

# Hunter River Sewage Collection and Treatment Utility

## Billing Policies

May 2016

### Client Billing

- A. Clients of the Hunter River Sewage Collection and Treatment Utility will be billed according to the Proportionate Sewer Charges for the utility, as per the Island Regulatory and Appeals Commission. See Appendix "A"
- B. All properties with plumbed facilities are required to pay monthly sewer fees, regardless of connection, as per the Water and Sewerage Act of Prince Edward Island.
- C. Invoices for sewer service will be rendered to each client on a monthly basis, with payment due on the last business day of each month.
- D. It is the responsibility of the client to ensure that the Utility has current mailing and contact information.
- E. Accounts with amounts in arrears in excess of sixty (60) days will be subject to late payments charges. See Appendix "B"
- F. The Hunter River Sewage Collection and Treatment Utility account and billings are in the name of the owner of the property served by the utility.
- G. In the case of a premises being vacant the client will continue to be billed according to the Proportionate Sewer Charges.
- H. In the case of a premises licensed by the Prince Edward Island Liquor Control Commission, the seat charge for the property will be calculated at 75% of the Fire Marshal's rating.

### Arrear Accounts

- A. As per Appendix "B", Schedule of Fees, arrear accounts with amounts in excess of sixty (60) days past due will be subject to late payment charges. Late payment charges will be calculated monthly on unpaid amounts.
- B. Accounts in arrears, in excess of sixty (60) days will be subject to the notification schedule outlined in Appendix "C", Schedule of Notification for Arrear Accounts. Should the Hunter River Sewage Collection and Treatment Utility be required to forward accounts to its lawyer, all legal fees incurred by the utility will be the applied to the clients account and must be paid.
- C. Disconnected properties will continue to be billed monthly.
- D. Properties that require disconnection due to unpaid charges will be also be responsible for a \$500 disconnection fee that will be applied to the clients account. Reconnection of the property will not occur until all fees and charges are paid in full, including reconnection charges.
- E. Clients that enter into a repayment plan with the Hunter River Sewage Collection and Treatment Utility must meet all conditions of the repayment plan in order to avoid sewer service to the property being disconnected.

## **Appendix “A”**

Proportionate Sewer Charges for the Hunter River Sewer Collection and  
Treatment Utility

TYPE OF CUSTOMER	UNIT VALUE	ANNUAL SEWER CHARGE	TYPE OF CUSTOMER	UNIT VALUE	ANNUAL SEWER CHARGE
SINGLE-FAMILY DWELLING	1.00	\$708.00	DOCTORS' & DENTISTS' OFFICES AND BEAUTY & BARBER SHOPS With Separate Service	1.00	\$708.00
INDIVIDUAL APARTMENT	0.80	\$566.40	Combined With Other Service	0.50	\$354.00
MOBILE HOME	0.70	\$495.60	LAUNDROMAT WITH MACHINES USING OVER 30 GALLONS PER WASH For First Machine	3.00	\$2,124.00
SENIOR CITIZENS HOME, Per Unit	0.60	\$424.80	For Second Machine	2.00	\$1,416.00
			For Each Additional Machine	1.00	\$708.00
CONVENT, INSTITUTIONAL DORMITORY, ROOMING OR BOARDING HOUSE For Up to Five Persons	1.00	\$708.00	LAUNDROMAT WITH MACHINES USING 30 OR FEWER GALLONS PER WASH For First Machine	2.00	\$1,416.00
For Each Additional Person	0.20	\$141.60	For Second Machine	1.50	\$1,062.00
			For Each Additional Machine	0.75	\$531.00
MOTELS AND TOURIST COTTAGES With Housekeeping Facilities, Each Unit	0.50	\$354.00	SERVICE STATION Without Carwash	1.00	\$708.00
With Bathroom Facilities Only, Each Unit	0.30	\$212.40	With Carwash	2.00	\$1,416.00
TOURIST HOME For First Bathroom	1.00	\$708.00	RESTAURANTS AND SNACK BARS	1.00	\$708.00
For Each Additional Bathroom or Washroom	0.30	\$212.40	For Each Ten Seats, an Additional Amount of	0.25	\$177.00
HOSPITAL Without Laundry Facilities, Per Bed	0.50	\$354.00	PREMISES LICENSED BY THE P.E.I. LIQUOR CONTROL COMMISSION: Restaurant, Lounge, Dining Room or Club	1.00	\$708.00
With Laundry Facilities, Per Bed	0.75	\$531.00	SEAT CHARGE: Calculate 75% of Fire Marshal's rating OR the actual seat count, then charge, for each five seats, an additional amount of	0.25	\$177.00
SCHOOLS, Per Classroom	1.00	\$708.00	DRIVE-IN RESTAURANT OR THEATRE With Canteen	1.00	\$708.00
STORES, BANKS, CLUBS, CHURCHES, HALLS, RECREATIONAL FACILITIES AND PLACES OF BUSINESS For First Washroom Facility	1.00	\$708.00	For First Washroom and Toilet Facility	1.00	\$708.00
For Each Additional Toilet or Urinal	0.50	\$354.00	For Each Additional Washroom and Toilet Facility	0.50	\$354.00

## Appendix “B”

### Schedule of Fees

<b>Service</b>	<b>Fee</b>
Inspection for Connection or Disconnection of Service	\$25.00
Late Payment Charges	2% per month
Non-Negotiable Cheque or Rejection of Pre-Authorized Payments	\$25.00
Legal Fees	Determined by situation and costs incurred by the Utility
Disconnection charge for Arrear Accounts	\$500.00

## Appendix “C”

### Schedule of Notification for Arrear Accounts

<b>Number of Days Past Due</b>	<b>Action Taken</b>
60 days	1 <sup>st</sup> past due reminder letter
90 days	2 <sup>nd</sup> past due reminder letter
120 days	3 <sup>rd</sup> reminder letter and disconnection notice
134 days +	Final letter requesting payment in full
141 days +	Disconnection letter from HRSU lawyer notifying client of disconnection