

## BYLAW 04/15

### A BYLAW OF THE TOWN OF BIRCH HILLS TO FIX THE RATES TO BE CHARGED FOR THE USE AND CONSUMPTION OF WATER AND TO FIX THE RATES TO BE CHARGED BY WAY OF RENT OR SERVICE CHARGE FOR THE USE OF SEWER

---

THE COUNCIL of the Town of Birch Hills, in the Province of Saskatchewan, enacts as follows:

#### 1. WATER AND SEWER RATES

- a. The charges to be paid by the water consumer whose water service has been turned on shall be those set out in **Schedule "A"** attached; provided, however, that the minimum shall be payable in every case whether or not any water is consumed.
- b. Persons who own or occupy premises drained or that are by bylaw required to be drained into the sewer shall pay for such services a rental rate or service charge in accordance with **Schedule "A"** attached.

#### 2. ADMINISTRATION OF UTILITY ACCOUNTS

- a. Accounts for water service and/or sewer service shall cover a period of one month, and shall be rendered on or before the first day of the month next following such period.
- b. A penalty of 10% will be added to all water and sewer accounts outstanding at the date of the next billing.
- c. If a utility account remains outstanding more than 60 days, the Town shall issue a **Notice of Disconnection** for non-payment, as set out in "**Appendix I**" of this bylaw.
- d. Upon disconnection for non-payment, the utility service will be reconnected only after all arrears and reconnection fees, as stated in **Schedule "B"** of this bylaw, are paid in full.
- e. If any rates, charges or rent in arrears, including late payment charges remain unpaid for 120 days, that amount may be added to and thereby form part of the taxes on the land or buildings with respect to which service was provided, as provided for by Section 369(1)(b) of *The Municipalities Act*.

#### 3. CONNECTION & APPLICATION FOR WATER SERVICES

- a. All persons desiring to be supplied with water from the Town's water supply system shall make application to the Town in the prescribed form attached as "**Appendix II**".
- b. Every owner where there is a landlord/tenant situation must sign a "**Utilities Rental Agreement**" consenting to allow any unpaid account balances to be transferred to the property tax account plus any fees and penalties.
- c. Utility meters will be read and service connections turned on or off during regular business hours, Monday to Friday 9:00 AM to 12:00 Noon and 1:00 PM to 4:00 PM. Water will be turned on by a town employee only if a responsible adult representative of the consumer is present to check for leaks or open taps. The consumer must be present to allow a town employee access to the meter for a reading, unless the meter has a remote recorder attached.
- d. The Town may by bylaw ration or limit the amount of water furnished to any and/or all consumers should circumstances deem to warrant such action.

#### 4. METER DEPOSITS

- a. Each Water and Sewer Utility Services application requires a Water Meter Deposit as set out in **Schedule "B"** of this bylaw.
- b. Water Meter Deposits shall be due within 14 days of the date of connection. Failure to make this payment by 45 days from the date of connection shall result in service disconnection.
- c. The Water Meter Deposit shall be refunded, without interest, upon service being

discontinued, provided all water and sewer usage charges are paid in full. Any refund shall be made in the name of the customer only.

- d. Water Meter Deposits may be transferred to a new premise upon notification from the consumer.

**5. GENERAL REGULATIONS**

- a. No person shall convey, sell, dispose of, or give away or permit water to be carried or taken away or use it or supply it for the use or benefit of others.
- b. No other water supply shall be connected to the Town water supply.
- c. Utility Accounts shall be billed monthly. Water meters shall be read on the last working day of the month.
- d. The Town shall be responsible for all maintenance of the street portion of the service connection. At such time as the service connection is deemed by the Town to be beyond repair, the Town may, under the Local Improvements Act, replace the service connection.
- e. The owner of the property shall be responsible for the maintenance of the property portion of the service connection.
- f. If the water supply is shut off from the premises of the consumer for infringement of the provisions of this bylaw, same shall not be turned on until all penalties, fees, rates, charges and arrears if any have been paid.

**6. REPEALED**

- a. Bylaw No. 02/10 is hereby repealed.

THE rates, charges, tolls or rents contained in this bylaw shall come into force and take effect on the day of approval being issued by the Local Government Committee.

INTRODUCED AND READ A FIRST TIME THIS 27<sup>TH</sup> DAY OF MAY 2015.

READ A SECOND TIME THIS 27<sup>TH</sup> DAY OF MAY 2015.

READ A THIRD TIME AND PASSED BY UNANIMOUS VOTE OF COUNCIL THIS 27<sup>TH</sup> DAY OF MAY 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Administrator

Certified a true copy  
of Bylaw 04/15, this  
27<sup>th</sup> day of May, 2015.

\_\_\_\_\_  
Administrator

**SCHEDULE "A"  
TO BYLAW 04/15**

**MONTHLY WATER RATES:**

<b>12 cubic meters or less</b>	<b>Minimum \$40.00</b>
<b>Over 12 cubic meters</b>	<b>\$2.20 per 1 cubic meter or part thereof</b>

**MONTHLY SEWER RATES**

**\$33.00**

**SCHEDULE "B"**  
**TO BYLAW 04/15**

**RECONNECTION FEES [Part 2 (d)]**

During Regular Working Hours	\$100.00
Outside Regular Working Hours	\$200.00

**WATER METER DEPOSITS [Part 4 (a)]**

Property Owner (Meter)	\$100.00
Property Renter (Meter)	\$200.00

**APPENDIX I  
TO BYLAW 04/15**

DATE: \_\_\_\_\_

CONSUMER/OWNER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

RE: NOTICE OF DISCONNECTION FOR NON-PAYMENT  
WATER AND SEWER UTILITY ACCOUNT # \_\_\_\_\_

Section 2(c) of Bylaw #04/15 of the Town of Birch Hills states that service may be disconnected if utility account arrears extend beyond sixty (60) days. Our records indicate that your account is past due in the following amount(s):

Over 60 Days \$ \_\_\_\_\_

Over 90 Days \$ \_\_\_\_\_

Over 120 Days \$ \_\_\_\_\_

Total Due: \$ \_\_\_\_\_

To avoid disconnection of services, please remit the above total amount to the Town Office no later than \_\_\_\_\_, or services shall be turned off.

NOTE: A reconnection fee will be charged to reconnect service.

Reconnection fees will be as stated on Schedule "B" of this bylaw.

Please contact the Town Office for information.

APPENDIX II  
TO BYLAW 04/15

TOWN OF BIRCH HILLS

APPLICATION FOR WATER AND SEWER UTILITY SERVICES

CUSTOMER NAME (1): \_\_\_\_\_  
SPOUSE: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ WORK #: \_\_\_\_\_ CELL #: \_\_\_\_\_  
CIVIC ADDRESS: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
NAME OF OWNER: \_\_\_\_\_  
NAME OF RENTER: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
DATE OF SERVICE: \_\_\_\_\_

\_\_\_\_\_  
\*(Deposit will be held in Trust for the above named)

WATER METER SECURITY DEPOSIT

DEPOSIT PAID: Y / N  
AMOUNT PAID: \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_  
DATE PAID: \_\_\_\_\_ TO BE PAID BY: \_\_\_\_\_

\*\*\*\*\*

DISCONTINUE SERVICES

CUSTOMER NAME: \_\_\_\_\_  
FORWARDING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
AMOUNT OF REFUND: \$ \_\_\_\_\_  
TRANSFER FROM ACCT # \_\_\_\_\_ TO ACCT # \_\_\_\_\_  
MOVE OUT DATE: \_\_\_\_\_