



SECTION: Water
SUBJECT: Development of Water Distribution Systems in Hamlets

18-04

The Special Areas Board requires all water distribution systems be to the Board's standards and specifications.

1) DEFINITIONS

- a) "Site" shall mean a spatial location of actual or planned buildings or set or structures of facilities intended for a unified common purpose on one property title and may contain one or more residences.
- b) "Service Connection" means the part of the system or works of a water distribution system that runs from the main lines to a building or other place on a parcel of land, for the purpose of providing utility service to the parcel and includes those parts of the system or works described in Part 3, Section 29 of the Municipal Government Act.
- c) "Service Connection lines" shall mean that portion of a Service Connection located above, on or underneath an Owner's parcel of land.
- d) "Distribution line" shall mean that portion of a Service Connection located between a main line and the property line.
- e) "Project" shall mean a development initiated by a group of residents or the Board and has elements of detail design or engineering which has been approved by the Board.
- f) "Water Service" shall mean water utility service provided by the Special Areas Board.
- g) "System" shall mean the system or works constructed for Water Service.

2) SERVICE TO BE PROVIDED

The Board shall establish rates charged for connection to Special Areas systems (up to and including curb stop and meter) as outlined in Board policy and adjust them from time to time as required.

- a) General Service – Non Pressurized
 - i) Water Service may be provided to a Site at the request of the owner of the site.
 - ii) Water Service will provide a minimum capacity of ½ imperial gallons per minute.
 - iii) Water will be delivered at a constant rate and at a sufficient pressure to discharge into a cistern.



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b) Enhanced Service – Non Pressurized

- i) An enhanced service level to a specified rate above $\frac{1}{2}$ imperial gallons per minute may be provided upon customer application.
- ii) To ensure sufficient capacity is available, an application for enhanced service shall be made prior to construction of a distribution system.
- iii) Applications for enhanced service may be considered subsequent to the initial construction of the distribution system provided there is sufficient capacity to provide the additional rate of flow without affecting the service levels of other customers.

c) Pressurized Service

- i) If available, pressurized Water Service may be provided to a Site.
- d) The Board reserves the right to increase potential capacity for any future development downstream of a site at the Board's cost.
- e) At the time of future downstream development, the Board reserves the right to acquire ownership of the service connection line and pay for any expenditure related to the increase of potential capacity at current installation costs.

3) SERVICE CONNECTION

- a) The transfer point of responsibility from the System to the Site shall be at a riser or meter chamber which will be located either at the property line or, if the property line is beyond 500 feet from the Site, then at a mutually determined location in the yard area of the Site. If the riser is located off the right of way, an easement agreement will be provided to the Special Areas Board at no cost.
- b) The customer shall provide maintenance access to the riser and the ability to turn off the Water Service will need to be ensured through the easement agreement.
- c) For unpressurized Water Service, the customer is required, at the customers own cost, to construct and maintain a cistern and such system of pumps and pipes that the Customer might require to distribute water to the locations and facilities within the Site. The Board recommends the cistern capacity should be a minimum of 3 days of typical volume used.



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4) CUSTOMER CONTRIBUTIONS

- a) For each Water Service connection to a new System, a connection fee will be required as outlined in Board policy.
- b) For each Water Service connection to an existing System, a connection fee will be required as outlined in Board policy.
- c) For enhanced service, the connection fee shall be determined on a case by case basis taking into account the:
 - i) Additional System costs of providing for the additional capacity.
 - ii) Number of and capacity provided for other enhanced services on the System.
 - iii) The proportion of funding provided by the Board toward the cost of providing general service connections.
- d) Except as provided in 5(f):
 - i) Fees for Water Service connections to new Systems shall be paid at the times required under the Water Supply Agreement, and
 - i) Fees for Water Service connection to an existing System shall be paid prior to connection to the system.
- e) The Board will pay up to 50% of the approved project cost (including capital contributions to the source) to a maximum of \$15,000.00 per party, with costs above this amount financed through additional grants or other funding. At the discretion of either party, additional contributions may be considered.
- f) At the owner's request, the Board may offer that the owner may choose to pay the connection fees by way of a secured approach over a set term at the interest rate at which the Board can borrow the funds.



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5) INITIATION OF PROJECTS

- a) The development of the overall System will be undertaken on a project by project basis in areas of the Special Areas where regional water supply is available or soon to be available.
- b) These individual projects may be initiated by the Board or by property owners.
- c) A right of way will be taken for Service Connection lines from the Distribution line to the riser.
- d) Where the Board initiates the project:
 - i) The Board will identify an area where there may be interest or need in providing for a System.
 - ii) The Board will consult with property owners as to their interest in connecting to a System on the terms and conditions set out by the Board at that time.
 - iii) The Board may, where the number of owners expressing interest is sufficient and their location spatially practical, prepare a detailed design of the System to serve those interested providing, as may be logical and appropriate, for the future connection of potential Sites.
 - iv) Each owner interested in connecting to the proposed System after having reviewed the detailed design shall execute a Water Supply Agreement.
 - v) The Water Supply Agreement will set out the terms of the connection, the connection fees, and the obligations of the owner. This agreement includes a requirement of an initial payment of 50% of the connection prior to construction and payment of the remainder outstanding prior to connection to the completed system, unless the owner has otherwise opted for payment over time under clause 4(e).
 - vi) The Board may undertake construction of the project once a sufficient number of Water Supply Agreements have been signed to justify the project.
 - vii) The Board reserves the right to decline to proceed with proposed projects or postpone or cancel planned projects.
- e) Where the owners initiate a Project:
 - i) The Property owners shall present written expressions of interest which are sufficient in number and spatially practical to justify consideration of a project.
 - ii) The Board may undertake to prepare a design for a System to serve those interested providing, as may be logical and appropriate, for the future connection of potential Sites.
 - iii) Each owner interested in connecting to the proposed System after having reviewed the detailed design shall execute a Water Supply Agreement.
 - iv) The Board may undertake construction of the project once a sufficient number of Water Supply Agreements have been signed to justify the project.



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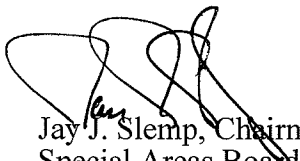
- v) The Board reserves the right to decline to proceed with proposed projects or postpone or cancel planned projects.

6) PROJECT FUNDING

- a) The Board may provide the funds required to meet the difference between the costs of the project and the revenue provided by the customers Connection Fees.
- b) The Board may draw the funds required from such combination of taxation revenue, reserves, grants or borrowing as the Board may choose.
- c) The Board reserves the right to decline to proceed with proposed projects or postpone or cancel planned projects.

7) RATES

- a) Customers of the System shall be required to pay such operating rates and fees as the Board may establish as outlined in the Water Supply Agreement and in Board policy.


Jay J. Slomp, Chairman
Special Areas Board
January, 2012

Board Motion
17-2-11