

**LAC STE. ANNE COUNTY
PROVINCE OF ALBERTA**

BYLAW #02-2026

**BEING A BYLAW OF LAC STE. ANNE COUNTY IN THE PROVINCE OF ALBERTA
RESPECTING THE CONTROL AND MANAGEMENT OF THE WATER DISTRIBUTION
UTILITY SYSTEM**

WHEREAS pursuant to Sections of the *Municipal Government Act*, RSA 2000, c M-26, one of the purposes of a municipality is to provide services, facilities and other things that are necessary or desirable for all or a part of the municipality

WHEREAS pursuant to Section 7 of the *Municipal Government Act*, a council may pass bylaws respecting public utilities for municipal purposes

NOW THEREFORE the Council of Lac Ste. Anne County, duly assembled, hereby enacts as follows:

1. INTERPRETATION

1.1. This Bylaw may be referred to as the "Water Distribution Bylaw".

1.2. In this Bylaw:

- (a) "Bylaw Enforcement Officer" means a person employed or retained by the County whose duties include the enforcement of municipal bylaws.
- (b) "CAO" means the Chief Administrative Officer of Lac Ste Anne County or their designate.
- (c) "Curb Stop" means a shut-off valve constructed in-line at the end of a water service pipe allowing the supply of water to a parcel of land to be shut off.
- (d) "County" means the municipality of Lac Ste Anne County.
- (e) "Fees and Charges Bylaw" means the County's Master Rates, Fees and Charges Bylaw, as amended or replaced from time to time.
- (f) "Point of Connection" means the location of the Curb Stop at or near the property line of a parcel of land.
- (g) "Service Connection" means the part of the Water System that runs from the main lines of the Water System to a building or other place on a parcel of land for the purpose of providing water services to the parcel of land.
- (h) "Water Demand Management Measures" means restrictions on the use of water.
- (i) "Water Meter" means a device which is designed to measure the quantity of water that flows through it or past it, and.
- (j) "Water System" means the system of reservoirs, pumping stations, feeder mains, distribution mains, service connections, pipes, valves, fittings, hydrants, meters, cross-connection control devices, and all other equipment and machinery that is required to supply and distribute water.
- (k) "WILD" means West Inter Lake District Water Commission

1.3. The section numbers, marginal notes, and headings in this Bylaw are for reference purposes only.

2. OWNERSHIP AND OPERATION OF WATER SYSTEM

2.1. The County is the owner of the Water System and any related infrastructure within any road, easement, right of way or property owned or under the direction, control and management of the County including water mains, the portion of the service connection between the water main and the Customer's Point of Connection, Curb Stops and Water Meters required by this Bylaw.

2.2. The County / WILD:

(a) does not guarantee the continuous uninterrupted supply of water and reserves the right to suspend the supply of water at any time with or without a reasonable notice where required in the maintenance or operations of the Water System or because of an emergency.

(b) shall not be liable for any damages of any kind due to or arising out of:

(i) a failure to provide water.

(ii) the interruption of service due to maintenance or operational requirements, or due to reasons beyond the County's control.

(iii) the disconnection or removal of water services in accordance with this Bylaw; or

(iv) for any accident due to the operation of the Water System.

(c) shall supply and install Water Meters at the rates set out in the Fees and Charges Bylaw from time to time, and.

(d) shall install all Curb Stops, also referred to as Customer's Point of Connection, at the property line at or near a property line of a parcel of land for all connections.

2.3. The owner of a parcel of land is the owner of the portion of the Service Connection located above, on, or underneath the parcel, except for the Water Meter. All components of the Water System shall be constructed in accordance with the standards established by the County from time to time.

2.4. If the County is not satisfied with the construction, maintenance or repair of a Service Connection in accordance with Section 2.3 of this Bylaw, the County may require the owner of the parcel of land to do something in accordance with its instructions with respect to the construction, maintenance or repair of the system or works by a specified time.

2.5. If the thing required to be done under Section 2.4 of this Bylaw has not been done to the satisfaction of the County within the specified time, or in the event of an emergency, the County may:

(a) enter on any land or building to construct, maintain or repair the Service Connection, or take whatever steps are required because of the emergency, at the expense of the owner of the parcel of land.

(b) discontinue the supply of water to the parcel of land until the thing has been done to the satisfaction of the County or the emergency no longer exists, or.

(c) disconnect or discontinue the supply of water to the parcel of land in accordance with this Bylaw.

without limitation to any other remedy available to the County under this Bylaw or

otherwise.

3. AUTHORITY OF CAO

- 3.1. The CAO is responsible for the administration and enforcement of this Bylaw.
- 3.2. Without restricting any other power, duty or function granted by this Bylaw, the CAO may carry out anything required for the administration of this Bylaw, including but not limited to the following:
 - (a) carry out any inspections that are reasonably required to determine compliance with this Bylaw and enter onto any land or structure for that purpose.
 - (b) establish any forms required for the administration of this Bylaw.
 - (c) establish standards, guidelines, and specifications for the design, construction and maintenance of the Water System, and.
 - (d) initiate and conduct any legal action required to ensure compliance with the provisions of this Bylaw.
- 3.3. The CAO may delegate any power, duty or functions under this Bylaw to an employee of the County.

4. SUPPLY OF WATER

- 4.1. The owner of a parcel of land may request that the County supply water to the parcel by completing an application in the form established by the CAO from time to time and paying the connection fee, or if applicable re-connection fee, set out in the Fees and Charges Bylaw from time to time.
- 4.2. Council delegates its authority under Section 34 of the *Municipal Government Act* to establish terms, costs or charges with respect to the supply of water to a parcel of land to the CAO. Without limitation to the foregoing, the CAO may impose the following conditions with respect to the supply of water to a parcel of land:
 - (a) a requirement that the owner of the parcel of land enter into an agreement with the County with respect to the supply of water.
 - (b) payment of a deposit in an amount and form determined by the CAO, and.
 - (c) that the owner pays any costs associated with upgrading or improving the Water System in order to supply water to the parcel of land.
- 4.3. The owner of a parcel of land is liable to pay the County for all water and services supplied or provided to the parcel of land under this Bylaw at the rates set out in the Fees and Charges Bylaw from time to time.
- 4.4. All amounts payable under this Bylaw are payable within thirty (30) days of issuance of a utility bill by the County with respect to same and must be made as specified on the utility bill.
 - (a) Accounts not paid in full after that time shall be assessed a penalty of three and one half per cent (3.5%) per month, on the amount remaining unpaid. Such penalties shall be added to and form part of the rates levied.
 - (b) In the event the utility account remains unpaid for 90 days or more, the unpaid charges for utility services will be added to the tax roll, as needed, as per Schedule A. As in accordance with the MGA, Section 553(1) and amendments thereto. A letter shall be sent to the owner advising that the outstanding account is being transferred to the tax roll
 - (c) There will be no reduction in applicable rates or charges due to any interruption of the supply of water.
 - (d) All utility bills and other charges are deemed to have been received by the utility

account customer, seven (7) days from the date of mailing. Failure to receive such notice does not relieve the Person from the charge or from the penalties duly impose.

4.5. The owner of a parcel of land who wishes to disconnect from the Water System must, at the owner's sole cost and expense:

- (a) apply to the CAO for written approval for disconnect from the Water System.
- (b) remove the connection.
- (c) fill and cap both ends of the abandoned connection.
- (d) submit as-built drawings of the completed abandoned connection to the CAO; and
- (e) comply with any other requirements set out by the CAO.

5. WATER METERING

5.1. A Water Meter shall be installed for every connection to the Water System. The owner of a parcel of land shall give or ensure access to the County for the purpose of reading, inspecting, repairing, maintaining or replacing a Water Meter.

5.2. If access to a Water Meter cannot be obtained, or the County elects to use an estimated water reading, the CAO may issue an invoice or bill for payment calculated using estimated water consumption based on historical water consumption for the parcel or land or similar properties.

5.3. The owner of a parcel of land shall be responsible to keep any Water Meter on the parcel free from damage. Without limitation to the foregoing, the owner shall take care to prevent damage from all sources including but not limited to frost, heat or physical damage.

5.4. The owner of a parcel of land must immediately report any damage caused to a Water Meter on the parcel and will be liable to the County for any damage to the Water Meter because of misuse, tempering or damage from external sources.

5.5. If a Water Meter is lost or damaged through any action, inaction or negligence of the owner of a parcel of land, the owner shall be liable to the County for the cost of any removal, repair, replacement, or installation.

5.6. No person other than a person authorized by the CAO shall interfere with, tamper with, or operate a Water Meter.

5.7. If any person obstructs, impedes, or refuses to allow access to a Water Meter for a reading, installation, removal, repair, replacement, or inspection, the CAO may:

- (a) disconnect or discontinue the supply of water to the parcel of land.
- (b) charge a fee or penalty in the amount set out in the Fees and Charges Bylaw from time to time.
- (c) issue a violation tag or violation ticket in accordance with this Bylaw or , ,
- (d) enter on to the land or premises upon reasonable notice to the owner or occupant of the land to read, install, remove, repair, replace or inspect a Water Meter.

without limitation to any other remedy available to the County under this Bylaw or otherwise.

6. USE OF THE WATER SYSTEM

6.1. No person shall cause or permit any connection to the Water System of any kind to be made

- unless such connection is metered and is approved by the County.
- 6.2. No person who is utilizing an alternate water source shall cause or allow the alternate water source to be connected to the Water System.
- 6.3. No person, except as authorized by the CAO or this Bylaw, shall.
- (a) operate, handle, or interfere with the County's provision of water, or operation of the Water System.
 - (b) do any work upon or interfere in any way with the Water System unless specifically authorized to do so by the CAO.
 - (c) impede access to the Water System, or.
 - (d) cause or permit any damage to the Water System.
- 6.4. The CAO may implement Water Demand Management Measures upon reasonable notice, which notice may be providing by publication on the County's website.
- 6.5. The notice provided by the CAO must include what steps are required to be taken to implement the Water Demand Management Measures.
- 6.6. Any person who fails to comply with a Water Demand Management Measure is guilty of an offence.
- 6.7. No person shall cause or permit the wasting or excessive use of water supply from the Water System.

7. DISCONNECTION OR DISCONTINUANCE OF SUPPLY OF WATER

- 7.1. Without limitation to any other provision of this Bylaw, the CAO may disconnect or discontinue the supply of water to a parcel of land if:
- (a) the owner of the parcel of land has not requested the supply of water to the parcel.
 - (b) the owner of the parcel of land has failed to comply with any of the terms, conditions or charges imposed as a condition of supply of water to the parcel.
 - (c) the owner of the parcel fails to comply with Water Demand Management Measures is determined by the CAO to have wasted or caused or permitted the excessive use of water in accordance with Section 6.7 of this Bylaw.
 - (d) the Water System requires repair or maintenance.
 - (e) the CAO believes that the continued connection of the parcel of land to the Water System or supply of water to the parcel is unsafe, may cause contamination or deterioration of the Water System, or may result in excessive leakage.
 - (f) the owner of the parcel of land fails to provide adequate access to the parcel in accordance with this Bylaw.
 - (g) in the event of an emergency, or if in the opinion of the CAO it is reasonable to do so.
- 7.2. The CAO may disconnect or discontinue the supply of water to a parcel of land if the owner of the parcel fails or refuses to pay any amount owing under this Bylaw or the Fees and Charges Bylaw or contravenes any provision of this Bylaw.
- 7.3. The CAO shall provide prior reasonable notice to the owner of a parcel of land prior to disconnecting or discontinuing the supply of water to the parcel. The amount of notice required shall be determined by the CAO.

7.4. If the event that the CAO disconnects or discontinues the supply of water to a parcel of land as a result of the action or inaction of the owner of the parcel, a re-connection fee in the amount set out in the Fees and Charges Bylaw will be payable and must be paid in full by the owner prior to the re-connection or continuation of the supply of water to the parcel.

8. OFFENCES AND PENALTIES

8.1. Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a fine in an amount not less than that established in Schedule "A" of this Bylaw.

8.2. Any person who commits a second or subsequent offence within one year of committing an offence under this Bylaw is liable to a fine in an amount not less than double the amount set out in Schedule "A" of this Bylaw.

8.3. A person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided is liable to a fine of not less than one hundred dollars (\$100.00) and not more than ten thousand dollars (\$10,000.00).

8.4. A Bylaw Enforcement Officer is hereby authorized to issue a violation tag to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw, which provides that the person will not be prosecuted for the contravened the Bylaw if they pay the amount specified in Schedule "A" to this Bylaw.

8.5. A violation tag may be issued either personally or by mailing a copy to the last known address of the person who has contravened the provision of this Bylaw.

8.6. Where a violation tag is issued pursuant to this Bylaw, the person to whom the violation tag is issued may, in lieu of being prosecuted for the offence, pay to the County the penalty specified on the violation tag.

8.7. A Bylaw Enforcement Officer is hereby authorized to issue a violation ticket pursuant to the *Provincial Offences Procedure Act*, RSA 2000, c P- 34, as amended or replaced from time to time, to any person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

8.8. The amounts set out in Schedule "A" to this Bylaw shall be the specified penalty for the purposes of a violation ticket issued under Section 8.7 of this Bylaw provided however that a Bylaw Enforcement Officer has the discretion to require a mandatory court appearance by a person who has committed an offence under this Bylaw.

9. GENERAL

9.1. Should any provision of this Bylaw be invalid then such provision shall be severed, and the remaining Bylaw shall be maintained.

9.2. This Bylaw will come into force and effect after third reading and upon being signed.

9.3. This Bylaw shall replace Bylaw 21-2024 upon being signed.

READ A FIRST TIME ON THIS 23rd DAY OF January 2026



Reeve



County Manager

READ A SECOND TIME ON THIS 12th DAY OF February, 2026



Reeve



County Manager



READ A THIRD TIME ON THIS 12th DAY OF February 2026



Reeve



County Manager



SCHEDULE "A"

RATES, FEES AND PENALTIES FOR WATER DISTRIBUTION SYSTEMS

RATES AND FEES

Monthly Connection Fee \$ 29.76

Variable Rate Fee \$ 4.60 / m³

SPECIFIED PENALTIES

Section	Offence	Specified Penalty	Second Offence	Third & Subsequent Offences
5	Obstruct an authorized representative	\$500.00	\$1,000.00	\$3,000.00
6	Interfere with another Customer's Service Connection/Water Services	\$500.00	\$1,000.00	\$3,000.00
5	Obstruct access to Facilities	\$250.00	\$500.00	\$1,000.00
5	Failure to manage vegetation on Property that obstructs access to Facilities	\$100.00	\$200.00	\$500.00
6	Install structure that interferes with proper and safe operation of Facilities	\$500.00	\$1,000.00	\$3,000.00
6	Interfere with or alter Facilities	\$500.00	\$1,000.00	\$1,000.00
6	Extend Customer-owned infrastructure beyond Property	\$500.00	\$1,000.00	\$3,000.00
12	Fail to comply with Water Demand Management Measures	\$100.00	\$200.00	\$500.00
6	Connect an alternate water source to the Water System	\$500.00	\$1,000.00	\$3,000.00
12	Use water in unauthorized manner	\$100.00	\$200.00	\$500.00
6	Impede water use of other Customers	\$250.00	\$500.00	\$1,000.00
16	Use water that did not pass through a Meter	\$250.00	\$500.00	\$1,000.00
17	Unauthorized installation, testing, removal, repair, replacement or disconnection of Meter	\$500.00	\$1,000.00	\$3,000.00
17	Break, tamper or interfere with Meter	\$500.00	\$1,000.00	\$3,000.00
14	Obstruct access to Meter	\$500.00	\$500.00	\$3,000.00
6	Unauthorized operation of Curb Stop	\$500.00	\$1,000.00	\$3,000.00
6	Connection/Cross Connection that could contaminate water	\$500.00	\$1,000.00	\$3,000.00
38	Fail to comply with order	\$500.00	\$1,000.00	\$1,000.00
46	Cause harm or damage to Facilities	\$500.00	\$1,000.00	\$1,000.00