



Municipality of Crowsnest Pass Policy

Policy No.:	1706-01
Policy Title:	Residential Utility Rates – Senior’s Rate Reduction Program
Approval Date:	April 18, 2016
Revision Date:	
Supersedes Policy:	
Department:	Finance

1.0 POLICY PURPOSE

The purpose of this policy is to provide a residential Utility Rate reduction policy for Low Income Senior Citizens who are residents of the Municipality of Crowsnest Pass and are receiving the Federal Guaranteed Income Supplement. This policy is designed to protect low income senior citizens whom are home owners in the Municipality of Crowsnest Pass from utility rate increases by deferring the increases for a two-year period.

Current Year	Assessed Utility Rates for the Year of
2016	2014
2017	2015
2018	2016
2019	2017
2020	2018
Continued Forward	Continued Forward

2.0 DEFINITIONS

“Federal Guaranteed Income Supplement (GIS)” means a monthly benefit that is administered through the Federal government and is utilized as an eligibility criteria for this policy.

“Home Owner” as defined in section 3.1(a).

“Low Income Senior Citizen” means a senior citizen who is receiving the Federal Guaranteed Income Supplement.

“New Applicants” means residents that have not previously received a senior’s rate reduction on their Utility Bill under this policy.

“Renewal Applicants” means residents that have received the senior’s rate reduction in the preceding year for whom the rate reduction has not lapsed. Applicants that have received the rate reduction in the past but have allowed it to lapse are considered New Applicants.

“Utility” means the Municipal services of water, sewer, garbage and recycling of the Crownsnest Pass.

“Utility Rate” means the bi-monthly levy that is established by Bylaw that is paid by residents to the Municipality for the provision of Municipal services.

3.0 POLICY STATEMENTS

3.1 Eligibility Criteria

- a. In order to qualify for this program, a Home Owner is defined as meeting all of the following requirements:
 - i. A person registered with land titles owning the home where he or she lives; or
 - ii. The owner of a taxable residence on land owned by someone else; or
 - iii. A person registered under the Land Titles Act as having a life estate; and
 - iv. If a resident senior citizen is married, living common law, or in an adult interdependent relationship and only one of the partners owns the home of residence, both people are considered home owners as far as this policy is concerned; and
 - v. If the home owner is a senior citizen who is receiving the Federal Guaranteed Income Supplement; and
 - vi. The residence is the home owner’s personal primary residence.

- b. Residential properties with multiple owners other than as defined in 3.1(a) do not qualify under this program.

3.2 Application Procedure- New Applicants

- a. The applicant must complete the utility rate reduction program application form and provide evidence that they are eligible for the Federal Guaranteed Income Supplement (T40AS) to the Utility Department.
- b. The Director of Finance or their designate shall review the application to ensure it is complete and confirm eligibility.
- c. Upon eligibility confirmation, adjustment will be made to the utility account to reflect the new rate classes and will take effect on the next billing cycle.

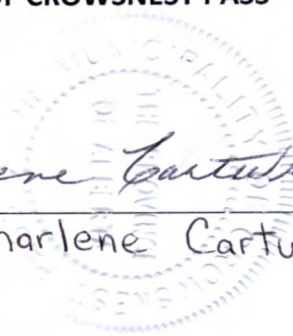
3.3 Application Procedure- Renewal Applicants

- a. Renewal Applicants must complete the utility rate reduction program application form annually prior to April 30th of each year in order to not see a disruption in their rate relief.
- b. The Renewal Applicant must provide evidence that they continue to be eligible for the Federal Guaranteed Income Supplement (T40AS) to the Utility Department.
- c. The Director of Finance or their designate shall review the application to ensure it is complete and confirm eligibility.
- d. Upon eligibility confirmation, the reduced rate classes will remain in effect.
- e. Should a resident miss the April 30th deadline to renew and there is a lapse in their coverage under this program, they may apply at any time to get back on as a New Applicant.

3.4 Retroactivity

- a. This policy does not apply retroactively to past utility billings either before this policy was enacted or prior to the application being submitted by the applicant and approved as being eligible. No refunds will be issued.

MUNICIPALITY OF CROWSNEST PASS

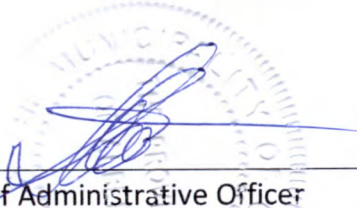


Sharlene Cartwright

Deputy Mayor, Sharlene Cartwright

April 27 2016

Date



[Signature]

Chief Administrative Officer

Sheldon Steinke, CLGM
Chief Administrative Officer

25 / APR / 2016

Date