



LEDUC #1



LEDUC
COUNTY

Information Package
Water Meter Requests

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Information package for homebuilders and contractors

Water meter installation requirements effective Jan. 1, 2025

This information package states the requirements expected by Leduc County for every water meter installation within the County's jurisdiction.

Water meters are important instruments used by Leduc County to track water consumption and charge an accurate rate of water usage. Water meter installation is ideally completed during the construction phase and/or prior to occupancy of the building. Please note, a water meter is not required for occupancy; however, a monthly construction water fee applies when water service is on, and no meter is yet installed.

A Water Meter Request Permit must be completed and submitted to Leduc County Utilities via email to LCUtilities@leduc-county.com for approval prior to booking any appointment. It can also be submitted using the online form on the Leduc County website at www.leduc-county.com/Utilities/Water-meter-request-permit

Documents referred to in this guide:

- Flow chart for water meter request process
- [Water Meter Request Permit Application](#) (online)
- [Leduc County's Municipal Standards](#), Specifications for Meter Settings (online)
- Leduc County Utilities Fees and Charges Bylaw (online)

Installation requirements

A building is ready for installation of a new water meter when:

1. The water service line has passed all necessary tests and procedures according to Leduc County's Municipal Standards Section B.
2. The building is heated to prevent freezing of water lines and the water meter.
3. The water meter setting meets [Leduc County's Municipal Standards](#). Specifications for meter settings and drawings are included in the Municipal Standards, accessible on Leduc County's website.
4. Water to the building/house is ready to be turned on. Water is deemed ready to turn on only when:
 - a. The water curb stop is installed as per [Leduc County Municipal Standards](#).
 - b. The water curb stop is visible, accessible and clear of any internal obstructions.
5. Water meter installation conditions must be met prior to the meter installation being requested. Installation conditions include:
 - a. A main water shut off valve and second shut off valve (after the meter) are to be present.
 - b. The piping from the main water shut off to 6" (150mm) beyond the second shut off is copper piping. The meter spacer (jumper) does not need to be copper.
 - c. Spacing for the meter is correct. See table below.
 - d. Piping must be securely anchored to the wall and be adequate to support the weight of the water meter.

Meter Size		Meter Spacing		Female Connection/Pipe Size	
inches	mm	inches	mm	inches	mm
5/8"	16	11 1/2" - 12"	292 - 305	1/2"	13
3/4"	20	13 1/4" - 13 3/4"	337 - 349	3/4"	19
1"	25	15 1/4" - 15 3/4"	387 - 400	1"	25

Only Leduc County is authorized to operate curb stops and service valves.
 Requests for turning on or off water can be made by contacting Leduc County Utilities.

Leduc County Utilities Hotline 780-770-9260
LCUtilities@leduc-county.com

Booking an appointment for water meter installation

1. **For commercial and industrial installs:** The Water Meter Request Permit must be completed and submitted to Leduc County Utilities, no later than thirty (30) business days prior to the service requested effective date. Availability of meters may delay this process; Leduc County will communicate any delays to the applicant.
2. **For single family residential installs:** The Water Meter Request Permit must be completed and submitted to Leduc County Utilities no later than fifteen (15) business days before expected occupancy date.
3. Leduc County Utilities are available for water meter installations on Tuesdays and Thursdays, 12:30 to 3:30 p.m. Under certain circumstances, installations may be scheduled outside the provided hours.
4. If a plumber has installed the water meter 1.5" (40mm) or larger, an appointment needs to be setup with Leduc County Utilities so the water meter can be inspected. Utilities does not install water meters bigger than 1.5" in size. This needs to be completed by a certified plumber. Consult [Leduc County Municipal Standards](#) for meter specifications.
5. If any of Leduc County's requirements are not met, the Utilities operator will refuse to install the water meter. If this occurs the builder/owner will need to make another appointment once deficiencies are corrected. Each subsequent visit by a Leduc County Utilities operator will incur a charge, as outlined in the Leduc County Utilities Fees and Charges Bylaw.

Notice to contractors, builders, and owners

Responsibilities

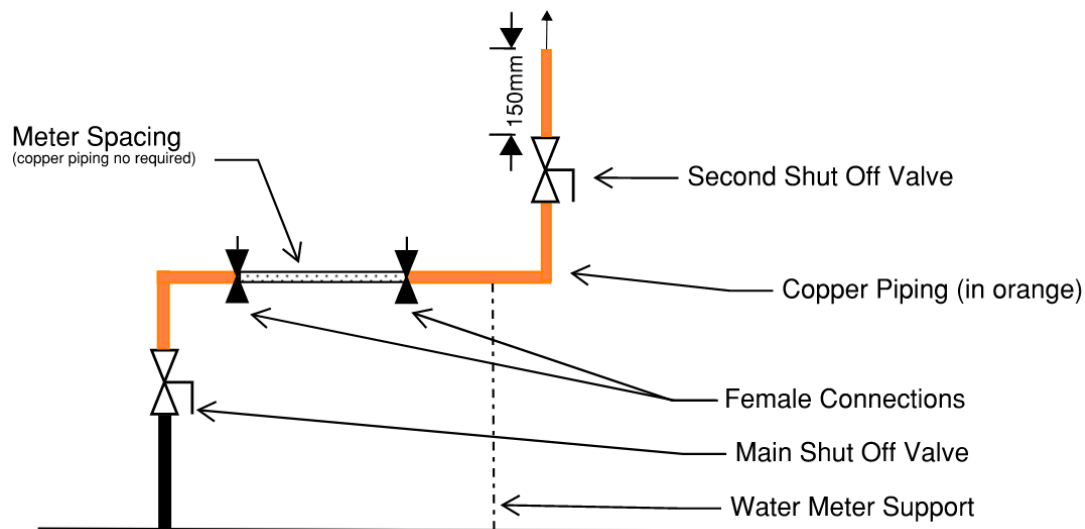
Curb stops, service, and/or CC valves

Contractors, builders and owners must ensure these valves are protected during construction. This is the responsibility of contractors, builders, and owners. The repair of damaged valves will be at the contractor's expense. The valve box extension must be set to final grade before concrete is poured or landscaping takes place.

Homeowners must ensure their contractor is aware of the specifications set by Leduc County. Failure to comply will result in fees and charges billed to the homeowners/builders or general contractors. There will be no exceptions to these construction practices. Should the County be required to make multiple service calls to the home, charges will apply in the amount outlined in Leduc County's Utilities Fees and Charges Bylaw.

Water meter installation specifications

Residential homes meter setting



Water Meter Request Workflow

