



## POLICY

**SECTION:** Water & Wastewater

**NUMBER:** WWW/02-23

**TITLE:** Bulk Water Card Policy

**PAGES:** 1

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### **1. Purpose**

The purpose of this policy is to outline the process of purchasing a bulk water card and the responsibilities of the purchaser of the water card.

### **2. Policy**

**2.1** The purchaser is responsible for completing the Bulk Water Card Application.

**2.2** If the bulk water card is lost or damaged beyond use and our card reader is unable to determine the balance, the card owner loses any balance existing on the card and will need to purchase a new water card at the current card price.

**2.3** Balances on the bulk water cards are not transferable or refundable.

**2.4** The bulk fill station is only for filling clean containers. Absolutely no mixing of any other substance or material permitted on site.

**2.5** If there are discrepancies at the bulk fill station in regards to water purchased and water received, the card owner is to contact the Town office. The office will print the bulk fill station reports and determine if there was a discrepancy and advise the card owner and make any necessary adjustments.

**2.6** The Town has the right to refuse or revoke use of the bulk fill station to anyone who refuses to abide by the guidelines or attempts to circumvent the processes at the bulk fill station.

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Approved by: Resolution 2023-159

Signatures:

  
Mayor

Implementation Date: Sept 14/23  
Review Date:

  
Chief Administrative Officer