

COMMITTEE OF THE WHOLE AGENDA

Monday, June 24, 2024 at 6:30 p.m.

Council Chambers

325 Wallace Street, Hope, British Columbia

For those in attendance at District of Hope Open Council Meetings, please be advised that the Hope Ratepayers Association is recording these meetings. The District, in no way, has custody or control of the recordings. Therefore, all persons who do not want their presentation or themselves recorded, please approach the Clerk to declare same and the District will relay this to the Association so that you can freely speak.

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Recommended Resolution:

THAT the June 24, 2024, Committee of the Whole Meeting Agenda be adopted as presented.

3. ADOPTION OF MINUTES

(a) Committee of the Whole Meeting

(1)

Recommended Resolution:

THAT the Minutes of the Committee of the Whole Meeting held April 29, 2024, be adopted, as presented.

4. STAFF REPORTS

(a) Report dated June 17, 2024 from the Director of Operations

(6)

Re: District of Hope Cross Connection Control Bylaw No. 1574, 2024

Recommended Resolution:

THAT Council rise and report *District of Hope Cross Connection Control Bylaw No. 1574, 2024, Bylaw Notice Enforcement Amendment Bylaw No.1575, 2024 and Municipal Ticket Information Amendment Bylaw No.1576* to the June 24, 2024 Regular Council Meeting.

5. QUESTION PERIOD

Call for questions from the public for items relevant to the agenda.

6. CLOSE COMMITTEE OF THE WHOLE

MINUTES OF A COMMITTEE OF THE WHOLE MEETING

Monday, April 29, 2024
Council Chambers, District of Hope Municipal Office
325 Wallace Street, Hope, British Columbia

Council Members Present: Mayor Victor Smith
Councillor Scott Medlock
Councillor Angela Skoglund
Councillor Pauline Newbigging

Council Members Absent: Councillor Heather Stewin
Councillor Dusty Smith
Councillor Zachary Wells

Staff Present: John Fortoloczky, Chief Administrative Officer
Donna Bellingham, Director of Corporate Services
Robin Beukens, Director of Community Development
Branden Morgan, Deputy Corporate Officer

1. CALL TO ORDER

Mayor Smith called the meeting to order at 6:30 p.m.

2. APPROVAL OF AGENDA

Moved / Seconded

THAT the April 29, 2024 Committee of the Whole Meeting Agenda be adopted, as presented. **CARRIED.**

3. ADOPTION OF MINUTES

(a) Committee of the Whole

Moved / Seconded

THAT the Minutes of the Committee of the Whole Meeting held April 8, 2024 be adopted, as presented. **CARRIED.**

4. STAFF REPORTS

(a) Report dated April 24, 2024 from the Director of Community Development Re: Small-Scale Multi-Unit Housing Zoning Bylaw Update

Representatives from Stantec Consulting were in attendance to present to Council regarding the Small-Scale Multi-Unit Housing Zoning Bylaw Update. In Fall 2023, the Province passed Bill 44 which aimed to increase housing supply, create more diverse housing choices, and over time, contribute to more affordable housing across BC. To accomplish this, Bill 44 aims to speed up approvals for housing,

increase housing supply and diversity through optimization of land, and increase density in areas close to transit hubs and along transit corridors. This includes:

- Requiring two to four units per lot in existing single-family and duplex zones, known as “Restricted Zones” that are not subject to frequent transit.
- Providing housing in a range of different building typologies.
- Applying local municipal context to zoning bylaw updates.
- Providing guidelines for the implementation of additional housing.
- Encouraging a more permissive approach to zoning in Restricted Zones.

What is a Restricted Zone:

- A zone restricted to only single and duplex housing, including secondary suites and additional dwelling units.
- Does not include multi-residential zones.
- A zone within a Regional Growth Boundary or Urban Containment Boundary.
- Serviced by District water and sanitary services.

Exemptions for Restricted Zones:

- Agricultural Land Reserve density restrictions.
- Hazard areas where the hazard cannot be practically mitigated.
- Heritage protection.
- Lack of connections to District water or sewer services.
- Zone with a minimum subdivision requirement larger than 4,050 m².
- A parcel of land that is larger than 4050 m².

Effects in the District of Hope:

- The District has seven Restricted Zones which are now required to allow a minimum of three to four units per lot, subject to size considerations and any exemptions:
 - Single Family Residential (RS-1)
 - Single Family Residential with Secondary Dwelling (RS-1S)
 - Single Family Residential with Secondary Suite (RS-1T)
 - Compact Single Family Residential (RS-2)
 - Compact Single Family Residential with Secondary Suite (RS-2T)
 - Two Family Residential (RT-1)
 - Comprehensive Zone 3 (CD-3)
- The District does not have frequent transit and therefore the requirement for six units per lot does not apply.
- The District is not required to amend any zones that are not deemed to be Restricted Zones, and therefore will only need minor housekeeping changes to these other zones.

Other Requirements:

- By January 1, 2025, the Housing Needs Reports must be updated to include the 20-year total number of housing units using a standard method to anticipate local housing needs.
- By December 31, 2025, the Official Community Plan must plan for housing over a longer timeframe of 20 years, and include policies that address a broader range of housing types. As well, the plan must be updated every five years with public engagement.
- By December 31, 2025, the Zoning Bylaw must be updated to align with the Housing Needs Report and the Official Community Plan by accommodating the 20-year total number of housing units.

Bill 44 Implementation in Hope:

- Provincially Mandated Requirements:
 - Restricted Zone definition
 - Minimum dwelling units per “Restricted Zone”
 - No Public Hearings for Bill 44 implementation
 - Timeline requirements for Bill 44 implementation
 - Requirement to consider Provincial guidelines
 - List of exemptions that can be applied
- Flexibility for the District of Hope:
 - Building typology.
 - Building heights
 - Setbacks
 - Lot coverage
 - Parking requirements
 - Landscaping
 - Conditions of use
- The District must not use zoning powers to create overly prohibited requirements which could jeopardize the implementation of Bill 44, including the implementation of minimum units per lot, housing tenure, and development benchmarks.
- The District’s Development Permit Areas will remain in effect and dictate what types of development may occur, but cannot be used to restrict development where an identified hazard can be practically mitigated.

Proposed Restricted Zones:

- Small-Scale Multi Unit Housing (RS-1) Zone
 - Consolidation of existing RS-1, RS-1S, RS-1T, RS-2, RS-2T and RT-1 zones.
 - Three dwelling units on parcels equal to or less than 280m², four dwelling units on parcels greater than 280m².

- Requires lots to be fully serviced to benefit from dwelling unit minimums.
- One and two family residences and townhouse forms are permitted.
- Secondary suites and detached accessory dwelling units are permitted.
- 50% building lot coverage and 70% impervious surface lot coverage is permitted.
- Maximum principal building height of 10 meters and 6m for detached accessory dwelling units.
- 4 meter front and rear yard setbacks, with 1.2 meter side yard and 2.5 meter exterior side yard setbacks.
- A maximum of one principal building is permitted on a parcel.
- Parcels serviced by a sewer system, but not a water system, are restricted to a maximum of two units, including a one family residence and a secondary suite or detached accessory dwelling.
- Parcels serviced by a water system, but not a sanitary sewer system, are restricted to a maximum of two units, including a one family residence and one secondary suite.
- Comprehensive (CD-3) Zone:
 - Updated to allow for 3 to 4 units without changing development parameters.

Council was presented with four lot layout scenarios outlining potential options for homes with secondary suites and detached accessory dwellings, a duplex with secondary suites, and four townhouse units. Council inquired as to where townhouse units would place their garbage for collection given the limited space available on a parcel with four units. The consultant advised that the District is responsible for providing the parameters for developers to work in, and that the developer is ultimately responsible for ensuring services such as garbage collection can be accommodated in their designs.

Council inquired as to whether parking will be an issue as many households have multiple vehicles, as well as concerns regarding fire access and snow plowing for parcels that have laneway access that will be the primary entrance for some units. The consultant advised that all parking must meet the requirements and be functional, noting that there will be visual impacts with regards to parking. The Director of Community Development added that many of these issues already exist in the District's zoning.

Council inquired as to how these changes will affect current non-conforming duplexes and secondary dwellings in the District. The Director of Community Development advised that these units would be in compliance with the zoning bylaw with the proposed changes. He also noted that illegal secondary suites will still be non-conforming as they require building permits and inspections, but that this change will make it easier to become legal.

Council inquired as to what changes the community may see in the short-term. The Director of Community Development advised that changes will likely be incremental at first with empty lots seeing the biggest change, and noted that most calls are for

duplexes, secondary suites, and carriage homes.

Moved / Seconded

THAT Council receive the report regarding the Small-Scale Multi-Unit Housing Zoning Bylaw update, as information. **CARRIED.**

5. QUESTION PERIOD

There were no questions raised.

6. CLOSE

Moved / Seconded

THAT the April 29, 2024 Committee of the Whole Meeting adjourn at 7:55 p.m. **CARRIED.**

Certified a true and correct copy of the Minutes of the Committee of the Whole meeting held on April 29, 2024 in Council Chambers of the District of Hope, British Columbia.

Mayor

Director of Corporate Services



REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: June 17, 2024

FILE:3900-01

SUBMITTED BY: Director of Operations

MEETING DATE: June 24, 2024 – Committee of the Whole

SUBJECT: District of Hope Cross Connection Control
Bylaw No. 1574, 2024.

PURPOSE:

The purpose of this report is to provide the Committee with a revised draft of the new District of Hope Cross Connection Control Bylaw No.1574, 2024, Bylaw Notice Enforcement Amendment Bylaw No.1575, 2024 and Municipal Ticket Information Amendment Bylaw No. 1576, 2024 for review.

RECOMMENDATION:

Recommended Resolution:

THAT Council rise and report District of Hope Cross Connection Control Bylaw No. 1574, 2024, Bylaw Notice Enforcement Amendment Bylaw No.1575, 2024 and Municipal Ticket Information Amendment Bylaw No.1576 to the June 24, 2024 Regular Council Meeting.

OCP PUBLIC CONSULTATION:

Not applicable.

ALTERNATIVES & IMPLICATIONS:

The District could continue to operate the water system without a bylaw regulating cross connections however as the municipality continues to develop and new connections are added, it will become increasingly difficult for staff to manage the potential for water system contamination.

ANALYSIS:

A. Rationale:

A Cross Connection Control Program is being proposed to protect District of Hope drinking water systems from contamination that may be caused by backflow.

Typically, water flows in one direction from the drinking water system into a building. Under certain circumstances, such as a water main break, negative pressure can be created, causing water to flow in the opposite direction. This is called backflow. If a cross connection exists, backflow can cause contaminated water to flow back through the drinking water system, which can result in dangerous health risks.

A cross connection is any temporary or permanent connection between the drinking water system and a source of non-potable (contaminated/polluted) water. Examples include irrigation and sprinkler systems, piping between the public water system and a cooling system, or something as simple as a garden hose left in a sink or pool.

B. Attachments:

Draft District of Hope Cross Connection Control Bylaw No. 1574, 2024 (as amended)
Draft Bylaw Notice Enforcement Amendment Bylaw No. 1575, 2024
Draft Municipal Ticket Information Amendment Bylaw No. 1576, 2024
Water Regulation Bylaw No. 1271, 2009
Cross Connection Control Support Letter – Fraser Health

C. Strategic Plan Objectives:

Not Applicable

D. Policy (Existing/Relevance/None):

IOCP Goal 9: Hope has a healthy, dependable source of water and a community sanitary sewer and stormwater system that:

- Is responsibly managed; and
- Protects the natural environment

E. For OCP Amendments only

Not applicable.

F. Relevant History:

In 2019, the District completed a Water Master Plan with recommendations that included projects to improve the level of service within the existing service area, projects triggered by new development, and administrative improvements, including continuation of existing programs.

One of the recommended administrative improvements was the establishment of a Cross Connection Control Program.

At the March 11, 2024 Committee of the Whole Meeting, Council requested that the definition of “Water System” and “Private Water System” be cross-referenced for consistency with the District’s other water and sewer bylaws.

G. Committee/Commission/Board Recommendations:

Not applicable.

H. Resources:

With the implementation of the bylaw, there will be a demand for staff time to ensure compliance is achieved.

I. Budget Implications

The District will subscribe to a Cross Connection Management Program Software with an annual fee of approximately \$1500.00. The final fee will depend on the level of involvement of the service provider versus in-house capabilities.

Prepared by:

Approved for submission to Council:

Original Signed by Kevin Dicken
Director of Operations

Original Signed by John Fortoloczky
Chief Administrative Officer

THE DISTRICT OF HOPE

BYLAW NO. 1574, 2024

A bylaw to provide for the management of Cross Connections in the District of Hope

WHEREAS under the *Community Charter S.B.C. c26* authorizes Council to regulate, prohibit and impose requirements in relation to municipal services;

AND WHEREAS, provincial legislation requires water suppliers to ensure that provisions are in place for the elimination and prevention of contamination between their potable water and any non-potable sources;

NOW THEREFORE the Council of the District of Hope, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as ***District of Hope Cross Connection Control Bylaw No. 1574, 2024.***

DEFINITIONS

2. In this bylaw

“Approved Backflow Prevention Assembly” means a Backflow Preventer that is designed to be tested and repaired in-line and to meet the design, installation and testing criteria requirements of the CSA B64 series and CSA B64.10 “Selection and Installation of Backflow Preventers” (most current editions);

“Authorized Agent” includes any Person representing the District by written consent for the furtherance of the purpose of this Bylaw;

“Backflow” means the flow of water or other liquids, gases, or solids from any source, opposite to the normal direction of flow, as a result of back-siphonage or backpressure, back into the potable Private Water System or the Water Supply System;

“Backflow Assembly Test Report” means a form, physical or electronic, provided by or approved for use by the District or Authorized Agent to be used when testing an Approved Backflow Prevention Assembly to record all pertinent information and test data;

“Backflow Assembly Tester” means a person holding a current backflow assembly tester certificate from the BC Water and Waste Association and approved by the District or Authorized Agent;

“Backflow Preventer” means a mechanical apparatus installed in a water system that prevents Backflow of contaminants in the potable Private Water System or the Water Supply System;

“Bylaw Notice” has the meaning ascribed in the *Local Government Bylaw Notice Enforcement Act*, as amended from time to time;

“Consumer” means any Person who is the Owner, or agent of the Owner, of any Premises or Facility to which water is supplied or made available from any of the Water Supply System and includes any person who is the occupier of such Premises or Facility and any person who is a user of water supplied to any Premises or Facility or by any Service from the Water Supply System;

“Contaminant” means any physical, chemical, biological, radiological, or other substance or matter in water which may render the water non-potable;

“Cross Connection” means any temporary, permanent, or potential water connection, whether it be direct or indirect, between the Potable Water Supply System and a source of non-potable water, contamination or pollution;

“CSA” means the Canadian Standards Association;

“Curb Stop” means a Turn Off valve on the Water Supply System at or near a property line and is used to control flow to the Consumer’s Premises or Facility;

“Discontinue” means to terminate the arrangement between the District and the Consumer for the supply of water and to Turn Off the service pipe, disconnect, or remove it;

“District” means the District of Hope;

“Facility” or “Facilities” means something that is built, installed, or provided to serve a particular purpose, as may exist when there are different business types located within one Premise;

“Hydrant or Temporary Use Permit” means a permit issued by the District for any Person requesting water from a fire hydrant, standpipe, or temporary water connection for purposes other than emergency fire protection;

~~**“Municipal” or “Municipality”** means the District of Hope (District);~~

“Owner” means has the same meaning as ascribed in the *Community Charter*, as amended from time to time, and in relation to common property under the *Strata Property Act*, as amended from time to time, means the strata corporation;

~~**“Person”** means and shall include not only a natural person but also a corporation, firm, or partnership, and the personal or other legal representative of a Person;~~
includes a corporation, partnership or party, and the personal or other legal representatives of a person to whom the context can apply according to law;

“Potable Water” means water that is fit for human consumption without further treatment as defined in the *Drinking Water Protection Act* and regulations, as amended from time to time;

“Premise Isolation” means the prevention of Backflow into the Water Supply System by the installation of one or more Approved Backflow Prevention Assemblies where a water Service enters a Premises, Facility or building;

“Premises” ~~means a parcel, lot, or other distinguishable unit of real property,~~ means a parcel under the Land Title Act, and a strata lot under the Strata Property Act.

“Private Water System” means any pipe and fittings intended for the delivery or distribution of potable water within a Premises or Facility ~~that is not under the control of or title of the District;~~

“Proper Operating Condition” means where a Backflow Preventer functions as designed and, in the case of an Approved Backflow Prevention Assembly, also meets the test criteria set forth by CAN/CSA Standard B64.10.1 “Maintenance and Field Testing of Backflow Preventers” (most current edition);

“Service” means the supply of water from the Water Supply System to any Person and includes all pipes, taps, valves, connections, and other things necessary to supply water;

“Turn Off” or “Turned Off” means to stop the flow of water by closing a District owned valve or Curb Stop or by any other means approved by the District;

“Turn On” or “Turned On” means to start the flow of water by opening a District owned valve or Curb Stop or by any other means approved by the District;

“Water System” ~~means the potable water distribution system and includes all connections, pipes, pumps, reservoirs, connections, and other things necessary to or used to supply water.~~ means all water pipes, fittings, valves, reservoirs, pumps, treatment or purification facilities or fire hydrants within a right-of-way, easements or property under the control of or title of the District.

3. PURPOSE

- 3.1** The purpose of this Bylaw is to protect the District Potable Water supply from the possibility of Contamination by removing or isolating real or potential sources of Contamination that may Backflow into the Water Supply System.

4. CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION

- 4.1** No person shall create a Cross Connection by connecting, causing to be connected, or allowing to remain connected to the Water Supply System any device, piping, fixture, fitting, container, appliance or any other chattel or thing which, under any circumstances that may allow a Contaminant to enter the Water Supply System.
- 4.2** If the District or Authorized Agent determines that the configuration of any water connection creates a risk of Contamination to the Potable Water supply, he or

she may require the Consumer, at their sole expense, to install or cause to be installed an Approved Backflow Prevention Assembly on the Private Water System where the Service enters the Premises or Facility, as the case may be, or in another location approved by the District.

- 4.3 Person who creates an illegal Cross Connection shall be liable for all costs associated with the work undertaken by the District or its agent to restore the Water Supply System
- 4.4 Any and all costs, damages or losses sustained by the District as a result of a Backflow event involving a Contaminant originating from a Premises or Facility shall be borne by the Consumer.

5. WATER SUPPLY AND PRESSURE

- 5.1 The District may, without notice, Turn Off the water supply for the purposes of making repairs, extensions, alterations, or improvements, or for any other reason.
- 5.2 The District may, without notice, change the operating water pressure for the purposes of making repairs, extensions, alterations, or improvements, or for any other reason.
- 5.3 The District does not:
 - (a) warrant or guarantee water pressure or the continuous supply of water; or
 - (b) accept responsibility at any time for the maintenance of pressure in its Water Supply System or for increases or decreases in pressure.
- 5.4 Service supplied by the District to a Consumer shall only be provided where the Water Supply System has been effectively protected from any actual or potential Cross Connections existing at or within the Consumer's Private Water System in compliance with this Bylaw.
- 5.5 Any Consumer whose Service has been Turned Off pursuant to this Bylaw shall not have the Service from the Water Supply System Turned On until all requirements of the District have been met and the Consumer has paid to the District all costs associated with the Turn Off/Turn On of Service.

6. CONSUMER RESPONSIBILITIES

- 6.1 The Consumer shall control every Cross Connection on a Premises or Facility, as the case may be, in accordance with the CAN/CSA Standard B64 series (most current edition) and shall maintain every Backflow Preventer on such Premises or Facility in Proper Operating Condition.
- 6.2 Where there is a visible or other indication that an Approved Backflow Prevention Assembly is malfunctioning or not in Proper Operating Condition, it is the responsibility of the Consumer to immediately notify the District, and further, to stop using the Private Water System until the Approved Backflow Prevention Assembly is repaired or replaced and confirmed to be in Proper Operating

Condition. This includes but is not limited to damage by freezing, hot water, snow, fire or otherwise due to neglect.

- 6.3 The Consumer shall provide Premise Isolation where required by CAN/CSA Standard B64.10 "Selection and Installation of Backflow Preventers" (most current edition).
- 6.4 The purchase, installation, operation, maintenance, field testing, field inspection, repair, removal, or replacement of a Backflow Preventer used to protect the Water Supply System from a Premises or Facility shall be at the sole expense of the Consumer. The Consumer shall be responsible for ensuring that a tester/installer/inspector is certified by the BC Water and Waste Association and that the certification is not expired.
- 6.5 The Consumer shall notify the District of any change of use of the Premises or Facility, or alteration, addition, or removal of any part of the Private Water System including its appurtenance and fixtures. The Consumer shall install, upgrade, replace or remove Backflow Preventers to control the changed Cross Connections in compliance with this Bylaw and the CAN/CSA Standard B64 series (most current edition).
- 6.6 Failure of the District or Authorized Agent to send notice(s), or failure of the Consumer or other responsible party to receive notice(s), shall not excuse the mandatory duty of the Consumer or other responsible party to comply with this Bylaw and all other applicable Bylaws.

7.0 TESTING MAINTENANCE AND REMOVAL OF BACKFLOW PREVENTERS

- 7.1 A Cross Connection inspection shall be completed subsequent to any change of use of the Premises or Facility, rezoning of the property, alteration, addition, or removal of any part of the Private Water System including its appurtenance and fixtures that may change the degree of hazard as established by CAN/CSA Standard B64.10 "Selection and Installation of Backflow Preventers" (most current edition), or as required by the District.
- 7.2 Where a Cross Connection inspection is required for a Premises or Facility, the inspection and report shall only be completed by a person with a valid cross connection control inspector certificate from the BC Water and Waste Association.
- 7.3 Approved Backflow Prevention Assemblies are required to be inspected and tested by a Backflow Assembly Tester upon installation, repair, replacement, or relocation and at least once in every twelve (12) month period or more often if required by the District.
- 7.4 A Backflow Assembly Test Report must be completed by the Backflow Assembly Tester and submitted to the District or Authorized Agent within thirty (30) days of testing for each Approved Backflow Prevention Assembly. All Backflow Assembly Test Reports shall confirm the following:

- 7.4.1 The installation/repair/replacement/relocation and test date of the Approved Backflow Prevention Assembly;
- 7.4.2 The specific location of the Approved Backflow Prevention Assembly and what Cross Connection or hazard it is intended to isolate;
- 7.4.3 The manufacturer, model, size, and serial number of the Approved Backflow Prevention Assembly installed;
- 7.4.4 The contact information for the Consumer or other party responsible for testing and maintenance of the Approved Backflow Prevention Assembly;
- 7.4.5 That it is an Approved Backflow Prevention Assembly, selected and installed correctly in compliance with CAN/CSA Standard B64.10 "Selection and Installation of Backflow Preventers" (most current edition) and is in Proper Operating Condition.
- 7.5 No Person shall remove an Approved Backflow Prevention Assembly unless prior written consent is obtained from the District. Prior written consent is not required when an Approved Backflow Prevention Assembly is removed and immediately replaced with an equivalent Approved Backflow Prevention Assembly and details are submitted to the District or Authorized Agent on a Backflow Assembly Test Report.

8. TEMPORARY WATER USE CONNECTION

- 8.1 Except for emergency fire use, no Person shall temporarily connect, cause to be connected, or allow to remain connected any appliance hosing, piping, fixture, fitting, container to a fire hydrant:
 - 8.1.1 Without first obtaining a Hydrant or Temporary Use Permit.
 - 8.1.2 Without using an Approved Backflow Prevention Assembly that is in Proper Operating Condition; and
- 8.2.3 In a manner which, under any circumstances, may allow a Contaminant to enter the Water Supply System.

9. ENFORCEMENT

- 9.1 Pursuant to Section 16 of the *Community Charter*, as a condition of Service to the Premises, the officers, employees, or Authorized Agents of the District are authorized to enter on property subject to this Bylaw to:
 - 9.1.1 Access the Private Water System located on private property at all reasonable hours in order to carry out inspections and surveys of the Premises to determine the existence of cross connections that contravene this Bylaw;
 - 9.1.2 Inspect the type of Backflow Preventer, the installation and state of maintenance and repair of same.

- 9.2** Where a Consumer fails to have an Approved Backflow Prevention Assembly installed, repaired or replaced when it is known or suspected that an Approved Backflow Prevention Assembly is required or is not in Proper Operating Condition, whether from inspection or field test results or other indications, the District or Authorized Agent may notify the Consumer that an Approved Backflow Prevention Assembly must be installed, repaired or replaced within thirty (30) days of notification or other specified time agreed to by the District. If, at the end of the thirty (30) days following notification or other specified time agreed to by the District, an Approved Backflow Prevention Assembly has not been installed, repaired, or replaced, tested, and confirmed to be in Proper Operating Condition, the District shall, at their discretion, take one or more of the following actions:
- 9.2.1** Issue a Bylaw Notice to the Consumer, each day until an Approved Backflow Prevention Assembly has been installed, repaired, or replaced and confirmed to be in Proper Operating Condition;
 - 9.2.2** Turn Off or Discontinue service until an Approved Backflow Prevention Assembly has been installed, repaired, or replaced and confirmed to be in Proper Operating Condition.
- 9.3** Where a Consumer fails to have an Approved Backflow Prevention Assembly tested, the District or Authorized Agent may notify the Consumer that the Approved Backflow Prevention Assembly must be tested within thirty (30) days of notification or other specified time agreed to by the District. If, at the end of the thirty (30) days following notification or other specified time agreed to by the District, the Approved Backflow Prevention Assembly has not been tested, the District shall, at their discretion, take one or more of the following actions:
- 9.3.1** Issue a Bylaw Notice to the Consumer, each day until the Approved Backflow Prevention Assembly has been tested and confirmed to be in Proper Operating Condition;
 - 9.3.2** Turn Off or Discontinue service until the Approved Backflow Prevention Assembly has been tested and confirmed to be in Proper Operating Condition.
- 9.4** The District or Authorized Agent may reject any Backflow Assembly Test Report that contains false information, is completed and signed by a person other than a Backflow Assembly Tester, is incomplete, has not been submitted to the District within the time specified by this Bylaw, or is not conducted in accordance with this Bylaw or CAN/CSA Standard B64.10.1 “Maintenance and Field Testing of Backflow Preventers” (most current edition). In the event that a Backflow Assembly Test Report is rejected by the District or Authorized Agent, the Approved Backflow Prevention Assembly will be deemed to have not been tested.

10. ENFORCEMENT

- 10.1** The Bylaw Enforcement Officer(s) or RCMP may give notice to any person ordering or directing that person to:

- (a) discontinue or refrain from proceeding with any work or using or occupying any land or building or doing anything that contravenes this bylaw; or
- (b) carry out any work or do anything to bring any land or building into conformity with this bylaw; within the time specified in such notice.

10.2 The Bylaw Enforcement Officer or RCMP may serve a notice under this bylaw:

- (a) by mailing it, by registered post, to an owner who is the addressee of the notice at the address of the owner shown on the real-property assessment roll prepared pursuant to the *Assessment Act*;
- (b) by handing it to the person who is the addressee of the notice; or
- (c) if the notice refers to real property, by posting it on the real property.

11. OFFENCE AND PENALTIES

11.1 Notwithstanding the offence and penalties as provided under the *Community Charter* or *Local Government Act*, the following will apply:

- (a) a violation of any of the provisions identified in this bylaw will result in liability for penalties and late payment amounts established in the *District's Bylaw Notice Enforcement Bylaw* and *Municipal Ticket Information Bylaw*.
- (b) a violation of any of the provisions identified in this bylaw will be subject to the procedures, restrictions, limits, obligations, and rights established in the *Bylaw Notice Enforcement Bylaw*, in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.
- (c) a person who:
 - i. contravenes, violates, or fails to comply with any provision of this bylaw.
 - ii. suffers or allows any act or thing to be done in contravention or violation of this bylaw; or
 - iii. fails or neglects to do anything required to be done under this bylaw, is deemed to have committed an infraction of, or an offence against, this bylaw; and is liable on summary conviction to a fine of not more than Five Thousand Dollars (\$5,000.00); and
- (d) each day such infraction is caused, or allowed to continue, constitutes a separate offence.

12. SEVERABILITY

12.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause, or phrase.

Read for a first time this ___ day of ___, 2024.

Read for a second time this ___ day of ___, 2024.

Read for a third time this ___ day of ___, 2024.

Adopted this ___ day of ___, 2024.

Mayor

Director of Corporate Services

DRAFT



BYLAW NO. 1575

A bylaw to amend the Bylaw Notice Enforcement Bylaw No. 1454, 2019

NOW THEREFORE, the Municipal Council of the District of Hope, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as “***Bylaw Notice Enforcement Amendment Bylaw No. 1575, 2024***”.
2. That Bylaw Notice Enforcement Bylaw No. 1454, 2019 be amended as follows:
 - (a) Sections 4 and 5 be amended to replace any reference of Schedules A (1) to A (18) with Schedules A (1) to A (19);
 - (b) Add Schedule A (19) attached to and forming part of this bylaw.
3. This bylaw comes into force and takes effect on the date of its adoption.

Read a first, second and third time this day of , 2024

Adopted this day of , 2024

Mayor

Director of Corporate Services

SCHEDULE A (19)

Bylaw Notice Enforcement Amendment Bylaw No. 1575, 2024

Bylaw	Section	Description	A1 Penalty	A2 Late Payment Penalty	A3 Compliance Agreement Available
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.1	Creation of a Cross Connection that may allow a Contaminant to enter the Water System	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.3	Creation of an illegal Cross Connection	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.4	Failure to pay all costs, damages and losses to the Municipality	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.1	Failure to maintain every Backflow Preventer on such Premises or Facility in Proper Operation Condition	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.2	Failure to immediately notify the Municipality of an Approved Backflow Prevention Assembly that is malfunctioning or not in Proper Operating Condition	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.3	Failure to provide Premise Isolation where required by CAN/CSA Standard B64.10	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.4	Failure to ensure that a tester/installer/inspector is certified by the BC Water and Waste Association and the certification is not expired.	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.5	Failure to notify the Municipality of any change of use of the Premises or Facility, or alteration, addition or removal of any part of the Private Water System including its appurtenance and	\$500	\$510	Yes

Bylaw	Section	Description	A1 Penalty	A2 Late Payment Penalty	A3 Compliance Agreement Available
		fixtures			
District of Hope Cross Connection Control Bylaw No 1574, 2024	7.1	Failure to complete a Cross Connection inspection subsequent to any change of use of the Premises or Facility, rezoning of the property, alteration, addition or removal of any part of the Private Water System including its appurtenance and fixtures that may change the degree of hazard as established by CAN/CSA Standard B64.10	\$500	\$510	Yes

DRAFT

SCHEDULE A (19) - continued

Bylaw Notice Enforcement Amendment Bylaw No. 1575, 2024

Bylaw	Section	Description	A1 Penalty	A2 Late Payment Penalty	A3 Compliance Agreement Available
District of Hope Cross Connection Control Bylaw No 1574, 2024	7.2	Submission of a report not completed by a person with a valid cross connection control inspector certificate from the BC Water and Waste Association	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	7.3	Failure to inspect and test a Backflow Prevention Assembly upon installation, repair, replacement or relocation and at least once in every 12 month period.	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	7.5	Removal of an Approved Backflow Prevention Assembly without prior written consent from the Municipality	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	8.2.1	Connecting to a hydrant without a Hydrant or Temporary Use Permit	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	8.2.2	Connecting to a Hydrant without using an Approved Backflow Prevention Assembly	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	8.2.3	Connecting to a hydrant in a manner which, under any circumstances, may allow a Contaminant to enter the Water	\$500	\$510	Yes
District of Hope Cross Connection Control Bylaw No 1574, 2024	9.1.1	Failure to provide access to a Private Water System located on private property.	\$500	\$510	Yes



BYLAW NO. 1576

A bylaw to amend the Municipal Ticket Information Bylaw No. 1453, 2019

NOW THEREFORE, the Municipal Council of the District of Hope, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as “***Municipal Ticket Information Amendment Bylaw No. 1576, 2024***”.
2. That Municipal Ticket Information Bylaw No. 1453, 2019 be amended as follows:
 - (a) Sections 4, 5, 6, and 7 be amended to replace any reference of Schedules “A” to “R” with Schedules “A” to “S”;
 - (b) Add “Schedule “S” attached to and forming part of this bylaw.
3. This bylaw comes into force and takes effect on the date of its adoption.

Read a first, second and third time this day of , 2024

Adopted this day of , 2024

Mayor

Director of Corporate Services

SCHEDULE “S”

Municipal Ticket Information Amendment Bylaw No. 1576, 2024

Bylaw	Section	Description of Offence	A1 Penalty	Designated Enforcement Officer
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.1	Creation of a Cross Connection that may allow a Contaminant to enter the Water System	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.3	Creation of an illegal Cross Connection	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	4.4	Failure to pay all costs, damages and losses to the Municipality	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.1	Failure to maintain every Backflow Preventer on such Premises or Facility in Proper Operation Condition	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.2	Failure to immediately notify the Municipality of an Approved Backflow Prevention Assembly that is malfunctioning or not in Proper Operating Condition	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.3	Failure to provide Premise Isolation where required by CAN/CSA Standard B64.10	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.4	Failure to ensure that a tester/installer/inspector is certified by the BC Water and Waste Association and the certification is not expired.	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw No 1574, 2024	6.5	Failure to notify the Municipality of any change of use of the Premises or Facility, or alteration, addition or removal of any part of the Private Water System including its appurtenance and fixtures	\$500	D.O./B.E.O./RCMP
District of Hope Cross	7.1	Failure to complete a Cross Connection	\$500	D.O./B.E.O./RCMP

Bylaw	Section	Description of Offence	A1 Penalty	Designated Enforcement Officer
Connection Control Bylaw Bylaw No 1574, 2024		inspection subsequent to any change of use of the Premises or Facility, rezoning of the property, alteration, addition or removal of any part of the Private Water System including its appurtenance and fixtures that may change the degree of hazard as established by CAN/CSA Standard B64.10		

Bylaw	Section	Description of Offence	A1 Penalty	Designated Enforcement Officer
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	7.2	Submission of a report not completed by a person with a valid cross connection control inspector certificate from the BC Water and Waste Association	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	7.3	Failure to inspect and test a Backflow Prevention Assembly upon installation, repair, replacement or relocation and at least once in every 12 month period.	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	7.5	Removal of an Approved Backflow Prevention Assembly without prior written consent from the Municipality	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	8.2.1	Connecting to a hydrant without a Hydrant or Temporary Use Permit	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	8.2.2	Connecting to a Hydrant without using an Approved Backflow Prevention Assembly	\$500	D.O./B.E.O./RCMP
District of Hope Cross Connection Control Bylaw	8.2.3	Connecting to a hydrant in a manner which, under any circumstances, may	\$500	D.O./B.E.O./RCMP

Municipal Ticket Information Amendment Bylaw No. 1576, 2024

Bylaw No 1574, 2024		allow a Contaminant to enter the Water Supply System		
District of Hope Cross Connection Control Bylaw Bylaw No 1574, 2024	9.1.1	Failure to provide access to a Private Water System located on private property.	\$500	D.O./B.E.O./RCMP

DRAFT



THE DISTRICT OF HOPE

BYLAW NO. 1271

A Bylaw to Provide for the Administration of the Water Works System of the District of Hope and to Regulate Connections to the System and to set the Terms under which the Water Facilities may be Supplied and Used

Whereas pursuant to Part 2, Division 1, Section 8.(3)(a) of the Community Charter, it is deemed expedient to make provisions for regulating the conditions and terms under which water may be supplied to and used by the residents of the District of Hope.

Therefore the Council of the Corporation of the District of Hope in open meeting assembled enacts as follows:

Title:

1. This Bylaw may be cited as the “Water Regulation Bylaw No. 1271, 2009.”

Definitions:

2. In this Bylaw, unless the context otherwise requires:

Backflow Prevention Assembly: means a backflow preventer that is designed to be in-line tested and repaired, and to meet the head loss and flow requirements of the water supply system. The "assembly" consists of the backflow prevention unit, two resilient seated shutoff valves, and test cock(s);

Backflow Prevention Assembly Tester-Certified: means a person so certified by the American Water Works Association, British Columbia Section;

Chief Administrative Officer: means the person appointed from time to time by the Council as the **Chief Administrative Officer**, or such other Person as Council may, by resolution, designates.

Director of Finance: means the person appointed from time to time by the Council as the **Director of Finance**, or such other Person as Council may, by resolution, designate.

Council: means the District Council of the District of Hope.

Director of Corporate Services: means the person appointed from time to time by the Council as the **Director of Corporate Services**, or such other Person as Council may, by resolution, designates.

District: means the District of Hope.

Dwelling Unit: means one or more habitable rooms designed, occupied or intended for use as residential accommodation where such room or rooms together contain or provide for the installation of only one set of cooking facilities.

Fees and Charges Bylaw: means the “District of Hope Fees & Charges Bylaw”, as amended from time to time.

Fire Service: means a **Water Service** installed to supply water for fire fighting purposes.

Irrigation: means the sprinkling or pouring of water by means of a hose, pipe or any sprinkling device, over or under the surface of the ground for the usage of gardens, lawns shrubs, flowers, trees and other outdoor uses.

Director of Operations: means the person appointed from time to time by the **Chief Administrative Officer** as the **Director of Operations**, or such other Person as may be designated by the **Director of Operations** or **Chief Administrative Officer**.

Metered Service: means a **Water Service** with a water meter or other measuring device attached for determining the quantity of water used or supplied.

Multiple Dwellings: shall mean that, in the case of multifamily buildings, duplexes or houses containing one or more suites, each **Dwelling Unit** shall be charged the appropriate rate shown in the **Fees and Charges Bylaw**.

Owner: means the registered **Owner** of an estate in fee simple, the tenant for life under a registered life estate, the registered holder of the last registered agreement for sale, the Executor or Administrator of an estate and includes the authorized agent of the **Owner**.

Parcel: means a lot, block or other area in which land is held or into which it is subdivided.

Person: includes an individual, firm, company, association, society, partnership, corporation, municipality, institution or other similar organization, agency or group.

Premises: includes, as the context requires, **Parcel**, land, **Multiple Dwellings**, building, house, industrial, commercial or institutional building or dwelling unit.

Water Connection: means a connection of at least 19(nineteen)mm pipe connecting to a main supply line and extending to the **Parcel** line for the purpose of conveying water to the said **Parcel**, and may or may not include a water meter, check valve or backflow preventer, but shall include a shut-off valve at the **Parcel** line.

Water Service: means Works and is provided by the **District** and include:

- supply of water for consumption or other use;
- **Water Connection** installation;
- repair or replacement; and
- water main extension.

Water System: means all water pipes, fittings, valves, reservoirs, pumps, treatment or purification facilities or fire hydrants within a right-of-way, easements or property under the control of or title of the **District**.

Works: means any of the **Water Systems** owned by the **District**.

General Provisions:

3. The following conditions shall apply:
 - a. This bylaw shall apply to all **Works** owned by and operated by the **District**.

- b. No **Person** shall make any connection to the **Water System** or in any way tamper with, operate, remove, or make any alteration to any hydrant, meter, curb stop, valve, pumping station, reservoir, chamber or other fixture or appurtenance connected with the **Water System** or use a hydrant without first obtaining a written permit from the **Director of Operations**. No **Person** shall damage, destroy, uncover, deface, mar or tamper with any part of the **Water System**. All damage shall be repaired and paid by the person so offending.
- c. No **Person** shall obstruct at any time or in any manner the access to any hydrant, valve, curb stop or other fixture connected with the system and should any **Person** obstruct such access to any such fixture by placing thereon or in the vicinity thereof any brick, stone, timber or other material, the **Director of Operations** may, by his order, remove such obstruction and the expense of such removal and reinstatement shall be charged to and paid by the **Person** so offending.
- d. If a **Parcel** has a building and the **Parcel** abuts a street, lane or right-of-way where there is a **District** owned **Works**; the **Owner** of the building shall connect with the **Works** in the manner provided for in the Bylaw. In the event of an **Owner** failing to connect within one year after being notified in writing by the **Director of Corporate Service** to do so, the **Director of Operations** may, by his workmen or agents, have the necessary work done at the **Owner's** expense. The **District** may recover the expenses with interest and penalties pursuant to the terms and provisions of the Local Government Act.
- e. The **Owner** shall be responsible for all costs associated with the works required for the installation of a **Water Connection** for their property as identified in the **Fees and Charges Bylaw**.
- f. All **Owners** shall keep the pipes, valves, fixtures, and fittings on their **Premises** in good order and repair, free from leaks, and protect them from frost at their own risk and expense. Failure to repair leaks or protect the system from frost may result in the **Water Connection** be disconnected and charges assessed as per the **Fees and Charges Bylaw**.
- g. No **Person** shall place or introduce contaminants or pollutants into the **Works**, nor shall they cross-connect into another water system. The **District** may inspect all **Premises** to ensure no cross-contamination or cross-connection exists. All underground **Irrigation** systems shall have the necessary back-flow prevention devices in place and functioning to reduce the risk of contamination. Failure to remedy a cross contamination, cross-connection or install appropriate backflow preventers shall result in the **Water Connection** be disconnected and charges assessed as per the **Fees and Charges Bylaw**.
- h. No work or services shall be performed on the **Works** unless authorized in writing by the **Director of Operations**, and all work and services performed on the **Works** shall conform to the **District's** requirements.
- i. The **District** shall not be liable for damages caused as a result of a disruption or discontinuation of service, and nothing contained in the Bylaw shall be construed to impose any liability on the **District** as to the availability, volume, pressure and quality of water to any **Person, Parcel** or **Premises** in the **District**.

- j. No **Person** or **Owner** shall sell or dispose of any water supplied by or through the **Works** or give away or permit the same to be taken away or applied for the benefit of others, except to those persons provided written authorization from the **District**.
- k. Only one **Water Connection** is permitted for every **Parcel** unless written permission is received from the **Director of Operations**.

Application Connection:

- 4.
 - a. Application for a **Water Connection** shall be made to the **District** and shall be accompanied by the proper fee as specified in the **Fees and Charges Bylaw**. Should such amount be insufficient to cover the cost, the deficiency shall be charged against the applicant and provided further that any excess payment shall be returned to the applicant. Upon signing the application, the property **Owner** agrees to abide by the terms and conditions of this Bylaw and any subsequent amendments thereto.
 - b. Applications for a **Water Connection** submitted by a **Person** other than the registered property **Owner** must be accompanied by a letter of consent or authorization from the registered property **Owner**.
 - c. The location and requirements for a **Water Connection** will be determined by the **Director of Operations** and may include a water main extension. A **Water Connection** will typically be perpendicular to the property line.
 - d. The connection fee paid in accordance with the **Fees and Charges Bylaw**, does not include works within the **Premises**.
 - e. Any unauthorized person found to have turned the water on or off is guilty of an offence under this Bylaw, and will be subject to a penalty.
 - f. Additional applications for **Water Connection** shall be made for all extensions of **Water Service** to additional units or uses in buildings and for installation of additional units or uses in buildings already served.

Application – Disconnection:

- 5.
 - a. When any building within the District is removed or demolished, application for disconnection of a **Water Connection** shall be made in writing by the **Owner** and delivered to the **District Office**, and until such application has been submitted, water rates may be charged to the **Owner** as prescribed by the **Fees and Charges Bylaw**.
 - b. On application by an **Owner** and on the payment of the appropriate fee outlined in the **Fees and Charges Bylaw**, the **District** will turn the water off.
 - c. Any unauthorized person found to have turned the water off is guilty of an offence under this Bylaw, and will be subject to a penalty.

Water Meters:

6.
 - a. The **District** requires water meters for all new construction involving property used for residential and all new and existing commercial, industrial, multi-family or institutional purposes or any other purpose where water is used from the **Water System**. Water meters shall be required for all residential retrofits or additions where the estimated value equals or exceeds \$50,000.00 or whenever a retrofit or addition requires the issuance of a plumbing permit. The **District** shall fix rates to be paid for such use as specified in the **Fees and Charges Bylaw**.
 - b. The **District** shall be responsible to maintain, repair or replace any malfunctioning water meters.
 - c. The **Water Connection** will be turned on only if the water meter is installed, passed inspection and the appropriate fees have been paid. Exceptions will only be considered if a security deposit equal to the estimated cost to supply and install the water meter plus 25% is submitted in a form acceptable to the **Director of Finance**.
 - d. All water meters shall be approved by the **Director of Operations** and calibrated to read in cubic metres and shall be installed with a remote reader in a location suitable to the **District**. Water meters must be installed in locations suitable for access for maintenance purposes and protected from frost. Meter pits will not be allowed unless no other location is available and only with the written permission by the **Director of Operations**. Water for fire fighting must be metered.

Rates and Charges:

7.
 - a. Property **Owners** shall be responsible for payment of all water used and consumed on properties owned by them.
 - b. The **Owner** shall state the legal description of the property to be served, the purpose for which the water is to be used and all other information that may be required in order that the correct rates and charges can be applied
 - c. Any subsequent changes to the purpose and use of the water must be provided to the **District** in writing by the **Owner**. Failure to provide such notification will constitute a violation of this Bylaw. In the event of such a failure, the **District** may bill and collect from the **Owner** the appropriate rates and charges from the time the charges or modifications to the premises were found to have first existed.
 - d. No person shall knowingly withhold information about the use of **Premises** that could affect the rates and charges for the **Water Service** to the property.
 - e. Residential user charges shall be invoiced on an annual base. Metered, commercial and industrial accounts shall be invoiced quarterly.
 - f. User rates and charges as specified in the **Fees and Charges Bylaw** are imposed and levied for **Water Services** supplied by the **District**. These rates may also be paid on the **District's** Preauthorized Payment Plan Bylaw. Upon application, the **District** will permit qualifying customers to pay these rates by authorized debits from a bank account.

- g. When any rates or charges due by any person under this Bylaw remain unpaid on the 31st of December, the same shall be deemed to be taxes in arrears of the property to which the **Water Service** was provided, and such sum shall be recoverable under the provisions of the Local Government Act.
- h. For any **Water Service** turned on after the 1st of January, the user account will be billed for an amount equal to the annual rate prorated for the number of months remaining in the year including the month the water was turned on.
- i. For any **Water Service** de-activated after the 1st of January, the user account will be credited for an amount equal to the annual rate prorated for the number of months remaining in the year conditional on the terms in Section 5(a).
- j. The charges prescribed in the **Fees and Charges Bylaw** to cover the cost of turning the water supply “off” or “on” shall apply.

Inspection:

- 8.
 - a. A new **Water Service** shall be left uncovered at the water connection until it has been inspected by the **Director of Operations** or his designate.
 - b. Officers, employees, and agents of the **District** are hereby authorized to enter upon any **Premises** in the Municipality at all reasonable times to ascertain whether the requirements and regulations of this Bylaw are being observed, to read water meters and to perform all maintenance of water meters and associated appurtenances.
 - c. If an additional inspection is required resulting from the **Owner’s** actions, an additional inspection fee shall be applied as identified in the **Fees and Charges Bylaw**.

Water Use Restrictions:

- 9.
 - a. The **District of Hope Outdoor Watering Conservation Program** shall pertain to all **Works**.
 - b. Outdoor watering includes the use of municipal water outside the principle residence. The applicable activities include but are not limited to watering of lawns, landscaping, roofs and walls for cooling.
 - c. Hand Watering includes the use of watering devices (hoses, nozzles and watering cans) while under the direct control of the user. All hoses and nozzles must include an automatic shut-off.
 - d. Water use restrictions are based on an escalating system as outlined herein:
 - a. Stage 1 – Throughout the year
 - i. Conservation shall be promoted through-out the year. This includes education, conservation and policies adopted by the **District** from time to time.

- ii. Water users shall be permitted to undertake outdoor watering activities between the hours of 5:00 am to 9:00 am and 6:00 pm to 10:00 pm.
 - iii. Hand watering is permitted at any time regardless of the applicable watering day.
- b. Stage II – Alternate Day Restrictions – May 1 to September 30
- i. Water users shall be permitted to undertake outdoor watering activities on alternate odd or even calendar days based on civic addresses between the hours of 5:00 am to 9:00 am and 6:00 pm to 10:00 pm.
 - ii. Properties zoned and used for play fields, parks or public open space shall be permitted to undertake watering activities between the hours of 5:00 am to 9:00 am and 6:00 pm to 10:00 pm each day provided their use warrants such watering as determined by the **Director of Operations**. Play fields, parks and open space that have minimal use shall be permitted to undertake outdoor watering activities on alternate odd or even calendar days based on civic addresses between the hours of 5:00 am to 9:00 am and 6:00 pm to 10:00 pm.
 - iii. Hand watering is permitted at any time regardless of the applicable watering day.
- c. Stage III – Reduced Hours Alternate Day Restrictions
- i. The **Director of Operations** may impose this stage of restriction at any time of the year.
 - ii. The **Director of Operations** may impose this stage of restriction if water supplies or storage are deemed to be becoming at risk. Should the **Director of Operations** invoke this level, a report to **Chief Administrative Officer** supporting the restriction must be provided at the next available **Council** meeting.
 - iii. Water users shall be permitted to undertake outdoor watering activities on alternate odd or even calendar days based on civic addresses between the hours of 6:00 am to 8:00 am and 7:00 pm to 9:00 pm.
 - iv. Properties zoned and used for play fields, parks or public open space shall be permitted to undertake watering activities between the hours of 6:00 am to 8:00 am and 7:00 pm to 9:00 pm each day provided their use warrants such watering as determined by the **Director of Operations**. Play fields, parks and open space that have minimal use shall be permitted to undertake outdoor watering activities on alternate odd or even calendar days based on civic addresses between the hours of 6:00 am to 8:00 am and 7:00 pm to 9:00 pm.
 - v. Hand watering is permitted at any time regardless of the applicable watering day.

- d. Stage IV – Outdoor Watering Ban
 - i. The **Director of Operations** may impose this stage of restriction at any time of the year.
 - ii. The **Director of Operations** may impose this stage of restriction if water supplies or storage are deemed to be becoming at risk. Should the **Director of Operations** invoke this level, the Chief Administrative Officer and Council will be immediately notified. A report to the **Chief Administrative Officer** supporting the restriction must be provided at the next available **Council** meeting.
 - iii. Water users shall not be permitted to undertake outdoor watering activities.
 - iv. Properties zoned and used for play fields, parks or public open space shall not be permitted to undertake watering activities.
 - v. Hand watering is permitted at any time regardless of the applicable watering day. Hand watering of lawns is not permitted at any time.
- e. Stage V – Watering Ban and Additional Use Restrictions
 - i. The **Director of Operations** may impose this stage of restriction at any time of the year.
 - ii. The **Director of Operations** may impose this stage of restriction if water supplies or storage are deemed to be becoming at risk or any other emergency that may pose a risk to the **Works**. Should the **Director of Operations** invoke this level, the Chief Administrative Officer and Council will be immediately notified. A report to the **Chief Administrative Officer** supporting the restriction must be provided at the next available **Council** meeting.
 - iii. Water users shall not be permitted to undertake outdoor watering activities and additional restrictions may be imposed as deemed appropriate by the **Director of Operations**.
 - iv. Properties zoned and used for play fields, parks or public open space shall not be permitted to undertake watering activities.
 - v. Hand watering is permitted at any time regardless of the applicable watering day. Hand watering of lawns is not permitted at any time.
- e. Section 9(d) does not include restrictions of water used for maintenance of the **Works**.
- f. Exemptions to Section 9(d) may be granted by the **District** for special circumstances.
- g. **District** water consumers with automatic timed underground sprinkling systems may apply for a permit to vary the sprinkling hours as outlined in 9(d)(a) 9(d)(b) and 9(d)(c). Application for the Sprinkling Variance Permit shall be made to the **District** and shall be accompanied by the proper fee as specified in the **Fees and Charges Bylaw**. All automatic timed underground sprinkling systems must include back-flow preventers.

- h. **District** water consumers establishing new lawns may apply for a permit to vary the sprinkling regulations for a one month period, at the time that the new lawn is planted. Application shall be accompanied by the fee specified in the **Fees and Charges Bylaw**.
- i. Sufficient notice of the restrictions set out in this section or in any change or revocation thereof shall be deemed to have been given by an announcement made on behalf of the **District** through a radio or television station broadcasting in the area of the **District** or by one publication in a newspaper.
- j. Notwithstanding section 9(d) of this Bylaw, **Council** may, by resolution, apply such additional water use restrictions, in such form and for such duration as deemed necessary by **Council**, for the purpose of maintaining an adequate water supply.

Enforcement:

- 10.
 - a. Any **Person** who installs a **Water Connection** to the **Works**, without first obtaining approval and paying the applicable charges, shall be liable for all costs associated with the disconnection of the said connection and, in addition, is considered to be guilty of an offence under this bylaw. Each day that the offence continues shall be deemed to constitute a new and separate offence.
 - b. The **District** may discontinue the **Water Service** to any **Premises** for contravention or violation of the regulations within this bylaw.
 - c. Any **Person** who violates any provision of this bylaw, or who suffers or permits any act to be done in contravention or violation of any of the provisions of this bylaw, or who neglects or refrains from doing anything required to be done by any provision of this bylaw, commits an offence and is liable on conviction to a fine of not more than \$2,000.00. Each day during which such violation continues shall be deemed to constitute a new and separate offence.

Severability:

- 11. If any section, subsection or clause of this bylaw is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been adopted without the invalid and severed section, subsection or clause.

Repeal of Existing Bylaw:

- 12. The Corporation of the Village of Hope Water Regulation Bylaw No. 64, the Corporation of the Village of Hope Water Regulation Bylaw No. 86, the District of Hope Water Supply and Distribution System Rates and Charges Bylaw No. 28/95 and District of Hope Water Restrictions Bylaw No. 1176, 2005 and any amendments thereto are hereby repealed in their entirety.

Read a First time this 11th day of May, 2009.

Read a Second time this 11th day of May, 2009.

Read a Third time this 11th day of May, 2009.

Rescind Third reading this 25th day of May, 2009

Read a Third time as amended this 25th day of May, 2009

Adopted this 8th day of June, 2009.

Mayor

Director of Corporate Services

Certified a true copy of “Water Regulation Bylaw No. 1271, 2009” as adopted.

Director of Corporate Services



APPLICATION FOR WATER SUPPLY AND SERVICE(S) FOR ALL NEW CONSTRUCTION

I, _____ being the registered property **Owner**, or
authorized agent, of the premises legally described as:

If authorized agent a letter of authorization from the registered property **Owner** is attached

Legal address (Lot, Plan #, etc.)

and located at _____ in the District of Hope,
(Civic address)

hereby make application for the following services:

_____ supply and use of water. The use or occupancy of the property or premise
supplied will be:

(residential, commercial, multi-family, industrial, institutional)

_____ water connection repair(s), replacement(s) or adjustment(s)

_____ water main extension

_____ other (provide description) _____

DATED at the District of Hope this _____ day of _____, 20 _____.

APPLICANT _____
(signature)

Address: _____

Phone/Cell: _____

TOTAL COST OF SERVICE(S) = \$ _____
(as per District of Hope Fees and Charges Bylaw)

- Note:** a) a detailed cost summary is attached for the property **Owner**'s review
b) the total costs presented herein will be held firm for a period not exceeding sixty
(60) days from the date of issuance.

District of Hope

Date



**DISTRICT OF HOPE
BYLAW NO. 1271**

“SCHEDULE A”

AGREEMENT FOR WATER SUPPLY AND SERVICE(S)

The completion of this Agreement does not relieve the property **Owner**, or authorized agent, from conforming to all requirements or every pertinent bylaw and regulation enforced within the District of Hope.

In consideration of the approval of this application, I/We agree to duly pay all applicable user rates and service charges for all water services provided herein as prescribed by the “District of Hope Water Regulations and Rates Bylaw” and amendments thereto. I/We further agree that I/We will be bound by all the provisions of the said Bylaw where applicable and the rules and regulations made thereunder and that in consideration of the aforesaid I/We will protect and save harmless the District of Hope from all claims for damages caused by the delivery of the said service(s). I/We further agree to release and indemnify the District of Hope, its Council Members, employees and agents from and against all liability, demands, claims, causes of action, suits, judgments, losses, damages, costs and expenses of whatever kind I/We or any other person, partnership or corporation or our respective heirs, successors, administrators or assignees may have to incur in consequence of or incidental to this Agreement.

DATED this _____ day of _____, 20 _____.

Signature of Property **Owner** or Agent

Please print name

_____ Deposit Required

_____ Receipt Number

AUTHORIZATION TO PROCEED WITH WORKS:

District of Hope

Date

Approved for Backfill _____
District of Hope

The Personal Information on this form is collected under the authority of the *Local Government Act*. The information collected will be used to process your application for Water Service. If you have questions about the collection, use and disclosure of this information, contact the “Coordinator”, District of Hope.



**DISTRICT OF HOPE
BYLAW NO. 1271**

“SCHEDULE B”

WATER CONNECTION

Turn on / Turn off / Decommission

Account No. _____

Date: _____

Receipt No. _____ for payment of turn on/off fee.

Date Required _____

at the building of _____
(property owner)

(street address)

(legal)

Signature of Property Owner
or Agent

<p>For City Use Only:</p> <p>Water Connected /Disconnected/Decommissioned this date:</p> <p>_____</p> <p>_____</p> <p>Water/Sewer Personnel</p> <p>_____</p>
--



**DISTRICT OF HOPE
BYLAW NO. 1271**

“SCHEDULE C”

SPRINKLING VARIANCE PERMIT

Name _____

Street Address _____

Legal _____

I/We wish to vary Bylaw No. 1271 by:

- a) Utilizing our automatic times underground sprinkling system:

From _____ To _____
every other day.

- b) Sprinkling outside of sprinkling hours for the purpose of establishing a new lawn

From _____ To _____
(Maximum one month period)

Property Owner Signature

Phone/Cell

Approval Granted / Approval Granted with Conditions

Per Director of Operations _____



fraserhealth

May 14th, 2018

Kevin Dicken
Director of Operations
District of Hope
1225 Nelson Avenue
PO Box 609
Hope, BC, V0X 1L0

Dear Kevin,

Re: Cross Connection Control Policy for District of Hope

This letter is to support and strongly recommend that the District of Hope adopt a formal cross connection control policy with respect to all of its drinking water systems. Discussion regarding cross connection control has been ongoing between Fraser Health and the Operations Department at the District of Hope as a means to better safeguard the water supply. Furthermore, the Operations Department has worked with Fraser Health during water system inspections to identify and correct any cross connection issues observed. However, this has been on a specific water system level basis. Fraser Health recently requested and received a one page form filled out by the District of Hope entitled Cross Connection Progress Report, in order to obtain some baseline data as to the current status of the District's cross connection control program. Currently, no formal cross connection program exists for the District of Hope.

A formal cross connection control program will help strengthen and protect the District's drinking water supply. This is particularly important for higher risk service connections typically found in industrial, commercial and institutional connections (ICI).

If you have any further questions, please feel free to contact the undersigned.



Kevin Freer, B.Sc., B.Tech, CPHI(C)
Environmental Health Officer
Drinking Water/Land Use Program
Fraser Health
Tel: (604) 870-7918
Fax: (604) 870-7901