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| ADMINISTRATIVE POLICY | NO. 22 |
| EQUAL PAYMENTS PLAN | Resolution #2006-023 Adopted on: February 20, 2006 |

1. PURPOSE

1.1. To maintain an Equal Payments Plan that allows customers of the Edmundston municipality to spread their public utility bill payments over a twelve-month period (electricity only or electricity combined with water and sewer).

2. SCOPE

2.1. The Equal Payments Plan is available to homeowners and/or tenants of the Edmundston municipality who live in a single-unit residence for which the monthly electricity bill is higher than \$100.

3. TERMS OF THE POLICY

3.1. The monthly amount of the Equal Payments Plan will only include the fees for energy consumed as well as the monthly fees for water and sewer consumed.

3.2. A monthly bill, based on a pre-determined amount, will be issued under the Plan as being the amount due under the Equal Payments Plan.

3.3. Connection fees and applicable tax fees are not included in the amount set under the Plan but will be added to the monthly bill.

3.4. The energy fees as well as water and sewer fees determined under the Equal Payments Plan will be based on estimated payments and monthly rates for the twelve-month period preceding the application for membership in the Plan.

- 3.5. If a twelve-month period is not available or if the customer has increased his or her consumption of electricity within the twelve month period (ex.: conversion to electric heating or changes in his or her water and sewer installation), the amount invoiced monthly shall then be evaluated to determine the monthly amount owed under the Plan.
- 3.6. The difference between what the customer pays under the Equal Payments Plan and the actual amount shall be paid by the customer every twelve months and, notwithstanding the above, the account shall be settled in October of every year.
- 3.7. However, the municipality reserves the right and the privilege to refuse any membership application to an Equal Payments Plan or also to cancel an open account for failure to make payments or for any other reason that is deemed unacceptable by the Director of Finance.

4. ABROGATION

4.1

Payments Plans at the Edmundston Municipality.

Mayor

Clerk