

TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW

**A BYLAW OF THE TOWN OF BON ACCORD TO ESTABLISH TERMS AND CONDITIONS FOR THE
PROVISION OF WASTE COLLECTION AND RECYCLING SERVICES IN THE TOWN OF BON ACCORD**

WHEREAS the *Municipal Government Act* provides that a Council may pass bylaws respecting public utilities; and

WHEREAS it is deemed advisable and expedient to set out the terms and conditions applicable to the collection and disposal of solid waste and the provision of recycling and organic services within the Town of Bon Accord;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

This Bylaw may be cited as the "Waste Collection Bylaw".

The services provided by the Town shall be pursuant to the terms, conditions, and provisions of this Waste Collection Bylaw, the contents of which will be binding upon and form part of an agreement between the Town and any Person who receives the services.

1. DEFINITIONS

- 1.1. "Ashes" means the powdery residue left after the combustion of any substance and includes partially burnt wood, charcoal or coal;
- 1.2. "Automated Bin Service" means a collection service where Waste Materials are stored in a bin constructed to be emptied mechanically into a collection vehicle;
- 1.3. "Building Material" means:
 - 1.3.1. board lumber, such as 2 x 4's, 2 x 6's, 2' x 10's, baseboards, etc., which are limited to lengths of 0.9m (36"); or
 - 1.3.2. sheet lumber, such as plywood, paneling and drywall, limited to 0.9m x 0.3m (36"x 12") sheets with maximum thickness of 25mm (1"); or
 - 1.3.3. insulation, plastic, or other such material used in the construction or reconstruction of a building or facility;
- 1.4. "Bylaw Enforcement Officer" means an officer appointed by the Town pursuant to the Municipal Government Act, RSA 2000, c. M-26, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable;
- 1.5. "Collection Day" shall mean the day or days during each week on which waste is collected from a specific premise;
- 1.6. "Commercial Bin" means secure container used for the purposes of storing and disposing of commercial or sizeable waste;
- 1.7. "Cart" will be one or a combination of the following:
 - 1.7.1. Waste collection cart, supplied to eligible premises for use by the Householder
 - 1.7.2. Aerated organics collection cart supplied to eligible premises by the Town

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- 1.8. "Container Recyclables," means glass bottles and jars, aluminum, steel and tin cans, margarine and yogurt containers, grocery and retail bags, plastic bottles with twist off top, beverage containers, polycoat milk cartons, plastic milk jugs and juice cartons, tetra packs and mini-sip containers or other items designated by Council from time to time;
- 1.9. "Council" means the Municipal Council of The Town of Bon Accord;
- 1.10. "Householder" means any owner, occupant, lessee or tenant or any other Person in charge of any Dwelling;
- 1.11. "Industrial / Commercial / Institutional Waste" or 'ICI Waste" means material of similar composition as mixed waste collected within the Town other than by Town Collection;
- 1.12. "Institutional Facilities" shall mean a hospital, nursing home, hotel, or school;
- 1.13. "Multi-Family Complex" means a building or private community containing three or more units, including apartment buildings, townhouses, condominiums or manufactured home parks;
- 1.14. "Owner" means the person who is registered under the Land Titles Act, RSA 2000 c. L-4, as amended or replaced from time to time, as the owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 1.15. "Person" means any Person, Householder, firm, partnership, association, corporation, company or organization of any kind;
- 1.16. "Recommencement of Service" means a point in time in which Collection Services and billing for such service will resume.
- 1.17. "Roadway" means a roadway within the meaning of the Traffic Safety Act, RSA 2000, c. T-6, as amended or replaced from time to time;
- 1.18. "Solid Waste Collector" means the Person or Persons appointed by the Town for the purpose of collecting and disposing of Waste Materials, Organic Materials, Fibre, Recyclables and Container Recyclables;
- 1.19. "Town" means The Town of Bon Accord;
- 1.20. "Town Manager" means the Chief Administrative Officer as appointed by Council;
- 1.21. "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town;
- 1.22. "Waste Collection Service" means the curbside or roadside collection of Waste Materials, Organic Materials, Fibre Recyclables and Container Recyclables;
- 1.23. "Waste Materials" means any material discarded from a Dwelling or Multi-Family Complex that is not Fibre Recyclables or Container Recyclables or Organic Materials;
- 1.24. "Yard Waste" means, stumps, tree trunks, sod, and other similar materials.

2.0 CONDITIONS

- 2.1 No Person will collect, dispose of, or remove refuse except in accordance with the provisions of this Bylaw.
- 2.2 No Person will operate a vehicle in the Town while it is carrying solid waste or industrial waste unless the portion of the vehicle in which the material is being carried is securely

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covered or the material is secured to prevent any part of such material from falling off, or out of, the vehicle while in transit.

- 2.3 No person will allow solid waste to spill over or accumulate on any lane, street, or adjoining public or private property. Every person will ensure that all solid waste is always kept within their waste cart.
- 2.4 No person will allow their waste cart to fall into disrepair or become noxious, offensive, or dangerous to public health.
- 2.5 No person will pick over, interfere with, disturb, remove, or scatter any solid waste put out for collection or removal.
- 2.6 No person other than the approved Solid Waste Collector will collect solid waste from eligible premises.
- 2.7 No person will vandalize or willfully damage any solid waste cart.

3.0 RESPONSIBILITIES AND DELEGATION

- 3.1 The Town Manager may delegate the administration of this Bylaw to the following employee positions:
 - 3.1.1 Infrastructure Manager or position similar thereof.
 - 3.1.2 Corporate Services Manager or position similar thereof.

4.0 COLLECTION, RECYCLING, AND ORGANICS SERVICES

- 4.1 Every Householder to which this Bylaw applies must obtain proper Waste Material and Organic Material carts provided for by the Solid Waste Collector.
- 4.2 Organic waste carts not required may be returned to the Town; no reduction or adjustment will be made to the Utility Bill as a result.
- 4.3 A Householder may request a replacement waste or organics cart should their cart be damaged or stolen. Per Schedule "A" of this Bylaw, the Householder will be responsible for the cost to replace carts damaged by misuse and/or carts lost or stolen.
- 4.4 A Householder may request an additional waste or organics cart for an additional charge per Schedule "A" of this Bylaw.
- 4.5 The Householder will maintain all carts supplied in a clean and sanitary condition, and will immediately notify the Town of lost, stolen, or damaged carts.
- 4.6 Waste and organic carts and recycling will be collected at the times specified by the Solid Waste Collector per Schedule "B" of this Bylaw.
- 4.7 All solid waste must be placed for collection on the road adjacent to the eligible premises prior to 7:00 am on the Collection Day as specified in Schedule "B" of this Bylaw. No cart will be located to encroach on any roadway, highway, boulevard, lane, or public place except as expressly required by this Bylaw.
- 4.8 Waste and organic carts must be removed from the curbside by 9:00 pm of the Collection Day. Any materials not collected must be removed from the curbside by 9:00 pm of the

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Collection Day unless rescheduling for the next day has occurred due to an unscheduled service interruption by the Solid Waste Collector.

- 4.9 Subject to section 4.9.1 of this Bylaw, no Person other than the Town of Bon Accord, will provide Collection Services or Supplementary Collection Services.
 - 4.9.1 If a Person, who at the date of passage of this Bylaw, was providing or receiving Collection Services or Supplementary Collection Services within the Town subsequently discontinues providing such services, that Person may not recommence providing such services later unless approved by Council.
- 4.10 Every person who operates a private Collection Service must:
 - 4.10.1 Comply with requirements of this Bylaw.
 - 4.10.2 Obtain any permit required by this Bylaw or any Provincial statute and regulations.
 - 4.10.3 Refuse to collect Waste Materials, Organic Materials, and/or Recyclables from premises whose Householders do not comply with the requirements of this Bylaw. Notwithstanding any other provision in this Bylaw to the contrary, a Person who operates a private Collection Service may select whatever Cart or Container suitable to their operation to use for placing Waste Materials, Organic Materials, and Recyclables for collection at each eligible premises.
 - 4.10.4 Provide all services as offered by the Town with respect to Collection Services to maximize diversion from the landfill.
- 4.11 Householders within the Town who receive a water and/or sewer Utility Bill will automatically receive Waste Collection Services, and an account will be established and effective as of the date of ownership or occupancy whichever first occurs. This excludes all apartments, multi-family complexes, institutional, and commercial facilities.
- 4.12 Householders residing within a Multi-Family Complex may apply for Waste Collection Service as a group in accordance with Section 5 of this Bylaw. Upon approval, all Householders within the site will be provided and billed for Waste Collection Services.
 - 4.12.1 Householders within a Multi-Family Complex may opt-out of Waste Collection Service from the Town as a group, only if the Householders have contracted for an Automated Bin Service. Upon written confirmation to the Town that such a contract exists, the Waste Collection Service will be discontinued.
- 4.13 Owners within the Town who do not receive a water and/or sewer Utility Bill from the Town may apply for Waste Collection Service and upon approval will be provided and billed for Waste Collection Services.
- 4.14 A Householder may opt-out of Waste Collection Services followed by application to and approval by Council. Householders may only opt-out of Waste Collection Services provided one or more of the following conditions exist:
 - 4.14.1 A Householder resides on a property greater than 0.81 ha (2 acres) in the area.
 - 4.14.2 The premises is not occupied for cooking, eating, sleeping, or living purpose for a consecutive period of three (3) months or more.
- 4.15 The effective date of Opt-Out for Waste Collection Services will be the date upon which the application is approved. All Householders who opt-out of Waste Collection Service will be subject to a Services Fee as described in Schedule "A" of this Bylaw for discontinuation of service.

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- 4.16 Householders who wish to recommence their Waste Collection Service following a discontinuation will be subject to a Service Fee as described in Schedule "A" of this Bylaw for recommencement of service.
- 4.17 No person or business/commercial entity will construct a new building or facility without the provision of a Commercial Bin (at their own expense) on site to provide for the storage and removal of new construction waste, including that of Building Material waste.

5.0 PREPARATION OF MATERIALS FOR COLLECTION

- 5.1 Prepare yard waste for collection by compacting and tying in secure bundles not more than 1 metre (3.3 ft.) in length and placing in the designated Waste Materials Cart.
- 5.2 Package Ashes cold in biodegradable bags and place in the designated Organic Materials Cart.
- 5.3 Place sawdust in the Cart designated for Organic Materials.
- 5.4 All pet related feces and cat litter must be packaged in plastic bags and placed in the Cart designated for Waste Materials.
- 5.5 Building Materials, for purposes other than new construction, will be limited to 1 m (3.3 ft) in length and placed in the Cart designated for Waste Materials.
- 5.6 New construction Building Material must be placed in a Commercial Bin (i.e. container) that has been provided for by the entity conducting the new construction.
- 5.7 Place grass clippings and leaves in the Cart designated for Organic Materials.
- 5.8 Deposit all other waste materials in the Cart designated for Waste Materials but limited to the capacity of the Cart with the lid closed.
- 5.9 No Owner will place, permit to be placed, or mix any of the following materials for removal:
 - 5.9.1 Industrial waste.
 - 5.9.2 Any highly combustible or explosive or toxic waste, including but not limited to such materials as fuels or lubricants, gun powder or bullets, dynamite, blasting caps, hot Ashes, ignitable waste, motion picture film or toxic materials.
 - 5.9.3 Household hazardous waste or dangerous goods including solvents, oven cleaners, paints, automotive fluids, wet cell batteries, pesticides, herbicides, or any other material commonly referred to as household, commercial, or industrial hazardous waste.
 - 5.9.4 Any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal.
 - 5.9.5 Hypodermic needles.
 - 5.9.6 Sharp objects or broken glass unless packaged to allow safe handling.
 - 5.9.7 Luminescent gas filled tubes unless such tubes are encased in a container of sufficient size and strength to protect such tubes from breakage and thereby allowing safe handling.
 - 5.9.8 Dead animals or animal parts.

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5.10 Any person who mixes an item from Section 5.9 into their waste Cart will be responsible for any costs associated with the cleanup and will be liable to a penalty as set forth in Schedule "A" of this Bylaw.

6.0 HOUSEHOLD WASTE COLLECTION

- 6.1 Every person is required to place all household waste in the waste cart designated for waste collection. Loose material will not be collected.
- 6.2 Every person will ensure that prohibited waste as defined in Section 5.9 of this Bylaw is not placed in the garbage cart or bin. If such waste is placed in the garbage cart or bin, it will not be picked up by the Solid Waste Collector and any additional cost will be incurred by the responsible eligible premise.
- 6.3 Waste carts must be placed along the edge of the road with the wheels in the gutter and must be a minimum of 4 feet away from other obstacles on all sides.
- 6.4 Waste carts must not be overloaded. The lid must be closed.
- 6.5 Only waste contained within the waste cart provided by the Solid Waste Collector will be collected.
- 6.6 Waste carts not prepared or placed in accordance with this Bylaw will not be collected.

7.0 RECYCLABLE MATERIAL COLLECTION

- 7.1 Every person is required to place all recyclable materials in a blue bag.
- 7.2 Blue bags must be kept at a minimum of 4 feet from regular waste carts or bins or other obstacles.
- 7.3 Recyclable products include the following:
 - 7.3.1 Newspaper
 - 7.3.2 Mixed papers (including office paper, magazines, flyers)
 - 7.3.3 Corrugated cardboard
 - 7.3.4 Box board
 - 7.3.5 Metal cans (ie. Food tins)
 - 7.3.6 Milk containers
 - 7.3.7 Deposit beverage containers
 - 7.3.8 Rigid, screw top and snap on lidded containers labeled #1 or #2 only
- 7.4 Recyclable materials not prepared or placed in accordance with this Bylaw will not be collected.

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8.0 ORGANIC WASTE COLLECTION

- 8.1 Every person is required to place all organic waste in the organics waste cart for collection.
- 8.2 Every person will ensure that no household waste, recycling, ties, plastics bags, or anything except organic waste is placed into the organics waste cart. If such waste is placed in the organics waste cart, it will not be picked up by the Solid Waste Collector.
- 8.3 Every person will ensure that prohibited waste as defined in Section 5.9 of this Bylaw is not placed in the organics waste bin. If such waste is placed in the garbage cart or bin, it will not be picked up by the Solid Waste Collector and any additional cost will be incurred by the responsible eligible premise.
- 8.4 Organic carts must be placed along the edge of the road with the wheels in the gutter and must be a minimum of 4 feet away from other obstacles on all sides.
- 8.5 Organic carts must not be overloaded. The lid must be closed.
- 8.6 Only organic waste contained in the organics waste cart provided by the Solid Waste Collector will be collected.
- 8.7 Organic products include the following:
 - 8.7.1 Grass clippings
 - 8.7.2 Fallen leaves
 - 8.7.3 Small tree or garden trimmings (no branches over 1cm in diameter)
 - 8.7.4 Small quantities of pet waste
 - 8.7.5 Soiled paper
 - 8.7.6 Small quantities of sod
 - 8.7.7 House and garden plants and flowers
 - 8.7.8 Kitchen food waste (fruits, vegetables, and peelings, nuts and seeds, bread and grains, pasta, eggshells, coffee grounds.
- 8.8 Organic materials not prepared or placed in accordance with this Bylaw will not be collected.

9.0 LANDFILL DISPOSAL

- 9.1 Every person can dispose of any extra solid waste generated from their eligible premises through their landfill pass.
- 9.2 Every person with a landfill pass will be charged for solid waste taken to the Roseridge Landfill through the Utility Bill monthly.

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10.0 WASTE COLLECTION RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

- 10.1 The Consumer will pay to the Town the Waste Collection Service rates and other charges as applicable as set out in Schedule "A" Waste Collection Service Rates and Other Charges as attached to this Bylaw.
- 10.2 New account requests of changes to Waste Collection Services must be in the name of the Owner(s) registered on the property title only.
- 10.3 Prior to Waste Collection Service, an Owner must open an account. The Owner is responsible for ensuring the Town has accurate contact information, i.e. address, email address, phone number.
- 10.4 Persons who use the Waste Collection Service without opening an account will be liable for the cost of the services. Failure to open an Account may result in service disruption.
- 10.5 A Utility Bill showing the current Waste Collection Service charges will be mailed or emailed to the Owner(s) or designated renter. It remains the Owner's responsibility to ensure renters are making regular payments. Payment for services will be due and payable when the account is rendered. Payment must be made at the Town Office or at such other place as may be designated by the Council, or online, and failure to receive a billing will in no way affect the liability of the Owner(s) to pay the account.
- 10.6 In the event any Utility Bill remains unpaid after the date shown on the billing, there will be added by way of penalty an amount as set out in Schedule "A" being attached hereto and forming part of this Bylaw. The said penalty will be added to and will form part of the unpaid Utility Bill.
- 10.7 In the event any Utility Bill remains unpaid for a period of sixty (60) days or longer, the Town may take any or all the following actions to recover:
 - 10.7.1 Written notice of arrears requesting payment, including authorizing appropriate payment arrangements.
 - 10.7.2 Discontinue or disrupt Waste Collection Services.
 - 10.7.3 Transference of outstanding account balance to the Owner's Property Tax Roll.
 - 10.7.4 By action, in any court of competent jurisdiction.
- 10.8 If an error or omission is found in the Utility Bill charges, the Town will correct the Utility Accounts by the appropriate amount for the duration of the billing error as follows:
 - 10.8.1 If the correction results in an under billing for utility consumption charges to the Consumer, the Utility Bill correction will be made for a period of not more than three (3) months immediately preceding the date of discovery of error, or,
 - 10.8.2 If the correction results in an over billing for utility consumption charges to the Consumer, the billing correction will be made for the period of the error if the start date of the error can be determined with reasonable accuracy. If such time cannot be determined with reasonable accuracy, the correction will be made for a period of not more than three (3) months.

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11.0 PENALTIES

- 11.1 Offence Tag
 - 11.1.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue an offence tag to any Person who contravenes any provision of this Bylaw.
 - 11.1.2 An Offence Tag shall be in a form approved by the Council and will state:
 - i. The name of the offender; and,
 - ii. The offence.
 - iii. The appropriate penalty for the offence as specified in Schedule "A" of this Bylaw; and
 - iv. That the fine will be paid within 30 days of the issuance of the offence tag.
- 11.2 Where a contravention of this Bylaw is of a continuing nature, further offence tags for the same offence may be issued by the Bylaw Enforcement Officer, provided however, that no more than one offence tag will be issued for each day that the contravention continues.
- 11.3 Violation Ticket
 - 11.3.1 If the fine specified on an offence tag is not paid within the prescribed time, then a Bylaw Enforcement Officer is hereby authorized and empowered to lay a complaint and issue a summons by means of a violation ticket.
 - 11.3.2 The Violation Ticket will be in the form prescribed by Alberta Regulation, as amended, being the Violation Ticket Regulations passed pursuant to the Provincial Offences Procedures Act.
 - 11.3.3 Imprisonment in default of payment of a fine specified in the bylaw will not be imposed under any circumstances.

12.0 SEVERABILITY

- 12.1 Should any provision of this bylaw be invalid then such provision will be severed, and the remaining bylaw will be maintained.

13.0 GENERAL

- 13.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial, or other Town of Bon Accord law, order, regulation, or Bylaw.
- 13.2 Bylaw 2024-13 is hereby repealed when this bylaw comes into effect.
- 13.3 This Bylaw will come into full force and effect on January 1, 2026.

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READ A FIRST TIME THIS 2nd of December 2025

READ A SECOND TIME THIS 16th of December 2025

READ A THIRD TIME THIS 16th of December 2025

SIGNED AND PASSED THIS 16th of December 2025

ORIGINAL SIGNED

Mayor Brian Holden

ORIGINAL SIGNED

Chief Administrative Officer

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**Bylaw 2024-13 SCHEDULE “A” WASTE COLLECTION
 SERVICE RATES AND OTHER CHARGES**

WASTE COLLECTION SERVICE RATES

	Billing Item	Rate	Application
Residential	Solid Waste Collection <i>(Single/Duplex Unit/Dwelling)</i>	\$ 19.00	per billing month per utility account
	Extra Waste Cart	\$ 4.33	per billing month per utility account
	Extra Organic Cart	\$ 3.25	per billing month per utility account

OTHER CHARGES

Billing Item	Charge	Application
Landfill Usage	Flow-through charge - Permit holders will be charged at the rate established and invoiced by the Roseridge Waste Commission.	Applied to Utility Bill monthly.
Late payment penalty	24% per annum (2% per month)	Applicable to outstanding balance – applied to total Utility Bill after the date due.
Replacement Carts	\$100	Applied to Utility Bill at the time of replacement request.
Service Charge	\$15	One time application to Utility Bill per event.

**Seniors self-contained units, apartments, 4-plexes, and commercial / industrial pickups must use other service provider.

PENALTIES

	1 ST OFFENCE
Improper materials for removal as waste, recycling, or organics.	\$100
Improper location of Waste or Organics Carts	\$100
Improper storage of Waste or Organics carts (not on private property or obstructing a roadway, highway, boulevard, lane, or public property)	\$100
Improper Waste or Organics cart	\$500

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**Bylaw 2024-13 SCHEDULE “B” WASTE COLLECTIN
SERVICES SCHEDULE**

COLLECTION FREQUENCY

Waste Material Collection: The frequency for household waste collection for all eligible premises is weekly on Friday. Collection of household waste placed in accordance with this Bylaw will commence at 7:00 am.

Organic Material Collection: The frequency for organic waste collection for all eligible premises is weekly on Friday from May 15th to November 15th of each year. Collection of organic waste placed in accordance with this Bylaw will commence at 7:00 am.

Recyclable Material Collection: The frequency for recyclable material collection for all eligible premises is bi-weekly on Friday. Collection of recyclable materials placed in accordance with this Bylaw will commence at 7:00 am.

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**Bylaw 2022-21 SCHEDULE "C" STATUTORY
DECLARATION FOR WASTE COLLECTION SERVICE**

STATUTORY DECLARATION

CANADA

PROVINCE OF ALBERTA
TO WIT:

) IN THE MATTER OF the current

Waste Collection Bylaw providing for the
) levying and collection of service charges, rates, and
) penalties in connection with Collection Services.

I _____, of _____

in the Province of Alberta DO SOLEMNLY DECLARE:

1. THAT the building(s) located at the following service address:

Is not occupied for cooking, eating, sleeping, or living purposes for a consecutive period of three (3) months, or more, or that a significant extenuating circumstance exists that would generate a need for approval, from the Town of Bon Accord Council, to opt out of Waste Collection services.

2. THAT I understand I will not be eligible to receive Collection Services from the Town of Bon Accord for the specified and approved period of time upon which either the Chief Administrative Officer or Town Council approves my application for opting-out from Collection Services. I also understand that upon Recommencement of Service (i.e. resumption of waste collection services upon completion of opt out period) that I must retain the Collection Service for a minimum of six (6) months.

3. THAT the opt out period is determined as follows:

Service interruption effective: _____

Service recommencement effective: _____

4. THAT should a recommencement date not be provided at time of application all waste totes will be removed from the landowner property at or near the date of service interruption. Upon Recommencement of Service, waste totes will be provided to the above noted service address and a delivery charge of \$15.00 will be applied to the Utility Bill.

AND I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "THE CANADA EVIDENCE ACT".

DECLARED before me at the)
_____ of _____)
in the Province of Alberta) _____
this _____ day of _____)

Commissioner for Oaths