



# REGIONAL DISTRICT OF NORTH OKANAGAN

## PROTOCOL NO. ENG-GVW-OP 12

HYDRANTS	
PURPOSE	To identify ownership and maintenance, repair and operations responsibility for Hydrants.
UPDATED	January 31, 2023; Version 4.0

### 1. PROCEDURES

#### 1.1. Ownership and Replacement of Hydrants

- 1.1.1. The Owner will maintain ownership of Hydrants as part of the GVW Waterworks System.
- 1.1.2. The Owner will be responsible for infrastructure renewal planning and replacement costs of Hydrants.
- 1.1.3. The Owner will have sole authority to decide when Hydrants need to be replaced. Consent to replace any existing Hydrant must be pre-authorized by the Owner.
- 1.1.4. The Owner will replace old Hydrants during Capital Works projects using the following criteria:
  - 1.1.4.1. Maintenance Records indicate there are non-repairable operational issues with the Hydrant;
  - 1.1.4.2. The Hydrant is not self-draining with the exception of where the water table does not allow drainage;
  - 1.1.4.3. The Hydrant has a lead pipe diameter of less than 150 mm; or
  - 1.1.4.4. There is no pumper port for Hydrants located in a commercial or industrial area and servicing multi-family buildings that have three (3) or more stories.
- 1.1.5. The Owner is not responsible for the cost of relocating an existing, fully-functional Hydrant where new Capital Works encroach upon the existing Hydrant's location unless it is a project being undertaken by the Owner.

#### 1.2. New Hydrants

- 1.2.1. Identification numbers for Hydrants will be provided by the Owner.
- 1.2.2. Where a new Hydrant installation is required through a Subdivision, Development or Capital Works project, the consulting Engineer of Record will provide the Owner with the surveyed or GPS location to enter into the GIS system.
- 1.2.3. Where the installation of a new Hydrant is a retrofit installed by the Operator or an infill Subdivision with no Engineer on Record, the Owner will GPS the new Hydrant after installation to enter into the GIS system.

#### **1.2.4. Within the Operator's Municipal Boundaries (Vernon and Coldstream)**

1.2.4.1. The Owner is not responsible for the Operator staff time, materials or installation costs of new Hydrants except where the installation is requested by the Owner.

1.2.4.2. All costs and organizational aspects to install new Hydrants required by the Operator is the responsibility of the Operator.

1.2.4.3. For Hydrants requested by benefitting property owners, the Operator within that area is responsible for organizing the installation of the Hydrant including the collection of all funds.

1.2.4.4. For Capital Works projects that the Owner is undertaking and where Hydrant installation was included as a tender item, the Operator will organize the collection of Fees from the benefitting parties and will pay the Owner the tender price for the Hydrant installation.

1.2.4.5. For new Hydrants not part of a Capital Works project, the Fee within the GVW Rates Imposition Bylaw is stated at "At actual cost, plus 20% overhead".

#### **1.2.5. Within Electoral Areas "B", "C", "D" and the Township of Spallumcheen**

1.2.5.1. The Owner will organize the installation of new Hydrants in Electoral Areas "B", "C", "D" and the Township of Spallumcheen.

1.2.5.2. All costs and organizational aspects to install new Hydrants requested by the local FRS will be the responsibility of the respective FRS.

1.2.5.3. The installation of Hydrants requested by benefitting property owners will be organized by the Owner, including the organization, installation and collection of all funds.

1.2.5.4. If an Operator installs a Hydrant in Electoral Area "B", "C", "D" or the Township of Spallumcheen at the request of the Owner, the Operator is to invoice the Owner for the work as a Recoverable Work Order item.

### **1.3. Operation, Maintenance, Repair And Inspection of Hydrants**

1.3.1. The Operation, maintenance, repair of Hydrants and the associated costs is the responsibility of the Operator within their respective jurisdiction and commensurate with their Council policy for Hydrant maintenance.

1.3.2. Hydrant Maintenance within the GVW Service Area that are the responsibility of the Owner (Electoral Areas and Spallumcheen) will adhere to the conditions within the RDNO Fire Hydrant Maintenance Policy.

1.3.3. All Operation, maintenance, repair and inspection requirements and costs, including staff time, overhead, materials and transportation costs, will be the responsibility of the Operator in Vernon and Coldstream and the FRS in the Electoral Areas and the Township of Spallumcheen.

1.3.4. The Owner will not charge for annual Hydrant maintenance requirements and the Operator will not invoice the Owner for Hydrant maintenance within the respective municipalities' boundaries.

- 1.3.5. The Operator will be responsible for organizing, testing or paying for any service with respect to the operation, maintenance, repair and inspection within their municipal boundaries including, but not limited to, annual maintenance and inspections, regular maintenance including snow clearing, weed and debris removal, painting required to maintain visibility, accessibility or other activity related to the operation, maintenance and repair to meet the maintenance policies adopted by the respective jurisdiction.
- 1.3.6. Within Electoral Areas “B”, “C”, “D” and the Township of Spallumcheen the Hydrant maintenance and repair will be undertaken by the Operator in their area in accordance to the GVW Fire Hydrant Maintenance Policy. The Operator will separate and identify costs within their operations invoice related to the Hydrant maintenance program so that the Owner can invoice the respective FRS directly.
- 1.3.7. The Operator will be responsible for all emergency calls in dealing with Hydrants in their respective areas, including vehicle accidents. Where ICBC or another insurer or responsible party does not pay for claims, the Owner will be responsible for repair costs.
- 1.3.8. The Owner will make provision for the installation and specifications within the GVW Subdivision & Development Servicing Bylaw for installation and spacing of all Hydrants; however, each respective municipality should require, by bylaw, an alternate Hydrant spacing requirement.

#### **1.4. Flushing Program**

- 1.4.1. The Owner will compensate the Operator for conducting the flushing program when completed for Water Quality and at the request of the Owner.
- 1.4.2. When annual maintenance and inspection of the Hydrants is conducted at the same time as the flushing program, the Operator will split the costs of the time appropriately between the Owner and the Operator who is responsible for Hydrant costs within their respective municipal boundaries.
- 1.4.3. In Electoral Areas and the Township of Spallumcheen, the Operator will separate and identify costs related to the flushing program and to Hydrant maintenance so that the Owner can invoice Hydrant maintenance to the respective FRS directly.
- 1.4.4. Maintenance and minor repair costs for Hydrants, including materials for the annual maintenance, routine maintenance or minor repairs including replacing seals and the boot will be the responsibility of the respective Operator within municipal boundaries or the FRS within the Electoral Areas and the Township of Spallumcheen.
- 1.4.5. Major repair costs for Hydrants, including replacement of the barrel, valves and leads will be the responsibility of the Owner.

#### **1.5. Other**

- 1.5.1. The current procedures and bylaw Fees for temporary use of Hydrants as requested by contractors will apply. This includes application of a Hydrant use permit with the requirements of using backflow protection and meter box.
- 1.5.2. The Operator will accept all liabilities directly related to service provision, Hydrant maintenance activities or liabilities resulting from lack of maintenance, repair or inspection of Hydrants or the improper operation of the Hydrants or not meeting accepted standards.

- 1.5.3. The Owner will make provision for the supply of water for fire flows within the GVW Subdivision Servicing Bylaw.
- 1.5.4. The Owner agrees to supply water to the respective municipality / Electoral Area for firefighting and practice at no charge at this time, but the respective FRS will be required to keep Records of water consumption so that Owner can account for the water use. The FRS will report their water use on the Water Consumption Recording Form.
- 1.5.5. The Operator is not responsible for maintaining Private Fire Hydrants.

## **2. RELATED DOCUMENTS AND PROCEDURES**

- RDNO Fire Hydrant Maintenance Policy

## **3. RELATED FORMS AND RECORDS**

- Water Consumption Recording Form