

**THE MUNICIPALITY OF WESTLAKE-GLADSTONE
PLUMAS UTILITY
BY-LAW NO. 2024-05
WATER & WASTEWATER UTILITY RATES**

BEING a By-law of the Municipality of Westlake-Gladstone to establish water and wastewater rates for the Plumas Utility and provide for the collection thereof.

WHEREAS the Plumas Utility purchases water from the Yellowhead Regional Water Co-op (YRWC) and received authorization from the Public Utilities Board to pass through purchase rate increases;

AND WHEREAS the rates approved in Public Utilities Board Order #153-19 were based on an assumed water purchase rate, after accounting for 2% annual inflation, of \$1.99 per cubic meter;

AND WHEREAS the April 1, 2025 YRWC purchase rate is \$2.84, for an increase of \$0.85 per cubic meter over the purchase rate accounted for in the previous rate study;

AND WHEREAS the Municipality of Westlake Gladstone has previously passed through water purchase rate increases of \$0.25 and \$0.06 in By-laws No. 2021-13 and 2022-03, respectively;

AND WHEREAS the remaining difference to be passed through is therefore \$0.54 per cubic meter;

AND WHEREAS the Municipality of Westlake Gladstone has filed an application to increase utility rates for the Plumas Water and Wastewater Utility by 6.25%, in accordance with the Public Utilities Board Simplified Rate Application Process;

AND WHEREAS *The Municipal Act, S.M. 1996, C58*, states in part:

- 232(1)** A Council may pass by-laws for municipal purposes respecting the following matters:
- (l) public utilities:
- 232(2)** Without limiting the generality of subsection (1), a council may in a by-law passed under this Division
- (d) establish fees or other charges for services, activities or things provided or done by the municipality or for the use of property under the ownership, direction, management or control of the municipality;
- 250(2)** Without limiting the generality of subsection (1), a municipality may for municipal purposes do the following:
- (c) acquire, establish, maintain and operate services, facilities and utilities;
- 252(1)** A municipality exercising powers in the nature of those referred to in clauses 250(2)(b),(c) and (e) may set terms and conditions in respect of users, including
- (a) setting the rates or amounts of deposits, fees and other charges, and charging and collecting them;
 - (b) providing for a right of entry onto private property to determine compliance with other terms and conditions, to determine the amount of deposits, fees or other charges, or to disconnect a service; and
 - (c) discontinuing or disconnecting a service and refusing to provide the service to users who fail to comply with the terms and conditions.
- 252(2)** A charge referred to in clause (1)(a) may be collected by the municipality in the same manner as a tax may be collected or enforced under this Act.”

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AND WHEREAS it is deemed advisable to provide rates for October 1, 2025 and thereafter to be paid by persons to whom water and wastewater services are supplied by the Plumas Utility and to provide for the collection thereof;


NOW THEREFORE the Council of The Municipality of Westlake-Gladstone, in session duly assembled hereby enacts as follows:

1. THAT consumers shall be charged quarterly for water and wastewater service supplied to them by the Plumas Utility within the Municipality of Westlake-Gladstone at the rates and terms set out in Schedule "A" attached hereto and forming part of this by-law.
2. THAT the Municipality of Westlake-Gladstone reserves the right to discontinue the supply of water for fountains, jets, hoses and sprinklers, or to limit the hours for use of the same, whenever, at the discretion of Council, it is in the best interests of the public to do so.
3. THAT no person, other than the Fire Chief or someone acting on their behalf, or a representative of the Municipality duly authorized in writing by the Municipality's Chief Administrative Officer, shall open or use any fire hydrant, either for construction purposes, street cleaning, or any other purpose.
4. THAT the meter shut off valve inside premises serviced with water by the Municipality of Westlake-Gladstone's Plumas Utility, shall be readily accessible and not used by the owner except for the protection of the premises. No person shall tamper with the meter or cause the water supply to bypass the meter. All pipes and valves inside the premises shall be kept in good repair by the owner or occupant. Any damage through neglect or otherwise, by a contractor for the owner or occupant, to the water service pipes from the street to the premises including the meter shall be the responsibility of the owner or occupant.
5. THAT no person shall wilfully or maliciously hinder or cause to hinder the Municipality of Westlake-Gladstone or its representative in the exercise of their duties in relation to the operation and maintenance of the water or wastewater system.
6. THAT any person violating any provision of this by-law shall:
 - a. be guilty of an offence and, upon conviction, liable to a fine not exceeding one thousand dollars (\$1,000) and costs for each violation;
 - b. be liable to the Municipality of Westlake-Gladstone for any expense, loss or damage suffered by the Municipality as a result of the violation;
 - c. be liable for the repairs and costs of the repairs to the system as a result of the violation. If that person is in default of effecting the repairs, the Municipality may effect the repairs and charge the cost thereof to that persons, or add the cost to property taxes and collect those property taxes in the same manner as other property taxes.
7. THAT this by-law and rates for October 1, 2025 and thereafter, shall come into force and be effective on, from and after both approval of the Public Utilities Board of Manitoba and receipt of third and final reading thereof.

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8. THAT By-laws No. 2017-06, 2021-13, 2022-03, and their amendments are hereby repealed as of October 1, 2025 and upon final approval of this By-law by the Public Utilities Board of Manitoba.

DONE AND PASSED by the Municipality of WestLake-Gladstone, in Council duly assembled this 17th day of September 2025.


Daryl Shipman
Mayor


Karen Paz
Chief Administrative Officer

READ a First time this 16th day of October, 2024.

READ a Second time this 17th day of September, 2025.

READ a Third time and PASSED this 17th day of September, 2025.

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**SCHEDULE "A"
SCHEDULE OF QUARTERLY RATES**

1. Schedule of Commodity Rates & Quarterly Service Charge October 1, 2025

Quarterly Service Charge \$14.49

Quarterly Rates	Water	Wastewater	Water & Wastewater
Per Cubic Meter	\$5.17	\$0.48	\$5.65

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per month set out below, which includes the volume allowance as listed.

For all metered accounts, volumes in excess of the minimum monthly allowance will be charged at the applicable commodity rate.

a. Metered Water & Wastewater, Water Only Customers

Meter Size (Inches)	Group Capacity Ratio	Volume Included (C.M.)	Customer Service Charge	Water Commodity Charge	Wastewater Commodity Charge	Water & Wastewater Total Quarterly Minimum	Water Only Total Quarterly Minimum
5/8	1	14	\$ 14.49	\$ 72.38	\$ 6.72	\$ 93.59	\$ 86.87
3/4	2	28	\$ 14.49	\$ 144.76	\$ 13.44	\$ 172.69	\$ 159.25
1	4	56	\$ 14.49	\$ 289.52	\$ 26.88	\$ 330.89	\$ 304.01
1 1/2	10	140	\$ 14.49	\$ 723.80	\$ 67.20	\$ 805.49	\$ 738.29
2	25	350	\$ 14.49	\$ 1,809.50	\$ 168.00	\$ 1,991.99	\$ 1,823.99

b. Bulk Water Sales

All water sold in bulk by the Plumas Utility will be charged at the rate of \$24.13 per 1,000 gallons.

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The following clauses take effect October 1, 2025:

3. Service To Customers Outside Utility's Limits

The Council of Municipality of Westlake-Gladstone may sign Agreements with customers for the provision of water and wastewater services to properties located outside the boundaries of Plumas. Such Agreements shall provide for payment of the appropriate rates set out in the Schedule, as well as a surcharge, set by Resolution of Council, which shall be equivalent to the frontage levy, general taxes, and special taxes for the Utility purposes in effect at the time or may be in effect from time to time, and which would be levied on the property concerned if it were within Plumas's boundaries. In addition, all costs of connecting to the Utility's mains, and installing and maintaining service connections, will be paid by the customer.

4. Billings And Penalties

Accounts shall be billed quarterly and the due date shall be at least 14 days after the mailing of the bills. A late payment charge of 1.25% per month shall be charged on the dollar amount owing after the billing due date.

5. Disconnection

The Public Utilities Board has approved the Conditions Precedent to be followed by the Municipality with respect to disconnection of service for non-payment including such matters as notice and the right to appeal such action to The Public Utilities Board. A copy of the conditions precedent is available for inspection at the Municipality's office.

6. Reconnection

Any service disconnected, whether due to non-payment of account or for any other reason(s) mutually agreed to by the customer and the Municipality (i.e. repairs necessitated by negligence of the customer, changes in tenant, vacancy for an extended period of time, etc.) shall not be reconnected until a reconnection fee of \$50.00 and all arrears and penalties, if any, have been paid.

7. Outstanding Bills

Pursuant to Section 252(2) of The Municipal Act, the amount of all outstanding charges for water and wastewater services are a lien and charge upon the land serviced and shall be collected in the same manner in which ordinary taxes upon the land are collectible, and with like remedies.

8. Hydrant Charges

The Municipality of Westlake-Gladstone, or any other hydrant owner, will pay to the Utility an annual fee of \$100.00 for each hydrant connected to the system which shall include the cost of water used for firefighting.

9. Water Allowance Due To Line Freezing

That in any case where, at the request of the Council, a customer allows water to run continuously for any period of time to prevent the water lines in the water system from freezing, the charge to the customer for the current quarter shall be the average of the billings for the last two previous quarters to the same customer, or to the same premises if the occupant has changed.

10. Wastewater Surcharges

a) There may be levied annually, in addition to the rates set forth above, a special surcharge on sewage having a Biochemical Oxygen Demand in excess of 300 parts per million, to be set by Resolution of Council.

b) A special surcharge for substances requiring special treatment shall be charged based on the actual costs of treatment required for the particular sewage or industrial waste.

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11. Meter Testing

That in any case where a utility customer requests that a meter be tested for accuracy, the customer will provide the Municipality with a deposit of \$200. The Municipality will then remove the subject meter and send it to an independent lab for testing. If the meter is found to be faulty, all costs associated with the testing process will be borne by the Municipality and the deposit will be refunded to the customer. If the meter is found to be in proper working order, all costs associated with the testing process will be borne by the customer and the customer will be billed or refunded any balance owing.

12. Cross Connections

No customer or person shall connect, cause to be connected or allow to remain connected any piping, fixture, fitting, container or appliance in a manner which under any circumstances may allow water, wastewater or any harmful liquid or substance to enter the Municipality's water system.

If a condition is found to exist which, in the opinion of the Municipality, is contrary to the aforesaid, the Municipality may either:

- Shut off the service or services; or
- Give notice to the customer to correct the fault at his or her own expense within a specified time period. If the customer fails to comply with such notice the Municipality shall proceed in accordance with clause 1 of this section.

13. Conditions of Disrepair

In the event that there are conditions of disrepair in the water or wastewater works on a property that detrimentally affects the system as a whole and, upon the failure of the owner of the property to correct the condition within a reasonable time, the Municipality, or its agents, may enter the property, effect repairs and charge the cost thereof against the subject property as ordinary taxes.

14. Authorization For Officer To Enter Upon Premises

The Public Works Manager, or other employee authorized by the Municipality in the absence of the Public Works Manager, shall be authorized to enter upon any premise for the purpose of:

Affixing to any pipe, wire or apparatus connected with any such utility, a meter or any other measuring or testing device; or taking readings from, repairing, inspecting or removing any meter or apparatus belonging to the Municipality.