

Monday, June 3, 2024

Dear Resident / Property Owner,

Further to the Public Meeting on the Knipfel Private Drinking Water System conversion, the Township of Wilmot is initiating a Water Meter Installation Project earlier than initially planned for customers of the Petersburg Distribution Water System (Petersburg DWS). This will be done to improve the reliability of water usage data for billing purposes and provide fair water billing for system users based on individual use. This is required for all customers of the Petersburg DWS.

We request your cooperation in implementing this project effectively. The Township's Contractor will begin installing water meters at your property from mid-June to the end of July. As access to your residence is necessary, each property is required to schedule an appointment for the meter unit installation. This can be done at your convenience during regular working hours, but we are asking for you to begin coordinating this plan at the earliest opportunity. You can do this by calling or emailing the Township's Contractor, Weitzel Pumps and Water Treatment, using their contact details below.

The Township will supply the meters and meter transceiver units, which will remain owned by the Township.

### **BOOKING INSTALLATION**

Appointments are available Monday through Thursday from 8:30am to 4:30pm, and Friday from 8:30am to 2:00pm, between June 10 and July 31, 2024. The Contractor aims to install three water meters per day, with the goal of completing the project by the end of July 2024. Technicians from Weitzel Pumps and Water Treatment will carry personal identification badges approved by the Township of Wilmot such that you can identify appropriate project personnel. Immediately after the work, Township Building staff will be on site to inspect and approve the water meters' use. These inspections will be coordinated by the Contractor and Wilmot Township project staff.

### **ACCOUNT TRANSITION PLAN**

During the interim billing period between the transfer of ownership of the Knipfel Private DWS to the Petersburg DWS (Township) on May 13, and the completion of the water meter installations, billing will be equal for all users. The goal of meter installation in advance of the originally planned timing, is to ensure users have fair billing based on use as early as possible. This plan relies on a cooperative

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\*\*\*This information is available in accessible formats upon request\*\*\*

process between the Township, Contractor and System User to complete individual installations as soon as possible.

After installing and activating the meters, water billing accounts need to be set up for each property to allow for individual based meter billing. Residents are required to complete the Account Setup Form, available at [wilmot.ca/watersetupcancel](http://wilmot.ca/watersetupcancel) or included in this mailing package. The form can be submitted either online or at the Financial Services Department, located at the Township of Wilmot Administration Complex, 60 Snyder's Road West, Baden.

## **WATER RATES**

In the interim, before meter-based billing begins, the Township will divide the water supply expense from the Region of Waterloo equally among the system users, as previously communicated. This expense is based on the Region's rate of \$2.304 per m<sup>3</sup> volume of water used. This is the same rate that users of the New Hamburg, Baden, St. Agatha, Mannheim, and New Dundee water systems are currently billed.

The Township has both fixed and variable rates for water services. Fixed charges are based on the size of the water meter and are pro-rated for the billing period. For a 25mm water meter, which will be installed in Petersburg, the fixed portion of the bill is \$130.00 annually, according to 2024 rates. Variable rates depend on your water consumption. The average bi-monthly residential water bill, covering only services connected to Township distribution systems, is approximately \$85.34. Further information on applicable water rates can be found at [wilmot.ca/waterrates](http://wilmot.ca/waterrates).

Please note, these rates are subject to Council approval on an annual basis and will be subject to change in the future.

Thank you for your cooperation.

For scheduling & water meter installation inquiries:

**Weitzel Pumps and Water Treatment**

Codie Doadt, Office Manager

Phone: 519-625-8332, Email:

[info@weitzelpumps.ca](mailto:info@weitzelpumps.ca)

For any other project related questions:

**Township of Wilmot, Public Works**

Phone: 519-634-8444

Email: [knipfeldws@wilmot.ca](mailto:knipfeldws@wilmot.ca)

Please note, this letter will be delivered by hand, postal mail, and a post on the online Region of Waterloo Engage web page - [engagewr.ca/petersburg-water-system](http://engagewr.ca/petersburg-water-system).

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