



INSTRUCTIONS FOR WATER AND WASTEWATER CONNECTION INSTALLATIONS

The following procedures shall be carried out by the property owner to ensure the integrity of the municipal treated water system. These procedures will reduce the risk of cross connections or other related construction issues that could contaminate the water treatment and distribution system:

WATER/WASTERWATER SERVICE

1. No connections to municipal water shall be carried out without:

- A completed Request for Water/Wastewater Connection Form (attached).
- A site inspection by a Municipal District Representative prior to backfilling the excavated service trench to ensure it meets Municipal Servicing Standards. 48 hours' notice is required for this service.
- The appropriate fees are being paid in full. As per the Bylaw (as amended from time to time) the following fees apply:

WATER

- a) **\$1,500.00 + \$3,000.00** refundable deposit to access the MD's water system from the main water line. The property owner is responsible for the cost of installation of the line from the main to the property line. *Deposit will be returned upon completion of satisfactory MD inspection.*
- b) **\$485.55 + GST** for a Water Meter and accessories available at the MD office. The property owner is responsible for arranging for a certified MD approved plumber to install the meter.
Price subject to change as per bylaw (cost +5%)

WASTEWATER

- a) **\$1,500.00 + \$3,000.00** refundable deposit to access the MD's sewer system from the main sewer line. The property owner is responsible for the cost of installation of the line from the main to the property line. *Deposit will be returned upon completion of satisfactory MD inspection.*
- b) **\$4,615.82 + GST** for an Unassembled Liberty Pump and accessories (pump, hose and breaker), or **\$5,086.28 + GST** for an Assembled Liberty Pump and Breaker available at the MD office. The pump comes with a 5-year warranty. The property owner is responsible for arranging for a certified MD approved plumber to install the pump.
Price subject to change as per bylaw (cost +5%)

WATER/WASTEWATER CONNECTION FEES

- a) **\$500.00** system connection fee to access the MD's water/wastewater system. This fee covers the connection to the curb stop (cc) which is located at the property line. In the event there is no cc, the property owner is responsible for the cost of installation of a line from the main to the property line.
- b) **\$100.00** connection/disconnection fee for a MD representative to physically turn the water on or off.
- c) Initial deposit for water/wastewater systems can be rolled over to cover connection fees.
 - Once all the above conditions are met, approval will be issued within seven (7) business days and water will be turned on. A representative of the household must be at the residence when this is done. 48 hours' notice is required for this service.
 - Refunds for deposits can take from 1 to 3 weeks.
- d) For services that are already installed and where a residence is under construction, upon inspection, the services shall be turned off until such a time that the residence is habitable. If the resident requests that the utilities remain in Service during construction, billing will begin immediately.



Lesser Slave River

UTILITIES

WATER AND WASTEWATER CONNECTION REQUEST FORM

Receipt No.: _____
Form Received: _____

The utility connection request on this application will be investigated and evaluated prior to the commencement of any installation. For our request to be processed, the following details and location sketch are required.

LAND LOCATION								SECTION 1							
1/4 Section:	<input type="text"/>	Township:	<input type="text"/>	Range:	<input type="text"/>	West of:	<input type="text"/>	Meridian:	<input type="text"/>	Lot:	<input type="text"/>	Block:	<input type="text"/>	Plan:	<input type="text"/>
LANDOWNER NAME		<input type="text"/>													
POSTAL ADDRESS		<input type="text"/>					HOME PHONE		<input type="text"/>						
POSTAL CODE		<input type="text"/>					CELL PHONE		<input type="text"/>						
APPLICANT NAME (IF DIFFERENT THAN OWNER)		<input type="text"/>					APPLICANT PHONE		<input type="text"/>						

TYPE OF SERVICE:		Residential	Commercial	SECTION 2											
IS LOT PRESENTLY SERVICED WITH WATER OR WASTEWATER CONNECTION?				Yes	No										
ANTICIPATED DATE OF SERVICE CONNECTION:				<input type="text"/>											
DO YOU PRESENTLY RESIDE ON THE LAND?				Yes	No	IF NO, WHERE DO YOU PRESENTLY RESIDE?		<input type="text"/>							
ANTICIPATED DATE YOU WILL RESIDE ON THE LAND:				<input type="text"/>											
HAVE YOU STARTED TO BUILD ON-SITE?				Yes	No										
PLEASE NOTE: The location sketch must be completed. Please indicate on the Site Plan the residence location that the residential water and/or wastewater tie-ins will be in relationship to the main service line. Should the space provided be insufficient when answering any of the above questions, please attach a list of additional information.															

SECTION 3 TO BE COMPLETED BY INSTALLER (READ TERMS & CONDITIONS IN SECTION 5)		SECTION 3											
INSTALLER NAME	<input type="text"/>	FIRM/COMPANY	<input type="text"/>										
COMPANY ADDRESS	<input type="text"/>					PHONE	<input type="text"/>						
POSTAL CODE	<input type="text"/>												
<input type="checkbox"/> I CERTIFY THAT THIS INSTALLATION WILL BE COMPLETED IN ACCORDANCE WITH THE MUNICIPAL SERVICING STANDARDS OF THE MUNICIPAL DISTRICT													
_____ INSTALLER'S NAME				_____ SIGNATURE				_____ DATE					



Lesser Slave River

UTILITIES

SITE PLAN

Section 4

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PLEASE NOTE: The location sketch must be completed. Please indicate on the Site Plan the residence location that the residential water and/or wastewater tie-ins will be in relationship to the main service line. Should the space provided be insufficient when answering any of the above questions, please attach a list of additional information.

LEGAL LAND DESCRIPTION

1/4 Section: Township: Range: West of: Meridian: Lot: Block: Plan:

APPLICANT'S NAME



Lesser Slave River

UTILITIES

NOTES:

TERMS & CONDITIONS

- This application must be signed by the landowner.
- Ownership and location of the lot will be investigated by the office.
- Approval/refusal of the application will be forwarded to the applicant.
- The Municipality may prepare an estimate for all costs associated with the utility tie-in. This cost may include hook-up water meter, inspections, etc., and tie-ins if required to the main pipelines.
- All fees must be paid in full prior to connection of the residential service lines to the municipal curb valve.
- The applicant is responsible for ensuring that all the conditions are satisfied prior to the Municipal District turning the water on.
- Separate provincial plumbing permits, both water and service, must be obtained by the developer for the internal structure being serviced, if applicable
- All water and wastewater services must be installed as per the Municipal Servicing Manual which outlines Municipal Design Guidelines and Construction Standards.
- If only a water service is installed, approval of the septic system by the local health board is required in writing prior to connection.
- The approved installer is permitted to turn the water on for testing purposes only. The water will be permanently turned on by an employee of the Municipal District.
- The landowner/applicant must comply with the Municipal District's Water and Wastewater Utility Bylaw 2025-03, as amended from time to time. In particular, the landowner/applicant acknowledges and agrees that costs payable to the Municipal District under this request and the Water and Wastewater Utility Bylaw are due and payable by the landowner/applicant upon demand by the Municipal District. Per Water and Wastewater Utility Bylaw 2025-03, any unpaid costs will be added to the landowner's tax roll pursuant to s. 553(1)(a) of the Municipal Government Act.
- Any unauthorized operation of the valve(s) pursuant to the Water and Wastewater Utility Bylaw may result in a penalty pursuant to the Bylaw and the Municipal Government Act.
- When permission is granted, the approved installer may proceed after: a) Contacting the Municipal District office to arrange for the inspection prior to closing the trench (a minimum of 48 hours' notice is required), and b) Completing Section 3 of this Form.
- There will be no hook-ups between November 1st and April 1st.

APPLICANT'S NAME: _____ SIGNATURE: _____ DATE: _____

ADDRESS: _____ POSTAL CODE: _____ PHONE: _____

(OFFICE USE ONLY)

Application Approval:

APPROVED WITH THE ATTACHED CONDITIONS

REFUSED FOR THE ATTACHED REASONS

MUNICIPAL REPRESENTATIVE'S NAME

SIGNATURE

DATE