



TOWN OF SLAVE LAKE

CATEGORY: Public Service
POLICY #: D.c.009
OWNER DEPT: Operations
DATE APPROVED BY COUNCIL: Sept. 19, 2000

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REVISED: Sept. 15, 2000

TITLE: **Utility Account Holders & Meter Deposit Fees**

POLICY/PROCEDURE

POLICY STATEMENT:

The Council of the Town of Slave Lake deems it proper to have accounts for municipal utilities held only in the name of the property owner in order to protect the financial integrity of the Town's utility system.

POLICY OBJECTIVE:

The objective of this policy is to:

1. Provide staff with a guideline for establishing utility accounts for consumers requesting water or sewer.

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1.00 DEFINITIONS

1.1 Property Owner:

The individual(s) or corporation so named on the land title as the owner of the property, except that in the case of a mobile home located in a mobile home park, it is the case of the owner of the mobile home and does not include the land upon which the mobile home is situated.

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2.00 POLICY PROCEDURES

- 2.01 Effective October 1, 2000, unless otherwise provided for, all utility accounts will remain in the name of the property owner and forwarded to the address of the property owner.
- 2.2 When a property owner rents or leases a premise to which the Town provides utility services, all utility accounts shall remain in the name of the property owner.
- 2.3 When services are provided to a mobile home situated in a mobile home park the utilities shall remain in the name of the owner of the mobile home.
- 2.4 When an existing utility account is held in the name of a renter or lessee and the occupant moves the utility account may not be opened unless in the name of the property owner. Any meter deposit fee collected previously from the renter or lessee will be refunded except for outstanding utilities.