any waste of water unless the District is satisfied that such waste arose from an accident to the pipes or fittings on the consumer's premises arising from some cause beyond his control and that the consumer used all reasonable diligence to stop such waste.

#### Water Use Regulations

25. Where, in the opinion of the District, the quantity of water being used or the rate which it is being used from time to time, through any service is in excess of that contracted for or otherwise considered adequate, the District may take such measures as are considered

necessary to limit the supply to said service. These measures may include the installation of a meter, partially closing the controlling curb stop or standard waterworks valve, regulating the rate and time at which water may be used, and establishing special charges for water used in excess of a stipulated quantity or rate. The cost of any measures deemed necessary by the District under this section shall be paid by the owner or owners concerned.

(a) The District may limit the amount of water used by any service in the interests of efficient operation of the District's works and equitable distribution of water.

26. The District may, at any time, substitute a metered service for an unmetered service to any premises. Each dwelling shall have a meter separate from any other dwelling, in a position approved by the District. All meters shall be the property of the District.

27. Alternatively, a customer may choose to convert from a flat water rate to a metered water rate by installing and maintaining a meter at the customer's cost. The specifications, design for the materials and location of the meter will be provided by and installation inspected by the District. The installed components will become property of the District upon acceptance of the installation.

28. The following requirements and restrictions apply to all water meters connected to the District's water system.

(a) No person shall cause or permit a water meter to be installed, altered, removed or relocated unless the District has first approved in writing the size and type of the water meter, as well as the plan for the installation, alteration, removal, location and relocation, as the case may be.

(b) All water meters must be installed, maintained, repaired, altered, removed and relocated at the customer's cost and in accordance with the District's approval.

(c) No person shall in any way cause or permit any interference or tampering with any water meter or part thereof, nor cause nor allow water to bypass the water meter except as expressly permitted by the District.

(d) The customer will ensure that at all times the water meter remain accessible so that it may be read, maintained, repaired, removed, relocated or replaced by the District.

29. No owner or occupant of any premises supplied with water by the District shall sell, dispose of, or give away water, or permit the same to be taken away or applied for the benefit of other persons or premises, except by permission of the District.
  
30. No person shall use water for watering stock, filling of swimming pools or reservoirs, or for any purpose other than that required for normal domestic use, except by written permission of the District, which shall state the purpose, time of use and quantity of water to be used and additional charges, if any, and any special works required to be altered or installed.  
An approved swimming pool shall be equipped with a recirculation, filtration and cross connection control systems as set out in the Public Health Act, B.C. Pool Regulation 296/2010.  
No person shall use any service as motive power for the purpose of operating machinery without permission of the District, who may terminate or withdraw such permission at any time.

#### Prevention of Contamination

31. No person shall connect, cause to be connected, or allow to remain connected, any piping, fixture, fitting, container or appliance, in a manner which, under any circumstances, may allow water, wastewater, or any harmful liquid or substance to enter the District's water system.  
If a condition is found to exist which in the opinion of the District is contrary to the aforesaid and deemed to be an immediate risk, the District will shut off the service without notice until such situation is remedied.
  
32. The District may allow approved back flow prevention assemblies to be installed on the customer's water piping at the sources of potential contamination and/or on the water service line on the customer's property.  
All residential, commercial, or other designated customer piping serving irrigation purposes must have a back flow prevention assembly installed at the take-off point and all such points if multiple take offs are used.  
All back flow prevention assemblies shall be of a type acceptable to the District.
  
33. All non- residential back flow prevention assemblies shall be tested upon installation, after relocation, after repairs, and at least annually. The results of a back flow assembly test shall

be reported to the District within 14 days of the completion of the test. All back flow prevention assemblies shall be tested by personnel recognized and certified to perform such testing.

The customer's failure to test, repair or replace back flow prevention assemblies when requested by the District shall be grounds for termination of water service.

34. All residential properties that are located on the East Side of Highway 5 are required to install a booster pump and back flow prevention assembly at no cost to the District. Upon installation of the booster pump and back flow preventer the customer is required to notify the District of completion and an operator from the District will inspect and confirm installation. The customer's failure to install the required booster pump and back flow prevention assembly when requested by the District shall be grounds for termination of water service.
35. Before any person shall connect to the District, they shall complete the Daily Fire Hydrant/Stand Pipe Use Permit and obtain a written approval from the District. A meter wagon and backflow preventer supplied by the District is required to be connected to the District's approved access point for the duration of the permit. The applicant must provide a copy of Liability Insurance Coverage prior to approval of the permit. The insurance policy is required to name Rayleigh Waterworks Improvement District as an additional insured with a minimum of Two Million Dollars in liability insurance. Damage to the District's meter wagon or backflow preventer will be the responsibility of the applicant of the permit. The City of Kamloops shall have the approval to connect to the District without requiring a permit only in the instance of an emergency. Acceptable use of hydrants and standpipes are specified as follow:
  - (a) Hydrants may be used to supply water for, including but not limited to, street sweeping, dust control or compaction during construction, and flushing.

#### Liability of District.

36. The District does not guarantee a specific pressure or a continuous supply of water quality to meet the special requirements of individual users. The District reserves the right to interrupt water service at any time for the purpose of making repairs or alterations to the works. If service is to be interrupted for more than four consecutive hours, where it is practical and time permits due notice shall be given to those water users affected.



Penalties

37. The District may, on twenty-four hours written notice or without written notice where indicated within this bylaw, turn off the supply of water to any person in default of the requirements of this bylaw. The person in default shall not be entitled to receive further water from the District until such person has remedied the default. It shall be unlawful for any person whose water has been turned off, pursuant to this section, to turn such water on again, or take any water from the District's works until such time as the Trustees again turn on the water.
38. A person who commits an offence under this bylaw is liable on summary conviction to a penalty in accordance with the *Offence Act*.
39. This bylaw repeals Bylaw No. 179.

INTRODUCED and given first reading by the Trustees on the 10<sup>th</sup> day of April 2019.

RECONSIDERED and finally passes by the Trustees on the 10<sup>th</sup> day of April 2019.

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Chairman of the Trustees

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Administrator

I hereby certify under the seal of the Raleigh Waterworks District that this is a true copy of Bylaw No. 195 of the Raleigh Waterworks District, passed by the Trustees on the 10<sup>th</sup> day of April 2019.

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Administrator