

## TOWN OF STETTLER

Prepared by: Director of Operational Services      Number: VI-3(d)  
Adopted by: Town of Stettler Council      Original Policy: 1987 08 04  
Previous Policy: 1987 08 04  
Current Policy: 2002 11 19

Title:      **Requirements for Water Meters Installed Incorrectly or Upgrading to a New Water Meter Which Includes the Remote Reader**

Purpose:      To develop a consistent policy for correcting the installation of Town-owned water meters from a vertical position to a horizontal position or upgrading to a newer style water meter which includes the necessary upgrading of the remote reader.

Background:      The previous Waterworks Bylaw passed in 1985 and the new Waterworks Bylaw No. 1856-02 which replaced it in 2002 contain various regulations concerning water meters and remote reader locations, installation and accessibility. Waterworks Bylaw No. 1856-02 states:

Section 101(1)      "Accessible" means that the Town of Stettler requires access to the water meter or control valve for servicing, repair or replacement of the said water meter or control valve with an unimpeded minimum opening as follows:

1. Building or Self-Contained Unit or Mobile Home – minimum opening of 18 inches by 18 inches.
2. Mobile Home(with an existing water meter located between the ground and the Mobile Home) – minimum opening in the skirting of 6.25 sq. ft. with no measurement less than 2 feet.

Section 1001      All Water Service to any

- (i) Building(s)
- (ii) Self-Contained Unit(s)
- (iii) Mobile Home Not Within a Mobile Home Park

within the Town shall be metered using a Water Meter meeting the specifications as determined by the Director.

Section 1007      The Town shall supply, install, own and maintain all water meters as required.

Section 1008(2) The Town is responsible to install the water meter in a horizontal position.

Section 1008(3) Every owner, their contractor or the owner's authorized agent shall make allowance for the installation of water meters in accordance with Section 1004. The water meters shall remain accessible and exposed in accordance with the Town's specifications and this bylaw.

Section 1010(2) The owner or occupant of a building or self-contained unit in which a water meter is located shall ensure that the water meter is accessible and not enclosed, either partially or completely, by gyproc or other construction material. The owner shall be responsible to remove such enclosure at their expense.

Since 1987 the Town has carried out a systematic water meter replacement program in accordance with the Waterworks Bylaws and this policy.

Policy Statement: Water meters which were installed vertically will be placed horizontally by the Town. The Town will supply meter horns or basement re-setters and the labor at no cost to the property owner for correcting the water meter to a horizontal position.

Property owners or occupants (of a self-contained unit or building in which a water meter is located) may have enclosed a water meter either partially or totally, by gyproc or other construction material. The owner shall be responsible to remove any such enclosure at the owner's expense. When the water meter is exposed and accessible the Town will proceed with correcting the water meter to a horizontal position.

For situations where the water meter is not accessible or has been partially or totally enclosed by gyproc or other construction material the following shall apply:

1. Building or Self-Contained Unit

The owner of the building or self-contained unit in which a water meter is located shall be responsible to remove any gyproc or other construction material which has partially or totally enclosed the water meter.

When the water meter is exposed and accessible the Town will proceed with replacement of the water meter or correcting the water meter to a horizontal position. The remote reader will be replaced as necessary. This work done by the Town will be at no cost to the owner.

2. Manufactured (Mobile) Homes

The owner of the manufactured (mobile) home in which a water meter is located under the manufactured (mobile) home shall be responsible to:

- a. remove a portion of the skirting around the manufactured (mobile) home to allow access to the water meter.
- b. remove the heat tape from the waterline and replace it after the Town has completed its work with the water meter.

When the water meter is accessible and the heat tape removed the Town will proceed with replacement of the water meter or correcting the water meter to a horizontal position. The remote reader will be replaced as necessary. This work done by the Town will be at not cost to the owner.