

SUMMER VILLAGE OF POPLAR BAY

BYLAW No. 292

A BYLAW OF THE SUMMER VILLAGE OF POPLAR BAY, TO REGULATE THE CONNECTIONS AND OPERATIONS OF A MUNICIPAL WASTEWATER COLLECTION SYSTEM IN THE SUMMER VILLAGE OF POPLAR BAY.

Being a Bylaw of the Summer Village of Poplar Bay to provide for the connection to and provision of wastewater services to residents of the Summer Village of Poplar Bay:

WHEREAS The Municipal Government Act, R.S.A. 2000, c. M-26 provides a Municipal Council with the authority to pass bylaws respecting public utilities;

NOW THEREFORE the Council of the Summer Village of Poplar Bay in the Province of Alberta, duly assembled, hereby enacts as follows:

1 TITLE AND GEOGRAPHIC SCOPE

- 1.1 This Bylaw may be referred to as the "Municipal Wastewater Utility Bylaw".
- 1.2 This Bylaw shall only be applicable within the boundaries of the Summer Village of Poplar Bay.

2 DEFINITIONS AND INTERPRETATION

2.1 In this Bylaw:

- a) "CC Valve" means the municipal isolation valve located on the Service Line.
- b) "Council" means the council of the Summer Village.
- c) "Holding Tank" means a watertight, underground container designed to collect and store domestic wastewater or effluent until it is removed for treatment or disposal.
- d) "Holding Tank Components" means all equipment and parts required for the proper operation of a Holding Tank used in a wastewater system, including but not limited to the grinder pump, pump float, check valves, schedule 80 PVC pipe, frost plug, and fittings.
- e) "Manager" means the Chief Administrative Officer for the Summer Village of Poplar Bay or his or her designate.
- f) "Owner" means the registered Owner of land and includes the purchaser thereof, and any person who owns the lot connected to or provided with Wastewater Services pursuant to this Bylaw.
- g) "Person" means a human being, a corporation or other legal entity.

- h) "Reconnection" means the process of reconnecting the Service Line and Holding Tank Components, typically due to the installation of a new Holding Tank or similar system upgrades.
- i) "Regional Wastewater System" means the South Pigeon Lake Regional Wastewater System to which the wastewater collected within the Summer Village of Poplar Bay is delivered for disposal.
- j) "Service Line" means that portion of wastewater line that runs from the CC Valve of the municipal utility up to a holding tank or other place on a parcel of land approved by the Summer Village for the purpose of providing wastewater disposal services to that lot.
- k) "Summer Village" means the Summer Village of Poplar Bay.
- l) "Wastewater" means all the composite of liquid and water-carried wastes associated with the use of water for drinking, cooking, cleaning, washing, hygiene, sanitation, or other domestic purposes and includes grey water.
- m) "Wastewater Connection Levy" means a levy required for all wastewater-producing lots within the Summer Village and is due prior to commissioning onto the Wastewater System. The levy shall be charged at the rate set out in the Fees and Charges Bylaw. The levy includes the pump and internal plumbing within the tank, as well as installation, frost plug, coring of the tank complete with link seal, and fusion of the service line.
- n) "Wastewater Producing Lots" means lots located within the Summer Village that have the facilities to produce wastewater and have a water well, cistern, or other water supply.
- o) "Wastewater Services" means the wastewater collection and disposal provided by the Wastewater System.
- p) "Wastewater Service Fees" means fees that are applied when work is required on the system due to homeowner responsibility. These fees shall be charged at the rates set out in the Fees and Charges Bylaw.
- q) "Wastewater System" means the Wastewater System or works operated by the Summer Village and includes the Service Line and
- r) "Wastewater Utility Fee" means a fee billed annually on the tax notice. This fee is subject to change by resolution of Council. The Wastewater Utility Fee applies to all properties within the Summer Village and shall be billed to the Owner, regardless of the property's rental status.

2.2 The Preamble and Schedules attached to this Bylaw form part of this Bylaw.

2.3 In this Bylaw the reference to the male gender shall include the female, and the singular, shall include the plural and vice versa.

- 2.4 Where a word or term in this Bylaw is defined by this Bylaw, derivatives of that word or term shall be interpreted to have the same general meaning as the defined word or term, as the context may require.

3 DELEGATION OF AUTHORITY

- 3.1 Council hereby delegates to the Manager authority to do all things necessary in order to fulfill the responsibilities and duties of the Summer Village with respect to the delivery of Wastewater Services under the Municipal Government Act and this Bylaw including the retention of contractors. The Manager is responsible for the operation of the Wastewater System in accordance with:
- 3.1.1 Provincial and Federal Statutes and Regulations;
- 3.1.2 This Bylaw and related Regulations.
- 3.2 The Manager may delegate to one or more Summer Village employees any of the duties hereby delegated to the Manager.

4 WASTEWATER SYSTEM

- 4.1 The Summer Village is hereby authorized to operate a Wastewater System for the purpose of supplying the parcels of land within the Summer Village with Wastewater Services.
- 4.2 No person except the Summer Village may operate a wastewater collection or disposal system in the Summer Village except as permitted by this Bylaw or as specifically authorized in writing by the Manager.
- 4.3 Provided that pipes forming part of the Wastewater System are located within a road, easement, public utility lot or other property controlled by the Summer Village, the Manager may require the Owner of an adjacent property to provide or pay for a Service Line from that adjacent property to the main line of the Wastewater System, and, if that adjacent property is connected to any other wastewater disposal system, to disconnect from that wastewater disposal system and connect to the Summer Village's Wastewater System.
- 4.4 All owners of wastewater producing lots located within the Summer Village shall connect to the Wastewater System.
- 4.5 All Wastewater generated on a Wastewater Producing Lot shall be contained in a leak free Holding Tank for transfer to the Mulhurst lagoon.
- 4.5.1 Notwithstanding 4.5 above, the use of outdoor showers will be allowed provided any soap, shampoo, or other cleanser used contains no phosphates.
- 4.6 The Summer Village may give an Owner of a wastewater producing lot located within the Summer Village who fails to connect to the Wastewater System within the time period allowed under the Development Permit, a notice requiring the Owner to connect to the Wastewater System within the time period specified by the Summer Village, which period shall not be less than 30 days. If an Owner fails to carry out the required steps and actions to the satisfaction of the Summer Village within the specified time period, the

Summer Village may enter onto the lands in question and take the necessary actions, including construction of the Service Line, at the owner's expense.

- 4.7 All Owners of Wastewater Producing Lots within the Summer Village will be required to pay a Wastewater Connection Levy as per the Fees and Charges Bylaw.

5 OPERATION OF WASTEWATER SYSTEM

- 5.1 The installation of all wastewater mains, Service Lines, and related facilities shall be in accordance with the standards and specifications set out in the engineering design and as updated from time to time.
- 5.2 Where the Summer Village undertakes work pursuant to this Bylaw, the costs to be charged to and payable by the Owner shall be calculated in accordance with the rates set out in the Fees and Charges Bylaw.

If the applicable charge is not specifically listed in the Fees and Charges Bylaw, the cost shall be determined by the Manager, having due regard to the principles and rates outlined therein.

- 5.3 Each lot or parcel and each principal building or occupancy, shall be provided with a separate Service Line where feasible.
- 5.4 No Person shall install a Service Line without making an application for approval of such installation to the Summer Village, and obtaining approval of such service.
- 5.5 No Service Line shall be installed until a wastewater utility services agreement are signed by the Owner in a form satisfactory to the Manager.
- 5.6 Only certified Summer Village personnel will operate the CC Valves.
- 5.7 Power to the wastewater pump and high-level alarm must be maintained at all times. Failure to comply will result in a penalty as outlined in the Fees and Charges Bylaw.
- 5.8 The Summer Village shall be notified of all concerns or issues related to the Wastewater System, including high level alarms, back-ups and spills.

6 SYSTEM EXTENSIONS AND INSTALLATION OF SERVICE LINE

- 6.1 Provision of Service Line to Wastewater System.
- 6.1.1 Owners shall prepare Service Line design plans, which comply with the Summer Village standard acceptable design plans. Each Service Line must have an outside CC valve readily available at such location as the Summer Village directs and otherwise comply with Summer Village standards.
- 6.1.2 The Summer Village may require changes to the designs for the Service Line to ensure acceptable standards in design, materials, construction and accessibility.
- 6.2 Service Line on Summer Village Property or Owner's Property
- 6.2.1 The Owner of a property is responsible for all costs of constructing or installing the Service Line which service the Owner's property, regardless of whether

within the Owner's property, or within Summer Village owned or controlled property.

6.2.2 A Summer Village approved contractor shall install the Service Line within Summer Village property to the Owner's Holding Tank and shall charge the Owner of the property for those costs in accordance with the Fees and Charges Bylaw.

6.2.3 Service Line Requirements:

6.2.3.1 The Service Line shall be 40mm diameter HDPE DR 11 pipe. Any lot service length that exceeds 75m may need to be upsized.

6.2.3.2 The Service Line should be a minimum 2m away from structures to allow for future maintenance.

6.2.3.3 The Service Line tie-in must be installed at a minimum of 2.5m below the final graded surface.

6.2.3.4 The Service Line must be fused together - compression fittings are not permitted.

6.2.3.5 A link seal to be installed no less than 500mm above the bottom of the Holding Tank and must be tightened from inside the tank.

6.2.4 An Owner shall be responsible to arrange and pay for the materials and installation of the Service Line to his or her own property.

6.2.5 If the Summer Village determines that a Service Line will be installed by the Summer Village or if an Owner fails to carry out and install a Service Line as required by this Bylaw, the Summer Village may install such Service Line on the Owner's property, at the Owner's expense.

6.3 Reconstructions

6.3.1 All costs and work associated with Reconstructions shall be at the Owner's expense. These costs may include, but are not limited to, permits, CC Valve closure, Service Line, reinstallation of Holding Tank Components, materials, and installation. Charges shall be applied in accordance with the current Fees and Charges Bylaw.

6.3.2 The Summer Village will make reasonable efforts to minimize costs when reinstalling Holding Tank Components. However, any parts deemed necessary to maintain the structural integrity and proper operation of the installation—such as check valves, piping, or similar components—will be replaced as required to ensure system reliability and compliance with engineering standards.

6.3.3 The Summer Villages' current engineering design standards must be met.

6.3.4 See Schedule G for tasks and responsibility related to reconnecting.

7 REPAIR AND MAINTENANCE OF SERVICE LINE

- 7.1 The Summer Village shall be responsible for the maintenance and repair of the Service Line including the thawing of frozen lines from the main up to the Holding Tank.
- 7.2 Should damage to the Service Line be caused by the negligence or improper action of the Owner or those for whom they are responsible, the costs for repairing or thawing lines and CC Valve will be billed to the Owner.
- 7.3 The Owner or occupant of a property shall not block, damage, or cover, any adjacent CC Valve. Where the Owner or occupier damages or causes the CC Valve to become inoperative, the Owner shall be responsible for repairs, damages, and/or replacement costs.
- 7.4 Any obstructions that restrict access to the CC Valve Holding Tank shall be removed at the Owner's expense and will be billed in accordance with the Fees and Charges Bylaw. Where removal is not feasible, penalties shall apply as set out in the same Bylaw.
- 7.5 The Owner shall be responsible for clearing any blockages in the portion of the wastewater line from a building to the Holding Tank or within the Holding Tank.
- 7.6 All work on the Service Line shall be performed by a person or contractor authorized or retained by the Summer Village.
- 7.7 The Summer Village will perform maintenance on CC Valves as required. The operator and/or contractor will access the property to inspect and exercise the valves on a scheduled basis. The schedule will be determined by Administration.
- 7.8 The operator or designated agents of the municipality shall have the right to enter upon any resident property within the municipality for the purpose of conducting maintenance, repairs, or inspections related to the Wastewater System.
- 7.9 Owners are required to maintain clear access to their CC Valve, ensuring that these areas always remain free from obstruction. This includes, but is not limited to, trees, bushes, or any other growth, trailers, vehicles, hoists, or structure that may impede inspection, maintenance, or operation.

8 INSTALLATION OF HOLDING TANK AND COMPONENTS

8.1 Holding Tank Installation

- 8.1.1 Wastewater Producing Lots must have a Holding Tank adequately sized to provide pumping, peak flow, and emergency storage. To meet these requirements, a minimum tank size of 2275L (500lga) is required.
- 8.1.2 The Holding Tank must be CSA certified; be in good structural condition; be watertight; be located a minimum of 10m away from a water course or well and 1 m from property lines or buildings; and be accessible for inspection and maintenance.

- 8.1.3 The Holding Tank must have a watertight access riser (600mm diameter) and a securable insulated lid to allow easy access for cleaning, inspection and maintaining the pump.
- 8.1.4 The Holding Tank must be completely sealed, with no leakage of wastewater, effluent, or ground water into or out of the system.
- 8.1.5 The Holding Tank must have a minimum of 1.2m of cover (depth from ground to top of tank) and/or be insulated to minimize the potential for freezing during the winter.
- 8.1.6 The bottom of the Holding Tank must have a minimum depth of 3.2m below the final graded surface.
- 8.1.7 The coring of the tank and link seal must be installed no less than 500mm above the bottom of the Holding Tank and must be tightened from inside the tank.
- 8.1.8 If the water table is within 1.2m of the final graded surface, then new tank installations may need an anti-float base to avoid uplift movement of the tank. This should be discussed with the tank installer prior to installation.
- 8.1.9 Inlet plumbing must allow for natural ventilation back through the building sewer and vent stack as per standard building code requirements.
- 8.1.10 The Owner is responsible for all costs related to purchasing and installing a Holding Tank which service the Owner's property.
- 8.1.11 Notwithstanding Section 8.1.10, if the Summer Village determines that a Holding Tank will be installed by the Summer Village or if an Owner fails to carry out a Holding Tank installation as required by this Bylaw, the Summer Village may install such Holding Tank on the Owner's property, at the Owner's expense.
- 8.1.12 Persons excavating for installation of a new Holding Tank shall not backfill until a request for inspection has been made to the Summer Villages Office and Safety Codes Officer and the inspections have been completed and approved the installation.
- 8.1.13 When making a request for an inspection, five working days' notice will be required and inspections will only be done during regular work hours.
- 8.1.14 Persons backfilling before requesting and receiving an inspection may be required to dig out and expose the Holding Tank at the Owner's cost so that a proper inspection can be done.

8.2 Holding Tank Component Installation

- 8.2.1 The Summer Village will supply and install the pump and internal plumbing within the Holding Tank in accordance with the engineering design standards and specifications, as amended from time to time.
- 8.2.2 The Owner must notify the Summer Village upon completion of the Holding Tank installation and provide reasonable opportunity for the Summer Village to install

the Holding Tank Components. Scheduling will be dependent on contractor and operator availability.

- 8.2.3 The installation of Holding Tank Components is included in the Connection Levy paid by the Owner.
- 8.2.4 All Holding Tank Component installations must comply with the current engineering design standards.
- 8.2.5 Frost plugs are a mandatory component of the Holding Tank system and must remain installed year-round. The cost of replacing damaged, missing, or non-functional frost plugs shall be the responsibility of the Owner, as set out in the Fees and Charges Bylaw.

8.3 Electrical Requirements

- 8.3.1 All electrical work must comply with the current Canadian electrical code and be completed by a certified electrical contractor. A final electrical permit is required prior to commissioning the property onto the Wastewater System.
- 8.3.2 All electrical costs are the sole responsibility of the Owner.
- 8.3.3 Two independent power feeds are required:
 - a) one for the pump – 20 Amp 220 Volt minimum.
 - b) one for the high-level float and alarm box – 115 Volt

8.4 High-Level Alarm and Float

- 8.4.1 All costs and work associated with the high-level alarm are the sole responsibility of the owner. These costs may include, but are not limited to a new alarm, associated electrical work, float weight, and/or replacements.
- 8.4.2 A high-level alarm is required and must include a float switch and an outdoor alarm box housed in a NEMA 4X enclosure with audible and visible indicators.
- 8.4.3 The alarm must be installed outside and be clearly visible from the road. It is recommended that the alarm be mounted on a wooden post adjacent to the Holding Tank.
- 8.4.4 The float must be installed 785mm above the bottom of the Holding Tank.
- 8.4.5 A float weight may be required for the high-level float to remain properly positioned. If so, the associated charges will apply as per the current Fees and Charges Bylaw.

9 REPAIR AND MAINTENANCE OF HOLDING TANK AND COMPONENTS

- 9.1 The Owner is responsible for repairs, damages, and/or replacement costs related to the Holding Tank, high-level alarm and float, and all electrical components and services.

- 9.2 The Summer Village is responsible for maintaining and repairing the pump and internal plumbing within the Holding Tank, except in cases where damage is caused by prohibited items or falls under the Owner's responsibility.
- 9.3 Any obstructions that restrict access to the Holding Tank shall be removed at the Owner's expense and will be billed in accordance with the Fees and Charges Bylaw. Where removal is not feasible, penalties shall apply as set out in the same Bylaw.
- 9.4 The Owner is responsible for clearing any blockages in the wastewater line between the building and the Holding Tank, including any blockages within the Holding Tank itself.
- 9.5 The Summer Village reserves the right to inspect the Holding Tank, including pumps, valves, and connections, to ensure they are functioning properly and are in compliance with this Bylaw and all applicable engineering and operational standards.
- 9.6 All work on the Holding Tank Components must be performed by a person or contractor authorized or retained by the Summer Village.
- 9.7 The Summer Village will perform maintenance on plumbing and components located within the Holding Tank as needed. Operator and/or contractors may access the property to conduct inspections and cleaning on a scheduled basis, as determined by Administration.
- 9.8 Operators or designated agents of the Summer Village have the right to enter any property within the municipality for the purpose of conducting inspections, maintenance, or repairs related to the Wastewater System
- 9.9 Pump outs of the Holding Tank may be required from time to time for cleaning or to facilitate inspections, maintenance, or repairs. The cost of such pump-outs shall be the responsibility of the Owner, unless the pump-out is required specifically for repair purposes initiated by the Summer Village.
- 9.10 Owners must maintain clear and unobstructed access to their Holding Tank and alarm system, at all times. This includes ensuring that trees, bushes, vehicles, trailers, hoists, structures, or any other obstructions do not impede inspection, maintenance, or operation.

10 AIR RELEASE VALVES

- 10.1 The Summer Village is responsible for the maintenance and repair of air release valves (ARV), except in cases where the damage is caused by Owners or their contractors.
- 10.2 Any obstructions restricting access to the ARV will be removed at the Owner's expense, in accordance with the Fees and Charges Bylaw. If removal is not applicable, obstruction penalties will apply as set out in the Fees and Charges Bylaw.
- 10.3 All work on the Wastewater System shall be performed by a person or contractor authorized or hired by the Summer Village.

11 RATES, BILLING AND COLLECTION

- 11.1 The rates to be charged to Owners for the disposal of wastewater to the Wastewater System are described in Schedule B of this Bylaw.
- 11.2 The rates to be charged to Owners for work or parts related to wastewater is as shown on the Fees and Charges Bylaw. Work may include, but is not limited to, service calls, CC Valve exposure, missing frost plugs, and repairs.
- 11.3 A Wastewater Utility Fee of actual or estimated amounts for all Wastewater Services to the Owner will be shown annually as a Wastewater Utility Fee on the tax notice.
- 11.4 The billing for the Wastewater Utility Fee shall be based on an annual rate as approved by Council.
- 11.5 No reduction in rates or charges shall be made for any interruption of Wastewater Services during a billing period.
- 11.6 Where an Owner wishes to obtain Wastewater Services, he shall make an application to the Summer Village. Applications for Wastewater Services may only be made by an Owner.
- 11.7 The application for Wastewater Services and the supply of such services by the Summer Village constitute an agreement for those services incorporating the provisions of this bylaw and any amendments thereto.
- 11.8 All Wastewater Service Fees and penalties are due and payable within 30 days of the invoice date with payment to be made at the Summer Village office or at such other place as may be designated from time to time by the Manager.
- 11.9 Non-receipt of Wastewater Service Fees shall not exempt the Owner from payment of the services rendered.
- 11.10 Any Wastewater Service Fees and penalties which remain unpaid after 30 days shall have an administrative fee added to their account and will be transferred to their tax roll. Penalties will apply at the same rate as outstanding property taxes.
- 11.11 Notwithstanding Section 11.9, where the Owner is unable to pay the entire amount of the outstanding Wastewater Service Fees the Manager may negotiate a satisfactory payment schedule.
- 11.12 Where Wastewater Service Fees or other charges under this Bylaw remain unpaid, the Manager may add the unpaid fees or other charges to the tax roll account of the property.
- 11.13 The Manager may undertake collection of any unpaid Wastewater Service Fees by any means provided by the law.
- 11.14 A Wastewater Service will only be discontinued in the event that a development permit has been issued for the demolition or removal of all wastewater producing premises on the lot.

- 11.15 Where it has been determined that an Owner has been paying an amount less than that which should have been paid because of errors of the Summer Village such as improper bill calculation, a charge of the difference between what was paid and what should have been paid shall be paid by the Owner for the period between January 1st of the year previous to the current year and the date on which the error was discovered.
- 11.16 Where it has been determined that an Owner has been paying an amount greater than that which should have been paid because of errors of the Summer Village such as improper bill calculation, a refund of the difference between what was paid and what should have been paid shall be given to the Owner for the period between January 1st of the year previous to the current year and the date on which the error was discovered. Notwithstanding the above, Council may, at its sole discretion, authorize a refund exceeding the amount determined in this Section.

12 GOVERNING THE PROVISION AND USE OF THE WASTEWATER SYSTEM

- 12.1 Except where authorized by the Summer Village in writing no Person shall open, close or interfere with any line, valve or vent connected to the Wastewater System.
- 12.2 The Summer Village may shut off Wastewater Services at the CC Valve, in which case no person shall turn on or attempt to turn on the Wastewater Services except where authorized by the Summer Village in writing.

13 PROHIBITED MATERIALS

- 13.1 No Person shall connect, cause to be connected, or allow to remain connected to the Wastewater System any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow contaminated or polluted water or wastewater, including but not limited to those substances and limits described in Schedule C, or any other liquid, chemical or substance to enter the Wastewater System.
- 13.2 The Manager may issue such order or orders to the Owner of the property as may be required to ensure compliance with Section 13.1 of this Bylaw.
- 13.3 No Person shall throw, deposit or leave in or upon the Wastewater System or any drain connected therewith, any material that may cause blockage of the Wastewater System, including the main line, Service line, or pumps.
- 13.4 No Person shall discharge into the Wastewater System or any drain connected therewith, any liquid or liquids that would prejudicially affect the Wastewater System, adversely affect the environment, cause pollution or be considered hazardous.
- 13.5 No Person shall make any connection with the Wastewater System or any drain or pipe connected therewith for the purpose of conveying any inflammable, explosive or hazardous material.
- 13.6 No Person shall make any connection with the Wastewater System or any drain or pipe connected therewith for the purpose of conveying any surface water collected by drainage in weeping tile, eaves troughs or roof spouts.

- 13.7 No Person shall discharge the contents of any privy vault, or manure pit, directly or indirectly into the Wastewater System, or any drain connected to the Wastewater System.
- 13.8 No Person shall turn, lift, remove, raise or tamper with any ventilator of any Summer Village wastewater line, except where authorized in writing by the Summer Village.
- 13.9 No Person shall cut, break, pierce or tap into the Wastewater System.
- 13.10 In the event that the Summer Village feels they have reasonable grounds the Summer Village may upon reasonable notice and at reasonable times enter buildings or other places which have been connected to the Wastewater System to ascertain whether or not any improper material or liquid is being discharged in the wastewater, and the Summer Village shall have the right to use any test or other means necessary to determine compliance with this Bylaw and to stop or prevent the discharge of any substances that are contrary to this Bylaw.
- 13.11 Discharges from trade, industrial or manufacturing process
 - 13.11.1 No Person shall discharge or allow to be discharged any waste, product or by-product created or resulting from any trade, industrial or manufacturing process, directly or indirectly into the Wastewater System without such pre-treatment as shall be prescribed by the Summer Village for each such case.
 - 13.11.2 No person shall discharge or allow to be discharged into the Wastewater System any materials found listed in Schedule C of this Bylaw.
 - 13.11.3 Any person who breaches Section 13.11.2 of this Bylaw shall in addition to the penalty prescribed in the Fees and Charges Bylaw be liable for all costs incurred by the Summer Village in remediating the situation caused by that breach, including all clean-up costs.
- 13.12 Grease traps of sufficient size and approved design shall be placed on the waste pipes from all hotels, restaurants, laundries, and such other places as the Summer Village may direct. The Owner will be responsible for the installation and maintenance of the grease traps.
- 13.13 Commercial building sumps:
 - 13.13.1 Interceptors of sufficient size and approved design shall be placed on the waste pipes from all car washes and any other buildings that may cause excess dirt and debris to pass in the Wastewater System.
 - 13.13.2 No person shall allow the discharge from a Storm Water Discharge System to enter into the Wastewater System.

14 PENALTIES

- 14.1 Charges as prescribed in the Fees and Charges Bylaw will be imposed on any Owner issuing a payment to the Summer Village which is dishonoured or returned with a notification of non-sufficient funds (NSF) These charges shall be added to the Owner's account.

- 14.2 Any Person who breaches or contravenes any provision of this Bylaw is guilty of an offence and upon conviction, is liable to pay a fine as prescribed in the Fees and Charges Bylaw, in addition to any remediation or rehabilitation costs incurred due to the nature of the offence, and any other penalty a court may impose.
- 14.3 Any penalty or remediation cost that remains unpaid may be added to the Property Tax account of the Owner, in accordance with Section 11.10. Late payment penalties shall apply.

15 EFFECTIVE DATE

15.1 This Bylaw shall take effect as and from the third and final reading.

Read a first time this 21st Day of March, 2025.

Read a second time this 20th Day of June, 2025.

Read a third time and passed this 20th Day of June, 2025.



Fraser Hubbard, Mayor
Summer Village of Poplar Bay

Sylvia Roy, Chief Administrative Officer
Summer Village of Poplar Bay

SCHEDULE A
Wastewater Connection Levy

All owners of Wastewater Producing Lots are required to connect to the Wastewater System and shall pay a Wastewater Connection Levy.

This levy is due at time of connection and before the property is activated on the municipal wastewater utility system.

The connection levy is based on the current cost of the grinder pump package, frost plug, plumbing parts, materials and installation within the Holding Tank. The current connection levy is billed per the Fees and Charges Bylaw.

SCHEDULE B
Wastewater Utility Fees

Each Owner shall pay for Wastewater Services supplied to him based on a fixed annual Wastewater Utility Fee. These fees will commence when the system becomes operational and shall apply to all wastewater producing lots. The fee will be set annually as part of the budget process and is shown on the annual tax notice.

The purpose of this fee is to offset costs associated with maintenance, basic materials, and the South Pigeon Lake Regional Wastewater Commission costs.

Ratepayers who subscribe to the Tax Installment Payment Plan may make monthly payments for the Wastewater Utility Fee with their Property Taxes.

SCHEDULE C Prohibited Materials

As noted in Section 13, property owners who cause damage to the grinder pump servicing their property by discharging unauthorized materials into the wastewater system, or through any other acts, shall be required to pay for the pump's repair or replacement, including all associated costs.

List of Prohibited Materials

The following materials are prohibited from being discharged into the wastewater system:

"flushable" baby wipes	dental floss	grout	cleaning wipes
feminine products	pantyhose	bones	paint or paint thinner
diapers	plastics / latex	glass	metal
condoms	grease or cooking oil	sand	cat litter
egg shells	seafood shells	gravel	socks, rags, or cloth
fish tank gravel	hair	wood	sawdust
feathers	ashes	straw	

Additional Prohibited Substances and Conditions

1. Sump pump discharge, rainwater or other surface water
2. Any gasoline, solvents or similar products.
3. Any tar or other viscous material of mineral origin.
4. Any garbage that has not been shredded so as to pass through a 6mm screen.
5. Substances other than those described herein, that are prohibited or restricted from being discharged under any applicable Federal or Provincial Legislation, including any amendments thereto.
6. Any noxious or malodorous gas or substance capable of creating a public nuisance including but not limited to hydrogen sulphide, mercaptans (thiols), carbon disulphides, reduced Sulphur compounds, amines, and ammonia.
7. Lime slurry and residues.
8. Any substance which, in the opinion of the Manager or designate:
 - a. Is or may become harmful to any recipient watercourse or any part of the wastewater system;
 - b. May interfere with the proper operation of the wastewater system or part thereof;
 - c. May impair or interfere with any wastewater treatment process; or,
 - d. May become a hazard to persons, property or animals.

Permitted Items

The only materials permitted to be discharged into the wastewater system are:

1. Human waste and toilet paper.
2. Grey water from showers, sinks, tubs and dishwashers.
3. Conventional food wastes as processed through an in-sink garbage disposal unit.
4. Laundry washing machine discharge.

SCHEDULE D
Wastewater Parts Ownership

Explanation of who owns each piece of wastewater equipment

Item	Owner
CC valve	Municipality
Electrical work	Homeowner
Electrical receptacles at tank	Homeowner
Frost Plug	Municipality
Grinder pump & accessories	Municipality
High-level alarm	Homeowner
High-level alarm float	Homeowner
High-level alarm float weight <i>(if required)</i>	Homeowner
Holding tank connection to building	Homeowner
Holding tank(s) & lids	Homeowner
Holding tank insulation	Homeowner
Holding tank riser(s) & lid	Homeowner
Link Seal	Municipality
Parts & piping for the pump	Municipality
Service line (tank to mainline)	Municipality
Wooden pedestal	Homeowner

SCHEDULE E **Wastewater Requirements**

Mandatory items to ensure a functioning wastewater system.

All items listed are mandatory for the proper operation of the Wastewater System.
Failure to comply may result in penalties in accordance with the Fees and Charges Bylaw and if necessary temporary suspension of services.

Component	Requirement
Electrical	• Single phase 208-230 Volt power supply, 20 Amp, for the wastewater pump • Single phase 115 Volt power supply for the high-level alarm • Alarm must be installed in a waterproof enclosure
Frost Plug	• First frost plug provided a time of connection • Replacements frost plugs are at owners' cost
High-Level Alarm	• Alarm must be installed outside, preferably next to the tank • Must be visible and audible from the road.
High-Level Alarm Float	• Must be fully functioning • Must be installed 785mm above the bottom of the tank
Holding Tank	• Minimum capacity: 500l gal • Must be leak-free and insulated to depth of 1.2m • Must have a 600mm manway • Minimum depth from graded final surface to tank bottom: 3.2m
Permit – Electrical	• Copy submitted to Village Office prior to commissioning onto system
Permit – Plumbing	• Copy submitted to Village Office prior to commissioning onto system.
Power to High-Level Alarm	• Must remain on at all times
Power to Pump	• Must remain on at all times.
Service Line Connection	• 40mm diameter HDPE DR11 Pipe • Must be installed at least 2m from all structures • Line tie in must be fused • Minimum 2.5m below final grade • Minimum 500mm above tank bottom • Link seal must be accessible/tightenable from inside the tank
Service Line Inspection	• If not installed by an approved contractor, the service line and tank must be inspected by the Village Office prior to backfilling

SCHEDULE F
New Connection Responsibility

Item	Description	Cost Responsibility	Task Responsibility
CC Valve	if one doesn't already exist for the property	Municipality	Municipality
Connection Levy Fee	covers the cost of grinder pump package, parts, frost plug, installation within the holding tank, fusion of service line, and coring of the holding tank with link seal	Homeowner	Municipality
Electrical	Service run to holding tank; alarm mounted on external wooden pedestal. Includes connection of high-level alarm, float, and grinder pump.	Homeowner	Homeowner
Holding Tank	Includes riser(s), insulated lid(s), and insulation around the tank.	Homeowner	Homeowner
Permits	Includes holding tank permit (SV & SSC), electrical permit (SSC), and plumbing permit (SSC)	Homeowner	Homeowner
Pump Installation	Install grinder pump, check valves, parts, and frost plug within the holding tank	Homeowner (Connection Levy)	Municipality
Road Repairs	if required due to service line or tank installation	Homeowner	Municipality
Service Line	<i>Tank to cc valve</i> Installed by approved contractor, includes fused line, and tank coring with link seal	Homeowner	Homeowner (approved Contractor)
Tank Connection to Building	Connection between holding tank and building	Homeowner	Homeowner

SV – Summer Village
SSC = Superior Safety Codes

SCHEDULE G
Reconnect Responsibility

Item	Description	Cost Responsibility	Task Responsibility
CC Valve Repairs	If damaged during construction or disconnection	Homeowner	Municipality
Electrical	Service run to holding tank; alarm mounted on external wooden pedestal. Includes connection of high-level alarm, alarm float, and grinder pump.	Homeowner	Homeowner
Holding Tank	Includes risers, insulated lid(s), and insulation around the tank	Homeowner	Homeowner
Permits	Includes holding tank permit (SV & SSC), electrical permit (SSC), and plumbing permit (SSC)	Homeowner	Homeowner
Pump Installation	Re-install grinder pump, check valves, parts, and frost plug within the holding tank. Necessary parts will be replaced with new.	Homeowner	Municipality
Road Repairs	If required due to service line or tank installation	Homeowner	Municipality
Service Line	Tank to CC valve; re-installed by approved contractor, includes fused line and tank coring with link seal.	Homeowner	Homeowner (approved Contractor)
Tank Connection to Building	Connection between holding tank and building	Homeowner	Homeowner

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