

Village of Delia
Province of Alberta
By-Law #623-2017

Being a bylaw of the Village of Delia, Alberta to provide for the control of the municipal water, sewer and garbage services.

WHEREAS the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000 as amended, is the authority for Councils to pass bylaws for the control and management of Municipal Utility Services;

NOW THEREFORE the Council of the Village of Delia, duly assembled, enacts as follows:

Short Title

1 The short title of this Bylaw shall be the "Utility Services Bylaw".

Definitions

2 In this Bylaw the following words shall be defined as:

- (a) "Arrears" means account balance which is unpaid after the due date shown on the invoice.
- (b) "Billing Period" means a one (1) month period as set by the Village.
- (b) "Business Day" shall mean every day of the week, Monday through Friday, excepting statutory holidays and other holidays as designated by the Village.
- (c) "Customer" means the person who takes the delivery of the water at its place of consumption or who utilizes the sewer and garbage service and who has authorized the provision of the services in writing to the Village.
- (d) "Chief Administrative Officer" means the Chief Administrative Officer as appointed by Council or his/her designate.
- (e) "Council" means the Council of the Village of Delia.
- (f) "Municipal Utility Service" means the service provided by the Village of Delia from its municipal water, or sewer system or garbage pickup or a combination of any.
- (g) "Owner" means the Registered Owner of a parcel of land.
- (h) "Service Connections" means the part of the Utility that runs from the main line of the Utility to a building or other place on a parcel of land for the purpose of providing the Utility service to the parcel or building and includes pipes or wires which:

- (i) run up to the building;
- (ii) are located within the exterior walls of the building;
- (iii) run from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality; and
- (iv) those couplings, stop-cocks, meters and other apparatus.

- (i) "System" means the system or works constructed by the Village of Delia Municipal Utility Services.
- (j) "Tenant" means a person who rents or leases a property from an "Owner".
- (k) "Village" means the Village of Delia or its duly authorized representatives.

Conditions

- 3 The Owner is responsible for all costs related to the construction and installation of any Service Connection. An application, in the form of Schedule "A" as attached, must be made prior to the commencement of any new Service Connection.
- 4 The Owner is responsible for all costs associated with the repair and maintenance of the Service Connection. Where excavation is necessary for the repair and maintenance of a Service Connection, no work shall be commenced by an Owner without written approval of the Village.
- 5 The Village will be responsible for the costs of maintenance and repair to the Service Connection, only if the repair is required because of faulty workmanship or construction or blockage caused by freezing.
- 6 The Village may construct, maintain or repair a Service Connection and the Village may enter any land or building for that purpose. Any costs incurred by the Village for such construction, maintenance or repair shall be the responsibility of the Owner.
- 7 Every Owner who wishes to receive the Municipal Utility Service shall pay the service charges and fees and other charges as set out in the attached Schedule "B".
- 8 The Owner may make application to have the utility bill paid by the Tenant by completing the form attached as Schedule "C".
- 9 From the date of passing of Bylaw 623-2017 forward, an owner is responsible for all service charges, fees and other charges whether water service is connected or has been disconnected.
- 10 The Owner is responsible to provide free and reasonable access to the property for the purpose of reading, installation, inspection, removal, replacement and repair of meters.
- 11 Where it is necessary for the Village to construct or repair any portion of the Municipal Utility Service the Village, may, without notice to the Customer, interrupt the Municipal Utility Service for as long as is necessary, and the Village shall not be held liable or responsible for any damages or claims arising from service interruption.

- 12 The Council may at any time, by resolution, limit or restrict the use of water by customers for the watering of lawns, garden plots or other areas, or for any other use, for such time as Council may deem advisable.
- 13 Only water and waste water shall be discharged into the Sanitary Sewer System. The discharge of any flammable, explosive or other such material into the Sanitary Sewer System is prohibited.
- 14 For the purposes of conducting sampling tests or inspecting, repairing, placing or removing meters on any Service Connection inside or outside any house or building the Village shall have a right of entry to any parcel or building:
 - (i) upon Reasonable Notice given to the Customer, or
 - (ii) upon written authority of the Mayor given in respect of a special case or emergency.
- 15 The service charge to the Customer for Municipal Utility Service, a late charge penalty for Arrears and other fees for the Municipal Utility Service are set as in the attached Schedule "B".
- 16 An account shall be deemed to be in Arrears if it is not paid by the last business day of the month.
- 17 When an account is in Arrears the Village may, upon giving not less than seven days notice, shut off the supply of water to any Customer.

Repeal

- 18 By-Law #618-16 and all amendments thereto are hereby repealed.

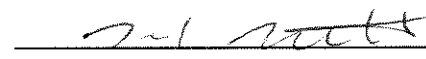
In Force

- 19 This by-law shall come into full force and effect on the day that it is finally passed by Council by giving it third and final reading and it is signed in accordance with the MGA.

READ A FIRST TIME THIS 9th DAY OF March, 2017.



Mayor Dawn Bancroft



Chief Administrative Officer
Mark Nikota

READ A SECOND TIME THIS 27th DAY OF April, 2017.

READ A THIRD TIME AND FINALLY PASSED THIS 27th DAY OF April, 2017.



Mayor Dawn Bancroft



Chief Administrative Officer
Mark Nikota



**APPLICATION FOR THE CONSTRUCTION AND
INSTALLATION OF MUNICIPAL UTILITY SERVICES**

TAX ROLL # _____
OWNER(S) _____
CIVIC ADDRESS _____
MAILING ADDRESS _____
TELEPHONE (WORK) _____ (HOME) _____

MUNICIPAL UTILITY SERVICES REQUIRED:

Water Sewer

THE FOLLOWING ARE HEREBY AGREED TO:

That I will pay all costs related to the construction and installation of the water and sewer services as per the current Utility Services Bylaw.

That I understand if I do not pay the invoice in a timely manner, the costs will be added to my tax account.

Customer _____ CAO _____ Date _____

OFFICE USE ONLY

Parts & Materials

1. _____ Cost \$ _____
2. _____ Cost \$ _____
3. _____ Cost \$ _____

Contractor (if required) _____ Total Hours _____ @ \$ _____/hr

Public Works _____ Total Hours _____ @ \$ _____/hr

Shop Material

1. _____ Cost \$ _____
2. _____ Cost \$ _____
3. _____ Cost \$ _____

Invoice Created # _____ on _____ Date by _____ Initials



MUNICIPAL UTILITY SERVICE FEES & RATES

Effective May 1, 2017 all properties with service connections are subject to the following:

Water Rates

- ✓ • Fixed Operating Charge of \$20.00 per month
- ✓ • Usage Rate of \$3.30 per Cubic Meter up to 20 Cubic Meters per month
- ✓ • Usage Rate of \$4.00 per Cubic Meter over 20 Cubic Meters per month

Garbage Collection and Landfill Rates

- Residential, Commercial, Churches, Arena and Curling Rink Garbage Collection
 - \$16.00 per month
- School and Highland Dell Manor Garbage Collection
 - \$96.00 per month
- Landfill Requisition Fee of
 - Highland Dell \$ 5.00 per month
 - School \$30.00 per month
 - School \$30.00 per month

Sewer Rates

- Residential, Commercial (except Hotel), Churches, Arena and Curling Rink
 - \$17.00 per month
- School
 - \$204.00 per month
- Highland Dell Manor
 - \$102.00 per month
- Hotel
 - \$34.00 per month

Truckfill Rates

- Water will be charged at \$4.00 per Cubic Meter

Connection and Disconnection Fees

If at any time the Municipal Utility Service is connected or disconnected at the curb stop, there shall be a fee of \$50.00.

This can only be done upon request of the owner or contractor to perform maintenance. This includes meter, meter reader or water lines. Except in an emergency, the owner or contractor shall make the request two working days prior to disconnection.

Water service will be discontinued if the account remains unpaid for a period of two months. Due to lack of payment of the utility account, the fee must be paid in addition to the arrears owing for service to be reconnected.

*Note: The Village will not connect and disconnect for properties that will be vacant for quick or extended vacations.

Deposits

Each new account will require a deposit of \$219.00. After 1 year of the account being paid in full on time, the deposit will be returned. This will only apply to owners of the property. Tenants will receive their deposit back once the account is closed.

Penalty

A four percent (4.0%) penalty will be assessed on all arrears unpaid at the time of the next billing.



**VILLAGE OF DELIA
AGREEMENT FOR RENTER TO PAY UTILITY SERVICES**

TAX ROLL # _____ UTILITY ACCOUNT # _____

OWNER(S) _____

CIVIC ADDRESS _____

THE FOLLOWING IS HEREBY AGREED TO:

That, while the building is connected to the utility system, for this renter or any future renter, I understand that if the utilities are not paid as per the Utility Services Bylaw (as amended from time to time), that the outstanding amount may be placed on to the tax roll.

That I understand that the Village Administrator may advise myself, as owner of the property, if the utilities are in arrears.

That I wish to have the renter indicated below, to be responsible for the utility bills.

Owner Witness Date

RENTER _____

TELEPHONE (WORK) _____ (HOME) _____

THE FOLLOWING IS HEREBY AGREED TO:

That I will pay the Municipal Utility Account as rendered by the last business day of the month or I will incur a penalty.

That I understand if my Municipal Utility Account remains unpaid for a period of two months my services may be shut off and the applicable disconnection fees will be charged.

That if my utilities are not paid for in a timely manner as per the Utility Services Bylaw (as amended from time to time), the Village Administrator may advise the Owners of the property that I am in arrears.

Owner/Renter Witness Date

UTILITY CONNECTION/DISCONNECTION

Date _____ Utility Account Number _____

Account Name _____

Civic Address _____

Mailing Address _____

Mailing Address _____

Phone _____ Alternate Phone _____

Service Start Date _____

Owner Occupied? Yes/No If 'No' a deposit is required

Service End Date _____

Owner/Tenant Signature _____

CONNECTION INFORMATION

Deposit Amount \$ _____ Receipt Number _____ Date _____

Connection Fee \$ _____ Receipt Number _____ Date _____

DISCONNECTION INFORMATION

Service End Date _____

Disconnection Fee \$ _____ Billed to Account? Yes/No

Receipt Number _____ Date _____

Deposit on file \$ _____ Applied as payment? Yes/No

Refunded by Cheque# _____ Date _____

Meter Reading _____ Date _____

Turned off at Curb Stop? Yes/No Date _____

Public Works Signature _____

DISCONNECTION OF SERVICES CHECKLIST

TAX ROLL _____ UTILITY ACCOUNT _____

Owner _____

Renter _____

PAYMENT ARRANGEMENTS FOR ARREARS

Number of months in arrears _____

Amount of Arrears \$ _____

Date Mailed to Owner _____ (attach billing history)

Date Mailed to Renter _____

NOTICE OF DISCONNECTION

Number of months in arrears _____

Amount of Arrears \$ _____

Date Mailed to Owner _____ (attach billing history)

Date Mailed to Renter _____

SERVICE TERMINATION

Number of months in arrears _____

Amount of Arrears \$ _____

Date Mailed to Owner _____ (attach billing history)

Date Mailed to Renter _____