

**S A M P L E**

**PROVINCE OF NOVA SCOTIA**

**NOVA SCOTIA UTILITY AND REVIEW BOARD**

**IN THE MATTER OF THE PUBLIC UTILITIES ACT**

**-and-**

**IN THE MATTER OF THE APPLICATION OF THE TOWN/MUNICIPALITY/VILLAGE  
ON BEHALF OF ITS WATER/ELECTRIC UTILITY FOR AN AMENDMENT TO ITS  
SCHEDULE OF RATES FOR WATER/ELECTRICITY AND WATER/ELECTRICAL  
SERVICES AND/OR SCHEDULE OF RULES AND REGULATIONS (if applicable)**

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The Petition of (name and title of Clerk) of the (name of Town/Municipality/Village) on behalf of its water/electric utility, the applicant, for an order authorizing and approving a new schedule of rates for water/electricity supply and service and/or schedule of rules and regulations in the (Town/Municipality/Village), respectfully sheweth the following particulars in support of this application, namely:

1. That the applicant is a public utility within the meaning of the **Public Utilities Act**, Chapter 380, Revised Statutes of Nova Scotia, 1989.
2. That the rates (or rules and regulations) presently in force have been effective since (month, day, year), as ordered by the Board on (month, day, year).
3. That in the opinion of the petitioner, certain changes in the Schedule of Rates are necessary due to the present financial requirements of the Utility, in particular, (list reason(s) i.e. need to increase cost of operations; need to upgrade pumping/treatment facilities, etc.).
4. That annexed hereto and marked Exhibit "A" is a copy of the Resolution of the (Town/Municipality/Village) Council authorizing the Application.

Dated at \_\_\_\_\_, Nova Scotia,  
this \_\_\_\_ day of \_\_\_\_\_, 200\_\_.

Town/Municipality/Village

(name)  
(Clerk)

EXHIBIT 'A'

Resolution of the (Town/Municipality/Village) Council of the (Town/Municipality/Village) regarding an Application by the (Town/Municipality/Village) on behalf of its water/electric utility, **for an amendment to its Schedule of Rates for Water/Electricity and Water/Electrical Services and Schedule of Rules and Regulations** (if applicable) to the Nova Scotia Utility and Review Board.

(Town/Municipality/Village)  
Nova Scotia  
(month, day, year)

BE IT RESOLVED (type in resolution approved by Council).

I, (name, Clerk, certify the foregoing is a true copy of the Resolution passed by the (Town/Municipality/Village) Council at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
Clerk

AFFIDAVIT

IN THE MATTER OF the **Public Utilities Act**

and

IN THE MATTER OF an Application of the (Town/Municipality/Village) on behalf of its water/electric utility to the Nova Scotia Utility and Review Board of certain revisions of the schedule of rates and charges and/or schedule of rules and regulations of the (Town/Municipality/Village Water Utility).

I, (name of Clerk) of the (Town/Municipality/Village) and Province of Nova Scotia, make oath and say as follows:

1. That I am the Clerk of the (Town/Municipality/Village).
2. That the Council of the (Town/Municipality/Village) did at a duly constituted meeting held at the (Town/Municipality/Village) Hall, (Town/Municipality/Village), Nova Scotia, on the \_\_\_\_ day of \_\_\_\_\_, 200\_, by motion approve an application to the Nova Scotia Utility and Review Board for a revised Schedule of Rates and Charges and/or Schedule of Rules and Regulations for its water/electric utility and the submission to the Board of a petition for that purpose.

Sworn to before me at \_\_\_\_\_  
in the County of \_\_\_\_\_ and  
Province of Nova Scotia, this \_\_\_\_ day  
of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
(name)  
Clerk

\_\_\_\_\_  
A Commissioner of the Supreme Court  
of Nova Scotia