



**TOWN OF NORQUAY
BYLAW NO.05-2026**

**A BYLAW RESPECTING THE REGULATION AND CONTROL OF WATERWORKS AND
SEWER SERVICES WITHIN THE TOWN OF NORQUAY**

WHEREAS pursuant to The Municipalities Act, the Council of the Town of Norquay may pass bylaws respecting municipal utilities, waterworks, sewage works, drainage systems, and the protection of municipal infrastructure;

AND WHEREAS the Council considers it desirable to regulate the use of the municipal water and sewer systems and prevent the introduction of stormwater and groundwater into the sanitary sewer system;

NOW THEREFORE the Council of the Town of Norquay, in the Province of Saskatchewan, enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be cited as the **Water and Sewer Management Bylaw**.

2. DEFINITIONS

In this Bylaw:

Administrator means the Administrator of the Town of Norquay.

Council means the Council of the Town of Norquay.

Municipality means the Town of Norquay.

Owner means the registered owner of land or premises.

Occupant means any person occupying a property.

Sanitary Sewer means a sewer designed to collect and transport domestic, commercial and industrial wastewater.

Service Connection means the pipe and appurtenances connecting a building to the municipal water or sewer system.

Stormwater means water resulting from rainfall, snowmelt, groundwater infiltration or surface runoff.

Town means the Town of Norquay.

Wastewater means water carrying domestic, commercial or industrial waste.

Waterworks System means all municipal water distribution facilities including mains, valves, hydrants, reservoirs and appurtenances.

3. PURPOSE

The purpose of this Bylaw is to:

- (a) regulate and protect the Town's waterworks and sanitary sewer systems;
- (b) ensure the safe and efficient delivery of potable water services;
- (c) ensure the safe collection, conveyance and treatment of wastewater;
- (d) reduce inflow and infiltration into the sanitary sewer system;
- (e) protect the capacity and operation of the Town's sewer collection, lift station and wastewater treatment systems;
- (f) reduce operating, maintenance and future capital replacement costs associated with municipal infrastructure;
- (g) extend the useful life of municipal water and wastewater facilities;
- (h) reduce the risk of sewer backups, system surcharging and service interruptions;
- (i) minimize the potential for sewage bypasses, overflows and emergency discharges that may adversely affect the environment;
- (j) protect public health, safety, property and the natural environment;
- (k) ensure compliance with applicable provincial legislation and regulatory requirements; and
- (l) provide for the fair recovery of costs associated with water and sewer services.

4 INFLOW AND INFILTRATION

4.1 Inflow and Infiltration ("I&I") means clean water, groundwater, stormwater, snowmelt, roof drainage, surface drainage or foundation drainage entering the sanitary sewer system through cracks, leaks, defective infrastructure or improper connections.

4.2 Council recognizes that inflow and infiltration:

- (a) increases wastewater pumping and treatment costs;
- (b) increases lift station operating hours and electrical costs;
- (c) accelerates wear on pumps, controls and municipal infrastructure;
- (d) reduces available wastewater treatment capacity;
- (e) increases the risk of sewer backups and system failures;
- (f) may result in sewage bypasses and environmental impacts; and
- (g) results in unnecessary costs being borne by utility customers and taxpayers.

4.3 The Town shall take reasonable measures to reduce inflow and infiltration into the sanitary sewer system and shall not permit cross-connections between sanitary sewer systems and stormwater drainage systems.

4.4 Council finds that groundwater and stormwater entering the sanitary sewer system through improper connections place unnecessary strain on municipal wastewater infrastructure, increase operating costs, consume valuable treatment capacity and may contribute to sewer backups, bypasses and adverse environmental impacts.

4.5 The Town of Norquay recognizes the reduction of inflow and infiltration as an important measure to protect municipal infrastructure, utility ratepayers and the environment.

5. MUNICIPAL AUTHORITY

5.1 The Town shall have exclusive control over all municipal water mains, sanitary sewer mains, valves, hydrants, lift stations, lagoons and related infrastructure.

5.2 No person shall interfere with, alter, damage or obstruct any municipal water or sewer infrastructure without written authorization of the Town.

6. SERVICE CONNECTIONS

6.1 No person shall connect to the municipal waterworks or sanitary sewer system without prior approval of the Town.

6.2 All service connections shall comply with municipal standards and applicable provincial regulations.

6.3 The property owner shall be responsible for all costs associated with installation, maintenance and repair of private service connections.

Any person wishing to receive water or sewer service from the Town shall complete such application forms as may be required by the Town.

6.4 No person shall connect to a municipal water main or sewer main without prior approval from the Town.

6.5 All service connections shall comply with specifications established by the Town and all applicable provincial regulations.

Fees for water service connections, disconnections, reconnections, curb stop operations, service calls and related utility services shall be as established in the Town of Norquay Fees and Charges Bylaw, as amended from time to time.

6.6 The applicable fee shall apply whenever the Town is required to connect, disconnect or reconnect a service.

6.7 Fees shall apply including but not limited to:

- (a) new service connections;
- (b) owner-requested service disconnections;
- (c) owner-requested service reconnections;
- (d) utility account arrears;
- (e) violations of this Bylaw;

- (f) violations of water conservation measures;
- (g) misuse or wastage of water;
- (h) unauthorized use of municipal services;
- (i) tampering with municipal infrastructure;
- (j) contractor-requested water shutoffs;
- (k) repairs, renovations or construction projects; and
- (l) emergency responses attributable to a property owner or occupant

7 UTILITY ARREARS

7.1 Utility charges shall be due and payable on the date specified by the Town.

7.2 Any utility account remaining unpaid after the due date shall be deemed to be in arrears.

7.3 Pursuant to The Municipalities Act, 2005, unpaid utility charges, penalties, service fees, disconnection fees, reconnection fees, inspection charges, repair costs, fines and other amounts owing to the Town may be transferred to the tax roll and collected in the same manner as municipal taxes.

7.4 Amounts transferred to the tax roll shall form a lien against the property.

8 DISCONNECTION OF WATER SERVICES

8.1 The Town may restrict, suspend or disconnect water service where:

- (a) utility accounts remain unpaid;
- (b) fines or penalties remain unpaid;
- (c) the owner fails to comply with this Bylaw;
- (d) the owner fails to comply with water conservation measures;
- (e) water is being wasted or misused;
- (f) unauthorized connections or alterations are discovered;
- (g) damage has occurred to municipal infrastructure;
- (h) a condition exists that may affect public health, municipal infrastructure or the public water supply; or
- (i) emergency repairs are required.

8.2 Except in emergencies, reasonable notice shall be provided prior to disconnection.

8.3 Water service may be immediately disconnected without notice where required to protect public health, municipal infrastructure or the integrity of the water distribution system.

- (d) all violations have been remedied to the satisfaction of the Town; and
- (e) all applicable reconnection fees have been paid.

8.4 Water service shall not be restored until:

- (a) all outstanding utility accounts are paid;
- (b) all fees and charges are paid;
- (c) all fines and penalties are paid;
- (d) all violations have been remedied to the satisfaction of the Town; and
- (e) all applicable reconnection fees have been paid

9. PROHIBITED DISCHARGES

9.1 No person shall discharge into the sanitary sewer system:

- a) gasoline, oil, diesel fuel, solvents or flammable liquids;
- b) toxic chemicals or hazardous substances;
- c) explosive materials;
- d) animal carcasses;
- e) solid materials capable of obstructing sewer flows;
- f) any substance harmful to municipal sewage works.
- g) substances likely to obstruct sewer flow;
- (h) any material that could damage municipal infrastructure or impair wastewater treatment operations.

10. PROHIBITED CONNECTIONS

10.1 No person shall connect or permit the connection of:

- a) sump pumps;
 - b) foundation drains;
 - c) weeping tile systems;
 - d) roof drains;
 - e) downspouts;
 - f) groundwater drainage systems;
 - g) stormwater drainage systems;
- to a sanitary sewer or building sewer connected to the municipal sanitary sewer system.
- 10.2** No person shall discharge stormwater or groundwater into the sanitary sewer system.

DAMAGE TO MUNICIPAL INFRASTRUCTURE

11.1 No person shall damage, tamper with, alter, interfere with or obstruct any municipal waterworks or sewer infrastructure.

11.2 Any person causing damage shall be responsible for all costs associated with inspection, repair, replacement, restoration, engineering, administration and legal expenses incurred by the Town.

11.3 Unpaid costs may be added to the property tax roll in accordance with The Municipalities Act, 2005.

12. INSPECTIONS

12.1 The Town may enter and inspect any property at reasonable times for the purpose of determining compliance with this Bylaw.

12.1 The Town may enter and inspect properties at reasonable times to determine compliance with this Bylaw.

12.2 The Town may conduct smoke testing, dye testing, CCTV inspections, flow monitoring or other investigations deemed necessary to identify unauthorized connections or violations.

12.3 Property owners shall provide reasonable access to permit inspections under this Bylaw.

13. ORDERS

13.1 Where a violation exists, the Administrator may issue a written order requiring corrective action.

13.2 The order shall specify:

- a) the nature of the violation;
- b) corrective work required;
- c) the timeframe for compliance.

14. COST RECOVERY

14.1 Where an owner fails to comply with an order, the Town may undertake the necessary work.

14.2 The costs incurred by the Town, including administrative costs, may be added to the taxes on the property.

15. OFFENCES AND PENALTIES

15.1 Any person who contravenes this Bylaw is guilty of an offence.

15.2 Each day that a violation continues constitutes a separate offence.

15.3 Upon conviction, a person shall be liable to the penalties established by the Town's General Penalty Bylaw.

15.4 Payment of a voluntary penalty shall not relieve a person of the requirement to remedy the violation.

15.5 In addition to any other remedy available to the Town, a Designated Officer may issue a Notice of Violation requiring payment of a voluntary penalty in accordance with Schedule "A".

15.6 The Town may recover all costs incurred in enforcing this Bylaw.

15.7 Where a violation results in damage to the Town's waterworks, sewer system, lift station, lagoon, pumps, controls or other infrastructure, the Town may seek full cost recovery in addition to any penalties imposed.

16. REPEAL

16.1 Any previous bylaw inconsistent with this Bylaw is hereby repealed.

17. SUMP PIT AND SURFACE DISCHARGE BYLAW

17.1 This Bylaw shall be read in conjunction with the Town of Norquay Sump Pit and Surface Discharge Bylaw, as amended from time to time.

18. COMING INTO FORCE

18.1 This Bylaw shall come into force upon final reading and adoption by Council.




Mayor


Administrator

READ A FIRST TIME this 11 day of August, 2026
READ A SECOND TIME this 11 day of August, 2026
READ A THIRD TIME AND ADOPTED this 11 day of August, 2026

SCHEDULE "A"

VOLUNTARY PENALTY SCHEDULE

Offence	First Offence	Second Offence	Third and Subsequent
Failure to comply with written notice	\$250	\$500	\$1,000
Violation of Water Conservation Measures	\$100	\$250	\$500
Obstructing an inspection	\$200	\$400	\$800
Tampering with meters or municipal infrastructure	\$500	\$1,000	\$2,000
Unauthorized use of municipal water	\$250	\$500	\$1,000
Unauthorized reconnection of water service	\$500	\$1,000	\$2,000
Damage to municipal infrastructure	Actual Cost + Fine	Actual Cost + Fine	Actual Cost + Fine