

THE CORPORATION OF THE  
MUNICIPALITY OF GREENSTONE

**POLICY MANUAL**

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**SECTION: PUBLIC SERVICES**

**SUBJECT: Septic Pumping  
Rebate Program**

**DATE: March 13, 2017**

**AUTHORIZATION: 17-43**

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**Purpose**

To provide a financial subsidy to eligible property owners who via municipal taxes contribute to water and sewer services yet are not serviced by municipal water and sewer infrastructure.

**Policy Statement**

The Municipality of Greenstone will provide a rebate for septic pumping services to every property owner utilizing a septic tank, and/or a holding tank, and/or outhouse, who has no outstanding tax arrears, based on the conditions set out herein.

- 1.** The Municipality does not have any contractual relationship with contractors in relation to the Septic Pumping Rebate Program. All aspects of septic pumping servicing on non-municipal property (eg. hiring of a contractor, work performance, and payment for service) are the sole responsibility of the property owner (or designate).

The property owner shall indemnify and save harmless The Corporation of the Municipality of Greenstone from and against all liens, damages, losses, claims, demand payments, suits, actions, recoveries and judgements of every nature and description brought against the property owner and/or the Municipality by reason of any act or omission of the said property owners in the execution of, or as a result of the work or

guarding of it. All fees applicable shall be acquired and paid for by the property owner.

2. Rebate rates shall be reviewed annually and set by Council Resolution. The Municipality will attempt to base its rebate rates on the lowest contractor rate known to the Municipality. Rates commonly vary by geographic area as a reflection of servicing costs. Rebate rates are accessible via the municipal website [www.greenstone.ca](http://www.greenstone.ca).
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## **Definitions**

### "Tank"

Refers to septic tank, holding tank, or outhouse.

### "Residential Tank"

Refers to a tank on a property to which municipal taxes at the residential rate are applied.

### "Commercial Tank"

Refers to a tank on a property to which municipal taxes at the commercial rate are applied.

## **Guidelines**

### 1. PROGRAM ELIGIBILITY

The Septic Pumping Rebate Program is intended as a form of assistance to property owners conducting regular maintenance of their septic facility, specifically the periodic removal of waste as is generally necessary for the functioning of the infrastructure. Costs associated with the maintenance or repair of the infrastructure itself are not covered by the program.

The property owner is responsible for contacting the Public Services Department at the Greenstone Administration Office to verify program eligibility.

Each residential tank qualifies for a rebate, as per the approved municipal rebate rate, once every two (2) calendar years. (Where calendar year refers to service during any month of the eligible year.)

Each commercial tank qualifies for a rebate, as per the approved municipal rebate rate, once per calendar year.

Frequency of service is not affected by a change in property ownership.

Where more than one tank exists on the same property, each tank is to be identified by number and location on the Application for Septic Pumping Rebate to provide a record of service for each tank.

In the case of oversized or communal septic tanks, the Municipality may exercise discretion in regards to the rebate amount.

It is not a requirement that all tanks on the same property be serviced on the same date of the eligible calendar year.

## 2. APPLICATION FOR REBATE

The property owner is responsible for paying the contractor once the work has been completed.

Application to the Septic Pumping Rebate Program is made by providing the following documents to the Municipal Administration Office within six months of the date of the contractor's invoice:

1. Application for Septic Pumping Rebate form (attached) signed and dated by the servicing contractor and the property owner.
2. A copy of the original invoice from the contractor verified as paid.

Applications may be mailed to the following address:

Municipality of Greenstone, Administration Office  
Public Services Department  
1800 Main Street, P.O. Box 70  
Geraldton ON, P0T 1M0

Where the contractor invoice amount is less than the rebate amount, the applicant shall be entitled to the subsidy for the invoice amount only for eligible expenses.

Applications that are received after the 6 month deadline for submission will not be honoured.

Extra mileage charges and/or additional fees shall be paid for by the property owner.

**APPLICATION for SEPTIC PUMPING REBATE PROGRAM**

APPLICANT NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

ADDRESS OF PUMP-OUT: \_\_\_\_\_  
\_\_\_\_\_

TANK NO. & LOCATION (if more than one tank exists on the same property)	TANK TYPE HOLDING/SEPTIC	SIZE OF TANK (Litres or Gal.)
TOTAL		

Property Representative: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Contractor: \_\_\_\_\_ Date of Service: \_\_\_\_\_  
(Contractor Stamp or Employee Signature)