

THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING

By-law 96-2023

A By-law to provide for the Regulation of Water Supply in the Town of Plympton-Wyoming,
and that the By-law be known as the **"Water Works By-law"**.

WHEREAS, PURSUANT A By-law to provide for the Regulation of Water Supply (Water Works By Law 96 of 2023) in the Town of Plympton-Wyoming and repeal By-Law 75 of 2015, By-law No.54 of 1993 and any other Bylaws that may contradict this By-law.

WHEREAS under section 11 of the Municipal Act, 2001, 50.2001, c.25, a municipality may pass by-laws respecting matters with the sphere of jurisdiction of Public Utilities, and Public Utilities includes a system that is used to provide water services for the Public; and

WHEREAS Section 9 of the Municipal Act 2001, 50.2001, c.25, provides that section 11 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to entrance their ability to respond to municipal issues.

THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING ENACTS AS FOLLOWS:

Section 1 – DEFINITIONS

"Authorized Tester" means persons describes in the Authorized functions list permitted to carry out any of the corresponding authorized functions that has obtained an Cross Connection Control Specialists certificate from Ontario Water Works Association (OWWA) or an approved equivalent and provided all requested documentation to the Town.

"Auxiliary Water Supply" means, when applied to any premises, any water supply on or available to the premise other than the primary potable water supply for the premises.

"Backflow" means the flowing back or reversal of the normal direction of water;

"Backflow Preventer" means the device to prevent the reverse flow of fluids or chemicals into the waterworks system which may contaminate the waterworks system.

"Building" shall mean a structure supplied with water by the Town.

"Building Code" means the building code, made under the Building Code Act, 1992, S.O. 1992, c.23 as amended from time to time.

"By-law Enforcement Officer" means a duly appointed By-law Enforcement Officer for the Town of Plympton-Wyoming and includes a Police Officer;

"Cross- Connection" shall mean any actual or potential connection between a portable water supply and any source of pollution or contamination that may allow backflow of contaminants, pollutants, infectious agents, other material or substance that will change the water quality in the waterworks distribution system and include swivel or changeover devices, removable sections, jumper connections and bypass arrangements.

"Cross-Connection Control Survey" is an inspection of a building to identify any internal plumbing cross-connections that may require backflow prevention devices. Survey may only be conducted by an Authorized Tester, Town Staff or contractor designated by the Town.

"CSA Standard" means the document entitled B64.10-11/B64.10.1-11, Selection and installation of backflow preventers/Maintenance and Field Testing of Backflow Preventers published by the Canadian Standards Association amended from time to time.

"External Use of Water" shall mean the use of water for any purpose outside the walls of any building.

"Fire Protection System" means any system within a building or structure used for the suppression of fire, including but not limited to any system consisting of a water sprinkler system or dry foam, or similar system described in the CSA Standards;

“Meter” means a device which is the property of the Town for measuring the flow and quantity of water.

“Meter Chamber” means a “device” for the protection of a meter typically installed outside the building.

“Minor Hazard” is any cross-connection or potential cross-connection that constitutes only a nuisance, with no possibility of any health hazards to the public. Examples include potential back siphoning or back pressure from low-rise apartment buildings, low risk commercial premises, residential homes.

“Moderate Hazard” is any cross-connection or potential cross-connection that has the probability of becoming a severe hazard. Examples include potential back siphoning or back pressure from high rise apartment buildings, commercial premises, irrigation systems, schools.

“Owner” shall include any person, firm or corporation that is the registered owner of the property under consideration or any agent thereof, a person committee of the estate of a mentally incompetent person, an executor, an administrator and a guardian.

“Potable Water” water that is safe for human consumption.

“Premises” shall mean any house, tenement, building, lot, or part of a lot, or both, in which water services run through or past.

“Premise Isolation” means isolation of the building or structure water supply from the Town’s water supply by means of a backflow prevention device.

“Private Main” shall mean a pipe connected to a main and installed on a private property and from which more than one service and/or hydrant lateral are connected.

“Private Water Service Pipe” means that part of the “service pipe” from the property line to the premises served.

“Property” means public and private lands, buildings, structures, boats, vehicles, railway cars, or mobile homes which are located in the Town and which may be entitled to as service connection.

“Remote Readout Unit” shall mean the device installed at a separate location from the water meter and used to record the consumption reading of the meter.

“Severe Hazard” is any cross-connection or potential cross-connection involving any substances that could be a danger to health. Examples include potential back siphoning or back pressure from chemical plants, food processing plants, hospitals, mortuaries or morgues.

“Shut-Off Valve” shall mean the valve on the water service or private main owned and used by the Town to shut off or turn on the water supply from the Town’s waterworks distribution system to any premises.

“Structure” means anything constructed or built permanently or temporarily which is provided with a source of potable water.

“Test Report” means a test report consists of a detail test performed annually by an Authorized Tester that identifies whether the backflow prevention device is functioning properly.

“Test Tag” means a tag acceptable to the Town containing information related to the make, model, serial number, size, type, location, purpose, installation address and test history of a backflow prevention device.

“Town” means The Corporation of the Town of Plympton-Wyoming and/or its representative.

“Untreated Water” means any water not subject to the requirements of the Safe Water Drinking Act, and/or water that is not under the direct control of the water purveyor.

“Water” shall mean portable water supplied by the Town.

“Water distribution system” means the buildings, structures, plant, machinery, equipment, appurtenances, devices, conduit, intake, outlets, underground pipelines and installations, and other

works designed for transmission, distribution and storage of potable water by the Town, and includes land occupied for such purposes and uses.

“Water meter” means a device or mechanism which is owned by the Town for the purpose of measurement the flow or quantity, or both, of water.

“Watermain” means the pipe owned by the Town which distributes water to abutting properties and the general area.

“Water Service Connection” means that part of a service pipe or an unmetered fire line on public property from the watermain to the property line.

2. GENERAL INFORMATION

- 2.1 Where it is required that a water main be extended to service any property, such water main shall be constructed at the expense of the property owner requiring such service and shall be extended to a point which is the extension into the street of the farthest distant property line on which such extension is constructed.
- 2.2 No person being the owner, occupant, tenant or inmate of any house, building or other premises supplied with water by the Town shall rent, sell, or dispose of such water or give away or permit the same to be carried away or used or apply such water to the use or benefit of any other person.
- 2.3 In case of making repairs or constructing new work in connection with the water works system, the Town may shut off the water from any consumer without notice, and keep it shut off as long as may be necessary and the Town shall not be liable for any damage resulting therefrom.
- 2.4 The Town, by way of an officer duly authorized by the same for the purpose, must at all reasonable hours, upon presentation of satisfactory identification, be given free access to all parts of every building to which the water is supplied, for the purpose of inspection and examination of meter, fixtures and pipes of every kind used in connection with the supply of water to or the use of water on such premises.
- 2.5 Whenever water has been turned off for non-payment of the water charges or for the purposes of repair on the construction or for any other necessary or proper purposes, no person will be permitted to turn it on again who is not duly authorized to do so by the Town.
- 2.6 No person or persons except those acting under the direction of the Town, shall open or close any valve, hydrant or gate in the street mains, or molest or interfere with the same in any manner.
- 2.7 The Town agrees to use reasonable diligence in providing a regular and uninterrupted service, but does not guarantee a constant water supply or the maintenance of unvaried pressure, and will not be liable for damages to the customer by reason of any failure in respect thereof.
- 2.8 The Town shall in no way be liable or responsible for loss or damage due to freezing or bursting pipes.
- 2.9 Water may be taken from fire hydrants for firefighting or Fire Department training purposes only.
- 2.10 No individual water service shall be connected to a water main without a water meter being installed at the same time.
- 2.11 Water rates for the use of water shall begin as of the date of connection of an individual service to the water main.
- 2.12 If an individual water service is 100 meters or more in length, the water meter must be installed in a pit at the shut-off location as directed by the Town and the cost of such pit shall be paid for by the property owner.
- 2.13 Pressure regulators are required on all individual services and shall be paid for by the property owner.
- 2.14 The Town's representative shall enforce this by-law.

- 2.15 The Town shall supervise and inspect the installation of all water services and connections within the road allowance, easement or public lands. Installation of water services on private lands are subject to the provisions of the Ontario Building Code.

3. WATER RATES AND CHARGES

- 3.1 The water rates and charges are outlined and defined in a separate By-law to establish rates for the supply of water.
- 3.2 Metered Rate: The owner of each separately assessed parcel of land which is connected to a water main and in which water meter has been installed shall pay a metered rate as set forth, and in all cases, shall be subject to a minimum rate as set out in separate By-law.
- 3.3 Water Supply Turn-On and Turn- Off
- 3.3.1 All applications for turning on, and turning off, the supply of water to any premises, shall be made in writing and upon the prescribed form (Schedule 1), at the Town office.
- 3.3.2 Every person making an application for turning on or off the supply of water shall, pay the prescribed fee as set out in separate By-law.
- 3.3.3 Where the supply to any premises has been turned off because of non-payment of the rates and charges levied or for any other reason pursuant to this by-law, the water supply shall not be turned on again until all rates and charges due in respect of the water supply have been paid, and any other additional expenses incurred as a result of turning on or off the water supply have been paid.
- 3.3.4 Where the supply to any premises cannot be turned off because of non-payment due provincial or federal legislation, penalty and interest will be applied and the outstanding balance will be transferred to property taxes at year-end as per the Municipal Act, 2001 S.O. 2001, CHAPTER 25.
- 3.3.5 A water supply turn on and off fee shall be charged as set out in Schedule "1" in each of the following:
- 3.4 Where the water supply is provided to the property; or
- 3.5 After a shut-off greater than 30 days duration, then a new turn on fee shall be paid as provided in Schedule "1";

4. WATER METERS

- 4.1 All water which is required to be metered and used on premises within the Town, except water used for internal building firefighting purposes, water authorized by the Town for construction or other purposes authorized by this by-law for unmetered use. All water shall pass through the water meter supplied by the Town for use upon such premises, and in addition to whatever other remedies the Town may have by-law in respect to infringement of this by-law, the Town may, upon ascertaining that water has been used which has not passed through the water meter of such premises, forthwith, without notice, shut off and stop the supply of water.
- 4.2 The Town reserves the right to install a water meter on any service installation all serviced buildings, including residential, at any time and thereafter may charge meter rates for water consumed as read on the meter register. Should access not be made available for the installation of the water meter the Town reserves the right to shut off the water supply.
- If access is not granted to the Town, the Town shall, after providing reasonable notice, install a new water meter in a meter pit near the property line of the building. All costs associated with the installation of the meter and meter pit will be borne by the property owner and billed on the next water bill.
- 4.3 The Town requires that all water services provided for all buildings which are to be used for Industrial, Commercial or Institutional purposes be metered.
- 4.4 All water meters shall be owned and remain the property of the Town.
- 4.5 The owner shall be responsible for hiring a contractor who is certified under the Ontario Ministry of Training, Colleges and Universities Water Meter Installer 800A (WMI 800A) program. Installation of supplied water meter must be in accordance with the installation specifications provided by the Town. Final installation shall be approved by the Town. The maintenance, repair,

reading and disconnection of any water meter shall be conducted by authorized employees or agents of the Town.

- 4.6 The Town shall not be responsible for any damage to buildings or properties occasioned by, or in the course of installation, maintenance, repair, reading or disconnection of any water meter, provided that reasonable care has been taken by the employees or agents of the Town in the course of such installation, maintenance, repair, reading or disconnection.
- 4.7 The register of the water meter shall be prima facie evidence of the quantity of water supplied.
- 4.8 Where an unmetered fire line is provided, no water shall be taken except for fire protection purposes or for the testing of the fire protection system.
- 4.9 Every owner shall be liable for the safety and care of the water meter placed on his or her property, and will be charged for all damage thereto, whether occasioned by frost, hot water, or injury from any cause, and for the loss of the water meter if the same be removed from his or her premises without the consent of the Town whether stolen or otherwise, and the cost of every such water meter, or of repairing or replacing the same shall be payable to the Town on demand and collect such cost according to law, and until paid, such property and may also be collected in the like manner as taxes.
- 4.10 Water meters shall be located at the point at which water service pipes enters a building unless the Town directs in writing, that another location be used. There shall be ample clearance from walls and other obstacles to allow the installation of a meter without changes being made to the service pipe.
- 4.11 Every water meter shall be installed in a manner readily accessible to employees and agents of the Town.
- 4.12 If an individual water service is 100 meters or more in length, the water meter must be installed in a pit at the shut-off location as directed by the Town and the cost of such pits shall be paid for by the Property Owner. Refer to Schedule "7" for specifications for a water meter pit.

Where a meter pit is required, as determined by the Town, the meter shall be provided with a remote reader and shall be constructed and maintained by the owner in a manner satisfactory to the Town and shall be accessible to the employees or agents of the Town.
- 4.13 The size and make of water meters to be installed shall be established by the Town and shall be based on either consumption estimates provided by the owner or, where no estimates provided by the owner or the estimates provided by the owner are, in the opinion of the Town, inappropriate, on the consumption estimates of the Town.
- 4.14 No pipe connection shall be made to a water service pipe other than after the outlet side of water meter, except that a properly valved and sealed by-pass around the water meter shall be permitted as the sole discretion of the Town. Fire supply lines which are not supplied by a separate service shall be connected before the meter.
- 4.15 An Owner shall immediately notify the Town of any breakage, stoppage or irregularity in a water meter.
- 4.16 The Town may estimate the quantity of water used by the owner since the date of the last accurate water meter reading or the last satisfactory estimate of consumption and bill the owner accordingly under circumstances where:
 - a) The water meter is broken, stopped or irregular;
 - b) The water meter has been incorrectly read;
 - c) The water meter reading has been incorrectly recorded;
 - d) The seal has been tampered with;
- 4.17 Where the quantity of water used by an Owner has been estimated pursuant to Sub-section 4.16, the Town at the time of the first accurate meter reading, subsequent to such estimate, shall have a new estimate of the quantity of water used by the Owner, prior to the time of the first accurate water meter reading aforesaid and an adjustment with the Owner shall be made accordingly.
- 4.18 Under the circumstances, where it is in the opinion of the Town expedient to allow or direct an owner to run water continuously, the Town may authorize such usage and in such cases the Town shall adjust the owner's billing to conform to the owner's normal pattern of water use.
- 4.19 Any water meter will be removed and tested upon request of the owner. If it is found to register correctly, low or not exceed 3% in favor of the Town, the expense of removing and testing the meter must be paid by the person requesting that such water meter be removed and tested, as per Schedule "2".
- 4.20 Where for any reason the consumption of water on property has not been recorded, or where in the opinion of the Town, the consumption of water has been wrongly recorded, the Town shall

estimate the quantity of water consumed and the owner shall be liable to pay the rate applicable to the consumption on the basis of such estimate.

- 4.21 The Town will not supply, install, inspect, or read private water meters, nor will the Town bill consumption on private water meters. Water supply pipes to private meters must be connected to the owner's plumbing after the Town's water meter and backflow preventer.
- 4.22 Any leaks that may develop at the water meter or its coupling must be reported immediately to the Town. The Town is not liable for damage caused by such leaks.
- 4.23 If, in the opinion of the Town, the condition of the water service pipe and/or valves and of the plumbing system on such piping is such that the water meter cannot be safely removed for the purpose of testing, replacing, repairing or testing in place without fear of damage to the water service pipe and valves, the Town may require the owner or occupant to make such repairs as may be deemed necessary to facilitate the removal or testing of the water meter. If, upon notification, the owner does not comply with Town's request, then the water supply to the property may be turned off at the shut-off valve during removal, replacement, repair and testing of the water meter and the Town shall not be held responsible for any damages to the owner's property arising from such work.

5. INSTALLATION OF SERVICE PIPES

- 5.1 The following procedure should be followed to accommodate the installation of service pipes within the road allowance, easement or public lands:
- i) All connections to Town infrastructure shall be made by completing a Service Installation Application, Schedule 1.
 - ii) A minimum of twenty working days' notice shall be given to the Town before connections can be completed
 - iii) The Town will determine the installation fees by releasing a request for quotation to a group of preapproved contractors to install the requested services. Alternatively, the property owner may obtain a quotation themselves directly from an approved contractor at the discretion of the Town. Any third-party engineering fees required to facilitate the request will be included in the total installation fee.
 - iv) The Town authorizes staff to execute an agreement in the form of the service installation application, Schedule 1, with the property owner/applicant to facilitate the installation of the requested services.
 - v) All necessary construction and restoration shall be done in accordance with the Town standard specifications.
 - vi) The location, elevation and method of construction of all services across the street shall be subject to the approval of the Town.
 - vii) Upon completion of the said installation the applicant shall repair the road and the roadside to the pre-construction condition.
- 5.2 No person shall install, lay, repair, renew or take up a water service or make connections to any watermain on Town property or on Town road allowances without applicable permits issued by the Town.
- 5.3 All work shall be done consistent with existing policies and practices.
- i) Every Water Service Connection is to be laid in a straight line and at a right angle to the watermain, as near as practicable.
 - ii) Where the applicant for a Water Service Connection indicates in his or her application a desired location for the Water Service Connection, the Water Service Connection will be located as indicated providing the proposed location is approved by the Town.
 - iii) Where the applicant for a Water Service Connection does not indicate in his application a desired location for the Water Service Connection, the Water Service Connection will be located as determined by the Town and if the applicant subsequently requires a relocation of the Water Service Connection; such relocation will be at the expense of the applicant.
 - iv) Unless otherwise directed by the Town all Water Service Connection shall be laid;
 - a. At a depth of two meters (2 m) below the surface of the soil surrounding the trench in which the pipes are laid or below the certified road grade where the pipes are laid on a road allowance;
 - b. At a distance of more than fifty centimeters (50 cm) from any other pipe or conduit.

- c. At a distance of more than two and half meters (2.500 m) from any wastewater or storm water pipes or sewers.
 - iv) Unless otherwise directed by the Town, all Private Water Service Pipes shall be of the same size as the Water Service Connections unless otherwise authorized by the Town in writing.
- 5.4 Municipal Water Service Connections to property line shall not be installed in, over or across the property of another owner unless a registered easement is obtained by the applicant for such a location and such arrangement is approved by the Town's Committee or Adjustment through a consent application.
- 5.5 Upon payment of the service connection charge, the assigned contractor shall be responsible for all excavation, backfilling and restoration associated with the trench into which the service pipe is installed. All work shall be subject to approval by the Town. Upon preparation of an approved trench for the Water Service Connection the contractor shall supply and install the tapping saddle, the corporation stop, service piping from the watermain to a point at or near the property line, the curb stop and a marker. A qualified contractor approved by the Town shall perform the watermain tap under the supervision of the Town's drinking water operating authority. The Owner shall be responsible for the installation of the Private Water Service joining the Water Service Connection.
- 5.6 A separate and independent Water Service Connection shall be required for:
 - i) Single family dwellings;
 - ii) Each dwelling unit of a semi-detached building;
 - iii) Each dwelling unit of a linear row housing building or house cluster, more than two buildings on one lot, if these dwellings face a road and can be severed;
 - iv) Any other case where one of the above is created by severances or proposed to be created by severance.
- 5.7 One Water Service Connection of proper size from the watermain to property line shall be provided for;
 - i) Apartment buildings
 - ii) Commercial buildings
 - iii) Condominiums
 - iv) Industrial buildings
 - v) Row housing clusters
 - vi) Institutional buildings
- 5.8 A Water Service Connection installed on premises for fire protection services shall be equipped with a backflow prevention device at the owners' expense. See Section 9.
- 5.9 No supply of water shall be provided from the watermain unless the Water Service Connection is correctly installed according to Town standards and provisions specified in schedule "4".

6. FIRE HYDRANTS

- 6.1 No person shall operate a fire hydrant except;
 - i) An authorized employee or agent of the Corporation;
 - ii) With the exception of water utilized for fire protection or flushing maintenance, all water taken from hydrants shall be through the utilization of an appropriate backflow prevention device and metered.
- 6.2 Unmetered water from privately owned hydrants shall not be taken for other than firefighting purposes.

7. SERVICE CONDITIONS

- 7.1 Where the Water Service Connection is provided for fire protection purposes, no water shall be taken except for the following purposes;
 - i) Fire protection; or

- ii) For the testing of the system.
- 7.2 No work having to do with the supply of water or with the laying, repairing, renewing or the taking up of a watermain or Water Service Connection shall be done under or upon the streets except by permit or agreement.
- 7.3 No person except those authorized by the Town shall;
- i) Tap off or make any connection with a watermain, or
 - ii) Turn off or on any watermain valve, or
 - iii) Turn off or on or interfere in any manner with any Water Service Connection.
 - iv) Turn off or on any fire hydrant owned by the Corporation
 - v) Remove, adjust, or tamper with a water meter.
- 7.4 Where the Town detects any waste of water on any premises due to a leaky valve, a defective or improper pipe or defective or improper fixtures or negligence by the owner, the Town shall notify the owner of the premises of the repairs, alterations or direction needed to correct the waste of water.
- i) Where the repairs, alterations or direction required by the Town are not made within seven calendar days following such notification, the Town is authorized to turn off the water supply to the premises either by closing the shut off valve or by detaching the service pipe from the main.
 - ii) Where the condition of any pipe or fixture is such that it causes a waste of water or damage to any property, the Town is authorized to turn off the supply to the premises without notice either by closing the shut off valve or by detaching the service pipe from the main.
 - iii) Where the water supply had been turned off pursuant to subsection 7.4.ii or 7.4.iii herein, it shall not be turned on again until the repairs or alterations have been made, the condition of all pipes and fixtures is satisfactory, and all payments pursuant to Section 3 have been made.
 - iv) The Town shall not be responsible for any damages incurred to any property as a result of turning off the water supply to any premises pursuant to subsection 7.4.ii or 7.4.iii herein.
- 7.5 The Town does not guarantee any determined water pressure, flow rate nor the aesthetics of the water, such as smell or discoloration. Water quality shall meet standards as prescribed by applicable regulations.
- 7.6 During normal maintenance and emergency conditions, the Town shall provide as continuous and uninterrupted service as practical and where shutting off portions of the system is necessary, warning of the shut off will be given where possible, but where necessary in the opinion of the Town, the water may be shut off and kept off as long as necessary and the Town, its agents or servants, shall not be liable for any damage resulting therefrom whether or not notice of the shut off has been given. When so requested in an emergency situation by the Town, every water consumer shall limit or discontinue the use of water as requested.
- 7.7 No water operated syphons or water driven motors are to be used with water supplied by the Town. Any existing installations of this type are to be removed within twelve (12) months' notice in writing.
- 7.8 The Town may supervise and inspect any or all work done on private property with regard to a Water Service Connection with a service pipe, water meter or other related apparatuses associated with the supply of water.
- 7.9 The Town shall, in every case, approve the Water Service Connection required; the size of the pipe to be used in supplying water to any premises and the location in the street in which such pipes shall be laid.
- 7.10 Where a water meter is required, no person shall install a pipe that is smaller than 19 mm (3/4"), in diameter between the main and the water meter without the consent of the Town.
- 7.11 Any person who requests a service larger than that which exists to his or her premises may be supplied with a larger service at the discretion of the Town, subject to payment of the cost thereof, and provided that such larger service will not adversely affect the water supply and distribution system. Every connection in such premises shall be detached from the existing service and attached to the new service forthwith.

- 7.12 Where any departure from the prescribed procedures is permitted in order to accommodate the needs of a water user, the water user shall be charged with the expenses of making the change.
- 7.13 Every isolation valve shall be placed immediately inside the outer wall of the premises being supplied with water.
- 7.14 The owner of every premises shall be responsible for turning off the isolation valve where the damage could occur as a result of the premises being vacant.
- 7.15 No connection for water supply, other than a fire protection system, shall be made to a fire protection piping system.
- 7.16 Notwithstanding subsection 7.15, the normal supply line may be connected to a fire protection piping system on the street side of the fire protection line when so approved by the Town. In such case, a shut off valve shall be installed on the other line at the property line or at a distance from the building it serves approved by the Town.
- 7.17 Any and all defects to the water service extension, private main and meter pits shall be repaired by the owner of the property being serviced. Should the Town become aware of any such defect, and upon written notification to the owner, the said defect is not repaired, within seven (7) days of the date of the notification or within such time as the Town may deem necessary, then the Town may turn off the water supply to the property. If the Town is ordered to restore the water supply, then the Town may repair the defective Water Service Connection and charge the cost to the owner and collect such cost according to law, and until paid, such cost shall remain a lien on such property, and may also be collected in the like manner as taxes. The Town shall not be held responsible for the cost of restoration.
- 7.18 No person, other than persons authorized by the Town for that purpose shall be permitted to operate the shut-off valve to any premise.
- 7.19 All shut-off valves must be left clear and accessible at all times so that the water in the Water Service Connection and private mains may be turned off or on as may be found necessary by the Town.
- 7.20 All water service extensions to and including the water meter shall be properly protected from frost and any other damage at the expense and risk of the owner of the property being serviced. The owner shall be responsible for the water loss occasioned by a leak in the water service extension and/or private main and the charge for such water loss shall be determined by the Town and the Town shall not be held responsible for any damages arising from such leakage.
- 7.21 When any premises is left vacant or without heat, it is the owners responsibility to shut off the water supply from within the premises and to drain the piping therein. The owner or occupant may apply in writing to the Town to have the shut-off valve turned off to stop water supply. The valve will be turned on only at the owner's request in the owner's presence. The owner shall pay for this service at the rate as indicated in Schedule "1".
- 7.22 When any premises left vacant, unattended or without heat, where the water supply has not been shut off, suffers damage to it and its contents from a leaking or burst water pipe, the owner or the occupant shall not make a claim against the Town. Should the Town become aware of such leaking or burst pipes, the Town shall turn off the shut-off valve, and the water supply shall not be turned on until the Town, in his/her discretion, shall consider it advisable.
- 7.23 Every owner and occupant of a premises supplied with water from the Town's water supply shall grant access at all times between the hours of 7:00 a.m. and 7:00 p.m., Monday to Friday inclusive, to employees and authorized agents of the Town for the purpose of water meter reading, installing, inspecting, altering and repairing water lines, water meters, fixtures or appurtenances. Failure to allow such access following reasonable request for same may result in the water supply to the premises being turned off without notice.

8. CONDITIONING, HEATING, COOLING, HEAT PUMPS:

- 8.1 No person shall install any air conditioning, refrigeration, heating equipment or any other equipment which requires the use of the Town water without the approval of the Town.
- 8.2 No person shall allow the once through use of water for the purpose of cooling, with the exception of makeup water for recirculation systems and boiler blow downs.

8.3 Heat pumps which use Town water supply shall not be permitted.

9. CROSS-CONNECTION CONTROL

9.1 Application of By-law

- 9.1.1 This section of the water works by-law applies to all new and existing industrial, commercial, institutional, agricultural, and multi-residential buildings and structures, except buildings of residential occupancies as described in Part 9 of the Building Code Act as amended from time to time.
- 9.1.2 In addition to and notwithstanding section 9.1.1 of this bylaw, this bylaw applies where a condition exists in any building or structure that may be hazardous or detrimental to the potable water supply as determined by the Town.

9.2 Cross-Connection Prohibited

- 9.2.1 No person or owner shall connect, cause to be connected, or allow to remain connected to the Town's water distribution system any piping, fixture, fitting, container or appliance, in a manner which under any circumstances, may allow water, waste water, non-potable water, or any other liquid, chemical or substance to enter the water distribution system.
- 9.2.2 In addition to section 9.2.1 and in accordance with all other provisions of this bylaw, every owner of property to which this bylaw applies shall ensure that a backflow prevention device is installed in respect of premise isolation in every building or structure where a Town water supply exists. The requirement of a backflow prevention device is outlined in Schedule "8" for services that are less than 50 mm.
- 9.2.3 No person or owner shall connect, cause to be connected, or allow to remain connected to the Town's water distribution system any Auxiliary water supply without written approval from the Town.
- 9.2.4 Where there is a Fire Protection System within a building or structure, the owner of the property shall ensure that such building or structure is protected against backflow in accordance with the CSA Standard, provincial, and federal legislation.

10. INSPECTION AND ACCESS TO PROPERTY

- 10.1 The Town may at any reasonable time, and upon reasonable notice given have access to inspect all parts of every building or premises to which any water service is supplied for the purpose of inspecting for compliance with this by-law.
- 10.2 When carrying out an inspection pursuant to section 10.1, the Town may:
- a) Require the production of any documents or apparatus relevant to the inspection;
 - b) Inspect and remove documents or apparatus relevant to the inspection for the purpose of making copies or extracts;
 - c) Require information from any person concerning a matter related to the inspection; and
 - d) Make examinations or take tests, samples, photographs necessary for the purpose of the inspection.
- 10.3 Whenever the Town exercises a power of entry pursuant to section 10.1 the Town shall not enter a premise unless: The consent of the occupier and or owner is first obtained, ensuring the occupier and or owner is first advised that entry may be denied.
- 10.4 Where an owner does not comply with any provision of this bylaw, the Town may:
- a) Order the owner to comply with the bylaw requirements and in doing so, shall provide reasonable particulars of the of the owner's non-compliance and prescribe the time period for compliance with such order;
 - b) Shut off water supply to the property or any portion thereof until such a time as all provisions of this bylaw are met.
- 10.5 General Provisions
- 10.5.1 In addition to any other provisions of this By-law, the Town may at any time order an owner to conduct test, provide reports and undertake any other measures required for the prevention of backflow or protection of a cross-connection.

- 10.5.2 No person shall submit any documentation to the Town that contains inaccurate or false information.
- 10.5.3 All costs associated with installing, testing, maintaining, relocating, replacing, removing, and any other work related to Cross-Connection Control devices shall be at the expense of the owner.

11. PROHIBITIONS

11.1 No person shall:

- a) Willfully hinder or interrupt, or cause or procure to be hindered or interrupted, the Town or any of its officers, contractors, agents, servants or workers, in the exercise of any of the power conferred by this by-law;
- b) Willfully let off or discharge water so that the water runs wastes or useless out of the works;
- c) Being an owner, tenant, occupant or inmate of any house, building or other place supplied with water from the waterworks, improperly waste the water or, without the consent of the Town, lend, sell or dispose of the water, give it away, permit to be taken or carried away, use or apply it to the use or benefit of another, or to any use and benefit of another, or to any use and benefit other than his own or increase the supply of water agreed for;
- e) Without lawful authority willfully open or close any valve or hydrant, or obstruct the free access to any hydrant, stopcock, valve, chamber of pipe by placing on it any building material, rubbish or other obstruction;
- e) Throw or deposit any injurious or offensive matter into the water or waterworks, or upon the, or upon the source water ice if the water is frozen, or in any way foul the water or commit any willful damage or injury to the works, pipes or water, or encourage the same to be done;
- f) Willfully alter any meter placed upon any service pipe or connected therewith, within or without any building or other place, so as to lessen or alter the amount of water registered; or
- g) Lay, or cause to be laid, any pipe or main to connect with any pipe or main of the waterworks, or in any way obtain or use the water without the consent of the Town.
- h) Use water in contravention with the regulations.

12. ENFORCEMENT

- 12.1 Any person who contravenes any provision of this by-law is, upon conviction, guilty of any offence and is liable to any penalty as provided in the Provincial Offences Act.
- 12.2 The court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted, and such order shall be in addition to any other penalty imposed on the person convicted.
- 12.3 Every person who, by act, default, neglect or omission occasions any loss, damage or injury to any water public utility works, or to any waterworks plant, machinery, fitting or appurtenance thereof is liable to the Corporation therefore.
- 12.4 Every person who willfully or maliciously damages or causes or knowingly suffers to be damaged any water meter, lamp, lustre, water service pipe, conduit, wire, rod or water fitting belonging to the Corporation or willfully impairs or knowingly suffers the same to be altered or impaired, so that the water meter indicates less than the actual of the water that passes through it, is guilty of an offence and on conviction is liable for any expenses of repairing or replacing the water meter, lamp, lustre, water service pipe, conduit, wire, rod, or fitting and double the value of the surplus water so consumed, all of which is recoverable under the Provincial Offences Act.
- 12.5 Every person who willfully removes, destroys, damages, fraudulently alters or in any way injures any water service pipe, conduit, wire, rod, pedestal, post, plug, lamp or other apparatus or thing belonging to the Corporation is guilty of an offence and on conviction is liable for all damages occasioned thereby, which are recoverable under the Provincial Offences Act.

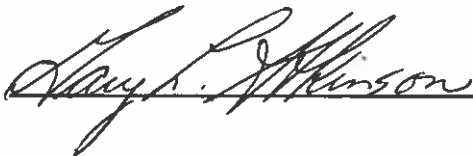
13. PREVIOUS BY-LAW REPEALED

By-law Number 96 of 2023 of the Town of Plympton-Wyoming and all amendments thereto, are hereby repealed.


14. EFFECTIVE DATE

This By-law shall take effect on the day it is passed.

Read a First and Second time in open Council this 8th day of November, 2023.



Mayor



Clerk

Read a third and final time, signed and sealed in open Council the 8th day of November, 2023.



Mayor



Clerk

WATER WORKS BY-LAW LIST OF SCHEDULES

- 1. Water Service Turn-On and Turn-Off Request
- 2. Water Meter Testing
- 3. Water Meter Exchange
- 4. Water Service Connection – Materials
- 5. Service Installation Application
- 6. County of Lambton – Water Service Installations Requirement for Private Property
- 7. Water Meter Pits – Specifications
- 8. Backflow Preventor for Residential and less than 50mm diameter
- 9. Pressure Regulator



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Fax: 519-845-0597
Toll-Free: 1-866-324-6912

SCHEDULE 1
to By-Law 96 of 2023

**Water Service Turn-On and Turn-Off Request:
WORK ORDER**

Date: Water to be turned on _____

Water to be turned off _____

Name of Property Owner: _____

Address of Property for Request: _____

Name of Office Staff: _____

Water Turn ON Fee: _____

Water Turn OFF Fee: _____

(Outside Staff Use Only)

Work completed by: _____

Date and Time: _____

Turn On: ☐

Turn Off: ☐

(please return to Office Staff)

(Office Use Only)

Entered into Billing System -

Enter Date: _____

Billing Date: _____

Name of Office Staff: _____



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SCHEDULE 2
to By-Law 96 of 2023

Water Meter Testing
WORK ORDER

Name of Property Owner: _____

Address of Property for request: _____

By completing and signing this "Water Meter Testing" form, accompanied with a payment of the current cost of a meter, plus the cost of the Water Meter Testing by a Third Party; plus a 25% administration fee, plus HST, the property owner may request to have their water meter tested for accuracy as per this By-law.

If the meter is found to be reading unreasonably high, as per this By-law, the Town will be responsible for the testing costs, and the property owner making the deposit will be entitled to a full refund.

**If the Meter is found to be reading reasonably and accurately, the property owner making the request for the meter testing will not be entitled to a refund of the deposit/payment.*

Signature of Property Owner: _____

Date: _____

(Office Use Only)

Work completed by: _____

Date and Time of Work: _____

Meter Tested by: _____

Copy of Meter Testing attached: _____

General Comments: _____



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SCHEDULE 3
to By-Law 96 of 2023
Water Meter Exchange
WORK ORDER

Name of Property Owner: _____

Address of Property for
Meter Exchange: _____

Date of Request: _____

Received by: _____

Work Assigned to: _____

Date of Work completed: _____

Old Meter reading: _____

Interim bill sent: _____

New meter serial No. _____

New meter size & make: _____

General Comments:

**** PLEASE RETURN TO THE TOWN OFFICE FOR RECORDS AND BILLING PURPOSES****



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SCHEDULE 4
to By-Law 96 of 2023

Water Service Connection: Materials

The following material shall be used for the water connection between the Town supply main and the water shut off valve located at the property line.

Tapping Saddle:

- i) Ductile Iron, Cast Iron and Asbestos Cement Saddles for Ductile Iron, Cast Iron, and Asbestos Cement pipe shall have Ductile Iron epoxy body, galvanized steel straps and bolts. Saddles shall be manufactured by Smith Blair model 313, Robar 2506/2508, Mueller 521-529 or approved equal.
- ii) PVC Saddles for PVC pipe shall be full circumference wide band with stainless steel band, nuts, bolts and outlet. Band shall be type 304 Stainless Steel of minimum 18 gauge thickness. Saddles shall be manufactured by Smith Blair No. 375; Robar 2600 series; Cambridge Brass 8403 double bolt or approved equal.

Corporation Stop/Main Stop:

Corporation stops shall be no-lead brass, have inlet of A.W.W.A. taper thread (CC) and outlet shall be compression type (Mueller 110 style). All brass cast parts shall be certified to NSF-61 standard. Corporation stops shall be Mueller 300, Ford FB100NL or Cambridge Brass Series 301NL.

Service Pipe:

19mm or applicable size (CTS) PEX cross linked Polyethylene tubing as per CSA B 137.5 as supplied by IPEX, Rehau or another approved distributor.

Tracer Wire:

Tracer wire shall be installed on all non-metallic watermains, hydrants lateral and water service except where such water service pipe is of copper material. The wire shall be installed in such a manner as to be able to properly trace all watermains, hydrants laterals and water services without loss or deterioration of signal or without the transmitted signal migrating off the tracer wire. Tracer wire is to be brought up the outside of the hydrant valves only and inserted in the upper section of the valve box.

Tracer wire shall be RWU90, number 12 gauge (AWG), single strand, insulated copper wire with cross-linked polyethylene (XLPE) insulated specifically manufactured for direct burial applications.

All spliced or repaired wire connections to be made using SnakeBite Locking Connectors Part #LSC1230B, DRYCONN Waterproof Connectors or approved equivalent specifically designed for direct burial applications complete with waterproof closure.

Property Line Shut-off valve or Curbstop:

Curbstops shall be ball style for all sizes and be no-lead brass certified to NSF-61 standard. Valves will have a minimum working pressure of 150 PSI and have a full bore ball. Approved manufacturers are Mueller 300, Cambridge 202NL & Ford B44NL. Curb stop boxes shall be Mueller type H-10306 – H-10334 or Clow Model No. VSP1 and VSP2. Service boxes shall have type 304 stainless steel rods and stainless steel cotter pins



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SCHEDULE 5
to By-Law 96 of 2023
Service Installation Application

Name and Phone Number
of Property Owner:

(please print)

Address of Property
to be Serviced:

Date of Request:

Received by:

(Office Staff)

The Property Owner acknowledges and accepts that the following fees and deposits shall apply:

Installation Fee

(*quoted or estimated cost of installing the services without HST*): \$

Net HST

(1.76% on installation fee):

\$

Culvert Installation Fee

(**Standard Fee \$3300.00 ☐ or included in installation Fee ☐

\$

Administration Fee

(10% of the installation and or culvert fee up to \$500.00):

\$

Inspection Fee

(***\$55.00 per service***):

\$

HST

(13% on administration, inspection, culvert fees):

\$

TOTAL

(amount to be deposited by owner) :

\$

Installation fee is based on the results of a Request for Quotation released by the Corporation to provide the requested services or as estimated by the Town. The property owner will be reimbursed appropriately if the final construction cost is less than the initial inspection fee. The property owner will be invoiced if the final cost of construction is greater than the inspection fee. If the invoice is not paid for within 30 days, penalty will apply and be applied to the outstanding balance. If the outstanding balance is not paid within a calendar year, the balance will be transferred to property taxes.

Standard access culverts shall be installed by municipal forces as per the Streets By-Law. If installation of an access culvert is requested in conjunction with other services or is non-standard, the work will be included in Installation Fee

****The Inspection Fee will be reviewed annually and is based on 1.5 hours of operator time per Service ****

Signature of Property Owner: *Date:*

Approved by (name and title): *Date:*

Signature:



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SCHEDULE 6
to By-Law 96 of 2023

Water Service Installations Requirements for Private Property

Take notice that ALL property owners or contractors installing a water service where pipe line water is available are required to obtain a permit and have an inspection under Part 7 of the Ontario Building Code Regulation 403/97 and the County of Lambton By-Law for Plumbing Inspection. The County of Lambton is responsible for all plumbing inspection services in the County.

No connections or installations are allowed until your Municipality gives notice that the pipe line is now in service.

A permit is required from the County of Lambton Building Department before proceeding with any work. An inspection of the water service with the water pressure on must be made before covering or backfilling of pipe.

All fittings, pipe, and materials must be C.S.A certified for their intended use.

PEX cross linked Polyethylene service water pipe shall have a rated working pressure of 150 P.S.I or more, and be certified to C.S.A Standard B137.5 and have a minimum diameter of $\frac{3}{4}$ ". Proper compression fittings with a stainless steel insert to support the poly pipe must be used. Gear clamps are not approved for water pipe installation.

Polyethylene service water pipe shall have a rated working pressure of 150 P.S.I or more, and be certified to C.S.A Standard B137.1 series 160 and have a minimum diameter of $\frac{3}{4}$ ". Proper compression fittings with a stainless steel insert to support the poly pipe must be used. Gear clamps are not approved for water pipe installation.

Copper pipe shall be type "K" soft and be certified to A.S.T.M standard B88 and have a working pressure of 150 P.S.I. or more.

Copper Pipe and Polyethylene C.S.A Standard B137.1 series 160 is not permitted on Town property.

Plastic water service pipe shall be sleeved through walls using stall pipe or a larger diameter plastic pipe where soil pressure exists.

When entering the basement with the water service pipe, the pipe shall be brought above the basement floor or through the basement wall for a minimum of 12 inches to a maximum of 18 inches.

Every water service pipe shall be provided with a shut off adjacent to the inner surface of the wall or floor through which the service pipe enters the building.

A drain port shall be provided downstream of the shut off and if there is a meter, downstream of the meter and may be in combination with the shut off device.

Where the water supply is to be metered, the installation of the meter, including piping that is part of the meter installations, and the valving arrangement for the meter shall be according to the requirements of the water supplier (eg. Municipal specifications). Contact your local municipal office.

A water service to a building other than a residence must have a backflow preventer approved by C.S.A Standard B64.10 for its specific use, installed to protect the main water service. Municipal By-Laws may require all properties to install backflow preventers on their main water source.

Tracer Wire – a 14 gauge TW solid copper light coloured plastic coated tracer wire shall be attached to every non-metallic water service pipe.

NO connection between a municipal water service and a private water system (such as wells, ponds, etc.) is allowed without the written approval of the local municipal water supplier.



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SCHEDULE 7
to By-Law 96 of 2023

**Water Meter Pits
SPECIFICATIONS**

1. Meter Pits must be located at the property line.
2. Meter pits must be at least one meter across on the inside.
3. Meter pits must be at least 1.2 meters deep.
4. The meter should be installed between 450 mm and 600 mm down from the top of the pit.
5. The top must have a manhole type lid for easy access to the pit, approved by the Town.
6. The property owner must ensure that the meter does not freeze. If it does, the owner is responsible for all repair or replacement costs.
7. Materials for the pit may be either concrete or corrugated plastic pipe.



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SCHEDULE 8
to By-Law 96 of 2023

Backflow Preventer for Residential Use and Less than 50mm

Every water service shall be protected with a dual check backflow preventer at the meter. The required backflow device to be a type approved by Canadian Standard Association for its specified use.

Each water service using processes which use or require the addition of chemicals or other materials to potable water supplied by the Municipal water system shall have installed in such service an approved backflow prevention device at a point in the private water service line approved by the Plumbing Inspector.

The device shall be suitable for a water supply pressure up to 150 P.S.I back pressures and temperatures to suit the application as recommended by the suppliers.

All materials used in the backflow prevention device shall be corrosion-resistant and suitable for the purpose.

The device shall, upon installation, be one which is both performance tested and marked as approved by the Canadian Standards Association.

Failure to comply with the Provisions of the by-law with respect to backflow preventers shall result in the immediate disconnection of a private water system from the Municipal water service and such system shall not be reconnected until the requirements of this By-law have been satisfied.

The approved backflow prevention device shall be installed by the property owner and the costs associated therewith shall be paid by the property owner of the lands serviced, and the ownership of the device and responsibility for future maintenance and operation shall rest with the property owner.



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SCHEDULE 9
to By-Law 96 of 2023

Pressure Regulators

Pressure regulators are required on all individual services from unregulated water mains and shall be paid for by the property owners. Unregulated water mains are typically owned by Lambton Area Water Supply System (LAWSS). The pressure for these water mains may vary from 40 psi to 100+ psi, therefore the need for a pressure regulator.