



BULK WATER FILL STATION POLICY

Policy Number:	OP12
Administered By:	Director of Finance & Director of Operations
Approved By:	Chief Administrative Officer
Effective Date:	March 28, 2022 R.094.2022

Purpose:

To provide uniform guidelines for the purchase of bulk potable water, use of the Bulk Water Station, and payment for the same.

Scope:

The Town of Fort Macleod provides public potable water available for purchase through the Bulk Water Station located at 3050-9th Ave. This policy applies to all Users of the Bulk Water Station.

Responsibility:

The Director of Operations and the Director of Finance are responsible for ensuring that Bulk Water Station purchases are completed as per this policy.

Definitions:

Bulk Water: means water dispensed through the bulk dispensing plant operated by the Town.

Bulk Water Station: means the code or card operated bulk water dispensing plant operated by the Town.

Potable Water: means treated water suitable for consumption.

User: means any private resident, commercial or industrial operation, out of Town person or Town staff who fills at the Bulk Water Station.

Policy:

The Town of Fort Macleod will provide clear conditions and guidelines for the purchase of Bulk Water through the Town's Bulk Water Station. Rates and fees associated with using the Bulk Water Station are outlined in Schedule "A", in accordance with the Town's Water Utility Services Bylaw.

The Bulk Water Station shall be accessible by Users 24 hours per day, 7 days a week throughout the entire year.

Procedure:

Purchase Options - Users have the two following options for filling at the Bulk Water Station:

1. Users can preregister for a Bulk Water Station account and prepay for Bulk Water purchases (subject to one-time account setup fee), at which point the user will be assigned an ID number and pin for the account, or;
2. Users can use a credit card at the bulk water station directly (credit cards transactions subject to processing fee).

Filling Procedures - all Users must abide by the following:

1. The Bulk Fill Station offers users the choice of a 2" overhead female cam-lock fill line, 3" female cam-lock side fill line and 3/4" side bottle/bucket fill line.
2. Users must ensure all filling devices meet the Town's specifications and are compatible with the connectors at the Bulk Fill Station.
3. All Users must connect the hose to the vehicle or bottle prior to engaging the specified water fill option.

Further Information:

For further information regarding this Policy, please contact the Director of Operations.



CAO – Town of Fort Macleod

Schedule "A"
Rates and Fees

- Bulk Water Rate \$4.00 per m3
- Bulk Water License Fee \$10.00 (one-time fee per truck)