



BYLAW NUMBER 326

A Bylaw of the Hamlet of Fort Liard in the Northwest Territories to regulate the design and installation of water supply and sewage disposal systems owned and operated by persons other than the municipal corporation pursuant to the provision of the Hamlets Act, R.S.N.W.T., 2003, c. H-1, s. 60 and 61.

WHEREAS the Hamlet of Fort Liard deems it necessary to provide conditions for when services will be discontinued or refused.

WHEREAS the Hamlet of Fort Liard deems it necessary to set standards for Customer Service Systems and conditions for receiving services.

NOW, THEREFORE, THE COUNCIL OF THE HAMLET OF FORT LIARD, at a duly assembled meeting, enacts as follows;

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1. SHORT TITLE

1. This Bylaw may be cited as the “Hamlet Service(s) Standards Bylaw 326”

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2. INTERPRETATION

2. In this Bylaw:

- | | |
|---------------------|---|
| “Building” | means a fixed building structure used for commercial, government, industrial, non-profit, and residential purposes; |
| “Council” | means the council of the Hamlet; |
| “Customer Facility” | means the Facilities, equipment, and other infrastructure, other than service provider infrastructure, required to provide Services to a Customer. |
| “Customer” | means any person, partnership, sole proprietorship, or any other entity to whom the Hamlet provides Services; |
| “Hamlet” | means the Hamlet of Fort Liard in the Northwest Territories; |
| “Service(s)” | means the supply of potable water and the removal and disposal of sewage and garbage by the Service Provider; |
| “Premises” | means the real property owned, used, or occupied by a Customer; |
| “Property” | means any building, structures, or premises, including any personal property located within the municipal boundaries to which the Hamlet provides Services; |
| “SAO” | means the Senior Administrative Officer of the Hamlet; |
| “Schedule” | means a schedule established for the provision of Services; and, |
| “Service Provider” | means the Hamlet of Fort Liard providing Services within the municipal boundaries. |

3. INTENT AND APPLICATION

1. The Municipal Service Standards (MSS) have been developed to define the specific needs and requirements so that the Service Provider can provide efficient, safe, and reliable Services to Customers.
2. MSS must be complied with before the Service Provider will provide Services to a Customer.
3. It is the Customer’s responsibility to ensure that the design and construction of Customer Facilities comply with the latest Hamlet’s Municipal Service Standards, including any revisions up to the date of acceptance to provide a service to a Property.
4. No departure from the General Municipal Service Standards shall be permitted without the written approval of the Senior Administrative Officer.

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4. TRUCKED WATER AND SEWER STANDARDS FOR SERVICE

1. Code Requirements

- a. All water service systems shall meet the National Building and Plumbing Code standards and Hamlet Bylaws.

2. Installation of Customer Facilities

- a. All Customer Facilities shall be installed by, and at the cost of, the Owner shall remain the Owner's property.

3. Maintenance and Repair of Customer Facilities

- a. Every Customer shall maintain their Customer Facilities properly and free from leakage, wastage or freezing.
- b. The Hamlet may repair any Customer Facilities in the case of an emergency, and the cost of such repair work shall be charged to the Customer.

4. Specifications, Design Approval and Inspection of Customer Facilities

- a. No Customer Facilities shall be installed except by this Bylaw.
- b. Design plans for Customer Facilities, which have four (4) or more water closets, showers, or other high-volume fixtures shall be:
 - i. certified by a Professional Engineer, and
 - ii. submitted to the Hamlet and
 - iii. approved before the commencement of construction.
- c. One set of 'as built' plans shall be provided when required by the Hamlet within sixty (60) days of completion of Customer Facilities.

5. Correction to Nonconforming Customer Facilities

- a. Where in the opinion of the Hamlet, existing Customer Facilities are in contravention of this Bylaw, the Hamlet shall issue an order to the Customer receiving the Service:
 - i. specifying why the Customer is contravening the Bylaw;
 - ii. directing the Customer to comply with the Bylaw;
 - iii. specifying the actions to be performed by the Customer to comply with the Bylaw; and,
 - iv. notifying the Customer of the time and date by which such action must be taken.

6. Number of Customer Facilities

- a. Buildings shall have only one water tank and one sewage tank except upon submission of plans for the approval of the Hamlet.
- b. The Hamlet may allow Service to a separate water tank or sewage tank for self-contained units.

7. Access to Customer Facilities

- a. The Customer shall maintain, at his own expense, unobstructed access to the water fill point and sewage pump-out point, which shall terminate within two (2) meters of

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the public roadway, including the removal of ice, snow, water, mud, vehicles, flower beds, pets, and yard material.

- b. Where the water fill point or sewage pump-out point is not accessible, the Service Provider shall leave a notice at the Customer Facility receiving the Service, indicating the time and reason Service could not be provided.

8. Services Provided from Highway 7 and the Liard Access Road

- a. Customers are required to provide maintained turn-around space so that the service vehicles do not have to back out onto NWT Highway 7 or the Liard Access Road.
- b. Brush must be cleared so drivers have an unobstructed view of the highway when exiting.
- c. Gates cannot be closed or locked.
- d. Services will be discontinued if the Customer fails to provide and maintain access per section 14. a, b, and c.

5. TRUCKED WATER SYSTEM STANDARDS

1. Standards

- a. The water fill point shall not exceed 20 feet or 6 meters from the access and must extend from the wall facing the entry. The fill point must be secured tightly to the building.
- b. The exterior piping and the fill point are metal construction suitable for potable water supply and have good corrosion resistance. Fill points must be fitted with a male 2" (50mm) cam lock fitting that connects to the truck fill hose outlet.
- c. The water fill point shall be greater than five feet or 1.5 meters in a horizontal distance from the sewage pump-out point straight line access path.
- d. The water fill point shall be of sufficiently small diameter that the sewage pump-out hose cannot be inserted.
- e. The water fill point shall always be clearly labelled.

2. Tank Size

- a. The water holding tank shall be a minimum of 500 Imperial gallons or 2270 litres for a dwelling of three bedrooms or less. The larger-sized dwelling shall add 800 litres or 175 Imperial gallons per extra bedroom for tank sizing.
- b. Owners of a nonresidential building must size water tanks based on "Canadian Architectural Standards" for the expected water consumption and a water delivery period of four (4) days. Tank volume calculations and design details must be submitted to the Hamlet for approval.

3. Freeze Protection

- a. The water holding tank shall be housed in an insulated, heated portion of the building or have adequate freeze protection installed.

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4. Line and Tank Specifications

- a. The connection point of the water fill point shall be a minimum of 36” or 914 millimetres and a maximum of 48” or 1,219 millimetres from the ground surface in all seasons.
- b. The water service line shall have a back grade such that the water does not free flow from the tank or sit in the service line, or the water service line shall have a check valve to prevent free flow and a heat tape to prevent freezing.
- c. All tanks must have an overflow discharge pipe. The overflow discharge point shall be installed lower than the top of the water tank and lower than the fill point. The overflow discharge point must be clearly visible to the operator during the filling procedure.
- d. A red bulb or red globe “full” indicator light shall be connected to a device in the tank and installed near the fill position to be visible from the cab of the delivery truck. The indicator light support shall allow for adequate clearance of the water truck. The red-light indicator must be on a separate circuit to illuminate when the tank is full. In addition, the indicator light is to be weatherproof and suitable for use during the seasons. The Customer is responsible for replacing bulbs and maintaining the indicator light system at his own expense.
- e. If the water holding tank is elevated, a check valve with adequate freeze protection shall be installed at the line-tank connection point to prevent backflow.
- f. Tanks must not have open lids nor be a type with an open top. If tanks are in basements, covers must be fastened or sealed to the tank to prevent flooding. The Hamlet will not be liable for flooding due to unfastened or inadequately sealed lids or tank penetrations.
- g. All overflow and water fill lines shall be insulated with a foil back-covered insulation a minimum of one- and one-half inches (1.5”) or thirty-eight millimetres (38 mm) and six (6) feet or one point eight meters (1.8 m) in from the point of penetration of the exterior building envelope.
- h. The Customer is responsible for all aspects of the water storage and fill system operation and maintenance. Therefore, the Hamlet will not be liable for any expenses or failure to provide services related to the integrity or performance of the truck fill system.

6. TRUCKED SEWAGE SYSTEM STANDARDS

1. Standards

- a. The sewage pump-out point must be no greater than 4.6 meters or 15 feet from the service vehicle access.
- b. There shall be a minimum of five horizontal feet or 152 centimetres between the connection point for sewage pump-out and the fill point for water such that a crossing of established pathways by connection hose shall not occur.
- c. The sewage pump-out connection fitting shall consist of 3” (75 mm) female cam locks suitable for use with the pump-out truck adapter on the truck hose. The fitting will be of greater diameter than the water fill point, so a cross-connection cannot be made.

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- d. The sewage holding tank shall be twice the volume of the water storage tank to accommodate sewage and greywater discharge.
- e. The sewage holding tank shall be a minimum of 1,000 imperial gallons or 4,550 litres for new development, or twice the water tank size (whichever is greater).
- f. Overflow septic fields, exhalation pits, or vertical culverts buried in the ground are not permitted after April 1, 2000.

2. Line and Tank Specifications

- a. The service pump-out points shall be kept a minimum of 18 inches or 457 millimetres and a maximum of 48 inches or 1,219 millimetres from the ground, including snow and ice accumulations.
- b. The service pump-out point pipe and cam lock adapter shall end with a 90-degree elbow and be constructed of an approved material that does not include plastic or PVC. Galvanized steel or iron are the preferred materials. No other fitting for the sewage storage system shall be of plastic or PVC material.
- c. The service pump-out shall always be fitted with an approved tightly fitting cap and kept closed except during pump-out.
- d. The pump-out line from the service point to the tank shall have at least a 5-degree slope to the building such that no sewage is allowed to stand in the line or drain outside the building.
- e. The sewage holding tank shall incorporate a vent line of a minimum interior diameter of inches or 75 millimetres such that the tank is vented to the outside of the building or back vented to the highest interior point in the building such that air escape or supply will occur as the tank is being filled or emptied.
- f. The pipe from the sewage pump-out service point to the sewage holding tank shall have an interior diameter of a minimum of 4 inches or 100 millimetres or reduced to 3 inches (75 mm) when the developed length of the sewage pump-out is greater than 25' (7.6 m).
- g. If the holding tank is buried, the ground cover shall be sloped such that surface liquids, including run-off or sewage, drain away from the tank and are anchored to concrete pads or pinned to bedrock to prevent floating to the surface.
- h. When the storage tank elevation is one (1) meter or greater above the road level, a valve shall be installed at the point of connection to the sewage pump-out line to prevent a continuous siphon condition.
- i. All sewage pump-out lines shall be rigidly secured or anchored at the point of connection, and further to this, all lines more than three (3 m) in developed length shall be anchored every three meters (3 m). Buried lines do not require anchors except at the point of connection.
- j. The use of chemical toilets and outhouses shall be prohibited.

7. GARBAGE PICKUP SERVICE STANDARDS

1. All waste must be placed in proper garbage containers with handles and lids (max. 100 litres) or in a standard plastic garbage bag. Garbage must not accumulate on your property.
2. The Service Provider's access to the garbage collection site must not be blocked.

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8. APPLICATION FOR SERVICE

1. All persons requiring Services shall apply and complete a “Customer Service Order” before service provision.
2. Sufficient time, a minimum of three days, should be allowed to inspect the Customer Facility to confirm compliance with this Bylaw.
3. Services will only be provided once an inspection has been completed and compliance with this Bylaw is confirmed.
4. When Customer Service is being reinstated, the Customer Facility must comply with standards on the date the service will be provided.

9. SAFETY

1. Upon written notice to a Customer, The Hamlet will discontinue providing services if it is deemed that the Customer Facility offers a health hazard to the community and its residents or an unsafe work environment for Hamlet service staff.
2. A written notice shall be delivered to the Customer Service address-
 - i. specifying why the Service is being suspended, and,
 - ii. specifying the actions to be performed by the Customer to comply with the safety or health hazard concerns.

10. LIABILITY

1. No liability will be assumed by the Hamlet for damage caused or service disruption when systems are in non-compliance with this Bylaw.

11. REPRESENTATION

1. For the purposes of this Bylaw, the Hamlet shall be represented by the Senior Administrative Officer or another staff member of the Hamlet designated by the S.A.O.

12. SEVERABILITY

1. Each section of this bylaw shall remain separate, independent of, and severable from all and any other paragraphs except where otherwise indicated by the context of this bylaw. The decision or declaration that one or more of the paragraphs is invalid shall not affect the remaining paragraphs of this bylaw.

13. EFFECTIVE DATE

1. This Bylaw is effective April 01, 2023.

14. REPEAL

1. Bylaw 288 and subsequent amendments are repealed.

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READ for a First Time this 19th day of January 2023.

READ a Second Time this 19th day of January 2023.

READ a Third Time and finally passed this 16th day of March 2023.



Genevieve McLeod
MAYOR

It is certified that this Bylaw meets the requirements of the Hamlets Act - Section 77(1)(d) and the Bylaws of the Hamlet of Fort Liard.



John W. McKee
SENIOR ADMINISTRATIVE OFFICER