

CITY OF PRINCE RUPERT

WATER WORKS BYLAW NO. 3549, 2024

A BYLAW TO REGULATE THE PROVISION AND USE OF THE WATER WORKS OF THE CITY

The Council of the City of Prince Rupert in open meeting enacts as follows:

PART 1 – INTERPRETATION

Title

1.1. This Bylaw may be cited as “Water Utility Management Bylaw, No. 3549, 2024”.

Definitions

1.2. In this Bylaw:

“**actual cost**” means all charges incurred by the City with respect to the work performed, including, but not limited to invoiced costs for wages, overhead, equipment, materials, contracted services and other miscellaneous charges and including, where applicable, the cost of using City employees and equipment charged at the hourly rates specified in Schedule "A" of this Bylaw, plus a 15% administration fee.

“**applicant**” means an owner making application for a service connection.

“**Asset Management Reserve Fee**” means a surcharge collected to repair and replace the service infrastructure assets for present and future needs of the system.

“**Building Inspector**” means the Building Inspector of the City and the Building Inspector’s duly authorized representatives.

“**capable of connection**” means that a parcel of land abuts a street, lane, public right-of-way or easement upon or under which there is a water main having a minimum calculated static pressure of 170 kPa and the parcel of land is not already served by a service connection.

“**City**” means the City of Prince Rupert.

“**consumer**” means a person to whom water is supplied by the City.

“**Council**” means the Municipal Council of the City.

“**cross-connection**” means a connection whereby the water works are connected, directly or indirectly, to a device or source that may result in backflow or contaminants entering into plumbing connected to the water works, including bypass arrangements, jumper connections, removable sections, swivel or changeover devices and any other temporary or permanent connecting arrangements.

“**curb stop**” means a shut-off valve installed by the City on a service connection, with a protective housing to the ground surface and located on the main side of a property line.

“**distribution system**” means all mains and appurtenances thereto, including fire hydrants, pumping stations, reservoirs, pressure reducing stations, meters and service connections installed within a highway, municipal right-of-way or easement or on municipal property.

“employee” includes management personnel of the City.

“Engineer” means the Director of Operations of the City, or any person appointed by the Council to serve in that capacity, and the Director of Operations’ duly authorized representatives.

“Financial Administrator” means the Chief Financial Officer of the City, or any person appointed by the Council to serve in that capacity, and the Chief Financial Officer’s duly authorized representatives.

“Fire Chief” means the Fire Chief of the City and the Fire Chief’s duly authorized representative.

“fire hydrant” means a device equipped with special threaded connections to supply water for fire protection purposes that is installed by the City within a highway, municipal right-of-way or easement or on municipal property and connected to a water main.

“fire protection system” includes:

- a) an automatic sprinkler system;
- b) a fire main loop with hydrant;
- c) a connected hose standpipe located inside or outside of a building;
- d) fire protection monitors; and
- e) any other equipment used solely for emergency fire protection and suppression and approved by the Fire Chief.

“improvements” means enhancements made on municipal property, including, but not limited to, retaining walls, landscaping, driveways, sidewalks and walkways.

“main” means a pipe, including valves, fittings and other appurtenances thereto other than a service connection or water service and includes a pumping station, a water treatment plant or a reservoir.

“meter” means a device owned and supplied by the City used to measure and indicate the volume of water passing through the device, including remote reading accessories.

“owner” has the same meaning as in the *Community Charter* and includes an owner’s agent.

“person” means a natural person, an association, a partnership or a corporation, acting in its own capacity or through a servant, agent or employee.

“service connection” means a pipe and the valves, protective boxes, connections, and all other material necessary and used to connect a water main to a curb stop.

“water service” means a pipe and all valves, connections and taps connecting a curb stop to a house or other building, including the tail nut of the curb stop, regardless of the side of a property line on which it falls.

“water works” means the entire water works system of the City, including the distribution system, reservoirs, intakes and water treatment plant.

Interpretation

- 1.3. If any portion of this Bylaw is held to be invalid or illegal, that portion is severed from this Bylaw, and the remaining portion is to be read and construed as separate and distinct from the severed portion.

Schedules

- 1.4. The schedules attached to this Bylaw form part of this Bylaw and any fee or charge described in a schedule is hereby imposed under this Bylaw.

PART 2 – SERVICE CONNECTIONS

General

- 2.1. The *owner* of a parcel of land *capable of connection* that contains a building or structure must connect the water system of each building or structure to the *water works* by means of a *service connection*.

Connection Application

- 2.2. An *owner* may apply to establish one or more *service connections* to the *owner's* parcel of land by completing the form prescribed by the *Engineer* and paying the applicable fees or charges in Schedule "A" of this Bylaw.
- 2.3. If establishment of a *service connection* is practicable, the *Engineer* shall construct a *service connection* to the *applicant's* parcel of land.
- 2.4. If establishment of a *service connection* is not practicable, the *Engineer* shall notify the *applicant* and the *City* shall refund any charges or fees paid by the *applicant*.
- 2.5. No *person* other than an *employee* may construct a *service connection*, except with the prior written consent of the *Engineer*.

Individual Connections

- 2.6. A *service connection* is not to serve, directly or indirectly, more than one parcel.
- 2.7. Where two or more buildings are situate on a parcel of land and the parcel is capable of being subdivided such that at least one building would be situate on each resulting parcel, each building is to have a separate *service connection*.

Connection Location

- 2.8. Where possible, the *City* shall construct a *service connection* at a location requested by the *applicant*. Where the *applicant's* preferred location is not practicable due to conflict with existing *improvements* or utilities, the *Engineer* shall determine the location of the *service connection*.

Compulsory Service Connections

- 2.9. Where the *City* has scheduled installation of surface *improvements* on a street during a current budget year, the *Engineer* shall construct a *service connection* to each parcel of land abutting the street *capable of connection*, whether or not a building or structure exists on the parcel of land, and shall charge the *owner* the same fees that would be chargeable under section 2.2 of this Bylaw if the owner applied for the *service connection*, such amount payable on demand.

Size of Connection

- 2.10. The minimum inside diameter of a new *service connection* is twenty-five (25) millimetres. In all cases, the diameter of a new *service connection* is subject to approval by the *Engineer* and the *Engineer* may limit the diameter of a new *service connection* if the *Engineer* determines that it exceeds the available capacity of the *water works*.

Materials and Workmanship

- 2.11. All *service connections* shall be constructed in accordance with the current Master Municipal Construction Documents standards.

Depth of Bury

- 2.12. The minimum depth of bury of a *service connection* below finished ground elevation is ninety (90) centimetres unless the *Engineer* authorizes otherwise.

Additional or Larger Service Connection Costs

- 2.13. The *applicant* shall pay the *actual cost*, including any applicable inspection fees, for constructing any additional *service connection* or increasing the size of a *service connection* to comply with the *Engineer's* requirements.

Fire Protection Connection

- 2.14. Where an *owner* applies to establish a *service connection* solely to supply water to a *fire protection system*, the *owner* shall pay the *actual cost* of constructing the *service connection*. The *Engineer* may permit the *service connection* to be unmetered.

Use of Fire Hydrant

- 2.15. The *owner* or occupier of a parcel of land may apply to use a *fire hydrant* for a temporary purpose and shall pay the applicable fees or charges in Schedule "A" of this Bylaw.

PART 3 – WATER SERVICES

General

- 3.1. Individual *water services* are not to have a *cross-connection*.

Standard and approval

- 3.2. The *owner* shall construct a *water service* in accordance with the B.C. Plumbing Code and at the *owner's* expense. The *owner* shall not connect the *water service* to the *service connection* without the *Engineer's* approval.
- 3.3. The *owner* shall not cover any part of the *water service* or the *service connection* until the *Building Inspector* inspects the *water service* and its connection to the *service connection*.

Occupancy Permits

- 3.4. Including for the purpose of ensuring a supply of potable water, the *Building Inspector* may withhold an occupancy permit until the *water service* has been inspected and connected to the *service connection*.

PART 4 – METERS

Application and Installation

- 4.1. The *owner* of a parcel of land that:
- a) is in an industrial, commercial, or institutional zone and contains a building; or
 - b) contains four or more dwelling units within a single building shall:
 - i. install a *water meter* in a location approved by the *Engineer*, which except in exceptional circumstances, shall be outside the building and not within a driveway;

- ii. install a strainer, locking bypass and isolation valves; and
 - iii. pay the water *meter* installation fee specified in Schedule “A” of this Bylaw.
- 4.2. Despite the requirements under section 4.1 of this Bylaw, the Engineer may require the *owner* of a parcel of land install a water *meter* if a use on the parcel consumes an inordinate amount of water.
- 4.3. Every *service connection* is to have a water *meter* that is of a type and size determined by the *Engineer* and installed in accordance with the specifications prescribed by the *Engineer*.

Fees and Costs

- 4.4. The *owner* shall pay the applicable monthly *meter* rental fee and rate for metered water used set out in Schedule “A” of this Bylaw.
- 4.5. The *City* may charge the owner the cost of repairing or replacing a *meter* if the need to repair or replace the *meter* is the result of conduct by the *owner* that contravenes section 10.4 or another provision of this Bylaw.

Meter Accuracy

- 4.6. An *owner* may request, in writing, that the *City* verify the accuracy of the record of a water *meter* and shall pay the applicable fee in Schedule “A” of this Bylaw, upon receipt of which, the *City* shall remove and test the water *meter* at the *owner’s* expense.

PART 5 – MAINTENANCE

Owner Obligations

- 5.1. The *owner* shall maintain the *water service* from the *curb stop* complete to the building or structure for which connection is provided. The *owner* shall at all times maintain the *curb stop* in an accessible condition. Where the *owner* has not maintained the *curb stop* in an accessible condition, the *owner* bears all costs of the *City* to acquire access to the *curb stop* for any reason. In the absence of a *curb stop*, the *owner* shall maintain the *water service* from the property line to the building or structure for which connection is provided.
- 5.2. Where an *owner* suspects there to be a defect in the *service connection* or *water service*, the *owner* shall immediately notify the *City* and the *Engineer* shall, as soon as practicable, operate the *curb stop* and determine whether the defect exists in the *water service* or in the *service connection*. If the defect exists in the *water service*, the *owner* shall pay the call out fee specified in Schedule “A” of this Bylaw and repair the defect at the *owner’s* expense within ten (10) days. If the defect exists in the *service connection*, the *City* shall repair the defect at the *City’s* expense.
- 5.3. Where the *owner* refuses or neglects to repair a defect within ten (10) days, the *Engineer* may repair the defect at the *owner’s* expense and the *City* shall charge the *owner* the cost thereof.

PART 6 – USE OF WATER SYSTEM

Backflow Prevention

- 6.4. The *Engineer* may require a *consumer* to install a backflow prevention device where the *Engineer* determines that backflow or back pressure may result in a health hazard or nuisance.

- 6.5. Unless otherwise authorized by the *Engineer*, the backflow prevention device is to be a reduced pressure backflow preventer.
- 6.6. A backflow prevention device is mandatory for all of the following buildings, structures and facilities:
- (a) facilities with more than one *service connection* or an alternative source of water;
 - (b) buildings that are over three storeys tall or that use a pump to elevate water;
 - (c) buildings containing a use other than a single-family dwelling or duplex;
 - (d) facilities with irrigation or sprinkler systems;
 - (e) facilities utilizing radioactive materials;
 - (f) facilities closed to public inspection;
 - (g) sand, gravel, concrete and asphalt plants;
 - (h) sewage facilities;
 - (i) waterfront facilities; and
 - (j) any other facility the *Engineer* determines may pose a hazard to the water supply.
- 6.7. A *consumer* shall cause a qualified inspector to inspect and certify the backflow prevention device annually.

Turn-on and Shut-off

- 6.8. An *owner* may request that the *City* operate the *owner's* curb stop to turn on or shut off the *owner's* supply of water and shall pay the applicable fees in Schedule "A" of this Bylaw, upon receipt of which, the *City* shall operate the curb stop at the *City's* convenience.

Abandonment

- 6.9. Where an *owner* wishes to permanently remove a *water service* serving their land, the *owner* shall make an application to the *Engineer* and pay the applicable fees in Schedule "A" of this Bylaw.

Water Use Restriction

- 6.10. In the event of a water supply shortage for any reason, the *Engineer* may issue a notice prohibiting, restricting or limiting the use of water by one or more *consumers*. Notice is sufficient if it is delivered in writing, broadcast by a local radio or television station or advertised in two consecutive issues of a newspaper.
- 6.11. No *person* shall use or consume water in contravention of the terms of a notice issued under section 6.10 of this Bylaw.

Termination of Water Supply for Non-Payment

- 6.12. The *Engineer* may order that supply of water to a *consumer* be terminated and shall provide at least thirty (30) days' notice, in writing, to the *consumer*, where the *consumer* fails to pay rates fees, charges or rents when due.

Termination of Water Supply for Noncompliance

- 6.13. The *Engineer* may order that supply of water to a *consumer* be terminated and shall provide at least fourteen (14) days' notice, in writing, to the *consumer*, where the *consumer*.

- (a) violates one of more of the provisions of this Bylaw;
 - (b) fails to maintain a *water service* in good condition and without any leaks;
 - (d) fails to install a *water meter*; or
 - (e) fails to install a backflow prevention device or to cause a qualified inspector to inspect and certify the backflow prevention device annually.
- 6.14. A *consumer* who receives notice in respect of an order that supply of water to the *consumer* be terminated under section 6.13 of this Bylaw may, within fourteen (14) days of receipt of that notice, request an opportunity to make representations to *Council*, in which case the *Engineer* shall not make the order unless, having heard the *consumer*, or the *consumer* having failed to make representations after requesting to do so, *Council* directs the *Engineer* to make the order.
- 6.15. Notwithstanding sections 6.13 and 6.14 of this Bylaw, the *Engineer* may order that supply of water to a *consumer* be terminated immediately, with notice provided at time of termination, where the *Engineer* determines that continuing the supply of water will result in significant loss of water or a potential hazard to the public.

PART 7 – CHARGES

Rates

- 7.1. The *owner* or occupier of a parcel of land shall pay the applicable water rates and user rates in Schedule “A” of this Bylaw.
- 7.2. Rates apply as of the date the *City* turns on the supply of water and cease to apply on the date the *City* shuts off the supply of water.

Outstanding Fees and Charges Added to Taxes

- 7.3. All fees, charges, rents and rates, including charges for works or repairs undertaken by the *City* due to an *owner* or occupier’s failure to carry out necessary works or repairs, not paid on or before the thirty-first (31st) day of December in any year are subject to the late fee in Schedule “A” of this Bylaw and are deemed to be taxes in arrears in respect of the parcel(s) of land concerned, such amounts to be recovered, with interest, in the same manner as ordinary municipal taxes upon land in accordance with the *Community Charter* and *Local Government Act*.

PART 8 – ACCESS AND INSPECTION

General

- 8.1. The *Engineer*, *Building Inspector* and an *employee* authorized by the *Engineer* or *Building Inspector* may, at all reasonable times and in accordance with section 16 of the *Community Charter*, enter onto any land to ascertain compliance with this Bylaw and any order, direction or notice given under this Bylaw.

Water Meters

- 8.2. The *owner* or occupier of a parcel of land supplied with water from the *water works* and on which a *meter* is located shall at all times maintain convenient access to the *meter* for reading, repair and removal.

Private Hydrants

8.3 An *owner* may request that the *City* inspect and maintain a private hydrant that:

- a) is located on the *owner's* parcel;
- b) is located outside of a building;
- c) conforms to *City* standards as determined by the Engineer; and
- d) is used solely for fire protection and suppression purposes to the same standard as the *City* applies to *fire hydrants*;

and if the *City*, at the discretion of the *Engineer*, agrees to inspect and maintain the private hydrant then the owner shall pay the applicable annual fees in Schedule "A" of this Bylaw, upon receipt of which, the *City* shall inspect and maintain the *fire hydrant* at the *City's* convenience.

PART 9 – LIABILITY

General

- 9.1. The *City* is not liable for injury or damage to a *person* or property arising or occurring from the use of water from the *water works*.
- 9.2. The *City* does not guarantee that water it supplies is free of any impurity that could affect a manufacturing process.

Failure of Water Supply

- 9.3. The *City* is not liable for failure of the water supply as a consequence of an accident or damage to the *water works*, excessive pressure or lack of pressure or temporary stoppage on account of alterations or repairs, whether the failure arises from the negligence of an *employee* or any other *person* or from natural deterioration or obsolescence of the *water works* or otherwise.

Improvements

- 9.4. The *City* is not liable for damage or destruction of an *improvement* that impedes access to the *distribution system*. The *City* shall not replace or compensate for damage or destruction of an *improvement* by an *employee* installing, maintaining, repairing or replacing a *service connection* or *main*.

PART 10 – OFFENCES

General

- 10.1. A *person* who contravenes a provision of this Bylaw, or who causes, suffers, or permits any act or thing to be done in contravention of a provision of this Bylaw, or who neglects or refrains from doing anything required to be done by a provision of this Bylaw or who fails to comply with an order, direction or notice given under this Bylaw commits an offence and is liable on conviction to a fine not exceeding FIFTY THOUSAND DOLLARS (\$50,000.00).
- 10.2. Where an offence under this Bylaw is of a continuing nature, each day that the offence continues or is permitted to exist constitutes a separate offence.
- 10.3. Nothing in sections 10.1 and 10.2 of this Bylaw affects any other right or remedy of the City in respect of a violation of a provision of this Bylaw.

Tampering

- 10.4. No *person* shall connect to the *water works* or in any way tamper with, operate, remove or make any alteration to a *fire hydrant, meter, curb stop, valve, pumping station, reservoir, inspection chamber* or other fixture or appurtenance connected with the *water works*, except with the prior written consent of the *Engineer*, such consent to be provided only in exceptional circumstances.
- 10.5. No *person* shall, without lawful excuse, break, damage, destroy, uncover, deface, mar or tamper with a part of the *water works*.

PART 11 – ADMINISTRATION

Reference to Other Bylaws or Enactments

- 11.1. Reference to any bylaw or enactment is a reference to that bylaw or enactment as consolidated, revised, amended, re-enacted or replaced unless otherwise expressly provided.

Notice

- 11.2. Where the *Engineer* is required to give notice, notice is sufficiently given if it is sent to the *owner* by mail, left with the *owner* or deposited in the mailbox at the *owner’s* residence or place of business.

Commencement

- 11.3. This Bylaw comes into force on adoption.
- 11.4. Despite section 11.3 and Schedule “A” of this Bylaw, during 2024 the fees set out in Schedule “A” of Water Utility Management Bylaw No. 3401, 2016 are deemed to apply to this Bylaw notwithstanding the repeal of Water Utility Management Bylaw No. 3401, 2016.

Repeal

- 11.5. Water Utility Management Bylaw No. 3401, 2016 is repealed.

READ A FIRST TIME this 25th day of November, 2024.

READ A SECOND TIME this this 25th day of November, 2024.

READ A THIRD TIME this 25th day of November, 2024

READ A FOURHT & FINAL TIME this 9th day of December, 2024.

This Bylaw was adopted by Council.

To view the signed original,
 contact City Hall Administration at
 (250) 627 0934 or email
 cityhall@princerupert.ca

Mayor

Corporate Officer

SCHEDULE “A”

Water Works Bylaw No. 3549, 2024

FEES AND CHARGES

The fees, rates, and charges listed in items 1 through 6 of this Schedule include a 2% Asset Management Reserve Fee.

	2024	2025	2026	2027	2028
1. Water Meter Rentals- Billed Monthly					
Up to and including 19 mm	\$9.46	\$9.89	\$10.34	\$10.86	\$14.55
25 mm	\$14.64	\$15.30	\$15.99	\$16.79	\$22.50
38 mm	\$23.64	\$24.70	\$25.81	\$27.10	\$36.31
50 mm	\$29.05	\$30.36	\$31.73	\$33.32	\$44.65
75 mm	\$88.82	\$92.82	\$97.00	\$101.85	\$136.48
100 mm	\$134.30	\$140.34	\$146.66	\$153.99	\$206.35
150 mm	\$257.68	\$269.28	\$281.40	\$295.47	\$395.93
200 mm	\$315.41	\$329.60	\$344.43	\$361.65	\$484.61
2. Meter Reading Charges					
Each call after the first one of each month if access has not been provided.	\$64.00	\$67.00	\$70.00	\$74.00	\$99.00
3. Metered Rates – Billed Monthly					
Water consumption up to 2,800 cubic metres –per cubic metre	\$1.10	\$1.15	\$1.20	\$1.26	\$1.69
Water consumption in excess of 2,800 cubic metres –per cubic metre	\$0.80	\$0.84	\$0.87	\$0.92	\$1.23
4. Minimum Meter Charges – Billed Monthly					
Minimum charge to any metered customer	\$50.65	\$52.93	\$55.31	\$58.08	\$77.83
Restaurants & Liquor Establishment will be a minimum charge of	\$73.17	\$76.46	\$79.90	\$83.90	\$112.43
Except for hotels/motels, which will pay a minimum charge of	\$84.43	\$88.23	\$92.20	\$96.81	\$129.73
5. Residential Water Rates – Billed Annually					
Residential House Per Dwelling	\$562.87	\$588.20	\$614.67	\$645.40	\$864.84
6. User Rates Non Metered – Billed Quarterly					
Residential Building with single Owner/Strata for greater than 20 Dwellings – per dwelling	\$140.72	\$147.05	\$153.67	\$161.35	\$216.21

Apartment Building – per unit	\$208.26	\$217.63	\$227.42	\$238.79	\$319.98
Bank	\$481.81	\$503.49	\$526.15	\$552.46	\$740.30
Business Under 10 employees	\$386.12	\$403.50	\$421.66	\$442.74	\$593.27
Business Over 10 employees	\$481.81	\$503.49	\$526.15	\$552.46	\$740.30
Church/Religious Meeting Place	\$200.38	\$209.40	\$218.82	\$229.76	\$307.88
Day Care Centre	\$481.81	\$503.49	\$526.15	\$552.46	\$740.30
Licensed Premises	\$1,053.69	\$1,101.11	\$1,150.66	\$1,208.19	\$1,618.97
Multi family dwelling, greater than 3 units - per unit	\$208.26	\$217.63	\$227.42	\$238.79	\$319.98

7. Water Service Connection Fees

Residential (One) 1 inch service (or actual cost if actual cost is lower than this fee)	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
Non-Residential service	actual cost	actual cost	actual cost	actual cost	actual cost

8. Inspection Fees

In addition to the connection fees, a separate inspection fee will be levied for each connection.	\$277.00	\$289.00	\$302.00	\$317.00	\$425.00
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9. Water On and Off Fees

During regular working hours (8:00 AM to 4:00 PM Monday to Friday except Statutory holidays) and regular working days	\$53.00	\$53.00	\$55.00	\$58.00	\$78.00
Outside regular working hours – per occurrence.	\$300.00	\$314.00	\$328.00	\$344.00	\$461.00

10. Actual Cost Hourly Rates

Clerical & First Aid Attendant	\$96.00	\$96.00	These hourly rates are subject to change annually, starting 2026, based in part on Collective Agreement Bargaining.
Engineering Technologist	\$94.00	\$94.00	
Equipment Operator I	\$91.00	\$91.00	
Equipment Operator II	\$103.00	\$103.00	
Foreman	\$106.00	\$106.00	
Labourer	\$91.00	\$91.00	
Mechanic/Welder	\$118.00	\$118.00	
Utility Foreman	\$113.00	\$113.00	
Other	\$91.00	\$91.00	
City Vehicles and Equipment	The hourly rental rate for the vehicle or equipment as specified in the current year’s Blue Book Rental Rate Guide as published by BC Road Builders and Heavy Construction Association in partnership with the Ministry of Transportation		

11. Abandonment Fees

Abandon service to water main	actual cost	actual cost	actual cost	actual cost	actual cost
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12. Hydrants

Use of the Fire Hydrant – first day	\$376.00	\$393.00	\$411.00	\$432.00	\$579.00
For each additional day	\$159.00	\$166.00	\$173.00	\$182.00	\$244.00
Private Fire Hydrant Maintenance	\$656.00	\$686.00	\$717.00	\$753.00	\$1,009.00

13. Meter Testing Charges

Owner requested additional testing	actual cost	actual cost	actual cost	actual cost	actual cost
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14. Other Work

Any work carried out by the *City* at the request of an *owner* and with the approval of the *Engineer* in relation to the *service connection* and not otherwise provided in this Schedule “A”, such as relocating or altering existing services, installing a different type of equipment, device or service box, raising a manhole, or other modifications to *City* utilities on or near the *owner’s* parcel of land shall be charged to the *owner* at *actual costs*.

15. Billing and Early Payment Reward

Accounts paid in full by the due date on the Billing Statement may be entitled to receive a ten percent (10%) reduction. Any payments received after the close of business day at Prince Rupert City Hall on the due date are not eligible for the discount. Payments made at a Financial Institution must be received by the City on or before the applicable due dates in order for the customer to qualify for the discount. Non receipt of the utility bill will not be recognized as a valid excuse for failure to pay the rates when due.

16. Unpaid Fees and Charges

Any amounts imposed under this Schedule remaining unpaid on the thirty-first (31st) day of December in any year shall be deemed to be taxes in arrears in respect of the parcels of land concerned and such sums shall be recovered with interest, in the same manner as ordinary municipal taxes upon land in accordance with the applicable provisions of the *Community Charter* and *Local Government Act*.