

Section 1: Applicant Contact Information

Name of Municipality:

Contact Person:

Title:

Street Address:

Town/City:

Province:

Postal Code:

Business Telephone:

Cell/Other Phone:

Email Address:

Fax Number:

Section 2: Required Document Checklist**REQUIRED:**

Signed, Sealed, Certified and finally passed Bylaw (1 copy)

Most Recent Audited Financial Statements (AFS)

Previous Bylaw(s) that is/are Repealed or Amended (Note: an Amending Bylaw cannot be amended a second time.)

IF APPLICABLE:

Prior Year's Utility Revenue and Expenditure Report

[for Organized Hamlets (OH) only] Copy of Revenues and Expenses for the Hamlet

[for Public Utility Board (PUB) only] Bylaw Establishing the PUB and Corporate Bylaw (on initial application)

Section 3: Application Details

1. Why are rates being adjusted or added?

2. This application is to adjust: Water Rates only Sewer Rates only both Water and Sewer Rates

Sustainability Details

3. Does the utility have a specified reserve? Yes No

If Yes, what was the reserve balance at December 31st of the prior year?

4. Is the full amount of utility surplus being reserved? Yes No

If No, why not?

5. Does the utility have any upcoming capital works related to the utility? Yes No

If Yes, what works? What are the expected costs? What is the source of funding?

6. Were any extraordinary revenues or expenses incurred in the prior fiscal year? Yes No

If Yes, what happened and what was the financial impact?

7. Is the utility expecting to run a deficit? Yes No

If Yes, what is the plan to balance the Utility's budget?

Utility Rate Details

8. Does the utility have differing water and/or sewer rates for various categories of users? Yes No

If Yes, list and explain the different categories and indicate how many users are in each category.

9. Does the utility have an infrastructure fee? Yes No

If Yes, what is the fee being charged for?

10. Is a penalty rate charged to overdue accounts? Yes No

If Yes, what is the penalty interest rate and frequency?

11. Show calculations for proposed revenue increases:

Section 4: Additional Comments

Section 5: Authorization

Date submitted:

Authorized by:

Signing or e-signing this form indicates you have the authority to file the application.

Section 6: Application Submission



Save Form



Print Form



Email to SMB

Saskatchewan Municipal Board is located at #480 – 2151 Scarth Street, Regina, Saskatchewan S4P 2H8
Telephone: 306-787-6221 Email: info@smb.gov.sk.ca Fax: 306-787-1610