

Staff Report to Council

Engineering & Operations Department

FILE: 11-5600-01/24

REPORT DATE: April 03, 2024 **MEETING DATE:** April 09, 2024
TO: Mayor and Council
FROM: Samantha Maki, Director of Engineering & Operations
SUBJECT: Waterworks Amendment Bylaw No. 2984, 2024

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:



RECOMMENDATION(S):

THAT Council:

- A. Grant first, second, and third readings to the Waterworks Amendment Bylaw No. 2984, 2024 as presented at the April 9, 2024 Council meeting; OR
 - B. Other.
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PURPOSE

To propose minor amendments to the Waterworks Bylaw in relation to backflow prevention, typical details and permit fees.

☐ Information Report ☒ Decision Report ☐ Direction Report

DISCUSSION

Background:

Backflow requirements have been included in the Waterworks Bylaw for many years and outlined the highest level of backflow device for all rural connections. The cross-connection control program and associated Cross-Connection Control Policy C022 were implemented in 2010, following an assessment of the City's water system. Since that time, the City has taken steps to bring various higher risk properties into compliance.

In September 2023, the City launched another round of informational letters to various residence's in the agricultural areas, informing them of the backflow requirements and Owner responsibilities. Following further discussion research and feedback, the City has established two compliance pathways for properties with agricultural uses and/or activities. The revised approach would still require the highest level of backflow device (Reduced Pressure Backflow Assembly – RPBA) for actively farmed properties or properties with other severe risk activities. It would also permit a medium level backflow device for properties that are not actively farming or have any other severe risk. This is generally an operational program, but triggers amendments to the City's Waterworks Bylaw (mainly Schedule C of the bylaw). The main changes are outlined in the analysis section below.

Relevant Policy, Bylaw or Legislation:

Waterworks Bylaw No. 2891, 2021

Analysis:

Following a high-level review of the Waterworks Bylaw to ensure compliance with the City's backflow prevention initiatives and other housekeeping items, the following amendments are proposed:

- Added reference to Section 17 [Municipal Action at Defaulter's Expense] and 18 – [Authority to Discontinue Providing a Service] of the *Community Charter*;
- Addition of the American Water Works Association's Canadian Cross-Connection Control Manual in the definitions;
- Revisions to Section 11 [Temporary Reduction or Discontinuance of Service] to define a notice period and a Consumer's right to reconsideration in alignment with the *Community Charter*;
- Clarity added to Section 25 [Backflow Prevention] to clearly outline the Director, Building Official and Owner responsibilities. A subsection has also been added outlining that the City may conduct works in the event of continued non-compliance and charge-back the costs through taxes;
- Slight modification of water turn on/off fees, permit and application fees to be more in-line with the efforts required. The increase in fees ranges from \$50 - \$100; and
- Removal of the Typical Water Connection Details in Schedule C and D. Schedule C is no longer accurate, but specific details will still be used by staff at the operational level, where appropriate.

City staff plan to undertake a fulsome review and update of the City's Cross-Connection Control Policy C022 and bring forward proposed amendments later in the year for increased clarity.

COUNCIL STRATEGIC PLAN ALIGNMENT

- ☐ Principled Governance ☐ Balanced Economic Prosperity ☒ Infrastructure
☐ Community Spirit & Wellbeing ☐ Corporate Pride ☒ Public Safety
☐ Not Applicable
-

WORKPLAN IMPLICATIONS

- ☒ Already accounted for in department workplan / no adjustments required
☐ Emergent issue / will require deferral of other priority(ies)
☐ Other
-

FINANCIAL IMPLICATIONS

- ☒ None ☐ Budget Previously Approved ☐ Referral to Business Planning
☐ Other
-

PUBLIC PARTICIPATION

- ☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

The second round of community letters are planned to be distributed shortly to the agricultural community. Future steps of the Cross-Connection Control Program will include other uses, such as industrial, commercial and institution.

KATZIE FIRST NATION CONSIDERATIONS

Referral ☐ Yes ☒ No ☐ Other

SIGN-OFFS

Written by:

Samantha Maki,
Director of Engineering & Operations

Reviewed by:

Mark Roberts,
Chief Administrative Officer

ATTACHMENT(S):

A. Waterworks Amendment Bylaw No. 2984, 2024