

**LAC STE. ANNE COUNTY
PROVINCE OF ALBERTA
BYLAW NO 04-2024**

BEING A BYLAW OF LAC STE. ANNE COUNTY, IN THE PROVINCE OF ALBERTA, TO REGULATE AND CONTROL THE PROVISION OF WATER, WASTEWATER AND SOLID WASTE SERVICES TO RESIDENTS, BUSINESS, INDUSTRY AND INSTITUTIONS WITHIN THE HAMLET OF SANGUDO.

WHEREAS, pursuant to section 3 of the Municipal Government Act the purposes of a municipality include providing services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality;

AND WHEREAS, pursuant to section 7(a) of the Municipal Government Act a council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, pursuant to section 7(g) of the Municipal Government Act a council of a municipality may pass bylaws for municipal purposes respecting public utilities;

AND WHEREAS, pursuant to the provisions of Sections 33 to 44 of the Municipal Government Act, with all amendments thereto, Council has authority to provide for levying and collection of service charges, tolls, and penalties for the consumption and discharge of water, wastewater, and solid waste by residents, business, industry, and institutions within the Hamlet of Sangudo.

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

1. Citation

1.1 This Bylaw may be cited as the “2024 Sangudo Utility” Bylaw

2. Definitions

- 2.1 “Chief Administrative Officer” means the Chief Administrative Officer of the County or their delegate.
- 2.2 “Council” means the municipal Council of Lac Ste. Anne County.
- 2.3 “County” means the municipal corporation of Lac Ste. Anne County and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires.
- 2.4 “County’s authorized agent” means employees, agents, contractors and other representatives of Lac Ste. Anne County.
- 2.5 “Facilities” means any infrastructure forming part of the water, wastewater or solid waste system, including without limitation: water treatment plants, wastewater lagoons, pumping stations, water mains, wastewater mains, service lines, valves, fittings, chambers, meters, and all other equipment and machinery of whatever kind owned by the County that is used for the collection, transmission, treatment and disposal of wastewater.
- 2.6 “Hamlet” means the Hamlet of Sangudo.
- 2.7 “Peace Officer” includes a Bylaw Enforcement Officer appointed by the County, a Community Peace Officer whose appointment includes enforcement of the County’s Bylaws.
- 2.8 “Solid Waste” means a waste type consisting of everyday items that are discarded by the public.

3. General Provisions

- 3.1 No person, company or business other than the County shall provide the same or similar type of utility as is outlined in this Bylaw in any part of the Hamlet except where special permission is given in writing by the Chief Administrative Officer.
- 3.2 The County will supply utility service to the owner of the property that is a residential, commercial, industrial or institutional property only upon request of the owner of the property, regardless of the fact that it may be rented or leased. In order to establish a utility account for a property, the registered owner must submit an application in writing to the County in a form approved by the Chief Administrative Officer or their delegate from time to time. By submitting an application to the County pursuant to this s. 2, the applicant agrees to comply with and be bound by the terms and conditions of this Bylaw as amended from time to time.
- 3.3 Notwithstanding that all utility accounts shall be established in the name of the owner of the property, and the charges for the utility services provided to the property shall be an amount owing by the owner to the County, the County may accept payment of outstanding utility charges from persons other than the registered owner of the property including but not limited to the occupant or occupants thereof.
- 3.4 The owner of a property shall be responsible for the construction, maintenance, and repair of the portion of the water service line and wastewater service line on the property.
- 3.5 The owner of a property is not responsible for the replacement, maintenance, or repair of the portion of the water service line and wastewater service line that runs from the main lines of the public utility to the boundary of the property pursuant to this Bylaw unless the replacement, maintenance or repaired is required as a result of the owner's actions or inactions.
- 3.6 A charge shall be made against the owners of all land which is served by the said systems and services in the Hamlet, for the use of water supply and distribution system, wastewater services and use of wastewater system, and solid waste disposal services according to rates hereinafter, and set out in Schedule A.
- 3.7 No person will obstruct a County authorized agent in the operation, maintenance, or testing of Facilities. Nor shall any person obstruct hamlet Facilities, equipment or other infrastructure.
- 3.8 No person except authorized employees of the County shall operate, manipulate, interfere, or connect whatsoever with any of the public pipes, mains or other Facilities in the Hamlet unless authorized by the County authorized agent.
- 3.9 There shall be a charge of a reconnection fee as per Schedule A to restore services that have been turned off due to either a delinquent account or if requested by the property owner.
- 3.10 In the event that services are disconnected for non-payment of account, a security deposit will be required for all residential accounts and an irrevocable letter of credit for all commercial, industrial and institutional accounts, as per Schedule A. In addition, the account holder will be required to pay in full any tax arrears or other amounts due and outstanding to the County prior to any reconnection.

4. Waterworks

- 4.1 The County hereby reserves the right to shut off the water without notice to consumer property for any lawful reason, including a breach of any of the requirements of this Bylaw.
- 4.2 No person other than the County's authorized agent shall turn off or turn on the water supply from the Hamlet supply system to a property or attempt to do so.

- 4.3 No person shall have any claim for compensation or damages resulting from the County shutting off the water without notice, or from the failure of the water supply from any cause whatsoever.
- 4.4 The County shall have the right to restrict or ration the amount of water used during periods of heavy demand, upon 24 hours' notice conditions permitting provided however that no prior notice shall be required when the County determines it is not practicable in the circumstances, or interrupt the service for necessary maintenance, repairs, or firefighting, or any other actual or possible emergencies.

5. Meters

- 5.1 All owners and occupants of properties to which water services are provided must allow the County to install a water meter in a suitable place on the property.
- 5.2 The County or its' authorized agent shall have the right to enter the premises at periodic intervals for the purpose of conducting sampling tests, inspections, repairs, or remote readings or the installations, inspections, repairing or replacing of water meters or any equipment associated with the distribution or retrieval of water within a rate payer's property within the Hamlet.
- 5.3 The County's authorized agent shall have free access to all parts of the premises in which water is distributed to and/or is serviced by the wastewater system for the purposes described in s. 5.2 of this Bylaw.
- 5.4 If entry by the County's authorized agent is refused by the owner or occupant, the County may disconnect utility services to the property without notice.
- 5.5 Water meters shall at all times remain the property the County.
- 5.6 Only the County's authorized agent shall be allowed to adjust the water meter in any way.
- 5.7 No person shall bypass, tamper with or interfere with a water meter, nor shall the owner of a property allow any other person to bypass, tamper with or interfere with the water meter.
- 5.8 Any damage to a water meter shall be paid for by the owner of the property receiving the water services, as per Schedule A.

6. Wastewater

- 6.1 No person shall throw, deposit or leave in/or upon any County sanitary wastewater system, or any trap basin, grating, manhole or other appurtenance of any County sanitary wastewater, any butcher's offal, dairy waste, slaughterhouse waste, food processing waste, animal waste, organic waste, litter, manure, rubbish, sweepings, sticks, stones, bricks, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, cinders, ashes, rags or refuse matter of any kind, except human excrement, the necessary toilet paper, and waste water properly discharged through a house wastewater system into a Hamlet sanitary wastewater system.
- 6.2 No person shall permit to be discharged into any sanitary wastewater system and/or around the sanitary wastewater system any chemical refuse, or other trade waste, or any waste stream, condensing water, heated water, or other liquids of a higher temperature than seventy five (75) degrees Celsius or any other refuse matter of any kind not specifically listed.
- 6.3 No person shall make, or cause to be made, any connection with any County sanitary wastewater system, house drain or appurtenance thereof, for the purpose of conveying, or which may convey, into the same any inflammable or explosive material, storm water, roof drainage, cistern or tank overflow, condensing or cooling water, or water from sump pit.
- 6.4 No person shall discharge the contents of any privy vault, manure pit or cesspools, directly or indirectly, into any County sanitary wastewater system or house drain connected therewith.

- 6.5 No person shall turn, lift, remove, raise or tamper with the cover of any manhole, ventilator or other appurtenance of any County sanitary wastewater system, except duly authorized employees of the County.
- 6.6 No person shall cut, break, pierce, or tap any County sanitary wastewater or appurtenance thereof, or introduce any pipe, tube, trough, or conduit into any County sanitary wastewater system, except duly authorized employees of the County.
- 6.7 No person shall interfere with the free discharge of any County sanitary wastewater system, or part thereof, or do any act or thing which may impede or obstruct the flow or clog up any County sanitary wastewater system or appurtenance thereof.

7. Solid Waste

- 7.1 No person shall scavenge waste or recyclable material from a waste container, including a solid waste utility bin or recycling container.
- 7.2 Hamlet solid waste utility accepts only
 - a) general household residential waste generated within the Hamlet; and
 - b) approved commercial, industrial and institutional waste generated within the Hamlet.
- 7.3 The disposal of prohibited waste types in Hamlet solid waste utility bins is a contravention of this Bylaw and an offence as outlined in **Schedule B**. Prohibited waste types of the Hamlet Solid Waste Utility:
 - a) All waste disposed of must fit into the bin provided;
 - b) oil, oil containers, oil filters and paint products;
 - c) tires and batteries;
 - d) white goods;
 - e) furniture and building materials;
 - f) wood waste;
 - g) wire and twine;
 - h) hazardous waste;
 - i) biomedical waste;
 - j) general medical waste;
 - k) animal waste, dead animals or animal parts;
 - l) automobile parts;
 - m) silage wrap; and
 - n) other liquids.

8. Recycling

- 8.1 Except with respect to community recycling depots, an owner of an eligible residential dwelling shall set out any residential recyclable material for collection services in a clear blue recycle bag. All cardboard must be flattened and bound.
- 8.2 Where residential recyclable material is placed in a receptacle or bag other than a clear blue recycle bag for recycling, the receptacle or bag and its contents will not be collected.
- 8.3 Recycled materials will be collected every second Friday in the Hamlet. There is no limit on the number of blue recycle bags that will be picked up from curbside.
- 8.4 Acceptable and Non-Acceptable recyclable materials as set out in Schedule C.

9. Utility Billing

- 9.1 At a monthly interval, the County shall mail or deliver to each owner of properties receiving the above-mentioned services, a statement showing
 - a) Water charges calculated as per the rates set out in Schedule A
 - b) Wastewater charges calculated as per rates set out in Schedule A;
 - c) Solid waste charges calculated as per rates set out in Schedule A.
 - d) The statement shall clearly show the date by which payment is required, and the rates at which any penalty shall be applied.

- 9.2 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 imposed.
- 9.3 All water, wastewater, and solid waste accounts shall be due and payable on the last day of each month.
- 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.
- 9.4 In the event an account becomes delinquent for a period of 60 days, then either
- a) The water may be turned off at the curb stop, after giving 48 hours' notice by way of door tag, to both occupant and owner; or
- b) For all property owners, 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.
- 9.5 Property owners are responsible for all utility services delivered and all charges levied to a vacant or rented property for water, wastewater, infrastructure fees and solid waste services. Current and future renters are not eligible for utility services in their names living in a rental unit in the Hamlet.
- 9.6 Where a customer has been charged less or more than they should have been charged for utility services provided by the County, the County will review the utility account and make corrections for the billing errors for up to a maximum of 12 months prior to the date the error is discovered. Corrections will not be made for billing errors in respect of utility services provided more than one year prior to the date the billing error is discovered.

10. Connection and Disconnection

- 10.1 All requests for the disconnection or reconnection of utility services to a property must be made in writing to the County by the registered owner of the property, in a form and with supporting documentation satisfactory to the County.
- 10.2 In the event that the County receives a request to disconnect utility services to a property that is, or to the best of the County's knowledge may be, occupied by an individual or individuals other than the registered owner, the County will provide fourteen (14) days written notice of the request to disconnect to the occupant or occupants of the property prior to disconnection; provided however that the County may proceed immediately to the disconnection of utility services if, in the sole discretion of the County, it is necessary or appropriate in the circumstances.
- 10.3 In the event that services are disconnected as a result of refusal of entry or non-payment, or at the request of the owner of the property, the disconnection fee set out in Schedule B shall be charged to the utility account at the time of disconnection. Notwithstanding the foregoing, the disconnection fee set out in Schedule B shall not apply where the disconnection is for the purpose of conducting repairs to the service connection as defined in s. 28(e) of the *Municipal Government Act*.

11. Penalties

- 11.1 Without limitation and in addition to any other provision of this Bylaw, no person shall cause, or allow on property owned by them, any conduct or activity whatsoever which causes or has the potential to cause damage or harm to the Facilities.
- 11.2 Any person who contravenes any provision of this Bylaw is guilty of an offense and is liable to a penalty. Any person who fails to comply with an order written on any

provision of this Bylaw is guilty of an offense and is liable to a penalty. The specified penalty in respect of a contravention shall be the amount shown in Schedule B of this Bylaw. The specified penalty payable in respect of a contravention of a provision or failure to comply with an order of this Bylaw is the amount shown in Schedule B.

- 11.3 Where a Peace Officer believes that a person has contravened any provision of this Bylaw, they may serve upon such person a violation ticket in accordance with of the Provincial Offences Procedure Act, R.S.A 2000 c. P-34.
- 11.4 Where a person has been convicted a second, third or subsequent time under the same section of this Bylaw within a TWENTY- FOUR (24) month period, the specified penalty payable in respect of each contravention shall be in the amount as shown in accordance with Schedule B of this Bylaw.

12. Severability & Coming into Force

- 12.1 Should any provision of this bylaw be invalid, then the invalid provision shall be severed, and the remainder of the Bylaw shall be maintained.
- 12.2 The Bylaw shall come into force upon receipt of its third and final reading.

13. Replace and Effective Date

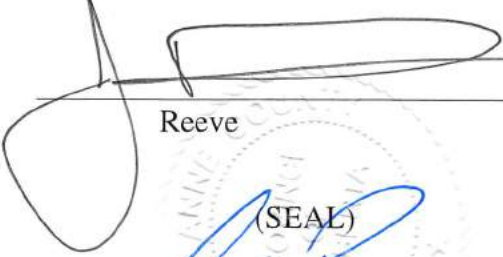
- 13.1 This Bylaw shall come into effect and repeal Bylaw 14-2023 as of March 1, 2024.

READ a first time this 22nd day of February, 2024


READ a second time this 22nd day of February, 2024

And upon unanimous consent of those Councillors present,

READ a third and final time this 22nd day of February, 2024



Reeve



County Manager

(SEAL)

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BYLAW NO 04 - 2024
2024 SANGUDO UTILITY BYLAW
SCHEDULE 'A'

RATES, FEES AND CHARGES

1. Billing frequency – utility bills shall be sent monthly.
2. Disconnection Fee: A request for a disconnect of services for any reason other than for repairs, there will be a \$50.00 charge. All requests for disconnects or reconnects to a service, **MUST** be received in writing from the landowner.
2. Reconnection Fee: Residential Accounts are \$100 and Non-Residential Accounts are \$250.00. In addition to the foregoing, prior to the re-connection, the customer must pay in full any tax arrears or other amounts due and outstanding to the County.
 - a) If a residential account is disconnected 3 times within a 36-month period, a security deposit of \$250.00 will be required prior to reconnection. Once the deposit is paid and there is an amount owing that requires a disconnection, that amount will be taken from the deposit to clear up the arrears portion on the account. Prior to a reconnection the amount taken from the deposit must be repaid.

The \$250.00 security deposit is refundable after the account has remained in good standing from a 36-month period. The customer must complete a refund request form in order to have the security deposit refunded.
 - b) If a commercial account is disconnected 3 times within a 36-month period, a \$10,000.00 irrevocable letter of credit will be required prior to reconnection.
3. Meter Damage - Replacement cost of the meter plus labor and an administration fee of 10% of the cost of the repairs.
4. Monthly Service charges for water, wastewater and solid waste and recycling shall be according to the following set rates effective January 1, 2024:
 - (a) The rate charged per Residential, Commercial, Industrial and Institutional water service be set at \$13.05 per month and \$5.47/cubic meter used.
 - (b) The rate charged for Residential, Commercial, Industrial and Institutional wastewater is based on the water consumption and is set at \$16.73 per month and a \$1.74/cubic meter used.
 - (c) That the rate charged for the sale of bulk water be set at \$4.00 per cubic meter.
 - (d) The rate for all curbside solid waste and recycling collection will be \$17.26 per month.
 - (e) The rate for all Commercial, Industrial and Institutional solid waste will be \$26.60 per month and \$6.22 per month capital bin costs.
 - (f) If a meter reading is not available at the time of the billing cycle and no historical data is available, the flat rate charge per Residential, Commercial, and Industrial connections will be 5 cubic meters per month. The estimated consumption will be adjusted once a meter reading is obtained.

BYLAW NO 04 - 2024
2024 SANGUDO UTILITY BYLAW
SCHEDULE 'B'

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
19	Use Sewage System in unauthorized manner	\$500.00	\$1,000.00	\$3,000.00
6	Impede Sewage Use of other Customers	\$500.00	\$1,000.00	\$3,000.00
2	Unauthorized alternate wastewater system	\$500.00	\$1,000.00	\$3,000.00
19	Discharge matter other than household wastewater	\$250.00	\$500.00	\$1,000.00
20	Discharging industrial wastewater without approval or proper pre-treatment	\$500.00	\$1,000.00	\$3,000.00
24	Tampering with Sewage System without authorization	\$500.00	\$1,000.00	\$3,000.00
25	Interfering with the free discharge of wastewater main	\$500.00	\$1,000.00	\$3,000.00
26	Scavenge waste or recyclable material	\$125.00	\$250.00	\$500.00
28	Disposing of prohibited waste	\$250.00	\$500.00	\$1,000.00
27	Disposing of waste not generated in the Hamlet of Sangudo	\$250.00	\$500.00	\$1,000.00
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

BYLAW NO 04 - 2024
2024 SANGUDO UTILITY BYLAW
SCHEDULE 'C'

Acceptable and Non-Acceptable Recyclable Materials

Acceptable Recyclable Materials:

- Hard/rigid plastic containers, tubs and bottles (e.g. detergent, condiment or shampoo bottles, margarine and large yogurt containers, ice cream pails); Remove caps and lids that are number 1 or 2 can be recycled
- Tin food cans (clean)
- Magazines, newspaper, flyers and catalogues
- Office paper, envelopes, craft paper
- Books with front and back covers removed
- Wrapping paper (no foil), greeting cards (decoration removed)
- Boxboard (e.g. cereal, cracker, cookies, tissue boxes)
- Cardboard flattened

Non-Acceptable Recyclable Materials:

- Soft/flexible plastic such as plastic clamshell containers (e.g. berries, salads, bakery items)
- Single use plastic cups (e.g. pudding, applesauce, small yogurt)
- Plastic bags, film and wrap (e.g. grocery bag, food wrap, resealable bags)
- Glass, including jars
- Tetra packs without deposit (e.g. soups, broth, liquid egg)
- Styrofoam (e.g. packaging material, eat tray, take-out containers)
- Small metal items (e.g. coat hanger, nails, broke household items)
- Plastic packaging from toys, food and household items (e.g. fruit and vegetable bags, cereal box liners, pet food bags, plant pots)
- Single use plastic items (e.g. cutlery, straws, coffee pods)
- To-go cups (e.g. drink cups, lids and straws)
- Any other material which is determined by the Chief Administrative Officer not to be acceptable from time to time.