

## Village of Bittern Lake Water Line Connection Process

*Specific to Non-residents in the County*

- \_\_\_\_\_ 1.) Submit your written request for connection to the County of Camrose and Village of Bittern Lake councils; include your legal Land description in your request. (Water Application Form attached) *Your written request will be presented at the Village Regular council meeting, where a resolution will be passed.*
- \_\_\_\_\_ 2.) Council approval obtained. Village office staff to submit a letter to the City of Camrose, as per water agreement for approval of connection.
- \_\_\_\_\_ 3.) Confirmation from City of Camrose for approval, usually received in the form of a letter, addressed to Village of Bittern Lake. *A copy will be provided to the applicant.*

- \_\_\_\_\_ 4.) Applicant will be required to sign a contract with the Village of Bittern Lake and pay the fees as listed:

Non-Resident Connection Fee:	\$ 10,000.00
City of Camrose Connection Fee:	\$ 5,628.00 Current Fee (2024)
Application Fee:	\$ 100.00
Deposits:	\$ 250.00
Flow Controller	Current Cost
Backflow Preventer	Current Cost

- \_\_\_\_\_ 5.) Book meeting with Village Engineer to provide information to prepare the engineered drawings. The cost of the engineered drawings and associated costs are the responsibility of the Applicant.  
Tyler Brake – TNT Canada Consultants (403) 872 - 7494
- \_\_\_\_\_ 6.) Once engineered drawings are prepared to Village requirements, it is up to the applicant to obtain easements, construction requirements from Camrose County and arrange the contractor for excavation and connection. We recommend Haugen Backhoe Services; he has successfully completed several connections. (780) 672 - 7317 or (780) 678 – 6337. (Cell)
- \_\_\_\_\_ 7.) Notify the Village office (780) 672 – 7373 when you have the contractor booked to proceed. We require Tyler, the engineer to be onsite while the excavation is occurring.
- \_\_\_\_\_ 8.) Once connected your monthly billing will be: Non-Resident Water Minimum Charge: \$ 47.00, consumption charge of \$ 2.55 per cubic meter and City of Camrose 2024 Levy of \$33.68.

This information sheet has been prepared so that you have complete information of the process. It is subject to change, if it conflicts with any Village of Bittern Lake bylaws, the bylaws will take precedence.

If you have any further questions, please feel free to contact:

**Village of Bittern Lake: (780) 672 – 7373**  
**Office Hours: Monday to Friday, 9:00 – 4:00**  
**E-mail: [cao@villageofbitternlake.ca](mailto:cao@villageofbitternlake.ca)**

**Fax: (780) 679 – 2353**