

	<h1>POLICY</h1>	<u>Policy No:</u> <b>FIN-GRA-785</b>
<u>Policy Title:</u> <b>SEWER SURCHARGE REBATES</b>  <u>Policy Type:</u> COUNCIL  <u>Category:</u> Finance  <u>Sub-Category:</u> Grants, Rebates & Incentives  <u>Author:</u> Design & Approvals Engineer  <u>Dept/Div:</u> Infrastructure Services/Engineering	<u>Approval Date:</u> April 13, 1993  <u>Reviewed Date:</u> May 2017 <u>Next Review Date:</u> May 2022 <u>Reviewed Date:</u>  <u>Last Amended:</u> March 21, 2017  <u>Replaces:</u> I-785, Sewer Surcharge Rebates  <u>Repealed:</u>  <u>Replaced by:</u>	
<u>Related Policies, Procedures and/or Guidelines:</u> Rebate Policy Guidelines (found on The City of Kitchener's website)		

**1. POLICY PURPOSE:**

To provide a sanitary sewer rebate to customers that redirect water from the sanitary sewer by means of an accepted use.

**2. DEFINITIONS:**

**Certified engineering report** for the purposes of this policy means a report signed and sealed, by a licensed Professional Engineer verifying the volume of water redirected from the sanitary sewer.

**3. SCOPE:**

<b>POLICY APPLIES TO THE FOLLOWING:</b>	
<input type="checkbox"/> All Employees	
<input type="checkbox"/> All Full-Time Employees	<input type="checkbox"/> All Union
<input type="checkbox"/> Management	<input type="checkbox"/> C.U.P.E. 68 Civic
<input type="checkbox"/> Non Union	<input type="checkbox"/> C.U.P.E. 68 Mechanics
<input type="checkbox"/> Temporary	<input type="checkbox"/> C.U.P.E. 791
<input type="checkbox"/> Student	<input type="checkbox"/> I.B.E.W. 636
<input type="checkbox"/> Part-Time Employees	<input type="checkbox"/> K.P.F.F.A.
<input type="checkbox"/> Specified Positions only: Design & Approvals Engineer	<input checked="" type="checkbox"/> Other: Customers who meets criteria for rebate
<input type="checkbox"/> Council	<input type="checkbox"/> Local Boards & Advisory Committees

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Policy Title: SEWER SURCHARGE REBATES

This policy applies to customers that meet the criteria for a sanitary sewer rebate.

#### **4. POLICY CONTENT:**

1. That the past practice of providing annual sewer surcharge rebates be continued in the following cases:
  - a) industrial process water
  - b) evaporation losses - (cooling, humidification)
  - c) ice making (arenas and outdoor rinks)
  - d) snow making, and further,
2. That rebates be provided following compliance with the foregoing criteria, existing application procedures, and rebate policy guidelines as amended from time to time, and further,
3. That rebates not be provided in the following cases:
  - a) public and private swimming pools
  - b) all lawn watering, and further,
4. That rebates only be provided in cases where the value exceeds \$100.00 in any given year.
5. That rebates be provided upon receipt of a certified engineering report.
6. That rebates not be provided on a retroactive basis.

#### **5. HISTORY OF POLICY CHANGES**

##### Administrative Updates

2001-Dec - Minor updates

2016-06-01 - I-785 policy template reformatted to new numbering system and given number FIN-GRA-785.

2017-08-09 - Minor Amendment

##### Formal Amendments

2017-03-21 - As per CLT directive.