



The Corporation of the Town of LaSalle

<b>Date</b>	May 16, 2018	<b>Report No:</b>	PW-WWC-04-18
<b>Directed To:</b>	Water/Wastewater Committee	<b>Attachments:</b>	Resident Inquiry letter Nov 10, 2017 water bill Correspondence letter
<b>Department:</b>	Public Works	<b>Policy References:</b>	
<b>Prepared By:</b>	Lena Petros, CET. Manager of Water and Wastewater		
<b>Subject:</b>	3828 St. Francis Cres. Water Construction Rate.		

**RECOMMENDATION:**

For the Committee to concur that the construction rate be charged as of January 1, 2017 and an extension to pay the bill without penalty or interest charges until July 27, 2018.

**REPORT:**

The following provides a summary of activities that have occurred with respect to the water account for the resident at 3828 St. Francis Cres.

- The water service passed inspection on August 9, 2016.
- Water meter was installed on November 10, 2017.
- Traditionally, Essex Power would have created a water account and charged the customer the construction rate (\$40.00/month flat fee for unmetered water used during construction) at the same time hydro account is created, which is around the same time water service inspection is passed August 2016.
- The construction rate fee was not applied to the above mentioned account as of August 2016.
- The lack of charging the construction rate was discovered by the Town when water meter was installed on November 10, 2017.



- Therefore, back charges were applied to the account as of January 1, 2017 until the meter was installed (November 10, 2017)

The resident/home builder has requested that they not be responsible for the construction rate; however, we are recommending that the Committee concur with the information enclosed regarding the water construction charges from January 1, 2017 to November 10, 2017 be billed and grant the extension to pay the bill by July 27, 2018 without penalty or interest.

Respectfully submitted,



Lena Petros, CET.  
Manager of Water and Wastewater

Reviewed by:							
CAO	Treasury	Clerks	Public Works	Planning	Parks & Rec	Building	Fire
							

Corporation of the Town of Lasalle  
5950 Malden Road, Lasalle Ontario N9H 1S4

**Public Works Department**

RE: Water/Wastewater Bill, Account : [REDACTED]

Hindi Residence  
[REDACTED] St Francis Crescent  
Lasalle Ontario.

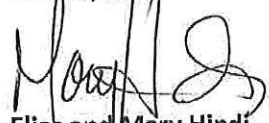
Attention: Water and Wastewater Committee  
Re: Meeting March 13 2018

This is a formal request to attend the scheduled meeting on March 13 2018 to discuss  
The billing of Water Flat Construction Rate in regards to [REDACTED] St Francis Crescent Lasalle, Ontario.  
There are several issues that need to be addressed and clarified regarding the charges and  
and procedures .

This request is in follow up to a letter and discussion with the Manager of Water and Wastewater  
Lena Petros.

I look forward to meeting with the committee and resolving this issue

Thank you

  
Elias and Mary Hindi  
[REDACTED] St Francis

[REDACTED]

TOWN OF LASALLE  
5950 MALDEN ROAD  
LASALLE ON N9H 1S4

Phone: (519) 969-7770  
Fax: (519) 969-4029

## WATER & WASTEWATER BILL



Account #: [REDACTED]  
Service Address: [REDACTED] ST FRANCIS CRES

Billing Date: 10-Nov-2017 Bill From: 01-Jul-2017  
Batch #: [REDACTED] Bill To: 30-Sep-2017

Due Date : 21-Dec-2017



Make Cheque Payable to

TOWN OF LASALLE

Enter Amount Enclosed

HINDI, ELIAS  
AND HINDI, MARY ANTOINETTE  
[REDACTED] HERITAGE DR  
LASALLE ON N9H 2E5



Account Balance \$ 504.00

Amount Due \$ 504.00

Please detach and return top portion with payment. Retain bottom portion for your records.

Payable at Most Financial Institutions.

Account #: [REDACTED]  
Service Address: [REDACTED] ST FRANCIS CRES

Billing Date: 10-Nov-2017 Bill From: 01-Jul-2017  
Batch #: [REDACTED] Bill To: 30-Sep-2017

### Account Details From: 10-Nov-2017

PIN# [REDACTED]

Code	Description	From	To	Units	Amount
W RFEED	WATER FEEDER CHARGE	10/11/17	10/11/17	1.00	60.00
W R737A	CONSTRUCTION RATE UNDER 1"	10/11/17	10/11/17	1.00	240.00
S RLINE	SEWER LINE CHARGE	10/11/17	10/11/17	1.00	36.00
W RFEED	WATER FEEDER CHARGE	01/07/17	30/09/17	1.00	30.00
W R737A	CONSTRUCTION RATE UNDER 1"	01/07/17	30/09/17	1.00	120.00
S RLINE	SEWER LINE CHARGE	01/07/17	30/09/17	1.00	18.00

Current Levy 168.00

Account Balance \$ 504.00

Amount Due \$ 504.00

Due Date : 21-Dec-2017

TOWN OF LASALLE  
5950 MALDEN ROAD  
LASALLE ON N9H 1S4  
Phone: (519) 969-7770  
Fax: (519) 969-4029

HINDI, ELIAS AND HINDI, MARY ANTOINETTE  
[REDACTED] HERITAGE DR  
LASALLE ON N9H 2E5





## Corporation of the Town of LaSalle

5950 Malden Road, LaSalle, Ontario, N9H 1S4  
Phone: 519-969-7770 Fax: 519-969-0070 [www.town.lasalle.on.ca](http://www.town.lasalle.on.ca)

**Public Works Department**

February 7, 2018

Ms. Mary Antoinette Hindi  
[REDACTED] St. Francis Cres  
LaSalle, ON N9H 2E5

**Re: Water/Wastewater Bill, Account # [REDACTED]**

Dear Ms. Hindi:

I am sending this letter as a follow up to our phone conversation on Friday, January 26, 2018. Water flat construction rate was increased to \$40.00/month as part of Policy #83 on May 22, 2001 (please see attached copy of the mentioned policy and Council minutes). This fee has been part of the User Fee Bylaw since 2016. The User Fee Bylaw is approved by Council annually. The construction fee is charged to every property from the date the water service inspection is passed until the water meter is installed.

The water inspection at [REDACTED] St. Francis Cres. passed on August 9, 2016 and the water meter was installed on November 10, 2017. Due to the water billing transition between Essex Power and The Town, the construction rate fee was not applied to the above mentioned account as of August of 2016. However, the water construction fee was charged to the account as of January 1, 2017 until the meter was installed on November 10, 2017. An extension to pay the bill can be granted without penalty and interest charges until July 27, 2018.

I look forward to hearing from you on how you would like us to proceed. Should you wish to discuss this matter further at the Water and Wastewater Committee meeting on March 13, 2018, you may send a formal request addressed to the Water and Wastewater Committee at 5950 Malden Rd. LaSalle ON, N9H 1S4.

Should you have any questions, please contact me at 519-969-7770 Extension 1432.

Regards,

Lena Petros, C.E.T.  
Manager of Water and Wastewater  
Encl. (2)



**POLICY #83**

**CORPORATION OF THE TOWN OF LASALLE  
POLICY MANUAL**

**DATE:** May 22<sup>nd</sup>, 2001 (5242/01)  
**SUPERSEDES:**  
**AMENDED:**

**SUBJECT: WATER ACCOUNTS**

Concur with the recommendations as submitted by the Town Engineer and Superintendent whereby the builder should have the water account left in their name until the meter and reader are installed, and that the flat rate should be increased to \$40.00 per month.

(5242/01)



5242/01 Moved by G. Baxter, seconded by J. Tedesco, that Council concur with the recommendations as submitted by the Town Engineer and Superintendent whereby the builder should have the water account left in their name until the meter and reader are installed, and that the flat rate should be increased to \$40.00 per month; and further that Essex Power Corporation be advised that the Town of LaSalle is responsible to establish a policy and that any future changes that may be undertaken by Essex Power Corporation receive municipal approval prior to implementation.

"Carried"

5243/01 Moved by M. Raymond, seconded by G. Baxter, that the correspondence received from the Township of Essa re endorsement of resolution re photo radar on provincial highways to control speed be received.

"Carried"

5244/01 Moved by M. Raymond, seconded by M. Carrick, that the correspondence received from the Essex County Federation of Agriculture re request to attend Ag Discovery Day be received and that the Farm Safety representative be requested to attend on behalf of the municipality, and in the event that representative is unavailable, that another member of Council be authorized to attend.

"Carried"

5245/01 Moved by M. Raymond, seconded by J. Tedesco, that Council authorize payment for the 2001 Ontario Good Roads Association membership fee.

"Carried"

5246/01 Moved by J. Tedesco, seconded by S. Hamdon, that the Building Department report for the month of April 2001 be received.

"Carried"

5247/01 Moved by J. Tedesco, seconded by M. Carrick, that the minutes of the Road Watch Committee meeting held on April 12, 2001 be received.

"Carried"

M. Raymond expressed thanks to the Environmental Services Department and the Water Committee for their work to date in ensuring the delivery of clean and safe water to residents of the Town. M. Raymond noted that the Environmental Services Department had conducted over 210 tests over the past reporting period, of which zero (0) tests exceeded the standards of the province.

5248/01 Moved by M. Carrick, seconded by S. Hamdon, that the minutes of the Water Committee meeting held on May 9, 2001 be received.

"Carried"

5249/01 Moved by M. Raymond, seconded by M. Carrick, that Council concur with the comments and recommendations of the report dated May 17, 2001 from L. Silani, Planning Director, re Town of LaSalle comments regarding the final draft of the County of Essex Official Plan (March 2001) and further, that Mr. Silani be requested to make a presentation on behalf of the Town of LaSalle to County Council, and further, that a copy of the report be forwarded to County Council to the attention of L. Doyle and to S. Oliver of the Ministry of Municipal Affairs and Housing in London, in advance of the public meeting which has been scheduled for July 4, 2001.

"Carried"

L. Silani reviewed for members of Council the comments contained within the report with respect to the unapproved section of the City of Windsor Official Plan. L. Silani indicated that this had been a positive step in working with the City of Windsor and noted the cooperative approach in addressing regional issues.

5250/01 Moved by M. Raymond, seconded by J. Tedesco, that Council concur with the comments and recommendations contained within the report dated May 17, 2001 from L. Silani, Planning Director, regarding the unapproved Section 10.5.5 of the City of Windsor Official Plan and that a copy of the report be forwarded to S. Oliver of the Ministry of Municipal Affairs and Housing in London, and to County Council to the attention of L. Doyle, and to R. Hayes of the City of Windsor and to B. Hillman of the Town of Tecumseh.

"Carried"



THE TOWN OF LASALLE - USER FEE BY-LAW  
SCHEDULE "C"  
PUBLIC WORKS

WATER CONSTRUCTION FEE					
Public Works	Water	Water used during construction where no meter is installed			2
Public Works	Water	(No meter installed in building rate)			
Public Works	Water	3/4" to 1" water service	\$40.00	Per month	1
Public Works	Water	Over 1" water service	\$60.00	Per month	1
MISC. WATER CHARGES:					
Public Works	Water	Meter Out	\$80.00	Flat Fee	1
HYDRANT MAINTENANCE:					
Public Works	Water	Private Property	\$100.00	Per hydrant	1
MISC. CHARGES:					
Public Works	Water	Watermain Alteration (Form 1)	\$1,200		
Public Works	All	Legal Letters	\$40.00		2
Public Works	Drainage	Drain Enclosure Permits	\$50.00		2
Public Works	All	Fill Permit	\$50.00		2
Memorial Program					
Public Works	Parks	Memorial Tree	\$600.00		1
Public Works	Parks	Memorial Plaque Only on Existing Tree	\$200.00		1
Public Works	Parks	Memorial Bench	\$1,800.00		1
Public Works	Parks	Memorial Plaque Only on Existing Bench	\$1,000.00		1
Public Works	Parks	Memorial Brick	\$100.00		1

Tax Rate: 1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included  
User Fee Schedule: January 2018 – Adopted by Bylaw 8109