

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOILIDATED  
BYLAW NO. 12-2018

A BYLAW OF THE CITY OF MARTENSVILLE FOR THE ADMINISTRATION OF  
WATER & WASTE WATER ACCOUNTS.

The Council of the City of Martensville, in the Province of Saskatchewan, enacts as follows:

**1. TITLE:**

This Bylaw may be cited as the Water & Waste Water Administration Bylaw.

**2. DEFINITIONS:**

- a) **City** means the City of Martensville and its employees.
- b) **Clerk** means the Utility Clerk or other person designated to administer the utility accounts for the city.
- c) **Consumer** means the owner, tenant, or occupant who occupies a premise and makes application for water & waste water utility services, and for whom a utility account is established.
- d) **Premises** means a building or structure or any part thereof, which is connected to utility services and which has a separate metered water supply.
- e) **Property Owner** means the assessed property owner or authorized representative thereof, as contained in the records of the city.

**3. GENERAL**

- a) Every person desiring to have his premises connected to the waterworks system shall apply to the City for the service by completing the application form as set out in Schedule "A".
- b) The City may cause to be installed in the premises of every person receiving water service, a meter to be placed upon the service pipe connecting the premises to the waterworks system. Every person receiving a meter for a location in which a meter had not been previously installed shall pay the associated costs of said meter.
- c) Every person desiring to receive or to continue to receive water service shall deposit with the City a fee per each meter in the amount as set out in Schedule "B" hereto and

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOLIDATED  
BYLAW NO. 12-2018

as amended from time to time, provided that the person who paid the said Water Meter Deposit shall be entitled to a return of the Water Meter Deposit when service is discontinued for which the said Water Meter Deposit was paid, less any outstanding amounts due at the time of discontinuing service.

- d) The charges to be paid by water consumers whose water service has been turned on shall be those set forth in Schedule “C” hereto and as amended from time to time. A flat fee will be charged every month regardless of water consumption or not.
- e) The due date for services rendered in accordance with this Bylaw shall be the date as indicated on the statement. Account balances outstanding after the due date will be considered overdue and subject to a penalty as listed in Schedule “B” hereto and as amended from time to time.

(Bylaw 19-2022)

- f) If an account is not paid in full by the due date, the water service may be discontinued without notice. When service is discontinued for non-payment, the said service shall not be reconnected until all arrears and accrued penalties are paid in full. An additional fee as set out in Schedule “B” hereto and as amended from time to time, to cover the expense of turning off the water and turning it on again shall be paid prior to the service being reconnected.

(Bylaw 19-2022)

- g) If a utility bill remains outstanding after 60 days, a registered letter will be mailed to the property owner outlining amount owed. At the discretion of the City, the outstanding balance and any additional fees may be sent to collections or transferred by the Clerk to the property owner’s taxes as per *The Cities Act*, Section 333(1)(b) and Section 333(3)(a)(b).

**4. METER READING**

- a) Water meters shall be read at the discretion of the City.
- b) If a meter red cannot be obtained remotely, the consumer may read the reading, submit online via the city website or proved in person at City Hall. If a reading is not supplied an estimate will apply. The estimate will be based on the average consumption of the previous calendar year.

(Bylaw 16-2024)

- c) Properties which have had consumer submitted reads or estimated billing will be manually read twice a year by City staff to reconcile the account. For the months

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOLIDATED  
BYLAW NO. 12-2018

when manual reads are completed, these accounts will have a manual meter read service fee of \$50 added to the regular water bill.

(Bylaw 16-2024)

- d) Persons authorized by the City are entitled to free access at all reasonable times to any parts of any land or buildings upon providing, if demanded, appropriate identification supporting his/her authority to the owner or occupant of land or buildings to which water/waste water service is provided for the purpose of:
  - i. Reading meters;
  - ii. Erecting or installing meters or appliances and removing, altering or replacing any of them as circumstances require;
  - iii. Collecting samples;
  - iv. Inspecting any service lines, connections, meters or appliance; or
  - v. Maintenance and repair.
- e) Every consumer who contravenes clause 4.d) of this bylaw is subject to the penalties listed.
- f) The City will provide 48 hours of notice prior to imposing clause 4.d) ii

**5. PENALTIES**

- a) The City may turn off the supply of water to any person in default of the requirements of this bylaw. The person in default shall not be entitled to receive any further water from the City until such person has remedied the default. It shall be unlawful for any person whose water has been turned off pursuant to this section, to turn such water on again, or take any water from the waterworks system until such time as the City authorized the service to be restored.
- b) Any person who breaches any provision of this Bylaw is guilty of an offence as set out in the General Penalty & Enforcement Bylaw 22-2013
- c) Conviction of a person for a breach of any provision of this Bylaw does not relieve that person from compliance with the Bylaw.

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOLIDATED  
BYLAW NO. 12-2018

**6. COMING INTO FORCE**

This Bylaw shall come into force and take effect on the date of final passage.

Read a first time this 19<sup>th</sup> day of February 2019  
Read a second time this 19<sup>th</sup> day of February 2019  
Read a third and final time this 19<sup>th</sup> day of February 2019

---

Mayor

---

City Clerk

CITY OF MARTENSVILLE  
 WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
 CONSOLIDATED  
 BYLAW NO. 12-2018

SCHEDULE "A"



Application for Water and Sewer Utility Services

Applicant Information

Move In Date: \_\_\_\_\_ Move out Date: \_\_\_\_\_

Full Name: \_\_\_\_\_  
Last First

Additional Names: \_\_\_\_\_  
Last First

New Civic Address: \_\_\_\_\_

Former In-Town Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address/Box # City Postal Code

Cell Phone: \_\_\_\_\_ Additional Phone#: \_\_\_\_\_

Email Address: \_\_\_\_\_ **NOTE:** monthly statements will be forwarded by email.

Own Home  Rent Home  Landlord Name and Contact Number: \_\_\_\_\_

**All New Accounts Subject to \$50 Connection Fee**

<input type="checkbox"/> \$____ Rental Property Deposit <b>Rec#:</b> _____	<input type="checkbox"/> \$____ Commercial Property Deposit <b>Rec#:</b> _____
--	--

Signature/Approval

*In signing this agreement I do so authorize the City of Martensville to forward a copy of my utility bills to the registered owner of the property.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Application Date: \_\_\_\_\_ City Initial: \_\_\_\_\_

**The City of Martensville is committed to protecting the privacy and confidentiality of the personal information. All personal information that is collected by the City is managed according to the Saskatchewan Local Authority Freedom of Information and Protection of Privacy Act.**

For Office Use Only

New Home: \_\_\_\_\_ Sent for Read: \_\_\_\_\_ Read on Route: \_\_\_\_\_

Install Date: \_\_\_\_\_ Meter ID#: \_\_\_\_\_

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOILIDATED  
BYLAW NO. 12-2018

**SCHEDULE "B"**

1. The following meter deposits shall apply when application for water is made:

a) Utility Account Deposit - Commercial Owner Properties	
¾ inch water meter	\$115.00
1 inch water meter	\$220.00
1 ½ inch water meter	\$500.00
2 inch water meter	\$700.00
3 inch water meter	\$1,100.00
b) Utility Account Deposit – Rental Properties	
¾ inch water meter	\$250.00
1 inch water meter	\$325.00
1 ½ inch water meter	\$780.00
2 inch water meter	\$900.00
3 inch water meter	\$1,500.00

2. Various Fees

a) Construction Inspection Fee	\$100.00
b) Service Connection Fee	\$50.00
c) Service Reconnection Water Line Thaw Fee	
Regular hours	\$50.00/hr
After hours	\$100.00/hr
d) Service Reconnection Fee/Temporary Disconnection	
Emergency After Hours	\$100.00/hr
Repair/Renovation After Hours	\$100.00/hr
Regular Hours	\$50.00/hr
After Hours	\$100.00/hr
e) NSF Fees	\$30.00
f) Monthly interest rate	2.5%
g) Service Charge	\$25.00
h) Registered Letters	\$25.00
i) Removal & testing of water meter 25 mm or smaller	\$87.50
j) Daily drip line fee	\$10.00

CITY OF MARTENSVILLE  
WATER & WASTE WATER RATES & ADMINISTRATION BYLAW  
CONSOLIDATED  
BYLAW NO. 12-2018

**SCHEDULE “C”**

MONTHLY WATER & WASTE WATER RATES  
2025

**1. WATER RATES**

a) Flat Rate

Minimum Charge of \$12.50 per month

b) Consumption Rate:

Additional consumption charge for water used of \$5.32 per cubic meter

(Bylaw 2-2026)

**2. WASTE WATER RATES**

a) Flat Rate

Monthly charge of \$29.00

b) Volume Rate

The following consumers shall pay a monthly charge of twenty (20%) of the monthly water consumption charge, subject to a minimum monthly sewer charge of \$29.00.

- i. Car Washes
- ii. Hotels and Motels
- iii. Laundromats
- iv. Institutions and Special Care Homes for the accommodation of persons, including lodges, dormitories, nursing homes and hospitals.
- v. Residential premises containing three or more self-contained dwelling units which do not have separate metered water supply.
- vi. Restaurants
- vii. Schools

**3. INFRASTRUCTURE RATES**

a) Flat Rate

Water & Waste Water Infrastructure Replacement Fee  
Charge of \$2.00 per month.