

**Bylaw # 04/16**  
**Village of Bittern Lake**

A bylaw of the Village of Bittern Lake, in the Province of Alberta, respecting applications for water and sewer services within the Village of Bittern Lake.

Whereas, under section 7 of the Municipal Government Act, Chapter M- 26, and amendments thereto, the council has the power to enact the following Bylaw:

**a.) Application – Contract – Termination**

i.) Application for water supply and sewer service shall be made in writing in person to the Village for this purpose together with the payment of the fees specified in paragraphs b. and c.

ii.) The applicant will be responsible for all water and sewer charges from the time his application is accepted until he has notified the village of his desire in writing to terminate the said contract or until the said contract shall have been terminated by the Village.

iii.) Following written notification by a consumer of his desire to terminate a contract hereunder, the village shall shut off the water supply as soon as reasonably practical and the consumer shall be liable to pay all of the rates and charges payable hereunder until the time of such shut off, including a shut off fee, as listed in Schedule A.

iv.) All applications for connection or notification to terminate shall allow a minimum of 24 hours before such an application or notification order is to become operative, provided that such time period fall within the normal business hours of the village.

**b.) Application Fee**

Any person or corporation applying for water supply and sewer service shall make payment of an application fee as listed in Schedule A, which shall be retained by the Village.

**c.) Deposits**

i.) Any person or corporation applying for water supply and sewer service shall pay a security deposit as listed in Schedule A, before their application is accepted.

ii.) Any person or corporation applying for water supply shall pay a deposit fee for the water meter, see schedule A.

ii.) Such deposits shall be applied to the person's or corporation's account where the account remains unpaid 90 days after the date the account was rendered.

iii.) The unused portion of the deposit shall be refunded to the person or corporation when the final account has been paid in full.

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iv.) If the resident's account has a clean record of no late penalties for a set time as listed in Schedule B, the resident shall request in writing to have the security deposit applied to their utility account, or to be issued a refund of the security deposit.

v.) No interest shall be paid on such deposits.

vi.) In addition to applying such security deposits to any unpaid accounts, the village shall retain the right to disconnect water and sewer service in any combined water and sewer account or portion thereof which remains unpaid for a set time as listed in Schedule B.

**d.) Penalties**

i.) To any combined water and sewer account which remains unpaid at the end of the month for which the account was unpaid shall be added by way of penalty, as listed in Schedule A

ii.) NSF Cheques – a penalty as listed in Schedule A, will be imposed on any customer issuing an NSF cheque to the Village of Bittern Lake.

**e.) Customers disconnected for non payment**

i.) The cut off fee as listed in Schedule A shall be charged to any customer whose service is disconnected for non-payment.

ii.) Before Service is restored to any customer who has been disconnected for non-payment, such customer shall pay his account including interest, the cut off fee as listed in Schedule A, the application fee as listed in Schedule A, and a security deposit amount as listed in Schedule A.

Bylaw #03/09 is hereby rescinded.

Schedule "A" and Schedule "B" attached hereto forms part of this Bylaw.

This Bylaw shall take effect on the 8 day of June 2016.

Read a first time this 8 day of June 2016.

Read a second time this 8 day of June 2016.

Read a third time and finally passed this 8 day of June 2016.  
Carried Unanimously.

  
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Mayor Earl Debnam

  
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CAO Jill Tinson

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**Schedule A – Fee Schedule**

Shut off Fee	\$ 25.00
Application Fee	\$ 100.00
Security Deposit	\$ 100.00
Water Meter Deposit	\$ 150.00
NSF Charge	\$ 25.00
Overdue Account Penalty	10% of Balance

**Schedule B – Timeline Schedule**

Deposit applied after account closed	- Unpaid 90 days
Clean Payment record –Security Deposit Refunded	- 24 Months
Disconnection	- account unpaid for 90 days
Penalty timeline	- end of the billing month issued.

Schedule A - Fee Schedule

Initial Fee	\$ 25.00
Application Fee	\$ 100.00
Security Deposit	\$ 100.00
4 day delay fee	\$ 100.00
Mail Charge	\$ 15.00
Customer Account Fee - 10% of Balance	

Schedule B - Insurance Schedule

Property Damage	Depositor must file within 30 days
Fire Insurance	Depositor must file within 30 days
Auto Insurance	Depositor must file within 30 days
Life Insurance	Depositor must file within 30 days