



## TOWN OF SHAUNAVON LATERAL SEWER LINE REPLACEMENT POLICY

1. **Purpose:** The purpose of this incentive is to promote infrastructure renewal in the Town of Shaunavon by encouraging the replacement of private property lateral sewer lines within the Town of Shaunavon.

2. **Definitions**

2.1 **“Applicant”** means any individual or corporation who makes an application to the Town of Shaunavon.

2.2 **“Approved Contractor”** means the contractor that has been appointed to complete this project by The Town of Shaunavon.

2.3 **“Council”** shall mean the council of the Town of Shaunavon.

2.4 **“Property”** as defined in *The Municipalities Act Section 2(1)(gg)*

2.5 **“Owner”** as defined in *The Municipalities Act Section 2(1)(cc)*

2.6 **“Successful Applicant”** means any individual(s) or corporation whose application is approved by the Town of Shaunavon.

2.7 **“Tax”** as defined in *The Municipalities Act Section 2(1)(yy)*

2.8 **“Town”** shall mean the Town of Shaunavon.

3. **Eligibility:**

3.1 **Eligible Properties:** All properties that are located on and connecting to new or refurbished main lines and are taxed as residential, commercial or industrial within the Town of Shaunavon.

3.2 **Eligible Applicants:** Owners of commercial, industrial or residential property located on and connecting to new or refurbished main lines within the Town of Shaunavon are eligible to apply.

3.3 **Eligibility Requirements:**

3.3.1 The property owner must not be in default on any municipal taxes, local improvements or any other money payable to the Town. (taxes, receivables, utilities, etc.)



3.3.2 This incentive shall not apply to the construction and installation of new sewer line laterals on new developments whether commercial, industrial or residential.

**4. Incentive Program Information:** The following is an infrastructure renewal promotion policy for replacing private property lateral sewer lines within the Town of Shaunavon.

**4.1 Amount of Incentive:** The incentive is in the form of a 50 – 50 cost share between the property owner and the Town of Shaunavon up to a maximum of \$3,350, or 50% of the final cost before provincial and federal taxes, whichever is less.

**4.2 Funding:** The Town of Shaunavon will pay 50% of the eligible costs (up to \$3,350). The property owner will receive an interest free loan for the remaining 50% of the eligible costs (up to \$3,350) which will be repaid by at least equal annual payments over THREE (3) years.

4.2.1. It is the responsibility of the property owner to ensure that the full amount of their 50% of the eligible costs is paid in full within THREE (3) years.

4.2.2. At no time shall the property owner be in default on any payments. Outstanding receivables will be added to the tax roll.

**4.3 Calculation of Incentive Amount:** The Town of Shaunavon will provide an Approved Contractor to complete the approved work. The incentive will be calculated based on the estimate provided by the Approved Contactor and will not address cost increases or over runs.

**4.4 Commencement of Work**

4.4.1 Proposed work cannot commence prior to The Town of Shaunavon’s written approval of the “Application for Sewer Line Replacement”.

4.4.2 All proposed work must be completed by the Approved Contactor appointed by the Town of Shaunavon.

**4.5 Completion of Work**

4.5.1 Approved work will be completed by an Approved Contractor appointed by the Town of Shaunavon and will be scheduled once FIVE (5) applications have been received and approved.

4.5.2 No work will commence until FIVE (5) applications have been approved. Applications will be valid for ONE (1) calendar year. If LESS than five applications are received within a ONE-year period, no work will be completed and applicants must reapply the following year. If more than five applications are received, they will be approved on a first come first served basis, and remaining applicants will have to reapply the following year.



4.5.3 If the cost of the completed work is less than the approved amount, funding will be recalculated for 50% of the new costs. If the cost of the completed work is more than the approved amount, the property owner is responsible for paying the difference. The Town of Shaunavon is not responsible for any overages.

**4.6 Funding Availability:** Applications are considered on a first come, first served basis. Applications will be limited to exactly FIVE (5) per year.

**4.7 Transfer of Incentive:** If the property owner sells their property prior to repaying their entire 50% of the costs, the amount cannot be transferred to the new property owner, and must be paid in full prior to sale.

**4.8 Continuation of the Program:** The Town of Shaunavon, in its sole discretion, reserves the right to review, modify or discontinue this program at any time.



## TOWN OF SHAUNAVON

### LATERAL SEWER LINE REPLACEMENT APPLICATION

The purpose of this incentive is to promote infrastructure renewal in the Town of Shaunavon by encouraging the replacement of the private property portion of deteriorating lateral sewer lines, located on and connecting to new or refurbished main lines, within the Town of Shaunavon. The incentive is in the form of a 50-50 cost share between the property owner and the Town of Shaunavon for a maximum of \$3,350, or 50% of the final cost before applicable taxes, whichever is less. The Town of Shaunavon will pay 50% of the eligible costs (up to \$3,350) and the property owner will receive an interest free loan for the remaining 50% of the eligible costs (up to \$3,350) which will be repaid by at least equal annual payments over THREE (3) years. Approved work will be completed by the Approved Contractor appointed by the Town of Shaunavon and will be scheduled once FIVE (5) applications have been received and approved. **No work will commence until FIVE (5) applications have been approved.**

PROPERTY INFORMATION		
Municipal Address:	Street No:	Street Name:
Commercial Name (if applicable):		
Registered Lot, Block and Plan Number:		Roll Number:
REGISTERED PROPERTY OWNER(S) INFORMATION		
Surname:		First Name:
P.O. Box #:		Street Address:
Town/City:	Province:	Postal Code:
Telephone #:		Email Address:
REGISTERED PROPERTY OWNER(S) INFORMATION		
Surname:		First Name:
P.O. Box #:		Street Address:
Town/City:	Province:	Postal Code:
Telephone #:		Email Address:



## LATERAL SEWER LINE REPLACEMENT AGREEMENT

This Agreement was made on the \_\_\_\_\_ day of \_\_\_\_\_ in the year 202\_\_.

**BETWEEN:**

\_\_\_\_\_ being the owner of Lot \_\_\_\_\_ in Block \_\_\_\_\_,

Plan \_\_\_\_\_; Civic Address \_\_\_\_\_

(Herein called the "Owner")

**AND:** Town of Shaunavon Box 820 Shaunavon, Saskatchewan S0N 2M0

(Herein called the "Town")

**TERMS**

The property owner intends to engage the services of the Approved Contractor provided by the Town of Shaunavon to replace their private property portion of their lateral sewer line.

The property owner understands that work will not commence until the Town of Shaunavon approves FIVE (5) applications for work.

The property owner agrees to pay Fifty percent (50%) of the total cost of the work which is described as:

Lateral Sewer Line Replacement:

\_\_\_\_\_

Total estimated cost: \_\_\_\_\_ Owners Share: \_\_\_\_\_

It is the responsibility of the property owner to ensure that the full amount of their 50% of the eligible costs is paid in full within THREE (3) years.

**Payment Options**

\_\_\_ Payment in Full (Owner agrees to pay 'Owner's Share' in full, upon receipt of final invoice)

\_\_\_ Interest Free Loan

The property owner agrees to pay equal payments of \$\_\_\_\_\_ over the course of \_\_\_\_\_ months.

I understand the content of this agreement and authorize the Town to proceed with the work described herein and agree to pay my share by \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
(Signature)