



RURAL WATER PIPELINE HANDBOOK FOR SASKATCHEWAN

*UNIT EIGHT (VIII) -
APPENDICES/REFERENCES*

April 2009

UNIT I INTRODUCTION

No appendices

UNIT II IDENTIFICATION OF PARTNERS

No appendices

UNIT III GETTING STARTED

Appendix III - A1	PFRA Map showing Districts	III	– 2
Appendix III - A2	Sask Water Boundaries with Rural Municipalities.....	III	– 2
Appendix III - A3	Health Region Boundaries with Rural Municipalities.....	III	– 2
Appendix III - A3(1)	Health Region Authorities (Health Regions)	III	– 2
Appendix III - A4	Ministry of Environment Boundaries with Rural Municipalities..	III	– 2
Appendix III - B	Expression of Interest Form.....	III	– 3
Appendix III - C	Written Questionnaire for Surveys	III	– 3
Appendix III - D	Water Supply Agreement with a Town or City	III	– 4
Appendix III - D	Water Supply Agreement with Sask Water.....	III	– 4
Appendix III - F	Request for Proposal for Engineering Services	III	– 4
Appendix III - G	Terms of Reference	III	– 4
Appendix III - H	List of Consulting Firms	III	– 4
Appendix III - I	Project Brief	III	– 4
Appendix III - J	Evaluation of Proposals	III	– 5
Appendix III - K	Permit to Construct and/or Operate a Waterworks	III	– 5
Appendix III - L	Responsibilities of Organization/PFRA/Engineer.....	III	– 7

UNIT IV REGULATORY REQUIREMENTS

Appendix III - K	Permit to Construct and/or Operate a Waterworks	IV	– 6
Appendix IV - B	Permit to Alter	IV	– 6
Appendix IV - C	Back Flow Devices & Prevention	IV	– 8
Appendix IV - D	Limited Scope Pipeline	IV	– 16
Appendix IV - E	Health Requirements for Operating a Pipeline.....	IV	– 21
Appendix IV - C	Back Flow Devices & Prevention	IV	– 21

UNIT V APPROVALS & AGREEMENTS

Appendix V - A	Contacts for Crossings	V	– 2
Appendix III - K	Permit to Construct and/or Operate a Waterworks	V	– 2
Appendix IV - B	Permit to Alter	V	– 2
Appendix V - C	Highways Crossing Letter	V	– 3

Appendix V - D	Highway Application Form	V – 3
Appendix V - E	Railway Crossing Letter and Form.....	V – 4
Appendix V - F	Federal Environmental Assessment Process	V – 5
Appendix III-D	Water Supply Agreement with Water Supplier	V – 8
Appendix III - K	Permit to Construct and/or Operate a Waterworks	V – 8
Appendix V - G	Right-of-way and Utility Easement.....	V – 9
Appendix V - H	Metes and Bounds Description	V – 9
Appendix V - I	Affidavit of Grantor	V – 9
Appendix V - J	Affidavit of Execution	V – 9
Appendix V - K	Homesteads Act Certificate	V – 9
Appendix V - L	A Plan of Right of Way Easement Procedure	V – 10

UNIT VI TECHNICAL DESIGN & OPERATIONAL GUIDE

Appendix VI - A	Typical Rural Household Water Use.....	VI – 9
Appendix VI - B	Rural Water Use Calculation.....	VI – 9
Appendix VI - C	Air Gap Illustration	VI – 16
Appendix VI - L	Typical Specifications	VI – 21
Appendix VI - T	Booster Station Location.....	VI – 22
Appendix VI - T2	Booster Station Mechanical	VI – 22
Appendix VI - T3	Booster Station Structural.....	VI – 28
Appendix VI - T	Booster Station Location.....	VI – 28
Appendix VI - T2	Booster Station Mechanical	VI – 29
Appendix VI - U	Typical House Connection.....	VI – 32

UNIT VII ADMINISTRATION, GROWTH & DEVELOPMENT

Appendix VII-A	The Municipalities Act (condensed)	VII – 2
Appendix VII-B	Corporate Bylaw – Front Page Only	VII – 2
Appendix VII-C	Corporate Bylaw	VII – 2
Appendix VII-D	Business Plan	VII – 3
Appendix VII-KK	Personnel and Contacts.....	VII – 4
Appendix VII-E	Municipal Council Members Handbook	VII – 7
Appendix VII-F	Municipal Council Meeting Guide	VII – 7
Appendix VII-G	Meeting Registration Sign-in.....	VII – 8
Appendix VII-H	Board Member Expense Form.....	VII – 8
Appendix VII-I	Subscriber Agreement	VII – 9
Appendix VII-J	Subscriber Agreement – Long-line	VII – 10

Appendix VII-K	Subscriber Agreement – Pasture Connection.....	VII – 11
Appendix VII-L	Declined Connection	VII – 11
Appendix VII-M	Renter’s Agreement.....	VII – 12
Appendix VII-N	Sub-Division Agreement	VII – 13
Appendix VII-O	Mobile Park Agreement	VII – 13
Appendix VII-P	Agreement for Mobile Park Renters.....	VII – 14
Appendix VII-Q	High Use Water Users Chart	VII – 16
Appendix VII-R	Transfer of Ownership Form	VII – 16
Appendix VII-S	Non-Compliance Form.....	VII – 17
Appendix VII-T	Meter Read Card	VII – 18
Appendix VII-U	Meter Installation Form	VII – 18
Appendix VII-V	Payment Reminder Notice.....	VII – 19
Appendix VII-W	Shut-Off Notice	VII – 19
Appendix III - K	Permit to Construct and/or Operate a Waterworks	VII – 20
Appendix IV - B	Permit to Alter	VII – 20
Appendix VII-X	Insurance Check-List	VII – 24
Appendix VII-Y	Bylaw No. 1.....	VII – 25
Appendix VII-Z	Bylaw No. 2 – General Penalty Bylaw	VII – 25
Appendix VII-JJ	Vendor Form.....	VII – 26
Appendix VII-AA	Bank Reconciliation	VII – 26
Appendix VII-BB	Petty Cash Report	VII – 27
Appendix VII-CC	Packet Cover Page.....	VII – 28
Appendix VII-DD	Application for Interest Registration	VII – 29
Appendix VII-EE	Begin Attachment Sheet	VII – 29
Appendix VII-FF	Automated Transfer Form.....	VII – 30
Appendix VII-GG	Record Drawing Form.....	VII – 30
Appendix VII-HH	Actual Yard Drawing.....	VII – 30
Appendix VII-II	Records Retention and Disposal Guide.....	VII – 33