

# The Corporation of the City of Guelph

## By-law Number (2021) -20651

A By-law to impose water and wastewater fees and charges in the City of Guelph, to set billing schedules and to repeal By-law Number (2020) – 20546.

Whereas section 391 of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the "Act"), allows municipalities to pass by-laws imposing fees or charges on persons for services, activities, costs and uses of property of the municipality;

And whereas for the purposes of this By-law, and as defined in section 390 of the Act, "person" includes a municipality and a local board and the Crown;

And whereas the Council of The Corporation of the City of Guelph desires to pass a by-law pursuant to section 391 of the Act;

### The Council of The Corporation of the City of Guelph enacts as follows:

1. That the rates and charges for water supplied and the rates and charges for sewage service in the City of Guelph shall be as set out in Schedule "1" of this By-law.
2. That, in accordance with agreements made from time to time between Alectra Utilities Corporation ("Alectra Utilities Corporation") and The Corporation of the City of Guelph, water meters shall be read by Alectra Utilities on the same meter reading schedule as is the case for hydro meters and Alectra Utilities shall carry out the billing of such water use with industrial and commercial meters being read and billed on the same schedule as hydro billing.
3. That By-law Number (2020)–20546 be and the same is hereby repealed.
4. That this By-law shall come into effect on the January 1, 2022.

**Passed this second day of December 2021.**

### Schedules:

Schedule 1: Schedule to By-law (2021) - 20651



**Cam Guthrie, Mayor**



**Stephen O'Brien, City Clerk**



Schedule "1" to By-law (2021)-20651

## Water, Wastewater

**Table 1 (Table 63) - Water Daily Basic Service Charges – based on meter size**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
5/8 inches – 15 millimetres	\$0.26	\$0.26	0.0%	January 1, 2022	\$0.26	0.0%	March 1, 2023
3/4 inches – 20 millimetres	\$0.26	\$0.26	0.0%	January 1, 2022	\$0.26	0.0%	March 1, 2023
1 inches – 25 millimetres	\$0.35	\$0.35	0.0%	January 1, 2022	\$0.35	0.0%	March 1, 2023
1.5 inches – 40 millimetres	\$0.91	\$0.91	0.0%	January 1, 2022	\$0.91	0.0%	March 1, 2023
2 inches – 50 millimetres	\$1.99	\$1.99	0.0%	January 1, 2022	\$1.99	0.0%	March 1, 2023
3 inches – 75 millimetres	\$4.21	\$4.21	0.0%	January 1, 2022	\$4.21	0.0%	March 1, 2023
4 inches – 100 millimetres	\$7.26	\$7.26	0.0%	January 1, 2022	\$7.26	0.0%	March 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
6 inches – 150 millimetres	\$13.61	\$13.61	0.0%	January 1, 2022	\$13.61	0.0%	March 1, 2023
8 inches – 200 millimetres	\$23.71	\$23.71	0.0%	January 1, 2022	\$23.71	0.0%	March 1, 2023
10 inches – 250 millimetres	\$39.14	\$39.14	0.0%	January 1, 2022	\$39.14	0.0%	March 1, 2023

**Table 2 (Table 64) - Wastewater Daily Basic Service Charges – based on r meter size**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
5/8 inches – 15 millimetres	\$0.32	\$0.32	0.0%	January 1, 2022	\$0.32	0.0%	March 1, 2023
3/4 inches – 20 millimetres	\$0.32	\$0.32	0.0%	January 1, 2022	\$0.32	0.0%	March 1, 2023
1 inches – 25 millimetres	\$0.52	\$0.52	0.0%	January 1, 2022	\$0.52	0.0%	March 1, 2023
1 1/2 inches – 40 millimetres	\$1.37	\$1.37	0.0%	January 1, 2022	\$1.37	0.0%	March 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
2 inches – 50 millimetres	\$3.09	\$3.09	0.0%	January 1, 2022	\$3.09	0.0%	March 1, 2023
3 inches – 75 millimetres	\$6.27	\$6.27	0.0%	January 1, 2022	\$6.27	0.0%	March 1, 2023
4 inches – 100 millimetres	\$11.22	\$11.22	0.0%	January 1, 2022	\$11.22	0.0%	March 1, 2023
6 inches – 150 millimetres	\$21.08	\$21.08	0.0%	January 1, 2022	\$21.08	0.0%	March 1, 2023
8 inches – 200 millimetres	\$37.13	\$37.13	0.0%	January 1, 2022	\$37.13	0.0%	March 1, 2023
10 inches – 250 millimetres	\$61.87	\$61.87	0.0%	January 1, 2022	\$61.87	0.0%	March 1, 2023

**Table 3 (Table 66) - Water and Wastewater Volume Charges**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Water – per cubic metre	\$1.82	\$1.87	2.7%	January 1, 2022	\$1.95	4.3%	March 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Wastewater – per cubic metre	\$1.94	\$1.99	2.6%	January 1, 2022	\$2.05	3.0%	March 1, 2023

In the event that a billing period commences before and ends after the day that this Schedule comes into effect, the water and wastewater volume charges for that period shall be assessed proportionately, based on the number of days water was supplied before and after the day that this Schedule came into effect.

**Table 4 (Table 67) - Water Meter Connection Charges**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
5/8 x 1/2 inch – 15 millimetres	\$310.98	\$328.01	5.5%	January 1, 2022	\$333.99	1.8%	January 1, 2023
5/8 x 3/4 inch – 15 millimetres	\$312.00	\$328.01	5.1%	January 1, 2022	\$333.99	1.8%	January 1, 2023
3/4 inch – 20 millimetres	\$334.91	\$358.56	7.1%	January 1, 2022	\$365.12	1.8%	January 1, 2023
3/4 x 1 inch – 20 millimetres	\$343.03	\$361.13	5.3%	January 1, 2022	\$367.58	1.8%	January 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
1 inch – 25 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
1 1/2 inches – 40 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
2 inches – 50 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
3 inches– 75 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
4 inches – 100 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
6 inches – 150 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
8 inches – 200 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
10 inches – 250 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023

Water Meter connection charges are payable on invoice provided after the installation of the water meter by Water Services staff. Meter types are chosen by Water Services to ensure accurate customer metering and billing. Water meters 1 (one) inch through 10(ten) inch must be approved by Water Services to ensure appropriate sizing. Water Services will set the Meter Connection Charge for water meters of these sizes at time of approval.

**Table 5 (Table 68) - Water meter testing charges**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
5/8 x 1/2 inch – 15 millimetres	\$272.00	\$396.00	45.6%	January 1, 2022	\$402.00	1.5%	January 1, 2023
5/8 x 3/4 inch – 15 millimetres	\$272.00	\$396.00	45.6%	January 1, 2022	\$402.00	1.5%	January 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
3/4 inch – 20 millimetres	\$284.00	\$408.00	43.7%	January 1, 2022	\$415.00	1.7%	January 1, 2023
3/4 x 1 inch – 20 millimetres	\$284.00	\$408.00	43.7%	January 1, 2022	\$415.00	1.7%	January 1, 2023
1 inch – 25 millimetres	\$291.00	\$417.00	43.3%	January 1, 2022	\$424.00	1.7%	January 1, 2023
1 1/2 inches – 40 millimetres	\$310.00	\$440.00	41.9%	January 1, 2022	\$447.00	1.6%	January 1, 2023
2 inches – 50 millimetres	\$366.00	\$447.00	22.1%	January 1, 2022	\$454.00	1.60%	January 1, 2023
3 inches– 75 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
4 inches – 100 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023



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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
6 inches – 150 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
8 inches – 200 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023
10 inches – 250 millimetres	Set by Water Services	Set by Water Services	No change	January 1, 2022	Set by Water Services	No change	January 1, 2023

Any water customer having doubts as to the accuracy of the water meter installed on the water customer's premises may request that the meter be tested by entering into a meter testing agreement as outlined in the Customer Accounts Water and Wastewater Bylaw, and shall be at a rate equal to the corresponding Water Meter Testing Charges listed in Table 5.

**Table 6 (Table 69) - Other water meter related fees**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Home builder metre kits – ¾.x 1 inch – per kit	\$207.00	\$215.00	3.9%	January 1, 2022	\$219.00	1.9%	January 1, 2023
Bulk water rate charge – per cubic metre	\$3.75	\$3.86	2.9%	January 1, 2022	\$4.00	3.6%	January 1, 2023
New – Call Out Rate After Hours	N/A	\$144.00	N/A	January 1, 2022	\$147.00	2.1%	January 1, 2023
New – Call Out Rate Business Hours	N/A	\$97.00	N/A	January 1, 2022	\$99.00	2.1%	January 1, 2023
New – Missed Appointment Fee	N/A	\$97.00	N/A	January 1, 2022	\$99.00	2.1%	January 1, 2023

Water Meter Builder kit charges are payable on invoice provided after the provision of home builder water meter kits by Water Services staff to home builders.

The charge for all bulk water sales by the City from the municipal water supply, including bulk water sold from City of Guelph filling stations or from City of Guelph fire hydrants, shall be at the rate of \$3.86 per cubic metre of water supplied (2022) and at the rate of \$4.00 per cubic metre of water supplied (2023) .

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The charge for replacing or repairing a frozen water meter, or a water meter damaged by a customer, is based on the meter size to be replaced or repaired, and shall be at a rate equal to the corresponding Water Meter Connection Charge listed in Table 4.

Where a water meter service call is requested during regular business hours of Monday to Friday, 8:00 a.m. to 4:00 p.m., excluding statutory holidays observed by the City, and it is determined a private side matter, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Call Out Rate – Business Hours in Table 6 (Table 69).

Where a water meter service call is requested outside of regular business hours of Monday to Friday, 8:00 a.m. to 4:00 p.m., excluding statutory holidays observed by the City, and it is determined a private side matter, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Call Out Rate – After Hours in Table 6 (Table 69).

Where a water meter service appointment is scheduled with City staff or a third-party vendor on behalf of the City, and missed or not attended by the customer, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Missed Appointment Fee in Table 6 (Table 69).

**Table 7 (Table 70) - Fire hydrant related charges**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Monthly rental for each 5 hydrant metre and backflow preventer combination	\$350.00	\$357.00	2.0%	January 1, 2022	\$364.00	2.0%	January 1, 2023

#### Fire Hydrant Meter and Backflow Preventer Installation, Rental and Water Supply Charges

The charge for a Fire Hydrant Meter Installation and Rental is based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs.

The monthly rental charge for each fire hydrant meter and backflow preventer combination is \$357.00 (2022) and \$364.00 (2023).

The volume charge is billed at the Bulk Water Rate set out in Table 6.

#### Fire Hydrant Meter and/or Backflow Preventor Repair/Replacement

The charge to repair or replace a lost or damaged fire hydrant meter or backflow preventor is based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs.

#### Fire Hydrant Relocation

Every customer-requested fire hydrant relocation requires a written agreement between the requesting customer and Water Services. The charge for relocation of a fire hydrant as requested by a customer is based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs. As the relocation of an existing fire hydrant may result in loss of fire protection for existing customers, the related costs of maintaining fire protection to these affected customers will be borne by the customer requesting and paying for the fire hydrant relocation.

#### Fire Hydrant Damage Repair

The charge to repair a damaged fire hydrant is based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs.

**Table 8 (Table 71) - Charges for distribution system infrastructure, installation and maintenance**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Water turn off/turn on requests – After Hours	\$271.00	\$279.00	3.0%	January 1, 2022	\$284.00	1.8%	January 1, 2023
New - Water turn off/turn on requests – Business Hours – per visit cost	N/A	\$55.00	N/A	January 1, 2022	\$56.00	1.8%	January 1, 2023

During regular business hours of Monday to Friday, 8:00 a.m. to 4:00 p.m., excluding statutory holidays observed by the City, the following services are charged based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs:

Watermain tapping services;

Water service replacements;

New subdivision connections, inspections, shutdowns, and bacteriological testing;

Thawing frozen water pipes on private property;

Locating and/or leak detecting private services on private property; and

Supervision of the private repair of water services and watermains;

Outside regular business hours, being Monday to Friday, 4:00 p.m. to 8:00 a.m., weekends, and all statutory holidays observed by the City:

Water service turn off and water service turn on requests will be charged at a rate of \$279.00 + tax (2022) and \$284.00 + tax (2023) and

All other services will be charged a minimum 2 hour fee based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, and all property restoration costs.

**Table 9 (Table 72) - Deposit fees for sanitary service installation**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
4 inch – 100 millimetres	\$10,000.00	\$10,000.00	0.0%	January 1, 2022	\$10,000.00	0.0%	January 1, 2023
6 inch – 150 millimetres	\$10,500.00	\$10,500.00	0.0%	January 1, 2022	\$10,500.00	0.0%	January 1, 2023
8 inch – 200 millimetres	\$11,000.00	\$11,000.00	0.0%	January 1, 2022	\$11,000.00	0.0%	January 1, 2023

**Table 10 (Table 73) - Deposit fees for storm service installation**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
6 inch – 150 millimetres	\$10,000.00	\$10,000.00	0.0%	January 1, 2022	\$10,000.00	0.0%	January 1, 2023

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	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
8 inch – 200 millimetres	\$11,000.00	\$11,000.00	0.0%	January 1, 2022	\$11,000.00	0.0%	January 1, 2023
10 inch – 250 millimetres	\$11,500.00	\$11,500.00	0.0%	January 1, 2022	\$11,500.00	0.0%	January 1, 2023
12 inch – 300 millimetres	\$12,000.00	\$12,000.00	0.0%	January 1, 2022	\$12,000.00	0.0%	January 1, 2023
15 inch – 375 millimetres	\$13,000.00	\$13,000.00	0.0%	January 1, 2022	\$13,000.00	0.0%	January 1, 2023
18 inch – 450 millimetres	\$14,000.00	\$14,000.00	0.0%	January 1, 2022	\$14,000.00	0.0%	January 1, 2023
21 inch – 525 millimetres	\$15,000.00	\$15,000.00	0.0%	January 1, 2022	\$15,000.00	0.0%	January 1, 2023
24 inch – 600 millimetres	\$16,000.00	\$16,000.00	0.0%	January 1, 2022	\$16,000.00	0.0%	January 1, 2023
27 inch – 675 millimetres	\$17,500.00	\$17,500.00	0.0%	January 1, 2022	\$17,500.00	0.0%	January 1, 2023

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
30 inch – 750 millimetres	\$19,500.00	\$19,500.00	0.0%	January 1, 2022	\$19,500.00	0.0%	January 1, 2023

**Table 11 (Table 74) - Deposit fees for water service installation**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
1 inch – 25 millimetres	\$10,500.00	\$10,500.00	0.0%	0.0%	\$10,500.00	0.0%	January 1, 2023
2 inch – 50 millimetres	\$11,000.00	\$11,000.00	0.0%	January 1, 2022	\$11,000.00	0.0%	January 1, 2023
6 inch – 150 millimetres	\$15,000.00	\$15,000.00	0.0%	January 1, 2022	\$15,000.00	0.0%	January 1, 2023
8 inch – 200 millimetres	\$16,500.00	\$16,500.00	0.0%	January 1, 2022	\$16,500.00	0.0%	January 1, 2023
10 inch – 250 millimetres	\$18,000.00	\$18,000.00	0.0%	January 1, 2022	\$18,000.00	0.0%	January 1, 2023
12 inch – 300 millimetres	\$20,000.00	\$20,000.00	0.0%	January 1, 2022	\$20,000.00	0.0%	January 1, 2023



All customers applying for storm, sanitary, and water service installations are to provide, at the time of application for a building permit, a deposit as set out in Tables 9, 10 and 11. Deposit Fees for Sanitary, Storm, and Water Service Installations. Customers agree and acknowledge that this is a deposit only and that they will be fully responsible for payment of all progress and/or final invoices issued by the City. If the actual costs of installation are less than the deposit, the balance of the deposit will be returned to the customer after completion of the work.

All progress invoices and/or final invoices are charged based on actual installation costs, which, in turn, are based on actual labour costs, payroll burden costs, overhead and administration costs, vehicle, equipment, materials, tendered contracts and all property restoration costs. Costs may vary depending on factors like traffic control, weather conditions, local underground conditions, depth of frost, need for dewatering, and soil disposal requirements.

**Table 12 (Table 75) - Wastewater Overstrength Surcharge Agreement Fees and other fees**

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
Wastewater Overstrength Surcharge per (1,000 litres of wastewater)	\$0.40	\$0.41	2.6%	January 1, 2022	\$0.42	3.0%	January 1, 2023
New – Sewer Block Response – Business Hours	N/A	\$295.00	N/A	January 1, 2022	\$300.00	1.70%	January 1, 2023

	2021 fee	2022 fee	Increase/ (decrease)	Effective starting	2023 fee	Increase/ (decrease)	Effective starting
New – Sewer Block Response – After Hours	N/A	\$330.00	N/A	January 1, 2022	\$335.00	1.50%	January 1, 2023
New – Sewer Block Response – Statutory Holidays and Sundays	N/A	\$400.00	N/A	January 1, 2022	\$410.00	2.50%	January 1, 2023

The City's Sewer Use By-law provides for Overstrength Surcharge Agreements, which in turn provide for the payment of certain Overstrength Surcharge fees. These fees are calculated using the formula provided in that by-law. That formula includes the operating cost of the City's Wastewater Treatment Plant, which is hereby established as \$0.41 per 1,000 Litres of wastewater (2022) and \$0.42 per 1,000 Litres of wastewater (2023).

Where a sewer block response is requested during regular business hours of Monday to Friday, 8:00 a.m. to 4:00 p.m., excluding statutory holidays observed by the City, and it is determined a private side matter, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Sewer Block Response – Business Hours in Table 12 (Table 75).

Where a sewer block response is requested outside of regular business hours of Monday to Friday, 8:00 a.m. to 4:00 p.m., excluding statutory holidays observed by the City, and it is determined a private side matter, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Sewer Block Response – After Hours in Table 12 (Table 75).

Where a sewer block response is requested on a Sunday or statutory holiday observed by the City and it is determined a private side matter, charges are payable on invoice provided after and shall be at a rate equal to the corresponding Sewer Block Response – Statutory Holidays and Sundays in Table 12 (Table 75).

**Late Payment Charges**

All rates, fees and charges payable are subject to a late payment charge if they are not paid in full on or before the due date. Late payment charges for overdue amounts may be adjusted from time to time, but in any event, the amount charged shall be in accordance with the City's current late penalty rates.

**Credits**

City Council may, from time to time, approve corporate policies providing for Credits towards the payment of fees and charges under this By-law. City staff shall carry out the procedures necessary to implement such policies. By way of example, City Council may approve corporate policies relating to a Sewer Abatement Credit and a Leak Forgiveness Credit.