

**TOWN OF LEADER
BYLAW NO. 03/24**

A BYLAW OF THE TOWN OF LEADER TO REGULATE THE MAINTENANCE AND MANAGEMENT OF THE UTILITIES PROVIDED BY THE TOWN OF LEADER

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

PART 1 - SHORT TITLE

- 1.1 This Bylaw shall be known as the “UTILITIES MANAGEMENT BYLAW”.

PART 2 – SERVICE LINE CONNECTIONS

- 2.1 An application shall be made to the officials of the municipality for any installation, repair or replacement of a water and/or sewer service line. ~~This includes repair, replacement of installation from the water main to curb stop and/or water meter to the premises.~~
- 2.2 Any repair, replacement or installation of service line, including material type and depth must be approved by the Town of Leader Public Works Department and adhere to the Town of Leader’s standards. Failure to obtain approval shall constitute a breach of this section and a violation shall be issued as per Schedule “B”.
- 2.3 ~~The property owner is responsible for any and all new construction work done to connect to, or disconnect from the water and/or sewer main. Such responsibility shall extend to and include obtaining the necessary permits and authorizations, the supervision of any contractor(s) and ensuring that any work meets the specifications and requirements of the Town.~~
- 2.4 ~~The property owner shall be responsible for, and all costs relating to, the maintenance, repair, and replacement of the water and/or sewer service connection line from the Town main to the premises.~~
- 2.5 ~~Every service connection constructed shall be arranged by, inspected and accepted by a designated Town official.~~
- 2.6 ~~When the service connection is constructed by the Town and/or the Town’s contractor, the Town will invoice the property owner for this work. Any unpaid charges at year end will be added to and form part of the property taxes of the property owner.~~
- 2.7 ~~The Town will cover the cost of pavement and sidewalk repair due to service connection line installation or replacement once the ground has been adequately compacted and settled.~~

2.8 Excavations for Service Connections:

- a) All persons conducting an excavation must as per provincial legislation, ensure all requirements of ground disturbance are being met.
- b) No person shall backfill prior to inspection by the Town of Leader Public Works Foreman or Town designated supervisor.
- c) The Town may discontinue the supply of water to any property where the trench or excavation containing the service connection was closed in prior to inspection by the Town.

2.9 Obstructions and/or Frozen Lines or Plumbing

- a) The expense incidental to the removing of an obstruction (with the exception of sewer blockages as stated in Section 7.8) or blockage from a sewer service connection and the thawing out of frozen water service connection from the water main to the premise, shall be borne solely by the owner of the property.
- b) Where partial or total blockage of part of the sewer system is caused because a person failed to strictly comply with the provisions of the Bylaw, the person shall, in addition to any penalty for infraction of the provisions, be liable to the Town for all costs of clearing such blockage.

~~2.5 — The Town shall maintain, repair and install distribution and collection mains to each connection point. The Owner shall maintain their service line from the main connection point to the premises at its expense.~~

2.10 Any owners of property in the municipality whose land or any portion of whose land adjoins a street or lane along which a water or sewer main has been laid is required to connect the principal building(s) to the system of water and sewer mains constructed and owned by the Town. All occupied buildings must be connected to the appropriate utility lines.

2.11 At the discretion of Council, a developer may be required to install all or a portion of the mainline to service development in instances where the water and/or sewer main has not already been installed in an adjoining street or lane.

PART 3 – WATERWORKS SYSTEM**3.1 General Valve Operations**

No person other than a Town representative or member of the Leader Fire Department or a person authorized by any of them shall open, close, or interfere with any hydrant, gate, or valve connected with the waterworks system, and no person shall in any way interfere with any curb stop, pipe, or other waterworks appliance outside of their premises, nor shall they interfere with any meter, whether inside or outside of their premises.

3.2 Curb Stop

- a) Every water service line shall have a curb stop.

- b) The Town shall install, maintain and repair curb stops. All costs associated with the installation, maintenance and repair of curb stops shall be at the sole responsibility of the Town.
- c) No person shall turn water on or off by the curb stop except the Town representative or a person authorized by the Town. When water has been turned off for non-payment of rates or for failure to protect meters or pipes to the satisfaction of the Town, or for any other necessary or proper reason, no person shall turn it on again who is not authorized to do so. A Notice of Violation as set out in Schedule "B" shall apply.

3.3 Utility Repairs

- a) For the purpose of making repairs to water mains or of connecting or repairing service connections or constructing new work or any other work, the Town shall have the right to shut off the water from any customer without notice and to keep it shut off as long as may be necessary to enable the work to be completed. Whenever feasible, the customer shall be notified in advance.
- b) The Town or its employees shall not be liable for any damages resulting from the discontinuance of water supply, with or without notice, to any building or structure deriving its supply from the waterworks system.
- c) The Town is not liable for any damages caused by the breaking, plugging or stoppage of any water main;
- d) The Town is not liable for any damage caused by the interference with the supply of any water service necessary in connection with the repair or proper maintenance of sewers.
- e) The Town is not liable for any accident and/or property damage due to the operation, maintenance or repair of the water or sanitary sewage system of the Town of Leader unless such accident is shown to be directly due to the negligence of the Town or its employees.

PART 4 – WATER SERVICE ACCOUNTS

- 4.1 Every premises desiring to be connected to the Town of Leader waterworks system shall submit a Town Water and Sewer Account Application Form to the Office of the Administration.
- 4.2 Private wells or any type of underground storage for private water systems are not allowed within the Town of Leader and where serviceable from the municipal waterworks system.
- 4.3 The Town may enter the premises of any customer at any reasonable time for the purpose of installing or removing meters, examining plumbing and fixtures, repairing same or ascertaining the quantity of water used and the manner of its use.

- 4.4 Every premises desiring to receive or to continue to receive water service shall be invoiced, as set out in Schedule "A", the fee for each meter. The water account deposit shall be returned when the water service is discontinued, less any outstanding amounts due at the time of discontinuing service.
- 4.5 Every Customer intending to vacate any premises supplied with water from the waterworks system or who intends to discontinue the use of such water shall give notice of the same to the Town and shall turn off the shutoff valves located on either side of the water meter on the inside of the building before leaving.
- 4.6 There shall be a fee charged as per Schedule "A" to consumers for discontinuance and reconnection of water service, including a seasonal rate surcharge during the months of November - April.
- 4.7 There shall be no charge for turning water service off and on at the curb stop at the request of a plumber or home owner where the premises require repairs to the service line from the curb stop to the shutoff valve located inside the premises during regular business hours. Failure to have a shut off valve on either side of the meter will result in a surcharge for turning water on/off.
- 4.8 Water Shut - off's
The Town may discontinue the supply of water to any property where:
- a) water meter installed on that property has been damaged, altered or disconnected;
 - b) the property owner or consumer, has refused or failed to provide and maintain safe and convenient access for the Town to access any water meter;
 - c) the water meter installed on the premises has not been read at least once during the previous year;
 - d) provide sufficient or adequate protection or insulation for a water meter;
 - e) the owner or consumer has failed to pay the cost for repair, testing, replacing or reinstalling any water meter which had been damaged, altered or disconnected while installed on that property; and
 - f) the owner has failed to pay or make payment arrangements for their water usage account.
- 4.9 Temporary Water Service
Contractors or other persons desiring a temporary supply of water may be granted such service upon:
- a) payment of the temporary connection fee set forth in Schedule "A";
 - b) payment of the deposit set forth in Schedule "A"; and
 - c) such other terms and conditions as may be required by the Town.

Where the temporary water service is no longer required, the holder of the account shall notify the Town requesting that the water supply be turned off or transferred into the name of another party.

- a) Deposits provided for water supplied pursuant to this section shall be applied first against any outstanding sewer and/or water service accounts and the balance, if any, paid to the holder of the account.

PART 5 – WATER METERS

- 5.1 A water meter shall be installed on every service line connected to the Town water system.
- 5.2 The Town shall determine the appropriate size, type and location of water meter required for each property.
- 5.3 Every owner shall provide, at their own expense, a place in the premises for the installation of a meter, which shall be provided by the Town. All water meters installed shall remain:
 - a) the property of the Town;
 - b) under control of the Town.
- 5.4 The meter shall be in easy access for examination, repair or replacement and shall always be protected against frost or other injury. If the Town deems the meter insufficiently protected, the Town shall disconnect the water service until appropriate measures have been taken for its protection.
- 5.5 Failure to install a meter on any water service line shall result in the disconnection of the water service by the Town.
- 5.6 One (1) meter shall be supplied for each connection to the water system, however, the Town may, at their discretion, supply such additional meters as deemed necessary.
- 5.7 No person shall tamper with, alter, remove or disconnect a water meter installed on private property pursuant to this Bylaw. A Notice of Violation as set out in Schedule "B" shall apply to said property.
- 5.8 Shut-off valves shall be provided by the owner for each metered service connection located within 300 mm before and after all meters.
- 5.9 No person shall connect anything to the water system which may cause the service to become contaminated or polluted.
- 5.10 In the event that a meter when read is found to have failed to register correctly, the amount of water consumption for such period shall be taken to be either the same as that of the previous period in which the meter has registered correctly, or the same as

that of the corresponding period in the preceding year, whichever is more advantageous to the water consumer.

5.11 Damage to Meter

Where a consumer permits a water meter to freeze up or to be damaged any repairs or replacement of said meter shall be made by the Town and the cost of materials and labour shall be added to the consumer's account.

5.12 Testing of Water Meters

All complaints of excessive water usage alleged to be due to a faulty water meter will be investigated by the Town upon the water consumer or person making such complaint depositing the sum as per Schedule "A" to the Town, and if upon investigation, the said water meter is found to be faulty, the said deposit will be returned to the water consumer of complainant; otherwise, the said deposit will be retained as a service charge;

- a) Water meters may be removed and tested by the Town if the Town has reasonable grounds to believe the meter is not accurately measuring the volume of water passing through it;
- b) Testing of water meters shall be performed under the direction of the Town.
- c) If the Town is satisfied that a water meter is measuring the volume of water passing through it within three percent (3%):
 - i. the meter shall be deemed to be measuring accurately and may be reinstalled;
 - ii. the deposit provided, if any, shall be retained by the Town and credited to the cost of removing, testing and re-installing the meter.
- d) If, in the opinion of the Town, a water meter is not accurately measuring volume of water passing through it:
 - i. the Town shall repair the meter or install a new meter;
 - ii. the deposit provided, if any, shall be promptly returned or credited to the account of the consumer;
 - iii. the Town shall adjust the account(s) affected by adding or deducting such amount that the account balance(s) will properly represent the water delivered through said meter during the preceding period commencing at the point in time when, in the opinion of the Town, the meter began to malfunction.

5.13 Bypass Lines Around Water Meters

No owner, plumber or consumer shall install a bypass line around a water meter.

- a) If a bypass line is installed:
 - i. The Town may discontinue the supply of water to the property;
 - ii. A Notice of Violation as set out in Schedule "B" shall apply to said property.

PART 6 – BILLING PROCEDURES

- 6.1 Water meters shall be read semi-annually, in April and October. In the event a meter is inaccessible for whatever reason, the designated officer shall leave a card indicating a need for a reading. If a reading cannot be obtained, an estimate will be used for billing purposes. An actual read from each meter in the municipality must be obtained annually.
- 6.2 In October of each year, residential customers shall be allotted a ~~Twenty-Dollar~~ **Twenty-Five (\$25.00)** credit on their utility bill for taking care of their boulevard. This credit is applied only to overage and does not affect the minimum amount billed to each homeowner. If an actual read is not available in October and the account is estimated, the estimate will not include the credit and the credit will be forfeited.
- 6.3 Accounts shall be rendered every two months to users of utilities supplied by the Town of Leader and shall be paid at the office of the Town Administrator. High usage water accounts shall have the option, at the Administrator's discretion, of having their account read and billed on a monthly basis.
- 6.4 Accounts shall be paid by the last day of the month in which they are rendered. ~~A reminder notice shall be sent out allowing 15 additional days for full payment and following that, if the account is not paid in full, a disconnection notice is to be issued. Disconnection will then occur without any further notice.~~
- 6.5 Following the water supply being shut off at a premise for infringement of the provisions of this Bylaw, the same shall not be turned on until all fees, arrears and reconnection fee, as set out in Schedule "A", have been paid.

PART 7 – SANITARY SEWER

- 7.1 Sewer Mains and Connections
The owner of every house, building or property used for human occupancy, employment, recreation or other purpose, situated within the Town ~~and abutting on any highway or right of way in which there is now or hereafter located, a sanitary sewer of the Town~~, is ~~hereby~~ required at their expense to install suitable sewage waste disposal facilities ~~therein~~ and to connect such facilities directly with the proper sanitary sewer system of the Town of Leader.
- 7.2 Except as permitted by the Bylaw no person shall construct or maintain any privy, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- 7.3 No person, unless authorized by the Town, shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenances thereof.

7.4 ~~The Town shall maintain, repair and install sanitary sewer mains to each connection point. The Owner shall maintain their sanitary sewage line from the main connection point to the premises at their expense.~~

7.5 In case any blockage of the Sewerage System is caused by reason of failure, omission or neglect to comply strictly with the provisions of this Bylaw, the property owner shall, in addition to any penalty for infraction of the provisions hereof, be liable to the Town for all costs of clearing such blockage and for any other account for which the Town may be held legally liable because of such blockage.

7.6 When any sewer connection is abandoned, the owner shall effectively block up the connection at a suitable location within their property to prevent sewage backing up into the soil or dirt being washed into the sewer. Any sewer connection to be abandoned shall notify the Town in writing.

7.7 Liability for Damages

The Town is not liable for damages:

- a) caused by the breaking, plugging or stoppage of any sanitary sewer main;
- b) caused by the interference with the supply of any water service or sewer necessary in connection with the repair or proper maintenance of water or sewer;
- c) for any accident due to the operation of the Sewerage System of the Town of Leader unless such accident is shown to be directly due to the negligence of the Town or its employees.

7.8 Sewer Augers

~~In the event of a blocked sewer service connection line the property owner is responsible to obtain the services of a private sewer cleaning service, and pay for such sewer service.~~

The Town will pay up to Two Hundred and Fifty Dollars (\$250) for a sewer line to be augured if an obstruction is found due to tree roots from the owner's property line to the main sewer line.

- a) An invoice detailing the distance of each obstruction is required before compensation is awarded to the owner. The owner must then submit their payment receipt for the work completed.
- b) The Town will not compensate contractors directly.

7.9 Sanitary Sewer Discharge

No person shall release or discharge any Prohibited Substance into the Town's Sanitary Sewer.

- a) The Town may discontinue the supply of water to any property from which any Prohibited Substance has been discharged or released into the Town's Sanitary Sewer System. Except as otherwise provided in this Bylaw, no person shall discharge into a sanitary sewer any of the items listed in Schedule "D".

7.10 Sewage Discharge Volume Control

Where sewage is discharged into the sewage system in volumes which the Town determines to be highly variable, the owner or occupier of any premises shall take such steps as may be required by the Town to equalize the discharge into the sewer system.

- a) Such flow equalization equipment shall be maintained continuously by the owner or occupier of such premises in a manner satisfactory to the Town.

7.11 Measurements and Testing of Wastewater

- a) All measurements, tests and analyses of the characteristics of industrial wastes, sewage or water, to which reference is made in this Bylaw shall be determined in accordance with the text known as "Standard Methods for the Examination of Water and Waste Water" and shall be determined on samples taken at the control manhole or at the first regular manhole immediately downstream from the entrance of the wastewater from the premises, or the Town may enter upon the premises from which the sewage originates and conduct the test as the Town considers necessary.
- b) Should any testing of sewage disclose that the sewage is not in compliance with this Bylaw, the Town may, in addition to any other provision of this Bylaw:
 - i. Direct the owner to comply with this Bylaw;
 - ii. Direct the owner at the owner's expense to undertake such monitoring as the Town considers necessary; and
 - iii. Supply the results of such monitoring to the Town on frequency as specified by the Town.

7.12 Garbage Disposal Units

- a) The Town may prohibit the use of a garbage disposal unit where the Town determines that the discharge from a garbage disposal unit would impede the proper functioning of the public sewage works.
- b) No person shall use a garbage disposal unit where the Town has prohibited such use.

7.13 Interceptors

- a) A person owning, operating, or being in charge of a public garage, gasoline service station, vehicles and equipment washing establishments, dry cleaning establishments, milk plant, creamery, laboratory, concrete plant and aggregate washing plant or other such place shall provide on the waste outlet of the establishment a gasoline, oil, grease, chemical or grit interceptor in conformity

with the requirements of The Public Health Act and regulations made there under and where the Town may require.

- b) Interceptors may be required for other types of businesses when they are necessary for the proper handling of liquid wastes containing grease in excessive amounts or any flammable wastes, sand or other harmful ingredients.
- c) All interceptors shall be of a type and capacity approved by the Town and shall be located readily and easily accessible for cleaning and inspection. Where installed, all grease, oil, and sand interceptors shall always be maintained by the owner at their expense in a continuously efficient operation.
- d) The Town or other duly authorized person shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in accordance with the provision of this Bylaw. If such inspections disclose any failure, omission or neglect to clean out such interceptors, or disclose any defect in the location, construction, design or maintenance of any of the sewer system of any connection therefrom to the Town Sewerage System, the owner, proprietor or occupier shall be notified in writing to rectify the cause of complaint. Failure to rectify the defect shall constitute a breach of this section and a violation shall be issued as per Schedule "B".
- e) Interceptors shall always be maintained in an efficient working condition at the expense of the person or owner.

PART 8 – STORM SEWER SYSTEM

- 8.1 No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof run-off or sub surface drainage, to any sanitary sewer unless otherwise approved in writing by the Town.
- 8.2 Storm water and all other unpolluted water shall be discharged to such sewers as are designated storm sewers or to a natural outlet approved by the Town.
- 8.3 Except as hereinafter provided, no person shall discharge or cause to permit to be discharged any of the following described water or wastes to any sewer.
 - a) Any liquid or vapor having a temperature higher than 65° C;
 - b) Any gasoline, benzine, naphtha, fuel oil or other flammable or explosive liquids, solids or gases;
 - c) Any ashes, cinders, sand, potters clay stone, mud, straw, shavings, metal, glass, rags, feathers, tar, plastic, wood or other solid or viscous substance capable of causing obstructions to the flow in the sewers or interference with the proper operation of the storm water collection system or storm water structures;
 - d) Any paunch manure, or intestinal contents from horses, cattle, sheep, or swine; hog bristles, pig hooves or toenails; animal intestines or stomach casings; bones, hides or parts thereof; animal fat or flesh in particles larger

than will pass through a quarter-inch screen, manure of any kind, poultry entails, heads, feet or feathers; eggshells, fleshing and hair resulting from tanning operations;

- e) Any waters or wastes having pH rating lower than 5.5 or higher than 9.0 or having other corrosive properties capable of causing damage or hazard to structures, equipment or personnel of the sewage works;
- f) Any waters or wastes containing toxic or poisonous substances in enough quantity to injure or interfere with any sewage treatment process, constitute a hazard to human, animal, fish or waterfowl, or create any hazard in receiving waters of the sewage treatment facility;
- g) Any noxious or malodorous gas or substance capable of creating public nuisance.

PART 9 – BULK WATER STATION

- 9.1 Consumers wanting water from the Bulk Water Station must contact the Administration of the Town of Leader to setup a water account or use the coin operator supplied by the Town of Leader.
- 9.2 Users of the Computrol System at the Bulk Water Station will be billed by the Town of Leader on a monthly basis. Accounts over two (2) months in arrears will have their account suspended until payment of their account is received.
- 9.3 No person shall fill any chemical spray apparatus or have any chemical spray containers on the premises of the Bulk Water Station located at the Town of Leader Filtration Plant.
- 9.4 The Town may take the following actions if any person or consumer is found to be in contravention of this Bylaw:
 - a) The Town may discontinue the supply of water to any user of the Bulk Water Station; and
 - b) The owner and/or consumer shall be liable to a penalty as established in Schedule "B".

PART 10 – WATER ~~CONSERVATION AND~~ RESTRICTIONS

~~10.1 – Water Conservation Strategies~~

- a) The Town may at any time make orders restricting the use of water either by all consumers or by any particular class of consumers and either throughout the Town or in any particular area or areas of the Town. The order may specify that such restricted use of water shall apply during such hours of any day of the week.
- b) Where restrictions on the supply, use or consumption of water from the Town's Water Works are required, the Town may impose such restrictions immediately on

the supply, use or consumption and for such period of time as may be deemed appropriate.

- c) The Town of Leader presently provides water to all consumers through either the Town water distribution system for potable use or the Bulk Water Station for both residential & non-residential (agricultural/commercial) and industrial use. At times where drought conditions exist in Leader or as otherwise determined by Council, that affects the overall supply of the Town, the Town will undertake the following:
 - i. assists all consumers by providing information that will encourage water conservation;
 - ii. encourage commercial, industrial and institutional consumers to implement water conservation technology; and
 - iii. manage the overall supply of water in the Town which may involve restrictions or prohibiting the use of water as set out in this Bylaw.
- d) The Town may restrict, regulate or prohibit the hours during which water may be used for any purpose other than for firefighting.
- e) The Town may cause notices to be published:
 - i. on the Town official website, www.leader.ca;
 - ii. on water accounts from the Town; and
 - iii. the Town may give notice by other additional means declaring restrictions upon the use of water for the purpose of conserving and saving water.
- f) No person shall use any water from the water works system in contravention of the terms of any order made by the Town under this section.
- g) The restriction may include the regulation, restriction or prohibition of the use of water supplied but the Town for consumers or by any particular class of consumer, by any method including but not limited to restricting amounts supplied on an ongoing basis, closing off the water supply during certain times of the day, or totally prohibiting use of water by permanent closure of water supply valves for extended periods of time.
- h) The restrictions may include watering lawns and gardens only according to schedule outline in Schedule "C" attached hereto and forming part of this bylaw.
- i) The restrictions may include the use of water for aesthetic purposes.

10.2 Wasting Water

- ~~a) All consumers or persons are prohibited from wasting water when water rationing is in effect.~~
- ~~b) Any consumer or person who wastes water supplied by the Town will pay a penalty as per Schedule "B". In determining if an activity constitutes wasting water, consideration will be given to the following:
 - ~~i. The volume of water reasonably required to perform the activity undertaken;~~
 - ~~ii. The length of time that water has been allowed to run;~~~~

- ~~iii. The degree of control exercised over the flow of water;~~
- ~~iv. The purpose to which the water is being put;~~
- ~~v. The degree of restriction on water consumption presently in place;~~
~~and~~
- ~~vi. The existence of any other factors reasonably suggesting that waste of water is occurring or has occurred.~~

~~c) During any period, which the Town has imposed restrictions on the use or consumption of water pursuant to this Bylaw, no person shall use or consume water contrary to such restrictions.~~

- ~~i. The Town may discontinue the supply of water to any property where an owner or consumer has refused or failed to comply with the restrictions imposed; and~~
- ~~ii. The owner and/or consumer shall be liable to a penalty as established in Schedule "B".~~

10.3 Exceptions

Council may by resolution, choose to exempt certain water users from provision of all or any portions of Schedule "C".

PART 11 – ENFORCEMENT AND PENALTIES

11.1 Any officer or any other person duly authorized or recognized as having been granted authority by the Council of the Town of Leader is hereby designated to enforce this Bylaw.

11.2 Any person who contravenes any of the provisions of the Bylaw or fails to comply therewith or with any notice given thereunder is considered guilty of an offence and is liable to the penalties as hereinafter provided. Said penalties shall be listed on "Schedule A and B" as attached to and forming part of this Bylaw and which may be amended from time to time.

11.3 Any person who contravenes the provisions of this Bylaw as not specifically set out in "Schedule A or B" or fails to comply therewith, or with any notice given thereunder, is guilty of an offence and is liable to a fine in an amount not exceeding that provided for by the *Town of Leader General Penalty Bylaw*.

11.4 If a provision of this Bylaw conflicts with the provisions of any legislation, then the legislation shall prevail.

PART 12 – REPEAL AND COMING INTO FORCE

12.1 Bylaw No. 06/20 is hereby repealed.

12.2 This Bylaw comes into force on the date of third and final reading by the Council of the Town of Leader.

MAYOR

SEAL

ADMINISTRATOR

Read a first time this 22nd day of May, 2024.

Read a second time this ____ day of ____, 2024.

*Read a third time this ____ day of ____, 2024
and is hereby adopted.*

DRAFT

**TOWN OF LEADER
SCHEDULE "A"
Management and Maintenance Fees
BYLAW NO. 03/24**

ITEM	FEE
Water Account Deposit:	
Property Owner	\$100.00
Renter	\$150.00
Water Meter Testing Deposit	\$100.00
Curb Stop Shut Off (Water on/off)	
Regular Rate	\$30.00
After Hours	\$140.00
Curb Stop Shut Off (Water on/off) - Seasonal (Fall to Spring)	
Regular Hours	\$50.00
After Hours	\$150.00
Surcharge – No shut off valve located both sides of meter	\$250.00
Temporary Water Connection Fee (Weekly)	\$60.00
Temporary Water Deposit Fee	\$250.00
Sewer Auger Reimbursement (If blockage found in Town portion of sewer line.)	\$250.00 max

**TOWN OF LEADER
SCHEDULE "B" – Violations
BYLAW NO. 03/24**

OFFENCE	PENALTY	
	Individual	Corporation
Failure to have an interceptor or failure, omission or neglect to maintain interceptor where required by this bylaw	\$2,500	\$5,000
Tampering with, altering, removing or disconnecting a water meter	\$5,000	\$10,000
Operating or having the bypass valve open contrary to Bylaw	\$5,000	\$10,000
Installing a bypass line around a water meter contrary to Bylaw	\$5,000	\$10,000
Improper usage or consumption of water	\$2,500	\$5,000
Discharge or release of prohibited substances into the Town's sanitary sewer system or storm water system without authorization	\$2,500	\$5,000
Installing a water or sewer service connection with authorization	\$2,500	\$5,000
Turning water services on or off without authorization	\$2,500	\$5,000
Improper care or protection of water meter (ie: freezing)	\$500 + cost to repair	\$500 + cost to repair
Chemical or chemical containers on or near trailers being filled at bulk station*	1 st Offence** 2 nd Offence** 3 rd Offence**	\$5,000 \$7,500 \$10,000

*Penalties for infractions at the Bulk Water Station are not categorized between individuals and corporations.

** First and second offences at the Bulk Water Station will result in a suspension of violators water account until penalty is paid. Third Offence will result in an indefinite suspension of violators water account.

**TOWN OF LEADER
SCHEDULE "C" – Watering Restrictions Schedule
BYLAW NO. 03/24**

The Council of the Town of Leader will, at their discretion, decide which level of water conservation is necessary based on the levels of the storage reservoirs and river output.

LEVEL 1

~~All outdoor water use is prohibited (e.g.: washing cars, sidewalks, pads, exteriors of buildings, recreational use of sprinklers and like water toys).~~

During Level 1 Restrictions:

- Local government may use a sprinkler to water parks, ornamental lawns and grassed boulevards between the hours of 7:00 pm and 7:00 am on alternating days.
- Bulk water is limited to ~~7,500~~ 15,000 gallons for each water account in a 30-day period.
- A person may only use a sprinkler to water a lawn or garden growing on a property according to ODD and EVEN WATERING DAYS: Using the last number of your address (odd or even) determines which days you may water your lawn.

ODD numbered addresses may water lawns TUESDAY, THURSDAY and SUNDAY during the hours of:

~~6:00 am to 8:00 am~~ 6:00 am to 9:00 am
~~4:30 pm to 10:00 pm~~ 7:00 pm to 11:00 pm

Odd numbered address consumers who use a sprinkling system on timers can water their own lawn from ~~10:00 pm to 5:00 am~~ 12:00 am to 4:00 am on Tuesday, Thursday and Sunday.

EVEN numbered addresses may water lawns MONDAY, WEDNESDAY & SATURDAY during the hours of:

~~6:00 am to 8:00 am~~ 6:00 am to 9:00 am
~~4:30 pm to 10:00 pm~~ 7:00 pm to 11:00 pm

Even numbered address consumers who use a sprinkling system on timers can water their own lawn from ~~10:00 pm to 5:00 am~~ 12:00 am to 4:00 am on Monday, Wednesday and Saturday.

An Individual May:

- Water trees, shrubs, flowers, and vegetables with a sprinkler during the prescribed hours and days for Level 1 waster restrictions and on any day at any time if watering is done using micro- or drip-irrigation, a hand-held container or a hand-held hose equipped with an automatic shut-off nozzle.
- Water newly planted trees, shrubs, flowers and vegetables by any method during installation and for the following 24 hours.
- Under the authority of a permit: individuals may water, with a sprinkler, new sod during the first 21 days after installation and water newly seeded lawns until growth is established but only during the prescribed Level 1 watering hours. Watering may be done at any time if done using a hand-held hose equipped with an automatic shutoff nozzle.
- Wash exterior windows and building surfaces with water using a hand-held container or hand-held hose equipped with an automatic shut-off nozzle.
- Wash a vehicle with water using a hand-held container or hand-held hose equipped with an automatic shutoff nozzle and at commercial car washes.

Exceptions to Level 1 Restrictions:

- Owners or occupiers of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property on any three days of the week for a maximum of six (6) hours per day.
- Nurseries and commercial greenhouses are exempt from the restrictions.
- Local government water parks and pools are exempt from the restrictions.
- Owners or operators of golf courses may water:
 - Trees, shrubs and flowers grown on golf course any day at any time if using micro-irrigation or drip-irrigation systems, hand held containers or a hand-held hose equipped with an automatic shutoff nozzle or by any method during installation and for the following 24 hours; and
 - Fairways, golf greens and tee off boxes on any day if failure to do so will result in permanent loss of plant material.

LEVEL 2**During Level 2 Restrictions:**

- Local government may use a sprinkler to water parks, ornamental lawns and grassed boulevards between the hours of 7:00 pm and 7:00 am on alternating days.
- Bulk water is limited to 7,500 gallons for each water account in a 30-day period. ~~Bulk water sales are suspended, unless the water is being used for a residence or approval is granted by the Council of the~~

~~Town of Leader. Those filling for residential purposes are limited to 3,000 gallons for each water account within 30 days.~~

- A person may only use a sprinkler to water a lawn or garden growing on a property according to ODD and EVEN WATERING DAYS: Using the last number of your address (odd or even) determines which days you may water your lawn.

ODD numbered addresses may water lawns TUESDAY and SUNDAY during the hours of:

~~6:00 am to 8:00 am~~ 6:00 am to 9:00 am
~~4:30 pm to 10:00 pm~~ 7:00 pm to 11:00 pm

Odd numbered address consumers who use a sprinkling system on timers can water their own lawn from ~~10:00 pm to 5:00 am~~ 12:00 am to 4:00 am on Tuesday and Sunday.

EVEN numbered addresses may water lawns WEDNESDAY and SATURDAY during the hours of:

~~6:00 am to 8:00 am~~ 6:00 am to 9:00 am
~~4:30 pm to 10:00 pm~~ 7:00 pm to 11:00 pm

Even numbered address consumers who use a sprinkling system on timers can water their own lawn from ~~10:00 pm to 5:00 am~~ 12:00 am to 4:00 am on Wednesday and Saturday.

An Individual May:

- Water trees, shrubs, flowers, and vegetables with a sprinkler during the prescribed hours and days for Level 2 water restrictions and on any day at any time if watering is done using micro- or drip-irrigation, a hand-held container or a hand-held hose equipped with an automatic shutoff nozzle.
- Water newly planted trees, shrubs, flowers and vegetables by any method during installation and for the following 24 hours.
- Under the authority of a permit: individuals may water, with a sprinkler, new sod during the first 21 days after installation and water newly seeded lawns until growth is established but only during the prescribed Level 2 watering hours. Watering may be done at any time if done using a hand-held hose equipped with an automatic shutoff nozzle.
- Wash a vehicle with water using a hand-held container or hand-held hose equipped with an automatic shutoff nozzle and at commercial car washes.

Exceptions to Level 2 Restrictions:

- Owners or occupiers of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property one day per week for a maximum of Seven (7) hours per day.
- Nurseries and commercial greenhouses are exempt from the restrictions.
- Local government water parks and pools are exempt from the restrictions.
- Owners or operators of golf courses may water:
 - Trees, shrubs and flowers grown on golf course any day at any time if using micro-irrigation or drip-irrigation systems, hand held containers or a hand-held hose equipped with an automatic shutoff nozzle or by any method during installation and for the following 24 hours;
 - fairways at any time on not more than two days per week; and
 - golf greens and tee off boxes on any day if failure to do so will result in permanent loss of plant material.

LEVEL 2

~~Flowerbeds and vegetable gardens may be watered by hand, at any time, using a watering can or a hose with a nozzle and trigger with a shut-off to restrict water flow.~~

~~Requests for site and condition specific watering by commercial or industrial operations using metered hand watering or continually monitored systems for the establishment and protection of new plant material, including trees, may be approved by the Town.~~

~~Shut down all irrigation systems on the Town of Leader's properties.~~

~~Bulk water sales are suspended, unless the water is being used for a residence or approval is granted by the Council of the Town of Leader. Those filling for residential purposes are limited to 3,000 gallons for each water account within 30 days.~~

LEVEL 3**During Level 3 Restrictions:**

- Bulk water is limited to 3,000 gallons for each water account in a 30-day period. ~~Bulk water sales are suspended, unless the water is being used for a residence or approval is granted by the Council of the Town of Leader. Those filling for residential purposes are limited to 3,000 gallons for each water account within 30 days.~~
- No person shall:
 - water a lawn or boulevard;

- fill or add water to a swimming pool, hot tub or garden pond;
- fill or add water to or operate a decorative fountain at any time; or
- wash a vehicle or boat with water.

An Individual May:

- Water trees, shrubs, flowers, and vegetables on any day at any time if watering is done using micro- or drip-irrigation, a hand-held container or a hand-held hose equipped with an automatic shutoff nozzle.
- Water newly planted trees, shrubs, flowers and vegetables using a hand-held container or a hand-held hose equipped with an automatic shutoff nozzle during installation and for the following 24 hours.
- Under the authority of a permit: individuals may water, with a sprinkler, new sod during the first 21 days after installation and water newly seeded lawns until growth is established but only during the prescribed Level 2 watering hours. Watering may be done at any time if done using a hand-held hose equipped with an automatic shutoff nozzle.

Exceptions to Level 3 Restrictions:

- Nurseries and commercial greenhouses are exempt from the restrictions.
- Local government water parks and pools are exempt from the restrictions.
- Wading pools less than 200 cm in diameter maybe be filled with water up to a maximum depth of 30 centimeters.
- Vehicles and boats may be washed with water only at commercial car washes.
- Owners or operators of golf courses may water:
 - Trees, shrubs and flowers grown on golf course any day at any time if using micro-irrigation or drip-irrigation systems, hand held containers or a hand-held hose equipped with an automatic shutoff nozzle or by any method during installation and for the following 24 hours;
 - fairways at any time on not more than one day per week; and
 - golf greens and tee off boxes on any day if failure to do so will result in permanent loss of plant material.

~~All outdoor water use is prohibited. Household and non-residential use is controlled through district flow restrictions.~~

~~The Town may at any time make orders restricting the use of water either by all consumers or by any particular class of consumers and either throughout the Town or in any particular area or areas of the Town.~~

~~Bulk water sales are suspended, unless the water is being used for a residence or approval is granted by the Council of the Town of Leader. Those filling for residential purposes are limited to 3,000 gallons for each water account within 30 days.~~

LEVEL 4 – EXTREME CONDITIONS

During Level 4 water restrictions, all use of water for any purpose other than drinking, food preparation and personal hygiene is strictly prohibited.

Level 4 restrictions apply to businesses in exactly the same way as they do to residential use. If your business uses water as a regular part of its operations, you may need to make adjustments to comply with these restrictions as no permits or exemptions will be issued.

- ~~Bulk water is limited to 3,000 gallons for each water account in a 30-day period. Bulk water sales are suspended, unless the water is being used for a residence or approval is granted by the Council of the Town of Leader. Those filling for residential purposes are limited to 3,000 gallons for each water account within 30 days.~~

Prohibited Uses Include:

- Watering lawns, gardens, plants and trees in any manner or by any means, including watering by hand.
- Filling or topping off or operating residential or commercial pools, hot tubs, ponds or fountains.
- Operating local government outdoor waterparks or pools.
- Washing vehicles, boats or outdoor surfaces.
- Irrigating golf courses and other public property.

No new lawn permits shall be issued during Level 4, and no new lawn permit, whenever issued, shall be valid during Level 4.

Exceptions to Level 4 Restrictions:

- Using water for health and safety reasons is permitted.
- Water use is permitted for firefighting.
- Town of Leader watermain and hydrant maintenance is permitted, but only for unscheduled safety or public health reasons.

- Cleaning outdoor surfaces is only authorized when required by law to comply with health or safety regulations.
- Spot cleaning of vehicles and boats with a sponge and bucket for health and safety reasons (windows, lights, license plate, etc.) is permitted.

For ALL Levels of Water Conservation

The restrictions may also include the regulation, restriction, or prohibition of the use of water supplied by the Town for consumers or by any particular class of consumer, by any method including but not limited to restricting amounts supplied on an ongoing basis, closing off the water supply during certain times of the day, or totally prohibiting use of water by permanent closure of water supply valves for extended periods of time.

TOWN OF LEADER
SCHEDULE "D" – Prohibited Substances
BYLAW NO. 03/24

- 1) sewage or liquid having a temperature greater than 65° C;
- 2) gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas;
- 3) garbage other than properly shredded garbage;
- 4) pesticides or herbicides;
- 5) flushable and non-flushable wipes and other materials of the same criteria, that may build up and clog the main sewer line;
- 6) materials or substances which, either by itself or upon reaction with other waste becomes corrosive, noxious or malodorous;
- 7) waste which, either by itself or upon the reaction with other material becomes highly coloured;
- 8) water containing wastes from oil or petroleum;
- 9) water containing the following materials in excess of the following concentrations:

Cyanide	3 mg per litre
Copper	4 mg per litre
Chromium	5 mg per litre
Nickel	5 mg per litre
Lead	5 mg per litre
Cadmium	4 mg per litre
Zinc	5 mg per litre
Phenol Compounds	0.1 mg per litre
Sulphides	3 mg per litre
Benzene	1 mg per litre
Ethyl Benzene	1 mg per litre
Toluene	1 mg per litre
Xylene	1 mg per litre
- 10) sewage having a pH rating less than 5.5 or greater than 9.0;
- 11) paunch manure, intestinal contents from horses, cows, sheep, swine or any fish or animal, grease or oil, pig's hooves or toenails, any stomach casings, fish scales, bones, hog bristles, hides or parts thereof, manure, poultry entrails, heads, feet or feather, fleshing and hair resulting from hide processing operations;
- 12) sewage containing a radio-active substance;
- 13) grit removed from commercial or industrial premises including grit removed from car washing establishments, automobile garages and restraint sumps or from inceptors;
- 14) corrosive or toxic sewage or other wastes which could adversely affect the sewer system;
- 15) hazardous waste or waste dangerous goods; and
- 16) sewage or industrial waste (including cooling water) in a volume greater than 4.5 cubic meters per day above that purchased from the Town without obtaining a permit to do so from the Town.