



# Water Standpipe Management Policy

**Policy No.: 16.10**

**Date Adopted: February 10, 2025**

## **Strategic Goals and Priorities:**

- Maintain and enhance infrastructure and expand the tax base.

## **Purpose**

The Water Standpipe Management Policy has been established to align water management objectives of the District of Taylor with industry standards and neighboring communities to form consistency for users.

The District of Taylor aims to maintain the following objectives in the delivery of potable water:

- Safe, consistent source of potable water,
- Reliable access to potable water, and
- Meets all government regulations and industry standards associated to the delivery of potable water.

## **Scope**

The Water Standpipe Management Policy covers only the management of potable water supplied to industrial, commercial and private users for the provision of drinking water.

## **Responsibilities**

### **Council**

- Responsible to know and understand all features and guidelines of this policy.

### **Chief Administrative Officer (CAO)**

- Provide oversight management of policy implementation and cyclical review.

Department Responsible: Operations

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### Senior Management Team

- Provide direction in accordance with the policy, and ensure the policy remains current and relevant to best practices, and industry and government standards.
- Provide oversight management of implementation, and compliancy with government standards.

### Staff

- Implementation and reporting of the guidelines and regulations as set out in the policy.

### Policy

The Water Standpipe Management Policy provides specific responsibilities associated to the use of the District of Taylor's Water Standpipe.

By applying for or accepting the supply of potable water by an applicant, the applicant is deemed to have expressed his, her, their, or their affiliates consent to be bound by the provision of this policy.

No person may withdraw potable water from the District's standpipe until they have completed an application with the District Office.

1. A person authorized to withdraw potable water from the District Water Standpipe will adhere to the following procedures. Failure to follow the following procedures will result in a loss of use of this service and/or cancelation of their account:
  - I. The standpipe is only to be used for the filling of potable water systems either by the owner of a residential dwelling or a Northern Health certified contractor that is permitted to haul potable water for the purpose of filling potable water systems;
  - II. All connections must be kept clean at all times and all pumps must be bypassed when filling water from the standpipe;
  - III. Shall only use trucks, hoses, couplings, or any other equipment that has only been used for the transport and filling of potable water systems;
  - IV. Tampering with the kiosk and control valves is prohibited;
  - V. All hoses must be disconnected and secured before leaving the standpipe;
  - VI. Persons must ensure that there is sufficient clearance while entering and exiting the standpipe area;
  - VII. Withdraw water from the Water Standpipe for potable water usage only; and
  - VIII. Any damage occurring while entering or leaving the water standpipe must be reported to Public Works immediately.

Department Responsible: Operations

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2. All reasonable costs incurred by the District to repair or rectify any damage, or replace, or reprogram any of the equipment or devices installed that is incurred by the user to the Water Standpipe or to the grounds on which the standpipe is located, shall be charged back to the user at the time of the incident.
3. A person withdrawing potable water from the Water Standpipe shall pay the applicable rates to the District as outlined in the District Water, Sewer and Garbage Fees and Charges Bylaw.
4. A person not adhering to this policy or forgoing payments as outlined within the Water, Sewer and Garbage Fees and Charges Bylaw, will be suspended or discontinued until such time as outstanding amounts are paid in full and applicable fees for a new application has been paid and filed. A deposit payable at the time of submitting a new application is dependant on the outstanding amount that was paid.

Should a person's account become outstanding after 60 days. Collection of outstanding balances will follow the District of Taylor's Debt Collection & Write-Off Policy.

5. If a person wishes to cancel their account with the District, they are requested to notify the District. All accounts dormant for 1 year will be considered closed.

All closed accounts with a balance owing to the account holder will be paid out by cheque.

Department Responsible: Operations

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