REGIONAL MUNICIPALITY OF WOOD BUFFALO

Consolidated Version

of

# Rural Water and Wastewater Connection Bylaw

(being Bylaw No. 26/007 of the Regional Municipality of Wood Buffalo, as amended by Bylaw No. 26/031, consolidated and printed under the authority of the Chief Administrative Officer of the Regional Municipality of Wood Buffalo)

This is certified to be a true copy of consolidated Bylaw No. 26/007 of the Regional Municipality of Wood Buffalo.

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Jade Brown

Chief Legislative Officer

*The text shown in parentheses in various locations throughout this document identifies the corresponding amending bylaw which authorized the change. For example (BL 26/031) refers to Bylaw No. 26/031.*

**BYLAW NO. 26/007**

**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE RURAL AREAS WITH WATER AND WASTEWATER SERVICES**

**WHEREAS** the Municipality has constructed and is operating and maintaining a Water System and a Wastewater System for residents and business property owners in the Municipality;

**AND WHEREAS** the Municipality desires to extend Water Service and Wastewater Service within hamlet or community limits in certain rural areas of the Municipality, namely Anzac, Conklin, Gregoire Lake Estates, Janvier, and Saprae Creek Estates;

**AND WHEREAS** the cost of connecting to the Municipality's Water System and Wastewater System should be paid for in whole or in part by the Owner of the Parcel requiring connection;

**AND WHEREAS** Section 7 of the *Municipal Government Act* authorizes the Regional Municipality of Wood Buffalo to enact bylaws in respect of public utilities and services provided by or on behalf of the Municipality;

**NOW THEREFORE,** the Council of the Regional Municipality of Wood Buffalo, duly assembled, enacts as follows:

## SHORT TITLE

1. This Bylaw may be cited as the **"Rural Water and Wastewater Connection Bylaw"**.

## DEFINITIONS AND INTERPRETATION

2. In this Bylaw:

   (a) "Appeal" means an Appeal to the Appeal Committee pursuant to this Bylaw;

   (b) "Appeal Committee" means the committee consisting of a minimum of three (3) employees of the Municipality appointed by the Chief Administrative Officer to hear and decide Appeals and to exercise the powers of the Appeal Committee pursuant to this Bylaw;

   (c) "Application" means an application for a Rural Water and Wastewater Service Connection;

(d) “Application Committee” means the committee consisting of a minimum of three (3) employees of the Municipality appointed by the Chief Administrative Officer to exercise the powers of the Application Committee pursuant to this Bylaw;

(e) “Chief Administrative Officer” or “CAO” means the individual appointed by Council to be the chief administrative officer of the Municipality or their delegate;

(f) “Certified Contractor” means a contractor, with a certificate allowing that contractor to design and construct private sewage systems in Alberta, on the most current Alberta Municipal Affairs “Private Sewage Systems Installer Certification List”, hired by the Owner to complete the installation of a Water and Wastewater Service Connection;

(g) “Dwelling” or “Dwelling Unit” means dwelling or dwelling unit as defined in the Municipality’s Land Use Bylaw, as amended or replaced;

(h) “Land Use Bylaw” means the Municipality’s *Land Use Bylaw No. 26/001*, as amended or replaced;

**(BL 26/014)**

(i) “Land Titles Act” means the *Land Titles Act,* RSA 2000, c. L-4, as amended or replaced;

(j) “Municipal Government Act” means the *Municipal Government Act,* RSA 2000, c. M-26, as amended or replaced;

(k) “Municipal Tag” means a tag whereby the person alleged to have committed a breach of a provision of this Bylaw is given the opportunity to pay a specified penalty to the Municipality in lieu of prosecution for an offence;

(l) “Municipal” or “Municipality” means the Regional Municipality of Wood Buffalo;

**(BL 26/014)**

(m) “Owner” means any person registered as an owner of a Parcel pursuant to the provisions of the Land Titles Act;

(n) "Parcel" means a parcel of land as defined in the Municipal Government Act and in the case of a condominium unit as defined in the Condominium Property Act, RSA 2000, c. C-22, as amended or replaced, includes either collectively all the units in a building or individually each separate unit in the case of a non-building condominium;

(o) "Program Period" means a seven-year period commencing on the date upon which the Municipality's Service Systems are constructed and inspected and ready for Service Connections during which funding by the Municipality is to be made available to Owners and in which period Service Connections are to be approved, permitted, designed, constructed, and inspected pursuant to the terms and conditions of this Bylaw;

**(BL 26/014)**

(p) "Property Utility Account" means an account opened for a property to receive municipal services such as water, sewer and solid waste collections used to bill and collect all related fees, charges and administrative costs.

(q) "Rural Water and Sewer Service Connection Fee" means the Rural Water and Sewer Service Connection Fee set out in Schedule B to this Bylaw.

(r) "Rural Water and Sewer Servicing Committee" means the committee consisting of a minimum of three (3) employees of the Municipality appointed by the Chief Administrative Officer to exercise the powers of the Application Committee pursuant to this Bylaw;

(s) "Service" means the Water Service or the Wastewater Service, and "Services" means both of them;

(t) "Service Connection" means that portion of pipes and all ancillary infrastructure, located on the private Parcel for the purpose of connecting the Parcel to the Water System or Wastewater System;

(u) "Service Connection Permit" means a Service Connection Permit created, revised, or amended from time to time by the Application Committee or the Chief Administrative Officer or their delegate to authorize the commencement of construction, addition, alteration, relocation, renovation, or demolition of a Service Connection in the rural and urban service areas of the Municipality;

(v) "Service System" means the Water System or the Wastewater System and "Service Systems" means both of them, but does not include trucked water and sewage collection services;

(w) "Small Business Commercial" means a commercial use having less than $5.0 million in gross annual revenue;

(x) "Wastewater Bylaw" means the Municipality's *Sanitary Sewer Utilities Bylaw No. 85/51*, as amended or re-enacted from time to time;

(y) "Wastewater Service" means the Sewer Service as defined in the *Wastewater Bylaw*;

(z) "Wastewater System" means the Sewage System defined in the Wastewater Bylaw;

(aa) "Water Bylaw" means the Municipality's *Water Utilities Management Bylaw No. 07/035*, as amended or replaced;

(bb) "Water Service" means the utility service defined in the Water Bylaw; and

(cc) "Water System" means the water system defined in the Water Bylaw.

**(BL 26/014)**

## ELIGIBILITY FOR SERVICE CONNECTIONS

3. Council hereby authorizes and directs the Municipality to offer Service Connections to Parcels having residential, institutional or Small Business Commercial uses in the eligible rural communities, as outlined in Schedule A to this Bylaw:

(a) Anzac;

(b) Conklin;

(c) Gregoire Lake Estates;

(d) Janvier; and

(e) Saprae Creek Estates.

3.1 Where construction of a Service Connection was commenced between May 12, 2020 and April 14, 2026 on a Parcel having a residential use greater than four dwelling units, mixed-use development, institutional use or a Small Business Commercial use, the Owner shall be eligible to submit an Application on or before October 30, 2027 and all eligible expenses already incurred by the Owner shall be reimbursed at the discretion of the Municipality as though the Owner had submitted the Application prior to commencing construction of the Service Connection.

**(BL 26/031)**

3.2 Where an Owner has an approved Application submitted under section 3.1, the Owner shall not be entitled to elect an instalment payment under section 23 and shall be required to pay by lump sum, and all other sections of this Bylaw applicable to the subject use, including but not limited to eligibility requirements, shall continue to apply to the Application.

**(BL 26/031)**

## CONNECTION TO SERVICE SYSTEMS

4. Every Parcel that:

   (a) qualifies for a Service Connection pursuant to this Bylaw;

   (b) fronts or abuts a Service System in an eligible community and requires a Service Connection; and

   (c) requires a Service Connection in the absence of a water well system, a water cistern system, or a septic system, shall connect to the Service System by no later than the seventh anniversary of the commencement of the applicable Program Period.

**(BL 26/014)**

5. Despite any other bylaw of the Municipality, Owners of Parcels in an eligible community that qualify for Service Connections pursuant to this Bylaw may choose to not participate in this Bylaw and may continue to use existing Water and Wastewater Systems including water wells, water cisterns, and septic systems without any subsidy from the Municipality for the trucking of water and sewage which will end upon the expiry of the Program Period.

6. Renewed or new permits to construct or to replace water systems using water wells or water cisterns or septic systems on any Parcel will not be issued by the Municipality after the expiry of the applicable Program Period except on a case by case basis at the discretion of the Application Committee or Appeal Committee where there is a reasonable basis to do so.

7. One (1) Water Service connection and one (1) Wastewater Service connection shall be permitted for each Parcel.

8. Applications and Certified Contractor quotes for Service Connections pursuant to this Bylaw must be made by Owners on or before September 15th, of the final year of the applicable Program Period.

9. The design, construction, and inspection of a Service Connection must be completed within one year of approval of an Application.

10. An Owner desiring a Service Connection shall submit or have their Certified Contractor submit a complete Application for a Service Connection to the Rural Water and Sewer Servicing Committee.

11. Upon approval by the Rural Water and Sewer Servicing Committee or the Appeal Committee upon Appeal of a completed Application, the Owner or their representative shall

(a) provide a copy of the Owner and Certified Contractor contract and an assignment of payment agreement for the payment of the Certified Contractor by the Municipality;

(b) submit the design of the Service Connection in accordance with the approved Application, this Bylaw, and the Municipality's Design and Servicing Standards, current design standards, construction standards, and applicable codes and guidelines;

(c) submit quote, including required breakdowns in the form specified by the Municipality.

(d) obtain all necessary permits as prescribed by enactments including this and other bylaws of the Municipality including but not limited to a Service Connection Permit; and

after the Municipality issues the Permit Services Report for the Service Connection, the Owner shall commence payments for the Rural Water and Sewer Service Connection Fee.

12. The Municipality shall pay the Certified Contractor for the installation and construction of the approved Service Connection.

13. The Municipality will only pay the costs to restore the Parcel to the state it was in prior to installation of the Service Connection. The Municipality shall determine the most reasonable payment schedule.

14. Every Owner of a Parcel who connects to the Wastewater System pursuant to this Bylaw after previously having and using a septic disposal system shall, pursuant to all applicable enactments, codes and guidelines, discontinue the use of, decommission and abandon such system upon completion of the construction and inspection of the System Connection.

15. Upon completion of a Service Connection pursuant to this Bylaw, the Owner shall be responsible for all costs and liabilities including but not limited to, maintenance and repair costs of service pipes including fittings, valves, floats, pumps, tanks, maintenance chambers, associated compaction, electrical system and alarm systems where present.

16. Nothing in this Bylaw shall obligate the Municipality to provide a Service Connection to any Parcel if,

(a) the Application Committee or the Appeal Committee upon Appeal determines that that the cost of installing the Service Connection to be borne by the Municipality would be excessive or would create an undue burden on the costs of operating the Service System;

(b) the Service System would be adversely affected by the Service Connection;

(c) the capacity of the Service System is insufficient to provide the Service; or

(d) upon any other reasonable grounds, at the discretion of the Municipality.

## SUBDIVIDED PARCELS AND NEW SUBDIVISIONS

17. Despite any provision in this Bylaw, if a Parcel has been provided with a Service Connection pursuant to this Bylaw, if it is further subdivided, all costs of new Service Connections shall be the full responsibility of the Owner of the newly created Parcel.

18. New subdivisions, including those filed as condominium plans, are ineligible under this program.

## VACANT LOTS

19. Despite any provision in this Bylaw, if an Owner of a Parcel that is currently without a dwelling unit seeks to connect under the Rural Water and Sewer Servicing program, a development and building permit must have been issued and foundation construction completed before they are considered eligible under the program.

20. The Service Connection Permit must be independent of all other subtrade permits applicable to the construction of the new dwelling unit.

## RURAL WATER AND SEWER SERVICE CONNECTION FEE

21. Every Owner of a Parcel who connects to one or more Service Systems pursuant to this Bylaw shall pay the Rural Water and Sewer Service Connection Fee as set out in this Bylaw.

22. The Rural Water and Sewer Service Connection Fee shall be assigned to the Property Utility Account. The Rural Water and Sewer Service Connection Fee is an amount payable by the Owner of the Parcel and any future Owner of the Parcel to the Municipality until the Rural Water and Sewer Service Connection Fee is paid in full.

23. An Owner shall elect to pay the Rural Water and Sewer Service Connection Fee by lump sum payment or instalment payments in accordance with Schedule B of this Bylaw. Where the Owner has not yet made an election and the Rural Water and Sewer Service Connection Fee becomes payable pursuant to section 11, the instalment payment option shall be the default form of payment applied by the Municipality.

**(BL 26/014)**

24. Any Rural Water and Sewer Service Connection Fee instalment payment made to the Municipality shall be deducted from the remaining balance of the Rural Water and Sewer Service Connection Fee. The remaining balance of the Rural Water and Sewer Service Connection Fee may be paid by lump sum payment to the Municipality at any time.

25. The following amounts shall be added to the tax roll for the Parcel

    (a) any instalment payment of the Rural Water and Sewer Service Connection Fees in arrears and outstanding; and

    (b) where the Owner of a Parcel has elected to make a lump sum payment, any amount of the total Rural Water and Sewer Service Connection Fee that remains in arrears and outstanding.

## COSTS FOR NON-QUALIFYING PARCELS

26. Owners of Parcels which do not qualify to obtain Service Connections pursuant to this Bylaw shall pay all fees and costs for Service Connections pursuant to all applicable development and permitting bylaws in force in the Municipality and the Municipality's Fees, Rates and Charges Bylaw.

## APPLICATION COMMITTEE POWERS

27. The Application Committee may,

    (a) create, revise, alter, or amend all required forms, agreements, documents and required permits;

    (b) determine the eligibility of the Parcel for a Service Connection pursuant to this Bylaw;

    (c) approve the suitability of the design and specifications for the Service Connection, and the amount eligible for payment to the Certified Contractor for the installation of the Service Connection;

    (d) set the deadline for the completion of the construction and inspection of the Service Connection agreed upon by the Owner and the Certified Contractor;

    (e) receive an acknowledgement by the Owner that the Owner is solely responsible for the hiring of a Certified Contractor and that the Municipality is not responsible for contractual performance of either the Owner or the Certified Contractor for the timely completion of all work in a satisfactory and professional manner and does not warrant the performance of the Certified Contractor;

(f) receive information provided by a Certified Contractor's references, its past performance or conduct on previous contracts with the Municipality or other institutions and the Certified Contractor's creditworthiness or financial health;

(g) determine the eligibility of a Certified Contractor to continue participating in the Rural Water and Sewer Service Connection program based on past performance or conduct under this program.

28. The Application Committee shall provide its written decision and reasons for the decision within 14 calendar days of receiving a completed application and complete quote.

## APPEAL COMMITTEE POWERS AND APPEALS

29. An Owner may appeal to the Appeal Committee the decision of the Application Committee on the following grounds,

(a) a disapproval or rejection of a quote from a Certified Contractor;

(b) a denial of an Application;

(c) a determination of the eligibility of the Parcel; or

(d) any other matter at the discretion of the Appeal Committee.

30. An Owner has 30 calendar days after receiving the decision of the Application Committee to file an Appeal.

31. An Owner or their representative must provide a written submission to the Appeal Committee

32. If a written Appeal submission of an Owner is not complete in the opinion of the Appeal Committee, the Appeal Committee may

(a) notify the Owner in writing and request information within a specified time, or

(b) return the Appeal submission to the Owner as incomplete.

33. If an Owner does not provide the information requested by the Appeal Committee within 15 calendar days of receipt of the request, the Appeal Committee may declare the Appeal to be withdrawn.

34. The Appeal Committee shall consider the Application Committee's decision, along with the submission of the Owner and shall either uphold, reverse, or vary the decision of the Application Committee.

35. The Appeal Committee shall provide its decision in writing to the Owner within 14 days calendar days following receipt of the completed Appeal submission.

36. The CAO has the authority to determine the procedures, forms and timelines for Appeals.

37. The decision of the Appeal Committee is final and conclusive with no further right of appeal to or a right to a review by a court.

## OFFENCES AND ENFORCEMENT

38. No person shall supply false information or make inaccurate or untrue statements in a document or information required to be supplied to the Municipality pursuant to this Bylaw.

39. No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface, interfere, or tamper with any Service Connection or any part of the Service Systems.

**(BL 26/014)**

40. Any person who contravenes any provision of this Bylaw is liable to the Municipality for and must indemnify the Municipality from all costs, expenses, damages and injuries resulting from the contravention. This does not in any way limit any other provision or any other remedy the Municipality may have under this Bylaw or otherwise at law.

41. If an Owner fails to comply with this Bylaw, in addition to any other penalty that may be imposed by this Bylaw, the Municipality may have the work done at the expense of the Owner, and the Municipality shall be entitled to recover the actual cost of the work done from the Owner in the same manner as municipal taxes.

42. Any person who violates, contravenes or breaches any provision of this Bylaw is guilty of an offence and shall be liable to pay a penalty in the amount of $1,000.

43. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day or part of a day on which it continues and a person guilty of such an offence is liable upon summary conviction to a fine in an amount not less than that established by this Bylaw for each such day.

44. A summons may be issued with respect to any breach of this Bylaw by means of a violation ticket which shall be in a form prescribed by the *Provincial Offences Procedure Act,* RSA 2000, c P-34, as amended or re-enacted from time to time.

45. A person who violates any provision of this Bylaw shall be liable to pay the penalty prescribed in this Bylaw and where the amount is not specified, in an amount not less than $1,000 and not more than $10,000.

46. No power or enforcement provision of this Bylaw shall limit the Municipality's powers of enforcement or otherwise under common law, legislation, or other applicable enactments.

## GENERAL PROVISIONS AND COMING INTO FORCE

47. Despite any provision of this Bylaw, every Parcel at which a Service Connection is provided shall be subject to the provisions of the *Fees, Rates and Charges Bylaw*, the *Water Bylaw*, and *Wastewater Bylaw* and any other applicable enactments except where stated in this Bylaw.

48. Each provision of this Bylaw is severable from each other provision, and, if any provision is determined to be void or unenforceable in whole or in part, this determination shall not be deemed to affect or impair the validity of any other provision, unless a Court otherwise determines.

## TRANSITION AND COMING INTO FORCE

49. An Application that was submitted but not yet decided by the Application Committee before the coming into force of this Bylaw shall be decided under, and is subject to the provisions specified in, this Bylaw.

50. Where an Application was decided under Bylaw No. 20/009, but the time for an appeal had not expired at the coming into force of this Bylaw, the right of appeal continues and an appeal may be submitted under, and is subject to the provisions specified in, this Bylaw.

51. The Approval of an Application pursuant to Bylaw No. 20/009 continues in force as though issued under, and is subject to the provisions specified in, this Bylaw.

52. *Rural Area Water and Wastewater Service Connection Bylaw No. 20/009* and any amendments thereto are hereby repealed.

53. This Bylaw comes into effect on the day it is passed.

## FEES, RATES AND CHARGES AMENDMENT

54. The Municipality's *Fees, Rates and Charges Bylaw No. 24/026* is hereby amended by repealing Schedule O.

55. The Municipality's *Fees, Rates and Charges Bylaw No. 25/026* is hereby amended by repealing Schedule O.

Read a first time this 24th day of March, 2026.

Read a second time this 14th day of April, 2026.

Read a third time and final time this 14th day of April, 2026

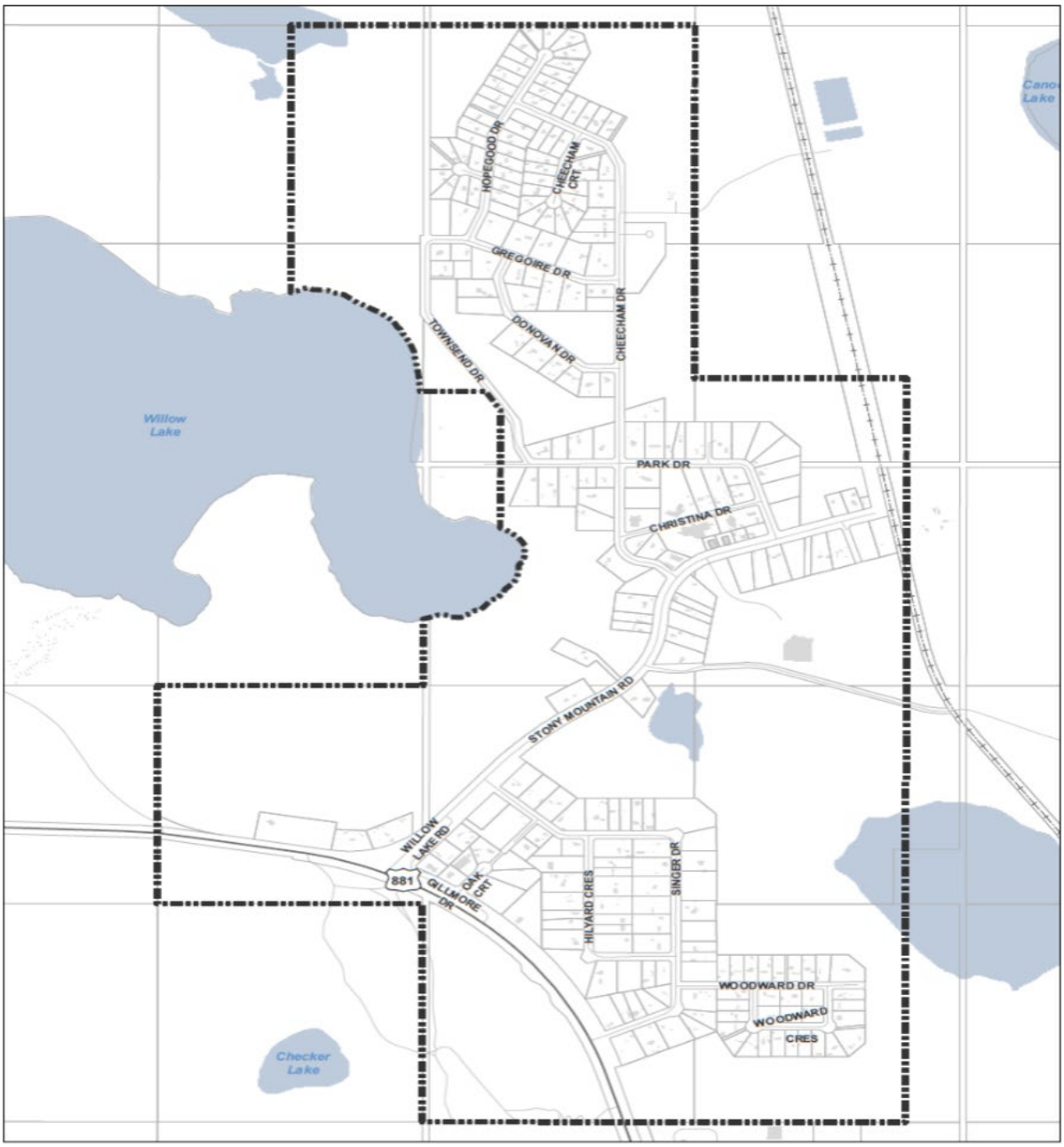
Signed and passed this 14th day of April, 2026

Amendment(s):

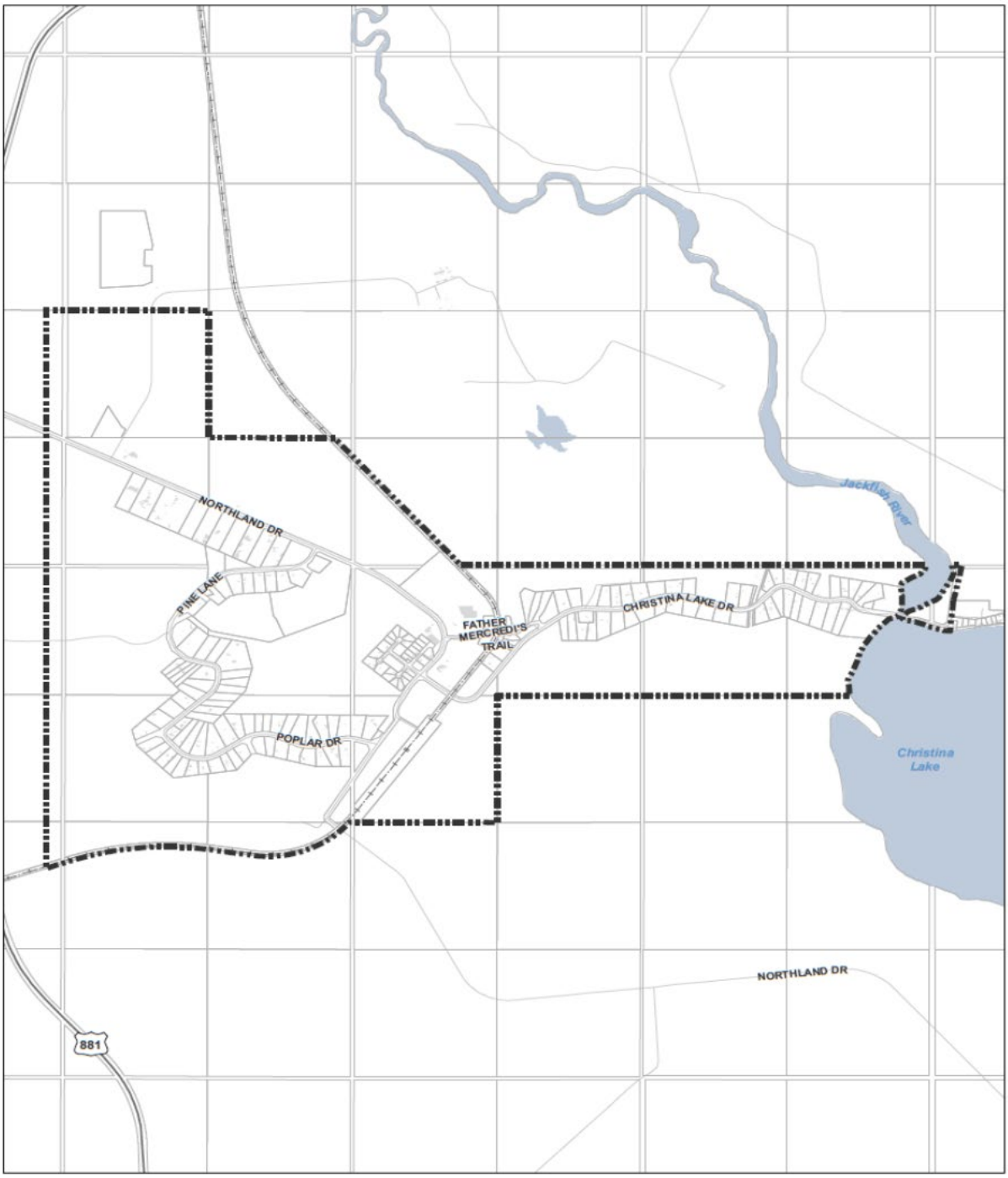
26/014
26/031

# SCHEDULE A
# MAPS OF ELIGIBLE COMMUNITIES

## SCHEDULE "A1"



## SCHEDULE "A2"




**CONKLIN**

**RURAL WATER & SEWER SERVICING AREA**

N

1 cm = 300 meters

Subject Area
Survey Parcels
Railway
Building Outlines

## SCHEDULE “A3”




**GREGOIRE LAKE ESTATES**

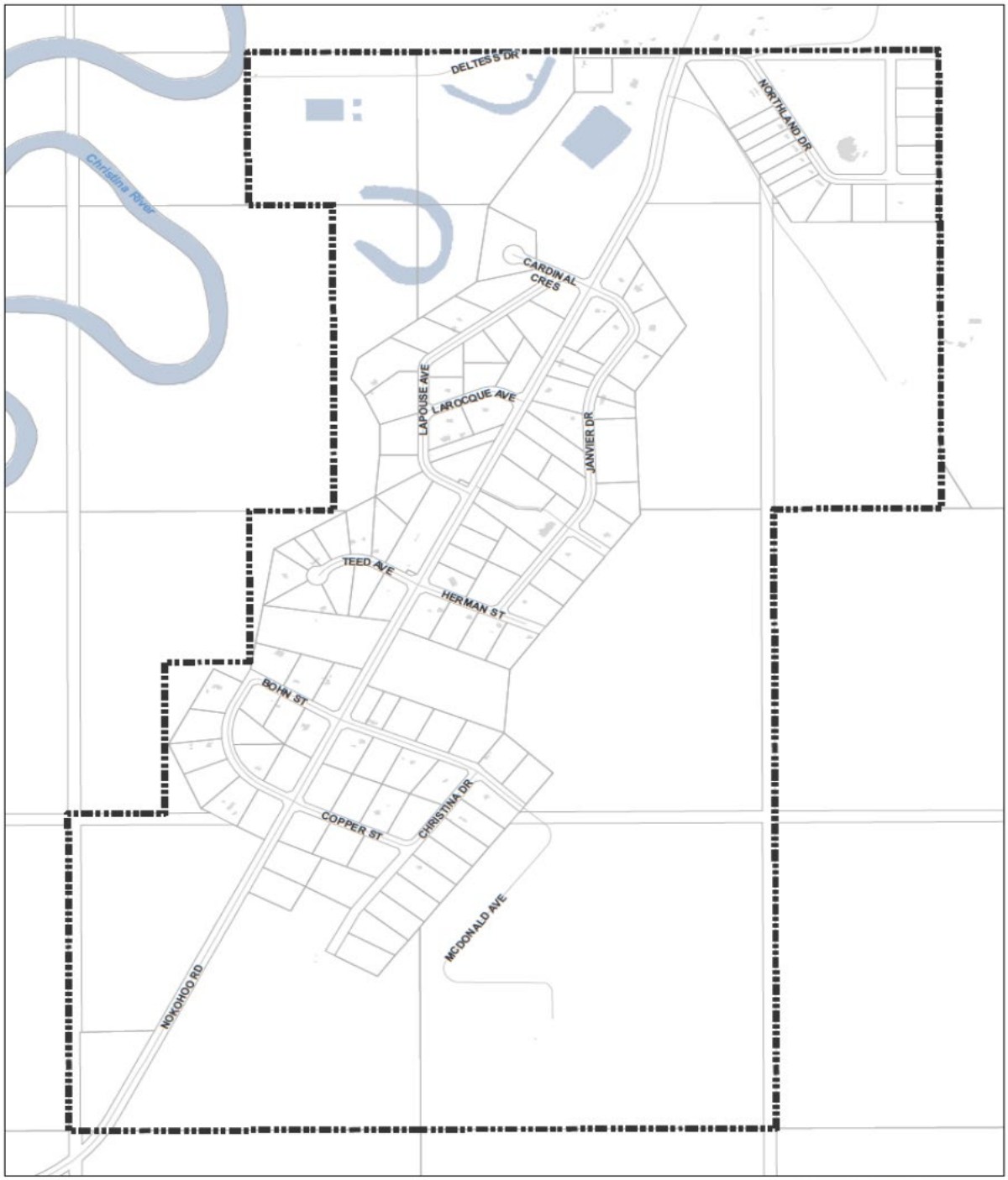
**RURAL WATER & SEWER SERVICING AREA**

N

1 cm = 55 meters

Subject Area
Survey Parcels
Railway
Building Outlines

## SCHEDULE "A4"




**JANVIER**

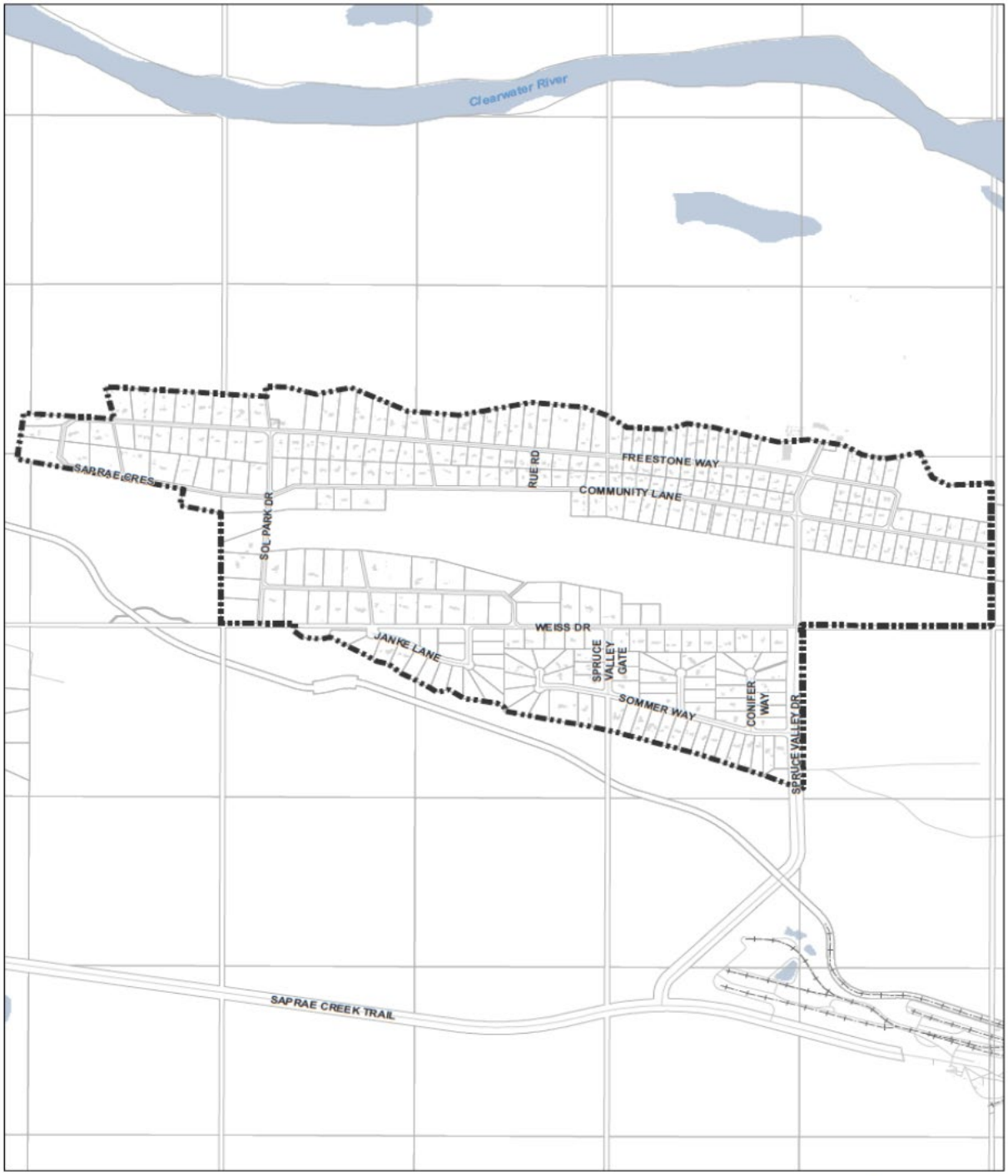
**RURAL WATER & SEWER SERVICING AREA**

N

1 cm = 125 meters

Subject Area
Survey Parcels
Railway
Building Outlines

## SCHEDULE "A5"




**SAPRAE CREEK ESTATES**

**RURAL WATER & SEWER SERVICING AREA**

N

1 cm = 225 meters

Subject Area
Survey Parcels
Railway
Building Outlines

# SCHEDULE B
# RURAL WATER AND SEWER FEES AND PAYMENT OPTIONS

## PART A - RESIDENTIAL OPTIONS

The following fees apply to residential uses having four dwellings units or less under this Bylaw:

### Rural Water and Sewer Service Connection Fee: Lump Sum Payment Option

1. Rural Water and Sewer Service Connection Lump Sum (Parcels requiring both Water and Sewer Service Connections): $16,000 payable after the inspection and completion report is issued by Safety Codes.

2. Rural Water and Sewer Service Connection Lump Sum (Parcels with either a pre-existing Water Service Connection or pre-existing Sewer Service Connection and requiring either only a Sewer Service Connection or Water Service Connection only): $10,000 payable after the inspection and completion report is issued by Safety Codes.

### Rural Water and Sewer Service Connection Fee: Instalment Payment Option

3. Rural Water and Sewer Service Connection Bi-Monthly Payment (Parcels requiring both Water and Sewer Service Connections): $107.00 for the next 25 years, payable after the inspection and completion report is issued by Safety Codes.

4. Rural Water and Sewer Service Connection Bi-Monthly Payment (Parcels requiring one of either a Water Service Connection or Sewer Service Connection): $67.00 payable after the inspection and completion report is issued by Safety Codes.

## PART B – NON-RESIDENTIAL OPTIONS

The following fees apply to residential uses having greater than four dwelling units, mixed-use developments and Small Business Commercial uses under this Bylaw. For further clarity, industrial uses are ineligible:

### Rural Water and Sewer Service Connection Fee: Lump Sum Payment Option

1. Rural Water and Sewer Service Connection Lump Sum Fee will be calculated as 20% of the total cost to connect to the Municipal Services, with the Lump Sum Fee due after the inspection and completion reports is issued by Safety Codes.

**Rural Water and Sewer Service Connection Fee: Instalment Payment Option**

2. Rural Water and Sewer Service Connection Bi-Monthly Payment will be calculated as 20% of the total cost to connect to the Municipal Services for the next 25 years with payments to commence after the inspection and completion report is issued by Safety Codes.

**PART C - Applicable to All Above Fees**

1. At the election of the Owner, a Rural Water and Sewer Service Connection Fee is non-refundable and payable as a lump sum at the beginning of the Program or as a bi-monthly installment over 25 years. Where no election is made, the Rural Water and Sewer Service Connection will be charged as a bi-monthly installment.

2. As per section 24 of this Bylaw, the remaining balance of the Rural Water and Sewer Service Connection Fee may be paid by lump sum payment to the Municipality at any time.