

**PROVINCE OF QUEBEC
MRC BROME-MISSISQUOI
TOWN OF BROME LAKE**

BY-LAW 2019-05

WATER METER BY-LAW

ARTICLE 1 OBJECTIVES OF THE BY-LAW

The purpose of this by-law is to govern the installation and maintenance of water meters for the measurement of potable water consumption in non-residential buildings.

ARTICLE 2 DEFINITIONS OF TERMS

In the present by-law, unless the context indicates otherwise, the following terms have the following meanings:

« **Bâtiment** » - “**Building**”: any structure used or intended to be used to house or receive people, animals or things.

« **Branchement de service** » - “**Service connection**”: the piping that carries water from the water main to the inside of the building.

« **Compteur** » ou « **compteur d'eau** » - “**Meter**” or “**water meter**”: a device used to measure water consumption.

« **Conduite d'eau** » - “**Water pipe**”: the municipal piping that carries and distributes drinking water to the Town's streets.

« **Dispositif antirefoulement** » - “**Backflow prevention device**”: mechanical device consisting of two valves designed to protect the drinking water supply network against the dangers of contamination and cross-connections.

« **Immeuble non résidentiel** » - “**Non-residential building**”: any building connected to a water service that meets any of the following conditions:

- a. it is included in a unit of assessment belonging to the category of non-residential immovables within the meaning of section 244.31 of the Act respecting municipal taxation and forming part of one of the classes 5 to 10 provided for in section 244.32 of that Act;
- b. it is included in a unit of assessment referred to in sections 244.36, 244.51 or 244.52 of this Act;

c. it is covered by any of paragraphs 1^o to 9^o and 11^o to 19^o of section 204 of the Act respecting municipal taxation.

« **Ville** » - “**Town**”: Town of Brome Lake;

« **Propriétaire** » - “**Owner**”: the owner in title, the leaseholder or any other beneficiary depending on the actual situation for each property.

« **Robinet d’arrêt de distribution** » - “**Distribution shut-off valve**”: means a device installed by the Town outside a building on the service entrance to interrupt the water supply to that building. This valve delimits the public and private portions of the service entrance, the public portion being upstream of the valve and the private portion downstream.

« **Robinet d’arrêt intérieur** » - “**Interior shut-off valve**”: a device installed at the entrance to a building, on the interior piping, and used to interrupt the water supply to this building.

« **Tuyau d’entrée d’eau** » - “**Water inlet pipe**”: piping installed between the distribution shut-off valve and the indoor plumbing.

« **Tuyauterie intérieure** » - “**Indoor piping**”: piping installed inside a building, starting from the indoor shut-off valve.

ARTICLE 3 SCOPE OF APPLICATION

This by-law establishes standards for the installation and use of water meters in certain buildings and applies to the entire Town of Brome Lake territory.

ARTICLE 4 RESPONSIBILITY FOR IMPLEMENTING MEASURES

Enforcement of this by-law is the responsibility of the Town's Public Works and Technical Services Department.

ARTICLE 5 GENERAL POWERS OF THE TOWN

Every employee of the Town's Public Works and Technical Services Department or Town inspector has the right to enter at any reasonable time, any public or private place, within or outside the Town's limits, and to remain there as long as necessary in order to carry out a repair or to verify that the provisions of the present by-law have been observed. Any cooperation required must be offered to facilitate access. This employee must carry on his person and exhibit, when required, a piece of identification issued by the Town. In addition, he/she has access, inside buildings, to interior shut-off valves.

ARTICLE 6 MANDATORY USE OF A WATER METER

All non-residential, industrial and institutional buildings must be equipped with a water meter. Only mixed non-residential and commercial buildings listed in Appendix IV are required to have a water meter.

All non-residential buildings:

- Prior to the coming into force of this by-law must be equipped with a water meter no later than July1, 2019.
- After the coming into force of the present by-law must be equipped with a water meter as a prerequisite for connection to the municipal water main until such time as it is equipped with a water meter. The piping of all new non-residential buildings covered by the present by-law must be installed in anticipation of the installation of a water meter in accordance with the rules set out in Article 9 and include a

backflow prevention device in accordance with the Quebec Construction Code, Chapter III, Plumbing, latest edition.

Amendments to this code will become part of the present by-law by resolution pursuant to Section 6 of the Municipal Powers Act.

There must be no more than one water meter per building, and the meter must measure the total consumption of the building. However, in the case of a building with more than one service connection, a water meter must be installed for each service connection, with the exception of a service connection used to supply a sprinkler system for fire protection.

In any new construction requiring the installation of a sprinkler system, the piping supplying water for fire protection must be separated from that for the building's other needs. This separation must take place in a meter chamber. As a result, the water serving the sprinkler system does not have to be accounted for by the water meter. Installation standards for a water meter chamber are presented in Appendix III.

ARTICLE 7 WATER METER INSTALLATION

The water meter and strainer are supplied by the Town and installed by the owner in accordance with Appendices I to III. When the installation is complete, the owner then notifies the Town so that the installation can be inspected and sealed by the Town's representative. Any request for compensation for installation costs must be submitted to the Town in writing on the form prescribed in Appendix V of this by-law.

The Town retains ownership of the water meter and strainer and pays no rent or charge to the owner for housing and protecting this equipment. Annual meter rental charges are included in the owner's tax bill (refer to the "By-law providing for the adoption of the budget and the levying of general and special property taxes" in force).

In the the event of a temporary connection, previously authorized by the Town, during the construction or reconstruction of a building, the Town may at any time suspend the water supply to the building as long as the installation of the piping or appliances does not comply with the present by-law.

When a water meter cannot be installed because the building's plumbing is defective or obsolete, it is the owner's responsibility to carry out, at his or her own expense, the work required to permit its installation. Until such time as the required work has been carried out, the price payable for water consumption in the building will be determined on the basis of the applicable flat rate.

If, when a water meter is replaced or as a result of this work, a pipe leaks due to its age or poor condition, or if the said pipe is obstructed by corrosion, the Town is not responsible for repairs and these must be carried out by the owner, at his own expense.

ARTICLE 8 BY-PASS

Any property owner supplied by a Town water main is prohibited from connecting a pipe or other device between the water main and the water meter on his or her building.

However, the Town requires that a by-pass pipe be installed at the end of the water inlet pipe when the water meter is more than 50 mm in diameter. A valve must be placed on this by-pass pipe and kept closed at all times, except when changing the water meter. The Town must seal this valve in the closed position. If, for exceptional reasons, the owner manipulates this valve, he/she must notify the Town as soon as possible.

ARTICLE 9 CONTROL DEVICES

A tap must be installed both upstream and downstream of the water meter. If the existing tap is in poor condition, it must be repaired or replaced. If the existing tap is difficult to access, a new tap must be installed downstream of the first.

The Town has the right to check the operation of water meters and to determine their make, model and diameter. However, if the use requires a water meter with a larger diameter than that determined by the Town, the owner must include supporting calculations (calculations signed by an engineer) with his or her request for a change. The meter must be installed at a height of between seventy (70) and one hundred and forty (140) centimetres above ground level.

ARTICLE 10 LOCATION OF WATER METER

The water meter must be located inside the owner's building or an annex thereto.

All water meters and backflow prevention devices must be installed in accordance with the technical standards set out in **Appendices I to III**.

The water meter supplying a building must be installed as close as possible and within 3 metres of the building's water inlet.

Minimum clearances around the water meter are required so that it is easily accessible at all times and Town employees can read, remove or check it. These clearances are described in the meter installation standards in 0. If the water meter cannot be installed in a building due to certain technical constraints that interfere with the proper calculation of the building's drinking water flow rate, or if the private section of a water service has more than 5 underground joints, the meter must be installed in an underground chamber on the owner's property near the right-of-way line. For the purposes of this section, a joint is defined as a fitting, such as a union, elbow or T-piece, on the private portion of a water service. Installation standards for these chambers are described in **Appendix III**.

It is forbidden to remove or change the location of a water meter without Town authorization.

ARTICLE 11 RELOCATION OF A WATER METER

The relocation of a water meter must be authorized by the Town, at the owner's request. The owner is responsible for all relocation costs. In addition, if, after verification, the Town does not accept the location of a water meter, it must be moved at the owner's expense.

ARTICLE 12 VERIFICATION OF A WATER METER

Any owner who disputes the volume measured by the water meter must first pay the water bill, then submit a request for verification of said water meter on the prescribed form, accompanied by a deposit of five hundred dollars (\$500).

If, after verification, it is found that the volume measured by the water meter does not exceed the acceptable tolerance according to the accuracy standards associated with the installed water meter (C700 series and American Water Works Association (AWWA) M36 manual, OIML R-49 recommendations and manufacturer's specifications), the meter is deemed compliant. The Town retains the amount deposited.

If, on the other hand, the verification shows that the meter is not accurate to the standards required for this type of water meter, the water bill will be adjusted accordingly, the deposit refunded, and the Town will replace the water meter.

ARTICLE 13 SEALING OF WATER METER

All water meters must be sealed in place by the Town's authorized representative. These seals must be installed on water meter registers, fittings and by-pass valves where applicable. At no time may a Town seal be broken.

ARTICLE 14 OWNER'S LIABILITY

The water meter installed on private property is the responsibility of the owner, who is liable for any damage caused to the water meter and seals other than by the Town's negligence. In the event of damage, the owner must notify the Town as soon as possible. The Town will replace a damaged water meter at the owner's expense.

ARTICLE 15 COSTS, OFFENCES AND PENALTIES

1.1 Prohibitions

It is forbidden to modify the installations, damage the seals and interfere with the operation of all devices and accessories provided or required by the Town in application of the present by-law.

1.2 Impediment to task performance

Anyone who prevents an employee of the Town or any other person in his service from carrying out repair, reading or verification work, hinders or disturbs him in the exercise of his powers, damages in any way whatsoever the water main, its appliances or accessories, or hinders or prevents the operation thereof, is liable for damage to the aforementioned equipment as a result of his actions and contravenes the present by-law, making him liable to the penalties provided for therein.

1.3 Notice

For any notice or complaint concerning one or more of the objects of the present by-law, the owner may notify verbally or in writing the person in charge of the application of the by-law for all matters concerning the distribution and supply of water and apply to the Town Treasurer's office with regard to water billing.

1.4 Penalties

Any person who contravenes a provision of the present by-law commits an offence and is liable:

- a. in the case of a physical person:
 - a fine of \$100 to \$300 for a first offence;
 - a fine of \$300 to \$500 for a first repeat offence;
 - a fine of \$500 to \$1,000 for any subsequent offence.
- b. in the case of a legal entity:
 - a fine of \$200 to \$600 for a first offence;
 - a fine of \$600 to \$1,000 for a first repeat offence;
 - a fine of \$1,000 to \$2,000 for any subsequent offence.

In all cases, administration costs are added to the fine.

If the infraction is continuous, the offender will be presumed to commit as many infractions as there are days in the duration of the infraction.

The provisions of the Code of Penal Procedure apply to any proceedings instituted under the present by-law.

1.5 Issuance of a statement of offence

The person in charge of enforcing this by-law is authorized to issue a statement of offence for any violation of this by-law.

ARTICLE 16 COMING INTO FORCE

The present by-law comes into force in accordance with the law.

Richard Burcombe
Mayor

M^e Edwin John Sullivan, B Sc., LL. B
Town Clerk

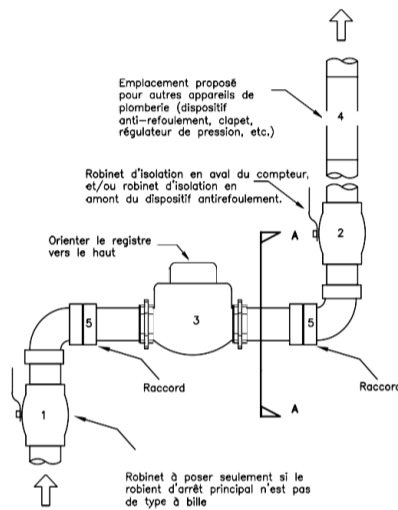
FOLLOW-UP:

Notice of motion:	December 3, 2018
Project presentation:	December 3, 2018
Adoption of by-law:	December 17, 2018
Public notice:	December 18, 2018
Publication:	December 24, 26, 2018
Come into force:	December 26, 2018

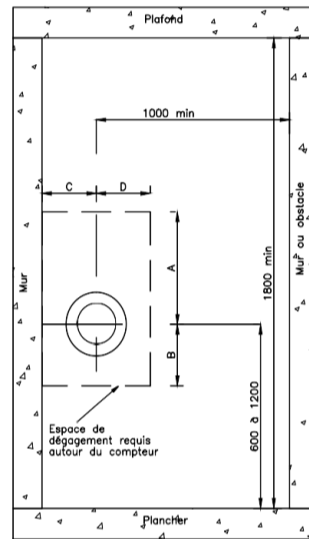
ANNEX I INSTALLATION STANDARDS FOR 38 MM AND UNDER (FIGURE 1)

TABLEAU DES DIMENSIONS

Diamètre nominal de la tuyauterie au point d'installation du compteur	Espace de dégagement minimum pour le compteur			
	Dessus (A)	Dessous (B)	Derrière (C)	Devant (D)
20 mm ou moins (¾ po. ou moins.)	300 mm (12 po.)	100 mm (4 po.)	100 mm (4 po.)	100 mm (4 po.)
25 mm (1 po.)			125 mm (5 po.)	125 mm (5 po.)
38 mm (1½ po.)	400 mm (16 po.)	200 mm (8 po.)	200 mm (8 po.)	200 mm (8 po.)
50 mm (2 po.)				



VUE DE FACE
(Aucune échelle)



COUPE A-A
(Aucune échelle) en mm

Identification du matériel:

- 1 – Robinet d'arrêt et d'isolation du compteur situé à l'entrée du robinet d'arrêt intérieur.
- 2 – Robinet d'isolation du compteur.
- 3 – Compteur fourni par la municipalité.
- 4 – Autres appareils de plomberie.
- 5 – Raccords du compteur.

Notes:

- Voir les notes générales à la feuille 2 pour les détails entourant la modification de la tuyauterie et l'installation du compteur.
- Si le compteur est installé dans une chambre de compteur, se référer au croquis 003 pour exigences supplémentaires.
- Les robinets d'arrêt doivent être situés à moins de 500 mm du compteur.

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CLIENT				RÈGLEMENT			
				TITRE			
				NORMES D'INSTALLATION DES COMPTEURS D'EAU DE			
				50 mm (2 po.) ou MOINS			
No.	REVISION	PAR	DATE	DESSINE PAR	APPROUVE PAR	NUMERO DE DESSIN	FEUILLE
						CROQUIS 001	1 DE 2
						PROJET NO_PROJET	REVISION

NOTES GÉNÉRALES

Points d'installation :

- A1. La représentation de la tuyauterie existante sur le croquis n'est qu'à titre indicatif et peut être différente de la configuration de plomberie du bâtiment existant. Toutefois, les normes d'installations mentionnées dans ce document doivent être respectées, peu importe la configuration de la tuyauterie existante.
- A2. Pour un même immeuble, aucun branchement autre que celui de protection incendie n'est permis en amont du raccord du compteur.
- A3. Toute conduite entre l'entrée d'eau du bâtiment et le compteur (incluant la voie de dérivation ("bypass")) doit être facilement accessible pour une inspection visuelle de l'intégrité de la conduite.
- A4. Lorsqu'il y a une nouvelle conduite de dérivation, les branchements à la conduite principale doivent être à l'extérieur des robinets d'isolation du compteur. Le choix du diamètre de la conduite de dérivation est laissé à la discrétion de l'utilisateur.
- A5. Le compteur doit être installé dans un endroit facilement accessible, à l'abri de la submersion, de la vibration, du gel et des hautes températures (la température doit se situer entre 5° et 40° C.

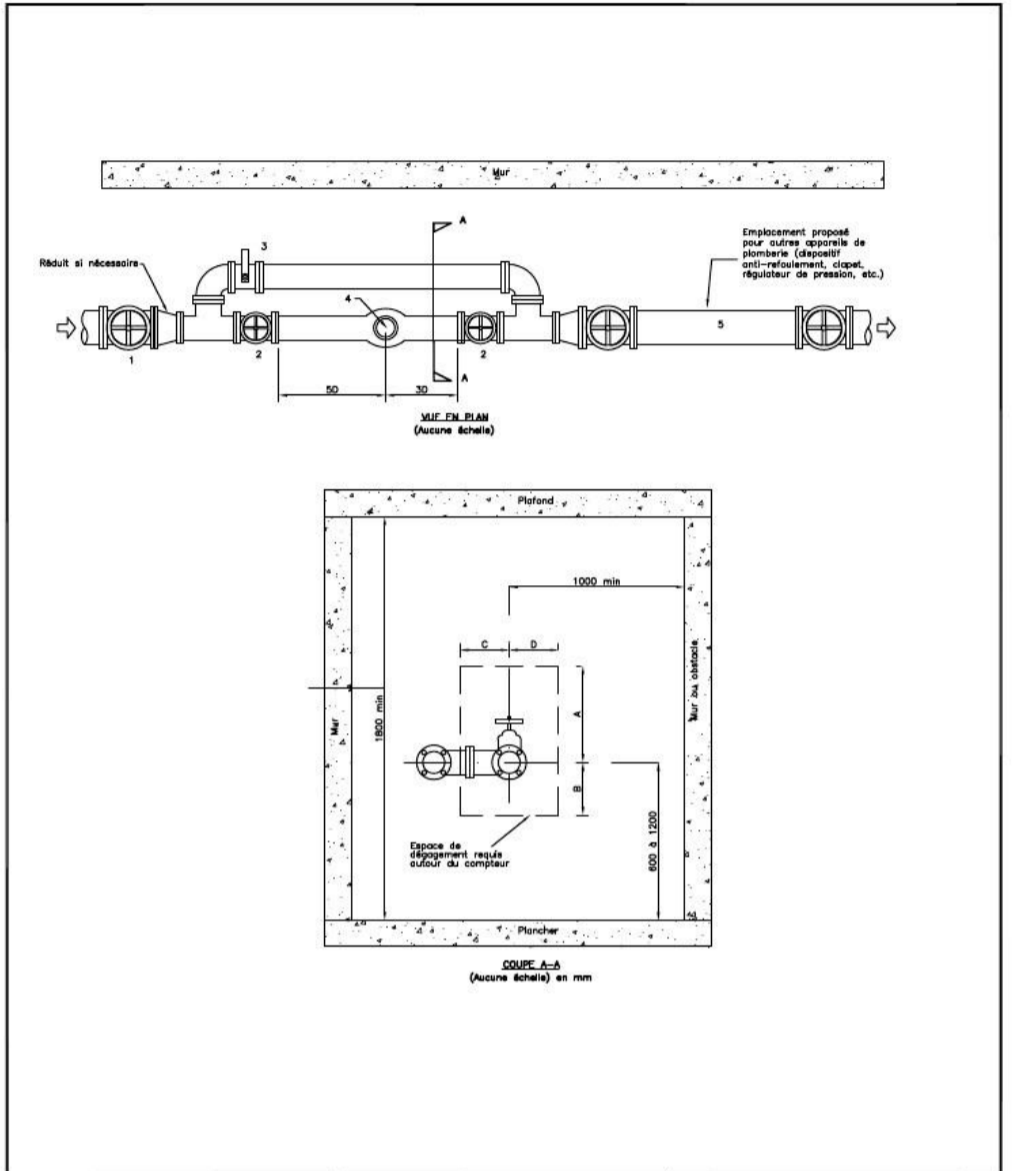
Installation :

- C1. L'installation doit être conforme au Code de construction du Québec, chapitre III – plomberie, dernière édition.
- C2. Le compteur de 38 mm ou moins peut être installé à l'horizontale ou à la verticale, sauf pour le compteur à jets multiples qui doit être installé à l'horizontale. L'installation d'un compteur à la verticale peut-être réalisée si elle est approuvée par la municipalité.
- C3. La continuité électrique de la tuyauterie doit être assurée en tout temps. Si requis, une mise à la terre permanente adéquate doit être installée de part et d'autre des raccords du compteur.
- C4. Un robinet d'isolation doit être installé en amont et en aval du compteur. Aucun autre raccord n'est permis entre ces deux robinets, sauf ceux prescrits par la présente norme. Dans le cas où il n'y a aucun branchement entre le robinet d'isolation intérieur et l'emplacement du compteur, le robinet d'isolation intérieur peut servir de robinet d'isolation du compteur du côté amont. Les robinets d'arrêt doivent être dégagés et accessibles en tout temps.
- C5. Les robinets d'isolation du compteur de 38 mm ou moins doivent être de type à bille et peuvent être installés à l'horizontale ou à la verticale.
- C6. Le calorifugeage des nouvelles conduites et composantes peut être exécuté par le propriétaire suite à l'installation du compteur. Cependant, le registre du compteur doit demeurer visible en tout temps. Tous les sceaux doivent être encore visibles malgré l'installation du calorifuge. Le calorifuge ne peut être collé sur les composantes du compteur d'eau, et il est enlevé lors d'un remplacement.
- C7. La tuyauterie doit être supportée de part et d'autre de la pièce de transition ou du compteur, au minimum, à l'aide de serres ou d'étriers fixés à des suspentes ou des supports en forme de U, ancrer au sol, au mur ou au plafond. La tuyauterie en cuivre ou en laiton doit être isolée électriquement des serres ou des étriers s'ils ne sont pas eux-mêmes en cuivre ou en laiton.
- C8. Les raccords et les robinets d'arrêts doivent être dégagés et facilement accessibles pour permettre le remplacement du compteur.
- C9. Le Y-tamis est interdit en amont du compteur.

CLIENT				RÈGLEMENT			
				TITRE			
				NORMES D'INSTALLATION DES COMPTEURS D'EAU DE 50 mm (2 po.) OU MOINS			
No.	REVISION	PAR	DATE	PROJET	NO_PROJET	ECHELLE	REVISION
				DESSINE PAR		APPROUVE PAR	
						NUMERO DE DESSIN CROQUIS 001	
						FEUILLE 2 DE 2	

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ANNEX II INSTALLATION STANDARDS FOR WATER METERS 50 MM AND LARGER (FIGURE 2)



FORMAT AV Imperial B.5"X11"

CLIENT				RÈGLEMENT											
				TITRE NORMES D'INSTALLATION DES COMPTEURS D'EAU DE 50 mm (2 po.) ou PLUS				PROJET NO_PROJET		ECHELLE		REVISION			
No.	REVISION	PAR	DATE												
				DESSINE PAR				APPROUVE PAR				NUMERO DE DESSIN CROQUIS 002		FEUILLE 1 DE 3	

TABLEAU DES DIMENSIONS

Diamètre nominal de la tuyauterie au point d'installation du compteur	Espace de dégagement minimum pour le compteur			
	Dessus (A)	Dessous (B)	Derrière (C)	Devant (D)
50 mm (2 po.)	400 mm (16 po.)	200 mm (8 po.)	200 mm (8 po.)	200 mm (8 po.)
65 mm (2½ po.)				
75 mm (3 po.)				
100 mm (4 po.)	500 mm (20 po.)	250 mm (10 po.)	250 mm (10 po.)	250 mm (10 po.)
150 mm (6 po.)				
200 mm (8 po.)	600 mm (24 po.)	500 mm (20 po.)	300 mm (12 po.)	300 mm (12 po.)
250 mm (10 po.)				
300 mm (12 po.)				

Identification du matériel :

- 1 – Robinet d'arrêt situé à l'entrée du robinet d'arrêt intérieur.
- 2 – Robinet d'isolation du compteur.
- 3 – Robinet de dérivation avec dispositif de verrouillage.
- 4 – Compteur et tamis fournis par la municipalité.
- 5 – Autres appareils de plomberie, si requis.

Notes:

- Voir les notes générales à la feuille 3 pour les détails entourant la modification de la tuyauterie et l'installation du compteur.
- Si le compteur est installé dans une chambre de compteur, se référer au croquis 003 pour exigences supplémentaires.
- Le compteur doit être installé à l'horizontale.
- Le registre doit être orienté vers le haut.

FORMAT AV Imperial 8.5"x11"

CLIENT				RÈGLEMENT											
<table border="1"> <tr> <th>No.</th> <th>REVISION</th> <th>PAR</th> <th>DATE</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>				No.	REVISION	PAR	DATE					TITRE NORMES D'INSTALLATION DES COMPTEURS D'EAU DE 50 mm (2 po.) OU PLUS			
				No.	REVISION	PAR	DATE								
				PROJET	NO_PROJET	ECHELLE	REVISION								
				DESSINE PAR	APPROUVE PAR	NUMERO DE DESSIN CROQUIS 002	FEUILLE 2 DE 3								

NOTES GÉNÉRALES

Points d'installation :

- A1. La représentation de la tuyauterie existante sur le croquis n'est qu'à titre indicatif et peut être différente de la configuration de plomberie du bâtiment existant. Toutefois, les normes d'installations mentionnées dans ce document doivent être respectées, peu importe la configuration de la tuyauterie existante.
- A2. Pour un même immeuble, aucun branchement autre que celui de protection incendie n'est permis en amont du raccord du compteur.
- A3. Toute conduite entre l'entrée d'eau du bâtiment et le compteur (incluant la voie de dérivation ("bypass")) doit être facilement accessible pour une inspection visuelle de l'intégrité de la conduite.
- A4. Les branchements de la conduite de dérivation doivent être à l'extérieur des robinets d'isolation du compteur. Le choix du diamètre de la conduite de dérivation est laissé à la discrétion de l'utilisateur.
- A5. Le compteur doit être installé dans un endroit facilement accessible, à l'abri de la submersion, de la vibration, du gel et des hautes températures (la température doit se situer entre 5° et 40° C.

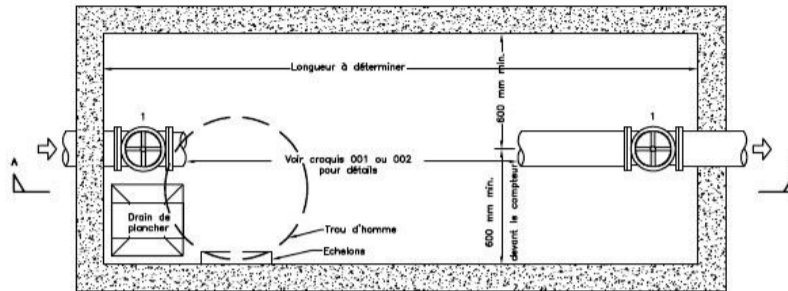
Installation :

- C1. L'installation doit être conforme au Code de construction du Québec, chapitre III – plomberie, dernière édition.
- C2. Le compteur de 50 mm ou plus doit être installé à l'horizontale.
- C3. La continuité électrique de la tuyauterie doit être assurée en tout temps. Si requis, une mise à la terre permanente adéquate doit être installée de part et d'autre des raccords du compteur.
- C4. Un robinet d'isolation doit être installé en amont et en aval du compteur. Aucun autre raccord n'est permis entre ces deux robinets, sauf ceux prescrits par la présente norme. Dans le cas où il n'y a aucun branchement entre le robinet d'isolation intérieur et l'emplacement du compteur, le robinet d'isolation intérieur peut servir de robinet d'isolation du compteur du côté amont. Les robinets d'arrêt doivent être dégagés et accessibles en tout temps.
- C5. Les robinets d'isolation du compteur de 50 mm à 75 mm inclusivement doivent être de type à bille et peuvent être installés à l'horizontale ou à la verticale. Les vannes à passage direct sont autorisées à partir de 75 mm tandis que les valves papillon ne sont pas acceptées.
- C6. Le calorifugeage des nouvelles conduites et composantes peut être exécuté par le propriétaire suite à l'installation du compteur. Cependant, le registre du compteur doit demeurer visible en tout temps. Tous les sceaux doivent être encore visibles malgré l'installation du calorifuge. Le calorifuge ne peut être collé sur les composantes du compteur d'eau, et il est enlevé lors d'un remplacement.
- C7. La tuyauterie doit être supportée de part et d'autre de la pièce de transition ou du compteur, au minimum, à l'aide de serres ou d'étriers fixés à des suspentes ou des supports en forme de U, ancrer au sol, au mur ou au plafond. La tuyauterie en cuivre ou en laiton doit être isolée électriquement des serres ou des étriers s'ils ne sont pas eux-mêmes en cuivre ou en laiton.
- C8. Les raccords et les robinets d'arrêts doivent être dégagés et facilement accessibles pour permettre le remplacement du compteur.
- C9. LE Y-tamis est interdit en amont du compteur.

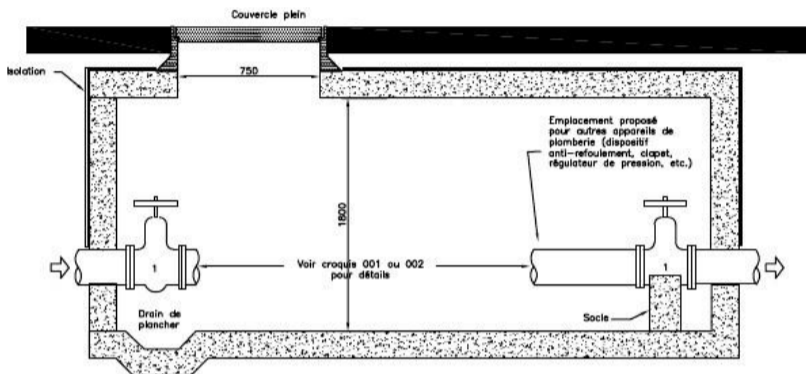
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CLIENT				RÈGLEMENT			
				TITRE			
				NORMES D'INSTALLATION DES COMPTEURS D'EAU DE 50 mm (2 po.) OU PLUS			
No.	REVISION	PAR	DATE	PROJET	NO_PROJET	ECHELLE	REVISION
DESSINE PAR				APPROUVE PAR		NUMERO DE DESSIN	
						CROQUIS 002	
						FEUILLE	
						3 DE 3	

ANNEX III INSTALLATION STANDARDS OF A WATER METER CHAMBER (FIGURE 3)



VUE EN PLAN
(Aucune échelle)



COUPE A-A
(Aucune échelle)

Identification du matériel:

1 - Robinet d'arrêt de la Ville. Requis lorsqu'aucun robinet n'est installé en amont de la chambre.

Notes:

- Se référer aux croquis 001 ou 002 pour les détails et exigences de l'installation du compteur. Cependant, les dimensions indiquées sur le présent croquis ont préséance sur celles indiquées aux croquis 001 et 002.
- Le drainage doit être conforme à la Directive 001 du ministère du Développement Durable de l'Environnement et des Parcs.
- L'installation d'un dispositif anti-refoulement dans la chambre de compteur est permise, selon certaines conditions de la normes CSA B64.10.
- Le robinet d'isolation en amont et en aval du compteur doit être ancré dans le mur à l'aide de 2 tiges du même diamètre que les boulons des raccords.

FORMAT AV Imperial 8.5"x11"

CLIENT				RÈGLEMENT			
				TITRE			
NORMES D'INSTALLATION CHAMBRE DE COMPTEUR				PROJET NO_PROJET		ECHELLE	
				NUMERO DE DESSIN		FEUILLE	
				CROQUIS 003		1 DE 1	
No.		REVISION		PAR		DATE	
				DESSINE PAR		APPROUVE PAR	

**ANNEX IV
LIST OF BUILDINGS WHERE INSTALLATION OF WATER METERS
IS REQUIRED**

CUBF	SCIAN	DESCRIPTION
42		MOTOR VEHICLE TRANSPORT (INFRASTRUCTURE)
421		Bus transportation (infrastructure)
4211	488490	Passenger bus station
4214	488490	Bus garage and maintenance equipment
422		Material trucking (infrastructure)
4222	488490	Garage and maintenance equipment for truck transport (including municipal garages)
43		AIR TRANSPORT (INFRASTRUCTURE)
431		Airport
4311	488119	Airport and aerodrome
4314	488119	Passenger and cargo terminal
4316	488190	Aircraft repair and maintenance
439		Other air transport (infrastructure)
4391	488119	Heliport
4392	488119	Hydroport
44		MARITIME TRANSPORT (INFRASTRUCTURE)
441		Port facility
4411	488390	Passenger terminal including ferry terminals
4414	488390	Marine terminal (commercial fishing)
47		INFORMATION AND CULTURAL INDUSTRIES
471		Telecommunications, call centers and networks
4711	561420	Telephone call center
472		Communication, telegraph center and network
4721	517110	Telegraph message center
4722	517110	Telegraph reception and transmission center (only)
4729	517110	Other telegraph centers and networks
473		Communication, radio broadcasting
4731	515110	Broadcast studio (reception of an audience)
4732	515110	Radio station and transmission tower
4733	515110	Broadcast studio (without audience)
474		Communication, broadcasting center and network (cable TV)
4741	515120	Broadcast studio (with audience)
4743	515120	Broadcast studio (no audience)
475		Radio and television broadcast center and network (combined system)
4751	517910	Television and radio studio (combined system and public reception)
4752	517910	Visual recording studio
4753	517910	Television and radio studio (combined system and without audience)
476		Sound recording industry (disc, cassette and compact disc)
4761	512240	Sound recording studio
477		Film and video industry
4771	512110	Film, video or commercial production studio does not include film production laboratory
4772	517910	Film, video or commercial production studio with film production lab
479		Other information services
4791	519110	News service (news agency)
50		SHOPPING CENTER AND COMMERCIAL BUILDING
500		Shopping center
5001	531120	Super-regional mall (200 stores or more)
5002	531120	Regional mall (100 to 199 stores)
5003	531120	Local mall (45 to 99 stores)
5004	531120	Neighborhood mall (15 to 44 stores)

CUBF	SCIAN	DESCRIPTION
5005	531120	Neighborhood shopping center (14 stores or less)
51		WHOLESALE
511		Wholesale of automobiles, parts and accessories
5111	415190	Wholesale of automobiles and other motor vehicles, new or used
		Includes recreational vehicles
512		Wholesale of drugs, chemicals and related products
5129	414510	Wholesale of other drugs, chemicals and related products
514		Wholesale grocery and related products
5141	413110	General grocery wholesale
5142	413120	Wholesale of dairy products
5143	413130	Poultry and poultry products wholesale
		Includes sale of eggs
5144	413190	Confectionery wholesale
5145	413110	Wholesale of bakery and pastry products
5146	413140	Fish and seafood wholesale
5147	413160	Meat and meat products wholesale
5148	413150	Wholesale of fresh fruit and vegetables
5149	413190	Wholesale of other grocery-related products
517		Wholesale of hardware, plumbing and heating equipment, including parts
5171	416330	Wholesale hardware
518		Wholesale of machinery equipment and parts
5181	417210	Wholesale of commercial, industrial and agricultural machinery equipment and parts (including heavy machinery)
5182	417110	Wholesale of new and used commercial, industrial and agricultural machinery and instruments (including heavy machinery)
52		RETAIL SALE OF BUILDING PRODUCTS AND HARDWARE
525		Retail sale of farm hardware and equipment
5251	444130	Retail sale of hardware
53		GENERAL MERCHANDISE RETAILING
536		Retail of power equipment, landscaping and garden supplies and accessories
5361	444220	Retail of landscaping and garden supplies and accessories
5362	444220	Retail of landscaping materials
5363	444210	Retail sale of motorized lawn and garden maintenance equipment
537		Retail sale of swimming pools and accessories
5370	453999	Retail sale of swimming pools, spas and accessories
54		RETAIL SALE OF FOOD PRODUCTS
541		Grocery retail (with or without butchery)
5411	445110	Grocery retail (with butcher)
5412	445110	Grocery retail (without butchery)
5413	445120	Convenience store (without gasoline)
542		Meat and fish retail
5421	445210	Meat retail
5422	445220	Fish and seafood retail
543		Fruit, vegetable retail and public market
5431	445230	Fruit and vegetable retail
5432	445299	Public market
544		Retail of candies, almonds and confectionery
5440	445292	Retail sale of sweets, almonds and confectionery
545		Dairy products retail
5450	445299	Retail sale of dairy products
546		Retail sale of bakery and pastry products
5461	445291	Retail bakery and confectionery products (whether or not wholly manufactured on site)
		all the merchandise they sell.
5462	445291	Retail sale of bakery and pastry products (unmanufactured)

CUBF	SCIAN	DESCRIPTION
		This heading includes only establishments that do not produce the products they sell on site.
549		Other food retailing activities
5491	445299	Poultry and egg retailing
5492	445299	Retail of coffee, tea, spices and herbs
5493	445299	Retail of beverages and soft drinks
5499	445299	Other food retailing activities
55		RETAIL SALE OF VEHICLES AND RELATED PRODUCTS
551		Retail sale of motor vehicles
5511	441110	Retail sale of new and used motor vehicles
5512	441120	Used motor vehicle retail only
553		Service station
5531	447190	Service station with motor vehicle repair
5532	447190	Self-service station, or with service without motor vehicle repair
5533	447110	Self-service, or with service and convenience store without motor-vehicle repair
5539	454310	Other service stations
		Includes stations with a gas filling station.
559		Other retailing of automobiles, boats, aircraft and accessories
5591	441220	Retail sale of boats and accessories
5592	441220	Retail sale of aircraft and accessories
5593	441120	Retail sale of used motor vehicle parts and accessories
5594	441220	Retail sale of motorcycles, snowmobiles and their accessories
5595	441220	Retail sale of recreational vehicles and travel trailers
5597	453999	Heavy machinery retail
58		ACCOMMODATION AND CATERING
581		Full-service and limited-service restaurants
5811	722110	Restaurant and full-service establishment (without terrace)
		Establishments that serve customers at tables and pay the bill after they've eaten. These establishments are licensed for alcoholic beverages. Includes pubs, cafés and brasseries.
5812	722110	Restaurant and full-service establishment (with terrace)
		Establishments that serve customers at tables and pay the bill after they've eaten. These establishments have a liquor license. Includes pubs, cafés and brasseries.
5813	722210	Restaurant and limited-service establishment
		Establishments serving customers who order at the counter or by telephone and pay before eating.
5814	722210	Restaurant and self-service establishment (cafeteria, canteen)
		Establishment serving customers who order at the counter or by telephone and pay before eating
5815	722320	Establishment with reception or banquet hall
5819	722210	Other establishments with full or limited service
582		Drinking establishment (alcoholic beverages) and various activities
5821	722410	Establishment serving alcoholic beverages (bar)
5822	722410	Establishment whose main activity is dancing
		Discotheques serving alcoholic beverages, nightclubs. Non-alcoholic, see code 7397.
5823	722410	Entertainment bar
5829	722410	Other establishments serving alcoholic beverages
583		Lodging establishments
5831	721111	Hotel (including hotel-motel)
5832	721114	Motel
5833	721191	Inn or bed and breakfast
		Family-run hotels and inns, up to three stories in building height.
5834	721198	Tourist residence, apartment, house or cottage (furnished and equipped for meals)
		Apartment building converted for tourism purposes. As defined by the law on tourist establishments.
5835	721198	Tourist accommodation on a farm

CUBF	SCIAN	DESCRIPTION
5839	721198	Other accommodation activities
589		Other specialized catering activities
5891	722320	Catering
5892	722330	Fixed counter (fries, burger, hot dogs or ice cream)
5893	722330	Mobile counter (fries, burger, hot dogs or ice cream)
5899	721198	Other food service activities
59		OTHER RETAIL ACTIVITIES
596		Retail sale of pets and farm-related activities
5965	453910	Retail sale of household pets (pet shops)
599		Other retail activities
5991	453110	Florist retail
60		OFFICE BUILDING
600		Office building
6000	531120	Office building
		A building made up of several premises used as business premises where professional activities are carried out without any one activity predominating over the others.
62		PERSONAL SERVICE
621		Laundry, dry cleaning and dyeing service
6211	812320	Laundry, dry-cleaning and dyeing service (excluding carpets)
6212	812330	Laundry and industrial laundry service
6213	812330	Diaper service
6214	812310	Laundry and dry-cleaning service (self-service)
6215	561740	Carpet cleaning and repair service
6219	561799	Other cleaning services
623		Beauty salons, hairdressers and other salons
6231	812115	Beauty salon (make-up, manicure, etc.)
6232	812116	Hair salons
6233	812190	Capillary salon
6234	812190	Tanning or massage salon
6239	812190	Other personal care services
626		Service for pets
6261	812910	Pet-sitting service (except kennels)
6262	812910	Pet training school
6263	812910	Pet grooming service
6264	115210	Pet breeding service
6269	812910	Other pet services
63		BUSINESS SERVICES
634		Building services
6344	561730	Landscaping or snow removal service
6347	562990	Septic tank emptying and portable toilet rental service
6348	562910	Environmental remediation service
635		Rental services (except storage)
6353	532111	Automobile rental service
6354	532410	Heavy machinery rental service
6355	532120	Truck, utility trailer and recreational vehicle rental service
6356	532290	Watercraft rental service
636		Research centers (except test centers)
6361	541710	Environmental and natural resources research center (land, water, air)
64		REPAIR SERVICES
641		Automobile repair service
6411	811111	Automobile repair service (garage)
		Not including gasoline pumps (for service stations: see 5531).
6412	811192	Car wash service
6417	811192	Heavy vehicle washing service (including buses)
644		Heavy vehicle repair and maintenance service
6441	811111	Heavy vehicle repair and maintenance service

CUBF	SCIAN	DESCRIPTION
65		PROFESSIONAL SERVICES
651		Medical and health services
6512	621210	Dental service (including surgery and hygiene)
6513	622111	Hospital service
		Includes psychiatric hospitals.
6514	621510	Medical laboratory service
6515	339110	Dental laboratory service
6516	623110	Sanatoriums, convalescent homes and rest homes
653		Social services
6531	623999	Nursing home or curative facility
		A facility providing inpatient, outpatient or home care services to house, maintain, keep under observation, treat or reintegrate into society anyone whose condition, by reason of age or physical, character, psychosocial or family deficiencies, is such that he or she must be cared for, kept in a protected residence, or if necessary, in a closed cure or treated at home. Rehabilitation centers for the physically and mentally handicapped are coded under the category of reception centers.
6533	624190	Social services center (C.S.S. and C.R.S.S.S.)
		A facility where social action services are provided by receiving or visiting people who require specialized social services for themselves and their families, and by offering assistance to anyone facing social difficulties.
654		Non-institutional social services
6541	624410	Daycare (preschool, less than 50% infants)
6542	623222	Home for people in difficulty
		People stay in these establishments for a limited period of time
6543	624410	Nursery or night nursery
659		Other professional services
6598	541940	Veterinary services (pets)
66		CONSTRUCTION SERVICES
662		Construction service (civil engineering work)
6621	237310	Asphalt and bitumen paving service
6623	237310	Road, street and bridge construction, sidewalks and runways (general contractor)
664		Specialized construction services
6646	238910	Excavation, grading, land clearing and septic tank installation companies
69		MISCELLANEOUS SERVICES
699		Other miscellaneous services
6995	541380	Non-medical laboratory services
71		EXHIBITION OF CULTURAL OBJECTS
712		Exhibition of objects or animals
7122	712130	Aquarium
7123	712130	Botanical gardens
7124	712130	Zoo
7129	712190	Other displays of objects or animals
72		PUBLIC GATHERING
721		Leisure assembly
7211	711319	Amphitheater and auditorium
7212	512130	Cinema
7213	512130	Drive-in
7214	711111	Theater
7219	711319	Other leisure assembly venues
722		Sports facilities
7221	711319	Stadium
		This category includes both sport-specific facilities and those where several disciplines are practiced.
7222	711319	Multi-sport center (indoor)
7225	711213	Racecourse
723		Public facilities for various activities
7233	711319	Meeting, conference and convention facilities

CUBF	SCIAN	DESCRIPTION
73		AMUSEMENT
731		Exhibition and amusement park
7311	713110	Exhibition park (outdoor)
7312	713110	Amusement park (outdoor)
7313	713110	Exhibition park (indoor)
7314	713110	Amusement park (indoor)
739		Other amusement areas
7393	713990	Golf course for practice only
7395	713120	Automatic games room (recreational service)
7396	713990	Billiard room
7397	713990	Dance hall, disco (non-alcoholic)
7399	713990	Other entertainment venues
74		RECREATIONAL ACTIVITY
741		Sports activities
7411	713990	Golf course (without clubhouse and other sports facilities)
7412	713910	Golf course (with clubhouse and other sports facilities)
7413	713990	Squash, raquetball and tennis hall and court
7416	713990	Horseback riding
7417	713950	Bowling alley
742		Playground and athletics track
7425	713940	Gymnasium and athletic training
743		Swimming
7432	713940	Indoor pool and related activities
7433	713940	Outdoor pool and related activities
744		Nautical activities
7441	713930	Marina, Leisure port and cruise dock (excluding ferries)
745		Ice activities
7451	713940	Arena and related activities (ice skating)
7452	713990	Curling rink
7459	713990	Other on-ice activities
749		Other recreational activities
7491	721211	Camping (excluding caravanning)
7493	721211	Camping and caravanning
7499	713990	Other recreational activities
75		RESORT AND GROUP CAMP
751		Resort
7512	812190	Health center (including saunas, spas and therapeutic or Turkish baths)
7513	713920	Ski center (downhill and/or cross-country)
752		Group camp and organized camp
7521	721213	Group camp and outdoor base with dormitory



ANNEX V TOWN LETTER AND FORM

Water Meter Installation for non-residential buildings

Town of Brome Lake will shortly be installing water metres within your building. To ensure the smooth running of the installation, please note the following information.

Installation and Fees

Town of Brome Lake will provide owners with a water meter. If necessary, the Town will also provide a backflow preventer. As an owner, you will be obliged to select a qualified plumber of your choice to install the meter and the backflow preventer.

However, please note that owners will be able to apply for a subsidy with the Town according to very precise criteria. **See the attached form for this purpose.**

Backflow Preventers

Buildings must be equipped with a backflow preventer to prevent the contamination of drinking water. If your building does not yet have a backflow preventer, we recommend you have one installed at the same time as your water meter.

As a building owner, you are responsible for making sure your building meets Quebec's building code standards (*Code du bâtiment de la Régie du bâtiment du Québec*). Otherwise, you could face legal action.

How to Have Your Meter Installed

- We will contact you to make an appointment to install your water meter. Please book your qualified plumber for that appointment. An employee from our Water and Sewers Department will also be present to confirm that the work has been carried out correctly.
- You will need to pay the plumber's bill and then apply for a subsidy from the Town.
- Send your completed claim form and a copy of the bill to: Town of Brome Lake, 122 Lakeside Rd, Lac-Brome QC J0E 1V0.
- Please note that the subsidy granted is based on an average price for a normal installation, obtained from local plumbers.
- Once we have received your claim form, you should get your reimbursement within one month.

If you have any questions, please call us.

For technical information, please call the Water and Sewers Department at 450-243-6111, extension 400.

For questions regarding the subsidy, please call the Town Treasurer, Ms. Caroline Cusson, at 450-243-6111, extension 224.

Any person who fails to comply, within 60 days of receipt of this notice, with related regulatory obligations may receive a statement of offence (sect. 11,

By-law 271 imposing a tariff for the supply of water and the rental of water meters).

Thank you for your cooperation.



Water Meter Installation Application for subsidy

To help cover the cost of having a water meter installed, building owners in Town of Brome Lake can apply for a compensation from the Town. Please **fill in this form and return it, along with a copy of the bill**, to the reception desk at the Town hall, 122 Lakeside Rd, Lac-Brome, (QC) J0E 1V0.

Maximum amounts to be reimbursed by the Town:

	Size of Water Meter	Allowable Amount
	15mm - 1/2"	\$250.00
	20mm - 3/4"	\$275.00
	25mm - 1"	\$300.00
	40mm - 1 1/2"	\$750.00
	50mm - 2"	\$800.00

Your Information:

Name of business owner : _____

Name of business : _____

Business address : _____

Business telephone number : _____

You will receive the lesser of these two amounts:

Total paid to the qualified plumber, before taxes: _____

Allowable Amount (see chart above): _____

Applicant
(please print clearly)

Signature

Date

To be completed by the municipal administration:

Application approved by : _____ Date : _____

GL account : _____ Amount : _____