

**TOWN OF HANNA  
PROVINCE OF ALBERTA  
BY-LAW 1006-2020**

A BYLAW OF THE TOWN OF HANNA, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL OF THE MUNICIPAL PUBLIC UTILITIES SYSTEM.

WHEREAS *the Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 provides that a council of a municipality may pass bylaws for the control and management of Municipal Public Utilities including water, sewer and solid waste; and

WHEREAS the Council of the Town of Hanna deem it necessary to set the rates and charges pertaining to the Municipal Public Utilities by bylaw.

NOW THEREFORE THE COUNCIL OF THE TOWN OF HANNA ENACTS AS FOLLOWS:

**PART I        BYLAW TITLE**

1.1     This bylaw shall be known as “the Municipal Public Utilities Bylaw”.

**PART II       DEFINITIONS**

- 2.1     “Arrears” means account balance which is unpaid after the due date shown on the invoice.
- 2.2     “Billing Period” is established as two-month cycles. Invoices shall be generated within 15 working days following each cycle. Invoices for portions of a billing period will be pro-rated accordingly.
- 2.3     “Consumer” means the person who takes delivery of the water at its place of consumption or who utilizes the sewer service and who has authorized the provision of the services to the Town.
- 2.4     “Chief Administrative Officer” is the person appointed by Council in accordance with the Municipal Government Act, or their delegate, and may be referred to throughout this bylaw as “CAO”.
- 2.5     “Council” means the Council of the Municipality of the Town of Hanna.
- 2.6     “Fixed Operating Charge” is the cost to provide the service to the property, regardless of whether the service is utilized or not.
- 2.7     “Owner” means the Registered Owner of a parcel of land.
- 2.8     “Reasonable Notice” means 7 days from the date of mailing of the notice.

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- 2.9 "Service Connections" means the part of the Utility that runs from the main line of the Utility to a building or other place on a parcel of land for the purpose of providing the Utility service to the parcel or building and includes pipes or wires which;
- (i) run up to the building;
  - (ii) are located within the exterior walls of the building;
  - (iii) run from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality;
- and
- (iv) those couplings, stop-cocks, meters and other apparatus.
- 2.10 "System" means the water or sanitary sewer system or works constructed by the Town of Hanna.
- 2.11 "Tenant" means a person who rents or leases a property from an "Owner".
- 2.12 "Town" means the Town of Hanna or its duly authorized representatives.
- 2.13 "Municipal Utility Service" means the service provided by the Town of Hanna from its municipal water or sewer system or both.

### **PART III SERVICE CONNECTION**

- 3.1 The Owner of a property must make a written request to the Town of Hanna prior to the commencement of any Service Connection installation or replacement.
- 3.2 The Town is only responsible for coordinating the replacement of the line from the main to the curb stop while the property owner is responsible for coordinating and the cost of the replacement from the curb stop to the building.
- 3.3 The Owner is responsible for all costs related to the construction and installation of any Service Connection. The Town will provide the Owner with an estimate of the cost to install or replace the services from the main to the property line, including Town manpower, equipment, materials and contracted services required to complete the job satisfactorily.
- 3.4 The Owner is responsible for all costs associated with the repair and maintenance of the Service Connection. Where excavation is necessary for the repair and maintenance of a Service Connection, no work shall be commenced by an Owner without written approval of the Town. The Town will be responsible for the costs of maintenance and repair to the Service Connection, only if the repair is located between the main line and the curb stop and the repair is required because of faulty workmanship or construction or blockage caused by freezing.
- 3.5 The Town may construct, maintain or repair a Service Connection and the Town may enter any land or building for that purpose. Any costs incurred by the Town for such construction, maintenance or repair shall be the responsibility of the Owner.

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- 3.6 If the Town discovers a lead service line when doing maintenance on the line the Town will:
- 3.6.1 Provide the owner or resident with an information sheet regarding the use of water which may contain lead.
  - 3.6.2 Order a water test to determine the level of lead in the water.
  - 3.6.3 The Town will replace the lead service line and be responsible for the costs associated with the portion of the service line between the main and the curb stop.
  - 3.6.4 The Owner will be encouraged to replace the lead service line between the curb stop and the building, however the Owner will be responsible for all associated costs.

#### **PART IV SUPPLY**

- 4.1 An Owner who wishes to receive Municipal Utility Service shall contact the Town Administration and provide the required information.
- 4.2 Every Owner who wishes to receive the Municipal Utility Service shall pay the service charges and fees as established in Schedule A of this Bylaw. The Owner may request to have the utility bill mailed to the Tenant residing at the property address for payment of utilities, however the Owner will also receive a copy of the utility bill.
- 4.3 An Owner is responsible for all service charges, fees and other charges as established in Schedule A of this Bylaw for Municipal Utility Service. The Owner will be responsible for the fixed operating charges for the service at all times. The Town will not reduce the fixed costs for vacant properties for sale or extended vacations.
- 4.4 Where it is necessary for the Town to construct or repair any portion of the Municipal Utility Service the Town may, without notice to the Consumer, interrupt the Municipal Utility Service for as long as is necessary, and the Town shall not be held liable or responsible for any damages or claims arising from service interruption.
- 4.5 The Town shall have the right to limit the amount of water supplied to any Consumer where Council deems such action to be necessary.
- 4.6 The Council may at any time, by resolution, limit or restrict the use of water by Consumers for the watering of lawns, garden plots or other areas, or for any other use, for such time as Council deem advisable.
- 4.7 When an account is in Arrears the Town may, upon giving not less than seven days notice, shut off the supply of water to any Consumer.

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**PART V DISCHARGE**

- 5.1 The Consumer may be required to construct and maintain such works as the Town considers necessary for the preliminary treatment of any sewage prior to discharge into the Sanitary Sewer System.
- 5.2 Only water and waste water shall be discharged into the Sanitary Sewer System. The discharge of any flammable, explosive or other such material into the Sanitary Sewer System is prohibited. A Consumer who contravenes this section may be subject to the penalties outlined in part VII of this bylaw.
- 5.3 Unless authorized in writing by Council no sub surface storm drains, roof drains or catch basins shall be connected to the Sanitary Sewer System.

**PART VI INSPECTIONS**

- 6.1 For the purposes of conducting sampling tests or inspecting, repairing, placing or removing meters on any Service Connection inside or outside any house or building the Town shall have a right of entry to any parcel or building;
- (i) upon Reasonable Notice given to the Consumer, or
  - (ii) upon written authority of the Chief Administrative Officer given in respect of a special case or emergency.

**PART VII PENALTY**


- 7.1 Any person who contravenes Part V (2) of this bylaw is guilty of an offence and liable on summary conviction to imprisonment for a term not exceeding three months or to a fine of not more than \$ 1,000.00 and costs or to both a fine and imprisonment.

**PART VIII REVIEW AND ENACTMENT**

- 8.1 Town of Hanna Bylaw 952-2010 and any amendments thereto are hereby repealed.
- 8.2 This bylaw shall come into effect as of the date of final reading.

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.

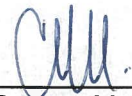
READ A SECOND TIME THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.

  
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Deputy Mayor Connie Deadlock

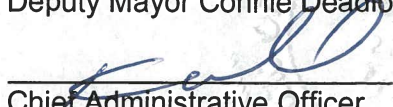
  
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Chief Administrative Officer  
Kim Neill

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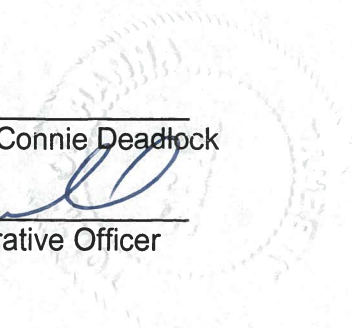
READ A THIRD TIME AND FINALLY PASSED THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.



Deputy Mayor Connie Deadlock



Chief Administrative Officer  
Kim Neill



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Schedule A

Rates effective January 1, 2020

Water Charges

Fixed Operating Charge per billing period	\$ 55.00
Water charges per cubic meter	\$ 2.83

Sewer Charges

Fixed Operating Charge per billing period	\$ 30.00
Sewer charges - per cubic meter of water used over 30 cubic meters	\$ 0.30

Commercial Water Hauling Operations shall be exempt from sewer charges above the minimum charge.

Solid Waste

Garbage Pickup – Residential Properties

Fixed Operating Charge per billing period for Residential properties - three (3) bag per week limit	\$11.00
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Big Country Waste Management Commission Fee -  
Residential and Commercial Properties

Fixed Operating Charge per billing period	\$ 37.50
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Disconnection/Reconnection Fee

When a public works employee is dispatched to disconnect and/or reconnect a utility service a fee will be added to the account as follows:

Due to lack of payment of the utility account The fee must be paid in addition to the arrears owing for service to be reconnected.	\$ 50.00
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Upon request of the owner or contractor to perform maintenance This includes the meter, meter reader or water lines. Except in an emergency, the owner or contractor shall make the request two working days prior to disconnection.	\$ 50.00
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Manual Meter Read Charge

The Town of Hanna began a program in 2013 to modify or replace water meters for Automated Meter Readings to allow meters to be read remotely. The water meters are fitted with an Encoder Receiver Transmitter (ERT). This eliminates the need for meter readers to enter customers' property, reduces costs and identifies potential theft or loss of water.

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For properties where the Town has not been provided access by the customer to install the ERT on the water meter, there will be a fee to have the meter read manually.

Manual Meter Read Charge per billing period \$ 50.00

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