



CITY OF RICHMOND

***SANITARY SEWER***

**BYLAW NO. 10427**

EFFECTIVE DATE – January 1, 2023



## Sanitary Sewer Bylaw No. 10427

The Council of the City of Richmond enacts as follows:

### PART ONE: SEWER CONNECTIONS

#### 1.1 Requirement to Connect to City Sanitary Sewer System

1.1.1 Unless specifically exempted in this Bylaw, every **property owner** must:

- (a) ensure that all **sewage** originating from any **building** located on such **property owner's** property is connected to and discharged into the **City sanitary sewer** system, when such system is available to the property;
- (b) ensure that no **groundwater** originating from such **property owner's** property is discharged into the **City sanitary sewer** system, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and
- (c) pay the connection charges specified in the Schedule A for connection to the **City sanitary sewer** system (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**).

1.1.2 Where the **property owner** does not connect the **property owner's** property to the **City sanitary sewer** system, as required in subsection 1.1.1, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such connections at the expense of the **property owner**.

1.1.3 Any costs incurred by the **City** under the provisions of subsection 1.1.2 if not paid by December 31<sup>st</sup> in the year in which they were incurred are considered to be taxes in arrears on the property in question.

#### 1.2 Imposition of Connection Charges

1.2.1 Subject to subsection 1.2.2, every **property owner** wishing to connect a property to the **sanitary sewer** system must, prior to installation:

- (a) apply to the **City** to make the connection or connections;

- (b) pay to the **City** the connection charges specified in the Schedule A, as applicable (including without limitation the charges relating to the supply and installation of **inspection chambers, manholes, service pipes, and connections to main**);
- (c) submit a design plan or a drawing of each proposed connection, including:
  - (i) existing services;
  - (ii) proposed services; and
  - (iii) the location of buildings, trees, driveways and sidewalks,

which plan or drawing has been prepared by a professional engineer in accordance with the current version of Design Specifications and Supplementary Specifications and Detail Designs, publications of the **City's Engineering & Public Works Department**; and

- (d) at the request of the **property owner** of a **one-family dwelling** or **two-family dwelling**, a design plan or drawing referred to in paragraph (c) above may be prepared by the **City** for the fee specified in the *Consolidated Fees Bylaw No. 8636*.

1.2.2 Notwithstanding subsection 1.2.1(b), the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in the Schedule A does not apply.

The construction cost will be quoted by the **City** based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.

1.2.3 Where access required for the purpose of connecting to the **City sanitary sewer** system is, in the opinion of the **General Manager, Engineering & Public Works**, blocked or impeded, the **property owner** must immediately remove the blockage or impediment to the extent determined necessary by the **General Manager, Engineering & Public Works**.

1.2.4 Where the **property owner** does not remove the blockage or impediment pursuant to subsection 1.2.3, the **General Manager, Engineering & Public Works** may direct that the **City** undertake the work at the expense of the **property owner**.

1.2.5 No connection to the **City sanitary sewer** system will be made until all required connection charges and any other related costs have been paid in full.

### 1.3 Requirements Prior to Demolition

- 1.3.1 A **property owner** wishing to demolish a **building** connected to the **City sanitary sewer** system must not do so until all connections to the **sanitary sewer** system have been disconnected and capped in a manner satisfactory to the **General Manager, Engineering & Public Works**.
- 1.3.2 Where a **property owner** chooses not to disconnect and cap the connection to either the **City sanitary sewer** system, the **General Manager, Engineering & Public Works** may direct that the **City** undertake such disconnections and capping at the expense of the **property owner** and the **property owner** shall forthwith pay the **City** the demolition charges set out in the Schedule A.
- 1.3.3 Where a **property owner** fails to disconnect the connection from such **property owner's** property to the **City sanitary sewer** system in accordance with this Bylaw and such failure results in damage to the **City sanitary sewer**, the **property owner** must pay the actual costs incurred by the **City** in repairing the resulting damage.
- 1.3.4 Any costs incurred by the **City** under the provisions of subsection 1.3.2 or 1.3.3 if not paid by December 31<sup>st</sup> of the year in which they were incurred are considered to be taxes in arrears on the property in question.

### 1.4 Inspection and Maintenance

- 1.4.1 Subject to section 16 of the *Community Charter*, an employee of, or other person authorized by, the **City** may access, enter into or upon private property to:
- (a) inspect and determine compliance with the provisions of this Bylaw;
  - (b) inspect and investigate the **City's sanitary sewer** system, including **inspection chambers, manholes**, fixtures and any other works or infrastructure associated with the **City's sanitary sewer** system; and
  - (c) repair, replace and maintain the **City's sanitary sewer** system, at the discretion of the **General Manager of Engineering & Public Works**.
- 1.4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, access or entry permitted pursuant subsection 1.4.1 of this Bylaw.

## PART TWO: SANITARY SEWER USER FEES

### 2.1 Imposition of Sanitary Sewer System User Fees

2.1.1 Unless otherwise provided in this Bylaw, every **property owner** whose property has been connected to the **City sanitary sewer** must pay user fees as follows:

- (a) for properties which are not **metered properties**, the flat-rate **sanitary sewer system** user fees specified in Part 1 of Schedule B for the period from January 1 to December 31 of each year;
- (b) for **metered properties** which are not commercial, industrial, institutional, or agricultural properties, the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B;
- (c) notwithstanding any other provisions herein, user fees on **one-family dwellings** and **two-family dwellings** will be capped in the third quarter (July-September) of each year at a quarterly equivalent of the flat rate;
- (d) except where subsection 2.1.1(e) applies, for **metered properties** which are commercial, industrial, institutional or agricultural properties, the greater of:
  - (i) the **sanitary sewer** metered rate or rates specified in Part 2 of Schedule B; or
  - (ii) minimum **sanitary sewer** charge specified in Part 3 of Schedule B; and
- (e) for industrial, commercial, and institutional properties which are **metered properties**, operate under a Metro Vancouver permit, and do not receive fee reductions in accordance with subsection 2.3.2 or 2.4.2 of this Bylaw, 75% of the rates specified in subsection 2.1.1(d).

2.1.2 Every **property owner** whose property has been connected to the **sanitary sewer** system, discharges **sewage** under an issued Metro Vancouver permit, and discharges greater volumes of **sewage** into the **sanitary sewer** system than the metered volume of water delivered to the property (e.g. **sewage** produced using a water source other than that provided by the **City**), must pay the following **sanitary sewer** system user fees in addition to those payable under subsection 2.1.1:

- (a) 34% of the **sanitary sewer** metered rate specified in Part 2 of Schedule B applied to the volume of **sewage** discharged to the **sanitary sewer** system less the metered volume of water delivered to the property; and

- (b) for the purposes of subsection 2.1.2(a) above, the volume of **sewage** discharged shall be the lesser of:
    - (i) the maximum daily discharge rate listed on the issued Metro Vancouver permit applied across the duration of the permit (if applicable);
    - (ii) the **sewage** discharge volumes listed in the quarterly monitoring reports submitted to Metro Vancouver as a condition of a Metro Vancouver permit (if applicable); and
    - (iii) the **sewage** discharge volume measured using an alternative method proposed by the **property owner** and approved in writing by the **General Manager, Engineering & Public works**.
- 2.1.3 Every owner of a **one-family dwelling** or **two-family dwelling** which has a water meter installed:
- (a) pursuant to the universal or voluntary water metering program under section 14(b), 14(d) or 22A of the *Waterworks and Water Rates Bylaw No. 5637*; or
  - (b) as a consequence of a **City** infrastructure renewal program,
- will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 12 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:
- (c) the metered charges exceed the flat rate by more than Ten Dollars (\$10);
  - (d) the **property owner** submits a request for the credit to the **City** in writing within 15 months of the initial metered billing start date; and
  - (e) there has been no change in ownership of the property since the installation of the water meter.
- 2.1.4 Every owner of a **multiple-family dwelling** which has a **water meter** installed pursuant to section 9(b) or section 14(b) of the *Waterworks and Water Rates Bylaw No. 5637* will receive a credit to be applied to future sewer charges payable under subsection 2.1.1 equal to the difference between the metered charges for the first 60 months of consumption subsequent to the initial meter reading for billing purposes and the amount that would have been payable on a flat rate basis, provided:

- (a) the metered charges exceed the flat rate by more than Ten Dollars (\$10); and
- (b) the **property owner(s)** submit a request for the credit to the **City** in writing within 15 months of the calendar year over which the credit shall be applied. The credit will be the difference of the metered charges and the flat rate charge for the applicable calendar year.

## 2.2 Construction Period Sanitary Sewer User Fees

- 2.2.1 Where a **property owner** applies for a building permit for a **one-family dwelling**, a **two-family dwelling**, or a **multiple-family dwelling** and such dwelling is located within an area where the **City sanitary sewer** system is available to the property, such **property owner** is required to pay the construction period **sanitary sewer** user fee specified in Part 4 of Schedule B on or before the issuance of the building permit.
- 2.2.2 The construction period **sanitary sewer** user fees in subsection 2.2.1 apply for the following time periods commencing the month in which the building permit is issued:
  - (a) six (6) months for **one-family dwellings** and **two-family dwellings**;
  - (b) 12 months for **multiple-family dwellings** of less than 4 storeys in **building** height; and
  - (c) 18 months for **multiple-family dwellings** of 4 or more storeys in **building** height.

## 2.3 Application for Sanitary Sewer User Fee Reduction

- 2.3.1 A **property owner** of a **metered property** who reasonably believes that the volume of **sewage** output from a **building** is significantly less than the volume of water delivered to that **building** may apply in writing to the **General Manager, Engineering & Public Works** for a review of the volume of cubic metres assessed for the payment of the **sanitary sewer** system user fees under subsection 2.1.1 above, which application must include:
  - (a) a report prepared by a professional engineer showing the actual volume of water consumed through internal processes which is not discharged to the **City's sanitary sewer**; and
  - (b) payment of an application fee as specified in the Consolidated Fees Bylaw No. 8636
- 2.3.2 If, after reviewing an application pursuant to this section 2.3 and conducting any further review by the **City** that they considers necessary, the **General Manager, Engineering & Public Works** is satisfied that the amount of water being

consumed for internal processes within the **building** is thirty (30%) percent or greater than the total volume of water delivered to the **building**, the **sanitary sewer** system user fees payable by the **property owner** under subsection 2.1.1, shall be assessed based a volume equal to the difference between the volume of water delivered and the volume of water consumed for those internal processes.

## 2.4 Leaks

2.4.1 In the case of a leak in a **metered property's** waterworks, the **property owner** may submit a request to the **City** for reassessment of their user fees, which if:

- (a) the **General Manager, Engineering and Public Works** is satisfied that the **property owner** did not know, or could not reasonably have known, about the leak; and
- (b) the **property owner** repairs the leak to the satisfaction of the **General Manager, Engineering and Public Works** within 14 days of the **property owner's** discovery of the leak,

the **City** will determine and charge **sanitary sewer** system user fees in accordance with subsection 2.4.2 below for both the billing period in which the leak was discovered and the previous billing period.

2.4.2 If a **metered property** qualifies under subsection 2.4.1 above:

- (a) the **City** will determine the average amount of water recorded for the **metered property** per billing period for the last twelve months, and if that information is unavailable, by using the average for the same type of property over the past 12 months (the "**average amount**");
- (b) if the amount of water recorded for the **metered property** for:
  - (i) the billing period in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period; and
  - (ii) the billing period previous to that in which the leak was discovered is greater than the **average amount**, the **property owner** will pay **sanitary sewer** system user fees under subsection 2.1.1 based upon the metered rate specified in Part 2 of Schedule B applied to all amounts recorded up to the **average amount** for that billing period.

## 2.5 Date of User Fee Payments



2.5.1 All **sanitary sewer** system user fees must be paid on or before the invoice due date.

2.5.2 Extensions to the invoice due date may be granted at the discretion of the **General Manager, Engineering & Public Works**.

## 2.6 Discounts

2.6.1 All **sanitary sewer** system user fees which are paid on or before the due dates specified in section 2.5 will be subject to a ten (10%) percent discount.

## 2.7 Private Property Service Requests

2.7.1 Where the **City** responds to a request for maintenance or emergency service to the **sanitary sewer** system and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in *Consolidated Fees Bylaw No. 8636*.

# PART THREE: GREASE MANAGEMENT

## 3.1 Restriction

3.1.1 No person responsible for a **food sector establishment** or a **building**, including an **operator, property owner**, agent or contractor, shall discharge or suffer, allow, cause or permit **fat, oil or grease** to be discharged into a **sanitary sewer** within the **City**.

## 3.2 Inspection and Maintenance

3.2.1 The **General Manager of Engineering & Public Works**, an employee of the **City** acting under his or her direction, or a **bylaw enforcement officer** may enter on and into a property to inspect, investigate and determine whether all provisions and regulations under Part Three of this Bylaw are being met.

3.2.2 The **operator**, agent, or contractor of a **food sector establishment** must maintain and repair all **grease traps or grease interceptors**, according to established schedules and standards provided by the manufacturer, so that they are fully operational and effective at all times.

3.2.3 At least one (1) person among the **operator, property owner**, agent, or contractor responsible for the operation of a **food sector establishment** at any given time is required to have the knowledge, ability, and tools to open and provide access to a **grease trap or grease interceptor**, upon request, during inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.

3.2.4 The **operator** of a **food sector establishment** must keep and maintain on site:

- (a) all **maintenance records**, for a minimum period of two (2) years, of all **grease trap or grease interceptor** inspections and maintenance conducted, recording the date of the inspection, the date of cleaning or maintenance, the type and quantity of material removed from the **grease trap or grease interceptor**, and the disposal location and address,

which must be available, upon request, for inspection and investigation by a **bylaw enforcement officer** or **City** employee under subsection 3.2.1 of this Bylaw.

- 3.2.5 The maximum depth of **fat, oil or grease** which an **operator** of a **food sector establishment** may allow to accumulate in a **grease trap or grease interceptor** prior to servicing must not exceed the lesser of 15.2cm (six inches) or 25% of the wetted height of the **grease trap or grease interceptor**.
- 3.2.6 Each **grease trap or grease interceptor** within a **food sector establishment** must have a visible label that shows its rated flow capacity, or documents from the manufacturer that state its rated flow capacity must be kept at the **food sector establishment**. The documentation must be available for viewing, upon request, by a **bylaw enforcement officer** or **City** employee during an inspection or investigation under section 3.2.1 of this Bylaw.
- 3.2.7 No person shall use enzymes, solvents, hot water, or other agents in order to facilitate the passage of **fat, oil or grease** through a **grease trap or grease interceptor**.
- 3.2.8 Every **food sector establishments** shall implement **best management practices** in its operation to minimize the discharge of **fat, oil or grease** into a **sanitary sewer** system within the **City**.

## **PART FOUR: GENERAL**

### **4.1 Violations and Penalties**

- 4.1.1 (a) A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
- (b) A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

- 4.1.2 Every person who contravenes any provision of this Bylaw is considered to have committed an offence against this Bylaw and is liable on summary conviction, to a fine of no less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

4.2 In this Bylaw, unless the context requires otherwise:

<b>BEST MANAGEMENT PRACTICES</b>	means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of <b>fat, oil or grease</b> into a <b>sanitary sewer</b> or <b>drainage system</b> , as outlined in Schedule C attached to and forming part of this Bylaw.
<b>BUILDING</b>	means a structure or portion of a structure, including foundations and supporting structures for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a use, occupancy, persons, animals, or property.
<b>BYLAW ENFORCEMENT OFFICER</b>	means an employee of the <b>City</b> , appointed to or holding the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the <b>City</b> for the purpose of the enforcement of one or more of the <b>City</b> bylaws.
<b>CITY</b>	means the City of Richmond.
<b>COUNCIL</b>	means the current Council of the <b>City</b> .
<b>DRAINAGE SYSTEM</b>	means all storm sewer works and appurtenances owned, controlled, maintained and operated by the <b>City</b> , including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, <b>City</b> right-of-way or easement or <b>City</b> -owned property.
<b>DWELLING UNIT</b>	means a room or suite of two or more rooms designed for or occupied by one family only as a single housekeeping unit providing cooking, sanitary and sleeping facilities.
<b>FAT, OIL OR GREASE</b>	means any solvent or extractable material of animal, vegetable or mineral origin, including but not limited to hydrocarbons, esters, fats, oils, waxes and high molecular weight carboxylic acids.

<b>FOOD SECTOR ESTABLISHMENT</b>	means: <ul style="list-style-type: none"> <li>(a) a business establishment or institutional facility where food is prepared or made ready for eating or packaged and shipped to any establishment described in (b) or (c) below;</li> <li>(b) a retail establishment or institutional facility where food is prepared and made ready for retail sale or sold to the public and includes grocery stores, fresh produce stores, bakeries, butcher shops and similar establishments; and</li> <li>(c) a business or institutional eating or drinking establishment or facility where food is prepared or made ready for eating and is sold or served to the public or to persons employed at, served by or attending the establishment, whether or not consumed on the premises, and includes restaurants, delicatessens, fast-food outlets, cafeterias, hospitals, pubs, bars, lounges, or other similar establishments</li> </ul>
<b>GENERAL MANAGER OF ENGINEERING &amp; PUBLIC WORKS</b>	means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.
<b>GREASE TRAP OR GREASE INTERCEPTOR</b>	means a device designed and installed to separate and retain <b>fat, oil or grease</b> from wastewater, while permitting wastewater to discharge into a <b>sanitary sewer or drainage system</b> .
<b>GROUNDWATER</b>	means water found beneath the surface of the ground.
<b>INSPECTION CHAMBER</b>	means a covered chamber which provides an access point for making connections or performing maintenance on the underground <b>sanitary sewer</b> system or related service lines.
<b>MAINTENANCE RECORDS</b>	means the written documentation of the complete removal of all contents, including <b>fat, oil or grease</b> , floating materials, wastewater, and bottom sludge and solids, from a <b>grease trap or grease interceptor</b> .
<b>MANHOLE</b>	means a covered chamber which provides an access point for making connections or performing

maintenance on the underground **sanitary sewer** system or related service mainlines.

**METERED PROPERTY**

means a property which is equipped with a water meter which measures the quantity of water delivered to such property.

**MULTIPLE-FAMILY DWELLING**

means a detached, multi-floor **building** containing three or more residential **dwelling units**.

**ONE-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes, containing one **dwelling unit** only.

**OPERATOR**

means a proprietor, lessee, manager, employee, or other person who carries on the operations of a facility or business on behalf of the owner of the business and includes any person managing or supervising such facility or business.

**PROPERTY OWNER**

means the registered owner of a parcel of land in the **City**.

**SANITARY SEWER**

means a pipe or conduit for conveying **sewage**.

**SEWAGE**

means human excretion, water-carried wastes from drinking, culinary purposes, ablutions, laundering, food processing or ice producing activities, or other water-carried wastes discharged into the **sanitary sewer** system.

**TWO-FAMILY DWELLING**

means a detached **building** used exclusively for residential purposes containing two **dwelling units** only, which **building** is not readily convertible into additional **dwelling units** and the plans for which have been filed with the Building Inspector showing all areas of the **building** finished, and the design of the **building** showing each **dwelling unit** consisting of:

- (a) one storey only, not set upon another storey or upon a basement; or
- (b) two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or

- (c) a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

**PART FIVE: SEVERABILITY AND CITATION**

- 5.1 If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 5.2 This Bylaw is cited as “Sanitary Sewer Bylaw No. 10427”, and is effective January 1<sup>st</sup>, 2023.

FIRST READING

NOV 14 2022

SECOND READING

NOV 14 2022

THIRD READING

NOV 14 2022

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>BN</i>
APPROVED for legality by Solicitor <i>JA</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**SCHEDULE A to BYLAW NO. 10427****SANITARY SEWER CONNECTION CHARGES****1. DEMOLITION CHARGES**

- |   |               |
|---|---------------|
| a) Cap and abandon existing service   | \$ 1,300 each |
| b) Adjustment to top elevation of <b>inspection chamber</b> or <b>manhole</b> | \$ 1,300 each |
| c) Repair of <b>inspection chamber</b>  | \$ 1,300 each |

**2. INSPECTION CHAMBERS**

- |   |               |
|---|---------------|
| a) Supply and installation of <b>inspection chamber</b> | \$ 3,300 each |
| b) Adjust existing <b>inspection chamber</b>            | \$ 1,000 each |

**3. CONNECTION TO MAIN**

- |   |               |
|---|---------------|
| a) Connection to sewer main up to 1.5 metres deep | \$ 4,000 each |
| b) Connection to sewer main over 1.5 metres deep  | By Estimate   |

**4. SERVICE PIPE**

- |   |                 |
|---|-----------------|
| a) Supply and install 100 to 150 mm dia lateral pipe, up to 1.5 m in depth                      | \$500 per metre |
| b) Supply and install 200 mm dia lateral pipe, up to 1.5 metres in depth                        | \$600 per metre |
| c) Supply and install lateral pipes greater than 200mm dia or greater than 1.5 metres in depth. | By Estimate     |

**5. MANHOLES**

- |  |               |
|--|---------------|
| a) Supply and install 1050 mm dia manhole, up to 1.5 metres in depth | \$ 8,000 each |
| b) Supply and install 1200 mm dia manhole, up to 1.5 metres in depth | \$ 8,700 each |
| c) Supply and install 1500 mm dia manhole, up to 1.5 metres in depth | \$ 9,400 each |
| d) Supply and install 1800 mm dia manhole, up to 1.5 metres in depth | \$10,000 each |
| e) Supply and install <b>manholes</b> over 1800 mm dia               | By Estimate   |
| f) Supply and install <b>manholes</b> over 1.5 metres deep           | By Estimate   |

**SCHEDULE B to BYLAW NO. 10427**

**SANITARY SEWER USER FEES**

**1. FLAT RATES FOR NON-METERED PROPERTIES**

	<b>Annual User Fee</b>
(a) Residential Dwellings (per dwelling unit)	
(i) <b>One-Family Dwelling</b> or <b>Two-Family Dwelling</b>	\$711.02
(ii) Townhouses	\$650.56
(iii) Apartments	\$541.82
(b) Public School (per classroom)	\$488.94
(c) Shops and Offices (per unit)	\$578.98

**2. RATES FOR METERED PROPERTIES**

**User Rate**

Calculated as rate per cubic metre (m<sup>3</sup>) of water delivered to the property: \$ 1.7342

**3. MINIMUM USER FEE FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, AND AGRICULTURAL**

Minimum charge in any quarter of a year: \$ 86.00

**4. CONSTRUCTION PERIOD USER FEE (per dwelling unit per month)**

Month (2023)	One-Family Dwellings & Each Unit in a Two- Family Dwelling (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (fee per dwelling unit)	Start Bill Year
January	\$634	2024	\$580	2024	\$1,001	2025
February	\$581	2024	\$1,153	2025	\$960	2025
March	\$528	2024	\$1,105	2025	\$920	2025
April	\$475	2024	\$1,056	2025	\$880	2025
May	\$423	2024	\$1,008	2025	\$840	2025
June	\$370	2024	\$960	2025	\$799	2025
July	\$317	2024	\$911	2025	\$759	2025
August	\$943	2025	\$863	2025	\$1,273	2026
September	\$890	2025	\$815	2025	\$1,233	2026
October	\$838	2025	\$766	2025	\$1,193	2026
November	\$785	2025	\$718	2025	\$1,153	2026
December	\$732	2025	\$670	2025	\$1,112	2026



**SCHEDULE C to Bylaw No. 10427****BEST MANAGEMENT PRACTICES  
FATS, OILS AND GREASE (FOG) CONTROL AT FOOD SECTOR ESTABLISHMENTS**

All **food sector establishments** should implement the provisions of the following **best management practices**:

1) **Installation of Drain Screens**

Drain screens shall be installed on all drainage pipes in food preparation and kitchen areas.

2) **Collection of Waste Cooking Oil**

All **food sector establishment** employees must properly dispose of cooking oil and recycle FOG.

3) **Disposal of Food Waste**

All food waste shall be disposed of directly into the trash or garbage, and not in sinks or toilets.

4) **Food Sector Establishment Employee training**

Persons responsible for operating a **food sector establishment** must ensure that all employees are trained within 180 days of the effective start date of the establishment, and twice each calendar year thereafter, on the following:

- i. How to "dry wipe" pots, pans, dishware and work areas before washing to remove grease.
- ii. How to properly dispose of food waste and solids prior to disposal in trash bins or containers to prevent leaking and odours.
- iii. How to properly dispose of grease or oils from cooking equipment into a grease receptacle such as a barrel or drum without spilling.
- iv. How to properly use a sink strainer, and remove solids from the sink strainer.