



**THE CORPORATION OF THE CITY OF GREENWOOD  
SEWER UTILITY REGULATION AND RATES BYLAW NO. 1026, 2024  
A BYLAW TO REGULATE THE OPERATION, MAINTENACNE, IMPROVEMENTS OF THE CITY OF  
GREENWOOD SEWER UTILITY SERVICE AREA; AND PROVIDE FOR THE IMPOSITION OF FEES AND  
CHARGES AGAINST THE OWNER OR OCCUPIER OF REAL PROERTY LOCATED WITHIN THE CITY OF  
GREENWOOD WATER UTILITY SERVICE AREA.**

WHEREAS the *Community Charter* gives a municipality the authority to regulate a local service;

AND WHEREAS the City of Greenwood is authorized, by bylaw, under Section 194 of the *Community Charter*, to impose a fee or charge payable in respect of all or part of a service of the municipality;

NOW THEREFORE the Council of the City of Greenwood, in open meeting assembled, enacts as follows:

**1. TITLE**

1.1 This bylaw may be cited for all purposes as “City of Greenwood Sewer Utility Regulation and Rates Bylaw No. 1026, 2024”.

**2. APPLICATION**

2.1 This Bylaw shall apply to the owner or occupier of all parcels located within the City of Greenwood Water Utility Service Area.

**3. INTERPRETATION**

3.1 Words or phrases defined in the *Interpretation Act*, *Community Charter*, *Local Government Act*, or any successor legislation, shall have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.

**4. DEFINITIONS**

“**Authorized**” or “**Authorization**” granted by the Manager or his designate means approved in writing by the manager, on the terms and conditions specified in that written approval.

“**Bi-monthly**” means every two month period.

“**B.O.D.**” means Biochemical Oxygen Demand; the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory conditions in 5 days at 20 ° C, expressed in milligrams per litre as determined by the appropriate procedure in Standard Methods.

“**Building Code**” means the British Columbia Building Code, as amended or replaced from time to time.

“**Building Permit**” means a building permit issued under the Corporation of the City of Greenwood Building Bylaw, as amended or replaced from time to time.

**“Bylaw Enforcement Officer”** means any person(s) appointed by the Council of the City of Greenwood for the enforcement of City Bylaws.

**“City”** means the Corporation of the City of Greenwood.

**“City Specifications”** means the specification, drawings and other standards for works and services established under the City of Greenwood Subdivision, Development and Servicing Bylaw, as amended or replaced from time to time.

**“C.O.D.”** means the Chemical Oxygen Demand; a measure of the oxygen consuming capacity of inorganic and organic matter present in domestic or industrial wastewater as determined by the appropriate procedure described in Standard Methods.

**“Connection or Connect”** means tying into, tapping or otherwise connecting to the Sanitary Sewer System of the City by means of pipes, valves, fittings or other apparatus.

**“Cooling Water”** means untreated water originating from heat exchangers or similar units.

**“Council”** means the Municipal Council of the Corporation of the City of Greenwood.

**“Domestic”** means use for household requirements and sanitation.

**“Domestic Wastewater”** means the water carried wastes produced from non-industrial activities and which result from normal human living processes.

**“Effluent”** means the liquid outflow of any facility designed to treat or convey wastewater.

**“Engineer”** means a person who is registered, or duly licensed as such, under the Engineers and Geoscientists Act of British Columbia.

**“Extraneous Flows”** means water originating from rainwater, snow melt, ground water, roof drain water, foundation drain water, subsurface drainage, surface water, single pass cooling water, condensate, or storm water.

**“Flammable Liquid”** means any liquid having a flash point below 38° C and having a vapor pressure not exceeding 280 kPa at 38°C.

**“Fuller’s Earth”** means any non-plastic clay or claylike earthy material that can be used to decolorize, filter, and purify animal, mineral, and vegetable oils and greases.

**“Garbage”** means solid wastes from domestic or commercial preparation, cooking and dispensing of food and from the handling, storage, and sale of produce.

**“Grab Sample”** means a single sample of a waste water stream or discharge that represents the composition of the wastewater at the particular time and location at which the sample was collected.

**“Grease”** means an organic substance recoverable by procedures set forth in Standard Methods and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes, and high molecular carboxylic acids.

**“Hazardous Waste”** has the same means as under the Hazardous Waste Regulation, B.C. Reg. 42/2024, as amended or replaced from time to time.

**“Industrial Waste”** means all water carried Wastes and Wastewater excluding domestic Wastewater and uncontaminated Wastewater, and includes all Wastewater from any processing, institutional, commercial, or other operation where the Wastewater discharged includes Wastes of non-human origin.

**“Lower Explosive Limit”** means the concentration limit of potentially explosive reactants present in private Wastewater Effluent.

**“Manager”** means the Public Works Manager or designate.

**“Non-domestic”** in reference to any form of waste or private wastewater effluent means waste or effluent generated by industrial, commercial, agricultural or institutional users.

**“Occupier”** means a person who is in physical possession of premises, or has responsibility for, and control over, the condition of premises, the activities conducted on those premises and the persons allowed to enter those premises. There may be more than one occupier of the same premises.

**“Offal”** means waste portions of food, animals, fowl, or fish.

**“One-day Composite Sample”** means a composite sample comprised of flow proportioned samples collected at one hour intervals over the duration of one operation day.

**“Owner”** shall have the same meaning assigned to it by the British Columbia *Land Title Act*.

**“Parcel”** means any lot, block, or other area in which land is held or into which land is subdivided but does not include a highway.

**“Person”** means any person, firm, partnership or corporation, or any trustee, manager or other person owning or occupying any building or place either individually or jointly with others, and includes an agent, workman, or employee of such person, firm partnership or corporation.

**“Pesticide”** means an organism or material that is represented, sold, used, or intended to be used, to prevent, destroy, repel, or mitigate a pest and includes:

- (a) a plant growth regulator, plant defoliator, or plant desiccant; and
- (b) a control product, other than a device that is a controlled product under the Pest Control Products Act (CAN).

**“pH”** means the negative logarithm to the base of 10 of the weight of hydrogen ions in grams per litre of solution.

**“Plumbing Code”** means Part 7 of the British Columbia Building Code (Plumbing Services), as amended or replaced from time to time.

**“Premises”** means any residence, building, or structure located on a parcel.

**“Pre-treatment”** means the use of any physical or chemical process to ensure the composition of private wastewater effluent conforms to the minimum requirements of this bylaw.

**“Private Wastewater Effluent” or “Sewage”** means water-borne waste derived from human or industrial sources, including domestic wastewater and industrial wastewater, that is discharged or intended to be discharged from a private wastewater system into the municipal sanitary sewer system but does not include storm water and uncontaminated wastewater.

**“Private Wastewater System”** means an assembly of pipes, fittings, fixtures, traps, and appurtenances constructed upon the land and premises of, and owned by, the owner of property.

**“Property” or “Real Property”** means any parcel of land within the boundaries of the Sanitary Sewer Catchment Area Boundary / Service area.

**“Public Highway”** means any road, street, lane or other such facility designed for the express purpose of accommodating public vehicular traffic.

**“Sanitary Service Lateral”** means the City-owned pipe that extends from a sewer main to the sanitary service connection that is located at the property line of a parcel.

**“Sanitary Service Connection”** means the pipe or fitting that is located at the property line of a parcel, or at the edge of a statutory right of way, which forms the connection between a private wastewater system and the municipal sanitary sewer system.

**“Sanitary Sewer Catchment Area Boundary/Service area”** means a calculated boundary or serviceable land capable of drainage to a municipal sanitary sewer outlet; including Regional District Properties to the north of Greenwood, that have been approved by the Manager and passed by Council in a regular Council meeting.

**“Sanitary Sewer Service” or “Service”** means the City’s service of collecting and conveying private wastewater effluent from real property through the municipal sanitary sewer system.

**“Sanitary Sewer System”** means all sewerage works and all appurtenances thereto, including sewer mains, pumping stations, treatment plants, lagoons and sewer outfalls and within any highway, municipal right-of-way or easement and owned and operated by the City and installed for the purpose of conveying, treating and disposing of domestic municipal wastes and industrial wastes.

**“Septic System”** means any form of onsite wastewater treatment process whereby private wastewater effluent is treated to an acceptable level of effluent quality prior to discharge to the natural environment.

**“Serviced”** means land that is within an area serviced by the municipal sanitary sewer system.

**“Standard Methods”** means the Standard Methods of Water and Wastewater Analysis (most current edition) as published by the American Public Health Association, the American Water Works Association, the Canadian Standards Association, and the Water Pollution Control Federation; as amended or replaced from time to time.

**“Statutory Right of Way”** means a statutory right of way pursuant to the Land Title Act, as amended or replaced from time to time, that is registered over real property in favor of the City for the purpose of accommodating the works that comprise part of the municipal sanitary sewer system.

**“Suspended Solids” or “S.S.”** means the solid matter according to particle size, expressed in milligrams per litre, in a liquid as determined according to standard methods.

**“Two-hour Composite Sample”** means a composite sample consisting of equal portions of 8 Grab Samples collected at 15 minute intervals.

**“Uncontaminated Wastewater”** means water such as spent cooling water, water discharged from a swimming pool, water used in street cleaning, any groundwater or surface/storm drainage flows, including but not limited to storm drains, sumps, roof drains, and foundation drains or wastewater classified as such by the Manager.

**“User”** means any person or owner contributing, connected to, or otherwise benefitting from the municipal sanitary sewer system.

**“User Fee”** means a fee imposed for the use of the municipal sanitary sewer system.

**“Waste”** means any material deposited in or collected by a common sewer pipe, sewer connection pipe or Wastewater Treatment Facility.

**“Wastewater”** means the water-borne wastes of the community derived from human or industrial sources including domestic wastewater and industrial wastewater, but does not include rainwater, groundwater, or drainage of uncontaminated water.

**“Wastewater Treatment Facility”** means any arrangement of devices and structures used for treating wastewater.

## **5. ENFORCEMENT**

5.1 The Building Inspector, Bylaw Enforcement Officer, or other such persons that may be appointed by the City of Greenwood Council may enforce this Bylaw.

5.2 A person must not interfere with or obstruct the entry of the Building Inspector, Bylaw Enforcement Officer, or other such person that may be appointed by the City of Greenwood Council to enforce this Bylaw.

## 6. PROHIBITIONS

Prohibition fines set out in **Schedule "B"**.

- 6.1 No person shall enter into or undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Manager;
- 6.2 No person shall make or terminate a connection to the municipal sanitary sewer system unless duly authorized by the Manager;
- 6.3 No person shall attach or detach any line, pipe, or other appurtenance of the municipal sanitary sewer system unless duly authorized by the Manager;
- 6.4 No person shall undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Manager.
- 6.5 No person shall directly or indirectly discharge into the municipal sanitary sewer system:
  - (a) any water or waste containing substances in concentrations that are not amenable to treatment or reduction by the sewage treatment process employed, or are amenable to treatment only to such a degree that the sewage treatment plant effluent cannot, during normal operation, meet the requirement of any other agency having jurisdiction over discharges to the receiving waters;
  - (b) any material or substance (e.g. enzymes and/or bacteria) that alters the structure of the waste(s) but does not reduce the loading (C.O.D.);
  - (c) any water or wastewater contained in, but not limited to, a swimming pool, hot-tub, or artificial pond;
  - (c) any deleterious substance;
  - (d) any sludge or other waste material contained in a septic system without prior written authorization from the Manager;
  - (e) any extraneous amounts of water or waste effluent material for the purpose of diluting wastes which would otherwise not meet the allowable concentrations outlined in this bylaw;
  - (f) any groundwater or surface/storm drainage flows, including but not limited to storm drains, sumps, roof drains, and foundation drains to the municipal sanitary sewer system;
  - (g) any non-domestic liquid or vapor having a temperature in excess of sixty-five (65°C) degrees Celsius;
  - (h) any substance which may solidify or become viscous at temperatures above zero (0°C) degrees Celsius;

- (i) any material which exerts or causes unusual concentrations of inert suspended solids (such as, but not limited to, Fuller's Earth); or any unusual concentrations of dissolved solids (such as but not limited to sodium chloride, calcium chloride or sodium sulphate);
- (j) any non-domestic water or waste which contains dyes or other coloring material;
- (k) any soluble waste or wastewater having a pH lower than 5.5 or higher than 9.5 or having any other corrosive property which could be hazardous to structures, equipment, or personnel including, but not limited to, battery or plating acids and wastes, copper sulphate, chromium salts or brine;
- (l) any flammable or explosive liquid, solid, or gas which has a closed cup flashpoint of sixty degrees Celsius (60 °C), or exceeds or could cause an exceedance of 10% of the lower explosive limit (LEL) at any point within the municipal sanitary sewer system for any single reading or five percent (5%) for any 2 consecutive readings. This includes but is not limited to gasoline, benzene, naphtha, alcohol, fuel, oil, solvents, and acetone;
- (m) any pesticides, insecticides, herbicides, or fungicides;
- (n) any toxic, radioactive, poisonous, corrosive, noxious, or malodorous gas, liquid, or substance which may either singly or by interaction with other wastes:
  - (i) cause public or worker health and safety hazards,
  - (ii) cause injury to or interference with the wastewater treatment process,
  - (iii) cause corrosive damage to the sanitary sewer system,
  - (iv) result in the release of toxic gases, vapors, or fumes within the municipal sanitary sewer system.
- (o) any solid or viscous substance, petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin which may:
  - (i) obstruct the flow in the municipal sanitary sewer system,
  - (ii) interfere with or damage the municipal sanitary sewer system or the wastewater treatment process;
- (p) including but not limited to ashes, cinders, grit sand, mud, straw, grass clippings, insoluble shavings, metal, glass, rags, feathers, tar, asphalt, creosote, plastics, wood, animal paunch contents, offal, blood, bones, meat trimmings and waste, fish or fowl head, shrimp, crab or clam shells, fish scales, entrails, lard, mushrooms, tallow, baking dough, chemical residues, cannery or wine waste, bulk solids, hair and fleshings, spent grain and hops, whole or ground food or beverage containers, garbage , paint residues, cat box litter, slurries of concrete, cement, lime, or mortar;
- (q) any sludge, deposit, or material from a cesspool; and
- (r) any hazardous waste.

## **7. VIOLATION**

7.1 Any person who:

- a) Violates the provisions of this Bylaw;
- b) Causes or permits any act in contravention of violation of the provisions of this Bylaw;
- c) Neglects or omits Bylaw requirements;
- d) Fails to comply with bylaw orders, directions, or notices; or
- e) Prevents, obstructs or attempts to prevent to obstruct the authorized entry of any person authorized to enforce this Bylaw under Section 5;

7.2 commits an offence against this Bylaw. Each day that a violation is permitted to continue shall constitute a new and distinct offence.

## **8. TERMS AND CONDITIONS OF SERVICE**

8.1 An owner, occupier of real property or other user may discharge private wastewater effluent into the municipal sanitary sewer system on the condition that:

- (a) the owner of that real property must pay all costs, rates, charges, and user fees that are or may be imposed for the use of the municipal sanitary sewer system under this bylaw or any other bylaw of the City; and
- (b) the owner of that real property is responsible for any breach of this bylaw arising on the parcel to which sanitary sewer service is provided, whether the breach is committed by the owner or by an occupier or third party renting, leasing, or having access to the property.

8.2 Property owners are responsible for maintaining the sewer service from the building to the sewer main.

8.3 No person shall make any connection to the common sewer without first receiving approval from the City.

8.4 The property owner shall keep the building sewer connection pipes, fixtures and fittings on their own premises, property, and the lateral line to the sewer main free-flowing, in good repair, root intrusion, free from leaks and infiltration, and protect them from frost at their own risk and expense.

8.5 If a parcel of land has a building, occupied by one or more person, and the parcel of land abuts a street, lane or right-of-way where there is a common sewer, the owner shall connect the building sewer with the common sewer in the manner provided by this bylaw.

8.6 The City shall not be required to supply a sewer connection to any property within the City which is serviced by other than the common sewer and in the City is not responsible for damages arising directly, or indirectly, out of the breakdown or malfunction of the common sewer.



- 8.7 The Property Owner shall be responsible for all costs associated with the works required for the installation of a sewer connection for his property.
- 8.8 No works or services shall be performed on the common sewer unless authorized in writing by the Manager, and shall conform to the requirements of the City of Greenwood.
- 8.9 No person shall in any way interfere or tamper with any pipe, fixture, fitting or other component of the common sewer.
- 8.10 The City shall not be liable for damages caused as a result of a disruption or discontinuation of sewer service.
- 8.11 No person being a Property Owner, occupant, or tenant of any premises supplied with sewer services by the City shall sell, give away or permit use of the common sewer for the benefit of others, except to those persons provided written authorization from the Manager.
- 8.12 The City and /or Contractors are not responsible for issues arising from back flows due to cleaning, rodding, or flushing the sewer system.

## **9. INSPECTION**

- 9.1 The Manager may, at any time and without notice, take private wastewater effluent samples from the sanitary service connection or otherwise inspect the sanitary service connection to determine whether a contravention of this bylaw has occurred.
- 9.3 The Manager may issue a Compliance Order to any person or owner who is found to be in contravention of this bylaw, which order may:
- (a) require compliance with the provisions of this bylaw within a period of time set out in the compliance order;
  - (b) in the case of a discharge of private wastewater effluent that exceeds the effluent limitation parameters of this bylaw or that otherwise contravenes this bylaw, include an order to temporarily plug or seal the sanitary service connection, or otherwise physically disconnect the private wastewater system on real property from the municipal sanitary sewer service, until the private wastewater effluent from that property is brought into compliance with the requirements of this bylaw.
- 9.4 Without limiting the Manager's authority under section 9.3, should the Manager determine that extraneous flows or deleterious substances are entering the municipal sanitary sewer system due to an unauthorized connection to the municipal sanitary sewer system, or due to improper maintenance or repair of a private wastewater system or due to the discharge of any prohibited waste material or effluent, the Manager may issue a Compliance Order in accordance with section 9.3 of this bylaw.
- 9.5 If a Compliance Order includes an order under section 9.3(b), no further discharge of private wastewater effluent to the municipal sanitary sewer system shall be permitted until:

- (a) the Manager is satisfied that the private wastewater effluent discharged from that property will comply with the requirements of this bylaw, and has authorized the commencement of such discharge; and
- (b) any and all fees or charges imposed in connection with the Compliance Order, including but not limited to fees or charges for inspection and testing, and for reconnection to or reinstating of the sanitary sewer service, have been paid by the owner.

## **10. INTERRUPTION AND DISCONTINUATION OF SERVICE**

- 10.1 Sanitary sewer service may be limited or interrupted by the City to accommodate routine maintenance or the construction of improvements to the municipal sanitary sewer system.
- 10.2 Except in the case of an emergency, the City will endeavor to provide reasonable notice to affected parties of any service interruption or limitation of service.
- 10.3. The City may discontinue sanitary sewer service to any property where the owner or any other person on that property using the sanitary sewer service:
  - (a) fails to comply with the rules established under this bylaw for the use of the service; or
  - (b) fails to pay when due any user fees, charges, or taxes imposed under this or any other bylaw of the City in relation to the service.
- 10.4 Before discontinuing service under section 10.3, the Manager must:
  - (a) provide the owner and occupiers of that property with at least 30 days' notice in writing of discontinuation of the service;
  - (b) in the case of a termination under section 10.3 (a), inform the owner and all occupiers of the property that they may make representations to Council concerning the discontinuation of the service at a regularly scheduled Council meeting that is scheduled to take place within 30 days following delivery of the notice of discontinuation, provided that the owner or occupier wishing to make such representations notifies the City's Corporate Officer of their intentions to do so at least 24 hours before that Council meeting.

## **11. SERVICE CONNECTIONS**

- 11.1 The owner of a private wastewater system that discharges private wastewater effluent to the municipal sanitary sewer system shall ensure that the private wastewater system is constructed in accordance with the provisions of the Plumbing Code, and the provisions of all applicable City bylaws.
- 11.2 The owner is solely responsible to construct any private wastewater system to meet the design parameters and elevation of any existing or future sanitary service lateral at the property line.

- 11.3 The City is not responsible to provide for, or otherwise accommodate in any form, the outlet from a private wastewater system that was constructed prior to the installation of a sanitary service lateral that services that property.
- 11.4 Any and all costs related to the construction, installation, repair and maintenance of any private wastewater system remains the sole responsibility of the owner.

## **12. INSPECTION CHAMBERS AND MANHOLES**

- 12.1 All sanitary service connections shall be equipped with an inspection chamber. The chamber shall be located approximately 3 feet inside the property line or a location deemed appropriate by the Manager for the purposes of inspection and sampling of private wastewater effluent from the property serviced.
- 12.2 Where multiple buildings discharge from a single parcel of land, each building shall have a separate private wastewater system extending to a common inspection manhole that is designed and constructed in accordance with City specifications.
- 12.3 All inspection chambers and manholes required for the purpose of connecting a private wastewater system to the municipal sanitary sewage system shall be installed:
- (a) at the sole expense of the owner of the property receiving the connection; and
  - (b) with a backwater valve; and
  - (c) in accordance with this bylaw.
- 12.4 A person must not cover, bury, or otherwise obstruct access to an inspection chamber or manhole that forms part of the municipal sanitary sewer system.
- 12.5 An owner must ensure that every inspection chamber and manhole that provides service to that owner's property remains accessible for inspection by City staff at all times.

## **13. REQUIREMENT TO CONNECT**

- 13.1 The owner of any parcel of land that has a building, that is located within a sanitary sewer catchment area, boundary/service area must connect to the sanitary sewer system.
- 13.2 An owner who receives notice under section 13.1 may apply for an exemption, or alternatively, for an extension of the notice period, provided that the application is made in writing, directed to the Manager and clearly outlines the reason for the request. In all cases, an application for an exemption, or extension of the notice period, must be approved by Council.
- 13.3 Where an owner does not complete the required connection within the time stipulated, the Manager may order the completion of the connection at the owner's expense.
- 13.4 Where a new sanitary service lateral is required in order to connect any property to the municipal sanitary sewer system, the owner of the property must pay the applicable fee or charge imposed under **Schedule "A"** for the installation of the sanitary service lateral.

## **14. APPLICATION TO CONNECT**

- 14.1 No person shall connect any private wastewater system or other pipe to the municipal sanitary sewer system until an authorization for that connection has been issued by the Manager.
- 14.2 All applications for a connection shall identify the use of the premises for which the private wastewater system is to be connected, the number of dwelling units (or Equivalent Residential Units for non-residential connections), the legal description and location of the property or premises to which the connection is to be made, and any other information that is required under this bylaw, or that may be necessary to accurately assess the fees and charges applicable to the connection.
- 14.3 Authorization for connection to the municipal sanitary sewer system shall not be granted until the owner:
- (a) submits an application for a building permit to the Building Inspector, for any new building, structure or facility for which the connection is required, or for any proposed modifications to an existing building or structure or other facility, including but not limited to any additions to or modifications of an existing private wastewater system;
  - (b) pays all applicable fees and charges for the connection and for any works required to establish that connection, under this or any other bylaw of the City.
  - (c) complies with any applicable requirements of the Building Code, subdivision requirements and this bylaw.
- 14.4 In all cases, the owner must not connect a private wastewater system to the municipal sanitary sewer system or undertake any construction under an authorization granted under section 8.1, until the owner has obtained a building permit from the Building Inspector for the building, structure or other facility for which the connection is required, including but not limited to any additions or modifications to an existing private wastewater system.
- 14.5 All works installed in order to establish a connection to the municipal sanitary sewer system must be inspected by the Manager and approved prior to placement of any backfill material.

## **15. RESIDENTIAL CONNECTIONS**

- 15.1 Every private wastewater system servicing a residential use shall be constructed by the owner in accordance with the requirements of the Building Code and Plumbing Code.
- 15.2 Each parcel of serviced residential land shall be limited to one sanitary service connection except that:
- (a) each residential unit shall have a separate sanitary service connection; and
  - (b) where limitations in site servicing, development restrictions, future subdivision, or proposed stratification exist, the owner may make application for additional sanitary service connections and their location must be approved by the Manager.

- 15.3 Where an owner is authorized to connect a residential parcel to the municipal sanitary sewer system, the owner must not construct a residential dwelling unit on that parcel until the sanitary service lateral required to service that parcel has been installed.
- 15.4 The City bears no responsibility for the accuracy for the location or elevation of any sanitary service connection.
- 15.5 The owner shall ensure that the private wastewater system for any residential unit constructed is capable of conveying any and all private wastewater effluent generated to the municipal sanitary sewer system.

**16. NON-RESIDENTIAL CONNECTIONS**

- 16.1 Every private wastewater system servicing a non-residential use including any industrial, commercial, institutional or agricultural use shall be construct by the owner in accordance with requirements of the Building Code and Plumbing Code.
- 16.2 Each parcel of serviced non-residential land shall be limited to one sanitary service connection, suitably sized to accommodate any use permitted under the zoning regulations.
- 16.3 Where an owner is authorized to connect a parcel used for a non-residential use to the municipal sanitary sewer system, the owner must not construct a building or structure that will generate private wastewater effluent until the sanitary service lateral required to service that parcel has been installed.
- 16.4 The City bears no responsibility for the accuracy of the location or elevation of any sanitary service connection required to service the proposed development.
- 16.5 The owner shall ensure that the private wastewater system for any building or structure constructed is capable of conveying any and all non-residential private wastewater effluent generated to the sanitary service lateral.
- 16.6 As a condition of approval of any proposed industrial, commercial, institutional and agricultural sanitary service connection, the owner must retain a qualified engineer to prepare and submit the following design information for review by the Manager:
- (a) a plan showing the scope of proposed or existing development or addition, including a sanitary flow schematic drawing;
  - (b) the daily volumes and peak discharge rates;
  - (c) the type of waste to be processed and discharged;
  - (d) the anticipated B.O.D. and the amount of suspended solids and grease;
  - (e) the pH and temperature of the private wastewater effluent;
  - (f) the chemical composition of the private wastewater effluent;
  - (g) the proposed pre-treatment, including dimensions of the proposed facility;
  - (h) flow equalizing or mixing facilities;
  - (i) the location of the inspection/sampling manhole;
  - (j) the proposed monitoring equipment; and
  - (k) any other relevant design information as required by the Manager.

16.7 In addition to the requirement of section 10.6, the engineer retained by the owner must confirm that effluent quality for non-residential wastewater flows generated will be in conformance with the permitted effluent loading (sewage strength) for the City wastewater treatment plant. The requirement of sections 10.6 and 10.7 apply to any proposed expansion or change of use for an existing industrial, commercial, institutional or agricultural property.

**17. SERVICE FEES**

17.1 The charges specified in **SCHEDULE “A”** of this Bylaw are imposed for sewer services supplied by the City.

17.2 The cost of works required to clear or flush waste or debris originating from a property and interrupting the free flow within the common sewer shall be charged to the owner of the originating property.

17.3 Where under the authority of this bylaw, the City performs any work on property or any premises, or provides any service to property or premises, the owner of the property or premises shall promptly reimburse the City of its costs in performing that work or providing that service, and the City’s costs may be collected in the same manner and with the same remedy as property taxes, and if not paid by December 31<sup>st</sup> of the year in which the costs become due and payable, are deemed to be taxes in arrears.

**18. BILLING and PAYMENTS**

18.1 Utility rates are divided into four equal payments. Utility rates include municipal water and sewer services. The annual billing periods are set out as follows:

Billing Period	Month to Expect Bill	Month of Due Date (30+ Days After Issuance)
January 1 – March 31	January	March 31
April 1 – June 30	April	June 30
July 1 – September 30	July	September 30
October 1 – December 31	October	December 31

18.2 **Schedule “C”** that forms part of this bylaw shall be amended annually.

18.3 There shall be an annual inflation rate increase for sewer in the Utilities Billing and Payment Schedule Bylaw.

18.4 Council may increase the sewer rates above the annual inflation rate.

18.5 A 2.5% penalty will be placed on all accounts not paid by the due date on the quarterly bill;

18.6 the costs, rates, charges and fees and/or penalties required to be paid by this Bylaw shall for a charge against the parcel serviced, and if such costs, rates, charges, fees

and/or penalties are unpaid on December 31<sup>st</sup> of the year in which they become payable, they shall be entered by the City of Greenwood's Collector, in the Collector's Roll next prepared, and transferred to the tax roll in the next succeeding year as arrears of taxes against the parcel from which they arose, and such amount may be recovered with interest at such rate as may be authorized from time to time by the *Community Charter or Local Government Act*.

- 18.7 the rates as specified in **Schedule "C"** shall be applied on the date the water turn on or turn off is made and the rate charged for the first and the final billing period shall be prorated at the rate of one twelfth (1/12<sup>th</sup>) of the annual rate for each remaining month. This only applies to new service connections.
- 18.8 In the case of a connection being made during any year, the charge imposed shall begin with the month following which the final inspection of the sewer connection was made.

## **19. TERMINATION OF SERVICE**

- 19.1 Where an owner intends to abandon or otherwise discontinue use of a private wastewater system, or where a sanitary service connection is no longer required as a result of the development or redevelopment of the owner's property, the owner must apply to the Manager for the discontinuation or termination of sanitary sewer service.
- 19.2 An application for discontinuation or termination of sanitary sewer service must be made by the owner of the property to which the application relates, or by the owner's duly authorized agent.
- 19.3 Approval for the termination of service shall not be granted until the owner submits a completed application for discontinuation of service stating the reasons for and, if applicable, the estimated duration of discontinuation of the service and;
- (a) obtains a building permit for demolition of the building or structure that is the source of private wastewater effluent from that property;
  - (b) pays for all applicable fees and charges for the discontinuation or termination of service.
- 19.4 Upon approval of the application for discontinuation or termination of service, the owner shall:
- (a) physically disconnect and seal or cap the sanitary service connection at a point that is at least 2.0m (minimum) inside the boundary of the property that abuts the public highway or right of way; and
  - (b) mark the capped sanitary service connection location via a 2x4 service marker, extended 0.3m above grade.
- 19.5 The works required under section 13.4 of this bylaw must be inspected and approved by the Manager prior to placement of any backfill.
- 19.6 Where sanitary sewer service to a property has been discontinued or terminated, the owner must not connect a private wastewater facility on that property to the municipal sanitary sewer system except in accordance with service connections of this bylaw.

**20. EFFLUENT LIMITATION PARAMETERS (SEWAGE STRENGTH)**

No person shall discharge any effluent into the municipal sanitary sewer system that, when analyzed in the specified sample type, exceeds the limits set out in the following table:

Table 1.0 – Effluent Concentrations		*Concentrations in milligrams per litre (mg/L)	
Parameter	One-day Composite Sample	Two-hour Composite Sample	Grab Sample
B.O.D.	500	1000	2000
C.O.D.	750	1500	3000
Suspended Solids	600	1200	2400
Oil & Grease (non-petroleum)	150	300	600
Oil & Grease (petroleum-based)	15	30	60
pH (non-domestic waste)	>6 and <9.5	>5 and <11	>5.5 and <10.5



No person shall discharge any effluent which, at the point of discharge into the municipal sanitary sewer system, contains any substance, in a combined or uncombined form, with a concentration in excess of the levels set out in the following table.

<b>Table 2.0 - Waste Substances</b>		<b>*Concentration in Milligrams per Litre (mg/L)</b>		
Substance	Abbreviation	One day composite sample	Two hour composite sample	Grab sample
Aluminum	Al	50.0	100.0	200.0
Arsenic	As	0.5	1.0	2.0
Boron	B	50.0	100.0	200.0
Cadmium	Cd	0.2	0.4	0.8
Chromium	Cr	2.0	4.0	8.0
Cobalt	Co	5.0	10.0	20.0
Copper	Cu	2.0	4.0	8.0
Cyanide	CN	0.5	1.0	2.0
Iron	Fe	10.0	20.0	40.0
Lead	Pb	1.0	2.0	4.0
Manganese	Mn	5.0	10.0	20.0
Mercury	Hg	0.025	0.05	0.1
Molybdenum	Mo	1.0	2.0	4.0
Nickel	Ni	2.0	4.0	8.0
Phenols	-	1.0	2.0	4.0
Phosphorus	p	12.5	25.0	50.0
Silver	Ag	1.0	2.0	4.0
Sulphate	SO4	1500.0	3000.0	6000.0
Sulphide	s	1.0	2.0	4.0
Tin	Sn	5.0	10.0	20.0
Zinc	Zn	3.0	6.0	12.0

\*All concentrations are expressed as total concentrations (expressed in milligrams per litre) which include both the dissolved and undissolved substances.

## **21. SAMPLING AND ANALYSIS PROTOCOLS**

- 21.1 All tests, measurements, analysis, and examinations of private wastewater effluent, its characteristics or contents, required for the purpose of this bylaw shall be carried out in accordance with Standard Methods.
- 21.2 Where private wastewater effluent is required or authorized to be inspected, tested, measured, examined or analyzed under this bylaw, the owner of the property that is the source of the private wastewater effluent shall pay all applicable fees and charges that apply to the City's inspection, testing, measurement, examination or analysis.

## **22. PRE-TREATMENT REQUIREMENTS**

- 22.1 Where a private wastewater system, or a proposed private wastewater system, or any component of the private wastewater effluent discharged into the municipal sanitary sewer system from a private wastewater system:
- (a) does not comply with the regulations under this bylaw;
  - (b) may damage or increase maintenance costs on the municipal sanitary sewer system; or
  - (c) may detrimentally affect the operation of the City's wastewater treatment plant.

The Managers may by written notice direct the owner of the private wastewater system to retain the services of a qualified engineer to determine an acceptable method of pre-treatment of the private wastewater effluent to meet the requirements of this bylaw.

- 22.2 The Engineer shall provide:
- (a) detailed design drawings of the proposed pre-treatment facility;
  - (b) detailed chemical analysis of the private wastewater effluent, including the concentrations of each component prior to and immediately following the pre-treatment process; and
  - (c) detailed operation and maintenance requirements, sampling protocols and testing and analysis schedule required to ensure compliance with this bylaw.
- 22.3 The proposed pre-treatment facility and process must be approved by the Manager, and the Manager's approval may be withheld, and no construction may proceed until such time as the Manager is satisfied that the pre-treatment process is such that the private wastewater effluent will comply with the limits prescribed under this bylaw. Upon the Manager's approval being given the owner must at the owner's sole cost and expense construct the facilities necessary for the approved pre-treatment process within such time as the Manager has ordered.
- 22.4 The owner who is required to design and construct a pre-treatment facility shall maintain complete written records of all cleaning, repair, calibration, maintenance, sampling, and analysis and shall store those records on the owner's property or place of business the owner's facility for a minimum of three (3) years. The owner shall make those records available for examination by the Manager at all reasonable times.
- 22.5 It is the owner's sole responsibility to ensure that all components of the private wastewater

effluent discharged into the municipal sanitary sewer system are in compliance with the provisions of this bylaw after the pre-treatment facility is completed and the Manager's approval of any pre-treatment process or facility does not imply that the quality of the wastewater discharged after passing through the pre-treatment process or facility will meet the requirements of this bylaw.

### **23. VOLUME CONTROL**

23.1 Where private wastewater effluent is discharged into the municipal sanitary sewer system in volumes that the Manager determines may exceed the available downstream system capacity, the Manager may by written notice to the owner or occupier of the property from which the wastewater effluent is discharged require the Owner:

- (a) to take measures specified by the Manager to equalize the discharge volumes and strengths; or
- (b) to retain the services of a qualified engineer to determine an acceptable method to equalize discharge volumes and strengths.

23.2 Where notice is given under Section 22.1(b):

- (a) the engineer shall provide such detailed calculations and design drawings that are necessary to demonstrate the viability of the method recommended for equalizing discharge volumes and strength; and
- (b) the proposed method for equalizing discharge volumes and strengths must be approved by the Manager, and the Manager's approval may be withheld, and no construction may proceed until such time as the Manager is satisfied that the proposed method will prevent the available downstream capacity from being exceeded.

23.3 Upon receiving notice of the Manager's requirement under Section 22.1(a), or the Manager's approval under Section 22.2(b), the owner must at the owner's sole cost and expense construct the facilities necessary to comply with the requirement or undertake the approved work.

23.4 Any equipment necessary to comply with a requirement of the Manager under Section 22.1 or 22.3 shall be provided, maintained, and operated by the owner or occupier of the property at their sole expense and in a manner satisfactory to the Manager.

### **24. INTERCEPTION DEVICES**

24.1 Where a private wastewater system, or any component thereof, may generate or contain grease, oil, grit, flammable or reactive liquids/gases, or other such deleterious substances, the owner shall provide an interception device designed by a qualified engineer capable of effectively removing these substances.

24.2 Without limiting the generality of Section 22.1, the Manager may require the owners or operators of the following institutional, industrial, and agricultural operations to have designed and to install a permanent interception device in accordance with Section 22.1:

- (a) service/fuel stations, vehicle repair facilities, and automobile wash bays;

- (b) dry-cleaning establishments;
- (c) milk/cream/cheese production/processing plant;
- (d) laboratories;
- (e) commercial kitchens; and
- (f) concrete/aggregate plants/facilities.

24.3 All interception devices shall be:

- (a) of sufficient capacity to remove and retain the deleterious material;
- (b) designed by a qualified professional engineer;
- (c) located in an area that is readily accessible for inspection and maintenance purposes.

25.4 The owner or other person who is subject to a requirement under Section 16.1 shall submit detailed design drawings, calculations (including operation and maintenance manuals) and specifications prepared by the owner's qualified engineer to the Manager for approval prior to construction.

26.5 Construction and installation of an interception device shall not commence until such time as the Manager has reviewed and approved the design.

27.6 Approval to construct an interception device by the Manager does not imply that the quality of the private wastewater effluent discharged after passing through the interceptor will meet the requirements of this bylaw. It is the Owner's responsibility to ensure that all the components of the private wastewater effluent will comply with the provisions of the bylaw after passing through the interception device.

28.7 The design, construction, operation, and maintenance of an interception device shall be the responsibility of the owner and shall be at the owner's expense.

29.8 The owner shall maintain written records of all cleaning, repair, calibration, and maintenance of an interception device and shall store those records at the owner's property or place of business for a minimum of three (3) years. The owner shall make these records available for examination by the Manager at all reasonable times.

### **30. REPORTING OF ACCIDENTAL DISCHARGES**

30.1 Any person responsible for, or aware of, the accidental discharge of prohibited substances into the municipal sanitary sewer system shall promptly report that discharge to the Manager in order that immediate remedial action can be taken to minimize environmental risks.

### **31. LIMITATION OF LIABILITY**

31.1 Any supply of sewer by the City of Greenwood is subject to the following conditions;

- a) The City of Greenwood does not guarantee a specific pressure or continuous supply of water quality to meet the requirements of individual water users.

b) The City of Greenwood reserves the right to interrupt Sewer Service at any time for the purpose of making repairs or alterations to the works. If service is to be interrupted for more than four consecutive hours, due notice shall be given to those sewer users affected except in the case of a sewer Main break or other emergency.

31.2 Nothing contained in this Bylaw shall be constructed to impose any liability on the City of Greenwood to give a continuous supply of water to any person or premises.

### **32. OF ENTRY**

32.1 Designated City of Greenwood staff and their agents or contractors are authorised to enter on any property or premises at any reasonable time, or in the event of an emergency for the purpose of inspecting the land and improvements and all part of the Waste Water Collections system for the purpose of testing, repairing, replacing, maintaining, and doing work as necessary to ensure the proper functioning of the Waste Water Collections system including without limitation all pipes, valves and appurtenances situated on the parcel, and to ensure compliance with, or prevent violation of, the provisions of this Bylaw.

32.2 The Owner or occupant shall provide adequate, convenient, and unobstructed access, failing which the property or premises may be considered inaccessible.

### **33. ORDER TO COMPLY**

33.1 Designated City of Greenwood staff and their agents or contractors may order an Owner or occupant who contravenes this Bylaw to comply with the Bylaw within a specified time.

33.2 Where the Owner does not comply with such an order within the specified time, the designated City of Greenwood staff and their agents or contractors may order an action contained in the order to be performed by the City of Greenwood staff and their agents or contractors, or others, and the cost to the City of Greenwood of so doing may be recovered from the Owner by the City of Greenwood as if the same were a debt due to the City of Greenwood . the amount of such cost, when certified by the designated City of Greenwood staff and their agents or contractors if not before paid, shall be entered by the City of Greenwood's Collector in the Collector's Roll next prepared after the receipt of the certificate and such amount may be recovered with interest at such rate as may be authorized from time to time by the *Community Charter* or *Local Government Act*.

### **34. PENALTIES**

34.1 Any person who violates any of the provisions of this Bylaw is, upon summary conviction, liable, to the maximum fine provided in the *Offence Act*, plus the cost of prosecution, for each offence, and any other penalty or order imposed pursuant to the *Community Charter* and *Local Government Act*.

34.2 The penalties imposed under this section are as supplement and not a substitution for any other remedy to an infraction of this Bylaw.

**35. SEVERABILITY**

35.1 If any section, subsection, sentence, clause, or phrase of this Bylaw is deemed to be invalid by a decision of any court of competent jurisdiction, the invalid portion shall be served and the portion that is deemed invalid shall not affect the validity of the remainder of the Bylaw.

**36. REPEAL**

That the "Sewer Regulation Bylaw No. 911, 2016", and all other previous Sewer Regulation Bylaws be repealed.

**37. EFFECTIVE DATE**


35.1 THAT the Sewer Utility Regulation and Rates Bylaw 1026, 2024" will be in effect on January 1, 2025.

Read a First Time this	25th	day of November, 2024
Read a Second Time this	25th	day of November, 2024
Read a Third Time this	25th	day of November, 2024
Adopted by Council this	9th	day of December, 2024

  
\_\_\_\_\_  
Mayor

Certified a true copy of Bylaw No. 1026, 2024

On the 10<sup>th</sup> day of December, 2024.

  
\_\_\_\_\_  
Corporate Officer

**CITY OF GREENWOOD SEWER UTILITY REGULATION AND RATES BYLAW NO.  
1026, 2024**

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**Schedule A**

**SERVICE FEES:**

1. Public Works Installation fee: \$975.00 or an amount equal to the cost of the sewer connection including all materials, labour, administration, equipment and overhead, whichever is greater.
2. Charges for after-hours callout – evenings, weekends, statutory holidays:
  - 2.1 If determined by the Manager to be a private wastewater system issue or the issue was caused by the private wastewater system there is a flat rate charge of \$250.
3. Contractor hired by the City:
  - (a) The Owner will pay all Contractor costs, including any additional service costs itemized in (b), plus a 15% administration fee.
  - (b) Additional service costs not included in (a) above:
    - (i) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping.

**CITY OF GREENWOOD SEWER UTILITY REGULATION AND RATES BYLAW NO.  
1026, 2024**

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**Schedule B**

The following amounts shall apply as fines:

**1. Prohibition Fines:**

First Offence:	\$ 200.00
Second Offence:	\$ 500.00
Third Offence:	\$ 1,000.00

**2. Continual failure to comply results in the disconnection of the sewer at the owners expense.**

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**CITY OF GREENWOOD SEWER UTILITY REGULATION AND RATES BYLAW NO.  
1026, 2024**

**Schedule C**

This Schedule C of per annum Sewer Rates will apply effective January 1, 2025

	<b>WITHIN THE CITY 2025</b>	<b>OUTSIDE THE CITY 2025</b>
<b><u>RESIDENTIAL</u></b>		
Single Family or Mobile or Multi Family (per dwelling unit)	388.12	388.12
Carriage House	388.12	388.12
<b><u>COMMERCIAL</u></b>		
Apartment or Secondary Suite (per unit)	362.08	362.08
Store or Office Building	362.08	362.08
Store Front with Residence	497.20	497.20
Motel or Cabin (per unit)	594.32	594.32
Beauty Parlor or Beauty Shop	388.12	388.12
Restaurant or Dining Room	594.32	594.32
Coffee Shop	487.64	487.64
Hotel or Saloon	854.44	854.44
Church or Club	316.48	316.48
Public Garage or Service Station	487.64	487.64
Campground or RV Park: Base	388.12	388.12
- Rate per site	50.20	50.20
<b><u>INDUSTRIAL</u></b>		
Laundry or Dry Cleaner	627.44	627.44
Car Wash	601.12	601.12
Small Industries (up to 10 employees)	487.56	487.56
Small Industries (over 10 employees)	573.84	573.84
<b><u>INSTITUTIONAL</u></b>		
Schools (per classroom or gym)	129.68	129.68
<b><u>FORT GREENWOOD</u></b>		
Per Occupied Site	362.08	362.08
Clubhouse	316.48	316.48
Laundry	627.44	627.44