

	INTERLAKE WATER UTILITY POLICY	NO.	2021-03
	POLICY TITLE: ECONOMIC DEVELOPMENT WATER SERVICES	EFFECTIVE DATE:	Sept. 22, 2021
		REVISION LETTER:	
		FINAL APPROVAL	Resolution: 96-21

1.0 PURPOSE

- 1.1 To ensure that the **Interlake Water Utility Board**:
- a) Standardizes the expectations of developers requesting water services for commercial development applications.

2.0 DEPARTMENT(S) AFFECTED (SCOPE)

- 2.1 Department(s) Affected: **INTERLAKE WATER UTILITY OPERATIONS**

3.0 POLICY

- 3.1 **Policy Statement:**
- a) Interlake is committed to fostering and supporting economic development within the Iffley-Hatherleigh aquifer areas.

4.0 DEFINITIONS

- 4.1 The following terms are defined as such but limited to:
- “Administrator”**: the individual appointed by the Interlake Water Utility Board for administering the procedures and policies of the public utility.
- “Applicant”**: means the individual, or corporation, submitting a permit for services.
- “Distribution Line, Local”**: the individual, smaller, water pipelines that are located within each sector of the Interlake water distribution system. This typically includes lines located in: West Chatfield, Day’s Beach, Trevesa Beach, Summerfield Beach, and/or Cochin.
- “Distribution Line, Main”**: the main water pipeline that connects to all local distribution lines and the Water Treatment Plant.
- “Distribution System”**: the entire Interlake pipeline system that disperses water within the Interlake service area.
- “Foreman”**: the individual appointed by the Interlake Water Utility Board for the completing and monitoring the operations of the public utility.
- “Interlake”**: means the Interlake Water Utility corporation.
- “Interlake Water Utility Board”**: means the individuals appointed from the Resort Village of Cochin and the Rural Municipality of Meota No. 468 to represent each municipality on the decision-making board for the public utility.
- “Meter”**: shall mean the individual or compound water meter and all other equipment and instruments supplied and used by the Interlake Water Utility Board to calculate and registered the amount of water consumed relative to the land and buildings which the meter is designed to monitor.
- “Meter Box”**: is an asset that transitions the distribution of public utility water to private water

systems located on private property. This meter box is the property of the Interlake Water Utility and is to be accessed only by Interlake service personnel.

“Municipality”: shall mean the Rural Municipality of Meota No. 468 and/or the Resort Village of Cochin.

“Service Connection”: shall mean that portion of pipe used to supply water from the water main to a building or other place on a parcel of land for the purpose of providing water to the parcel and includes the pipe running up to the building, located on or within the exterior walls of the building, and running from exterior walls to couplings, curb stops, meters and any other apparatus placed inside the building by the public utility.

5.0 RESPONSIBILITIES

- 5.1 The Administrator is responsible for ensuring compliance to this policy.
- 5.2 The Utility Board shall review all policies every three years for compliance and effectiveness of the policies.

6.0 IMPLEMENTATION

- 6.1 Any individual requesting Interlake water services for an economic development usage shall apply to the **Administrator** requesting services, as per the *General Procedures Policy*.
- 6.2 The applicant shall provide a copy of the Development Permit Application information, and approved Notice of Decision from the applicable municipality along with the application requirements outlined in clause 6.1.
- 6.3 All commercial sites, are required to have, at minimum the following infrastructure specifications:
 - a) Commercial Water Meter, minimum 2 inches; however, depending on the economic development proposal, the **Board** may stipulate a larger water meter based on the following evaluation criteria:
 - i. Where the proposed operation may warrant higher usage of water; or,
 - ii. The intensity of water usage increases pressure on the service connection, warranting a specific type of water meter.
 - b) Sufficient diameter water distribution lines to the site to facilitate the proposed development.
 - i. The applicant may be required to provide additional information to the **Board** outlining the proposed water quantity and estimated peak levels for water consumption to ensure that existing water distribution line infrastructure is sufficient.
 - ii. Should existing water distribution line infrastructure not be sufficient to meet the needs of the proposed development, the applicant shall be required to upgrade or install new water lines to accommodate the development, at 100% the cost of the applicant.
 - iii. Should existing water capacity levels at the Water Treatment Plant not be sufficient to support the proposed development, the facility shall be upgraded to accommodate the proposed development plus projected population usage expectations for the next two years to ensure adequate water quantity for the existing customers of the Interlake water distribution system.

- 1. The **Board** may consider cost sharing with the applicant, should it be

demonstrated that the upgrade to the facility is in the best interest of the entire Interlake distribution system. The **Board** shall consult with the Saskatchewan Municipal Board regarding alterations to service fee bylaws in the event this proposal occurs.

- c) Any infrastructure upgrades shall be accompanied by Engineered construction drawings, by an approved Engineer familiar with the Interlake water distribution system.
 - i. The applicant shall inform the **Administrator** which Engineer is contracted to complete the proposed drawing.
 - ii. The **Administrator** shall confirm that the proposed Engineer is authorized to complete engineering work as per the *Custom Works Policy*. The **Administrator** shall inform the applicant of the decision in writing.
 - iii. The applicant shall submit Engineered-stamped construction drawings of the proposal to the **Board** for approval.
 - iv. The **Administrator** shall provide written confirmation to the applicant that the **Board** has approved the engineered drawings, and it meets all Interlake construction standards. This letter may include any approval conditions necessary to ensure proper installation and connections to the water distribution system.
- d) All construction of water infrastructure shall be completed by approved contractors as per the *Custom Work Policy*.
- e) All construction shall be inspected by the **Foreman** prior to burying to ensure conformance to Interlake’s construction standards.

6.4 The applicants shall be required to pay all fees as outlined in the *Interlake Annual Rates Bylaw* at time of application.

7.0 DOCUMENT APPROVAL

ROLE	POSITION	NAME OF THE APPROVER	DATE APPROVED
Final Approver	Public Utility Board	RESOLUTION: 96-21	Sept 22, 2021

8.0 REVISION HISTORY

EFFECTIVE DATE	REVISION LETTER	DOCUMENT AUTHOR	DESCRIPTION OF CHANGE
September 22, 2021		Northbound Planning	Initial release