TOWN OF CABRI

POLICY NO. 2-2017

UTILITY DISCONNECT POLICY

(Adopted by Council July 10, 2017)

**Purpose:**

The purpose of this policy is to provide a procedure to be followed for the disconnection of utility services for accounts that are in arrears.

**Definitions:**

**“**Accounts” Residential or Commercial properties that are connected to the Town’s water and sewer lines and are billed quarterly for these services.

“Arrears” any account that has a balance past due for more than 60 days.

**Policy:**

Accounts that are in arrears will be given one month’s written notice that the account is overdue. In the case of a tenant renting the property, the letter notifying the overdue status will be sent to both the tenant and the property owner. Full payment must be made by the time the one month timeframe has expired or arrangements must be made with the Town Office or the utilities will be disconnected. Specific date for the disconnection will be provided. Upon disconnection of the utilities, a fine of $50 will be charged to reconnect the services. This fine plus all arrears owing must be paid or arrangements made with the Town Office before the services can be reconnected.

Should the overdue amount remain past November 1 of any year, the owner and/or tenant of the property will be notified via registered letter that, if full payment of arrears owing on account are not paid by December 1, the amount will be added to the property’s tax roll on December 31 of that year.

\*This policy is in accordance with Section 29(a) and Section 369 of The Municipalities Act.