

**TOWN OF WAINWRIGHT
REGULAR COUNCIL MEETING
December 3, 2024
AGENDA**

1. Call to Order 7:00 p.m.
2. Adoption of Agenda
3. Adoption of Meeting Minutes
 - 3.1 Adoption of the November 19, 2024 Regular Meeting Minutes
4. Delegation
5. Payment of Accounts
 - 5.1 General
6. Staff Reports
 - 6.1 Director of Protective Services - Fire Chief
 - 6.2 Director of Planning and Development
 - 6.3 Director of Parks and Recreation
 - 6.4 Director of Public Works
 - 6.5 Chief Administrative Officer
7. Council Reports
 - 7.1 Rick Fountain
 - 7.2 Vince Saretsky
 - 7.3 Bob Foley
 - 7.4 Will Challenger
 - 7.5 Ariel Haubrich
 - 7.6 Patrick Moroz
 - 7.7 Bruce Pugh
8. Informational Items
 - 8.1 Letter from Mike Ellis, Deputy Premier of Alberta; Minister of Public Safety and Emergency Services Re: RCMP Civilian Governance
 - 8.2 Letter from Devin Dreeshen, Minister of Transportation and Economic Corridors Re: Automated Traffic Enforcement (ATE)
9. Unfinished Business
 - 9.1 Bylaw 2024 – 09; Utility Bylaw
10. New Business
 - 10.1 Bylaw 2024 – 10; Playground Zones
 - 10.2 Bylaw 2024 – 11; No Parking 1st Avenue
 - 10.3 Bylaw 2024 – 12; Fees and Charges Bylaw
 - 10.4 2025 – 2029 Fire Service Agreement
 - 10.5 2025 – 2029 Joint Fire Board Agreement
 - 10.6 Alberta First Responders Radio Communications System Agency Access Agreement
 - 10.7 December 7, 2024 Santa Claus Parade Road Closure Amendment
 - 10.8 In Camera – Land Matters; Section 16, FOIP

11. Roundtable Discussion
 - 11.1 Water Treatment Tour
 - 11.2 Snow Removal

12. Adjournment



Regular Council Meeting December 3, 2024

Moved by Councillor Moroz

THAT the Agenda be approved as presented.

Signature



Regular Council Meeting December 3, 2024

Moved by Councillor Moroz

THAT the Minutes of the Regular Meeting of the Council of the Town of Wainwright held November 19, 2024 be approved as written.

Signature



MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WAINWRIGHT HELD TUESDAY, NOVEMBER 19, 2024 IN THE COUNCIL CHAMBERS OF THE TOWN OFFICE AND ELECTRONICALLY VIA ZOOM COMMENCING AT 7:02 P.M.

ATTENDANCE:

Mayor Bruce Pugh, Councillors Bob Foley, Ariel Haubrich, Rick Fountain, Will Challenger, Vince Saretsky and Patrick Moroz.

Also in attendance were Karrie Gau, Chief Administrative Officer; Scott Flett, Director of Planning and Development; Trevor Miller, Director of Public Works; Scott Walker, Director of Parks and Recreation; and Crystal Andersen, Assistant Director of Finance.

Call to Order Mayor Bruce Pugh, presiding in the Chair, called the meeting to order at 7:02 p.m.

Agenda

2024 – 329 Moved by Clr. Moroz that the Agenda be approved as presented.

CARRIED

Minutes

2024 – 330 Moved by Clr. Moroz that the Minutes of the Regular Meeting of the Council of the Town of Wainwright held November 5, 2024 be approved as written.

CARRIED

PAYMENT OF ACCOUNTS

General

2024 – 331 Moved by Clr. Moroz that the General Accounts of the Town of Wainwright in the amount of \$2,167,041.41 be approved for payment.

CARRIED

Monthly Statement

2024 – 332 Moved by Clr. Moroz that the Monthly Statement for the Town of Wainwright as presented by the Assistant Director of Finance for the month of October 2024 be approved.

CARRIED

UNFINISHED BUSINESS

Bylaw 2024 – 08; Borrowing Bylaw

2024 – 333 Moved by Clr. Moroz that Bylaw 2024 – 08 receive Second Reading (Being A Bylaw to authorize the borrowing of money for the purpose of financing operating expenditures).

CARRIED

Bylaw 2024 – 08; Borrowing Bylaw

2024 – 334 Moved by Clr. Saretsky that Bylaw 2024 – 08 receive Third and Final Reading (Being A Bylaw to authorize the borrowing of money for the purpose of financing operating expenditures) and that the Mayor and Chief Administrative Officer be authorized to sign the Bylaw and affix the Corporate Seal of the Town of Wainwright.

CARRIED

NEW BUSINESS

Bylaw 2024 – 09; Utility Bylaw

2024 – 335 Moved by Clr. Foley that Bylaw 2024 – 09 receive First Reading (Being A Bylaw to regulate and provide for the supply of natural gas, water, wastewater and storm water utility, garbage, and recycling).

CARRIED

Policy 2024 – 14; Employee Professional Development

2024 – 336 Moved by Clr. Moroz that Policy 2024 – 14; Employee Professional Development be adopted as presented and placed in the Policy Book.

CARRIED

2025 Wainwright & District Communiplex Cleaning & Maintenance Contract

2024 – 337 Moved by Clr. Haubrich that as recommended by the Wainwright Parks and Recreation Board, the Wainwright & District Communiplex Cleaning & Maintenance Contract for the period of January 1, 2025 through December 31, 2025 be approved as presented and furthermore that the Mayor and Chief Administrative Officer be authorized to sign the contract and affix the corporate seal of the Town of Wainwright.

CARRIED

2025 – 2026 Wainwright Equine Training Society Lease Agreement

2024 – 338 Moved by Clr. Haubrich that as recommended by the Wainwright Parks and Recreation Board, the Lease Agreement with the Wainwright Equine Training Society for the term of January 1, 2025 through December 31, 2026 be approved as presented and furthermore that the Mayor and Chief Administrative Officer be authorized to sign the agreement and affix the corporate seal of the Town of Wainwright.

CARRIED

24th Street Cul-de-Sac Back Lane Construction

2024 – 339 Moved by Clr. Challenger that as recommended by the Director of Planning and Development, the Town of Wainwright authorize estimated costs of \$47,050.00 plus applicable taxes for the construction of a back lane in the 24th Street cul-de-sac, including approximately \$29,500.00 to Saddle Hills Oilfield Construction and \$17,550.00 to Holt Transport Inc., with all costs drawn from the Land Reserve.

CARRIED

Rotary All-Seasons Park Utility Services Installation and Landscaping

2024 – 340 Moved by Clr. Haubrich that as recommended by the Director of Parks and Recreation, the Town of Wainwright authorize costs up to \$25,000.00 plus applicable taxes to install utility services and complete landscaping at the Rotary All-Seasons Park, as agreed in the Memorandum of Understanding with the Rotary Club of Wainwright.

CARRIED

Rescind Motion 2024 – 198; Storm Pipe Highway 14

2024 – 341 Moved by Clr. Fountain that motion 2024 – 198; Storm Pipe Highway 14 Crossing Cured In-Place Pipe Rehabilitation be rescinded.

CARRIED

Storm Pipe Highway 14 Crossing Cured In-Place Pipe Rehabilitation

2024 – 342 Moved by Clr. Foley that as recommended by the Director of Planning and Development, total project costs of \$60,831.79 plus applicable taxes be approved for the Storm Pipe Highway 14 Crossing Cured In-Place Pipe Rehabilitation project, which includes culvert flushing, engineering fees and pipe rehabilitation, and furthermore that Alberta Transportation be invoiced for project costs of \$55,000.00 and the balance of \$5,831.79 be covered by the 2024 operating budget.

CARRIED

ROUNDTABLE DISCUSSION

Council discussed the following topics at this time:

Christmas Council Photo
All-Seasons Park Playground Zone
1st Avenue No Parking Designation
Falcon Town Representative
Rotary All-Seasons Park Phase 2

Adjournment Mayor Bruce Pugh, presiding in the Chair, adjourned the meeting at 8:25 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

UNAPPROVED



Regular Council Meeting December 3, 2024

Moved by Councillor Moroz

THAT the General Accounts of the Town of Wainwright in the amount of \$1,022,542.14 be approved for payment.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Moroz

THAT the Director of Protective Services – Fire Chief Report to Town Council for the month of November 2024 be approved as presented.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Challenger

THAT the Director of Planning and Development Report to Town Council for the month of November 2024 be approved as presented.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Haubrich

THAT the Director of Parks and Recreation Report to Town Council for the month of November 2024 be approved as presented.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Foley

THAT the Director of Public Works Report to Town Council for the month of November 2024 be approved as presented.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Moroz

THAT the Chief Administrative Officer Report to Town Council for the month of November 2024 be approved as presented.

Signature



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29969

November 20, 2024

Mr. Ian Sanderson
Chair
Alberta Association of Police Governance
PO Box 36098 - Lakeview
Calgary AB T3E 7C6

Dear Mr. Sanderson:

As a respected partner in the field of police governance in Alberta, I am writing to highlight how recently proclaimed legislative changes may affect your community.

The Government of Alberta is enhancing civilian governance of the Royal Canadian Mounted Police (RCMP) by proclaiming sections of the *Police Amendment Act, 2022*, and creating the Police Governance Regulation and Police Governance (Ministerial) Regulation. These amendments will ensure communities policed by the RCMP have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

These changes will take effect on March 1, 2025, after a transition period to allow municipalities to pass and implement relevant bylaws. Every community in Alberta served by the RCMP will be required to be represented by one of the following types of governance bodies, depending on their population size and type of police service agreement.

Communities with a population of 15,000 or greater, policed under a Municipal Police Service Agreement

- These communities are required to establish a Municipal Policing Committee (MPC), through bylaws, by March 1, 2025.
- MPCs will consist of between three and seven members appointed by the municipality's council.
- The Minister may also appoint committee members based on the size of the committee.

.../2

Communities with a population of less than 15,000, policed under a Municipal Police Service Agreement

- These communities are required to establish a Regional Policing Committee, through bylaws, by March 1, 2025.
- Each RCMP district is a region (e.g., South, Central, East, and West), and each region contains five to 10 municipalities required to work with other communities in the same RCMP district to form a Regional Policing Committee (RPC).
- RPCs will consist of at least one member appointed by each municipality represented.
- Communities may opt out of a RPC in favour of establishing their own municipal committee, or a joint committee with another municipality, with ministerial approval.

Communities policed under the Provincial Police Service Agreement

- Small and rural communities policed under the Provincial Police Service Agreement, including municipalities with a population under 5,000, municipal districts and counties, and Metis Settlements, will be represented by the Provincial Police Advisory Board.
- The province will appoint up to 15 members to the Provincial Police Advisory Board, including representation from First Nations, Métis communities, Rural Municipalities of Alberta, Alberta Municipalities, and all four provincial RCMP districts.
- Costs for the Provincial Police Advisory Board will be borne by the province.
- The Provincial Police Advisory Board will be operational by March 1, 2025.

Attached for further reference is a Frequently Asked Questions document with more information about the new requirements for RCMP local governance bodies. You can also find the Police Governance (Order in Council) Regulation, the Police Governance (Ministerial) Regulation, and the proclamation of the *Police Act* sections establishing these governance bodies on the Alberta.ca website at www.alberta.ca/alberta-kings-printer.

Please note that in the next few weeks your administration will receive communication from department representatives with details about planned information sessions regarding these governance bodies. If you have any questions or require support in the set-up of these governance bodies, please contact the department at: AlbertaPoliceGovernance@gov.ab.ca.

Thank you for everything you do to help ensure Albertans can live, work, and raise families in safe and secure communities.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Attachment

Frequently Asked Questions:

RCMP civilian governance

Alberta's government is enhancing civilian governance of RCMP policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions about the establishment and operation of RCMP civilian governance bodies.

Why is the government mandating civilian governance bodies for RCMP-policed communities?

Creation of these new civilian governance bodies responds to a long-standing desire of communities to have more say in how they are policed by the RCMP.

By establishing municipal and regional governance committees and the Provincial Police Advisory Board, we are giving communities the opportunity to provide input on both local and provincial policing priorities and RCMP service delivery while increasing police accountability.

Civilian governance bodies support a paradigm shift that sees local police as an extension and a reflection of the communities they serve.

What will the function of the municipal police committees be?

Municipal policing committees will enhance civilian governance of local policing by:

- Overseeing the administration of the municipality's police service agreement;
- Representing public interests and concerns to local RCMP leadership and collaborating with local detachments to plan yearly priorities and strategies for municipal policing and community safety; and
- Regularly reporting on the implementation of programs and services that support police service priorities.

What will the function of the regional police committees be?

Regional policing committees will help ensure Alberta's small rural communities have a voice in how they are policed.

- Regional committee's roles and responsibilities will be similar to their municipal counterparts, advocating for the priorities and concerns of smaller communities while also supporting integrated community safety planning for RCMP policed municipalities in the region.
- The boundaries of the four new regional policing committee zones correspond to Alberta's four RCMP districts, to ensure local policing priorities are accurately reflected in service delivery.

How many different civilian governance bodies will be established?

Four regional policing committees will be established to align with the four RCMP districts in Alberta.

The number of municipal policing committees will depend on whether individual communities decide to either participate in one of the four regional boards, form joint municipal policing committees with neighbouring communities, or form their own municipal policing committee. It is recognized that some communities already have a committee similar in nature to what is envisioned.

How will the civilian governance body for a community be determined?

Communities with a population over 15,000 that are policed by the RCMP will be required to establish municipal policing committees.

RCMP policed communities with a population between 5,000 and 15,000 will be represented by regional policing committees but can apply to opt out and form their own municipal policing committee.

Communities with a population under 5,000 that are served by the RCMP under the Provincial Police Service Agreement will be represented by the Provincial Police Advisory Board. The board will make recommendations on province-wide policing priorities and other aspects of RCMP service delivery.

What is the timeline for these governance bodies to be established?

The amendments and new regulations will come into force on March 1, 2025.

A transitional period, between November 2024 and February 2025, will allow municipalities to pass relevant bylaws and make other preparations for implementation.

This transition period also allows municipalities that already have civilian governance bodies time to adapt those bodies to the new statutory requirements.

What is the process for communities that want to opt out of a regional committee and establish their own municipal or joint policing committee?

Communities seeking to opt out of a regional committee in favour of establishing their own municipal committee (or a joint committee with another municipality) must have a formal process in place to do so, consistent with how other municipal committees are established and aligned with the *Police Act* and Police Governance Regulation.

- Municipalities will also need ministerial approval in order to opt out of a regional committee and/or form a joint municipal committee.
- Any municipality can be part of a joint municipal policing committee, as long as it meets the definition of municipality in the *Police Act*.

To initiate the process of obtaining ministerial approval, a municipality can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca.

What are the requirements for the composition of the municipal and regional policing committees?

Municipal policing committees will consist of between three and seven members, appointed by the municipality's council, for terms of two to three years. The municipality's chief elected officer is not eligible to be elected as chair or vice-chair of a municipal policing committee.

Regional policing committees will consist of at least one member appointed by each municipality represented for terms of two to three years.

- Regional policing committees can include additional members appointed by the municipalities with the agreement of all the municipalities in the region. Both municipal and regional policing committees may also include provincial members appointed by the minister.

Will committee positions be voluntary or paid?

Municipalities can choose whether to establish remuneration for their policing committee (municipal or regional) members through their respective bylaws.

Will the municipalities have to pay for the setup and administration of the governance bodies

Municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees.

If a municipality cannot afford these costs, they have the option of utilizing a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

What is the role of the Provincial Police Advisory Board?

The Provincial Police Advisory Board will serve as an advisory body for about 275 small rural municipalities, such as municipal districts and counties, as well as eight Metis Settlements policed by the RCMP under the Provincial Police Service Agreement. The board will support the alignment of local and provincial priorities across the province.

The PPAB will be responsible for developing and maintaining communication between the Alberta RCMP, the provincial government, and the small and rural communities it represents.

The PPAB will help advance the interests of RCMP-policed communities by

- Advising and supporting collaboration between the RCMP, communities, and community agencies on integrated community safety planning;
- Representing the interests of communities served by the RCMP under a provincial police service agreement;
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives; and
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

How will the government ensure alignment between provincial and municipal policing priorities?

Both municipal and regional policing committees are required to consider provincial policing priorities when setting local ones.

The Provincial Police Advisory Board will provide advice on behalf of small and rural communities policed by the RCMP, to support overall alignment of local and provincial policing priorities.

Who will pay administration costs associated with the Provincial Police Advisory Board?

Costs for the Provincial Police Advisory Board will be the responsibility of the province.

Can the government appoint provincial members to these policing committees or to the board?

Yes. The government is responsible for ensuring adequate and effective policing across the province, and provincial appointees help the government fulfill that obligation.

The Minister of Public Safety and Emergency Services appoints all members of the Provincial Police Advisory Board and can appoint a small number of members to municipal, joint municipal, or regional policing committees based on size.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the *Police Act* and in the Police Governance Regulations, found at Alberta King's Printer.



ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

To: See Distribution List

November 29, 2024

Dear Chief Elected Official:

I am writing to share an important update regarding the Government of Alberta's review of Automated Traffic Enforcement (ATE) and the steps we are taking to enhance traffic safety in our province.

Over the past year, we conducted a thorough review of ATE to ensure it was focused on improving road safety, not generating revenue. As part of this process, we engaged with municipalities and law enforcement stakeholders to gather input on proposed policy changes. The insights shared during these consultations, including those from engagement sessions in June and August 2024, were instrumental in shaping our decisions.

The Government of Alberta has approved the following policy changes to ATE:

- ATE use will be prohibited on all provincial highways.
- ATE speed enforcement will be restricted to school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) will be limited to red-light enforcement only.

In addition, municipalities may request provincial approval for ATE locations that do not align with the three policies noted above by submitting a business case demonstrating a high frequency of collisions at the site compared to similar locations and evidence that other safety measures have proven ineffective. Approved locations will be audited every two years to ensure ongoing compliance.

The Government of Alberta has lifted the freeze on ATE.

Effective December 2, 2024, there is an immediate expectation of municipalities to remove any sites that do not comply with the policy parameters above.

A transition period between December 1, 2024, and April 1, 2025, will allow the province to work with municipalities to confirm compliance with the three policy parameters and remove inactive ATE sites. The province expects that municipalities will make their best effort to remove non-compliant sites immediately. We recognize that removing Intersection Safety Devices, specifically speed on green, may require additional time to remove or reconfigure.

Letter to Municipalities

Attached with this letter is the Interim Automated Traffic Enforcement and Technology Guideline (Guidelines) that outline the business case requirements and process for your use.

During this time, municipalities can reevaluate their equipment needs and seek approval to upgrade equipment/technology that could be used in locations that comply with the new policy parameters. No new ATE programs will be permitted until April 1, 2025, when the transition period is complete.

The Guidelines will be updated in two phases:

- Interim Guidelines – Attached here with the policy parameters direction. This includes amendments to ATE device requirements, including the new technology approval process and quarterly reporting requirements.
- 2025 ATE Guidelines – on or before April 1, 2025: The final Guidelines will be released, detailing business case criteria for sites, including increased visibility and signage requirements for all sites; updated program requirements; enhanced quarterly reporting; the comprehensive audit process; and an accountability framework. My department will also consider supporting re-engineering of proven unsafe intersections & roadways.

These changes reflect our commitment to enhancing traffic safety while ensuring ATE is used responsibly and effectively. Thank you for your ongoing cooperation as we work together to implement these updates.

Should you have any questions regarding the decision by the government related to the new policy changes and the transition period, please contact Kristin Ward Diaz, Executive Director, Modernization and Strategic Integration at Kristin.warddiaz@gov.ab.ca.

Thank you for your continued support for traffic safety in Alberta.

Sincerely,



Honourable Devin Dreeshen, ECA
Minister, Transportation and Economic Corridors

cc: Honourable Mike Ellis, Minister, Public Safety and Emergency Services, ECA
Rae-Ann Lajeunesse, Deputy Minister, Public Safety and Emergency Services
Bryce Stewart, Deputy Minister, Transportation and Economic Corridors
Chiefs of Police [Calgary, Camrose, Edmonton, Grande Prairie, Lethbridge, Medicine Hat, Taber]

Attachment

ATE Interim Guidelines

A. Introduction

The Government of Alberta, municipalities, and police services are accountable for ensuring ATE programs are used to improve transportation safety outcomes. Public transparency and accountability is paramount. ATE programs must achieve measurable traffic safety outcomes in protecting vulnerable road users in school zones, playgrounds, construction zones, and at intersections with red light infractions, as part of a broader traffic safety tool kit. The Government of Alberta, together with traffic safety partners, undertakes many different initiatives and tasks in an effort to reduce fatalities and serious injuries on Alberta's roads to improve safety. ATE is one tool to reduce the amount and severity of collisions.

Under section 3 of the *Police Act*, the Government of Alberta is responsible for ensuring adequate and effective policing throughout Alberta. The Minister of Public Safety and Emergency Services, under section 3.1 of the Act, may establish standards for police services, police commissions, and policing committees to ensure standards are met. All police services in Alberta must comply with the standards, including regional, municipal, First Nations and provincial police services (i.e., Royal Canadian Mounted Police).

Over the past year, the Government of Alberta conducted a comprehensive review of ATE to ensure its primary focus is on improving road safety rather than generating revenue. As part of this process, we engaged municipalities and law enforcement stakeholders to gather input on proposed policy changes. Insights shared during these consultations, including engagement sessions held in June and August 2024, were instrumental in shaping our decisions.

B. Policy Guidance

The Government of Alberta has approved the following policy changes to ATE:

- ATE use will be prohibited on all provincial highways.
- ATE will be restricted to school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) will be limited to red-light enforcement only.

Municipalities may request provincial approval for ATE locations outside these parameters by submitting a business case. The business case must demonstrate a high frequency of collisions at the site compared to similar locations and provide evidence that other safety measures have proven ineffective. Approved locations will be audited every two years to ensure ongoing compliance.

ATE freeze is now lifted.

C. Compliance Expectations

Effective December 1, 2024, municipalities are required to immediately begin removing any ATE sites that do not comply with the following policy parameters:

- ATE for speed enforcement is permitted only in school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) may be used solely for red-light enforcement.

D. Transition Period

To facilitate compliance, the province has outlined a transition period from December 1, 2024, to April 1, 2025. During this period:

- The province will work with municipalities to confirm adherence to the new policy parameters and remove non-compliant ATE sites.
- Municipalities are expected to make their best effort to remove non-compliant sites promptly.
- Additional time may be granted for removing or reconfiguring ISDs, particularly those used for "speed on green" enforcement.
- No new ATE programs will be permitted until the transition period concludes on April 1, 2025.
- The province will also release updated Automated Traffic Enforcement and Technology Guidelines (Guidelines) to detail the business case requirements and process.
- Municipalities may reevaluate their equipment needs and seek approval to upgrade or replace equipment for use at locations compliant with the new policy parameters.

A 2025 ATE Guidelines will be released on or before April 1, 2025, detailing:

- Business case conditions for additional sites. however business cases will not be reviewed until such time that the criteria, process and an ATE Compliance Unit are established.
- New requirements will focus on increased visibility and signage at all sites, updated program standards, enhanced quarterly reporting, a comprehensive audit process, funding application for re-engineering of proven unsafe locations and an accountability framework.
- Municipalities must achieve full compliance with these requirements by April 1, 2025

The following sections from the 2023 ATE Guidelines remain in affect: C, D, G, K, M, O, P, Q, R, S



Regular Council Meeting December 3, 2024

Moved by Councillor Foley

THAT Bylaw 2024 – 09 receive Second Reading (Being A Bylaw to regulate and provide for the supply of natural gas, water, wastewater and storm water utility, garbage, and recycling).

Signature

UTILITY BYLAW 2024 – 09

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TOWN OF WAINWRIGHT

BYLAW 2024 – 09

A Bylaw of the Town of Wainwright in the Province of Alberta to regulate and provide for the supply of natural gas, water, wastewater and storm water utility, garbage, and recycling.

WHEREAS the Town of Wainwright has constructed and now maintains utility systems to provide for natural gas, water, wastewater and storm water, garbage, and recycling; and

WHEREAS under the authority of the *Municipal Government Act* the Council of the Town of Wainwright has the authority to enact Bylaws for the purposes of operating a public utility and the authority to prohibit any person other than the municipality from providing utility services which are the same, or similar, to utility services provided by the municipality; and

WHEREAS it is deemed proper to levy rates and charges on all persons to whom such utility services are provided and to set forth the terms and conditions under which utility services will be provided;

NOW THEREFORE the Council of the Town of Wainwright duly assembled enacts as follows:

PART ONE – ESTABLISHMENT OF BYLAW

1. INTERPRETATION

1.1. TITLE

This Bylaw shall be known as the "Utility Bylaw".

1.2. DEFINITIONS

Words and phrases in this Bylaw shall have the meanings set out in Schedule "A".

2. DELEGATION OF AUTHORITY

2.1. The utility services shall be under the general supervision and control of the CAO.

2.2. The CAO may delegate any powers, duties or functions granted under this Bylaw to another employee of the Town or Contractor.

2.3. Designated Employees or Contractors shall exercise the powers and perform the duties with respect to services conferred and placed upon them by this Bylaw and any other Bylaw of the Town applicable thereto and any order or direction of the Council and CAO with respect thereto.

2.4. The Town may enter upon any property for the purpose of inspection, observation, measurement, sampling or testing so as to determine if this Bylaw is being complied with. If such an inspection discloses any failure, omission or neglect respecting any water, wastewater, natural gas services or garbage and

recycling collection upon the property or discloses any defect in the location, construction, design, or maintenance of any facility or connection the Town can request the consumer, owner, proprietor or occupier to remedy the cause for complaint.

- 2.5. The Town may enter upon any property, which is subject to an easement in favour of the Town for the purpose of, but not limited to, the inspection, observation, measurement, repair or maintenance of any portion of the works lying within such easement.

3. EXCLUSIVE SUPPLY

- 3.1. As provided under section 33 of the *Municipal Government Act*, the Town shall be the sole and exclusive provider of water, wastewater collection and disposal services, and natural gas within the corporate limits of the Town of Wainwright. No person other than the Town shall supply water, wastewater collection and disposal services, or natural gas in any part of the Town of Wainwright other than with the prior written consent of the Town, which consent may be withheld by the Town in its sole discretion.

4. SUPPLY AND OWNERSHIP OF FACILITIES AND EQUIPMENT

- 4.1. All meters and metering equipment shall be supplied, owned, and maintained by the Town unless otherwise provided in this Bylaw.
- 4.2. Notwithstanding the payment by a customer of any costs incurred by the Town, the Town shall retain full title to all lines, equipment and apparatus on its side of the point of delivery and to all meters and metering equipment provided by it.

5. ASSIGNMENT OF CONTRACT

- 5.1. The contract for water, wastewater, and natural gas service is not transferable by the customer and shall remain in full force and effect until the customer notifies the Town of their desire to terminate the contract or until the said contract shall have been terminated by the Town.
- 5.2. The Town may contract with any person or persons and provide an exclusive or nonexclusive franchise for the collection, removal and disposal of Garbage and Recycling upon such terms and conditions as are considered expedient by the Town.

6. TOWN RESPONSIBILITY AND LIABILITY

- 6.1. The Town does not guarantee the continuous uninterrupted supply of any utility and reserves the right at any time without notice to shut off such supply where required in the maintenance or operation of the utility and the Town, its officers, employees or agents shall not be liable for any damages of any kind due to, or arising out of, the failure to supply a utility.

7. DUTY OF CONTRACTED REFUSE COLLECTORS

- 7.1. A collector shall not leave refuse, which has spilled on the ground from the cart or the collection vehicle while in the process of collecting the refuse.
- 7.2. A collector employed in the collection of refuse shall not scavenge, pick, sort over, or remove any refuse from the collection vehicle or the owner's premise except as directed by the Town.
- 7.3. A collector shall not misuse or damage any cart and shall after emptying the contents thereof, replace the same where it was found in its location adjacent to the property line or roadway.

8. APPLICATION FOR UTILITY SERVICE

- 8.1. Any customer who requires utility services shall apply to the Town; complete the "Application for Utilities Form" and supply information respecting load and the manner in which the services will be utilized.
- 8.2. The utility account shall be set up:
 - I. in the name of the owner(s) or;
 - II. in the name of the general contractor in the case of a new building under construction;
 - III. existing tenants will be grandfathered prior to this Bylaw's date of passing.
- 8.3. An application shall be supported by such identification and legal authority of the applicant as the Town may require.
- 8.4. Upon making application, providing all information required by the Town, paying the deposit and any other sums herein required, there shall be a binding agreement between the customer and the Town for the utility service applied for and the provisions of the application and this Bylaw shall constitute the terms and conditions of such agreement.
- 8.5. The customer shall have the option of:
 - I. Read Monthly – where meters are read once a month and the billing amount is based on actual consumption; or
 - II. Budget Billing – a means of evenly spreading utility charges over a twelve-month period. Annual consumption is estimated and divided into twelve equal monthly payments. The account is balanced each year during the April billing, based upon actual meter readings.
 - III. If a customer's budget billing account has been in arrears for two consecutive months or more; the Town in its sole discretion can change the account to the Read Monthly billing cycle.

9. CONDITIONS OF SERVICE

- 9.1. The Town shall not be obligated to provide utility services until access has been provided to the premise to enable the Town to obtain an initial meter reading for each utility service, which is metered.
- 9.2. Where the applicant is indebted to the Town for any utility services previously provided by the Town, the applicant may not be allowed to complete their application or be entitled to receive any utility services until satisfactory arrangements have been made for payment of such outstanding account and any deposit required.

10. DEPOSITS – GENERAL AND INTEREST

- 10.1. Customers are required to provide a guarantee of payment in the form of a cash deposit in the following cases:
 - I. where payment of a utility account in the name of the applicant is in arrears; or
 - II. where service to a property owned or occupied by the applicant has been shut off for non-payment of the account; or
 - III. where a cheque received for payment of an account in the name of the applicant has been returned marked "Not Sufficient Funds" or "Payment Stopped", or with other words indicating that the cheque has not been honoured; or
 - IV. where the applicant's utility account has been written off as a bad debt and the applicant has applied for a new utility account; or
 - V. where collection proceedings, including legal action or referral to a collection agency, are commenced for recovery of the applicant's previous utility account and the applicant has applied for a new utility account; or
 - VI. where the applicant's existing or previous utility account(s) has not been maintained in good standing.
- 10.2. Before obtaining a utility account, applicants in the above categories shall pay all arrears or previous balances owing.
- 10.3. The interest rate paid for utility deposit refunds shall be the monthly average of the Bank of Canada prime rate minus four (4) percent per annum.
- 10.4. The customer's deposit will be applied to account at time of termination.

11. METERS

- 11.1. All natural gas and water supplied by the Town to a customer shall be measured by a meter unless otherwise provided for in this Bylaw.
- 11.2. No person other than an authorized Town employee shall install, remove, disconnect, reconnect, or tamper, with a meter.

12. NON-REGISTERING METER

- 12.1. If, upon the reading of a meter, it is determined that the meter has failed to record the consumption of the utility supplied, then the consumption will be estimated and the account rendered based upon such method as the Town considers to be fair and equitable.
- 12.2. Where it has been determined by the Town that the meter is not recording the consumption of a utility, the Town, with reasonable notice to the customer, must be allowed to enter the premises to replace the meter.
- 12.3. If there is a discrepancy between an inside meter reading and the remote reader for the same property, the inside meter will be deemed to be accurate, subject to the further provisions of this Bylaw.

13. TESTING OR CALIBRATION OF DISPUTED METERS

- 13.1. A customer who disputes a meter reading shall give written notice to the Town. Following receipt of written notice and the required deposit as specified in Schedule "B":
 - I. the natural gas meter situated on the customer's premises shall be tested or calibrated by an independent agency designated by the Department of Consumer and Corporate Affairs or such other Department as may from time to time be charged with such responsibility; or
 - II. the water meter situated on the customer's premises shall be tested or calibrated by a qualified person designated by the Town;
 - III. if it is found by such testing that the meter is recording within industry prescribed tolerances, the customer shall forfeit his deposit to the Town to cover the cost of removal and replacement of the meter and the cost of testing; or
 - IV. in the event that a meter is found not to be accurate within the industry prescribed tolerances, the meter will be replaced at the cost to the Town, the deposit will be refunded, and the customer billing will be adjusted by the appropriate amount for the time that the meter was registering incorrectly. Unless an examination of past meter readings or other information discloses the time at which such an

error commenced, then such error shall be deemed to have commenced three months prior to such testing of the meter or from the date upon which the meter was installed, whichever is less. The amount so determined shall be deemed accepted by the customer and the Town as settlement in full of all claims on accuracy of such meter.

14. METER READS

- 14.1. The Town shall endeavour to read all meters, at such intervals as are reasonable and practical under the circumstances. If the Town cannot gain access safely to read the meter as aforesaid, the consumption of the utility shall be estimated upon such basis as the Town considers being fair and equitable and the account rendered in accordance with such estimate. If such reading cannot be obtained, the Town may discontinue any or all utility services supplied to the premises until such time as the Town is able to obtain an actual meter reading.
- 14.2. The customer shall ensure access to the meter(s) is easy, safe, well lit, and free from hazards to the person reading the meter.

15. SERVICE CALLS

- 15.1. Notwithstanding anything herein provided, if a meter is required to be installed or connected, or should a utility service be required to be disconnected or reconnected, after regular working hours Monday through Friday, or on a Saturday or Sunday, or on a statutory or civic holiday, a fee as specified in Schedule "B" shall be paid by the customer.

16. PAYMENT OF UTILITY ACCOUNTS

- 16.1. All rates and charges payable hereunder shall be paid to the Town within the time prescribed by this Bylaw.
- 16.2. The entire utility account is due and payable when rendered and if not paid on or before the due date stated on the utility bill is deemed to be in arrears. Failure to receive a utility bill does not relieve the customer of liability to pay the same.
- 16.3. A customer who has not paid the utility account rendered on or before the date stated in the utility account, may have the supply of all or any utility services discontinued without notice, and such service will not be reinstated until arrears and charges owed to the Town are paid.
- 16.4. When the customer pays the utility account as rendered after the due date stated in the account, such customer shall pay a penalty of two (2) percent on the overdue account. Payments must be received by the Town on or before the due date in order for the customer to avoid the penalty. Payments made at a financial institution must be received by the Town on

or before the due date in order for the customer to avoid the penalty.

- 16.5. A customer is obliged to pay for utilities when the bill is rendered and it is a breach of the agreement to supply utilities for the customer to pay late. The late payment penalty is not to be construed as permission for the customer to pay late but is rather a penalty for breaching the terms of the utility service agreement.

17. NOVELTY PAYMENT METHODS

- 17.1. The Town may refuse to accept payment on a customer's account when payment by cheques is drawn on a form other than a bank cheque form. In the event that the Town accepts a payment by a cheque drawn on any other form, the customer shall be liable and pay the Town all charges and costs incurred to process the cheque. The Town will follow the Bank of Canada rules and regulations of currency acceptance limitations.

18. ENFORCEMENT

- 18.1. The Town is authorized to collect all amounts owing to the Town under this Bylaw by taking any of the measures a municipality is authorized to take under the *Municipal Government Act*.

19. TERMINATION BY CUSTOMER

- 19.1. Upon notification by the customer to terminate their contract with the Town, the Town shall when deemed necessary, obtain a final reading of any meter as soon as reasonably practical. The customer shall be liable for, and pay for all service supplied prior to such reading. The Town may base the final charge for service on an estimated meter reading, which will be prorated from the time of an actual meter reading.

20. TERMINATION BY THE TOWN

- 20.1. The Town may discontinue the supply of all utility services for any of the following reasons:
- I. non-payment of any utility accounts; or
 - II. inability of the Town to obtain access to a residential premises to read any meter for a period of six months, or to a non-residential premises to read any meter for a period of three months; or
 - III. failure or refusal of a customer to comply with any provision of this Bylaw; or
 - IV. failure or refusal of a customer to comply with any provisions of any Provincial Acts, the Building Code, or any regulations thereunder; or
 - V. at the owner's request to have services discontinued; or by signing a waiver accepting

liability for damages caused by turning off utilities; or

VI. in any other case provided for in this Bylaw; and in such event the Town, its officers, employees, or agents, shall not be liable for any damages of any kind from such discontinuance of service.

20.2. The Town is hereby authorized and directed to enter upon and in any property upon which a meter or shut-off valve is situated for the purpose of terminating the supply of a utility to that property, or for the purpose of supplying a utility to that property.

PART TWO – WATER UTILITY

21. RATES PAYABLE

21.1. The Town hereby levies and the customer shall pay for all water supplied or services rendered hereunder the amounts and charges provided for in this Bylaw and in Schedule "C" attached to and forming part of this Bylaw.

21.2. The Town shall determine which rate contained in Schedule "C" shall apply to any particular customer.

21.3. The rate payable by a customer as set out in Schedule "C" of this Bylaw for all water supplied shall be determined by reference to the reading of the meter supplied to a customer.

21.4. Where a remote reading device is installed in addition to the main water meter, the meter shall be the official reading.

22. CONNECTION TO PUBLIC WATER SUPPLY

22.1. Within sixty (60) days after a public water supply becomes available, the owner of every property situated on land abutting on any street in which there is a water main shall at the owner's expense connect such building to the water system in accordance with the requirements and standards set out in the Building Code and elsewhere in this Bylaw.

22.2. At such time as the owner connects to the water main, the owner shall also open a utility account and make payment of all fees and deposits that may be required under this Bylaw.

22.3. Notwithstanding the foregoing, the Town shall have the discretion to extend the period of time in which the connection to the public water supply must be made from sixty (60) days to a maximum of one hundred and eighty (180) days after a public water supply becomes available.

22.4. A person who has been directed to connect their property to the water system shall have the right to appeal the direction to the CAO within thirty (30) days of the date that the direction to connect has been

served, and on hearing such appeal, the CAO may suspend or rescind such direction on such terms as it deems appropriate.

23. PROHIBITION AGAINST OTHER UTILITIES

23.1. No person shall construct, operate, maintain or use a well or water source other than the Water Utility within the corporate limits of the Town of Wainwright, other than with the prior written consent of the Town, which consent may be withheld by the Town in its sole discretion.

24. ADMINISTRATION OF WATER SUPPLY

24.1. The Town may shut off water for any customer for any reason, which, in the opinion of the Town, necessitates such shutting off providing that where practicable that sufficient notice is given of the turn off.

24.2. The Town does not guarantee the pressure nor the continuous supply of water and reserves the right at any and all times without notice to change operating water pressures and to shut off water and the Town, its officers, employees, or agents, shall not be liable for any damages of any kind due to changes in water pressure, the shutting off of water, or by reason of water containing sediments, deposits or other foreign matter.

24.3. Customers depending upon a continuous and uninterrupted supply or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted, pressure and quality of water required for their use.

24.4. The Town as a condition to the supply of water may inspect the premise of a customer who applies to the Town for such a supply in order to determine if it is advisable to supply water to such customer.

24.5. The Town may, with the permission of the customer, inspect the premises of the customer in order to do any tests on the piping or fixtures belonging to the customer so as to determine if this Bylaw is being complied with, and in the event that such customer fails or refuses to give such permission, the supply of water to that customer may be shut off.

25. RESTRICTION OF WATER SUPPLY

25.1. No customer shall operate, use, interfere with, obstruct or impede access to water facilities owned by the Town, or any portion thereof in a manner not expressly permitted by this Bylaw, in default which, the Town may cause the water being supplied to such customer to be shut off until such customer complies with all of the provisions of this Bylaw.

- 25.2. No customer shall extract or remove any water from a fire hydrant within the Town without first obtaining a letter in writing signed by the Town authorizing such removal.
- 25.3. No person shall allow anything to be constructed, placed, erected or planted adjacent to a fire hydrant, which may in any way interfere with the access to, use, maintenance or visibility of the hydrant.

26. INVESTIGATION INTO WATER SUPPLY SERVICE FAILURE

- 26.1. Any customer complaining of a failure or interruption of water supply, the investigation of which complaint necessitates the opening up and excavation of a street shall, prior to such opening up and excavating, deposit with the Town the costs thereof as estimated by the Town, or sign an agreement, agreeing to pay such costs, as directed by the Town.
- 26.2. In the event that the failure or interruption of water supply was caused by the Town service, the customer shall not be liable for such costs and any deposit paid shall be refunded.
- 26.3. In the event that the failure or interruption was caused by the private service, the actual cost of the work shall be paid by the customer and the deposit shall be applied thereto with any excess refunded to the customer and any deficiency collected in the same manner as water rates.

27. NOISE AND PRESSURE SURGES

- 27.1. No customer shall cause, permit, or allow any apparatus, fitting or fixture to be or remain connected to the customer's water supply or to be operated in a manner which may cause noise, pressure surges, or other disturbances which may in the opinion of the Town result in annoyance or damage to other customers or to the water utility.

28. CONTAMINATION

- 28.1. No person shall cause, permit, allow to be, or remain connected to the customer's water supply system any piping, fixture, fitting, container or other appliance which may cause water from a source other than the water utility or any other harmful or deleterious liquid or substance to enter the water utility. The Town may cause the water supply to any customer contravening the provisions of this section to be shut off provided that the Town shall, if they consider practicable to do so, give notice to the customer prior to shutting off the water supply. The water supply shall not be restored until the customer has paid to the Town all costs associated with shutting off of the water supply, the cleanup of contamination and the remedying of the customer's default under this section.

29. WATER METERS

29.1. The size of the meters shall be determined as follows:

- I. if the internal diameter of the private service is three-quarters of an inch (3/4" or 20 millimetres) or less, a five-eighths inch (5/8" or 16 millimetres) meter shall be used; or
- II. if the internal diameter of the private service exceeds three-quarters of an inch (3/4" or 20 millimetres), the size of the meter shall be one size smaller than the size of the private service; or
- III. if the private service is a combined service, the internal diameter of the private service branch, to be used for purposes other than fire protection, shall determine the meter size as set out in subsections (I) and (II) of this section;
- IV. water meters supplied by the Town shall be two inches (2" or 50 millimetres) in size or smaller and shall be installed by the Town with no direct charge to the customer. Meters larger than two inches (2" or 50 millimetres) shall be supplied and installed by the Town at the expense of the customer and shall thereafter be maintained by the Town at their expense.

29.2. A customer may, at their expense for their own benefit, install a water meter between the meter supplied by the Town and the point of use of the water supply, provided that the Town shall not read and maintain the meter.

29.3. A customer shall make provision for the installation of a water meter to the satisfaction of the Town and when required shall install a properly valved bypass;

The customer shall ensure that the meter as installed:

- I. shall be in a horizontal position;
- II. is no more than twenty-four inches (600mm) from the point that the water service enters through the floor slab or wall;
- III. is located so that the distance from the floor to the bottom of the meter is not less than twelve inches (300mm) or not more than three feet (900mm);
- IV. is located so that the distance from the centre line of the piping adjacent to the meter setting to any entrance wall or outside wall is not less than twelve inches (300mm);
- V. is located so that the minimum clearance of three feet (900mm), horizontally and vertically, can be maintained from any other fixture or moveable object and in a location that provides

for convenient and unobstructed access at all times;

VI. upon the installation of the water meter, the Town will install the gas meter and turn on the service.

29.4. Unless the Town otherwise approves, the Town shall not be obligated to supply more than one meter for any one building. In the event additional water meters are approved a separate curb stop will be required for each additional water meter.

I. duplex services shall use a "Y" compression fitting to split the service line to facilitate even flow to both units (with 2 separate curb stops)

29.5. Notwithstanding Section 29.4, the Town shall supply a separate water meter for each of the two semi-detached dwelling units contained within a duplex residential building. A separate curb stop will be required for each water meter.

29.6. Any customer whose water meter is not positioned to the satisfaction of the Town shall make provision for the meter to be moved and the customer shall pay all costs.

29.7. Each customer shall provide adequate protection for the water meter supplied by the Town against freezing, heat or any other internal or external damage, failing which the customer shall pay to the Town all costs associated with the repair of such meter which amount shall be recoverable in the same manner as all other costs and charges provided for under this Bylaw.

29.8. When in the opinion of the Town, a building or other premises intended to be supplied with water is too far away from the Town service to conveniently install a meter in such building or premises, or if a number of buildings are to be supplied, or for any other reason in the opinion of the Town, then the customer shall, at the customer's sole expense, construct and maintain a container for a meter and such container shall in all respects including location, construction size, access and otherwise howsoever be to the satisfaction of the Town.

30. RESPONSIBILITY OF WATER CONSUMED

30.1. The consumer shall be responsible for all water consumed on a premises, whether the water consumption was registered by the water meter or consumed by accidental or illegal means.

31. BYPASSES AND VALVING

31.1. Any customer having a water meter two inches (2" or 50 millimetres) in size or larger shall at the customer's own expense construct and maintain a properly valved bypass satisfactory to the Town, which shall

be sealed by the Town and shall be opened by the customer only in case of emergency. The customer shall notify the Town within twenty-four (24) hours after the seal on the bypass has been broke, failing which the Town may cause the water supply to such customer to be shut off until satisfactory arrangements have been made for the calculation of and payment for water supplied and not recorded on the meter.

31.2. Any customer having a meter smaller than two inches (2" or 50 millimetres) in size shall, at the customer's sole expense, supply and maintain valves on both sides of and within twelve inches (12" or 300 millimetres) of the meter.

32. SERVICES AND SERVICING

32.1. All persons doing any work or service upon a private service or the plumbing system attached thereto shall comply with the provisions of the applicable Building Code, regulations and the Bylaws of the Town.

32.2. Unless the Town otherwise approves;

I. there shall not be more than one private service to any building; and

II. a private service shall be buried to a depth of at least nine feet (9' or 2.7 metres).

32.3. The Town shall not thaw a private service or plumbing system unless the customer first signs an acknowledgement recognizing that thawing may be inherently dangerous to property including the private service or plumbing system and may cause damage to electrical systems or the outbreak of fire and waiving any claim against the Town for any such damage caused by negligence of the Town. The customer may be required to pay the amount as specified in Schedule "C".

32.4. The cost payable by a customer for installing a service between November 1st and May 1st of the following year shall include the extra cost of thawing as determined by the Town unless frost conditions designate otherwise.

32.5. The size of a service required for residential purposes shall be determined in accordance with the Building Code, provided that the Town shall not install a service having a size smaller than three-quarters of an inch (3/4" or 20 millimetres).

33. REQUESTED WATER SHUT OFF

33.1. If a customer requires the supply of water to be shut off for their own purposes, the customer may be required to pay the amount as specified in Schedule "C".

34. CROSS CONNECTIONS AND BACKFLOW PREVENTION

- 34.1. No customer or other person shall connect, cause to be connected, or allow to remain connected to the water supply system any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow contaminated or polluted water, wastewater, or any other liquid, chemical or substance to enter the water supply system.
- 34.2. If a condition is found to exist which is contrary to Section 34.1 the Town may issue such order or orders to the customer as may be required to obtain compliance.
- 34.3. Notwithstanding anything herein contained, where in the opinion of the Town, the configuration of any water connection which creates a high risk of contamination to the water system, the customer, upon being given notice by the Town, shall install on their water service an approved cross connection control device, in addition to any cross connection control devices already installed in the customer's water system at the source of potential contamination.
- 34.4. All cross connection control devices shall be inspected and tested at the expense of the customer, upon installation, and thereafter annually or more often if required by the Town, by personnel qualified to carry out such tests to demonstrate that the device is in good working condition.

The customer shall submit a report on a form approved by the Town on any and all tests performed on a cross connection control device within thirty (30) days of a test and a record card issued by the Town shall be displayed on or near the device. The tester shall record thereon the name and address of the owner of the device; the location, type, manufacture, serial number and size of the device; and the test date, the tester's initials, the tester's name (if self employed) or the name of the tester's employer and the tester's license number.

- 34.5. When the results of a test referred to in section 34.4 of this Bylaw show that a cross connection device is not in good working condition, the customer when so directed by the Town, make repairs or replace the device within ninety-six (96) hours. If a customer fails to comply with the direction given, the Town may shut off the water service(s).
- 34.6. If a customer fails to have a cross connection control device tested, the Town may notify the customer that the device must be tested within ninety-six (96) hours of the customer receiving the notice.

If a customer fails to have the device tested within the time specified, the Town may cause the water service(s) to be shut off until the cross connection control device has been tested and approved as per Section 34.4.

34.7. No person other than those who have achieved journeyman or "Certificate of Competency" in cross connection control program of Alberta may conduct the tests of cross connection control devices, except with special permission from the authority having jurisdiction over the trade.

34.8. If a customer to whom the Town has issued an order fails to comply with that order, the Town may direct that the water service(s) be shut off without prior notice.

35. SERVICE BOXES

35.1. Service boxes to buildings under construction shall be protected from damage by the owner from the time the building permit is issued to the time of occupancy.

35.2. At all times during construction, the owner shall keep the service box exposed at final grade level and clearly marked with a blue wooden stake.

35.3. If the service box is damaged prior to the owner occupying the site the Town shall be notified by the owner prior to application for a building permit being made.

35.4. If the installation of water or sewer service or the repair of a water or sewer service necessitates excavation at the service box, the Town may require replacement of the service box by the person doing the installation or repairs. The Town will provide a replacement service box at no charge if the damage to the service box is not the fault of the owner of the property or the person performing the work.

PART THREE – WASTEWATER AND STORM WATER UTILITY

36. RATES PAYABLE

36.1. The Town hereby levies a sewage charge on all persons occupying property connected with the Town sewage works, the amounts and charges provided for in this Bylaw and in Schedule "D" attached to and forming part of this Bylaw.

36.2. The Town hereby levies a storm water charge on all persons occupying property connected to a Town utility service located within the Town boundary.

36.3. The Town shall determine which rate contained in Schedule "D" shall apply to any particular customer.

37. USE OF SANITARY SEWERS REQUIRED

37.1. No person shall place, deposit, or permit to be deposited in any manner upon public or private property within the Town or in any area under the jurisdiction of the Town, any human or animal excrement, or other waste, or dangerous goods.

37.2. No person shall discharge from any natural outlet within the Town or to any area under the jurisdiction of the Town, any wastewater, industrial waste, dangerous goods, or polluted waters, except where suitable pre-treatment is within the provisions of this Bylaw.

38. CONNECTION TO PUBLIC SEWER SYSTEM

38.1. Within sixty (60) days after sewer service becomes available, the owner of every property situated on land abutting on any street in which there is a sewer main shall at their own expense install toilet facilities and connect the property to the sewer system in accordance with the requirements and standards set out in the Building Code and elsewhere in this Bylaw.

38.2. At such time as the owner connects to the sewer main, the owner shall open a utility account and make payment of all fees and deposits that may be required under this Bylaw.

38.3. Notwithstanding the foregoing, the Town shall have the discretion to extend the period of time in which the connection from the public sewer system must be made from sixty (60) days to a maximum of one hundred and eighty (180) days after a public sewer system becomes available.

38.4. A person that has been directed to connect their property to the sewer system shall have the right to appeal the direction to the CAO within thirty (30) days of the date that the direction to connect has been served and on hearing such appeal, the CAO may suspend or rescind such direction on such terms as it deems appropriate.

39. PROHIBITION AGAINST OTHER UTILITIES

39.1. No person other than the Town shall provide wastewater collection and disposal services within the corporate limits of the Town of Wainwright other than with the prior written consent of the Town, which consent may be withheld by the Town in its sole discretion. For further clarity, the prohibition against the supply of wastewater collection and disposal services shall include the transportation of wastewater by vehicle for disposal whether or not provided by a third party for commercial benefit or gain.

40. CLEANOUTS

40.1. A building sewer that is connected to a sanitary sewer shall be equipped with a main cleanout with a minimum diameter of four inches (4" or 100mm) located not more than one hundred feet (100' or 30m) from the sanitary sewer main. The main cleanout shall be located as close as practical to the point where the sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (7' or 2m) for effective rodding and

cleaning. The building sewer from cleanout to the property line is to be as straight as possible. A maximum of one forty-five degree (45°) bend is permitted for the cleanout and a maximum of one forty-five degree (45°) bend may be used between the cleanout and the property line. Total bends shall not exceed ninety degrees (90 °).

41. BACKFLOW VALVES

41.1. Where premises are subject to backflow, all plumbing fixtures and floor drains set below the level of the ground surface of the adjoining street or property shall be protected from backflow by an approved valve.

42. TREES AND ROOTS

42.1. No deep rooting trees (without limiting the generality of the foregoing, including willow, poplar and elm) shall be planted over sewer lines on private property. If it is determined that roots are entering the sewage works from trees upon private property, the Town at the owner's expense may remove the trees.

43. PRIVATE WASTEWATER DISPOSAL

43.1. Where a sanitary sewer is not available for connection as required under the provisions of Section 38.1, the property sewer shall be connected to a private wastewater disposal system complying with the provisions of the Bylaw, the Building Code and such additional requirements as may be imposed by the Town.

43.2. The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times at no expense to the Town.

43.3. After the owner has connected to the sewer system as required by Section 38.1, the owner shall within sixty (60) days of the date of connection to the sewer system, empty any septic tanks, cesspools, and similar private wastewater disposal facilities and shall remove them or fill them with dirt or other suitable material.

44. BUILDING SEWERS AND CONNECTIONS

44.1. Any person desiring to connect their premises with a sanitary sewer shall sign and file with the Town a written application for permission to make such connection. The permit application shall be supplemented by any plans, specifications, or other information deemed necessary in the opinion of the Town.

44.2. No person shall uncover, make any connections with or opening into, use, alter or disturb any sanitary sewer or appurtenances thereof, unless authorized by the Town.

- 44.3. All property sewers when approved shall be constructed by municipal forces or municipal contractors from the sanitary sewer to the property line.
- 44.4. All sewers on private property shall be constructed by the owner's forces and expense to the requirements of this Bylaw and the Building Code.
- 44.5. The Town shall maintain the property's sewer line from the sanitary sewer to the property line at the expense of the Town. From the property line to the building connection, the sewer line shall be maintained by the property owner at their own expense.
- 44.6. When a sewer connection is abandoned, the owner of the property shall effectively block off the connection at a suitable location within their property so as to prevent wastewater backing up into the soil, or soil from being washed into the sewer.
- 44.7. No weeping tile or other ground water drainage system shall be connected to any building sewer or sanitary sewer.

45. USE OF PUBLIC SEWERS

- 45.1. No person shall discharge, or cause to be discharged, storm water, surface water, groundwater, roof run-off, subsurface drainage or cooling water from any industrial process to any sanitary sewer; provided that the Town may, on application, authorize such discharge where in the Town's opinion exceptional conditions prevent compliance with the foregoing provisions.
- 45.2. No person shall deposit or permit the deposit of a deleterious substance, as defined by the Town, of any type in the storm sewers of the Town.
- 45.3. No person shall discharge, cause or permit to be discharged into any sanitary sewer:
- I. dangerous goods;
 - II. ashes, cinders, sand, potters clay, cement, mud, straw, shavings, metal, glass, rags, feathers, tar, plastic, paint, wood, or other solid or viscous substance capable of causing obstruction, or other interference with, the operation of the sewage works;
 - III. paunch manure or intestinal contents from horses, cattle, sheep, poultry or swine; animal hooves, toenails, or bone scraps; animal intestines or stomach casings; bones; hog bristles; hides or parts thereof; animal fat or flesh, in particular larger than can pass through a six (6) millimetre screen; horse, cattle, sheep or swine manure; poultry entails, heads, feet,

feathers or eggshells; fleshings and hair resulting from tanning operations; blood.

IV. water or wastes having pH lower than 5.5 or higher than 10.0, or having any corrosive property capable of causing damage or hazard to structures, equipment, biological wastewater treatment processes and personnel of, the sewage works;

V. wastewater containing substances in concentrations exceeding the following:

Antimony	1.0 mg/l
Arsenic	1.0 mg/l
Barium	3.0 mg/l
Boron	1.0 mg/l
Cadmium	.05 mg/l
Chromium	1.0 mg/l
Chlorinated Hydrocarbons	.02 mg/l
Copper	0.5 mg/l
Cyanide	1.0 mg/l
Lead	1.0 mg/l
Manganese	1.0 mg/l
Mercury	0.1 mg/l
Nickel	0.5 mg/l
Total Pesticides	0.1 mg/l
Phenolic Compounds	0.1 mg/l
Selenium	1.0 mg/l
Silver	1.0 mg/l
Sulphide	1.0 mg/l
Zinc	1.0 mg/l

VI. Wastewater which contains more than:

Suspended Solids	1000 mg/l
B.O.D.	1000 mg/l
C.O.D.	2000 mg/l
Oil and Grease	500 mg/l
Hydrocarbons	100 mg/l
Phosphates	100 mg/l

VII. lime slurry and residues;

VIII. any substance which, in the opinion of the Town,

- a. is or may become harmful to any recipient water course or sewage system or part thereof;
- b. may interfere with the proper operation of the sewage system;
- c. may impair or interfere with any wastewater treatment process, or
- d. may become hazardous to persons, property or animals.

45.4. The Town may cause samples of wastewater to be taken to determine the content thereof, and, notwithstanding the provisions of Section 45.3(VI),

where any person has discharged, caused or permitted to be discharged into any sanitary sewer:

- I. Suspended solids which exceed 200 mg/L; or
- II. B.O.D. which exceed 200 mg/L; or
- III. Oil and grease which exceeds 100 mg/L;

Then such persons shall pay rates for treatment for such substances as set forth in Schedule "D" of this Bylaw. Where the discharge of substances does not exceed the amount specified in this subsection, then such person shall pay the volume rate for discharge of wastewater.

- 45.5. Grease, oil and sand interceptors or filters shall be provided on private property for all restaurants, garages, petroleum service stations, vehicle and equipment washing establishments.
- 45.6. Interceptors will be required for other types of businesses when, in the opinion of the Town, they are necessary for the proper handling of wastewater containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients.
- 45.7. All interceptors shall be of type and capacity approved by the Town and shall be so located as to be readily and easily accessible for cleaning and inspection and shall be maintained by the owner at their expense in continuously efficient operation at all times.
- 45.8. Should any blockage, either wholly or in part, of the sewage works be caused by reason of failure, omission, or neglect of a customer, or owner of property, to comply strictly with the provisions of this Bylaw, the customer or owner shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall on demand pay the Town for all costs of clearing such blockage as determined pursuant to Schedule "D" and for any other amount for which the Town may be held legally liable because of such blockage.
- 45.9. Any person who contravenes any of the provisions of Section 45.3 shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall pay on demand to the Town all costs of cleaning up and removing any of the materials listed in Section 45.3 and removing and cleaning up a contamination resulting from the discharging of any such materials into a sanitary sewer, and for any other amount for which the Town may be held legally liable because of such contamination.
- 45.10. No person shall discharge or cause to be discharged into any sewer or sanitary sewer, wastewater, or industrial waste in a greater volume than 100,000 cubic feet (9,300 cubic metres) per month without first

obtaining written consent from the Town, but no such consent shall be given by the Town until:

- I. an application in writing for permission to discharge industrial waste or wastewater into a sewer within the Town system is delivered to the Town, and
- II. the Town has been provided with the chemical and physical analysis, quantity and rate of discharge of wastewater or industrial waste to be so discharged, and any other detailed information that the Town may require, including all pertinent information relating to any pre-treatment before discharge.

45.11. The Town may require the person making application to discharge wastewater to provide, at their own expense, such preliminary treatment as may be necessary to change the characteristics of the industrial waste or wastewater to the standards required under the provisions of this Bylaw.

Where preliminary treatment facilities are provided for any industrial waste or wastewater, they shall be maintained continuously in satisfactory and effective operation at the owner's expense.

The Town may require the installation of a manhole in a wastewater service connection.

Notwithstanding the above, when required by the Town, the installation of a manhole in a wastewater service connection to an industrial, commercial, or other development will be required:

- I. to facilitate the clearing of blockages where, in the opinion of the Town, the risk of sewer blockage is high;
- II. for observation, sampling and measurement of the waste of premises served by a wastewater service connection carrying industrial waste.

45.12. Without limiting the generality of the foregoing, manholes may be required for, but not limited to:

- I. Industrial – Oil related industries, dairies, breweries, packing plants, processing plants, feed mills, manufacturing plants, fabricating plants, and painting shops.
- II. Commercial – Shopping centres, heavy machine repair, welding shops, automobile repair, service stations, car washes, restaurants, paint stores, hotels, motels, dry cleaners, and laundries.
- III. Other – Residential dwellings over six (6) units, apartments over six (6) units, institutions, hospitals, dental labs, funeral homes, churches, schools.

45.13. Such manholes may be constructed by the Town, at the cost of the applicant for wastewater services, at the service connection to the sanitary main or such manhole may be constructed at the applicant's expense, on property/easement line in accordance with plans approved by the Town and shall be maintained by the applicant so as to be safe and accessible at all times.

45.14. All measurements, tests and analysis of the characteristics of industrial waste, wastewater or water to which reference is made in this Bylaw shall be determined in accordance with the "Standard Methods for the Examination of Water and Waste Water" as published by the American Public Health Association, and shall be determined from suitable samples taken at the control manhole provided in Section 45.12. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in a sanitary sewer to the point at which the sewer connection enters the sanitary sewer.

PART FOUR – NATURAL GAS UTILITY

46. RATES PAYABLE

46.1. The Town hereby levies and the customer shall pay for all natural gas supplied or services rendered hereunder the amounts and charges provided for in this Bylaw and in Schedule "E" attached to and forming part of this Bylaw.

46.2. The Town shall determine which rate contained in Schedule "E" shall apply to a particular customer.

46.3. The rate payable by a customer as set out in Schedule "E" of this Bylaw for all natural gas supplied shall be determined by reference to the reading of the meter supplied to a customer.

46.4. The rates payable for the installation of a natural gas service line, metering and regulating equipment shall be as specified in Schedule "E".

47. CONNECTION TO NATURAL GAS SUPPLY

47.1. Natural gas is the only combustible fuel that may be used for space heating purposes and other processes. Within sixty (60) days after natural gas supply becomes available, the owner of every property situated on land abutting on any street in which there is a natural gas main may at the owner's expense connect such property to the natural gas system in accordance with the requirements and standards set out in this Bylaw.

47.2. At such time as the owner connects to the natural gas main, the owner shall also open a utility account and make payment of all fees and deposits that may be required under this Bylaw.

48. PROHIBITION AGAINST OTHER UTILITIES

48.1. No person other than the Town shall supply natural gas within the corporate limits of the Town of Wainwright other than with the prior written consent of the Town, which consent may be withheld by the Town in its sole discretion.

49. ADMINISTRATION OF NATURAL GAS SUPPLY

49.1. The Town may shut off natural gas for any customer for any reason, which, in the opinion of the Town, necessitates such shutting off.

49.2. The Town reserves the right to disconnect the supply of natural gas to any customer violating the provisions of this Bylaw and shall not be liable for damages either direct or consequential resulting from such interruption or failure.

49.3. The Town as a condition to the supply of natural gas may inspect the premises of the customer who applies to the Town for such a supply to determine if it is advisable to supply natural gas to the customer.

49.4. The Town, may with permission of the customer, inspect the premises of the customer in order to do any tests on piping or fixtures belonging to the customer so as to determine if this Bylaw is being complied with and in the event that such customer fails or refuses to give such permission, the supply of natural gas to that customer may be shut off.

49.5. No customer shall interfere with, obstruct or impede access to natural gas distribution facilities owned by the Town or any portion thereof in a manner not expressly permitted by this Bylaw, in default which, the Town may cause the natural gas supplied to such customer to be shut off until such customer complies with all the provisions of this Bylaw.

50. NATURAL GAS METERS

50.1. For measuring the natural gas consumed by the customer the Town shall install on the customer's premise such meters and regulator(s) as the Town deems necessary, which shall remain the property of the Town.

50.2. A customer may, for their own benefit and expense, install a natural gas meter between the meter supplied by the Town and the point of use of the natural gas supply provided that the Town shall not read and maintain the meter.

50.3. A customer shall make provision for the installation of a natural gas meter to the satisfaction of the Town. Unless the Town otherwise approves, the Town shall not be obligated to supply more than one meter for any one building.

50.4. Any customer whose natural gas meter is not positioned to the satisfaction of the Town so as to

provide free and easy access for reading, repair or maintenance shall make provision for the meter to be moved and the customer shall pay the cost.

50.5. The owner of the premise, if required, will be responsible for the cost of providing the necessary protection to the gas meter installation.

50.6. No person other than an employee of the Town's natural gas utility shall move or otherwise disturb any gas meter, metering equipment, tag, notice, seal nor alter, adjust or disturb the pressure setting of any gas regulating or pressure relief equipment.

50.7. The Town will not install the gas meter and turn on the service until the water meter has been installed to the satisfaction of the Town as per Section 29.3.

51. REQUESTED NATURAL GAS SHUT OFF

51.1. If a customer requires the supply of natural gas to be shut off for their own purposes, the customer may be required to pay the amount as specified in the Schedule "E".

52. SERVICES AND SERVICING

52.1. All persons desiring to install pipes or connect any apparatus for the use of natural gas supplied by the Town shall before commencing or doing any natural gas construction work of any kind, obtain a permit from an accredited agency in accordance with the Safety Codes Act and applicable regulations. New construction is required to complete a "Utility Service Installation Application" form, and follow the requirements listed on the form.

52.2. No new service or service alteration shall be connected by the Town until an approved permit, issued by an accredited agency in accordance with the Safety Codes Act and applicable regulations, has been presented to the Town.

52.3. The Town shall disconnect any service if required in writing by a Safety Codes Officer and in such case; the Town shall not be liable for any damages resulting from such interruption or failure.

52.4. The service connection, meters and regulating equipment supplied by the Town for each customer have a definite capacity. The customer shall obtain approval from the Town for any proposed changes to the connected load.

52.5. An applicant who requires service at a location which is in an area, which at the time of application, is not adequately served by the distribution system shall be required to pay the Town;

- I. an additional connection fee as established by the Town; or

II. the actual cost of the extension required to provide such service as calculated by the Town.

52.6. The Town shall not be liable for damages either direct or consequential resulting from the use or misuse of natural gas by the customer or from natural gas faults on the customer's piping system, appliances or any other apparatus connected to the natural gas service.

52.7. The Town shall use reasonable diligence to provide a regular and uninterrupted supply of service. Should the supply be interrupted or fail by any causes whatsoever, the Town shall not be liable for damages either direct or consequential resulting from such interruption or failure.

53. TREES AND ROOTS

53.1. No trees shall be planted over natural gas lines on private property. If removal is required in order to repair or maintain the line, the Town at the owner's expense may remove the tree.

PART FIVE – GARBAGE PICKUP

54. RATES PAYABLE

54.1. Each Single Residential Dwelling and Duplex Residential Dwelling in the Town of Wainwright shall be charged a monthly fee as per Schedule "F".

55. WASTE COLLECTION

55.1. The Town may contract with any person or persons and provide an exclusive or nonexclusive franchise for the collection, removal and disposal of refuse upon such terms and conditions as are considered expedient by the Town.

55.2. All persons in charge of a Single Residential Dwelling or Duplex Residential Dwelling will be supplied with one (1) cart per dwelling unit from GFL Environmental Inc. to contain all waste from the building or premise in respect of which the cart is used. Carts are assigned to each property based on a numbering system and are the property of GFL Environmental Inc.

55.3. All persons in charge of an Institutional, Commercial, Multi-Residential Complex, Multi-Residential Dwelling, Light Industrial and Heavy Industrial building shall organize their own waste collection with a service provider of their choosing.

55.4. All waste carts are fitted with lids which must remain closed. The lids prevent waste from spilling or blowing from the cart and prevent water or animals from entering. In order for collection to occur, the cart must not be overflowing and the lid must remain closed.

55.5. No person shall place waste in a cart of any other

person without express written consent.

- 55.6. No person shall place any waste in a cart not designated for that particular waste or in a manner so as to constitute a nuisance.
- 55.7. No person shall deposit any dangerous goods, dead animal, excreta, or waste upon any street, lane, laneway, or body of water or onto any land.
- 55.8. No person shall collect or dispose of any waste as defined herein except under the provision of this Bylaw.
- 55.9. Residents with health or mobility issues can apply for a Walk-up Collection Service to the Town. Residents are responsible for making the request to the Town and updating the Town of any changes.
- 55.10. All carts are supplied and owned by GFL Environmental Inc. Property owners must maintain carts in good, working condition and report any issues to the Town office. Carts are not to be altered or modified.
- 55.11. When a property is sold, the cart must stay with the property due to the assigned numbering system.
- 55.12. Should a cart become lost, stolen or damaged, the property owner may make a request to the Town to repair or replace the cart, subject to the following:
- I. If the damage to the cart or loss is deemed to be as a result of non-compliance with any part of this Bylaw, the property owner is responsible for the full cost of repair or replacement, along with any other applicable fees or charges.
 - II. If a cart is damaged, lost or stolen as a result of the property owner's neglect and/or willful damage, the property owner is responsible for the full cost of repair or replacement, along with any other applicable fees or charges.
 - III. Cart repairs will be completed by the collector on a weekly basis.
 - IV. Replacement cart fees are identified in Schedule "F" and will be applied to a resident's monthly utility bill.
 - V. The Town will have final discretion on any matters under this section and outcomes will be determined on a case by case basis.
- 55.14. No person or authorized collection employee shall scavenge or open any cart that has been placed for collection at any time.

56. TIME OF WASTE COLLECTION

- 56.1. The scheduled collection of all residential refuse shall be in accordance to the signed contracts between

collector and the Town.

57. PREPARATION OF WASTE FOR COLLECTION

57.1. All persons in charge of a residence shall place carts curbside for collection in accordance to the following:

- I. carts shall be placed at front curbside by 7:00 am on the scheduled collection day;
- II. carts shall be placed at front curbside no sooner than 24 hours before the scheduled collection day; and
- III. carts must be removed from the curbside within 24 hours of the scheduled collection day.

57.2. The person in charge of any building or premises shall keep the street in the front of their premises to the centre line thereof in a clean and tidy condition and free of waste.

57.3. The Town shall not collect waste from:

- I. Any cart which cannot be emptied by the collector in a normal free flowing manner;
- II. Any cart which has been deemed unacceptable by the Town;
- III. Any cart which has not been placed for collection as per subsection 57.1;
- IV. Any cart which is overflowing and the lid is not closed.

57.4. A person shall not put out or permit to be put out waste for collection unless:

- I. Refuse has been thoroughly drained, placed in a plastic bag and securely tied before being placed in the cart;
- II. Ashes are cooled and placed in a sealed disposable container;
- III. Animal feces and any other manure type wastes are packaged separately from other waste in a securely tied double plastic bag before being placed for collection.

57.5. A person shall not place, permit to be placed or mix with any material for collection or disposal the following:

- I. Any Hazardous Wastes, Dangerous Goods or Biological Wastes;
- II. Hypodermic needles unless properly contained in an approved Sharps Container;
- III. Sharp objects or broken glass unless packaged

to allow safe handling;

- IV. Luminescent gas filled lights, unless such lights are pre-broken or encased in a container of sufficient size and strength not exceeding 1.2m (4ft) in length to protect such lights from breakage and allow safe handling;
- V. Dirt, sod, stone, cement blocks and sidewalk blocks;
- VI. Carcass of a dead animal;
- VII. Discarded furniture, household appliances, small equipment and automobile parts including tires;
- VIII. Building waste, fences, gates and other permanent and semi permanent fixtures located on a premises;
- IX. Trade waste;
- X. Batteries of any size or type;
- XI. Aerosol spray cans.

58. LOCATION OF WASTE CARTS

- 58.1. Waste carts shall be placed on the road, at the curb of the street, with the wheels touching the edge of the gutter.
- 58.2. Every person shall ensure that the cart is located so as not to impede or obstruct pedestrians, vehicular traffic, road maintenance operations or so as to endanger the safety of the collector or any other person. Carts shall not obstruct sidewalks.
- 58.3. When a cart is not awaiting collection, as per the timelines described in subsection 57.1, it shall be stored neatly and securely on the person's property and shall not cause a nuisance to neighbors.
- 58.4. In the case where special conditions exist making it impractical to store and place carts as specified in subsection 58.1 and 58.3 above, such carts shall be placed and kept where directed by the Town and/or GFL Environmental Inc.
- 58.5. Any person being the owner, occupant, tenant or person in charge of a property or premise who puts out waste for collection shall provide unobstructed and convenient access for collection of such waste. Carts must be placed such that they have clearance from any obstacles in a minimum of one (1) meter on all sides and ensure overhead clearance above the cart.

59. TRANSPORTATION OF REFUSE

- 59.1. A person shall not use or permit to be used any vehicle for the conveyance or storage of refuse

unless such vehicle is fitted with a suitable cover capable of preventing the dropping, spilling or blowing off of refuse while it is being transported or stored.

60. BURNING OF WASTE

60.1. No person shall burn or attempt to burn Waste in the open air within the Town.

PART SIX – RECYCLING PICKUP

61. RATES PAYABLE

61.1. Each Single Residential Dwelling and Duplex Residential Dwelling in the Town of Wainwright shall be charged a monthly fee as per Schedule "G".

62. RECYCLING COLLECTION

62.1. The Town may contract with any person or persons and provide an exclusive or nonexclusive franchise for the collection, removal and disposal of recyclables upon such terms and conditions as are considered expedient by the Town.

62.2. All persons in charge of a Single Residential Dwelling or Duplex Residential Dwelling may place an unlimited number of blue bags at curbside for collection.

62.3. No person shall place any recyclables in receptacles or bins not designated for that particular refuse or in a manner so as to constitute a nuisance.

62.4. If the condition of blue bags provided by a person is considered by the Town to be insufficient in practice to meet the requirements of this Bylaw, the Town or it's delegate may by notice direct the person to promptly provide alternative bags as the case may be.

63. TIME OF RECYCLING COLLECTION

63.1. The scheduled collection of all recycling shall be in accordance to the signed contracts between collector and the Town.

64. PREPARATION OF RECYCLABLES FOR COLLECTION

64.1. All persons in charge of a residence shall place all blue bags curbside for collection in accordance to the following:

- I. blue bags shall be placed at front curbside by 7:00 am on the scheduled collection day;
- II. blue bags shall be placed at front curbside no sooner than 24 hours before the scheduled collection day; and
- III. any uncollected recyclables must be removed

from curbside within 24 hours of the scheduled collection day.

64.2. The person in charge of any building or premises shall keep the front curbside of their premise to the centre line thereof in a clean and tidy condition and free of refuse.

64.3. The Town reserves the right to refuse collection of recyclables that:

- I. are put out in any bin, receptacle or bag which is not accepted by the blue bag program;
- II. are improperly placed and/or cannot be easily accessed;
- III. contain improperly prepared, unacceptable or prohibited recyclables;

64.4. A person shall not put out recyclables for collection unless:

- I. tin cans and plastics are rinsed and free of any food residue;
- II. recyclables are placed in a securely tied blue bag or blue recycle bin at front curbside;
- III. large cardboard/boxes that are unable to fit into the blue bag are flattened and placed under the bag;

65. LOCATION OF BLUE BAGS

65.1. Blue bags shall be placed at front curbside for collection.

65.2. All persons shall permit authorized collectors of refuse to enter their property and premise at all reasonable times for the purpose of carrying out their duties.

65.3. Any person being the owner, occupant, tenant or person in charge of a property or premise who puts out recycling for collection shall provide unobstructed and convenient access for collection of such refuse.

PART SEVEN – GENERAL PROVISIONS

66. NOTICES

66.1. Where the Peace Officer is required to give notice to a person pursuant to this Bylaw such notice shall be given as follows:

- I. by causing a written copy of the notice to be delivered to and left in a conspicuous place at or about the affected property; or
- II. by causing a written notice to be mailed or delivered to the last known address of the

person.

67. NON-COMPLIANCE WITH THE BYLAW

- 67.1. If a person, being the owner, occupant, tenant or person in charge of any building or premises has been given an order to remedy any condition contrary to any part of this Bylaw and neglects or refuses to comply with such an order within the specified time, the same may be done by the Town at the expense of the person in default. All expenses incurred shall be in addition to and not a substitute for any fines or penalties to which the person may be subject pursuant to the provisions of this Bylaw. On default of payment of these expenses the Town may recover the expenses thereof with costs, by action or in a like manner as municipal taxes.
- 67.2. Upon the recommendations of the Peace Officer, the Town may by written notice require the removal of any accumulation of dirt, stone, old implements, derelict automobiles, iron or other items or material from roads, lands or other private or public property within the Town by the person depositing the same and any person who fails to comply with the requirements shall be liable to the said penalties for a breach of this Bylaw.

68. VIOLATION TICKET

- 68.1 Where a Peace Officer has reasonable grounds to believe that a person has contravened any provisions of this Bylaw, they may serve upon such person(s) an offence ticket allowing for the payment of the specified penalty to the Town within fourteen (14) days of the issuance of the offence ticket. Such payment shall be accepted by the Town in lieu of prosecution for the offence.
 - I. First Offence – written notice as per Section 66.1
 - II. Second Offence – \$100.00 penalty
 - III. Third Offence – \$250.00 penalty
- 68.2 Service of an offence ticket shall be sufficient if it is:
 - I. personally served;
 - II. mailed by registered mail to the address of the registered owner of the property or person who has contravened the Bylaw.
- 68.3 The offence ticket shall state:
 - I. the name and address of the offender if ascertainable;
 - II. the offence;
 - III. the location, date and time of the offence;

IV. If the penalty specified in the offence ticket is not paid within fourteen (14) days of issuance, then a Peace Officer is hereby authorized to issue a violation ticket regarding the offence in accordance with the provisions of the Provincial Offences Procedure Act, Chapter 21, S.A. 1988 and amendments thereto.

Any person who fails to act in compliance and accordance with any notice given to them under this Bylaw shall be guilty of an offence and upon summary conviction shall be liable to a penalty of not less than \$500.00 and not more than \$2,500.00 plus court costs and in default of payment of the penalty and costs, to a term of imprisonment not exceeding six (6) months.

69. APPEALS

69.1. Any person who considers himself aggrieved by a decision of the Town under Section 68 may appeal such decision to the CAO.

69.2. Any appeal under Section 68 shall be made within fourteen (14) days after receipt of the Town decision.

69.3. All appeals shall be in writing and addressed to the CAO at the Town Office.

69.4. The decision of the CAO on an appeal shall be final.

70. REPEAL

This Bylaw shall repeal Bylaw 2024 – 04.

71. EFFECTIVE DATE

This Bylaw shall come into full force and effect upon passing of the third reading.

READ a first time in Council this 19th day of November, 2024.



Mayor



Chief Administrative Officer

READ a second time in Council this ____ day of _____, 2024.

Mayor

Chief Administrative Officer

READ a third and final time in Council this ____ day of _____, 2024.

Mayor

Chief Administrative Officer

SCHEDULE "A"

DEFINITIONS

"Application for Utilities" means the application made by the customer to the Town for supply of utility services.

"Ashes" means the residue left after the combustion of any substance, but shall not include such ashes that may accumulate as the result of a buildings operation or process.

"Backflow valve" means a device or method to prevent backflow.

"Biological Waste" means waste that is created in a hospital, necropsy facility or biological research laboratory and contains or may contain pathogenic agents that may cause disease in persons exposed to the waste.

"Blue Bag" means transparent blue recycling bags identified in the curbside collection program as exclusively used to collect recyclables.

"B.O.D." denoting Biochemical Oxygen Demand means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in milligrams per liter by weight.

"Building" means any structure used or intended for supporting or sheltering any use or occupancy.

"Building Code" means the Alberta Building Code 2014 and amendments thereto or replacements thereof.

"Building Drain" means the part of the lowest horizontal piping, which receives discharge from soil, waste or other drainage pipes within a building and conducts it to the building sewer beginning one (1) metre outside the building wall.

"Building Sewer" means the part of a wastewater drainage system outside a building commencing at a point one (1) metre from the outer face of the building and connecting the building drain to the sanitary sewer or place of disposal of wastewater.

"Building Waste" means Waste produced in the process of constructing, demolishing, altering or repairing a building and shall include, but not be limited to construction materials, earth, vegetation and rock displaced during the process of building.

"CAO" means the Chief Administrative Officer for the Town of Wainwright or designate.

"Cart" means an animal proof, non-corrosive, and durable plastic waste container on wheels, with an approximate size of 95 gallons, supplied by GFL Environmental Inc., to be utilized for front curb waste collection.

"Cleanout" means a pipefitting that has a removable cap or plug and is so constructed that it will permit pipe cleaning.

"C.O.D." denoting Chemical Oxygen Demand means the oxygen equivalent of organic matter and related empirically to B.O.D.

"Collector" means any person authorized to collect, remove and dispose of Refuse pursuant to this Bylaw.

"Combined Service" means the service or service pipe used or intended to be used to supply water for fire protection as well as water for purposes other than fire protection.

"Commercial Premise" means a premise principally used for the conduct of some profession, business or undertaking and includes but is not limited to a business engaged in the direct retailing of goods or provision of services to the final consumer and for the purpose of this Bylaw any building or premise which is not a Residential or Industrial Premise.

"Curb Stop" means the valve on the Town service pipe.

"Customer" means any person, partnership, corporation or organization who has entered into a contract with the Town for utility services or who is the owner. Existing Tenants will be grandfathered.

"Dangerous Goods" means any material as defined under the Dangerous Goods Transportation and Handling Act S.A. 1998 and amendments thereto.

"Duplex Residential Dwelling" means any building containing two (2) units occupied or used as abodes, residences or places of living.

"Financial Institution" means a bank, trust company or a credit union, located in the Town.

"Fire Line" means a pipe intended solely for the purpose of providing a supply of water for fire protection purpose.

"Garbage Disposal Unit" means any device, garburator, equipment, or machinery designed, used, or intended to be used for the purpose of grinding or otherwise treating refuse to enable the same to be introduced into a public sewer.

"Grease and Oil" means any material recovered as a substance soluble in trichlorotrifluorethane and may also include sulphur, organic dyes, and chlorophyll, using the "Standard Methods" for the examination of water and wastewater from the latest editions of American Public Health Association, American Water Works Association and American Water Pollution Control Federation.

"Hazardous Waste" means a solid or liquid material that presents an unusual disposal problem or requires special handling including but not limited to explosives, poisons, caustic acids, drugs, radioactive materials and other like materials.

"Heavy Industrial Premise" means any land or buildings designated under the Land Use Bylaw, as being in an Industrial Land Use District.

"Hydrocarbons" means compounds made up of only carbon and hydrogen.

"Industrial Wastes" means liquid waste from industrial processes, dairies, breweries, packing plants and similar processes.

"Institutional Premise" means any land or buildings designated

under the Land Use Bylaw, as being in an Institutional Land Use District.

"Land Use Bylaw" means the Town's Land Use Bylaw and amendments thereto.

"Light Industrial Premise" means any land or buildings designated under the Land Use Bylaw, as being in an Industrial Land Use District.

"Lime Slurry and Residues" means a mixture of lime and water resulting in a pH in excess of 10, or suspended solids in excess of 1000 milligrams per litre.

"Multi-Residential Complex" means any building containing three (3) or more units occupied or used as abodes, residences or places of living that does not require individual utility services.

"Multi-Residential Dwelling" means any building containing three (3) or more units occupied or used as abodes, residences or places of living that requires individual utility services. This does not include apartments, condominiums, senior housing or lodges.

"Natural Gas Service" means the natural gas service line as well as the associated regulating and metering equipment that is required.

"Natural Gas Utility" means the natural gas distribution system operated by the Town and all accessories and appurtenances thereto.

"Natural Outlet" means any naturally occurring outlet into a water course, pond, ditch, lake or other body of surface or groundwater not constructed by any person.

"Nuisance" means the disposal of refuse in such a manner as to be offensive to the public at large, which, without restricting the generality of the foregoing includes noxious or objectionable odors or objectionable appearance.

"Owner" means the registered owner of a property or the purchaser thereof.

"Peace Officer" means a member of the Royal Canadian Mounted Police or Community Peace Officer appointed under the Peace Officer Act, S.A. 2006, chapter p-3.5, and amendments thereto, or a Bylaw Enforcement Officer appointed for or by the Town.

"Person" means any person, firm, corporation, tenant, owner or occupier of any property, building or premise.

"pH" means the logarithm of the reciprocal of the weight of hydrogen ion in grams per litre of solution and denotes alkalinity or acidity.

"Phosphates" means a chemical salt classified as orthophosphates, condensed phosphates and poly-phosphates.

"Point of Supply" means the outlet flange of the meter, or regulator if the regulator is preceded by the meter.

"Polluted Wastes" and "Polluted Water" means materials or water that are contaminated with wastes in excess of that permitted by this Bylaw.

"Premise" means a site including any buildings erected thereon.
"Private Service" or "Private Service Pipe" means that portion of a pipe used or intended to be used for the supply of water, which extends from the curb stop to a meter.

"Recyclables" means all material or mixture of materials that is intended to be recycled or reused as per the Town's curbside collection program. Examples include but are not limited to plastics that hold their shape, paper, newsprint, clean cardboard, tin cans, etc.

"Refuse" means all putrescible materials resulting from the handling, preparation, cooking, consumption and storage of food along with the following materials: broken dishes, tins, glass, rags, clothing, waste paper, cardboard, sawdust, food containers, grass cuttings, plastic, shrubbery and tree pruning, weeds and garden wastes, Ashes but does not include manure, tree stumps, roots, turf, earth, furniture, major household appliances, discarded auto parts, Building Waste and Trade Waste.

"Remote Reading Device" means a device, which is connected to a water and gas meter by the Town and provides a duplicate reading of the water and gas consumed, which may be monitored from the exterior of the building.

"Residential Customer" means a person who occupies a property used exclusively for residential purposes and connected to or provided a utility.

"Residential Premise" means any land or buildings designated under the Land Use Bylaw, as being in a Residential Land Use District, which without limiting the generality of the foregoing shall include a Single Residential Dwelling, Duplex Residential Dwelling, Multi-Residential Dwelling and a Multi-Residential Complex.

"Safety Codes" means the current Safety Codes Act applicable regulations and amendments thereto.

"Sanitary Sewer" means a sewer located on public property, which is designated by the Town to carry wastewater only.

"Service Area" means the lands contained within the corporate limits of the Town of Wainwright and any service connection provide outside of the corporate limits.

"Service Connection" means all that portion of pipes, wires or things that provide a public utility situate between the public utility main and the property line of the property to which such utility is supplied. In the case of the natural gas utility it is from the public utility main to the meter.

"Service or Service Pipe" means a pipe used or intended to be used for supplying water, which extends from a water main to a meter.

"Sewage Works" means all sewers and facilities for collecting, pumping, treating and disposing of wastewater.

"Sewer" means a pipe or conduit for carrying wastewater.

"Sharpes Container" means Local Board of Health approved devices, which are puncture resistant, and tamper/spill proof.

"Shut Off" means an interruption, or discontinuance of, the supply of water.

"Single Residential Dwelling" means any single detached building or mobile home containing one (1) unit occupied or used as an abode, residence or place of living but does not mean an apartment house, hotel, motel, boarding house, or rooms in any building containing trade premises that has been zoned a Commercial or Industrial property.

"Sprinkling" means the distribution of water to the surface or sub-surface of lawns, gardens, street or other areas situated outside the buildings by pipes, hoses, sprinklers or any other method and includes the washing of motor vehicles and the exterior of buildings.

"Storm Sewer or Storm Drain" means a pipe or conduit, which is designated by the Town to carry storm, surface drainage and ground waters only.

"Street" means all those lands situated within a road right-of-way registered at the Northern Alberta Land Titles Office.

"Suspended Solids" means solids that either floats on the surface of, or are in suspension of the water, wastewater, or other liquids and which are removable by laboratory filtering.

"Town" means the Town of Wainwright and designated employees.

"Town Service" or "Town Service Pipe" means that portion of a pipe used or intended to be used for the supply of water, which extends from the water main to the curb stop.

"Trade Waste" means materials or by-products discarded in a manufacturing or other producing process.

"Utility" and "Utility Service" means and include as the context may require:

- I. the supply of natural gas
- II. the supply of water
- III. the provision of wastewater collection and disposal
- IV. garbage
- V. recycling

"Waste" means any discarded or abandoned organic or inorganic material, which health regulations or the amenities of the area in which it exists, require that it be removed, and without limiting the generality of the foregoing includes Building Waste, Refuse and Trade Waste.

"Wastewater" means a combination of the water carried wastes from all buildings in Town and without limiting the generality of the foregoing includes residences, business buildings, institutions and industrial establishments.

"Wastewater Treatment Plant" means any facility used for treating wastewater, and without restricting the generality of the foregoing shall include a wastewater disposal system.

"Water Course" means a channel in which a flow of water occurs either continuously or intermittently.

"Water Main" means those pipes installed by the Town in the streets for the conveyance of water throughout the Town to which service pipes may be connected.

"Water Utility" means the system of water works owned and operated by the Town and all accessories and appurtenances thereto.

SCHEDULE "B"

CASH DEPOSITS

Residential Accounts \$300.00

Commercial/Business Accounts
Contractors/Developers \$400.00

VERIFICATION AND TESTING OF DISPUTED METERS

Water Meter \$300.00 plus GST

Natural Gas Meter \$300.00 plus GST

SERVICE CALLS

During Regular Working Hours \$80.00 plus GST

After Regular Working Hours \$200.00 plus GST

RECONNECT/DISCONNECT FEE

Reconnect/Disconnect Fee \$80.00 plus GST

SCHEDULE "C"

WATER RATES

Effective January 1, 2025

Fixed Monthly Charge	\$20.85
Variable Charge	\$1.02/cubic meter
Cost of Water	Based on current CFB/ASU Charge

THAWING SERVICE

Based on actual costs for labour and equipment plus GST.

REQUESTED WATER SHUT OFF

During Regular Working Hours	\$80.00 plus GST
After Regular Working Hours	\$200.00 plus GST

SCHEDULE "E"

NATURAL GAS RATES

All rates below are subject to the addition of applicable GST and carbon levy.

Rate #1

Customers consuming less than 20,000 GJ on an annual basis.

Effective January 1, 2025

Fixed Monthly Charge	\$27.50
Variable Charge	\$1.40/GJ
Commodity Charge	Cost of Gas + 2.5%

Rate #2

Customers consuming 20,000 GJ or more on an annual basis.

Effective January 1, 2025

Fixed Monthly Charge	\$2,087.63
Variable Charge	\$0.42/GJ
Commodity Charge	Cost of Gas + 2.5%

NATURAL GAS SERVICE INSTALLATION

¾" Gas Service

Basic fee of \$850.00 plus \$27.00 per lineal meter

¾" Duplex Gas Service

Basic fee of \$1400.00 plus \$27.00 per lineal meter

1" Gas Service

Basic fee of \$900.00 plus \$28.50 per lineal meter

2" Gas Service

Basic fee of \$1100.00 plus \$33.55 per lineal meter

Additional Meter \$255.00 per meter

Winter installation is an additional \$250/day with a minimum of 3 days (Frost Hog). Depending on ground conditions, additional charges may be added to the minimum rate.

REQUESTED NATURAL GAS TURN OFF

During Regular Working Hours	\$80.00 per service call plus GST
After Regular Working Hours	\$200.00 per call out plus GST
Abandon Gas Service	\$275.00 plus GST

SCHEDULE "F"

GARBAGE COLLECTION RATES

Effective January 1, 2025

Fixed Monthly Charge Residential	\$15.95 plus GST
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Effective April 2023

Replacement Cart	\$100.00 plus GST
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SCHEDULE "G"

RECYCLING COLLECTION RATES

Effective January 1, 2025

Fixed Monthly Charge
Residential

\$6.87 plus GST



Regular Council Meeting December 3, 2024

Moved by Councillor Challenger

THAT Bylaw 2024 – 09 receive Third and Final Reading (Being A Bylaw to regulate and provide for the supply of natural gas, water, wastewater and storm water utility, garbage, and recycling) and that the Mayor and Chief Administrative Officer be authorized to sign the Bylaw and affix the Corporate Seal of the Town of Wainwright.

Signature



Regular Council Meeting December 3, 2024

Moved by Councilor Foley

THAT Bylaw 2024 – 10 receive First Reading (Being a Bylaw to provide for the regulation, management and control of vehicle traffic in playground zones and on highways within the Town).

Signature

**TOWN OF WAINWRIGHT
BYLAW 2024 – 10**

A Bylaw of the Town of Wainwright in the Province of Alberta to provide for the regulation, management and control of vehicle traffic in playground zones and on highways within the Town.

WHEREAS the Traffic Safety Act, R.S.A. 2000, Chapter T-6 and amendments thereto, provides that a municipality may make bylaws to regulate, manage and control vehicle traffic in playground zones located on highways within the municipality;

AND WHEREAS the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, gives a municipality certain powers with respect to highways within the municipality;

NOW THEREFORE, the Town of Wainwright desires to establish the following highways as a Playground Zone and will follow the regulations set out in the *Establishment of School and Playground Areas and Zones Policy*:

- 25th Street (from 6th Avenue to 8th Avenue)
 - Not including the intersection at 25th Street and 8th Avenue
 - Including the intersection at 25th Street and 6th Avenue
 - Including the intersection at 25th Street and 7th Avenue
- 6th Avenue (from 25th Street to 27th Street)
 - Not including the intersection at 27th Street and 6th Avenue

All streets at the above-mentioned highways will have traffic control devices at the appropriate locations displaying the zones and speed limits. See Attachment A.

This Bylaw shall come into full force and effect upon passing of the third reading.

READ a first time in Council this 3rd day of December, 2024.

Mayor

Chief Administrative Officer

Advertised on the Town of Wainwright official website, Facebook, and on the bulletin board at the main entrance of the Town Hall.

PUBLIC HEARING held the 17th day of December, 2024.

READ a second time in Council this ____ day of _____, 2024.

Mayor

Chief Administrative Officer

READ a third and final time in Council this ____ day of _____,
2024.

Mayor

Chief Administrative Officer



FUTURE SCHOOL SITE

1420515;6;1

ALL-SEASONS PARK



TABLE 2.3 PLAYGROUND ZONE INPUT WORKSHEET

INSTALLATION CRITERION	MAX. POINT VALUE (MPV)	DESCRIPTION		WEIGHTING FACTOR (WF)	SCORE (MPV * WF)	
Playground <u>T</u> ype	40	Frontage	Playground Capacity (number of children)	N/A	T = 40	
		≥ 50 m	16 or more			1.0
			5 to 15			0.75
			1 to 4			0.4
			No play equipment: sports field or open field only			0.2
			< 50 m	Any facilities		
Fencing	20	Fully Traversable		1.0	F = 20	
		Partially Traversable		0.5		
		Non-Traversable/Indoor Facility		0.1		
Road <u>C</u> lassification	20	Urban Land Use	Rural Land Use		C = 10	
		Local		1.0		
		Minor Collector	Local	0.75		
		Collector	Collector	0.5		
		Major Collector / Minor Arterial	Arterial	0.25		
		Major Arterial / Expressway	Freeway*	0.0		
Property <u>L</u> ine Separation	10	Abuts Roadway		1.0	L = 10	
		Within 50 metres		0.5		
		Further than 50 metres		0.0		
Playground <u>E</u> ntrance	5	Main Entrance / Multiple Secondary Entrances		1.0	E = 5	
		Secondary Entrance		0.6		
		None		0.0		
S <u>i</u> dewalks	5	None (or non-playground side)		1.0	S = 0	
		Playground side		0.4		
		Both sides		0.0		

TOTAL SCORE (sum of T,F,C,L,E and S)	85
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* All major provincial highways shall be treated as "Freeway" for the purpose of assignment of the weighting factor for the "Road Classification" under "Rural Land Use".

TABLE 2.4 PLAYGROUND ZONE RESULTS MATRIX

TOTAL SCORE	AREA OR ZONE?
0 – 40	Nothing
41 – 80	PLAYGROUND AREA
81 – 100	PLAYGROUND ZONE



Regular Council Meeting December 3, 2024

Moved by Councillor Foley

THAT Bylaw 2024 – 11 receive First Reading (Being a Bylaw to provide for the control and management of traffic on highways and to regulate and control public places within the Town).

Signature

**TOWN OF WAINWRIGHT
BYLAW 2024 – 11**

A Bylaw of the Town of Wainwright in the Province of Alberta to provide for the control and management of traffic on highways and to regulate and control public places within the Town.

WHEREAS the Traffic Safety Act, R.S.A. 2000, Chapter T-6 and amendments thereto, provides that a municipality may by bylaw, permit and regulate the parking of vehicles within the municipality;

AND WHEREAS the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, gives a municipality certain powers with respect to highways within the municipality;

NOW THEREFORE, the Town of Wainwright desires to prohibit parking along 1st Avenue on the north and south side between 1st Street and 6th Street and that the appropriate signage be erected. See Attachment A.

READ a first time in Council this 3rd day of December, 2024.

Mayor

Chief Administrative Officer

READ a second time in Council this ____ day of _____, 2024.

Mayor

Chief Administrative Officer

READ a third and final time in Council this ____ day of _____, 2024.

Mayor

Chief Administrative Officer





Regular Council Meeting December 3, 2024

Moved by Councillor Moroz

THAT Bylaw 2024 – 12 receive First Reading (Being a Bylaw for the purpose of establishing fees and charges for the provision of various goods and services).

Signature

TOWN OF WAINWRIGHT
BYLAW 2023—10 2024 – 12

A Bylaw of the Town of Wainwright for the purpose of establishing fees and charges for the provision of various goods and services.

WHEREAS under the authority of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, the Council has the power to enact for the enforcement of bylaws including the imposition of fines and penalties;

AND WHEREAS the Town of Wainwright wishes to establish, in a bylaw, certain fees, charges, fines and penalties;

NOW THEREFORE the Council for the Town of Wainwright duly assembled hereby enacts as follows:

1. GENERAL

1.1 This bylaw shall be known as the “Fees and Charges Bylaw”.

1.2 That the Schedules included in this Bylaw are as follows:

Schedule A – Administration Fees
Schedule B – Animal License and Control Fees
Schedule C – Business License Fees
Schedule D – Planning and Development Fees

Lot Prices, Recreation Facility Fees, Cemetery Fees, and Utility Rates are outside of the scope of this Bylaw.

1.3 That in the event this Bylaw conflicts with another existing bylaw, this bylaw shall take precedence.

1.4 That the rates specified in any of the attached Schedules may be amended from time to time upon the recommendation of the respective department head and shall be approved by resolution of Council.

2. REPEAL

2.1 This Bylaw shall repeal Bylaw 2023 – ~~07 10~~.

3. EFFECTIVE DATE

3.1 This bylaw shall come into full force and effect January 1, ~~2024~~ 2025.

READ a first time in Council this 3rd day of December, 2024.

Mayor

Chief Administrative Officer

READ a second time in Council this 17th day of December, 2024.

Mayor

Chief Administrative Officer

READ a third time in Council and passed this 17th day of December, 2024.

Mayor

Chief Administrative Officer

Schedule A

Administration Fees

All rates are subject to the addition of GST

Airport Fees	
Hangar Lot Rental	\$1.45/m² \$1.51/m ²
Dispensing Fuel	\$0.045/L \$0.05/L
Assessment Complaint Fees	
<i>The following fees apply for each tax roll number being appealed and must be submitted along with the complainant's written appeal. Fees will be refunded if the Assessment Review Board makes a decision in the complainant's favor or an agreement is reached with our assessor.</i>	
Residential - three or fewer dwellings	\$50.00
Vacant Residential and Farmland	\$50.00
Residential – four or more dwellings	\$100.00
Non-Residential, Vacant Non-Residential, Machinery and Equipment	\$100.00
Bulk Water Sales	
<i>Customers are required to fill out a Credit Application in order to set up an accounts receivable account.</i>	
Regular Working Hours (Monday – Friday 7:00 a.m. – 12:00 p.m. and 1:00 p.m. – 4:00 p.m.)	\$40.00 loading charge + \$6.00/m ³ water
Outside of Regular Working Hours	\$200.00 loading charge + \$6.00/m ³ water
NSF and Dishonored Cheques	
<i>Customer cheques will no longer be accepted if two NSF or dishonored cheques have been processed within the same calendar year.</i>	
Non-Sufficient Funds or Dishonored Cheque	\$35.00
Request for Information - Tax Certificates and Searches	
<i>Request for Information forms must be submitted to the Town Office via fax, mail, email, or may be dropped off in person. The Town will endeavor to complete and return the requested information back to the requestor within forty-eight (48) business hours. The information requested will not be provided over the telephone.</i>	
Tax Certificate	\$25.00
Tax Search	\$15.00
Sewage Lagoon Disposal	
Up to 1,000 gallons (4,500L or 4.5 m ³)	\$11.00/load
1,000 to 2,000 gallons (4,500L – 9,000L or 4.5 m ³ – 9 m ³)	\$22.00/load
Over 2,000 gallons (9,000L or 9 m ³)	\$33.00/load

Schedule B

Animal License and Control Fees

Dog License	
Annual Dog License	\$25.00
Lifetime Dog License	\$100.00
Replacement Tag	\$10.00
Impound Fee	\$60.00 first day + \$20.00/day thereafter A dog license must be purchased if one has not previously been obtained.

Penalties			
Offence	First	Second	Third & Subsequent
Failure to ensure collar and tag worn on animal dog	\$100.00	\$200.00	\$300.00
Failure to License Animal -dog	\$150.00	\$250.00	\$350.00
Failure to provide adequate food, water, care, protection, ventilation or space	\$150.00	\$250.00	\$350.00
Animal Dog running at large	\$150.00	\$250.00	\$350.00
Animal Dog on park or parkland where prohibited	\$150.00	\$250.00	\$350.00
Animal Dog destroys/damages property	\$150.00	\$250.00	\$350.00
Animal Dog in restricted area/community event per council resolution	\$150.00	\$250.00	\$350.00
Failure to confine Animal dog in Heat	\$100.00	\$200.00	\$300.00
Dog/Aggressive Dog barks or howls so as to disturb a person	\$150.00	\$250.00	\$350.00
Failure to remove defecation	\$150.00	\$250.00	\$350.00
Not in possession of suitable means to remove defecation	\$100.00	\$200.00	\$300.00
Failure to prevent defecation from accumulating on property	\$150.00	\$250.00	\$350.00
Have more than 3 dogs	\$150.00	\$250.00	\$350.00
Tamper/spring/damage trap	\$50.00	\$100.00	\$150.00
Exercise Animal -dog/aggressive dog while in motor vehicle	\$150.00	\$250.00	\$350.00
Failure to carry leash in Off Leash Area	\$50.00	\$100.00	\$150.00

Penalties			
Offence	First	Second	Third & Subsequent
Failure to ensure collar and Tag worn by Animal dog in Off Leash Area	\$50.00	\$100.00	\$150.00
Animal Dog exhibiting Threatening Behavior in Off Leash Area	\$100.00	\$200.00	\$300.00
Failure to maintain adequate containment/ structure	\$100.00	\$200.00	\$300.00
Secure Animal dog to fixed object by choke chain/rope/cord	\$100.00	\$200.00	\$300.00
Secure Animal dog to fixed object for extended period of time as primary containment	\$100.00	\$200.00	\$300.00
Confine Animal dog without adequate ventilation or in weather conditions not suitable for confinement	\$100.00	\$200.00	\$300.00
Failure to properly secure animal dog in a motor vehicle	\$100.00	\$200.00	\$300.00
Aggressive Dog not Muzzled, under control and on Leash	\$400.00	\$600.00	\$800.00
Aggressive Dog not indoors, not supervised or in locked pen outdoors	\$400.00	\$600.00	\$800.00
Failure to display Aggressive Dog signage	\$400.00	\$600.00	\$800.00
Aggressive Dog in Off Leash Area	\$400.00	\$600.00	\$800.00
Aggressive Dog Running at Large	\$400.00	\$600.00	\$800.00
Failure to notify of Aggressive Dog Running at Large	\$400.00	\$600.00	\$800.00
Failure to obtain Aggressive Dog License and Tag	\$400.00	\$600.00	\$800.00
Animal Dog exhibits Threatening Behavior to person/animal	\$100.00	\$200.00	\$300.00
Bite another domestic animal	Court \$500.00	Court \$750.00	Court \$1,000.00
Bite a person	Court \$500.00	Court \$750.00	Court \$1,000.00
Attack another domestic animal	\$250.00 \$500.00	Court \$750.00	Court \$1,000.00
Attack a person	\$250.00 \$500.00	Court \$750.00	Court \$1,000.00
Bites, Attack and causes Severe Injury to a domestic animal	Court \$750.00	Court \$1,000.00	Court \$1,250.00

Penalties			
Offence	First	Second	Third & Subsequent
Causes death to a domestic animal	Court \$1,000.00	Court \$1,250.00	Court \$1,500.00
Bites, Attack and causes Severe Injury or death to a person	Court \$2,000.00	Court \$4,000.00	Court \$6,000.00
Cause injury or death to wildlife	Court \$1,000.00	Court \$1,250.00	Court \$1,500.00
Aggressive Dog exhibits Threatening Behavior towards a person or animal	\$500.00	Court \$750.00	Court \$1,000.00
Aggressive Dog Bites another domestic animal	Court \$1,000.00	Court \$1,500.00	Court \$2,000.00
Aggressive Dog Bites a person	Court \$1,000.00	Court \$1,500.00	Court \$2,000.00
Aggressive Dog Attacks another domestic animal	\$500.00 \$1,000.00	Court \$1,500.00	Court \$2,000.00
Aggressive Dog Attacks a person	\$500.00 \$1,000.00	Court \$1,500.00	Court \$2,000.00
Aggressive Dog Bites, Attacks and causes Severe Injury to a domestic animal	Court \$1,500.00	Court \$2,000.00	Court \$2,500.00
Aggressive Dog cause death to a domestic animal	Court \$2,000.00	Court \$4,000.00	Court \$6,000.00
Aggressive Dog Bites, Attacks and causes Severe Injury or death to a person	Court \$4,000.00	Court \$8,000.00	Court \$10,000.00
Aggressive Dog causes injury or death to wildlife	Court \$2,000.00	Court \$3,000.00	Court \$5,000.00
Direct an Animal a dog to Attack, chase, harass or threaten livestock, an Animal, or wildlife	\$1,000.00	Court \$2,500.00	Court \$5,000.00
Interference with an Officer	\$500.00	\$500.00	\$500.00
Unlock/unlatch vehicle where animal dog is confined	\$500.00	\$500.00	\$500.00
Remove/attempt to remove animal dog from Officer	\$500.00	\$500.00	\$500.00
Refuse to provide identification to Officer	\$500.00	\$500.00	\$500.00
Providing false or misleading information to Officer	\$500.00	\$500.00	\$500.00

Schedule C

Business License Fees

Licenses		
	Full Year	After July 1st
In Town – Commercial	\$100.00	\$50.00
In Town – Home Based Business	\$150.00	\$75.00
Out of Town – Commercial	\$200.00	\$100.00
Weekly License (7 consecutive days)	\$50.00	

Penalties			
Offence	After Feb 1st	After Mar 1st	After Apr 1st
Conducting business without a license	\$400	\$600	\$800
Improper/failure to display business license	\$50		
Failure to carry business license on person	\$50		
Failure to produce business license	\$50		
Operate motorized street vending vehicle in unapproved district or street	\$50		
Operate motorized street vending vehicle that causes a disturbance or damage to property	\$250		
Operate motorized street vending vehicle on Town land without approval	\$50		
Operate motorized street vending vehicle on Town land without paying rental fee	\$50		
Operate non-motorized street vending vehicle that obstructs traffic or pedestrians	\$50		
Street vendor using unapproved display or table	\$50		
Street vendor not parked or stored in accordance with Town regulations	\$50		

Schedule D

Planning and Development Fees

Development Permits	
Minor Development (garages, decks, excavations, change of use, signs, small additions, alterations etc.)	\$50.00
Principal Residential, Commercial, Industrial and Institutional	\$150.00
Application Fees	
Application to Municipal Planning Commission	\$200.00
Subdivision Application Fee	\$250.00
Subdivision Endorsement Fee	\$300.00
Application to Subdivision and Development Appeal Board	\$200.00
Other	
Amendment to Land Use Bylaw, Area Structure Plan, Municipal Development Plan (includes advertising and administration fees)	\$1,000.00
Compliance Certificate (recent RPR is required)	\$50.00
Condominium Plan Endorsement	\$40.00/Unit
Property File Search (environmental, geotechnical, assessment, work orders)	\$100.00
Zoning Compliance	\$50.00



Regular Council Meeting December 3, 2024

Moved by Councillor Saretsky

THAT as recommended by the Protective Services Committee, the Fire Service Agreement between the Town of Wainwright and the Municipal District of Wainwright No. 61 for the period of January 1, 2025 through December 31, 2029 be approved as presented, and furthermore that the Mayor and Chief Administrative Officer be authorized to sign the agreement and affix the corporate seal of the Town of Wainwright.

Signature



Regular Council Meeting December 3, 2024

Moved by Councillor Saretsky

THAT as recommended by the Protective Services Committee, the Joint Fire Board Agreement between the Town of Wainwright and the Municipal District of Wainwright No. 61 for the period of January 1, 2025 through December 31, 2029 be approved as presented, and furthermore that the Mayor and Chief Administrative Officer be authorized to sign the agreement and affix the corporate seal of the Town of Wainwright.

Signature



Regular Council Meeting December 3, 2024

Moved by Councillor Saretsky

THAT as recommended by the Wainwright Fire Area Board, the Town of Wainwright commit to the first step in the transition to the Alberta First Responders Radio Communications System (AFRRCS) which is to sign an Agency Access Agreement and furthermore that the Town sign the Agreement as a region, along with the Municipal District of Wainwright No. 61 and the Villages of Chauvin, Edgerton and Irma if they so mutually agree.

Signature



Sent via Email

November 20, 2024

Town of Wainwright
1018 – 2nd Avenue
Wainwright, AB T9W 1R1

Dear Mayor Bruce Pugh and Council:

Re: AFRRCS Agreement

As you are aware, our region has had previous discussions regarding the Alberta First Responders Radio Communications System (AFRRCS). The first step in the process for AFRRCS is to sign an Agency Access Agreement. Once this agreement is signed, testing can be completed to determine the most suitable radios for the area and pricing can be provided. Please note that signing the agreement does not commit your municipality to proceeding and this is just a necessary first step to learn more.

We believe it will be beneficial to sign the AFRRCS Agency Access Agreement as a region and the Wainwright Fire Area Board is seeking your municipality's approval to begin this process together. A regional agreement would allow for bulk pricing and for all fire departments to work together on this project. Could you please provide a response back no later than January 31, 2025 whether your municipality would like to commit to pursuing an Agency Access Agreement as a region?

For further information regarding AFRRCS, please contact Wainwright Fire Chief, Aime Smyl (780-842-7278) or Deputy Fire Chief, Wade Pillman (780-806-9000). Thank you for your consideration of a regional agreement and we look forward to hearing from you.

Yours truly,

Councillor Vince Saretsky
Wainwright Fire Area Board Chairperson

Town of Wainwright
780-842-3381

1018 – 2 Avenue

Wainwright, AB T9W 1R1
wainwright.ca



Regular Council Meeting December 3, 2024

Moved by Councillor Challenger

THAT motion 2024 – 305 be amended by striking out “that roads be closed on 2nd Avenue from the 200 block alleyway to 10th Street and on 10th Street from 2nd Avenue to 10th Avenue” and replaced with “that roads be closed on 2nd Avenue from 14th Street to 10th Street and on 10th Street from 2nd Avenue to 10th Avenue”.

Signature


For Information:

Regular Council Meeting October 15, 2024

Moved by Councillor Foley

THAT the email from Kathy Keeley, on behalf of Wainalta Motors and the Wainwright and District Chamber of Commerce re: 2024 Santa Claus Parade, be received and that roads be closed on 2nd Avenue from the 200 block alleyway to 10th Street, and on 10th Street from 2nd Avenue to 10th Avenue from 5:00 p.m. to 7:30 p.m. on Saturday, December 7, 2024 in order to conduct this community event, subject to proper insurance being in place and furthermore, that the Public Works Department provide the necessary barricades required.

- Meet up Point
- Route to Parade
- Start of Parade
- Get away route

We will need 26 road barriers 





WAINWRIGHT & DISTRICT
CHAMBER OF COMMERCE



Jeep

LOCAL BUSINESS, HELPING LOCAL BUSINESSES
780 842 4471 - 2110 15TH AVE WAINWRIGHT, AB T6W 1L2 - WWW.WAINALTA.COM



Thank you so much for being a part of this year's Santa Parade!

DECEMBER 7TH 2024

MEET UP TIME* 5:00PM-5:30PM

MEET UP LOCATIONS* STAR NEWS PARKING LOT

↳ (ELKS HALL (DEPENDING ON NUMBERS))

START TIME* 6:00PM

ROUTE* DOWN 10TH STREET FROM 2ND AVE - 10TH AVE (ALONG MAINSTREET)

↳ MAX SPEED DURING FLOAT ROUTE 10KM

MARCH ORDER WILL BE ASSIGNED (GIVEN CLOSER TO DATE)

CANDY OR MERCHANDICE IS ALLOWED TO BE HANDED OUT

↳ (PLEASE DO NOT THROW FROM FLOAT)

NO THEME OTHER THAN CHRISTMAS AND MAGICAL FUN

* IF UNABLE TO ENTER A FLOAT WOULD YOU LIKE TO SPONSOR A TABLE

↳ TABLES WILL HAVE FOOD/HOT COCO FOR DONATIONS

CUT OFF FOR PARADE ENTRE* NOVEMBER 30TH @ MIDNIGHT 12:00AM

IF YOU NEED ASSIST'S WITH ANYTHING OR HAVE QUESTIONS PLEASE
CONTACT

CHARLI HODGSON WITH WAINALTA MOTORS

WORK CELL: (780)806-3032

WORK: (780)842-4471

EMAIL: charlihodgson@wainalta.com

SIDE NOTE: WE WILL HAVE FOOD BANK DONATION STANDS AND DONATION JARS FOR OTHER CHARITIES ALONG THE FLOAT ROUTE, WOULD YOUR COMPANY LIKE TO MAKE A DONATION?



Regular Council Meeting December 3, 2024

Moved by Councillor Foley

THAT the email from Kathy Keeley, on behalf of Wainalta Motors and the Wainwright and District Chamber of Commerce re: 2024 Santa Claus Parade, be received and that roads be closed on 2nd Avenue from 14th Street to 10th Street and on 10th Street from 2nd Avenue to 10th Avenue from 5:00 p.m. to 7:30 p.m. on Saturday, December 7, 2024 in order to conduct this community event, subject to proper insurance being in place and furthermore, that the Public Works Department provide the necessary barricades required.

Signature



Regular Council Meeting December 3, 2024

Moved by Councillor Fountain

THAT in accordance with Section 197 of the *Municipal Government Act*, the Town of Wainwright Council go in Camera at _____ p.m. to discuss land matters as per Section 16 of the *Freedom of Information and Protection of Privacy Act*.

Signature



Regular Council Meeting December 3, 2024

Moved by Councillor Saretsky

THAT the Town of Wainwright Council go out of Camera at _____ p.m.

Signature



Regular Council Meeting December 3, 2024

This meeting is adjourned at _____ p.m.