

**TOWN OF MARYSTOWN**  
**WATER AND SEWER REGULATIONS**

PUBLISHED BY AUTHORITY

The following regulations have been made by the Town Council of Marystown under the provisions of the Municipalities Act, Chapter M-24, S.N. 1999, and were approved on the 20<sup>th</sup> day of March, 2001.

**REGULATIONS**

1. Interpretations: In these regulations unless the context otherwise requires:

- (a) "Act" means the Municipalities Act, Chapter M-24, S.N. 1999.
- (b) "Town" means the Town of Marystown as defined by Order in Council.
- (c) "Council" means the Town Council of the Town of Marystown.
- (d) "System" means the public Water Supply and Sewage System of the Town Council of Marystown as the owner and operator of plant and equipment for the procurement, transmission or delivery of water to the public and for the collection, conveyance, and disposal of sewage.
- (e) "Property owner" means any person, firm or corporation who or which contracts to be supplied with water or for the disposal of sewage by the System.
- (f) "Domestic Service" means the type of service supplied to the owner, occupant or tenant of a space or area occupied for the distinct purpose of a dwelling house, rooming house, apartment, or other residence.

- (g) "Commercial Service" means any services other than domestic as herein defined.
  - (h) "Inspector means any person appointed as such by Council.
  - (i) "Service Stub" means a service pipe connected to the system and extending to the property line of the property owner.
2. These regulations shall apply only in the area or areas of Town in which water and/or sewage service is provided by the Council. Section 130 of the Municipalities Act empowers the Town to impose a water and sewage tax upon the owners of all real property located inside or outside the Municipality that is either connected to the system or is capable of being serviced by the system. This mandatory provision applies to all real property including all vacant land that is capable of being serviced.
  3. Council shall not be responsible for any loss or damage from flooding by water occasioned by rain storms, thaws, or breakage, or blockage of any water main or sewer or from any cause over which Council has no control.
  4. The owner of a building or other premises which is within two (200) feet of the System shall, within 12 months of the installation of the mains in his area, have such building or other premises connected to the system, provided that:
    - (a) No water and/or sewage service shall be provided by the System until the prospective property owner has signed a regular application form, and received a permit for the work.

- (b) No building or other premises which is more than five hundred (500) feet from the System shall be connected to the System by individual service pipes.
  - (c) Both water and sewage service is available to the property owner.
  - (d) No prospective property owner who is in arrears of Municipal Service Fees or other taxes shall have his premises connected to the System.
  - (e) Hook up is technically feasible.
5. Property owners shall be assessed an annual rate for Water and Sewage Services, the current amount of which may be ascertained by contacting the Town Hall.
  6. Bills for water and sewage rates shall be rendered annually. Property owners in arrears of water and sewage assessments may have their services discontinued, as prescribed elsewhere in these regulations, and the Municipalities Act.
  7. The contract between the Town and the property owner, as implied by their respective delivery and use of water, and the disposal of sewage, as well as the payment therefore, shall be for a period of one year, and therefore shall be self-renewing from month to month, expiring on thirty days (30) days written notice from either party.
  8. No property owner shall permit the improper use or waste of water, nor the discharge of material harmful to the system into the sewers. Water may not be sold to others and may be given away only under condition and for such purposes as may be approved by the Town in writing.
  9. (a) No person except an authorized employee of the Town, while in the performance of his/her duties, shall open, enter, injure or disturb any manhole,

chamber, control panel or any other component of the System, nor shall any unauthorized person open, close, make connection to, nor draw water from or in any way disturb or injure any valve, pipe, meter, curb stop, fire hydrant, or any other component of the System.

- (b) Any contractor or individual who in the process of erecting a building, making land alteration, installing service lines, or for any reason what-so-ever, cuts, breaks, obstructs, or otherwise interferes with any manhole, valve, control, hydrant, or any other component of the System without the permission of the Town shall be liable for the cost of repairs to the System, unless some prior written contract has been made in reference to the particular work.
  
- (c) The work of connecting a building or other premises to the system will be performed as follows:
  - 1. The connection of sewage and water supply pipes to the System shall be done by employees of the Town, or by a contractor or person engaged by the Town for that purpose.
  
  - 2. Service stubs will be installed by the above representatives of the Town from the mains to a point which is a maximum of thirty-three (33") from the centre of the street, with the exception this may be increased to a maximum of one-half the width of any street reservation exceeding sixty-six (66') feet.

The location of this point shall be specified by the owner on his application for service, so that the service stub is brought to the location most convenient for his purposes. The Town reserves the right, however, to change the recommended location if service to that point is found to be technically unfeasible.

3. The work of extending the service stub into a building or premises, installing the required septic tank, and connecting to the internal plumbing system to the specifications and inspection procedures as provided here after is the responsibility of the property owner.
  4. When the complete service is fully operable, and all provisions of these regulations have been met, the water services will be turned on by an employee of the Town.
- d. The cost of the property owners connection to the system shall be borne as follows:
1. Buildings or other premises in existence at the time of installation of the water and sewage mains to which they will be connected shall have the service stubs therefore installed at the expense of the Town.
  2. Vacant lands, less than 100' street frontage, in existence at the time of installation of the water and sewage mains, shall have a service stub installed at the expense of the Town. Vacant lands, in excess of 100' street frontage, will be subject to Subdivision Regulations as outlined in the Town's Development Regulations.
  3. Property owners requesting services to new buildings or premises constructed after the installation of the mains or for services to vacant lands, to which they will connect, shall pay the full cost of installing the service stub, plus the costs of repairs to any pavement that may have to be cut. The estimated cost of labour, materials and equipment hire for installation of the service shall be determined by the Town and work shall not commence until a deposit of \$500.00 is made to the Town. In addition, if pavement on a Town Street has to be cut, the property owner shall pay \$5.00 per square foot, plus taxes, if applicable, to effect repairs.

This will be determined by allowing for a maximum five (5') feet wide cut for installation of a normal service multiplied by the length of the cut. The estimated cost of this cut shall be determined by the Town and work shall not commence until a deposit of a further \$500.00 is made to the Town. If the actual cost is greater than the deposit, the balance is due on completion of the service stub installation and must be paid by the property owner to the Town before water service is turned on. If a refund is due to the property owner, a cheque will be issued by the Town or the amount can be applied against taxes if the owner desires.

4. In all cases, the property owner must bear the full cost of his own work in extending the service stub to his building, and connecting thereto, in addition to the costs incurred by the Town.
- e. All work done by the property owner in extending the service stub into the owners premises, and making connections there to shall be done in accordance with these regulations and the Town's standard drawings, and shall be subject to inspection by the Town as outlined following:
1. After all pipe and fittings and the septic tank have been installed, connected and bedded up to the mid-diameter as hereinafter specified, but before backfilling is commenced, an inspection of the work will be made by the Town.
  2. If backfilling is done before the inspection is made, the Town or owner will uncover the work at owner's expense for inspection before the service is activated. If the owner fails to uncover the work, the Town has the authority to do so, and any expenses incurred by the town to uncover the work, must be paid before the service is activated.

3. It shall be the duty of the property owner to notify the Inspector when the work is ready for inspection.
  4. The inspection shall be done within two (2) working days of receipt of notice requesting the inspection.
  5. Backfilling operations may not commence until the property owner has received written approval of the work from the Inspector, which approval shall be given at the time of the inspection, or within one (1) working day of inspection provided that the work is satisfactory.
  6. If the work is not found to be satisfactory, it shall be the property owner's responsibility to have the work completed to the standard acceptable to the Town, in accordance with a Deficiency List which the Inspector will give to the property owner. The work will then be re-inspected when the deficiencies have been made good.
  7. The service will not be activated until the property owner has received approval of the work, and the excavation has been backfilled.
  8. At all reasonable times during the period of the property owner's receipt of the water and/or sewage service from the Town, the Inspector may, upon request made to the owner or occupant, enter and have free access to all parts of any building or premises to which service is provided.
- f. No person, unless authorized by the Council in writing shall connect or have connected any building basement floor drain to a sewer main (or a service pipe therefrom), and every such connection made without such authorization before the enactment of these Regulations shall be deemed to be in contravention of these Regulations.

10. Material Specifications

A. Materials used in the extension of water service to a building shall comply with the following specifications:

1. Pipe shall be Type "K" copper or other approved material of an equivalent pressure rating. The pipe size for Domestic Services shall be determined from the following table:

| Main Line   | 25'  | 50'  | 100' | 200' | (distance from mains)   |
|-------------|------|------|------|------|-------------------------|
| Pressure    |      |      |      |      |                         |
| 20-24 PSI   | 3/4" | 3/4" | 1"   | 1"   | (size of pipe required) |
| 40-60 PSI   | 3/4" | 3/4" | 3/4" | 3/4" | "                       |
| over 60 PSI | 3/4" | 3/4" | 3/4" | 3/4" | "                       |

The above assumes the elevation of the building or premises is not great enough to loose the main line pressures quoted in each category.

This table is for single family units, or for residences with basement apartments , and is based on a maximum demand of eight decimal thirty-three (8.33) IMP GPM. Service pipes to multiple family units, or to commercial property owners must be sized on the basis of expected demand, pipe length, and water pressure. Approximate water pressures for any area may be ascertained by contacting the Public Works Supervisor at the Town Office.



2. Joints and fitting connections in water service pipes shall be compression type, and completely watertight.
  
3. Each property owner shall install inside the building or premises to be serviced, in an easily accessible place any and all fittings required by the Town. These fittings are to be compression type and shall be installed upstream of the point at which the service pipe connects to the buildings internal plumbing system. The following fittings shall be installed:
  - (a) A shut-off valve of a type approved by the Town shall be installed by all property owners.
  
  - (b) A pressure reducing valve of a type approved by the Town shall be installed by all property owner serviced by water mains in which the maximum pressure exceeds sixty (60) PSI.
  
  - (c) A waterline check valve shall be installed by all property owners.

The property owner shall be responsible for the proper setting and maintenance of these valves and for any damage caused by its improper setting or its failure.

- (d) A water meter with recording device of a type approved by the Town shall be installed by any commercial property owner who is specifically requested to do so by the Town. The necessity for this device will be determined by the Town after a review of the expected water demand of the establishment.

- (e) All new buildings or premises connecting to the Town's Sewer System shall install a septic tank of a type approved by the Town. A septic tank of a type approved by the Town shall also be installed by any property owner specifically requested to do so.
- (f) A backflow prevention device of a type approved by the Town shall be installed by any property owner specifically requested to do so. The necessity for this device will be determined by the Town after a review of the internal plumbing system of the establishment with particular attention paid to cross connections in the System, and the nature and volume of fluids which may backflow into the Town's System.

10. B. Materials used in the extension of sewage service stubs to a building shall comply with the following specifications:

- 1. Pipe shall be of the following type, unless special approval is given by the Town in writing for another type:
  - (a) Polyvinyl Chloride (PVC) plastic pipe with joints as specified hereafter, and laid with bell and upstream of spigot end. Pipe shall be CSA approved or type SDR 35 or better.

10.C. Joints in sewage service pipes shall be watertight and the following type:

- 1. For PVC pipe, joints shall be made using pipes with bell and spigot ends, and gaskets as recommended by the manufacturer.

10.D Service stubs will be installed by the Town using PVC SDR 35 sewer pipe or better. In no case will makeshift connections such as loose fit or concrete-poured connections or the like be permitted.

10.E

Fittings on sewer lines shall be of a type approved by the Town, and designed specifically for connection to the particular type of pipe used. All fittings shall be specified as follows:

1. Bends or elbows in the pipes will be permitted only in special cases, as outlined under Section 5 of these regulations.
2. Cleanouts are required on each separate service connection. Section 5 of these regulations sets forth the materials and configuration of each cleanout, which are to be located as follows:
  - a. In an easily accessible place inside the building, giving straight line access to the sections of sewer pipe buried outside the building.
  - b. At any and all horizontal bends in the service pipe.
  - c. Such that no section of pipe, including the service stub is more than 200 feet downstream of a cleanout.
3. A check valve/backflow prevention device approved for the use on sewage lines shall be installed in an easily accessible place approved by the Town on every sewage service pipe as per Sections 10A.3 (d.) and 10A.3 (e) of these regulations.

11.

Installation Specifications

- A. In planning for the installation of water and sewage service pipes the following requirements for location and alignment of the pipes shall be followed:

1. Services shall only be installed subject to the following conditions:

- a. No two premises supplied with water and/or sewer service shall be dependent on one service stub, provided always that a basement apartment may use the same service stub as the main residence unit only if the internal plumbing system of the building is one integrated system, and not separate systems for each dwelling unit.
- b. No more than one service stub will be provided to each property owner for one premises.
- c. No service pipes will be permitted to run along any private road giving access to more than one dwelling unit or commercial establishment, nor across the private property of anyone other than the property owner receiving the service, unless an easement is obtained, the cost of the easement being the responsibility of the property owner to whom the service is being provided.
- d. Location, alignment and configuration of service connections, shall in all cases comply with these regulations.

11. B. The vertical alignment of the service pipes must be carefully controlled to conform to the following requirements:

1. The minimum depth of earth cover over the top of all pipes must be six (6) feet, in order to provide protection against freezing. In places where ground conditions make it impossible to obtain this depth of cover, special approval must be obtained from the Town. In such

instances, the Town may require that insulation, heat tracing, or some other special protection be provided.

2. Sewage service lines must be laid at a uniform and constant slope, with no vertical bends or deflections from the service stub to the inside of the buildings foundation wall. In all cases there shall be no bends between the septic tank and the foundation wall. A downward slope, in the direction of flow of at least one-quarter (1/4) of an inch to the foot will be permitted where necessary if the slope is uniform, workmanship is satisfactory, and if there are not horizontal bends or deflections in the line.

11.C. The horizontal alignment of the service pipes must conform to the following requirements:

1. If possible, no horizontal bends or deflections shall be installed on a sewer line anywhere between the service stub and the inside foundation wall of the building. In all cases, there shall be no bends between the septic tank and the foundation wall.
3. Horizontal bends will be permitted only if all of the following conditions are met:
  - a. The property owner has received permission from the Town to have bends installed.
  - b. The building or premises to be serviced was built prior to the installation of water and sewer. Buildings constructed after that time should be designed and located such that a straight line sewer run to the mains is possible.

- c. The bend or bends are necessary in order to properly align the service pipes and the service stub.
- d. Renovations to the internal plumbing system of the premises in order to change the entry point of the service lines would be impossible or very costly.
- e. A cleanout is installed at each bend as specified hereafter.
- f. No more than two (2) ninety (90) degree long radius or three (3) forty-five degree (45) long radius bends are required.
- g. The slope of the sewage service pipe is at least one-quarter (1/4) of an inch to the foot.

11. D. The installation of cleanouts on the sewage service lines shall conform to the following requirements:

1. Cleanouts located inside a building shall be placed at the bottom of the soil stack provided that the service pipe between this location and the foundation wall contains no bends or deflections.
2. Where a bend or deflection is located in the sewage line between the foundation wall and the soil stack, the cleanout shall be located either at the bend or immediately inside the foundation wall.
3. Cleanouts located inside a building or other premises shall be kept easily accessible at all times, and shall be located so as to provide a minimum of four (4) feet working space.

4. If possible cleanouts shall be located so as to provide straight-line access to the sewer line. Otherwise the cleanout shall form a maximum angle of forty-five degrees (45) with the sewage line.
5. Cleanouts installed at bends in the pipes shall be extended to within three (3) to six (6) inches of finish grade, at an angle of forty-five (45 ) degrees to the pipe.
6. The property owner shall keep a permanent record of measurements from each buried cleanout to at least three (3) nearby permanent points for future location of the cleanout. The property owner shall be responsible for location and uncovering any cleanouts should a blockage of the sewer pipe occur.
7. All cleanouts shall be capped with an approved pipe cap.

11. E.

All septic tanks for residential properties shall have a minimum capacity of 2300L(500 gallon). It shall be installed between 1.5m and 3.0m (5-10ft) from the residence and be installed level. A 6" cleanout shall be installed in the top of the tank protruding to the surface to allow for inspection and cleaning of the tank, usually required every three to five years. The septic tank shall not be located less than 3.0 metres (10 feet) from the property boundary nor located under a driveway as vehicular traffic can collapse the tank. This requirement is for single family units, or for residences with a basement apartment.

Septic tanks for multiple family units, or to commercial property owners must be sized on the basis of expected capacity.

Inserts and plastic cement must be installed on the inlet and outlet of the septic tank before final inspection is complete.

11.F. All water and sewer pipes are to be bedded and backfilled in accordance with normally accepted engineering practices.

1. All pipes shall be carefully supported along their entire length on a bed consisting of one of the following:
  - a. Undisturbed competent earth.
  - b. Hand-tamped or mechanically compacted sand or pea gravel.
  - c. Hand-tamped or mechanically compacted excavated material, had selected and free from rocks or unsuitable material.
2. Similar material to that used in the bed shall be placed and hand-tamped under and around the pipes up to the mid-diameter, and left for inspection.
3. After approval by the inspector, the first twelve (12) inches of backfill shall be hand selected and placed over the pipes, taking care that no larger rocks lie within twelve (12) inches of the pipes.
4. The remaining backfill may then be placed either by hand or by machine.

If any disturbance or damage is caused to any road, road shoulder or drainage ditch, culvert or other public property during the course of the work, it shall be the responsibility of the property owner to repair and/or replace all disturbed property, and clean up to the satisfaction of the Town.



## 12. Maintenance of Service

- A. No property owner shall discharge, nor permit the discharge of any of the following materials in the sewage system:
1. Corrosive, explosive, toxic or inflammable material.
  2. Non-biodegradable material such as plastic, glass, metal or cloth.
  3. Cooking oil or other such greases from establishments such as Hotels, Motels, Restaurants, Take-outs, etc.. These establishments shall be required to install grease traps to prevent discharge into the system.
  4. Large or bulky material which could promote the blockage of pipes or damage to pumping or treatment equipment.
  5. Effluent and waste motor oil from garage floor drains, storm sewers, rain gutters or weeping tile.
- B. If a leak, freezing, or other trouble occurs in a service pipe, or service stub, it shall be repaired as soon as possible and the property owner shall notify the Town of every such occurrence.
1. If trouble occurs between the main and the point to which the Town installed the service pipe or the service stub, it shall be repaired by the Town at its own expense, but not including the property owners connection.
  2. If the trouble occurs elsewhere in the service pipe, it shall be repaired at the property owner's expense.

3. When the repair work is being done by the contractor or property owner, the Town must be notified so the proper inspection procedures can be carried out while the repair is being undertaken and in order to activate any valves or inspect any backfill procedures.
4. If a freezing occurs, under no circumstances are welding machines or other similar devices to be used for thawing purposes, Only CSA approved thawing machines can be used.

13. A The Town shall have the right to discontinue, refuse or suspend services from the system to property owners for any one of the following conditions;

1. Non-payment of water and/or sewer rates as per the Town's Tax Collection Policy.
2. Recurring discharge of unauthorized materials into the sewage system.
3. Recurring and unnecessary wastage or improper use of water supplied.
4. Refusal to have a service line leak repaired, if, in the opinion of the Town, repair of the leak is necessary in order to prevent waste of water or contamination of the soil.
5. In order to effect maintenance procedures, or to tie in new services.

13. B. The Town shall give the following notice to any property owner whose service is to be permanently or temporarily discontinued:

1. Immediate disconnection for wasteful use of water.

2. Fourteen (14) days notice in writing if service is to be discontinued for unauthorized discharges or improper use of water. Notice as per the Town's Tax Collection Policy will apply for non-payment of bills.
3. Twelve (12) hours notice verbally or through public notice if service is to be discontinued for maintenance of the System or to tie in new services, provided always that the Town is not required to give advance notice if service must be discontinued temporarily due to an emergency situation.

13. C. A property owner's service may be discontinued at any time upon receipt of the property owner's written request to do so.

13.D. Any service which is discontinued for any reason except, immediate repairs to the System or service pipe shall not be re-connected unless and until:

1. Any arrears of water and sewer rates are paid or suitable arrangements have been made to pay the balances.
2. All other taxes and/or outstanding bills are paid in full or suitable arrangements are made to pay the balances.
3. The property owner, whether he be the same property owner as previously serviced, or a new occupant of the premises being serviced, pays a re-connection fee of \$25.00. A fee of \$25.00 will also apply for re-connection due to services being discontinued for non-payment of taxes.


Re-connection fees on weekends and after hours) except emergencies) will be \$50.00 plus all costs associated with the call out.

14. Contravention of these Regulations

Any person who neglects or fails to comply with, or acts in contravention of these regulations shall be guilty of an offence, and shall be liable on summary conviction of a penalty as provided for in the Municipalities Act, Chapter M-24, S.N. 1999.

15. These Regulations shall come into effect on the *21<sup>st</sup>* day of *March* A. D., 2001 and may be cited as the Town of Marystown Water and Sewer Regulations. Previous water and Sewer Regulations and amendments thereto, are hereby repealed.

Mayor

  
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Town Clerk/Manager

  
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