



CITY OF FORT ST. JOHN SEWER USE REGULATION AND CHARGES BYLAW

2363, 2016

Adopted November 28, 2016

CONSOLIDATED VERSION FOR CONVENIENCE ONLY

Includes Amendment Bylaw:

2464, 2019

Adopted April 23, 2019

2503, 2019

Adopted November 25, 2019

2532, 2020

Adopted November 9, 2020

2560, 2021

Adopted November 22, 2021

2570, 2022

Adopted June 27, 2022

2575, 2022

Adopted November 28, 2022

2586, 2023

Adopted November 27, 2023

2603, 2024

Adopted November 12, 2024

2622, 2025

Adopted November 10, 2025

City of Fort St. John Sewer Use Regulation and Charges Bylaw No. 2363, 2016

This Consolidated Version includes the following amending bylaws:

Bylaw Number	Type of Amendment	Date Amending Bylaw was adopted
2464, 2019	Sewer Extensions – Recovery of City's Costs and Charges – Connection Charge	April 23, 2019
2503, 2020	Definitions, Offences and Penalties & Reclaimed Water	November 25, 2019
2532, 2020	Schedule D - Charges	November 9, 2020
2560, 2021	Schedule D - Charges	November 22, 2021
2570, 2022	Schedule D - Charges	June 27, 2022
2575, 2022	Schedule D – Charges	November 28, 2022
2586, 2023	Schedule D – Charges	November 27, 2023
2603, 2024	Schedule D – Charges	November 12, 2024
2622, 2025	Schedule D – Charges	November 10, 2025

CITY OF FORT ST. JOHN
BYLAW NO. 2363, 2016

A bylaw to regulate extensions, connections and use of the sanitary sewerage system and to impose connection charges, inspection fees, user rates and maintenance charges for the use of sewers.

NOW THEREFORE Council of the City of Fort St. John, in open meeting assembled hereby enacts as follows:

TITLE

1. This bylaw shall be cited as the "City of Fort St. John Sewer Use Regulation and Charges Bylaw No. 2363, 2016".

REPEAL

2. City of Fort St. John Sewer Use Regulation and Charges Bylaw No. 2031, 2010, Sewer Regulation Amendment Bylaw No. 2172, 2013, Sewer Regulation Amendment Bylaw No. 2240, 2014 and Sewer Regulation Amendment Bylaw No. 2301, 2015 are hereby repealed.

SEVERABILITY

3. Each provision of this bylaw is severable from each other provision, and, if any provision is determined to be void or unenforceable in whole or in part, this determination shall not be deemed to affect or impair the validity of any other provision, unless a Court otherwise determines.

EFFECTIVE DATE

4. This bylaw is in effect as of January 1, 2017.

PART 1 – DEFINITIONS

- 1.1 In this bylaw, the following definitions apply:

"ACTUAL COST" means all costs incurred to complete the works, including but not limited to engineering services, supply of materials, construction, supervision, inspection, administration, processing, right-of-way negotiations, acquisitions and registration, and liaison with, and/or fulfilling requirements of other utilities or agencies.

"AGENT" means a professional engineer or contractor appointed by the Director of Public Works and Utilities to install and construct a sewer extension on behalf of the City.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"APPLICANT" means an owner or authorized agent for the owner who requests the City to:

- a) install new or alter existing sewer services;
- b) approve the use of an existing sewer connection for a new development; or
- c) extend a public sewer or sewers and sewer services,

and from whom the City may expect to receive revenue on a continuing basis for this service at the current annual charges as established by this bylaw.

"BENEFITING LAND" means any parcel of real property fronting or abutting an extension of the sanitary sewerage system.

"BIOCHEMICAL OXYGEN DEMAND" or **"BOD"** means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures in 5 days at 20 degrees Centigrade, expressed in milligrams per litre, as determined by the appropriate procedure in standard methods.

"BUILDING BYLAW" means the "City of Fort St. John Building Bylaw No. 1020, 1985", as may be amended or replaced from time to time.

"BUILDING CODE" means the "British Columbia Building Code (2006)", as may be amended or replaced from time to time.

"BUILDING INSPECTOR" means the Building Inspector for the City, or his or her duly appointed representatives and assistants.

"BUILDING SANITARY SEWER" means a pipe, including manholes and inspection chambers laid on a property connecting a service connection with a house, building, or structure on the property.

"CITY" means the City of Fort St. John.

"COLLECTOR" means the Director of Finance for the City or his or her duly appointed representative and assistants.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"COMMERCIAL PREMISES" means all land and premises, on or within which any interchange of commodities, or any dealing or trading in any article of commerce or other thing is carried on as a business, and shall include all premises in which any service, professional or otherwise is provided, given, or made available and for which any fee, charge, rent or commission is payable, and without limiting the foregoing shall include auto courts, hotels, lodging houses, boarding houses, offices, theatres, bowling alleys, billiard rooms, places of entertainment or amusement, tent camping grounds and dependent mobile homes.

"COMMERCIAL UNIT" means any business which is operated separately from any other business on or within commercial premises.

"CONNECTION CHARGE" means the amount due and owing to the City for the installation and construction of a service connection as set out in Schedule "A" to this bylaw, including any latecomer charges.

"CONTAMINANT" means any substance, whether gaseous, liquid or solid, whether dissolved or suspended, that:

- a) injures or is capable of injuring the health or safety of a person;
- b) injures or is capable of injuring property or any life form;
- c) interferes or is capable of interfering with the proper operation of a sewer or sewage facilities;
- d) causes or is capable of causing material physical discomfort to a person; or
- e) damages or is capable of damaging the environment.

"COOKING EQUIPMENT" means equipment, devices or appliances that can be utilized to prepare a meal within a dwelling unit and includes a sink, counter-top, gas or electric range or stove, counter-top cooking unit, hot plate, wall oven, microwave oven, convection oven, toaster oven, electric frying pan, electric wok, pressure cooker, crock pot, cabinet for storage of food or any other such culinary facility or any combination of such culinary facilities and includes the arrangement of service lines which provide the energy source being used or intended to be used to service such facilities.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"COOLING WASTE" means water that has been obtained from City's water supply or from other water source which has been used in an industrial, institutional or commercial cooling process and to which no substance has been added.

"COUNCIL" means the City Council of the City of Fort St. John.

"DESIGN AND CONSTRUCTION STANDARDS" means the documents referred to and incorporated into the Fort St. John Subdivisions and Development Servicing Bylaw No. 1999, 2009 and amendments thereto, related to design and construction standards.

"ENGINEERING MANAGER" means the Engineering Manager for the City and shall include his or her duly appointed assistants and representatives.

"DIRECTOR OF PUBLIC WORKS AND UTILITIES" means the Director of Public Works and Utilities for the City and shall include his or her duly appointed assistants and representatives.

"DIRECTOR OF FINANCE" means the Director of Finance for the City or his or her duly appointed representatives and assistants.

"DOMESTIC WASTE" means waste produced on real property or in a premises which is solely used for residential purposes.

"DWELLING UNIT" means one or more habitable rooms which constitute one self-contained unit used or intended to be used for living and sleeping purposes for which is provided:

- a) cooking equipment or the facilities for the installation of cooking equipment; and
- b) one or more bathrooms with a water closet, wash basin and shower or bath.

"ENVIRONMENTAL MANAGEMENT ACT" means the *Environmental Management Act* R.S.B.C. 2003, c. 53 as amended from time to time and any successor legislation.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"EXTENSION" or "SEWER EXTENSION" means any installation or construction of pipes, conduits, sewer mains, appurtenances, sewage lagoons and other equipment and facilities for collecting and transporting waste on any highway or City road right-of-way from the most suitable existing sanitary sewerage system, having sufficient surplus capacity to provide service to the real properties to be served. An extension does not include the upgrading or replacement of any existing part of the sanitary sewerage system, nor does it include installation or construction of service connections.

"FLANKAGE" means the greater measurement of the boundary of a parcel abutting a City road right-of-way where the parcel abuts more than one City road right-of-way.

"FOOD ESTABLISHMENT" means any place where, or any vehicle in which, in the ordinary course of business, food is grown, raised, cultivated, kept, harvested, produced, manufactured, slaughtered, processed, prepared, packaged, distributed, transported or sold, or is stored or handled for any of those purposes.

"FOOD SAFETY ACT" means the *Food Safety Act*, R.S.B.C. 2002, C.28, as amended from time to time and any successor legislation.

"FRONTAGE" means the boundary of a parcel abutting a City road right-of-way. Where the parcel abuts more than one City road right-of-way other than a lane, the frontage shall be that boundary having the least measurement.

"FRONT-ENDER" is a person who pays the actual costs of an extension and who may enter into a latecomer agreement with the City, and shall include the assignee of the latecomer agreement.

"GRAB SAMPLE" means a sample of water taken by a qualified technician.

"GROUNDWATER" means water contained in interconnected pores located either below the water table in an unconfined or water table aquifer, or in a confined aquifer.

"HIGH VOLUME DISCHARGE" means the flow of sewage is operating against resistance and the flow depth is above the crown of the sewer pipe.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"HYDRAULIC HEAD" means the pressure in a closed water or sewer pipe system where the pressure is over and above the atmospheric pressure.

"INDUSTRIAL WASTE" means the liquid wastes from industrial manufacturing processes, trade, or business as distinct from sanitary waste.

"INSPECTION CHAMBER" means a below-ground structure built in the line of a sewer or sanitary drain for inspecting or testing the sewer or drain and for clearing obstructions from the surface.

"LATECOMER" means the owner of a parcel of real property within the benefiting lands and who has not initially participated in the costs of the extension.

"LATECOMER AGREEMENT" means a written agreement in the form prescribed by the Engineering Manager under which the City agrees to impose a charge on subsequent owners whose parcel is a benefiting land and for which there is a front-ender.

"LATECOMER CHARGE" means that portion of the actual cost of an extension that the City charges each parcel of land within the benefiting lands.

"LOW PRESSURE SYSTEM" means a sanitary sewerage system consisting of on-site, privately owned, operated and maintained sewage pumps with discharge pipes connected to a City owned and operated low pressure sewage forcemain or gravity sewer. The entire length of the service connection is private, even that portion within the public right-of-way.

"MULTIPLE UNIT RESIDENTIAL BUILDING" means a building which contains two or more dwelling units, excluding secondary suites.

"NON-DOMESTIC WASTE" means all waste except domestic waste, sanitary waste, trucked waste, storm water and cooling waste.

"OIL AND GREASE" means an organic substance recoverable by procedures set out in standard methods and includes but is not limited to grease, hydrocarbons, esters, fats, oils, waxes and high-molecular-weight carboxylic acids.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"OWNER" means an owner of a parcel of real property including:

- a) the registered owner of an estate in fee simple;
- b) the tenant for life under a registered life estate;
- c) the registered holder of the last registered agreement for sale; or
- d) the holder or occupier of land held in the manner referred to in the definition of "Owner" in the Schedule to the *Community Charter*, S.B.C. 2003, c.26 and amendments thereto.

"PARCEL" means any lot, block, or other area in which land is held or into which it is subdivided, but does not include a highway.

"PERSON" includes natural persons of either sex, associations, corporations, bodies politic, co-partnerships whether acting by themselves or by a servant, agent, or employee and the heirs, executors, administrators and assigns or other legal representatives of such person to whom the context can apply according to law.

"pH" means the logarithm to the base 10 of the reciprocal of the concentration of hydrogen ions, in moles per litre of solution, as determined by the appropriate procedure described in standard methods.

"PROHIBITED WASTE" means those substances set out in Schedule "B" to this bylaw.

"PROFESSIONAL ENGINEER" means an engineer registered or licenced and in good standing, with the Association of Professional Engineers and Geoscientists of British Columbia.

"PROPERTY" or "REAL PROPERTY" means land together with all items enumerated as improvements in the definition of "Real Property" in the *Community Charter*, R.S.B.C. c. 26 and amendments thereto.

**BYLAW
2503, 2019**

"RECLAIMED WATER" means municipal wastewater which has been treated through a wastewater facility and is suitable for reuse in accordance with the BC Municipal Wastewater Regulation.

"RESTRICTED WASTE" means waste set out in Schedule "C" to this bylaw.

"SANI-STATION" means an approved facility to which sewage is transported for temporary storage.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"SANITARY SEWERAGE SYSTEM" means all sanitary sewer works and all appurtenances thereto, including sewer mains, sewage lagoons, sewer outfalls, service connections, sewage lift stations, force mains, siphons and treatment facilities owned, controlled, maintained and operated by the City for collecting and transporting waste, but shall not include storm drains.

"SANITARY WASTE" means waste from sanitary conveniences on residential and non-residential property.

"SECONDARY SUITE" means an additional dwelling unit within the structure of a single family dwelling unit.

"SEPTIC TANK WASTE" means any waste extracted from a cesspool, septic tank, sewage holding tank, seepage pit, interceptor or other containment for human excretion and wastes.

"SERVICE CONNECTION" means a service pipe from the sewer to the property line of a parcel and includes an inspection chamber.

"SERVICING AGREEMENT" has the meaning as set out in the City's Subdivision and Development Servicing Bylaw No. 1999, 2009, and all amendments thereto.

"SEWAGE" means water carried wastes from residences, business buildings, institutional and industrial establishments, and shall include:

- a) industrial waste;
- b) sanitary waste exclusive of industrial wastes; and
- c) the discharge of stale swimming pool.

"SEWAGE FACILITY" means works owned, operated and maintained by the City or otherwise under the control or jurisdiction of the City that gather, treat, transport, store, utilize or discharge waste.

"SEWAGE PUMP UNIT" means a hydraulic device capable of moving or lifting sewage from one location to another.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"SEWER" means a pipe, or conduit and other equipment and facilities, owned, operated and maintained or otherwise under the control or jurisdiction of the City, for collecting and transporting waste either to a sewage facility or otherwise.

"SPECIAL WASTE" means special waste as defined in the Environmental Management Act.

"STANDARD METHODS" means the latest edition of "Standard Methods for the Examination of Water and Wastewater" jointly prepared and published from time to time by the American Water Works Association, American Public Health Association and the Water Environment Federation or any successor published standards.

"STORM DRAINS" or **"DRAINS"** means all pipes, conduits, drains and other equipment intended or necessary to carry storm water.

"STORM WATER" means water resulting from natural precipitation from the atmosphere and which is intended to be transported in a storm drain and includes but is not limited to, water from roof drains and building foundation drains.

"TRUCKED WASTE" means any waste that is collected and transported off site by means other than discharge to a sewer, including but not limited to septic tank waste, oil and grease from interceptors, and other sludges of organic origin.

"UNCONTAMINATED WATER" means water in its natural state, or water supplied by the City that, after use for any purpose, is not substantially changed from its natural state as to chemical or biochemical qualities or temperature and includes, but is not limited to, water from roof drains and building foundation drains and clean water from wells and cisterns.

"USER CHARGE" means the amount of money charged to owners whose real property or premises are served directly or indirectly by the sanitary sewerage system, and calculated on various factors all of which are set out in Schedule "D" to this bylaw.

PART 1 – DEFINITIONS (continued)

1.1 In this bylaw, the following definitions apply:

"WASTE" means any substance whether gaseous, liquid or solid, that is or is intended to be discharged or discarded, directly or indirectly, to its respective sewer, drain, treatment plant or collection station.

"ZONING BYLAW" means the City of Fort St. John's Zoning Bylaw No. 1977, 2008, as may be amended or replaced from time to time.

PART 2 – GENERAL PROVISIONS

2.1 The provisions of this bylaw apply to all extensions and connections to and direct or indirect discharges into any part of the sanitary sewerage system under the control of the City.

2.2 The Director of Public Works and Utilities may administer this bylaw except Part 5 and the associated schedules, which may be administered by the Collector.

2.3 In this bylaw words importing the male gender include the female gender and either includes neuter and vice-versa and words importing a singular number include the plural number and vice versa.

2.4 The schedules annexed hereto shall be deemed to be an integral part of this bylaw.

PART 3 – SEWER EXTENSIONS

General Conditions

3.1 All extensions to the sanitary sewerage system shall be undertaken, installed, constructed, operated, maintained, upgraded and replaced in accordance with the terms and conditions of this bylaw.

3.2 The cost of all extensions shall be paid for in accordance with the provisions and subject to the limitations of this bylaw.

3.3 All installing, constructing, operating, maintaining, upgrading and replacing of extensions of the sanitary sewerage system and service connections must be in accordance with and in conformity to the City's design and construction standards, as set out in the City's Subdivision and Development Servicing Bylaw.

PART 3 – SEWER EXTENSIONS

General Conditions (continued)

3.4 The City shall not permit an extension to the sanitary sewerage system:

- (a) if any part of the downstream sanitary sewerage system has inadequate capacity, based on the City's flow volume calculations, to meet the proposed additional service requirements; or
- (b) if the proposed extension would cause the City to expend an inordinate amount of time, effort or money, as determined by the Director of Public Works and Utilities or his/her designate, to operate and maintain the extension, in comparison to the revenue that it would generate.

City Funded Extensions

3.5 Sewer extensions for which the City pays either wholly or partially, shall only proceed provided costs are:

- (a) recoverable in whole or in part from each of the existing as well as future parcels of land that will be served by the extension;
- (b) within the limit of the funds so allocated for these purposes within the current annual budget and any other capital funds provided by the City; and
- (c) not excessive as determined by Council.

Application for Sewer Extensions

3.6 All applications for sewer extensions shall be made in writing to the Director of Planning and Engineering. The Director of Planning and Engineering shall review the application, determine the practicality and feasibility of such an extension, estimate the cost of the proposed extension, and notify the applicant that the application has been approved or denied.

3.7 The cost payable by an applicant shall be the actual cost to extend the sewer on a legally designated road allowance, from the most convenient existing sewer to a point opposite the farthest boundary of the last parcel of land to be served or to such point as the Director of Planning and Engineering determines is appropriate. In addition, the costs of service connection(s) and the costs of right-of-way acquisitions shall be added to and form part of the costs in providing the extension.

3.8 Only after an applicant has deposited with the City an amount of money equal to the estimated cost of the proposed extension as calculated by the Director of Planning and Engineering, may the City proceed to install and construct the extension.

PART 3 – SEWER EXTENSIONS

Application for Sewer Extensions (continued)

3.9 The Director of Planning and Engineering may appoint an applicant as an agent of the City to carry out the design, installation and construction of an extension subject to the applicant agreeing:

- (a) to have the extension designed, installed and constructed in accordance with design and construction standards, as well as specifications respecting size, depth, grades and any other specifications that the Director of Planning and Engineering determines; and
- (b) to satisfy the conditions listed in Schedule "A" to this bylaw.

3.10 An applicant wishing to construct an extension at the applicant's own expense must:

- (a) enter into an agreement with the City containing conditions listed in the City's Subdivision and Development Servicing Bylaw No. 1999, 2009; and
- (b) pay to the City all fees in accordance with Schedule "D" to this bylaw.

Recovery of City's Costs

**BYLAW
2464, 2019**

3.11 Where the City has incurred capital costs for an extension, owners of parcels which are benefiting lands shall pay the additional connection fee as specified in Schedule "H" in respect of the City's share of the cost of providing a sewer extension to that area. These connection fees will be collected at the issuance of a Building Permit through the City's current Building Bylaw or as part of entering into a Subdivision and Development Servicing Agreement or Maintenance Agreement through the Subdivision and Development Servicing Bylaw.

3.12 No provision of this bylaw limits or restricts in any way Council from exercising full jurisdiction and control over the operation of the sanitary sewerage system, and the fact that any extension may have been installed and constructed without cost to the City will not in any way exempt the person receiving service from any regulations, rates, order or bylaw of the City. The payment of part or all of the installation and construction costs by any applicant for a service connection shall not be construed as a guarantee by the City with respect to continuity or adequacy of service.

**BYLAW
2464, 2019**

3.13 No provisions of this bylaw limits or restricts in any way the authority of the City to impose a local service tax or latecomer charge to recover capital costs for an extension that are not recovered by a fee under Section 3.11.

PART 4 – SERVICE CONNECTIONS

Eligibility for Service Connection

- 4.1 Owners of real property are entitled to a service connection if the parcel to be serviced fronts on the sanitary sewerage system for the entire frontage or flankage of the parcel, and waste generated thereon is permissible to be discharged into the sanitary sewerage system and can be discharged by gravity.
- 4.2 Where a parcel partially abuts the sanitary sewerage system, the entitlement to a service connection will only be considered if the length of the sewer abutting the parcel exceeds the minimum lot width permissible under the Zoning Bylaw for the current zone of the parcel.
- 4.3 In the event that the waste generated on a parcel cannot be drained to the sanitary sewerage system by gravity, or in the event that the sewer on the street is operating or may operate under hydraulic head, the owner of the parcel may be granted a service connection provided as a pre-condition of the service, the owner agrees:
 - (a) to register and registers a restrictive covenant on title to the land in a form acceptable to the City stipulating that the service connection is governed by the terms and conditions of this bylaw and the Building Bylaw;
 - (b) to pump the waste by means of a sewage pump unit designed by a professional engineer and located on the owner's parcel; and
 - (c) to install the sewage pump unit and the associated force main in accordance with the engineered design, and to operate and maintain them, all at the owner's expense.
- 4.4 Every parcel that fronts or abuts a sewer must have a separate service connection installed by City employees, contractors or agents. Only with a written, conditional permission of the Director of Public Works and Utilities may any other person install or construct a service connection.
- 4.5 Where two or more buildings exist on one parcel and where the buildings can be legally separated by subdivision of the land, each building must have a separate service connection unless the owner agrees to and registers a restrictive covenant on title to the land in a form acceptable to the City that disallows future subdivision of the parcel.

PART 4 – SERVICE CONNECTIONS

Eligibility for Service Connection (continued)

4.6 Where an owner permanently ceases use of a service connection, the owner shall immediately notify the City and pay the abandonment fee set out in Schedule "D" to this Bylaw.

Application Process for a Service Connection

4.7 An application for a service connection must be made in writing to the Development Officer by the owner of the parcel or the owner's authorized agent in the form prescribed in Schedule "A" to this bylaw.

4.8 Every application for a service connection must be accompanied by the applicable connection charge.

4.9 The Development Officer may direct that the installation and construction of a service connection be commenced within ninety (90) days of approval of the application, provided that a gravity connection is practicable.

4.10 When an application for a service connection accompanies a building permit with the construction value greater than \$100,000 or where a parcel is being redeveloped, the following shall apply to the service connection and the building sanitary sewer:

- (a) if the service connection and building sanitary sewer is less than thirty (30) years old, the owner must provide a video inspection for the City to review. The owner shall repair the connection if the connection has excessive damage;
- (b) if the service connection and building sanitary sewer is thirty (30) years old or older a replacement or new service is required;
- (c) all no-corrode, asbestos cement or clay service pipes of any age or condition shall be replaced;
- (d) any shared service connections and building sanitary sewer shall be replaced; and
- (e) all costs associated with the above are the responsibility of the owner.

PART 4 – SERVICE CONNECTIONS

Service Connection Location

4.11 If practical, the service connection will be located, as per the City's design and construction standards, where requested by the applicant. In the event that the preferred location is not practical due to the existence of installed or proposed surface improvements or is in conflict with installed underground utilities or impractical owing to topographic or vegetative features, the Director of Public Works and Utilities may allow an alternate location of the service connection to each parcel of land or premises.

Pre-servicing with a Service Connection

4.12 Where street surface improvements are scheduled for installation by the City during a current budget year or where the Director of Public Works and Utilities deems it prudent and cost-effective to install a service connection to any parcel, the Director of Public Works and Utilities may order a service connection to be installed regardless of whether or not any improvement is constructed on the parcel and the cost of the service connection will be recovered in accordance with the conditions set out within this bylaw.

Additional Service Connections

4.13 If additional service connections are required, the owner must pay the appropriate costs to construct such connections plus any latecomer charges and local services taxes that may be applicable. Additional service connections will only be permitted subject to the approval of the Director of Public Works and Utilities.

Specific Prohibitions

4.14 No person may uncover, connect, or attempt to connect or be allowed to be connected or remain connected to a service connection or to a sewer, parcel or premises otherwise than in accordance with this bylaw.

4.15 Every owner of a parcel that is connected to a service connection or to a sewer:

- a) without making appropriate application to and obtaining an approval from the Director of Public Works and Utilities;
- b) without paying the applicable charges, or
- c) who commences the use of the service prior to having been granted an occupancy permit for the use of the premises on the parcel,

is in contravention of this bylaw.

PART 4 – SERVICE CONNECTIONS

Specific Prohibitions (continued)

- 4.16 No person shall obstruct, at any time, or in any manner, the access to any manhole, inspection chamber, or other fixture connected with the sanitary sewerage system, by placing thereon or in the vicinity thereof, any fencing or other impediments, landscaping, lumber, timber, wood, brick, stone, gravel, sand or other materials or things and the Director of Public Works and Utilities or any other employee or agent of the City may order the removal of the obstruction and the expense of the removal will be charged to and paid by the person so offending in addition to any other penalty imposed by this bylaw.
- 4.17 No owner or occupier of real property serviced by the sanitary sewerage system may accept or admit or discharge any waste or other material or substances, unless the waste or other materials or substances was generated within the property to which the service is provided.
- 4.18 The Director of Public Works and Utilities may appoint an applicant as an agent of the City to carry out the installation and construction of a service connection subject to the applicant agreeing to install and construct the service connection in accordance with the specifications respecting size, depth, grades as well as other specifications and conditions that the Director of Public Works and Utilities stipulates.
- 4.19 Except as provided under Sections 4.12 and 4.18, no work of any kind connected with the sanitary sewerage system, either for the laying of new, or repairing of old pipes is permitted to be done upon or under the roads of the City by any person other than an employee or agent of the City.

Low Pressure Systems

- 4.20 At no time shall the owner or occupier of a parcel change the pumping characteristics of the pumping system within a parcel, unless otherwise approved by the Director of Public Works and Utilities.
- 4.21 The owner is fully responsible for the operation, maintenance, repair and replacement of the pumping system including pump unit(s), controls, entire force main and all auxiliary components, and annual pump outs of solids tanks, from the building to the connection to a City low pressure sewer mainline. The owner must obtain a City road and right of-way permit before conducting any works within public rights-of-way.

PART 4 – SERVICE CONNECTIONS

Low Pressure Systems (continued)

4.22 If a pumping system does not provide adequate pressure the owner shall replace the pumps, force main and controls including installing a balancing tank to meet changing operating conditions of the low pressure system in the area. The replacement work shall be designed by a professional engineer and the owner shall submit the record of replacement to the City. All work is to be completed at the owner's cost.

Building Sanitary Sewer

4.23 Every owner shall construct building sanitary sewers in strict compliance with the BC Building Code and the Building Bylaw and shall operate and maintain the building sanitary sewer, including clearing any blockages in the building sanitary sewer which are directly attributed to the discharge from the parcel.

4.24 All materials, fixtures or devices used or entering into the construction of plumbing and drainage systems or parts thereof must conform to the minimum applicable standard set forth in the BC Building Code and the Building Bylaw unless otherwise provided for in this bylaw.

4.25 If, after receiving 7 day's written notice from the City that the owner is not in compliance with section 4.23, and an opportunity to be heard before Council, the owner does not operate and maintain the building sanitary sewer, then City staff may enter the parcel to undertake necessary repairs and/or replacements. All associated costs shall be paid by the owner, and are recoverable in the same manner as taxes pursuant to the *Community Charter*.

4.26 All plumbing within the bounds of a parcel must be in strict compliance with the provisions of the Building Code and the Building Bylaw. The Building Inspector may require that plumbing within the bounds of a parcel be subjected to appropriate tests for hydrostatic and/or structural integrity. The cost of these tests shall be borne by the City if it is proven that the plumbing complies with the BC Building Code and the Building Bylaw. Should the tests prove otherwise, the costs of the tests and the remedies shall be borne by the owner of the parcel. The Director of Public Works and Utilities may withhold permission to connect to the City's sanitary sewerage system until any required remedial work is satisfactorily completed.

PART 4 – SERVICE CONNECTIONS

Building Sanitary Sewer (continued)

4.27 Grease and oil and sand interceptors shall be provided on the building sanitary sewer for:

- (a) All food establishments, other than vehicles, as defined in the *Food Safety Act*, R.S.B.C. 2002, c. 28 as amended; regardless of what zone they are located in, as identified by the City's Zoning Bylaw,
- (b) All permitted uses as identified in the City's Zoning Bylaw Section 20 (M1 – Light Industrial) and Section 21 (M2 – Heavy Industrial);
- (c) The following permitted uses as identified in the City's Zoning Bylaw Section 14 (C1 – Neighbourhood Commercial), Section 15 (C2 – Downtown Core Commercial District), Section 15a (C2gs – Downtown Core Commercial (Gaming Facility), and Section 16 (C3 – Service Commercial), Section 17 (C4 – General Commercial), Section 18 (C5 – Gateway Service Commercial):
 - i) Gas bar;
 - ii) Automobile, truck and recreation vehicle sales and repairs where trucks and recreational vehicles do not exceed 4,700 kg (10,364 lbs.) gross vehicle weight;
 - iii) Public transportation depot;
 - iv) Service station;
 - v) Automobile, recreation vehicle, boat, trailer, tire, truck sales, rental, repair and cleaning;
 - vi) Car and truck wash establishment;
 - vii) Heavy equipment repair;
 - viii) Instruments, small equipment sales and service;
 - ix) Oilfield supplies and service; and,
 - x) Tire sales.

All interceptors shall be of a type and capacity approved by the Director of Planning and Engineering and shall be located as to be readily and easily accessible for cleaning and inspection. Where installed, all interceptors shall be maintained by the owner at the owner's expense in operable and functional state at all times. The Director of Planning and Engineering may prescribe the manner and the frequency of maintenance and may require that the owner periodically provide acceptable proof of maintenance to the Director of Planning and Engineering.

PART 4 – SERVICE CONNECTIONS

Procedure After Service Connection

4.28 Every owner of a parcel who connects to the sanitary sewerage system from previously having a septic disposal system, shall:

- (a) discontinue use of the septic tank, lagoon or mound; and
- (b) decommission the septic tank, lagoon or mound; or,
- (c) remove and dispose of the septic tank.

Compulsory Connection and Exemption

4.29 Every owner of real property fronting or abutting a sewer shall be required to connect to the sanitary sewerage system within one year of services being available to the front of the lot for tie in purposes set out in the notification.

4.30 In addition to any other penalty that may be imposed by this bylaw, or penalties levied by other government agents, where the owner of real property fails, neglects, refuses to or does not connect the building or structure to the sanitary sewerage system within the time frame of the notification, the Director of Public Works and Utilities, if the Medical Health Officer requests, may have the work done at the expense of the owner, and the City will recover the cost in the same manner as City taxes.

Industrial, Commercial and Institutional Inordinate Discharges

4.31 The design flow rates of the sanitary sewerage system for industrial, commercial or institutional waste are:

- (a) gravity sewers – 30,000 litres/gross hectare/day with the peak flow rate not exceeding 1.3 l/gross hectare/sec; and,
- (b) low pressure systems – flow rate to be designed in accordance with the specific design of the downstream system and in consultation with the Director of Planning and Engineering.

4.32 Where waste is discharged into the sanitary sewerage system at a rate which is in excess of the design flow rate as identified in Section 4.31 above, the Director of Planning and Engineering may prescribe a rate of discharge that is acceptable within the system or may direct that the waste be conveyed to a sewer inlet at another location adequate to receive the flow. When a request is received to discharge an excess amount of waste, it will be considered a special circumstance

PART 4 – SERVICE CONNECTIONS

Industrial, Commercial and Institutional Inordinate Discharges (continued)

- 4.32 and will be scheduled during low volume times such as between midnight at 6:00 a.m.
- 4.33 Where no appropriate sewer is available or where the discharge is considered to be injurious to or exceed the design flow rate of the sanitary sewerage system, the waste shall be disposed of in a manner or into an outlet as may be prescribed by the Director of Planning and Engineering, subject to regulations, standards of quality, quantity, rate of discharge and other stipulations and conditions as may be prescribed or are in effect by legislation or this bylaw.
- 4.34 Every owner, at the owner's cost, is responsible for providing, installing, operating and maintaining equipment to limit the discharge within the prescribed rate or convey waste to another outlet as directed by the Director of Public Works and Utilities.
- 4.35 Except where expressly authorized to do so by an applicable pretreatment standard or requirement in accordance with the Ministry of Environment's specifications, no industrial user shall ever increase the use of process water, or in any other way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a pretreatment standard or requirement, or in any other pollutant-specific limitation developed by the City. The Director of Planning and Engineering may impose mass limitations on industrial users who are using dilution to meet applicable pretreatment standards or requirements or in other cases where the imposition of mass limitations is appropriate.

Failure of Service

- 4.36 Where any sewer or service connection, becomes stopped or otherwise fails to function, the operator or occupier of the premises served shall notify the Public Works and Utilities Department. The Public Works and Utilities Department shall, as soon as is reasonably practicable, arrange to have the sewer or service connection unstopped or otherwise restored to serviceable condition.
- 4.37 Where there is no inspection chamber installed on the service connection at the property line, or the inspection chamber has been buried, covered, obstructed and cannot be located by the City, the City will take reasonable efforts to locate

PART 4 – SERVICE CONNECTIONS

Failure of Service (continued)

4.37 the connection through means of surveying, sounding, probing, and shallow hand digging. If other methods are required, the cost of these methods shall be the responsibility of the owner. The cost to remove and replace material, structures, and improvements covering or obstructing the inspection chamber and the reinstatement of the area to its previous state shall be the responsibility of the owner.

4.38 Where a sewer or service connection is unstopped or otherwise restored to serviceable condition as a result of a blockage:

- a) If the blockage is found in the building sanitary sewer on the owner's property side of the connection, then the owner shall be responsible for all costs to remove the blockage, repair the service and reinstate the area to its previous state.
- b) If the blockage is found to be located in the sewer or the service connection within the road right-of-way due to a structural fault, the City will, at its cost, remove the blockage, repair the service connection, reinstate the area to its previous state, and pay reasonable direct costs necessary to initially expose the service connection.
- c) If it is determined that a blockage within the road right-of-way is as a result of an introduced foreign object or substance in the sewer or the service connection, the City will remove the blockage, repair the service connection and reinstate the area to its previous state, with the owner or occupier of the premises responsible for all costs incurred by the City.

4.39 All costs for City works which are deemed to be the responsibility of the owner shall be paid upon demand and if unpaid on the thirty-first (31) day of December of the year in which the work is done shall be deemed to be taxes in arrears on the real property concerned and will be dealt with in the same manner as ordinary City taxes upon land in accordance with the applicable provisions of the *Local Government Act* and *Community Charter*.

Discontinuation and Re-instatement of Service

4.40 In the event that a building or structure is removed from its site, or is destroyed or is damaged to the extent that it can no longer be put to any legally permitted use, the owner shall, at the owner's expense, effectively cap the downstream side of the building sanitary sewer, a minimum of 2 m or the depth of the

PART 4 – SERVICE CONNECTIONS

Discontinuation and Re-instatement of Service (continued)

4.40 inspection chamber, from the property line, for the interim period during which the service connection is not in use.

4.41 If the intention is to not ever use the service connection, the owner shall, at the owner's expense, effectively have the service connection capped and sealed.

Prohibited Waste and Special Waste

4.42 No person will permit sludge, material or deposit contained in a septic tank to enter the sanitary sewerage system, other than at a City designated facility.

4.43 No person may discharge or allow or cause to be discharged into the sanitary sewerage system any:

- (a) prohibited waste (Schedule B), other than truck waste that is permitted to be disposed at a City designated facility;
- (b) special waste;
- (c) water or any other substance for the purpose of diluting any non-domestic waste discharged into a sewer to meet acceptable tolerance standards within this bylaw; or
- (d) anything in a concentration or quantity which may be or may become a health or safety hazard to personnel operating or maintaining the sewers or the sanitary sewerage system or which may cause damage or interfere with the proper operation of a sewer or the sanitary sewerage system or which may injure or is capable of injuring any property, or health of any person or any life form.

4.44 No person may discharge or continue to allow to be discharged any storm water directly into a building sanitary sewer or the sanitary sewerage system.

Restricted Waste and Storm Water

4.45 Unless the owner has received prior authorization in writing from the Director of Public Works and Utilities, no owner shall discharge or allow or cause to be discharged into a sanitary sewerage system any:

- (a) restricted waste (Schedule C);
- (b) wash water from industrial applications;

PART 4 – SERVICE CONNECTIONS

Restricted Waste and Storm Water (continued)

4.45 (c) processed water from groundwater remediation; and,
(d) storm water.

4.46 Sanitary waste from recreational vehicles must be discharged into approved sani-stations.

4.47 Nothing in this bylaw absolves a person discharging waste from complying with any regional, provincial or federal enactment.

4.48 No person shall discharge or allow or cause to be discharged into a sewer or sewage facility any restricted waste unless the person has written permission from the Director of Public Works and Utilities and the restricted waste is discharged strictly in accordance with the terms and conditions of the letter.

Inspection and Monitoring

4.49 Every owner of real property and every occupier of premises to which a service connection has been installed must allow, suffer and permit the City and all associated inspection equipment, to enter into or upon the real property and premises for the purpose of inspecting the premises including building sanitary sewer, drains, fixtures and any other apparatus used with the service connection or plumbing system, as well as to observe, measure, sample and test the quantity and nature of sewage being discharged into the sanitary sewerage system, and to ascertain whether the terms of this bylaw are being complied with.

4.50 The Building Inspector shall have the right of entry into any building or premises for the purposes of determining the number and factual existence of dwelling units in the building or premises.

4.51 The Director of Public Works and Utilities may require a property located within an industrial or service commercial zone whose owner or tenant is deemed to be discharging non-domestic waste into the sanitary sewerage system, either directly or indirectly, must at the owner or tenant's own expense install and maintain a control manhole at the property line suitable for the inspection,

PART 4 – SERVICE CONNECTIONS

Inspection and Monitoring (continued)

- 4.51 measuring and sampling of the non-domestic waste or if the Director of Public Works and Utilities determines that one or more existing manholes are suitable for the purpose of inspecting, measuring and sampling, the Director of Public Works and Utilities may designate one or more of such manholes as control manholes.
- 4.52 The owner of real property where a control manhole has been installed must ensure that the manhole is accessible and is maintained in good condition at all times.
- 4.53 The Director of Public Works and Utilities may require that a person who is discharging any material or substance into the sanitary sewerage system undertake at that person's expense measuring, sampling and analysis of the material or substance discharged.
- 4.54 All measuring, sampling and analysis required by the Director of Public Works and Utilities must be in accordance with methods and procedures specified in standard methods, unless otherwise authorized by the Director of Public Works and Utilities.
- 4.55 Samples which have been collected as the result of a requirement of the Director of Public Works and Utilities pursuant to Section 4.54 herein, must be analyzed by a qualified, independent agency, unless other prior arrangements have been authorized in writing by the Director of Public Works and Utilities.
- 4.56 If there is no control manhole on the parcel, the point of discharge into the sanitary sewerage system for the purposes of enforcing this bylaw will be designated by the Director of Public Works and Utilities as that location where access to the discharge for the purpose of measuring, observing or sampling is possible.
- 4.57 No person other than an authorized person from the City shall remove or tamper with the sanitary sewer system.

Accidental Discharge / Spill Reporting

- 4.58 Owners shall notify the City and appropriate government agencies immediately of any sludge loading, accidental discharges or any other discharges or highway spills of wastes in violation of this bylaw to enable countermeasures to be taken

PART 4 – SERVICE CONNECTIONS

Accidental Discharge / Spill Reporting (continued)

- 4.58. by the City to minimize damage to the sanitary sewerage system, wastewater treatment system and/or the receiving waters. The owners shall identify the type of chemical, volume of spill, location, time and date of occurrence and the countermeasures taken to control the spill.
- 4.59 This notification shall be followed, within five (5) calendar days of the date of occurrence, by a detailed written statement from the owner describing the causes of the discharge and the measures being taken to prevent its future occurrence.
- 4.60 Notification will not relieve owners of liability for any consequential expense, loss or damage to the wastewater treatment system or for any fines and/or penalties imposed by the Ministry of Environment which result from the violating discharge.

PART 5 – USER CHARGES

User Charges

- 5.1 The charges enumerated in Schedule "D" are hereby imposed and levied by the City to every owner of real property which is directly or indirectly served by the City's sanitary sewerage system. Every owner of real property which is directly or indirectly served by the City's sanitary sewerage service must pay an appropriate user charge.
- 5.2 Each parcel of land or premises to which a service connection has been made shall be classified by the collector in accordance with the categories set out in Schedule "D" to this bylaw. Any parcel of land which contains more than one of the categories enumerated in Schedule "D" shall be classified in respect to each such category contained within the parcel.
- 5.3 The user charge levied pursuant to this bylaw in no way legalizes the use for which it is being charged, which may or may not be in contravention of other City bylaws. In charging the user charge, no determination of compliance with other City bylaws has been made and should the use of land and premises contravene any of the bylaws now or in the future, the City reserves the right to enforce those bylaws in accordance with their conditions.

PART 5 – USER CHARGES

Timing of Payment

- 5.4 All user charges levied pursuant to Section 5.1 above must be paid at the office of the collector on or before the day stipulated as the due date for payment and if remaining unpaid after the 31st day of December, shall be deemed to be taxes in arrears in respect of the lands and improvements to or upon which the service connection is supplied.
- 5.5 If a change is made in the size, use or type of building or structure classified by the collector pursuant to Section 5.2, the collector shall reclassify the building, structure, or land and alter the charges accordingly, and, if the change shall require a higher charge to be payable, the charges shall be payable forthwith from the date of change, and, if the change shall require a lesser charge to be payable, a refund shall be made of the differences from the date of change if the higher charge has already been paid for that year.
- 5.6 Where a pro-rated user charge for the use of the sanitary sewerage system is levied pursuant to Section 5.5, the charge must be paid within thirty (30) days of billing.
- 5.7 Where any building or premises connected to the sanitary sewerage system is removed from its site or is destroyed or is damaged to the extent that it can no longer be put to any legally permitted use, the collector may, upon application of the owner and upon receipt of proof and being satisfied as to the removal, destruction or damage and that the premises can no longer be put to any legally permitted use, allow a rebate of the user charge imposed pursuant to this bylaw proportionate to that portion of the current year unexpired at the date of the application, and will cause the rebate to be entered upon the current year's sewer rates roll, provided that the collector applies the rebate first against any arrears of charges owing by the owner under this bylaw in respect of that property.
- 5.8 An owner wishing to have premises discontinued temporarily for a period not exceeding six months, shall have the charges suspended for the period coinciding with the water shut-off and the corresponding water charges suspension. The collector shall reinstate the charges following the expiry of the temporary shut-off or six months after the date it was suspended, whichever occurs first.

PART 5 – USER CHARGES

Failure to Pay User Charges

5.9 Any user charge or fee levied by the City will form a charge on the lands and improvements to or upon which the service connection is provided and if unpaid on the due date will be deemed to be taxes in arrears on the parcel concerned and will be dealt with in the same manner as ordinary City taxes upon land in accordance with the applicable provisions of the *Community Charter*.

PART 6 – OFFENCES AND PENALTIES

6.1 No person shall supply false information or make inaccurate or untrue statements in a document or information required to be supplied to the City pursuant to this bylaw.

6.2 No person may maliciously, wilfully or negligently break, damage, destroy, uncover, deface, mar, or tamper with any sewer, building sanitary sewer, or any part of the sanitary sewerage system.

6.3 The following procedures for the Wastewater Transfer Station must be adhered to:

- The hours of operation are Monday to Friday from 8:30 am to 4:00 pm. Access to the site after hours will be subject to a callout fee in addition to regular disposal fees.
- Loads will be accepted at the station between these hours on a service request basis. The truck driver will contact the City of Fort St John and generate a Service Request to have the site opened. Staff will open the site, sample the load and obtain a copy of the manifest.
- Leaving over 100 litres of waste on the asphalt/ concrete pads is considered excessive and is prohibited.
- Sewage trucks must be permanently marked with a sign that states “domestic wastewater only” and must be prominently displayed on the truck.
- New domestic sewer haulers must enter into a user agreement with the City to use the wastewater transfer station which includes the following criteria:
 - Acknowledgement of existing wastewater treatment station procedures;
 - Provision of operator certification to the City;
 - Visual inspection of each truck including permanent stickers being affixed; and
 - 5 million in liability insurance in the name of the City that would be used to offset costs to treat the lagoon if random load testing revealed that a load dumped contained contaminants that entered into the lagoon

**BYLAW
2503, 2019**

PART 6 – OFFENCES AND PENALTIES (continued)

6.3 (continued)

A company that contaminates the lagoon will lose its privileges indefinitely.

City will be randomly testing trucks to ensure that prohibited waste is not being discharged at the transfer station.

All costs incurred by the City to make the station operational due to neglect indicated above will be charged back to the negligent person/company.

Failure to adhere to the above procedures will result in transfer station privileges being suspended:

- two days for the first offence,
- one week for the second offence,
- two weeks for the third offence. A review of the account will determine if user privileges will be restored once the third offence has occurred within a calendar year.

6.4 Any person who contravenes any provision of this bylaw is liable to the City for and must indemnify the City from all costs, expenses, damages and injuries resulting from the contravention. This does not in any way limit any other provision or any other remedy the City may have under this bylaw or otherwise at law.

6.5 Every person who violates any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this bylaw is liable to a fine of not less than the sum of Five Hundred Dollars (\$500.00) but not exceeding the sum of Ten Thousand Dollars (\$10,000).

6.6 Notwithstanding section 6.5, the minimum and maximum fines for breach of this bylaw pursuant to the *Offence Act* and section 263 of the *Community Charter* are those listed in Schedule “E”.

6.6 Where there is an offence that continues for more than one day, separate fines may be issued for each day or part thereof in respect of which the offence occurs or continues.

6.7 The City may enforce compliance with the stipulations within this bylaw or non-payment of fines by preventing access to sewer services being supplied to the user or discontinuing the service thereof provided that the City has provided 7 days' written notice and has also provided the owner of the parcel affected with an opportunity to make representations to Council.

PART 6 – OFFENCES AND PENALTIES (continued)

- 6.8 Nothing in this bylaw limits the City from utilizing any other remedy that is otherwise available to the City at law.
- 6.9 The City designates this bylaw as a bylaw that may be enforced by means of a ticket in the form prescribed for that purpose by the *Community Charter* and the Community Charter Bylaw Enforcement Ticket Regulation.
- 6.10 The persons appointed to the job positions or titles listed in Schedule “F” of this bylaw are designated as Bylaw Enforcement Officers for the purposes of issuing tickets under this bylaw.
- 6.11 The words or expressions set forth in Column 1 of Schedule “G” of this bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions for the purposes of issuing tickets under the *Community Charter*.
- 6.12 The amounts appearing in Column 3 of Schedule “G” of this bylaw are the fines set pursuant to the *Community Charter* of the corresponding offences designated in Column 1 for the purposes of issuing tickets under the *Community Charter*.

PART 7 – RECLAIMED WATER

Reclaimed Water Withdrawal from Reclaimed Water Truckfill Station

**BYLAW
2503, 2019**

- 7.1 No person may withdraw Reclaimed Water from the City’s Reclaimed Water Truckfill Station until the person has:
 - a) paid the applicable administrative fee to the City as set out in Schedule D to this bylaw; and
 - b) executed a complete Reclaimed Water hauler agreement.
- 7.2 A person authorized to withdraw Reclaimed Water from the City’s Reclaimed Water Truckfill Station shall ensure and adhere to the following Reclaimed Water dispensing procedures. Failure to strictly adhere to these procedures may result in penalties being levied in accordance with Schedule G of this bylaw:
 - a) All connections must be kept clean at all times and all pumps must be bypassed when filling Reclaimed Water from the dispensing station;
 - b) Tampering with the kiosk and control valves is prohibited;
 - c) All hoses must be disconnected and secured before leaving the Reclaimed Water Truckfill Station;
 - d) Persons must ensure Reclaimed Water is only utilized for the purposes and in the manners outlined in the Reclaimed Water hauler agreement; and
 - e) Any damage occurring while entering or leaving the Reclaimed Water Truckfill station must be reported to the City immediately.

PART 7 – RECLAIMED WATER

Reclaimed Water Withdrawal from Reclaimed Water Truckfill Station (continued)

- 7.3 All reasonable costs incurred by the City to repair or rectify any damage incurred to the Reclaimed Water Truckfill Station, or to replace, repair or reprogram any equipment or device installed at the Reclaimed Water Truckfill Station resulting from an act of negligence or mischief on the part of any person shall be charged back to the person and shall be payable immediately upon receiving an invoice from the City.
- 7.4 A person withdrawing Reclaimed Water from the Reclaimed Water Truckfill Station shall pay the applicable Reclaimed Water rate to the City as set out in Schedule D of this bylaw.
- 7.5 The Reclaimed Water withdrawal services at the Reclaimed Water Truckfill Station shall be suspended/discontinued to a person if the Reclaimed Water rates imposed and payable under Section 7.4 remain unpaid after 60 calendar days of the date of billing.
- 7.6 Reclaimed Water withdrawal service, if suspended or discontinued due to non-payment of fees imposed under this bylaw, may be restored if the person in default of payment, pays the following amounts to the City:
 - a) All the outstanding amounts in full;
 - b) The applicable fees as set out in Schedule D of this bylaw to set up a new bulk Reclaimed Water withdrawal account; and
 - c) An initial deposit equivalent to an estimated average consumption of three (3) months billings. This deposit shall be held by the City without interest, for application against future outstanding billings, and shall be refunded subsequent to the person making twelve (12) consecutive payments without incurring a penalty.
- 7.7 Where a Personal Identification Number (PIN) for Reclaimed Water withdrawal account is lost or stolen, a person must set up a new PIN.

Reclaimed Water Service Connection

- 7.8 A person wishing to cancel a Reclaimed Water withdrawal account must submit a written request for service cancellation to the City. 7.9 Subject to section 7.10, the minimum inside diameter of a Reclaimed Water service connection shall be twenty-five millimeters (25 mm).
- 7.10 The City may specify the size of a Reclaimed Water service connection to be installed in accordance with the available capacity of the Reclaimed Water system.

PART 7 – RECLAIMED WATER

Reclaimed Water Service Connection (continued)

- 7.11 The minimum depth that a Reclaimed Water service connection must be buried below the finished ground elevation shall be 2.70 meters, unless, in the opinion of the City, the Reclaimed Water service connection could be buried at a depth less than 2.70 meters without compromising the integrity of the Reclaimed Water system.
- 7.12 Any Reclaimed Water service connection buried at a depth of less than 2.70 meters shall be properly insulated to avoid freezing, to the satisfaction of the City.
- 7.13 No person shall install or use any pump, booster or any other device for the purpose of, or having the effect of, increasing water pressure in a private service without obtaining written permission from the City first. Permission approval is subject to the City ascertaining that:
 - a) the water pressure on the premise is lower than 20 psi (138 kPa); and
 - b) the pump, booster or other pressure increasing device would not compromise the integrity of the Reclaimed Water system including backflow prevention.

The City may require the person applying for such a pump, booster or any other device as indicated above, to install a backflow prevention device to ensure the Reclaimed Water system integrity if one has not already been installed.

- 7.14 When a Property Owner wishes to permanently cease the use of a Reclaimed Water service connection, the Property Owner shall:
 - a) immediately notify the City and apply for a Reclaimed Water service discontinuation and abandonment using the form attached as Schedule A of this bylaw; and
 - b) pay the City the abandonment fee as set out in Schedule A of this bylaw.

Reclaimed Water Service Connection Installation/Construction

- 7.15 Any Property connected to the Reclaimed Water system shall be connected through a curb stop and a Reclaimed Water service connection installed in accordance with this bylaw. All curb stops shall be installed:
 - a) in accordance with the City's current Subdivision and Development Servicing Bylaw as amended from time to time; and
 - b) at the City's discretion taking into account installed or proposed surface improvements, underground utilities and other topographic and/or vegetative features.

PART 7 – RECLAIMED WATER

Reclaimed Water Service Connection Installation/Construction (continued)

- 7.16 Only the City or a City authorized contractor may construct and install a Reclaimed Water service connection unless otherwise permitted in writing by the City.
- 7.17 Reclaimed Water may only be utilized for permitted uses as defined in the Reclaimed Water User Agreement, the City's Ministry of Environment Operational Certificate, and used in accordance with the Code of Practice for the Use of Reclaimed Water, a companion document to the Municipal Sewage Regulation under the *Environmental Management Act* and any other enactment or other legal requirement with respect to the use of the Reclaimed Water.

Turn-On and Turn-Off of Reclaimed Water Curb Stops

- 7.18 No person other than an authorized City employee or an authorized City contractor may turn on or turn off a curb stop.
- 7.19 During regular working hours, the occupier who requests a turn on or off to a Property that is serviced by the curb stop must submit the following to the City:
 - a) a completed application form as shown in Schedule A of this bylaw;
 - b) the applicable fee as set out in Schedule D to this bylaw; and
 - c) a minimum of seventy-two (72) hours' notice.
- 7.20 Where the occupier of a Property requires the turn on or turn off of a curb stop outside of regular working hours or does not provide the City with at least seventy-two (72) hours' notice as required in Section 7.19, the occupier shall pay the applicable fee set out in Schedule D to this bylaw immediately upon delivery of an invoice by the City.
- 7.21 The City may decline to turn on a curb stop where:
 - a) no water meter has been installed contrary to the provisions of this bylaw; or
 - b) no occupancy permit has been granted for the Property.

Reclaimed Water Service Calls

- 7.22 The occupier of a Property may request the City to investigate a Reclaimed Water problem on the Property and the City may respond to such a request to investigate.
- 7.23 The occupier of the Property who is making the request to investigate shall pay the applicable service call fee as set out in Schedule D of this bylaw to the City if:

PART 7 – RECLAIMED WATER

Reclaimed Water Service Calls

7.23 (continued)

- a) it is determined that the problem is not a result of the Reclaimed Water system; or
- b) the City conducts work on the private service.

Reclaimed Water Meters

- 7.24 At least one City approved water meter is required for each Reclaimed Water service connection.
- 7.25 The City may, at its discretion, approve installation of more than one Reclaimed Water meter on a Reclaimed Water service connection.
- 7.26 All City approved Reclaimed Water meters shall be supplied and installed by the City or a contractor authorized by the City and shall remain the property of the City.
- 7.27 The City may determine and specify the type and size of water meter for each type of Property and use, considering the Reclaimed Water consumption estimate and other factors considered relevant.
- 7.28 No Reclaimed Water meter shall be installed on a premise unless and until the person submits the following to the City:
 - a) a completed application in a form as shown in Schedule A of this bylaw; and
 - b) applicable fees.
- 7.29 The occupier of a metered Property shall pay the applicable Reclaimed Water rate including base rate and any other charges as set out in Schedule D of this bylaw.
- 7.30 The City has the authority to inspect, maintain, repair, replace, program, read, and test Reclaimed Water meters and their data transmission units (in the case of meters with remote reading capabilities) during regular working hours. The occupier of a metered Property shall allow, suffer and permit the City adequate, convenient and unobstructed access to the Reclaimed Water meter during regular working hours for these purposes.
- 7.31 The Property Owner of a metered Property is responsible for providing adequate protection for the Reclaimed Water meter against freezing, heat and other severe conditions that might damage the Reclaimed Water meter.

PART 7 – RECLAIMED WATER

Reclaimed Water Meters (continued)

- 7.32 If a Reclaimed Water meter installed on a property is destroyed, lost or damaged, or the occupier causes damage to a Reclaimed Water meter through its willful act, neglect or carelessness, the occupier shall pay the replacement or repair costs for a Reclaimed Water meter, as applicable, including without limitation costs of materials, labor, equipment, overhead and administrative costs immediately upon receiving an invoice from the City.
- 7.33 No person other than a City officer, City employee or City authorized contractor shall tamper with, operate or remove a Reclaimed Water meter.
- 7.34 No person shall install, maintain or operate a Reclaimed Water meter bypass unless specifically authorized to do so by the City in writing.

READ A FIRST TIME THIS 14th DAY OF November, 2016

READ A SECOND TIME THIS 14th DAY OF November, 2016

READ A THIRD TIME THIS 14th DAY OF November, 2016

ADOPTED THIS 28th DAY OF November, 2016

Lori Ackerman
Mayor

Janet Prestley
Director of Legislative and
Administrative Services



SCHEDULE "A"

Service Connection/ Abandonment Application

Request 72 hours in advance for inspections Monday to Friday 8am- 5pm

Today's Date: _____

Work to Begin Date: _____

Owner Information

Owner(s)		Address		
First and Last Name		Street Address	City	Prov
Home Phone	Cellular	Fax	Postal Code	
		Email		

Property Information

Civic Address of Subject Property		Legal Description of Subject Property		
		Lot:	Block:	Plan:
Street Address		Roll Number:		

Services Requested

Property Type	Mark "X"	Service Type	Size	Abandonment Required	Eng Auth	PW Auth
Residential		Water		Yes		
Commercial		Sewer		No		
Industrial		Storm				
Institutional		Hydrant				

*Standard Residential Connection: 19mm Water & 100mm Sewer in common trench

Contractor Information

Contractor Name		Contractor Address				
Full Company Name		Street Address	City	Prov	Postal Code	
Phone	Cellular	Contact Name	Title			
Business License #	Province	Contact Email	Company Website			

SCHEDULE "A"



Service Connection/ Abandonment Application

Declaration

I/ We _____, the registered owner(s) of the above mentioned property, do hereby apply for _____ service connection from the street main to my/ our property and authorize the City of Fort St. John to inspect the service(s) provided by the Contractor mentioned above and to abide by all conditions of the Water, Sewer, Storm and Hydrant Regulations Bylaws.

I/ We hereby declare that the above statements and the information contained in this application are to the best of my/ our belief true and correct in all aspects. I/ We hereby agree to indemnify and keep harmless the City of Fort St. John and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this permit, if issued, and I further agree to conform to all requirements of the applicable Water Regulation Bylaw and other statutes and bylaws in force in the City of Fort St. John.

Signature of Owner(s): _____

Date: _____

SCHEDULE "B"

PROHIBITED WASTES

The following are prohibited wastes:

1. Flammable or Explosive Waste

Any waste, which is capable of causing or contributing to an explosion or supporting combustion in any sewer or sewage facility including, but not limited to gasoline, benzene, naphtha, propane, diesel or other fuel oil, crankcase oil and sludge resulting from the manufacture of acetylene.

2. Waste Causing Obstruction or Interference

Any waste which is capable of obstructing the flow of or interfering with the operation or performance of any sewer or sewage facility including, but not limited to earth, concrete and cement based products, sand, gardening or agricultural wastes, ash, chemicals, metal, glass, tar, asphalt, plastic, wood, waste portions of animals, fish or fowl, solidified fat, paper and brewery waste.

3. Odorous Waste

Any waste, other than sanitary waste which is capable of creating an odour, or other air contaminant, causing air pollution outside any sewer or sewage facility or creating within any sewer or sewage facility an odour or other air contaminant which would prevent safe entry by authorized personnel.

4. High Temperature Creating Waste

- a) Any waste which may create heat in amounts which will interfere with the operation and maintenance of the sewer and sewage facility or with the treatment of waste in a sewage facility;
- b) Any waste which will raise the temperature of waste entering any sewage facility to 40 degrees Centigrade or more; and
- c) Any non-domestic waste with a temperature of 65 degrees Centigrade or more.

SCHEDULE "B"

PROHIBITED WASTES

5. Corrosive Waste

Any waste with corrosive properties which may cause damage to any sewer or sewage facility.

6. Pathogenic Waste

Any waste containing infectious material which may create a contaminant in the sanitary sewer or sewage facility.

7. Trucked Waste

Any waste that is collected and transported off site by means other than discharge to a sewer, including but not limited to oil and grease from interceptors, and other sludges of organic origin.

SCHEDULE "C"

RESTRICTED WASTES

The following are restricted wastes:

1. Food Waste

Any non-domestic waste from cooking and handling of food that, at the point of discharge into a sewer, contains particles larger than 0.5 centimetres in any dimension.

2. Radioactive Waste

Any waste that, at the point of discharge into a sewer, exceeds radioactivity limitations established by the Atomic Energy Board of Canada from time to time.

3. pH Waste

Any non-domestic waste which, at the point of discharge into a sewer, has a pH lower than 5.5 or higher than 11.0 as determined by a grab sample.

4. Specified Waste

Any waste which, at the point of discharge into a sewer, contains any substance at a concentration in excess of the levels set out in Tables A, B or C below. All concentrations are expressed as total concentrations which include all forms of the contaminant, combined or uncombined, whether dissolved or undissolved. The concentration criteria apply to both grab samples and composite samples. Definitions and methods of analysis for these substances are outlined in standard methods.

Any non-domestic waste containing any of the substances listed below in Tables A, B or C at dissolved concentrations in excess of the Special Waste Regulation Leachate Quality Criteria (as amended from time to time), regardless of the sampling method used, shall qualify as a special waste.

SCHEDULE "C"

RESTRICTED WASTES

Table A – Conventional Contaminants

Contaminant	Maximum Concentration (mg/L)
Biochemical Oxygen Demand (BOD)	500
Chemical Oxygen Demand	20,000
Phosphorus	200
Dissolved Solids	5,000
Total Kjeldahl Nitrogen	500
Total Oil and Grease ¹ (O&G – Total)	150
Total Suspended Solids (TSS)	600

Note: ¹ Total Oil and Grease includes Oil and Grease (Hydrocarbons)

Table B – Organic Contaminants

Contaminant	Maximum Concentration (mg/L)
Oil and Grease (Hydrocarbon) (O&G – Hydrocarbon)	15
Phenols	1
Chlorophenols ¹	0.05
Polycyclic Aromatic Hydrocarbons ² (PAHs)	0.05
Benzene	0.1
Total BETX ³	1

Notes:

- ¹ Chlorophenols include:
tetrachlorophenol (2,3,4,5-, 2,3,4,6-, 2,3,5,6-)
pentachlorophenol
- ² Polycyclic Aromatic Hydrocarbons (PAHs) include:

acenaphthene	chrysene
acenaphthylene	dibenzo(a,h)anthracene
anthracene	fluoranthene
benzo(a)anthracene	fluorene
benzo(b)fluoranthene	naphthalene
benzo(k)fluoranthene	phenanthrene
benzo(g,h,i)perylene	pyrene
benzo(a)pyrene	indeno(1,2,3-c,d)pyrene
- ³ BETX includes:
benzene
ethylbenzene
toluene
xylene

SCHEDULE "C"

RESTRICTED WASTES

Table C – Inorganic Contaminants

Contaminant	Maximum Concentration (mg/L)
Aluminum (Al)	50
Arsenic (As)	1.0
Boron (B)	50
Cadmium (Cd)	0.2
Chlorine (free) (Cl ₂)	5.0
Chromium (total) (Cr)	4.0
Cobalt (Co)	5.0
Copper (Cu)	2.0
Cyanide (CN ⁻)	2.0
Iron (Fe)	10.0
Lead (Pb)	1.0
Manganese (Mn)	5.0
Mercury (Hg)	0.05
Molybdenum (Mo)	1.0
Nickel (Ni)	2.0
Selenium	1.0
Silver (Ag)	1.0
Sulphide (S ²⁻)	3.0
Zinc (Zn)	3.0

SCHEDULE "D"

CHARGES

Connection Charge

1.1. The following one-time charge shall be payable for provision of a service connection to serve a parcel, whether or not the service line has been previously installed:

1.1.1. **Connection Charge:** 100% of actual costs of the installation of a sewer service connection and restoration, plus any additional charge specified in Schedule "H", plus any applicable taxes.
Minimum: \$2,500

1.2. The connection charge for the installation of water and sewer service connections at the same time shall be:

1.2.1. **Connection Charge:** 100% of actual costs of the installation of the service connection and restoration, plus any additional charge specified in Schedule "H", plus any applicable taxes.
Minimum: \$2,500

1.3. The costs referred to in 1.1.1 and 1.2.1 include the following restoration works:

- i. Any augering and/or restoration of concrete curbs and sidewalks, or road surfaces;
- ii. Any cutting, excavation or backfilling of frozen ground.
- iii. Any additional restoration works will be charged at 100% of actual costs of the restoration works.

1.4. Where, for the sanitary sewer service, a local service tax or latecomer charge is established under a supplementary separate bylaw or agreement, that charge shall take precedent over the aforementioned connection charges.

Abandonment

1.5. The fee for abandoning a service connection as set out in Section 4.6 and 7.14 shall be equal to 100% of the City's actual and reasonable costs to complete the disconnection of the sanitary or Reclaimed Water system from the owner's premise, plus any applicable taxes.

Payment of the City's estimate of the cost to complete the disconnection is required in advance of disconnection. Any amount of the City's actual and reasonable costs to install the service connection and restore the area is refundable.

**BYLAW
2464, 2019**

**BYLAW
2503, 2019**

SCHEDULE "D"

CHARGES

**SECTION 1.6
AMENDED
BY
BYLAW
2503, 2019,
BYLAW
2532, 2020,
BYLAW
2561, 2021
BYLAW
2575, 2022,
AND BYLAW
2586, 2023
AND BYLAW
2603, 2024
AND BYLAW
2622, 2025**

Rates

1.6 As of January 1, 2026 the user charges for each month or part thereof commencing upon the installation of a water meter is based on 100% of the total quantity of water consumed as measured by the water meter to the premises situated on the real property will be:

- Two Dollars and Ten Cents (\$2.10) per cubic metre from January 1 to April 30,
- One Dollar and Eight Nine Cents (\$1.89) per cubic meter from May 1 to August 31,
- Two Dollars and Ten Cents (\$2.10) per cubic meter from September 1 to December 31.

Bulk Rates

1.7 At the Wastewater Transfer Station, the sewer rate shall be Seven Dollars (\$7.00) per cubic metre of wastewater received.

1.8 The fee to obtain emergency access to the Wastewater Transfer Station outside of regular operating hours will be \$200.00.

Fixed Monthly Charge

1.9 As of January 1, 2025 a Fourteen Dollar (\$14.00) fixed monthly charge will be allocated to each sewer utility account and will be prorated for partial months.

Peace Valley OSB

2.1 The sewer rate for the process water will be calculated at ten percent (10%) of the water consumed as indicated by the water meter. The sewer rate for domestic use will be one hundred percent (100%) of the water consumed as indicated by the water meter.

Fort St. John Links Golf Course

2.2 The sewer rate for the process water will be calculated at ten percent (10%) of the water consumed as indicated by the water meter.

Reclaimed Water Bulk Rates

2.3 At the Reclaimed Water Truckfill Station, the Reclaimed Water withdrawal rate shall be Three Dollars and Fifty Cents (\$3.50) per cubic meter of Reclaimed Water received.

2.4 The administrative charge to set up a commercial Reclaimed Water withdrawal account (including pin) shall be One Hundred Dollars (\$100.00).

2.5 Monthly meter rental rates for Reclaimed Water Meters are:

19 mm	\$1.00
25 mm	\$2.00
50 mm	\$4.00
75 mm	\$14.00
100 mm	\$23.00
150 mm	\$28.50

**SECTION
1.9
AMENDED
BY
BYLAW
2532, 2020
BYLAW
2603, 2024**

**BYLAW
2570, 2022**

**BYLAW
2503, 2019**

SCHEDULE "D"

CHARGES

Reclaimed Water Bulk Rates (continued)

**BYLAW
2503, 2019**

- 2.6 The metered rate for reclaimed water shall be One Dollar and Seventy-Five Cents (\$1.75) per cubic meter, plus a fixed monthly base charge of \$13.00 for each Reclaimed Water account (pro-rated for partial months).
- 2.7 Turn-on or turn-off Reclaimed Water at a curb stop or Reclaimed Water main during regular working hours and with 72 hours' notice shall be \$45.00 per operation of turn-on or turn-off.
- 2.8 Turn-on or turn-off Reclaimed Water at a curb stop or Reclaimed Water main outside regular working hours or without 72 hours' notice shall be \$250.00 per operation of turn-on or turn-off if operation is completed within 3 hours. If the operation takes more than three hours, the fee shall be \$500.00 per operation of turn-on or a turn-off.
- 2.9 Service call charges for services at the request of the owner shall be at the actual cost incurred to investigate, and if applicable, carry out work on the Reclaimed Water problem or Reclaimed Water service plus applicable taxes

SCHEDULE "E"

**PENALTY AMOUNTS – MINIMUM PENALTY FOR THIS SECTION IS
RECOMMENDED TO BE \$1,500**

OFFENSE	BYLAW SECTION	RECOMMENDED MAXIMUM PENALTY
Construction of sewer service without and/or in contravention of servicing agreement	3.10	\$ 10,000
Enter and/or work on public sewer without written authorization	4.4	\$ 5,000
Connecting private sewers without a permit	4.14	\$ 5,000
Extension of private system from one lot to another	4.5	\$ 5,000
Fail to provide required sewer service to separately titled lots	4.4	\$ 5,000
Roof leaders or storm drains connected to sanitary sewer	4.44	\$ 2,500
Flow monitoring point not installed as required	4.16	\$ 1,500
Wilfully damage with Sewerage System or Sewage Facility	6.2	\$ 5,000
Wilfully tamper with device in the Sewerage System or Sewage Facility	6.2	\$ 10,000
Release of wastes other than permitted matter, such as prohibited, restricted or special waste, to a Sanitary Sewer. An additional charge will be applied for the testing of the wastewater in truck.	4.43	\$ 10,000
Non-reporting of accidental discharge/spill	4.58	\$ 5,000
Reasonable effort to repair/remedy/confine release not taken	4.59	\$ 2,500

SCHEDULE "E"

**PENALTY AMOUNTS – MINIMUM PENALTY FOR THIS SECTION IS
RECOMMENDED TO BE \$1,500**

OFFENSE	BYLAW SECTION	RECOMMENDED MAXIMUM PENALTY
High inflow and infiltration from the Building Sanitary Sewer	4.33	\$ 2,500
Failure to replace or repair deficient Building Sanitary Sewer	4.36	\$ 2,500
Third Offence for Non-compliance to Wastewater Transfer Station Procedures	6.3	\$ 1,500
Discharge of restricted waste without approval	4.45	\$ 10,000
Septic tank, lagoon or mound not discontinued and decommissioned	4.28	\$ 2,500
Use of Reclaimed Water for a purpose not permitted	7.17	\$ 5,000
Use of Reclaimed Water for a purpose not declared in the Reclaimed Water Purchase Terms Agreement	7.1	\$ 5,000
Construction of a Reclaimed Water service without and/or in contravention of servicing agreement.	7.15	\$ 10,000
Willfully tampering or damaging the Reclaimed Water system or Reclaimed Water facility in contravention of the bylaw	7.3, 7.32	\$ 10,000

BYLAW
2503, 2019

SCHEDULE "F"

DESIGNATED BYLAW ENFORCEMENT OFFICERS

Building Inspectors

Director of Public Works and Utilities

Director of Facilities and Protective Services

Engineering Manager

Utilities Superintendent

Utility Maintenance

Bylaw Enforcement Technicians

Bylaw Enforcement Officers

SCHEDULE "G"

MUNICIPAL TICKET INFORMATION OFFENCES

COLUMN 1 OFFENCE	COLUMN 2 SECTION	COLUMN 3 FINE
Flow Monitoring Point Not constructed and/or maintained	4.34	\$1,000
No Access to flow monitoring point	4.16	\$1,000
Grease/oil interceptor not installed	4.27	\$500
Grease/oil interceptor insufficient capacity or design	4.27	\$500
Grease/oil interceptor inaccessible	4.27	\$500
Grease/oil interceptor not maintained	4.27	\$500
City work crew hindered from performing work		\$150
False information supplied	6.1	\$1,000
Excessive wastewater released on floor	6.3	\$1,000
Non-compliance to Transfer Station Procedures	6.3	First Offence \$500 Second Offence \$1,000
Failure to adhere to the Reclaimed Water Truckfill Station procedures	7.2	1 st violation - \$500.00 2 nd violation - \$750.00 3 rd violation - \$1,000.00

**BYLAW
2464, 2019**

SCHEDULE "H"
CONNECTION FEES

Connection Fees shall be calculated using "Cost per 1000 lpd" as indicated in the following table multiplied by the Sanitary Sewer Design Criteria, from the City's current Subdivision and Development Servicing Bylaw in conjunction with the current Zoning Bylaw or any current Development Agreement, for the entire parcel(s) being connected.

Connection Charge Area	AREA NUMBER	CAPACITY 1000L/DAY	COST \$/1000LPD
2014 Boundary Expansion North-West Area	1	23,760	\$58.88/1000 lpd
2014 Boundary Expansion South-West Area	2	8,208	\$158.22/1000 lpd