



DRAINAGE, DYKE AND SANITARY SEWER SYSTEM

BYLAW NO. 7551

EFFECTIVE DATE – JANUARY 1, 2003

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>DATE OF ADOPTION</u>	<u>EFFECTIVE DATE</u> (If different from Date of Adoption)
Bylaw 7615	December 8, 2003	January 1, 2004
Bylaw 7852	December 13, 2004	January 1, 2005
Bylaw 8004	December 19, 2005	January 1, 2006
Bylaw 8151	November 27, 2006	January 1, 2007
Bylaw 8284	December 10, 2007	January 1, 2008
Bylaw 8452	December 16, 2008	January 1, 2009
Bylaw 8549	December 14, 2009	January 1, 2010
Bylaw 8595	December 13, 2010	January 1, 2011
Bylaw 8679	December 13, 2010	January 1, 2011
Bylaw 8848	December 19, 2011	January 1, 2012

This consolidation includes amendments in effect as of January 1, 2012

CITY OF RICHMOND
DRAINAGE, DYKE AND SANITARY SEWER SYSTEM
BYLAW NO. 7551

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CITY OF RICHMOND
BYLAW NO. 7551

**DRAINAGE, DYKE AND SANITARY SEWER SYSTEM
BYLAW NO. 7551**

The Council of the City of Richmond enacts as follows:

PART ONE: SEWER AND DRAINAGE CONNECTIONS

1.1 Requirement to Connect to City Sanitary Sewer and Drainage 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 all surface water originating from such **property owner's** property is contained entirely on that property and connected to and discharged into the **City drainage system**, when such system is available to the property; and
- (c) pay the connection charges specified in Schedule A for connection to the **City sanitary sewer** system and the **City drainage system** (including, without limiting the generality of the foregoing, 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 and the **City drainage 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 31st 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 or to the **drainage 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 Schedule A, as applicable (including, without limiting the generality of the foregoing, 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) may be prepared by the **City** for the fee specified in section 7 of Schedule A.

1.2.2 Notwithstanding the provisions of clause (a) of subsection 1.2.1, every **property owner** must pay the actual cost, as determined by the **General Manager, Engineering & Public Works**, of any type of connection not specified in Schedule A.

1.2.3 Where access required for the purpose of connecting to the **City sanitary sewer** system or **City drainage 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, 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 or **City drainage 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 or the **City drainage system** must not do so until all connections to both the **sanitary sewer** system and the **drainage 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 or the **City drainage system**, or both, 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 Section 1 of 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 or the **City drainage system**, or both, in accordance with this bylaw and such failure results in damage to the **City sanitary sewer** system or the **City drainage system**, 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 31st of the year in which they were incurred are considered to be taxes in arrears on the property in question.

PART TWO: USER AND INFRASTRUCTURE REPLACEMENT FEES

2.1 Imposition of User and Infrastructure Replacement 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** 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; and
 - (c) 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.
- 2.1.2 Every **property owner** whose property has been connected to the **City drainage system** must pay the **drainage system** infrastructure replacement fee of \$111.46 per property for the period January 1 to December 31 of each 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.
- 2.2.2 The construction period sewer user fees specified in subsection 2.2.1 apply for the following periods of time:
- (a) 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 the **building** in question is significantly less than the volume of water delivered to the **building** may apply in writing to the **General Manager, Engineering & Public Works** for a review of the volume of cubic metres assessed under Schedule B, section 2, 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 in the amount of \$300.

2.3.2 If, after reviewing an application pursuant to this section, and conducting any further review by the **City** that he or she considers necessary, the **General Manager, Engineering & Public Works** is satisfied that the amount of water being consumed for the applicant's internal processes is 30 percent or greater than the total volume of water delivered to the **building**, the sewer fees established in Schedule B, section 2, shall be assessed based on the difference between the volume of water delivered and the volume of water consumed for that process.'

2.3A Underground Leaks

2.3A.1 In the case of an underground leak in a **metered property's** waterworks, 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 underground leak to the satisfaction of the **General Manager, Engineering and Public Works** within 96 hours of the **property owner's** discovery of the underground leak,

the **City** will determine and charge **sanitary sewer** user fees in accordance with section 2.3A.2 for both the billing period in which the leak was discovered and the previous billing period.

2.3A.2 The following applies if a **metered property** qualifies under section 2.3A.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) Subject to section 2.3A.2(c), if the amount of water recorded for the **metered property** for the billing period in which the leak was discovered is greater than the **average amount**, or if the amount recorded for the **metered property** for the previous billing period is greater than the **average amount**, the **property owner** will pay:
- (i) the regular **sanitary sewer** metered rate specified in Part 2 of Schedule B for all amounts recorded up to the **average amount**; and
 - (ii) the underground leak **sanitary sewer** metered rate specified in Part 2 of Schedule B for the amount recorded that exceeds the **average amount**.
- (c) The **General Manager, Engineering & Public Works** may waive or reduce the user fees payable pursuant to section 2.3A.2(b) if:
- (i) the **property owner** provides written confirmation satisfactory to the **General Manager, Engineering & Public Works** that all or part of the amount of water recorded for the **metered property** which exceeded the **average amount** did not enter the **City sanitary sewer** system.

2.4 Date of User and Infrastructure Replacement Fee Payments

- 2.4.1 All **sanitary sewer** system user fees calculated on a flat-rate basis and all **drainage system** infrastructure replacement fees must be paid on or before March 31st of each year, provided however, if the date falls on a Saturday, Sunday or statutory holiday, the date is extended to 5:00 p.m. of the next business day:
- 2.4.2 **Sanitary sewer** system user fees for **metered properties** are invoiced quarterly and are due and payable within 30 days of being invoiced.

2.5 Discounts

- 2.5.1 All **sanitary sewer** system user fees and **drainage system** infrastructure replacement fees which are paid on or before the due dates specified in section 2.4 will be subject to a 10 percent discount.

2.6 Private Property Service Requests

- 2.6.1 Where the **City** responds to a request for maintenance or emergency service to the **sanitary sewer** system or **drainage system** and the **City** determines that the problem originates on private property, the **property owner** must pay the fees specified in Part 6 of Schedule A.

PART THREE: GREASE MANAGEMENT

Restriction

- 3.1 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 or drainage system** within the **City**.

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 section 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 section 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 All **food sector establishments** shall implement **best management practices** in its operation to minimize the discharge of **fat, oil or grease** into a **sanitary sewer** or **drainage system** within the **City**.

Violations and Penalties

- 3.3.1 (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*.
- 3.3.2 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 not more than Ten Thousand Dollars (\$10,000), and each day that such violation is caused, or allowed to continue, constitutes a separate offence.

PART FOUR: DYKE SYSTEM

- 4.1 The **Dyke System** is established as a service for the benefit of **property owners** and residents of the **City**.
- 4.2 Every **property owner** in the **City** must pay a fee for improvements and upgrades to the **Dyke System** in the amount of \$11.11 per parcel for the period from January 1 to December 31, to be paid by December 31st of each calendar year.

PART FIVE: INTERPRETATION

5.1 In this bylaw, unless the context requires otherwise:

BEST MANAGEMENT PRACTICES	means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of fat, oil or grease into a sanitary sewer or drainage system , as outlined in Schedule C attached to and forming part of this bylaw.
BUILDING	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.
BYLAW ENFORCEMENT OFFICER	means a person appointed by Council as a bylaw enforcement officer.
CITY	means the City of Richmond.
COUNCIL	means the current Council of the City .
DRAINAGE SYSTEM	means all storm sewer works and appurtenances owned, controlled, maintained and operated by the City , including storm sewers, storm service connections, ditches, channels, detention facilities, pumping stations and outfalls laid within any highway, City right-of-way or easement or City-owned property.
DWELLING UNIT	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.
DYKE SYSTEM	means an embankment, wall, fill, piling, pump, gate, floodbox, pipe, sluice, culvert, canal, ditch, drain or any other thing that is constructed, assembled or installed to prevent the flooding of land.
FAT, OIL OR GREASE	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.

FOOD SECTOR ESTABLISHMENT

means:

- (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;
- (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; or
- (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

GENERAL MANAGER OF ENGINEERING & PUBLIC WORKS

means the person appointed to the position of General Manager of Engineering & Public Works, and includes a person designated as an alternate.

GREASE TRAP OR GREASE INTERCEPTOR

means a device designed and installed to separate and retain **fat, oil or grease** from wastewater, while permitting wastewater to discharge into a **sanitary sewer** or **drainage system**.

INSPECTION CHAMBER

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **sanitary sewer** system or **drainage system** or related service lines.

MAINTENANCE RECORDS

means the written documentation of the complete removal of all contents, including **fat, oil or grease**, floating materials, wastewater, and bottom sludge and solids, from a **grease trap or grease interceptor**.

MANHOLE

means a covered chamber which provides an access point for making connections or performing maintenance on the underground **sanitary sewer** system or **drainage 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.
REGULAR WORKING HOURS	means the time between 7:30 a.m. and 4:00 p.m. Monday to Friday (excluding statutory holidays).
SANITARY SEWER	means a pipe or conduit for conveying sewage .
SEWAGE	means human excretion or the water-carried wastes from drinking, culinary purposes, ablutions, laundering, food processing or ice producing.
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.
ZONING & DEVELOPMENT BYLAW	means the current Zoning & Development Bylaw of the City .

PART SIX: PREVIOUS BYLAW REPEAL

- 6.1 Sanitary Sewer Connection Bylaw No. 4648 (adopted July 21st, 1986) is repealed.
- 6.2 City of Richmond Sanitary Sewer Rates Bylaw No. 5681 (adopted February 25, 1991) and the following amendment bylaws are repealed:

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
No. 5820	December 16, 1991
No. 6005	December 21, 1992
No. 6237	December 20, 1993
No. 6405	December 12, 1994
No. 6404	February 13, 1995
No. 6574	December 11, 1995
No. 6704	December 16, 1996
No. 6850	December 17, 1997
No. 6975	December 14, 1998
No. 7066	December 20, 1999
No. 7194	December 18, 2000
No. 7301	January 1, 2002.

PART SEVEN: SEVERABILITY AND CITATION

- 7.1 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.
- 7.2 This bylaw is cited as “**Drainage, Dyke and Sanitary Sewer Bylaw No. 7551**”, and is effective January 1st, 2006.

SCHEDULE A to BYLAW NO. 7551

SANITARY SEWER AND DRAINAGE SYSTEM CONNECTION CHARGES

1. DEMOLITION CHARGES

- | | |
|---|---------------|
| a) Cap and abandon existing service | \$ 1,000 each |
| b) Adjustment to top elevation of inspection chamber or manhole | \$ 1,000 each |
| c) Repair of inspection chamber | \$ 1,000 each |

2. INSPECTION CHAMBERS

- | | |
|---|---------------|
| a) Supply and installation of inspection chamber | \$ 2,500 each |
| b) Adjust existing inspection chamber | \$ 750 each |

3. CONNECTION TO MAIN

- | | |
|---|---------------|
| a) Connection to sewer main up to 1.5 metres deep | \$ 3,000 each |
| b) Connection to sewer main over 1.5 metres deep | By Estimate |

4. SERVICE PIPE

- | | |
|--|-----------------|
| a) Supply and install 100 mm–150 mm dia lateral pipe, up to 1.5 m in depth | \$400 per metre |
| b) Supply and install 200 mm dia lateral pipe, up to 1.5 metres in depth | \$450 per metre |
| c) Supply and install 250 mm dia lateral pipe, up to 1.5 m in depth | \$500 per metre |
| d) Supply and install 300 mm dia lateral pipe, up to 1.5 metres in depth | \$550 per metre |
| e) Supply and install 375 mm dia lateral pipe, up to 1.5 metres in depth | \$600 per metre |
| f) Supply and install 400 mm dia lateral pipe, up to 1.5 metres in depth | \$650 per metre |
| g) Supply and install 450 mm dia lateral pipe, up to 1.5 metres in depth | \$700 per metre |
| h) Supply and install 525 mm dia lateral pipe, up to 1.5 metres in depth | \$750 per metre |
| i) Supply and install 600 mm dia lateral pipe, up to 1.5 metres in depth | \$800 per metre |
| j) Supply and install 675 mm dia lateral pipe, up to 1.5 metres in depth | \$850 per metre |
| k) Supply and install 750 mm dia lateral pipe, up to 1.5 metres in depth | \$900 per metre |
| l) Supply and install service lateral pipe over 750 mm dia | By Estimate |
| m) Supply and install service pipe over 1.5 metres deep | By Estimate |

5. MANHOLES

- | | |
|--|---------------|
| a) Supply and install 1050 mm dia manhole, up to 1.5 metres in depth | \$ 6,000 each |
| b) Supply and install 1200 mm dia manhole, up to 1.5 metres in depth | \$ 6,500 each |
| c) Supply and install 1500 mm dia manhole, up to 1.5 metres in depth | \$ 7,000 each |
| d) Supply and install 1800 mm dia manhole, up to 1.5 metres in depth | \$ 7,500 each |
| e) Supply and install manholes over 1800 mm dia | By Estimate |
| f) Supply and install manholes over 1.5 metres deep | By Estimate |

6. SERVICE REQUESTS

For responses by the City in connection with a request for maintenance or emergency services [s. 2.6.1]	\$ 300 each
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7. DESIGN PLAN PREPARED BY CITY [s. 1.2.1(d)]	\$ 1,000 each
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SCHEDULE B to BYLAW NO. 7551

SANITARY SEWER USER FEES

1. FLAT RATES FOR NON-METERED PROPERTIES

(a) Residential Dwellings	Annual Fee Per Unit
(i) One-Family Dwelling or Two-Family Dwelling with ¾-inch water service	\$ 400.25
(i) One-Family Dwelling or Two-Family Dwelling with 1-inch or greater water service	See metered rates
(iii) Multiple-Family Dwellings of less than 4 storeys in height	\$ 366.22
(iv) Multiple-Family Dwellings 4 or more storeys in height	\$ 305.01
(b) Public School (per classroom)	\$ 370.91
(c) Shops and Offices	\$ 313.23

2. RATES FOR METERED PROPERTIES

Regular rate per cubic metre of water delivered to the property:	\$ 0.9263
Underground leak rate per cubic metre of water exceeding average amount (as defined in Section 2.3A.2(a)):	\$ 0.7410

3. RATES FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND AGRICULTURAL

Minimum charge in any quarter of a year:	\$ 73.75
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SCHEDULE B to BYLAW NO. 7551

SANITARY SEWER USER FEES

4. CONSTRUCTION PERIOD – PER DWELLING UNIT

Month (2012)	Single-Family Dwellings & Each Unit in a Duplex Dwelling <i>(Rate per unit)</i>	Start Bill Year	Multiple- Family Dwelling (less than 4 storeys in height) <i>(Rate per unit)</i>	Start Bill Year	Multiple- Family Dwelling (4 or more storeys in height) <i>(Rate per unit)</i>	Start Bill Year
January	\$ 400	2013	\$ 366	2013	\$ 641	2014
February	\$ 367	2013	\$ 739	2014	\$ 615	2014
March	\$ 334	2013	\$ 708	2014	\$ 590	2014
April	\$ 300	2013	\$ 678	2014	\$ 564	2014
May	\$ 267	2013	\$ 647	2014	\$ 539	2014
June	\$ 233	2013	\$ 616	2014	\$ 513	2014
July	\$ 200	2013	\$ 586	2014	\$ 488	2014
August	\$ 604	2014	\$ 555	2014	\$ 463	2015
September	\$ 567	2014	\$ 525	2014	\$ 437	2015
October	\$ 530	2014	\$ 494	2014	\$ 412	2015
November	\$ 494	2014	\$ 464	2014	\$ 386	2015
December	\$ 457	2014	\$ 433	2014	\$ 361	2015

SCHEDULE C to Bylaw No. 7551
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.