

**THE CORPORATION OF THE CITY OF GRAND FORKS
AGENDA – REGULAR MEETING**

**Monday September 15th, 2014, 7:00p.m.
6641 Industrial Parkway**

	<u>ITEM</u>	<u>SUBJECT MATTER</u>	<u>RECOMMENDATION</u>
1.	<u>CALL TO ORDER</u>		
2.	<u>ADOPTION OF AGENDA</u>		
	a) Adopt agenda	September 15th, 2014 Regular Meeting	THAT Council adopt the September 15th, 2014, Regular Meeting agenda as presented.
3.	<u>MINUTES</u>		
	a) Adopt Minutes Minutes - COTW.pdf	September 2nd, 2014, COTW meeting minutes	THAT Council adopt the September 2nd, 2014 COTW meeting minutes as presented.
	b) Adopt Minutes Minutes - Regular.pdf	September 2nd, 2014, Regular Meeting minutes	THAT Council adopt the September 2nd, 2014, Regular Meeting minutes as presented.
4.	<u>REGISTERED PETITIONS AND DELEGATIONS</u>		
	a) Sunshine Valley Women's Institute Delegation - Sunshine Valley Women's Institute3.pdf	Request to Council to consider building a sidewalk along 72nd Avenue between 19th Street and 27th Street.	THAT Council choose one of the options presented below.
5.	<u>UNFINISHED BUSINESS</u>		
6.	<u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u>		
	a) Corporate Officers Report Council report.pdf	Verbal reports of Council	THAT all reports of members of Council, given verbally at this meeting, be received.

7. **REPORT FROM COUNCIL'S
REPRESENTATIVE TO THE REGIONAL
DISTRICT OF KOOTENAY BOUNDARY**

- a) Corporate Officers Report
[RDKB Report.pdf](#)

RDKB representatives verbal
report

THAT the Mayor's report on
the activities of the Regional
District of the Kootenay
Boundary, given verbally at
this meeting be received.

8. **RECOMMENDATIONS FROM STAFF FOR
DECISIONS**

- a) Chief Financial Officer
[RFD - CFO - Inventory Policy #807
adopt.pdf](#)

Inventory Policy # 807

THAT Council adopt
Inventory Policy #807.

- b) Manager of Development and
Engineering
[RFD - Manager of Development &
Engineering - Davies Development
Variance.pdf](#)

Setback and Off-Street
Parking Variances

THAT Council approve a
setback variance to 0 meters
from all property lines and
vary the off-street parking
requirements from 2 to 0.

9. **REQUESTS ARISING FROM
CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) Charlette McLeod - District of Taylor
[Summ. of Info.-District of Taylor -
Discontinuation of Community Library
Training Program.pdf](#)

Discontinuation of Community
Training Library Program

Due to the timing of this
correspondence, it will be too
late for Council to send a
letter of support to the cause
to UBCM.

11. **BYLAWS**

- a) Manager of Building Inspection and
Bylaw Services
[RFD - Noise Control Amendment
Bylaw No 1963 A-1.pdf](#)

Noise Control Bylaw
Amendment No. 1963-A1

THAT Council recommends
to direct staff to include 5 (i)
an amendment to include the
Industrial Operations within
the exclusions section of this
bylaw as previously
presented.

AND FURTHER THAT
Council determines to give
first three readings to Bylaw
1963-A1, an amendment to
the Noise Control Bylaw at
the September 15th, Regular
Meeting of Council.

- | | | | |
|----|--|---|--|
| b) | Chief Financial Officer
RFD - CFO - 2015 Permissive Tax Exemption Bylaw 2004 - three readings.pdf | 2015 Permissive Tax Exemption Bylaw No. 2004 | THAT Council give first three readings to Bylaw No. 2004-2015 Permissive Tax Exemptions |
| c) | Chief Financial Officer
RFD - CFO - Temporary Borrowing Bylaw 1950 - adopt.pdf | Temporary Borrowing Bylaw No. 1950, 2014 | THAT Council give final reading to Temporary Borrowing Bylaw No. 1950, 2014. |
| d) | Chief Financial Officer
RFD - CFO - Temporary Borrowing Bylaw 1998 - adopt.pdf | Temporary Borrowing Bylaw No. 1998, 2014 | THAT Council give final reading to Temporary Borrowing Bylaw No. 1998, 2014. |
| e) | Electrical and Electronics Engineer & Manager of Operations
RFD - Mgr. of Ops & Alex Love Electrical Utility Regulatory Repeal Bylaw 1543-R.pdf | Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 | THAT Council receive the Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and refer the bylaw to the Regular Meeting of Council scheduled for October 6th, 2014, for first, second and third readings. |
| f) | Electrical and Electronics Engineer & Manager of Operations
RFD - Mgr. of Ops & Alex Love Electrical Utility Regulatory Bylaw 1975.pdf | Electrical Utility Regulatory Bylaw No. 1975, 2014 | THAT Council receive the introduction of the new Electrical Utility Regulatory Bylaw No. 1975, 2014 and refer the Bylaw to the Regular Meeting of Council scheduled for October 6th, 2014, for first, second and third readings. |

12. **LATE ITEMS**

13. **QUESTIONS FROM THE PUBLIC AND THE MEDIA**

14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

COMMITTEE OF THE WHOLE MEETING
TUESDAY SEPTEMBER 2ND, 2014

PRESENT: MAYOR BRIAN TAYLOR
COUNCILLOR BOB KENDEL
COUNCILLOR NEIL KROG
COUNCILLOR PATRICK O'DOHERTY
COUNCILLOR GARY SMITH
COUNCILLOR MICHAEL WIRISCHAGIN
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER	D. Allin
CHIEF FINANCIAL OFFICER	R. Shepherd
CORPORATE OFFICER	D. Heinrich
MANAGER OF DEVELOPMENT AND ENGINEERING	S. Bird
DEPUTY CORPORATE OFFICER	S. Winton
MANAGER OF BUILDING AND BYLAW SERVICES	W. Kopan
MANAGER OF OPERATIONS	R. Huston

CALL TO ORDER

The Mayor called the meeting to order at 9:00 am

COMMITTEE OF THE WHOLE AGENDA

Adopt agenda
September 2nd, 2014

MOTION: O'DOHERTY / SMITH

RESOLVED THAT Council adopt the September 2nd, 2014 agenda as presented.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

PRESENTATIONS FROM STAFF

Corporate Services

Volunteer Appreciation Night - Call for Nominations - Policy #204

MOTION: WYERS

RESOLVED THAT the Committee of the Whole recommend Council provides notice to the public calling for nominations from the public for exceptional volunteer service in the City of Grand Forks in accordance with Council Policy #204 at the September 2nd Regular Meeting

CARRIED.

Chief Financial Officer

Introduction of Inventory Policy #807

The Chief Financial Officer advised that this policy was requested by the auditors and is directed at the larger items that Public Works would have in inventory.

The Chief Administrative Officer advised that any excess inventory is a cost to the organization because it ties up capital and space.

MOTION: O'DOHERTY

RESOLVED THAT the Committee of the Whole recommends to Council to adopt Inventory Policy #807 at the September 15th, 2014 Regular Meeting of Council.

CARRIED.

Chief Financial Officer

City Hall Rebuild contingency resolution for financial plan amendment

The Chief Administrative Officer advised that this is strictly for contingency in terms of cash flow and the ability to move forward with some of the work at City Hall. It does not include additional items that are outside of the scope of the fire rebuild.

MOTION: SMITH

RESOLVED THAT the Committee of the Whole recommend to Council to include an \$80,000 contingency plan amendment, to be funded from surplus at the September 2nd, 2014 Regular Meeting of Council

CARRIED.

REPORTS AND DISCUSSION

Monthly Highlight Reports from Department Managers

Staff request for Council to receive monthly activity reports from department managers.

Ms. Donna Semenoff requested more information with regard to the voting machines, such as year of the voting machine model and any training received with regard to the USB cards.

The Corporate Officer provided an update on staff training on the voting machines, and the process for using the machines during the election. She spoke further to the USB cards and how the USB cards work in the voting machine.

MOTION: KROG

RESOLVED THAT the Committee of the Whole recommends to Council to receive the monthly activity reports.

CARRIED.

PROPOSED BYLAWS FOR DISCUSSION

Chief Financial Officer

2015 Annual Permissive Tax Exemption Bylaw

The Mayor advised that this is the Bylaw brought forward without changes as requested by Council at the August 18th COTW meeting.

Councillor Wirischagin declared a conflict of interest and removed himself from the meeting at 9:29 am.

The Mayor advised that the passing of the bylaw by Council will reduce the tax collected from the identified organizations.

MOTION: SMITH

RESOLVED THAT the Committee of the Whole recommend that Council give first three readings to Bylaw No. 2004 "2015 Permissive Tax Exemptions" at the September 15th, 2014 Regular Meeting of Council.

CARRIED.

Councillor Wirischagin returned to the meeting at 9:31am.

INFORMATION ITEMS

CORRESPONDENCE ITEMS

LATE ITEMS

REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF THE COUNCIL (VERBAL)

QUESTION PERIOD FROM THE PUBLIC

Mr. Nigel James

He spoke with regard to:

- Council developing a policy that identifies a protocol for addressing Council in a Council meeting
- Individuals who are non Grand Forks residents recusing themselves from discussions regarding taxation of residents of Grand Forks
- Agenda cover sheet be provided to the Public instead of the whole agenda package
- Identifying which Councillor is responsible for what issues or topics to better facilitate dialogue between Council and the public
- The painted dugouts at Dick Bartlett Park, which look great
- 68th Avenue bicycle paths and elevated intersections
- Traffic calming throughout the center of town
- The three-way stop sign at 72nd

The Chief Administrative Officer spoke with regard to the bike lanes, advising that the Manager of Operations is looking at "sharrows", which is a lane that is shared by pedestrians and bicycles.

Mr. Les Johnson

He spoke with regard to:

- A comment that was put forth online from Julia Butler regarding the cost of a pit meter being \$2500.00.

The Chief Administrative Officer advised that there are many factors that determine the cost of the pit meter such as the size, depth and slope of the hole required for the meter, restoration costs, and safety requirements. The cost will vary slightly for each installation and the home owner will need to pay the difference between the cost of the standard meter install and the pit meter install in the event that the owner is requesting a pit meter outside of the pit meter criteria for City paid installations.

Ms. Donna Semenoff

She spoke with regard to:

- The cost of having a pit meter vs a standard meter installed

The Chief Administrative Officer advised that the cost of the installation of a typical meter is outlined in Neptune's contract with the City. However, the information is sensitive and is not available to the public.

Ms. Christine Thompson
She spoke with regard to:

- Providing customers with an estimated cost of having a pit meter installed.
- The Chief Administrative Officer advised that the City would provide a cost estimate to residents who request a pit meter.

Ms. Donna Semenoff
She spoke with regard to:

- The reading of meters and billing cycles
- The Chief Administrative Officer advised that this will be determined by the water rates committee and there are many factors that will need to be considered before this is determined, but ideally meters will be read on a monthly basis to better assist residents to conserve water.

OTHER BUSINESS

In-Camera Meeting

Due to the early finish of the COTW meeting, Council determined by unanimous resolution to hold the In-Camera meeting On September 2nd, 2014, at 10:15 am instead of 1:30pm that same afternoon.

MOTION: SMITH

RESOLVED THAT COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE SUBJECT TO SECTION 90(1)(e), ACQUISITION, DISPOSITION OF EXPROPRIATION OF LAND OR IMPROVEMENTS THAT COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPALITY; BE IT FURTHER RESOLVED THAT PERSONS, OTHER THAN MEMBERS, OFFICERS, OR OTHER PERSONS TO WHOM COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.

CARRIED UNANIMOUSLY.

ADJOURNMENT

MOTION: O'DOHERTY

RESOLVED THAT the meeting was adjourned at 10:00 am

CARRIED.

CERTIFIED CORRECT:

MAYOR BRIAN TAYLOR

DEPUTY CORPORATE OFFICER -
SARAH WINTON

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL
TUESDAY SEPTEMBER 2ND, 2014

PRESENT:

MAYOR BRIAN TAYLOR
COUNCILLOR BOB KENDEL
COUNCILLOR NEIL KROG
COUNCILLOR PATRICK O'DOHERTY
COUNCILLOR GARY SMITH
COUNCILLOR MICHAEL WIRISCHAGIN
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
MANAGER OF DEVELOPMENT & ENGINEERING

D. Allin
D. Heinrich
R. Shepherd
S. Bird

GALLERY

CALL TO ORDER

- a) 7:00pm Call to Order

RESOLVED THAT the Mayor called the meeting to order at 7:00pm

CARRIED.

ADOPTION OF AGENDA

- a) September 2nd, 2014
Adopt Agenda

MOTION: O'DOHERTY / SMITH

RESOLVED THAT Council adopt the September 2nd, 2014, Regular Meeting Agenda as presented.

CARRIED.

MINUTES

- a) August 18th, 2014
COTW meeting minutes

MOTION: KENDEL / O'DOHERTY

RESOLVED THAT Council adopt the August 18th, 2014, Committee of the Whole Meeting minutes as presented.

CARRIED.

- b) August 18th, 2014
Special Meeting Minutes

MOTION: KENDEL / SMITH

RESOLVED THAT Council adopt the August 18th, 2014, Special Meeting minutes as presented.

CARRIED.

- c) August 18th, 2014
Regular Meeting Minutes

The Mayor advised that there was an error in the resolution for Policy #804-A1, Tangible Capital Assets.

MOTION: O'DOHERTY / SMITH

RESOLVED THAT Council adopt the August 18th, 2014, Regular Meeting Minutes as amended.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

UNFINISHED BUSINESS

REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)

- a) Corporate Officer's Report
Verbal reports of Council

Councillor O'Doherty
He reported that:

- He attended the Airport Appreciation Day, Fly-In event.
- He attended the Grand Forks Fall Fair.

- He attended Music in the Park, which is now finished for the summer. It was a successful event again this year.
- The Border Bruins start the hockey season tonight.

Councillor Wyers

She reported that:

- She attended the Fly-In and Airport Appreciation Day on Aug 24th and 25th and gave a big thanks to volunteers and staff for all the support. There was 25 visiting aircraft at the event.
- The Dog sled races are taking place on January 17th and 18th and on Saturday September 27th they are hosting the annual fowl dinner as a fundraiser.
- The Head Start for Young Women Program presented to the Regional District of Kootenay Boundary board to inform them of the upcoming conference in October.

Councillor Kendel

He reported that:

- He attended Music in the Park, and thought the music was great.
- He attended the Fall Fair and participated in the fall fair parade. He thought the fair was well attended.

Councillor Krog

He reported that:

- He attended the Fall Fair and the Airport Appreciation Day and thought both events were enjoyable.

Councillor Smith

He reported that:

- The Fall Fair parade and event were great and that Council won first prize for the dignitaries float.
- He sits on the steering committee for the Vital Signs project and advised that the report will be coming out in October. The report is looking good and Karly Olson has done a great job as the Project Coordinator.
- He provided the final budget numbers for the deer collaring program and explained the in kind portion of the program.

Councillor Smith asked for Council's support to move the deer collaring program forward. He advised that he will be meeting with Minister Thompson at UBCM to discuss the program. He advised that Jenny Coleshill has volunteered to track the data from the program and that the funding will come from the current Deer Committee budget. The program will begin immediately if approved by Council.

The Chief Administrative Officer advised that last year at UBCM the Ministry was very supportive of the animal aware program.

Council further discussed the request from Councillor Smith with regard to the deer collar program.

Councillor Wirischagin

He had nothing to report

Mayor Taylor

He reported that:

- The Fall Fair went well and thanked staff for their work on the event.
- The Lobster Dinner fundraiser for the Rotary Spray Park is on Saturday evening at Christina Lake.
- He will be attending the John Jarrett event in Greenwood this Saturday.

MOTION: SMITH / WYERS

RESOLVED THAT Council support the deer collar program and accept the budget as presented by Councillor Smith.

CARRIED.

Councillor Wirischagin opposed the motion.

MOTION: O'DOHERTY / SMITH

RESLOVED THAT all reports of members of Council given verbally at this meeting be received.

CARRIED.

REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

- a) Corporate Officer's report
RDKB Representatives report

The Mayor advised he had nothing to report

MOTION: KENDEL / WIRISCHAGIN

RESOLVED THAT the Mayors report on the activities of the Regional District of Kootenay Boundary be received.

CARRIED.

RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a) Manager of Development and Engineering
Grand Forks Recreation Commission - Request for License of Occupation for demonstration community garden

MOTION: O'DOHERTY / SMITH

RESOLVED THAT Council approves the License of Occupation and directs staff to proceed with the License of Occupation Agreement with the Regional District of Kootenay Boundary

CARRIED.

-
- b) Corporate Services
Volunteer Appreciation Night - Call for Nominations - Policy #204

MOTION: KENDEL / WIRISCHAGIN

RESOLVED THAT Council provides notice to the public calling for nominations from the public for exceptional volunteer service in the City of Grand Forks in accordance with Council Policy #204.

CARRIED.

-
- c) Chief Financial Officer
Appointments of City of Grand Forks Voting Delegates for the Municipal Insurance Association Annual Meeting.

MOTION: KENDEL / O'DOHERTY

RESOLVED THAT Council receives the staff report and resolves to appoint Councillor Wyers as the voting delegate at the 2014 Municipal Insurance Association Annual General Meeting, and Appoints Councillor Smith and Mayor Taylor as the alternates.

CARRIED.

-
- d) Chief Financial Officer
City Hall Rebuild contingency resolution for financial plan amendment

MOTION: KROG / O'DOHERTY

RESOLVED THAT Council include an \$80,000 contingency for the City Hall rebuild to be included in the 2014 financial plan amendment, to be funded from surplus at the Regular September 2, 2014 meeting of Council.

CARRIED.

REQUESTS ARISING FROM CORRESPONDENCE

INFORMATION ITEMS

- a) Grand Forks Seniors Center Branch 68
Tree Removal

MOTION: O'DOHERTY / SMITH

Council to receive for information and direct staff to remove the trees as requested by the Grand Forks Seniors Center Branch 68.

CARRIED.

- b) Green Communities Committee
Congratulations from Green Communities Committee for successfully reducing corporate greenhouse gas emissions for the 2013 reporting year

MOTION: WYERS / SMITH

RESOLVED THAT Council to receive for information

CARRIED.

BYLAWS

- a) Chief Financial Officer
Repeal of Bylaws 1780

MOTION: WIRISCHAGIN / SMITH

THAT Council adopt the City of Grand Forks Year 2005-2009 Financial Plan Amendment Repeal Bylaw No. 1780R, 2014.

CARRIED.

MOTION: KENDEL / WYERS

RESOLVED THAT Council adopt the City of Grand Forks Major Industrial Revitalization Area tax Exemption Renewal (Interfor) Repeal Bylaw No. 1881R, 2014.

CARRIED.

MOTION: O'DOHERTY / KENDEL

RESOLVED THAT Council adopt the City of grand Forks Amendment to the Major Industrial Revitalization Renewal (Interfor) Repeal Bylaw No. 1912R, 2014

CARRIED.

- b) Chief Financial Officer
Temporary Borrowing Bylaw No. 1950, 2014

MOTION: WYERS / SMITH

RESOLVED THAT Council give first three readings to Temporary Borrowing Bylaw No. 1950, 2014

CARRIED.

-
- c) Chief Financial Officer
Temporary Borrowing Bylaw No. 1998, 2014

MOTION: O'DOHERTY /SMITH

RESOLVED THAT Council gives first three readings to Temporary Borrowing Bylaw No. 1998, 2014

CARRIED.

-
- d) Manager of Development and Engineering Services
First and Second reading of the Sagamore Road and 2nd Street Road Closure Bylaw No. 2002.

MOTION: SMITH / O'DOHERTY

RESOLVED THAT Council give first and second reading to Bylaw No. 2002, cited as the Sagamore Road and 2nd Street Road Closure Bylaw, a bylaw to close and remove the dedication of a road, measuring 1.098 hectares in size, as shown on Plan 21622 and 27765, DL 534, S.D.Y.D. and direct staff to advertise the bylaw and send letters to the surrounding property owners, inviting them to attend the October 6th, 2014 Committee of the Whole Meeting to make representation to Council if they have concerns or comments (written or in person), with regard to the road closure.

CARRIED.

LATE ITEMS

QUESTIONS FROM THE PUBLIC AND THE MEDIA

- a) Roxanna Bolton
She spoke with regard to:
- The request that she submitted to the City with regard to a Solar energy and net metering initiative.
 - She asked why Council has not acknowledged her request for this initiative publicly.
- The Chief Administrative Officer advised:
- that this is not a project that is identified in Council's strategic plan.
 - that staff cannot move forward with initiatives and projects until Council provides approval.

- there is an extensive process that requests from the public go through and that staff had received one request from her regarding this project.
- that Council had seen the initial proposal from her and that the City wasn't in a position to make a commitment with regard to buying energy back from her until there had been substantial research undertaken by staff
- the electrical engineer has been away and is back this month to take a look at the project

Ms. Bolton advised that she had submitted a request to all of Council in April of this year and wondered why Council had not spoken of the project publicly.

Councillor Smith spoke with regard to Ms. Bolton's comments advising that he had spoken with her and advised that the project would be a good fit for the Carbon Neutrality Sub Committee.

Mayor Taylor advised that the electrical engineer would be in attendance to discuss net metering and any implications of the project at the September 15th, 2014, Regular meeting.

ADJOURNMENT

a) The Mayor Adjourned the meeting at 7:48pm

MOTION: SMITH

RESOLVED THAT the Mayor adjourned the meeting at 7:48pm

CARRIED.

CERTIFIED CORRECT:

MAYOR BRIAN TAYLOR

DEPUTY CORPORATE OFFICER -
SARAH WINTON

Council Delegations

Background

Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they make take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming. Council may not make a decision at this meeting.

Presentation Outline

Presentations may be a maximum of 10 minutes.

Your Worship, Mayor Taylor, and Members of Council, I/We are here this evening on

behalf of Sunshine Valley Women's Institute
to request that you consider building a sidewalk in front
of Silver Kettle Village to Extra Foods.

The reason(s) that I/We are requesting this action are:

High density of residents in the area plus
intense growing traffic which makes it
unsafe for pedestrians using walkers, wheelchairs,
scooters, strollers, tri cycles, bicycles or walking

I/We believe that in approving our request the community will benefit by:

safety for residents of the area.

FILE CODE

Sunshine Valley Women's
D2-Institute (over)



Council Delegations (cont.)

I/We believe that by not approving our request the result will be:

Risk for the residents and possible
dangerous situation.

In conclusion, I/we request that Council for the City of Grand Forks adopt a resolution

stating: THAT a side walk be built in
front of Silver Kettle Village to Extra
foods; and, THAT this be built
in the immediate future

Name: Jean Johnson, Secretary / Treasurer
Organization: Sunshine Valley Women's Institute
Mailing Address: Box 401 GRAND FORKS BC V0H 1H0
(Including Postal Code)
Telephone Number: 250-442-3060
Email Address: grandby@shaw.ca

The information provided on this form is collected under the authority of the Community Charter and is a matter of public record, which will form a part of the Agenda for a Regular Meeting of Council. The information collected will be used to process your request to be a delegation before Council. If you have questions about the collection, use and disclosure of this information contact the "Coordinator" City of Grand Forks.

N:Forms/Delegation form

1. The Statement of Financial Information
2. Request from the Deer Committee to hold a referendum regarding deer management
3. Request from the Deer Committee to purchase deer tracking and monitoring equipment

MOTION: KENDEL / SMITH

RESOLVED THAT COUNCIL ADOPT THE JUNE 23RD, 2014, REGULAR MEETING AGENDA AS AMENDED.

CARRIED.

MINUTES

a) June 9th, 2014

Regular Meeting Minutes

MOTION: O'DOHERTY / SMITH

RESOLVED THAT COUNCIL ADOPT THE JUNE 9TH, 2014, REGULAR MEETING MINUTES AS PRESENTED.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

a) Sunshine Valley Women's Institute

The building of a sidewalk in front of Silver Kettle Village to Extra Foods

Ms. Linda Dixon of Sunshine Valley Women's Institute spoke with regard to the need for a sidewalk between Extra Foods and Silver Kettle Village. She advised that this is a safety issue.

MOTION: O'DOHERTY / SMITH

RESOLVED THAT COUNCIL RECEIVE THE PRESENTATION FROM THE SUNSHINE VALLEY WOMEN'S INSTITUTE REGARDING THE BUILDING OF A SIDEWALK IN FRONT OF SILVER KETTLE VILLAGE TO EXTRA FOODS, AND REFERS TO STAFF TO PROVIDE A REPORT TO COUNCIL FOR DECISION.

CARRIED.

UNFINISHED BUSINESS

For July 21.

Council Delegations

RECEIVED

JUN 5 - 2014

THE CORPORATION OF
THE CITY OF GRAND FORKS

Background

Council for the City of Grand Forks welcomes public input and encourages individuals and groups to make their views known to Council at an open public meeting.

Council needs to know all sides of an issue, and the possible impacts of any action they make take, prior to making a decision that will affect the community. The following outline has been devised to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require, and the expected time frame in which a decision will be forthcoming. Council may not make a decision at this meeting.

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Presentations may be a maximum of 10 minutes.

Your Worship, Mayor Taylor, and Members of Council, I/We are here this evening on

behalf of Sunshine Valley Women's Institute
to request that you consider building a sidewalk in front
of Silver Kettle Village & Extra Foods.

The reason(s) that I/We are requesting this action are:

High density of residents in the area plus
intense growing traffic which makes it
unsafe for pedestrians using walkers, wheelchairs,
scooters, strollers, tricycles, bicycles or walking

I/We believe that in approving our request the community will benefit by:

safety for residents in the area.

Phone 250-443-3226 Kristina Nysten
email ray_kris@telus.net
(over)

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03 March 2014

Kristina Nysten
P.O. Box 1884
Grand Forks, B.C.
V0H 1H0

City of Grand Forks
Grand Forks, B.C.
V0H 1H0

Attention: Councillor Cher Wyers

Dear Madam:

Re: PROPOSED SIDEWALK

We are once again writing with respect to the Sidewalk – Silver Kettle to the stop sign leading to Extra Foods.

At the time of our recent call to the C.E.O. Doug Allin, we were advised that the City would attend to the matter if the “go ahead was approved by Council”.

Additionally, you must be aware of the high density of residents in this area of Silver Kettle and surrounding complexes. We are also seeking your attention to the intense growing traffic. There are retirees and families with small children, all vulnerable while using walkers, wheel-chairs, scooters, strollers, tricycles and bicycles along that stretch of road.

This road is leading to Extra Foods, manouvering is made difficult due to grass, ice, puddles, snowbanks, and traffic.

Your site inspection would confirm that the stretch of road is defective; there is a huge degree of serious concern for the safety of all the residents in the area, along with this comes the requirement to maintain this area at acceptable standard at all times.

We ask that the Council please advise – in brief commentary – what is your action plan?

We thank you in advance for your anticipated co-operation in this matter.

If you have any questions or wish to discuss this matter with us, please do not hesitate to call.

Yours truly,

Kristina Nysten, Member – B.C. Women's Institute

Kristina Nysten

*Hello Cher ☺
I am hoping,
in very near
future, you
are going to
receive more
letters Best Regards
Kristina*

Ph: (250) 443-3226
E-Mail:
ray_kris@telus.net



FILE CODE

*WEB C10- Nysten, Kristina re
Proposed Sidewalk from
Silver Kettle to
Extra Foods (see...)*

#307

2350 - 72 Ave.,

Grand Forks, B.C.

VOH 1H4

March 1, 2014

Mr Brian Taylor, Mayor,
% City Hall,
Grand Forks, B.C. V0H 1H0

Dear Brian,

In getting right to the point, - I'm a
resident at this great "Silver Kettle Village".
Thank you for your part in constructing this
facility.

We are now in dire need of a safe sidewalk
that runs past the front of us from 19th street
to Extra Foods and is safe also during winter
from ice and snow.

Besides the number of Seniors using the road
to walk on, the staff at Day House use it
also to get their patients outside and sit for a
walk. Many of us walk to Extra Foods to
shop, not to forget the packs from next
door and the Ladies facility.

Thank you for your consideration in
dealing with the safety of our Seniors.

Sincerely, Ella Thote

Sunshine Valley W.I. Membership List Sep.2013 - Aug.2014
(revised January, 2014)

<u>Name</u>	<u>Home Address</u>	<u>Email Address</u>	<u>Phone Number</u> <u>250-</u>
Evon Bowser	Box 424 Grand Forks, V0H 1H0	ebowser4@gmail.com	442-6177
Linda Dixon	Box 2103 “ “	lvdixon16@hotmail.com	(403) 540-7191 ** Alberta
Erna Gobbett	Box 1112 “ “	egobbett@shaw.ca	442-8569 *
Jean Johnson	Box 401 “ “	granby@shaw.ca	442-3060
Eloise Kingswood	Box 2791 “ “	emkingswood@hotmail.com	584-4239 *
Ruth McCabe	#10-7105 North Fork Rd. Grand Forks, V0H 1H2	rthmccb1@gmail.com	442-2876
Kristina Nysten	Box 1884 “ V0H 1H0	ray_kris@telus.net	443-3226
Ella Thate	#307 2250-72 Ave. Grand Forks, V0H 1H4	** violetella1936@gmail.com	442-2346
Janet Thorpe	Box 2623 “ V0H 1H0	** janetdougthorpe@gmail.com	442-8040

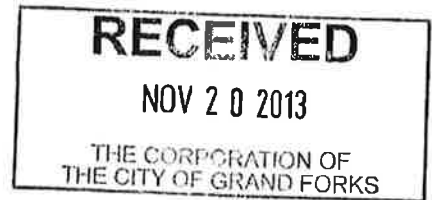
* New Member - Erna supported WI for years, joined us recently, after retiring from some other duties
* New Member - Eloise belonged years ago, then moved away, but now is back again

Revisions in January, 2014

** Linda is using her cell phone with an Alberta #
** Ella has a new email address
** Janet has a new email address

File: Annual branch m'ship 2013-14 revised

**Sunshine Valley Women's Institute
Grand Forks, BC**



October 16, 2013

Grand Forks City Council
The City of Grand Forks

TO WHOM IT MAY CONCERN:

The Sunshine Valley Women's Institute of Grand Forks, established 59 years ago, hold our monthly meetings at the Silver Kettle Village. As you may know the facility houses a large number of residents that are mobile.

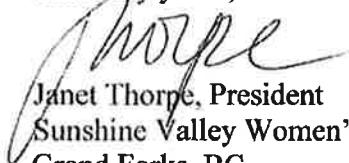
Last year, we sent a request, on behalf of the residents of the Silver Kettle Village, to have a sidewalk built from 19th Street to 27th Street on the street in front of the Village. Since the Village was built and opened last Fall, it still does not have a sidewalk. We wish to again bring this request to the attention of City Council. The residents of the Silver Kettle Village desperately need a safe walkway along the public street in front of the Village and westward toward Extra Foods. The Village runs along 72 Avenue between Sunshine Way and Cyprus Way and westward to Extra Foods.

The Silver Kettle Village houses 48 suites; some double occupancy, as well as a full care facility. Many of the residents are mobile and would surely be interested in walking along the perimeter of the facility in a safe environment. As well, any visitors coming to the Village also would be able to make use of the sidewalk since at this time there is only the street to travel on. This is not a safe area for anyone and once the traffic volume increases, the risk to pedestrians increases.

It is our sincere concern, that this matter be put before City Council as soon as possible to be included in the planning for the next year's budget.

Please advise as to when City Council might be able to address this request. A representative of the Women's Institute would be available to attend a public meeting to discuss this. We can be reached at 250-442-8040.

Sincerely yours,


Janet Thorpe, President
Sunshine Valley Women's Institute
Grand Forks, BC

cc: Silver Kettle Village

FILE CODE
*Sunshine Valley
Sl-Women's Institute
Request for Sidewalk*

PETITION

staff

WE, the residents of the Silver Kettle Village, hereby petition the City of Grand Forks to construct a sidewalk along 72 Avenue, Grand Forks, from 19th Street past the Silver Kettle Village to Extra Foods, to enable us as residents safe access to travel from Silver Kettle Village to Extra Foods in a safe and secure environment.

NO.	NAME	DATE SIGNED
1	ELLA THATE ^{belal Thase}	OCT. 22/13
2	LOKRAINE Reddin	OCT 22/13
3	Morhous Farrell	
4	Mae + Alice Louis	Oct 22/13
5	Annemond	22 OCT / 13
6	Reidys Harshiljagoo	22 Oct / 13
7	Paul Russell Plain	Oct 22/13
8	Kee Derhousff	OCT 22/13
9	Hehn	OCT 22/13
10	Ada Clapper	OCT 22/13
11	Deloris Papin	OCT 22/13
12	Ken Nalla	OCT 21/13
13	Angela Miller	Oct. 22 ND
14	Edwina Chum	Oct 22 / 13
15	Marthe Hobb	Oct. 22 / 13
16	Morhous Farrell	OCT 22 / 13
17	Borg Holman	OCT 23 / 13
18	Kay Hummel	OCT 23 / 13
19	Vij Hughes	OCT 23 / 13
20	Huguette Kne	OCT 23 / 13
21	Paul	16 / 23 / 13
22	J. Plain	10 / 23 / 13
23	D. Campbell	23 / 10 / 13
24	Ray Redford	23 / 10 / 13
25	Helen Buffon	" / " / "
26	Diane Laro	23 Oct 13
27	Faris Dugan	23 Oct 13
28	Viola Storch	23 Oct 13
29	Gann Doherty	24 Oct. 13
30	Mary Ellen Erick	24 Oct. 13
31	Mary Hock	24 Oct
32	Fred C. Hock	24 Oct
33	Molly Fank	24 Oct
34	Donovan Harris (KITCHEN MANAGER)	25 OCT
35	Denise Erlandson	27 Oct
36	MICHELE TETREULT	27 Oct. / 13
37	PAUL LENORE DYER	27 Oct / 13
38	Helen M. Debie	Oct 31 / 2013
39	Edith Reed	

PETITION

WE, the residents of the Silver Kettle Village, hereby petition the City of Grand Forks to construct a sidewalk along 72 Avenue, Grand Forks, from 19th Street past the Silver Kettle Village to Extra Foods, to enable us as residents safe access to travel from Silver Kettle Village to Extra Foods in a safe and secure environment.

[illegible]

DELEGATION



To: Mayor and Council

From: Manager of Development and Engineering

Date: September 15, 2014

Subject: Sunshine Valley Women's Institute request for a sidewalk along 72nd Avenue between 19th Street and 27th Street.

Recommendation: RESOLVED THAT Council choose one of the options presented below.

BACKGROUND: In November 2013 the Sunshine Valley Women's Institute submitted a letter requesting that a sidewalk be installed along 72nd Avenue from 19th Street to 27th Street. Included with the letter was a petition signed by the residents and staff of Silver Kettle Village. The reason cited for the request was a desperate need for a safe walkway along the public street in front of the village. The village houses 48 suites; some double occupancy, as well as a full care facility. Many of the residents are mobile and are interested in walking. The sidewalk would provide walking access to shopping (Extra Foods) and to recreation facilities (Curling Club, Aquatic Centre, and Arena), as well as connect to the sidewalk on 19th Street which leads to multiple facilities and locations.

The original request from the Sunshine Valley Women's Institute was followed by a letter from a resident of Silver Kettle Village in March 2014, a letter from a member of the B.C. Women's Institute in March 2014, a delegation at the June 23, 2014 Regular Meeting of Council, and the present delegation.

Benefits or Impacts of the Recommendation:

General: The Grand Forks Sustainable Community Plan (SCP) Guiding Principles includes improving mobility by creating more opportunities for safe and convenient movement around the City by foot and cycle. Goals for Sustainability include the integration of health principles into all decisions including the development of a community-wide multi-use, non-motorized trail system linking neighbourhoods, institutional facilities, heritage facilities and commercial hubs

DELEGATION



together. Installation of strategically-placed sidewalks acts upon the objectives identified in the principles, goals and policies of the SCP.

Strategic Impact: Increased safety for pedestrians and reduced liability for the City. The location of this proposed sidewalk is strategically-located and links this area to nearby shopping and recreational facilities as well as the path system through the highway commercial zone to the downtown core. Increased walking traffic could lead to a reduction in emissions from SOVs.

Financial: The gross estimated cost of constructing a standard 2.0 metre walkway between 19th Street and 27th Street for 830 metres, including reshaping the existing surface would be approximately:

OPTION 1: 19th Street to 27th Street (830 meters)

<u>Asphalt:</u> Surface course (50mm) including base:	\$ 48,800
Curb (optional):	\$ 29,000
	<u>\$ 77,800</u>

OR

<u>Concrete:</u> Concrete Sidewalk including base:	\$ 102,800
Curb and Gutter (optional):	\$ 58,500
	<u>\$ 161,300</u>

<u>Additional Costs:</u>	
Driveway Tie-ins	\$ 8,000

OPTION 2: Cypress Way (Silver Kettle Village) to 27th Street (440 meters)

<u>Asphalt:</u> Surface course (50mm) including base:	\$ 27,000
Curb (optional):	\$ 15,400
	<u>\$ 42,400</u>

OR

<u>Concrete:</u> Concrete Sidewalk including base:	\$ 54,500
Curb and Gutter (optional):	\$ 31,000
	<u>\$ 85,500</u>

<u>Additional Costs:</u>	
Driveway Tie-ins	\$ 4,150

DELEGATION



Policy/Legislation: The SCP objectives and policies strive to reinforce the application of Smart Growth principles (www.smartgrowth.bc.ca) that are consistent with City land use goals, which includes creating walkable neighbourhoods. Other goals of the SCP that are relevant to this project include:

- 1) Protecting the natural environment by supporting programs that encourage community-wide reductions in greenhouse gas emissions,
- 2) Promoting and providing alternative modes of transportation to single-occupant vehicles (SOVs) such as walking and cycling, to minimize the use of SOVs and encourage the development of alternate transportation choices in existing neighborhoods, and
- 3) Providing a variety of linked recreational opportunities and promoting the use of active modes of transportation via City trails, pathways and sidewalks to access recreational facilities.

Attachments:

- 1) Location Map
- 2) Delegation Request – September 15, 2014 meeting
- 3) Resolution from June 23, 2014 Meeting
- 4) Delegation Request – June 23, 2014 Meeting
- 5) Letters and petition

Recommendation: RESOLVED THAT Council choose one of the options presented below.

OPTIONS:

1. COUNCIL COULD CHOOSE *OPTION 1*: PROCEED WITH CONSTRUCTION OF A SIDEWALK FROM 19TH STREET TO 27TH STREET, CONCRETE OR ASPHALT, IN THE FALL OF 2014.
2. COUNCIL COULD CHOOSE *OPTION 2*: PROCEED WITH CONSTRUCTION OF A SIDEWALK FROM CYPRESS WAY (SILVER KETTLE VILLAGE) TO 27TH STREET (EXTRA FOODS), CONCRETE OR ASPHALT, IN THE FALL OF 2014.

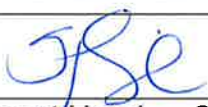
DELEGATION



3. COUNCIL COULD CHOOSE TO APPROVE OPTION 1 OR OPTION 2 AND INCLUDE IN THE BUDGET FOR 2015.

4. COUNCIL COULD CHOOSE TO WAIT FOR FUTURE DEVELOPMENT IN THE AREA BEFORE CONSTRUCTING SIDEWALK INFRASTRUCTURE.

5. COUNCIL COULD CHOOSE THE STATUS QUO.

	
Department Head or CAO	Chief Administrative Officer

Sunshine Valley Women's Institute

Request to have a sidewalk constructed along 72nd Avenue between 19th Street and 27th Street



REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: September 15th, 2014
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED.**

BACKGROUND: Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the members of Council to report to the Community on issues, bring community issues for discussion and initiate action through motions of Council, ask questions on matters pertaining to the City Operations and inquire on any issues and reports.

Benefits or Impacts of the Recommendation:

General: The main advantage of using this approach is to bring the matter before Council on behalf of constituents. Immediate action might result in inordinate amount of resource inadvertently directed without specific approval in the financial plan.

Strategic Impact: Members of Council may ask questions, seek clarification and report on issues.

Policy/Legislation: The Procedure Bylaw is the governing document setting out the Order of Business at a Council meeting.

Recommendation: **RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED.**

- OPTIONS:**
- 1. RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED**
 - 2. RESOLVED THAT COUNCIL DOES NOT RECEIVE THE REPORTS FROM MEMBERS OF COUNCIL.**
 - 3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**
-

 Department Head or CAO	 Chief Administrative Officer
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REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Council
Date: September 15th, 2014
Subject: Report – from the Council's Representative to the Regional District of Kootenay Boundary
Recommendation: **RESOLVED THAT THE MAYOR'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**

BACKGROUND: Under the City's Procedures Bylaw No. 1946, 2013, the Order of Business permits the City's representative to the Regional District of Kootenay to report to Council and the Community on issues, and actions of the Regional District of Kootenay Boundary.

Benefits or Impacts of the Recommendation:

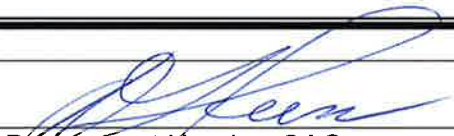
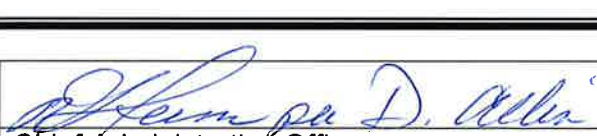
General: The main advantage is that all of Council and the Public is provided with information on the Regional District of Kootenay Boundary.

Policy/Legislation: The Procedure Bylaw is the governing document setting out the Order of Business at a Council meeting.

Recommendation: **RESOLVED THAT THE MAYOR'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**

OPTIONS:

- 1. RESOLVED THAT THE MAYOR'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**
- 2. RECEIVE THE REPORT AND REFER ANY ISSUES FOR FURTHER DISCUSSION OR A REPORT: UNDER THIS OPTION, COUNCIL PROVIDED WITH THE INFORMATION GIVEN VERBALLY BY THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY DIRECTOR REPRESENTING COUNCIL AND REQUESTS FURTHER RESEARCH OR CLARIFICATION OF INFORMATION FROM STAFF ON A REGIONAL DISTRICT ISSUE**

 Department Head or CAO	 Chief Administrative Officer
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REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: September 2, 2014
Subject: Inventory Policy #807
Recommendation: **RESOLVED THAT COUNCIL adopt Inventory Policy #807**

BACKGROUND:

Inventory Policy #807 was presented to the Committee of the Whole on September 2, 2014.

There have been a few minor changes in wording in the Policy since it was presented to the Committee of the Whole. These changes were made to ensure the body of the document matches the definition section.

This policy will satisfy the auditor request for such a policy. It will also ensure consistent, accurate accounting of inventory and provide guidelines on the types of items to be kept in inventory.


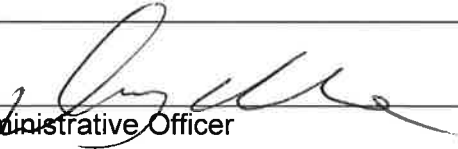
Benefits or Impacts of the Recommendation:

General: This policy will provide a framework for management of inventory items
Financial: Revenue realization through sale on non-essential inventory
Policy/Legislation: Public Sector Accounting Board (PSAB) Standard 1201
Attachments: Inventory Policy #807

Recommendation: **RESOLVED THAT COUNCIL adopt Inventory Policy #807**

OPTIONS:

1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT
2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT
3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

THE CITY OF GRAND FORKS		
POLICY TITLE: Inventory Policy	POLICY NO:	807
EFFECTIVE DATE: September 15, 2014	SUPERSEDES:	New
APPROVAL: Council	PAGE:	1 of 4

POLICY:

The City of Grand Forks will record, account and disclose inventory in accordance with the Public Sector Accounting Board (PSAB) requirements and this policy.

POLICY OBJECTIVE:

The objective of this policy is to promote sound asset management accounting for inventory by establishing a framework for the consistent and accurate accounting of the City's inventory in accordance with PSAB 1201.

DEFINITIONS:

Inventory Held for Resale: Inventories held for sale are financial assets. These inventories are expected to be publicly sold by the City in an active market within one year. These assets provide resources to pay for existing liabilities or finance future operations of the City. These assets are not consumed by the City. Examples are jet and aviation fuels and lands held for sale.

Inventory Held for Use or Consumption: These are tangible non-financial assets which are acquired, developed or constructed and will be used or consumed by the City in the course of its operation to provide services in the future. Examples are park benches, fuel, department parts and supplies.

Cost: Inventory will be recorded in the City records at cost being the gross amount of consideration given up and directly attributable to acquire, develop or construct the item.

Lower of cost or net realizable valuation: To determine financial statement inventory valuation at year end, the value of inventory held for use will be lower of original cost or replacement cost. Inventory held for sale valuation will be determined as lower of cost or net realizable value being the estimated selling price in the ordinary course of business.

Financial Statement Presentation: According to PSAB 1201.050 and .057 the format of the statement of financial position should report segregated by main classification: Financial assets - inventories for resale and Non-financial assets - inventories held for use or consumption respectively.

PRINCIPLES

The purpose of this policy is for the benefit of the City as a whole; for the user of the City's financial statements and managers of the City's assets. The City's financial stewardship of its inventories includes:

- minimizing inventories on hand
- protecting inventories
- removal of obsolete/redundant inventory assets
- maximizing revenue potential and
- following environmentally responsible practices

POLICY FRAMEWORK

Included in this framework are policies for

- financial accountability
- classification
- management
- valuation
- presentation and disclosure

Financial Accountability

1. Department managers and supervisors will acquire assets following the City purchasing policy requirements. Purchase orders will support inventory purchases over \$1,000.00.
2. Responsibility for receipt of inventory includes inspecting for quality and quantity and if acceptable, confirming by initialing the invoice. The inventory should be recorded in the City's financial system and protected and secured in the stockroom until needed.
3. Cost threshold of individual inventory items is the responsibility of the Manager of Operations.

Classification

1. INVENTORIES FOR USE OR CONSUMPTION

These assets have following attributes:

- a. Parts and supplies that are absolutely essential to restore services in the event the City experiences an emergency
- b. Parts and supplies needed to provide services on an ongoing basis and are not readily available (within 2 days)
- c. Custom items ordered by the City and required to provide services
- d. Unique inventory items from outside Canada
- e. Fuels required for daily City vehicle operation
- f. Individual items with a cost greater than \$1,000.00 per unit

2. INVENTORIES HELD FOR RESALE:

These assets include:

- a. Jet fuel
- b. Aviation fuel
- c. Land held for resale

3. Items required that do not meet these characteristics should be expensed.

Management

- 1. Inventory items to have on hand and quantity thresholds are the responsibility of the Manager of Operations.
- 2. Inventory items on hand and excluded from the count should be considered for trade in, sale by auction or tender, offered to one of the City's reporting entities, taken to the Reuse Centre at the landfill or destroyed as per the Asset Disposal Policy. These items should be removed from the City's financial system.

Valuation

- 1. Annually after December 31st a physical inventory count will be completed by each Department. The valuation of the physical inventory count will be determined by the Finance Department.
- 2. The Chief Financial Officer and Manager of Operations, prior to the physical count, will evaluate the criteria to be used in the inventory count.
- 3. The count sheets, provided by Finance, will be dated and signed by the Department individuals completing the physical count. The Manager of

Operations will review and approve the inventory counts before forwarding to the Finance Department for valuation.

4. The Finance Department is responsible for monitoring the application of this policy and updating the policy on a regular basis.

Presentation and Disclosure

1. The City will present in accordance with PSAB
 - a. Financial Assets – Inventories for resale
 - b. Non-financial Assets – Inventory held for use or consumption
2. The City's annual audited financial statements will disclose
 - a. Method used to determine inventory valuation costs

RELATED POLICIES

Policy No#	Policy Name
802	Contracting Authority & Purchasing
805	Asset Disposal

APPROVED BY:	DATE:

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Sasha Bird, Manager of Development & Engineering Services

Date: September 15, 2014

Subject: Setback and Off-Street Parking Variances

Recommendation: **RESOLVED THAT COUNCIL** approve a setback variance to 0 metres from all property lines and vary the off-street parking requirements from 2 to 0.

BACKGROUND: The current residence on the property located at 881-64th Avenue, legally described as Lot 9, Block 9, District Lot 382, Plan 156, does not conform to the current City Zoning Bylaw requirements. The residence has existed for many years prior to the adoption of the zoning bylaw and at this time is considered as legal non-conforming.

The property is located on the corner of 64th Avenue and 9th Street. The current zoning setback requirements are 6 metres from the front parcel line, 6 metres from the rear parcel line, 1.5 metres from the interior side parcel line and 4.6 metres from an exterior side parcel line.

The off-street parking requirements for a dwelling unit is 2 spaces, however there is not sufficient area on the property where parking could be accommodated, in that the property is only 9.144 metres wide by 32.918 metres long (301.002 square metres).

Section 25 – Off-street Parking requirements states that each off-street parking space shall be not less than 2.5 metres wide and 5.5 metres long and have a vertical clearance of not less than 2.5 metres.

If the owner chooses to rebuild or add on to the residence, the variance would allow for that to happen.

Benefits or Impacts of the Recommendation:

General: The option of approving the setback and parking requirements would benefit the owner in that the existing situation would become a conforming use and would become a more valuable piece of property.

Strategic Impact: N/A

REQUEST FOR DECISION

— REGULAR MEETING —



Financial: There is no financial benefit to the City, however the owner would be in a better position to sell the property if Council were to give a variance to the setbacks and off-street parking requirements.

Policy/Legislation: The Local Government Act governs this legislation.

Attachments:


- Letter from the property owner requesting the variances;
- Zoning map and site plan showing the zoning and location of the subject property;
- Site plan showing the size of the property;
- Google aerial and street view of the property;
- Setback and parking requirements excerpts from the Zoning Bylaw – R-1 (Single and two family residential) zone;
- Excerpt from the Local Government Act, Section 901 – Variance or exemption to relieve hardship.

Recommendation: **RESOLVED THAT COUNCIL** approve a setback variance to 0 metres from all property lines and vary the off-street parking requirements from 2 to 0.

OPTIONS:

- 1. RESOLVED THAT COUNCIL CHOOSE TO SUPPORT THE RECOMMENDATION.**
- 2. RESOLVED THAT COUNCIL CHOOSE TO NOT SUPPORT THE RECOMMENDATION.**
- 3. RESOLVED THAT COUNCIL CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.**

	
Department Head of CAO	Chief Administrative Officer

From:  "Joy Davies" <joydavies0@gmail.com> Sep-08-14 10:41:44 AM  
Subject: follow-up: variance of 881-64th Ave Grand Forks BC property
To:  **Sasha Bird**  dallin@grandforks.ca

Attachments:  ltr to council regarding variance.docx / Uploaded File (14K)

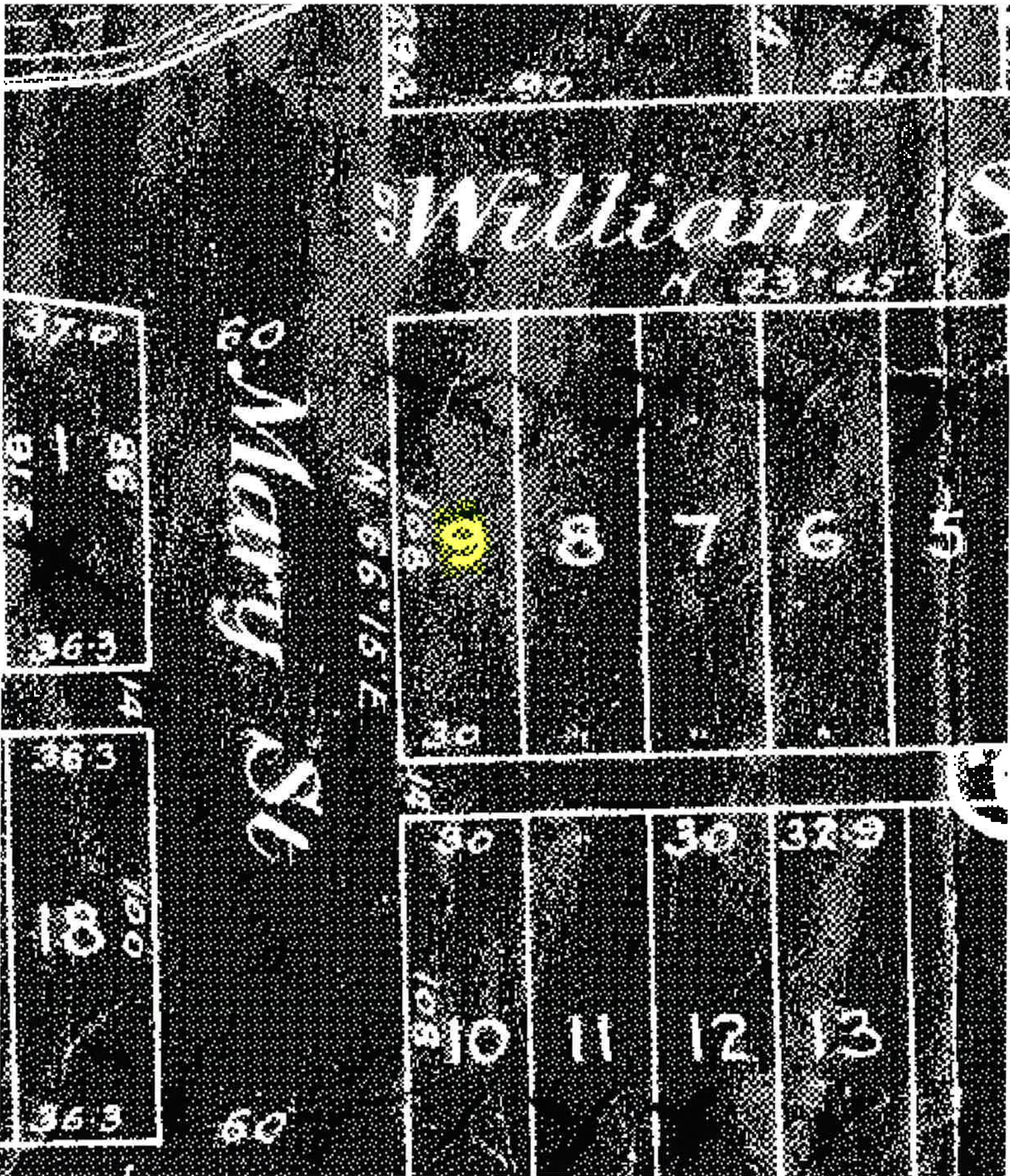
To: Sasha Bird, AScT
Development and Engineering
Forks
Manager of
City of Grand
Email:
sbird@grandforks.ca
Cc: Doug Allin, City manager,
Forks BC
City of Grand
Email: dallin@grandforks.ca
Re: set back variance
881-64th Ave.
Grand Forks BC
Lot 9, Block 9, Plan KAP 156, DL 382,
Similkameen Div. of Yale LD PID – 012-662-194

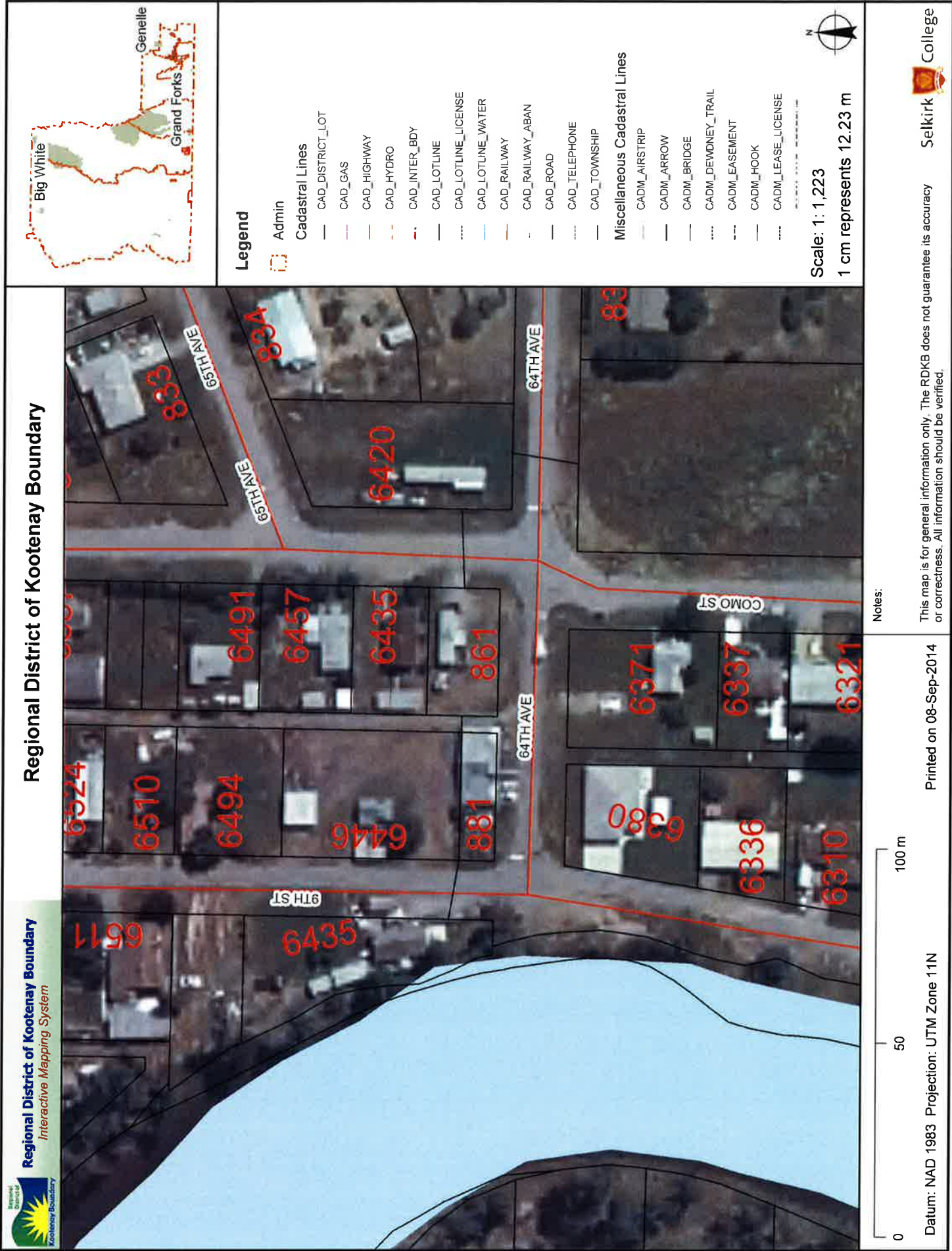
Good morning Sasha:

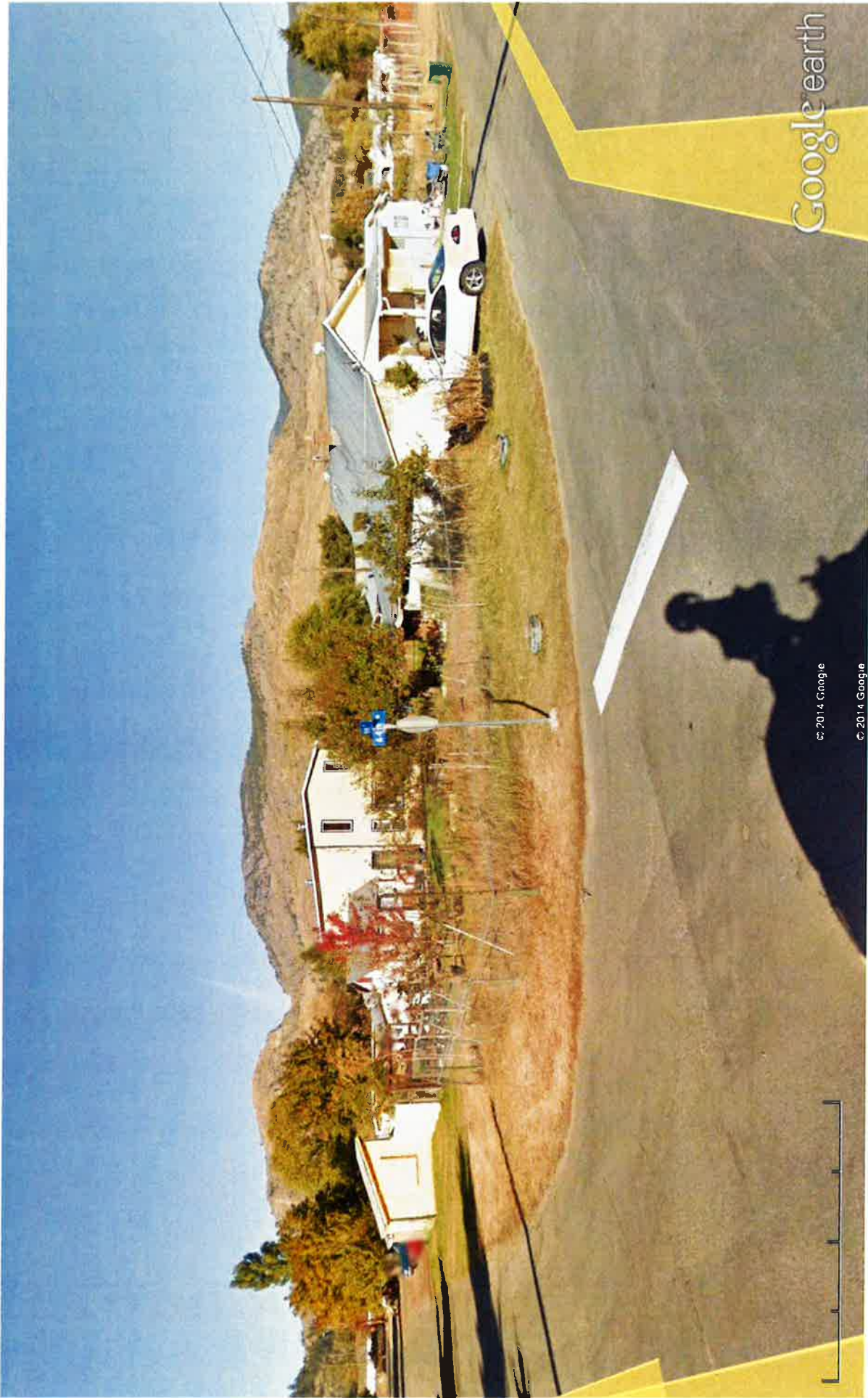
As per our conversation this morning kindly accept this a my request for council to approve a variance to the setbacks and parking to zero on this property as well as providing a Licence of Occupation for the parking. The variance approval should ensure that if a new owner chooses to rebuild a the home on the property they will be able to do so.

Thank You
Joy Davies
#503-1480 Foster Street
White Rock, BC
V4B 3Xy









SECTION 33

R-1 (Residential – Single & Two Family) Zone cont'd

Setbacks

- (f) Except as otherwise specifically permitted in this bylaw, no building or structure shall be located within:
 - (i) 6 metres (20 ft) of a front parcel line;
 - (ii) 1.5 metres (5 ft) of an interior side parcel line;
 - (iii) 4.6 metres (15 ft) of an exterior side parcel line; or
 - (iv) 6 metres (20 ft) of a rear parcel line.

Accessory Buildings

- (g) The total of all the accessory buildings shall have a floor area not greater than 50% of the principal structure;
- (h) No accessory building shall be located closer than 1.5 metres (5 ft) to a rear parcel line and not closer to the front parcel line than the facing wall of the principal building, to which it is accessory.

Lot Area Coverage

- (i) The maximum permitted lot area coverage shall be as follows:

Principal building with all accessory buildings and structures 50%

Additional requirements

- (j) ****deleted by Bylaw 1888***
- (k) ****deleted by Bylaw 1679***
- (l) The minimum size for a single-family dwelling shall be 75 square metres (800 sq.ft.);
- (m) See Sections 13 to 30A of this Bylaw.

Class of Building/Use**Required Number of Spaces****Dwelling unit:****2 spaces per every dwelling unit**

Farm machinery sales, service and repair:

one space per every 45 square metres (484 sq.ft.) of retail floor and storage area

Fuel sales: bulk or key lock installations:

one space per every 15 square metres (161 sq.ft.) of floor area

Home occupation, home industry:

one space per every 40 square metres (430 sq.ft.) of area used for the home occupation or home industry

Hospital:

one space per every 10 square metres (108 sq.ft.) of floor space

Hotel, motel:

one space per every unit offered daily to the public

Library:

one space per every 10 square metres (108 sq.ft.) of floor area

Machine, welding, woodworking shop:

one space per every 50 square metres (538 sq.ft.) of floor area

Manufacturing, fabricating, or processing facility

one space per 50 square metres (538 sq.ft.) of floor space

Medical clinic, dental clinic:

one space per every 20 square metres (215 sq.ft.) of total floor area

Museum:

one space per every 25 square metres (269 sq.ft.) of floor area

Nursery:

one space per every 45 square metres (484 sq.ft.) of covered and outdoor sales area

Professional office:

one space per every 60 square metres (646 sq.ft.) of floor area

Personal service establishment:

one space per every 20 square metres (215 sq.ft.) of floor area

Printing and publishing establishment:

one space per every 45 square metres (484 sq.ft.) of floor space

SECTION 25

OFFSTREET PARKING

1. Each offstreet parking space shall be not less than 2.5 metres (8 ft) wide and 5.5 metres (18 ft) long, and have a vertical clearance of not less than 2.5 metres (8 ft)
2. Where the calculation of the number of offstreet parking spaces in Section 25(9) results in a fraction, one parking space shall be provided in respect of the fraction.
3. Where seating accommodation is the basis for the calculation of the number of parking spaces under Section 25(9) and the building or use consists of benches, pews, booths, or similar seating accommodation, each 0.5 metres (1-1/2 ft) of width of such seating shall be deemed to be one seat.
4. Every offstreet parking space shall have at all times access to an aisle that intersects with a highway. With the exception of the single family dwelling units, mobile homes and campground uses parking areas and access points shall be surfaced with asphalt, concrete or similar durable dust free material and all parking spaces shall be clearly marked.
5. For non-residential uses the required offstreet-parking areas that accommodate 3 or more vehicles, shall include a parking space for a disabled person.
6. Offstreet parking areas, as required by this bylaw, shall not be credited against the requirement of offstreet loading.
7. The number of access points from each parking area to a fronting street shall not exceed two, per parcel of land.
8. Where an owner or occupier of land in the Commercial Core Zone cannot provide the required number of off-street parking spaces as outlined on Table 1 below, the City shall accept a cash contribution in the amount of \$1000.00 per required parking space not developed.
9. Off street parking spaces for each building, structure and use permitted shall be provided in accordance with the following table:

(Rep) Mar 27/03

(10) *Repealed.* [2003-15-15 (g)]

(11) Members of a board of variance must not receive compensation for their services as members, but must be paid reasonable and necessary expenses that arise directly out of the performance of their duties.

(12) A local government must provide in its annual budget for the necessary funds to pay for the costs of the board.

RS1979-290-961(1) to (6), (9) to (11), (13), (14); 1985-79-8; 1987-14-25; 2000-7-148; 2003-15-15.

Chair and procedures

900. (1) The members of a board of variance must elect one of their number as chair.

(2) The chair may appoint a member of the board of variance as acting chair to preside in the absence of the chair.

(3) A bylaw establishing a board of variance must set out the procedures to be followed by the board of variance, including the manner by which appeals are to be brought and notices under section 901 (4) are to be given.

(4) A board of variance must maintain a record of all its decisions and must ensure that the record is available for public inspection during normal business hours.

RS1979-290-961(7), (8), (12), 962(10); 1985-79-8; 1987-14-25.

Variance or exemption to relieve hardship

901. (1) A person may apply to a board of variance for an order under subsection (2) if the person alleges that compliance with any of the following would cause the person hardship:

- (a) a bylaw respecting the siting, dimensions or size of a building or structure, or the siting of a manufactured home in a manufactured home park;
- (b) a bylaw under section 8 (3) (c) [*fundamental powers – trees*] of the *Community Charter*, other than a bylaw that has an effect referred to in section 50 (2) [*restrictions on authority – preventing all uses*] of that Act if the council has taken action under subsection (3) of that section to compensate or mitigate the hardship that is caused to the person;
- (c) the prohibition of a structural alteration or addition under section 911 (5);
- (d) a subdivision servicing requirement under section 938 (1) (c) in an area zoned for agricultural or industrial use.

(2) On an application under subsection (1), the board of variance may order that a minor variance be permitted from the requirements of the bylaw, or that the applicant be exempted from section 911 (5), if the board of variance

- (a) has heard the applicant and any person notified under subsection (4),
- (b) finds that undue hardship would be caused to the applicant if the bylaw or section 911 (5) is complied with, and
- (c) is of the opinion that the variance or exemption does not
 - (i) result in inappropriate development of the site,
 - (i.1) adversely affect the natural environment,
 - (ii) substantially affect the use and enjoyment of adjacent land,
 - (iii) vary permitted uses and densities under the applicable bylaw, or
 - (iv) defeat the intent of the bylaw.

(3) The board of variance must not make an order under subsection (2) that would do any of the following:

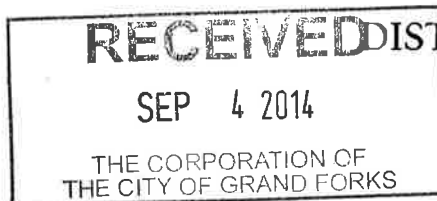
- (a) be in conflict with a covenant registered under section 219 of the *Land Title Act* or section 24A of the *Land Registry Act*, R.S.B.C. 1960, c. 208;
- (b) deal with a matter that is covered in a permit under Division 9 of this Part or covered in a land use contract;
- (b.1) deal with a matter that is covered by a phased development agreement under section 905.1 [*phased development agreements*];
- (c) deal with a flood plain specification under section 910 (2);

(Add) Oct 20/87

(Add) Jun 21/07



September 3, 2014



DISTRICT OF TAYLOR
www.DistrictofTaylor.com
Box 300, Taylor, BC V0C 2K0

DISTRICT OFFICE
10007 - 100A Street

Phone: (250) 789-3392
Fax: (250) 789-3543

Reiko Tagami
Information & Resolutions Coordinator
Union of British Columbia Municipalities

Via email: rtagami@ubcm.ca

Re: Emergency Resolution – 2014 UBCM Convention

Please be advised that at the September 2, 2014 meeting of Council, the District of Taylor passed the following emergency resolution for submission and consideration at the 2014 UBCM Convention in September. Council deems this resolution to qualify under "emergency" status since it is a topic which has arisen since the June 30, 2014 deadline and is also one that affects libraries across the Province.

Discontinuation of Community Library Training Program

District of Taylor

WHEREAS the Community Library Training Program (CLTP) was a distance education model, coordinated by the provincial government's Libraries Branch that provided professional training and certification opportunities for public library staff without the burden and expense of having to be away from their community;

AND WHEREAS the provincial government has announced the discontinuation of the CLTP without identifying alternative training and certification opportunities, leaving current CLTP participants uncertain whether they will be able to complete the program or obtain certification, and would leave public library staff across the province, with a lack of options for professional training and certification;

THEREFORE BE IT RESOLVED that the Ministry of Education share with BC public libraries the details from the CLTP program review and communicate as soon as possible its plan for establishing or identifying professional training and certification opportunities for library staff at a level equivalent to the Community Library Training Program.

The District of Taylor Council look forward to advancing discussions towards a favorable resolution in September.

Sincerely,

Charlette McLeod
Administrator

FILE CODE

43 District of Taylor -
WES + T1 - Discontinuation of Community
Library Training Program

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Building Inspections & Bylaw Services

Date: September 8, 2014

Subject: Noise Control Bylaw Amendment

Recommendation: RESOLVED THAT THE COUNCIL RECOMMENDS to direct Staff to include 5 (i) an amendment to include the Industrial Operations within the exclusions section of this bylaw as previously presented.

Further that Council determines to give first three readings to Bylaw 1963-A1, an amendment to the Noise Control Bylaw at the September 15th Regular Meeting of Council.

BACKGROUND: In December, 2013, Staff presented a Noise Bylaw No. 1963- A1 to Council with regard to including a clause within the Bylaw to address industrial operations. At times, the market requires that industrial operations will need to run additional shifts to meet their market demands. This has been normal operating procedure for the major industries, located in the Grand Forks Industrial Park.

Due to the timeline from the Ombudsperson where we required the Industrial clause to be present in the Bylaw, Staff is re-presenting the initial Bylaw amendment in order to address this issue. Council may ask Staff to re-present other amendments at a later time to amend the Noise Control Bylaw further.

Benefits or Impacts of the Recommendation:

General: This will allow for better control and enforcement of the bylaw with regard to the hours of work and noise produced by the industrial operations in the Industrial Park.

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: Council has the authority amend bylaws.

Attachments: Proposed bylaw amendment, a copy of the Noise Control Bylaw 1963.

REQUEST FOR DECISION

— REGULAR MEETING —

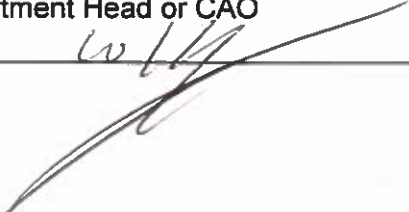


Recommendation:

RESOLVED THAT THE COUNCIL RECOMMENDS TO direct Staff to include 5 (i) an amendment to include the Industrial Operations within the exclusions section of this bylaw as previously presented.

Further that Council determines to give first three readings to Bylaw 1963-A1, an amendment to the Noise Control Bylaw at the September 15th Regular Meeting of Council.

-
- OPTIONS:**
- 1. COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.**
 - 2. COUNCIL COULD CHOOSE TO NOT SUPPORT THE RECOMMENDATION.**
 - 3. COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.**
-

Department Head or CAO 	Chief Administrative Officer
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THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1963 A-1

A Bylaw to Amend the Grand Forks Noise Control Bylaw No. 1963, 2013

WHEREAS in accordance with the Local Government Act provides that Council may, by bylaw, regulate, prohibit and amend, the making or causing of certain noises or sounds within the Municipal boundaries of the Corporation of the City of Grand Forks.

NOW THEREFORE the Council for the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

1. This bylaw may be cited for all intents and purposes as the “**Grand Forks Noise Control Amendment Bylaw No. 1963 A-1, 2014**”;
2. That Bylaw No. 1963, cited as the “Grand Forks Noise Control Bylaw No. 1963, 2013”, be amended by modifying Section 5.1, as follows:
 - (i) industrial operations may operate twenty four (24) hours a day, seven (7) days a week, when required to produce products to fulfill the world wide business market orders. Industry will be required to work with the City to limit noise that disturbs the Community during evening and grave yard shifts. The City realizes that NOT ALL NOISE can be eliminated;
3. That this bylaw shall come into force and effect as of the adoption of this amendment bylaw.

Read a **FIRST** time this ____ day of _____, 2014.

Read a **SECOND** time this ____ day of _____, 2014.

Read a **THIRD** time this ____ day of _____, 2014.

FINALLY ADOPTED this ____ day of _____, 2014.

Mayor Brian Taylor

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of
Bylaw No. 1963 A-1, the "Grand Forks Noise Control Amendment Bylaw No.
1963 A-1, 2014", as passed by the Municipal Council of the Corporation of the
City of Grand Forks on the ____ day of _____, 2014.

Corporate Officer of the Municipal Council of the
City of Grand Forks

CORPORATION OF THE CITY OF GRAND FORKS

NOISE CONTROL BYLAW NO. 1963

A bylaw to provide for the regulation and prohibition of certain noises and sounds.

WHEREAS the Local Government Act provides Council with the authority, by bylaw, to regulate or prohibit the making or causing of certain noises or sounds within the Municipality-boundaries of the Corporation of the City of Grand Forks; and

WHEREAS the Council of the Municipality Corporation of the City Grand Forks, deems it necessary and desirable to regulate or prohibit noises or sounds, which disturb the quiet, peace, rest, enjoyment, comfort or convenience of neighbourhood persons in the vicinity, or the public;

NOW THEREFORE the Municipal Council of the Corporation of the City of Grand Forks in open meeting assembled **ENACTS** as follows:

1. Title

- 1.1 This bylaw may be cited for all purposes as the **Grand Forks Noise Control Bylaw No. 1963, 2013**".

2. Repeal

- 2.1. The City of Grand Forks Noise Control Bylaw, No. 1313 and all amendments thereto, are hereby repealed and replaced by this bylaw.

3. Definitions

3.1 In this bylaw:

- (a) **"Bylaw Enforcement Officer"** means every person(s) designated by Council as a Bylaw Enforcement Officer for the City or otherwise authorized under the Offence Act, and every Peace Officer;
- (b) **"City"** means the Corporation of the City of Grand Forks;
- (c) **"Council"** means the City Council of the City;
- (d) **"Highway"** includes a street, road, lane, bridge, viaduct and any other way open for the use of the public but does not include a private right-of-way on private property;

- (e) **“Municipality”** means the area within the City boundaries of the City;
- (f) **“Noise”** means any noise or sound that is objectionable, or disturbs, tends to disturb, or is liable to disturb, the quiet, peace, rest, enjoyment, comfort or convenience of the area, or of persons in the area, or the public and shall include, without limiting the generality of the foregoing, the noises and sounds specifically described elsewhere in this bylaw;
- (f) **“Owner”** means an owner or occupier of a parcel of land, or both;
- (g) **“Peace Officer”** shall have the same meaning as in the Interpretation Act and shall also include the person or persons who are appointed to enforce and administer this bylaw;
- (h) **“Person(s)”** includes any company, corporation, owner, partnership, firm, association, society or party;
- (i) **“Private Premises”** means the area contained within the boundaries of any privately owned or lease lot, parcel of land within the City and any building or structure situated within those boundaries, but where any lot or parcel contains more than one dwelling unit, each such dwelling unit shall be deemed to be separate private premises;
- (j) **“Property”** means land, with or without improvements, so affixed to the land as to make them in fact and in law, a part of it;
- (k) **“Public Place”** means streets, highways, parks, public squares, beaches, foreshore and all other land and building that not private premises.

4. Prohibited Noises and Sounds

- 4.1 No person(s) shall make or cause, or permit to be made or caused, in or on a highway or elsewhere in the City, any noise or sound which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of the neighborhood, or of persons in the vicinity.
- 4.2 No owner, tenant or occupier of real property shall allow that property to be used so that a noise or sound, which originates from that property, disturbs the quiet, peace, rest, enjoyment, comfort or convenience of neighborhood, or of persons in the vicinity.
- 4.3 No person(s) shall keep any animal, which by its calls, cries, barks, or other noises disturbs the quiet, peace, rest, enjoyment, comfort, or convenience of neighborhood, or of persons in the vicinity.

4.4 Without limiting Sections 3 – 5 of this bylaw, the Council believes that the following noises or sounds are objectionable:

- (a) any calls, cries, barks, or other noises made by an animal which are audible outside the property where the animal is kept, between 11:00 p.m. and 7:00 a.m.;
- (b) any amplified music or speech which is audible outside the property where it originates or is reproduced, between 11:00 p.m. and 7:00 a.m.;
- (c) any noise caused or emanating from construction activity, including alterations, demolitions, and excavations between the hours of 8:00 p.m. and 7:00 a.m.;
- (d) any noise longer than 10 minutes caused or emanating from the operation of a parked or stopped diesel vehicle between 11:00 p.m. and 7:00 a.m.
- (e) any noise caused by the operation of motorized off-road vehicles is not permitted from 6:00 p.m. to 10:00 a.m.

and no person(s) shall cause or permit such noises or sounds to be made.

5. **Exemption**

5.1 This bylaw does not apply to:

- (a) police, fire, or other emergency vehicles proceeding upon an emergency;
- (b) the excavation, construction, or infrastructure work, or repairing of bridges, streets, highways, or lands by the City or agents acting on its behalf;
- (c) the operation of maintenance equipment by the City or agents acting on its behalf;
- (d) snow removal or highway cleaning operations;
- (e) the operation of a public address system required under a building or fire code;
- (f) a lawnmower, power gardening equipment or chainsaw operated between 7:00 a.m. and 9:00 p.m. Monday through Friday only;
- (g) a horn from a motor vehicle, boat or train where it is necessary to warn of danger or a hazard;

- (h) an event approved by resolution of Council provided it is within the terms of that approval – ie: hours of operation.
- (i) industrial operations may operate twenty four (24) hours a day, seven (7) days a week, when required to produce products to fulfill the world wide business market orders. Industry will be required to work with the City to limit noise that disturbs the Community during evening and grave yard shifts. The City realizes that NOT ALL NOISE can be eliminated;

6. Construction Hours

- 6.1 No person(s) in the City shall on any day, construct, erect, reconstruct, alter, repair or demolish any building, structure or thing or excavate or fill in land in any manner, whatsoever, which makes or causes noises or sounds in or on a highway or elsewhere in the City, which disturb, or tend to disturb, the quiet, peace, rest, enjoyment, comfort or convenience of the neighborhood or of persons in the vicinity, except during the following times:
 - (a) Monday through Friday, between the hours of 7:00 a.m. and 9:00 p.m.
 - (b) the erection, demolition, construction, reconstruction, alteration or repair of any building or structure between 7:00 a.m. and 10:00 p.m.;
 - (c) Saturdays, between the hours of 10:00 a.m. and 9:00 p.m.;
 - (d) Sunday and other holidays, between the hours of 10:00 a.m. and 6:00 p.m.
- 6.2 The restrictions contained in this part may be waived or varied by a Permit in writing from the Bylaw Enforcement Officer of the Corporate Officer, granting approval to carry on the work that is found to be a case of urgent necessity and in the interest of public health and safety.

7. Inspections

- 7.1 A Bylaw Enforcement Officer may enter on any property at any reasonable time for the purpose of ascertaining whether the regulations and requirements of this bylaw are being observed.
- 7.2 No person(s) shall obstruct a Bylaw Enforcement Officer from entering property under Section 9.

8. Offences and Penalties

- 8.1 (a) Any person(s) who contravenes this bylaw is liable upon summary conviction to a fine not exceeding \$2,000.00. Every day that infraction of this bylaw continues shall constitute a separate offence.

- (b) Every person or persons, who violates or breaches or who causes or allows to be violated or breached any of the provisions of this bylaw shall be guilty of an offence against this bylaw and each day that such violation is caused or allowed to continue shall constitute a separate offence.
- (c) After the first contact is made and the violation continues to exist every half hour thereafter, constitutes a new offence, as per Schedule 2 of the Municipal Ticketing Information bylaw.

9. Severability

- 9.1 If any portion of this bylaw (including without limitation all or part of Section 7) is held to be invalid by a Court of competent jurisdiction, such invalidity shall not affect the remaining portions of the bylaw.

READ a first time this ____ day of _____, 2013.

READ a second time this ____ day of _____, 2013.

READ a third time this ____ day of _____, 2013.

RECONSIDERED, finally passed and adopted this ____ day of _____, 2013.

MAYOR

CORPORATE OFFICER

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of the Grand Forks Noise Control Bylaw No. 1963, 2013, as passed by the Council of the City of Grand Forks on the ____ day of _____, 2013.

Corporate Officer of the Municipal Council of the
City of Grand Forks

SCHEDULE 2

<u>Bylaw No. 1681 "Noise Control Bylaw"</u>		
COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Noise which disturbs	3	\$100.00
Noise which disturbs form Private Property	4	\$100.00
Amplification equipment which disturbs	6(b)	\$100.00
Animal Noise	6(a)	\$100.00
Bird Noise	6(a)	\$100.00
Operating equipment during restricted hours	6(c)	\$100.00
Operating engine during restricted hours	6(d)	\$100.00
Construction noise during restricted hours	8(a)	\$100.00
Construction noise during restricted hours (Saturday)	8(b)	\$100.00
Construction noise during restricted hours (Sunday)	8(c)	\$100.00
Noise which disturbs	11(c)	\$100.00
Noise which disturbs form Private Property	11(c)	\$100.00

INTERFOR MILL DURING DAY TIME OPERATIONS

March 28 March 31 April 1 April 2 April 3 April 4 April 7 April 8 April 9

Log Loading Area into the Mill

North end of 7th Street

	2:25 PM	2:00 PM	8:10 AM	7:20 AM	10:30 AM	2:10 PM	8:10 PM	11:15 AM	9:25 AM
Maximum	74.4	74.8	71.6	76.5	73.6	75.8	73.8	72.9	75.5
Minimum	71.3	72.8	68.6	73.2	71.2	72.7	69.9	70.4	72.9

Planner Mill Area

North end of Como Street

	89.1	73.7	71.5	71.0	72.8	72.2	71.2	72.6	70.1
Maximum									
Minimum	71.3	68.1	64.0	63.6	68.3	67.2	68.6	69.8	66.5

Intersection of 9th Street and 65th Avenue

	67.3	64.1	64.0	62.1	66.9	67.5	65.8	66.3	62.8
Maximum									
Minimum	61.7	54.7	55.2	55.5	61.3	56.1	58.2	59.4	51.1

5th Street & Central Ave. Intersection

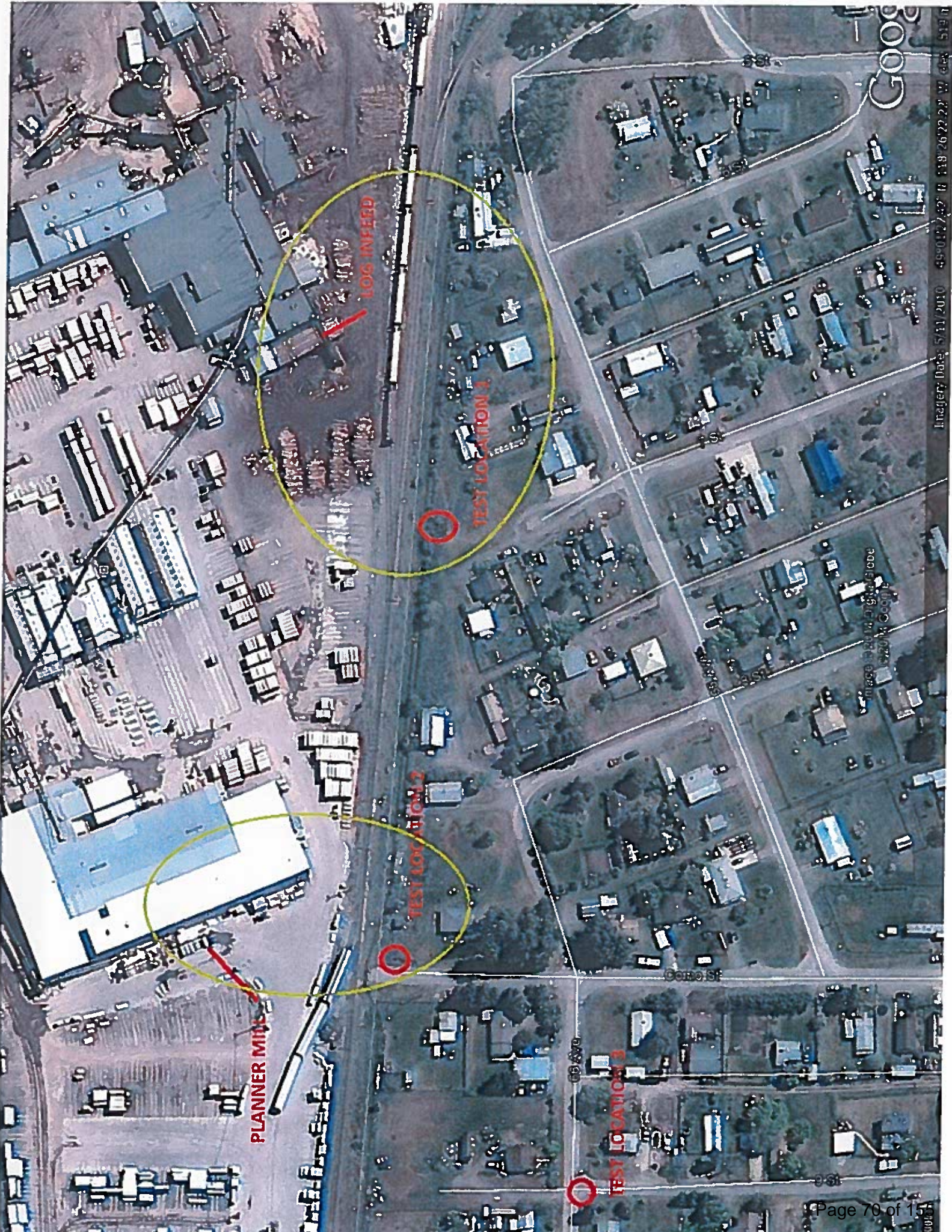
			71.6						
Maximum									
Minimum			64.6						

2nd Street & Marketl Ave. Intersection

						87.7			
Maximum									
Minimum						59.6			

DOTW Meeting April 7, 2014

							70.4		
Maximum									
Minimum								43	



LEVELS OF NOISE In decibels (dB)

PAINFUL & DANGEROUS		
Use hearing protection or avoid	140	<ul style="list-style-type: none"> • Fireworks • Gun shots • Custom car stereos (at full volume)
	130	<ul style="list-style-type: none"> • Jackhammers • Ambulances
UNCOMFORTABLE		
Dangerous over 30 seconds	120	<ul style="list-style-type: none"> • Jet planes (during take off)
VERY LOUD		
Dangerous over 30 minutes	110	<ul style="list-style-type: none"> • Concerts (any genre of music) • Car horns • Sporting events
	100	<ul style="list-style-type: none"> • Snowmobiles • MP3 players (at full volume)
	90	<ul style="list-style-type: none"> • Lawnmowers • Power tools • Blenders • Hair dryers
Over 85 dB for extended periods can cause permanent hearing loss.		
LOUD		
	80	<ul style="list-style-type: none"> • Alarm clocks
	70	<ul style="list-style-type: none"> • Traffic • Vacuums
MODERATE		
	60	<ul style="list-style-type: none"> • Normal conversation • Dishwashers
	50	<ul style="list-style-type: none"> • Moderate rainfall
SOFT		
	40	<ul style="list-style-type: none"> • Quiet library
	30	<ul style="list-style-type: none"> • Whisper
FAINT		
	20	<ul style="list-style-type: none"> • Leaves rustling

**OCTOBER IS NATIONAL AUDIOLOGY AWARENESS MONTH
AND NATIONAL PROTECT YOUR HEARING MONTH**

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REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: September 3, 2014
Subject: 2015 Permissive Tax Exemption Bylaw No. 2004
Recommendation: **RESOLVED THAT COUNCIL give first three readings to Bylaw No. 2004 - 2015 Permissive Tax Exemptions**

BACKGROUND:

2015 Annual Tax Exemption Bylaw No. 2004 was presented to the Committee of the Whole on September 2, 2014. This bylaw must be adopted by Council prior to October 31, 2014 to permissively exempt certain properties from municipal taxation in 2015. As per legislation, the City will be advertising the tax exemption notice for public consideration on September 17th and September 24th, 2014 in the Grand Forks Gazette.

All properties or portions of properties listed below meet the criteria for exemption as outlined in the Community Charter.

There has been one addition to the Place of Worship since presentation to Committee of the Whole. The Grand Forks Baptist Church is leasing the Wildlife Hall at 7850 2nd Street. The City will permissively exempt the land surrounding the church as the property taxes are included in the lease payments to the City.

The only addition to the non-profit properties this year is the Habitat for Humanity. Even though this is City property, it became taxable when it was leased to Habitat. Therefore, it is being permissively exempted from taxes in compliance with the lease agreement.

Benefits or Impacts of the Recommendation:

General: The properties being exempted are used to provide valuable services to the Community. Granting tax exemptions will assist these organizations in continuing the operation of their facilities and in providing services to the residents of the community.

Financial: Granting permissive tax exemptions to the properties listed above will reduce taxes collectible by the City by approximately \$ 29,099.69.

Policy/Legislation: Section 224 of the Community Charter

Attachments: 2015 Annual Tax Exemption Bylaw No. 2004

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT COUNCIL give first three readings to Bylaw No. 2004 - 2015 Permissive Tax Exemptions**

OPTIONS: **1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT**
2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT
3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.

 Department Head or CAO	 Chief Administrative Officer
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THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2004

A Bylaw to Exempt from Taxation Certain Parcels of Land Used for Religious Worship Purposes, Hospital Purposes, Recreation Purposes and Charitable or Philanthropic Purposes Pursuant to the Provisions of the Community Charter

WHEREAS it is deemed expedient to exempt certain parcels of land from taxation for the fiscal year ended December 31, 2015;

AND WHEREAS subject to the provisions of Section 224 of the Community Charter, the Council may, prior to the 31st day of October in any year, by bylaw, exempt lands and improvements from taxation in the following year;

NOW THEREFORE, that Council of the City of Grand Forks, in open meeting assembled, **ENACTS**, as follows:

1. Pursuant to Section 224(2)(f)(i) of the Community Charter, there shall be exempt from taxation for the fiscal year ended December 31, 2015 with respect to land and improvements, the following parcels of land:
 - Lots 1 and 2, Block 36, District Lot 108, S.D.Y.D., Plan 72, located at **920 Central Avenue** as shown outlined in bold on a sketch attached hereto and marked as Schedule "A" (**United Church**); and
 - That portion of Lot 1, District Lot 520, S.D.Y.D., Plan 8653, except Plan H-17064, located at **2826 - 75th Avenue** and described as follows - Commencing at the most northerly corner of said Lot 1; thence southeasterly following in the easterly limit of said Lot 1 for 35.50 metres, thence southwesterly, perpendicular to the said easterly limit, for 30.00 metres, thence northwesterly, parallel with the said easterly limit, for 35.50 metres more or less to the intersection with the northerly limit of said Lot 1, thence northeasterly, following in the said northerly limit for 30.00 metres more or less to the point of commencement and containing an area of 1,065 square metres, more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "B" (**Pentecostal Church**); and
 - Lots 30, 31 and 32, Block 36, District Lot 108, S.D.Y.D., Plan 72 located at **7249 - 9th Street** as shown outlined in bold on a sketch attached hereto and marked as Schedule "C" (**Catholic Church**); and

- That portion of Parcel D (KM26760), Block 24, District Lot 108, S.D.Y.D., Plan 23; located at **7252 - 7th Street** as shown outlined in bold on a sketch attached hereto and marked Schedule "D" (**Anglican Church**); and
- That portion of Lot G, District Lot 380, S.D.Y.D., Plan KAP56079, located at **7048 Donaldson Drive** and described as follows - commencing in the southerly boundary of said Lot G distant 13 metres from the most westerly corner of said Lot G: thence northerly, parallel with the westerly boundary of said Lot G, for 38.1 metres more or less to intersection with the northerly boundary of said Lot G, thence easterly following in the northerly boundary of said Lot G for 71 metres, thence southerly, parallel with the said westerly boundary, for 38.1 metres more or less to intersection with the said southerly boundary, thence westerly, following in the said southerly boundary for 71 metres more or less to the point of commencement and containing 2705 square metres as shown outlined in bold on a sketch attached hereto and marked as Schedule "E" (**Mennonite Brethren Church**); and;
- That portion of Parcel A, (X23915), Block 16, District Lot 380, S.D.Y.D., Plan 35 located at **7328 - 19th Street** and described as follows - commencing at the most southerly corner of said Parcel "A"; thence northwesterly following in the westerly limit of said Parcel "A", for 17.00 metres; thence northeasterly, perpendicular to the said westerly limit for 24.60 metres; thence southeasterly, parallel with the said westerly limit for 17.00 metres more or less to intersection with the southerly limit of said Parcel "A"; thence southwesterly following in the said southerly limit for 24.60 metres more or less to the point of commencement and containing an area of 418.2 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "F" (**Christ Lutheran Church**); and;
- That portion of Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199 located at **7525 - 4th Street** and described as follows - commencing at the most easterly corner of said Lot 1; thence northerly following in the easterly limit of said Lot 1, for 23.20 metres; thence westerly, parallel with the southerly limit of said Lot 1, for 29.00 metres; thence southerly, parallel with the easterly limit of said Lot 1, for 23.20 metres more or less to intersection with the said southerly limit; thence easterly following in the said southerly limit; thence easterly following in the said southerly limit for 29.00 metres more or less to the point of commencement and containing 672.8 square metres more or less as shown outlined in bold on a sketch attached hereto and marked as Schedule "G" (**Grand Forks Christian Centre**); and

- Commencing at a point in the westerly boundary of Lot 2, District Lot 520, S.D.Y.D., Plan KAP53800, located at **7680 Donaldson Drive** and described as follows - distant 28.6 metres from the most southerly corner of said Lot 2: thence northerly following in the westerly boundary for 25.1 metres, thence easterly, perpendicular to the said westerly boundary for 35.05 metres more or less to intersection with the easterly boundary of said Lot 2, thence southerly following in the said easterly boundary for 25.1 metres, thence westerly, perpendicular to the said westerly boundary for 35.05 metres more or less to the point of commencement and containing 880 square metres more or less as shown outlined in bold on a sketch attached hereto marked as Schedule "H" (**Jehovah's Witnesses Church**).
 - That portion of Lot 1, D.L. 520 SDYD, Plan KAP77684, measuring 193 square meters on the northerly portion of the lot, and located at **2495 – 76th Avenue**, as shown outlined on a sketch attached hereto marked as Schedule "I" (**First Baptist Church**)
 - Lot 1, District Lot 585, S.D.Y.D., Plan 27903, located at **7850 – 2nd Street**, as shown attached on a sketch hereto marked as Schedule "J" (**Grand Forks Baptist Church**)
2. Pursuant to Section 224(2)(h) of the Community Charter, there shall be exempt from taxation for the fiscal year ended December 31, 2015 with respect to land and improvements, the following parcel of land:
- Lot A, District Lot 520, S.D.Y.D., Plan EEP11735, located at **7649 - 22nd Street (Interior Health Authority)**.
3. Pursuant to Section 224(2)(b) of the Community Charter, there shall be exempt from taxation for the fiscal year ended December 31st, 2015 with respect to land and improvements, the following parcels of land:
- Lot 1, District Lot 380, S.D.Y.D., Plan KAP54909 located at **7230 - 21st Street (Grand Forks Curling Club)**;
 - Lot 1, District Lot 108, Plan EPP 32379 located at **7212 Riverside Drive (Habitat for Humanity)**;
4. Pursuant to Section 224(2)(a) of the Community Charter, there shall be exempt from taxation for the fiscal year ended December 31st, 2015 with respect to land and improvements, the following parcels of land:
- Lot 5, Block 10, District Lot 108, S.D.Y.D., Plan 23, located at **366 Market Avenue (Grand Forks Masonic Building Society)**; and

- Lot A, District Lot 108, S.D.Y.D., Plan 38294, located at **978 - 72nd Avenue (Sunshine Valley Child Care Society)**;
- Lot 8, Block 25, Plan 23, District Lot 108, S.D.Y.D. located at **686 - 72nd Avenue (Slavonic Seniors Citizens Centre)**.
- Lot A (DD LA9161), District Lot 108, S.D.Y.D., Plan 6691, located at **7239 - 2nd Street (Hospital Auxiliary Thrift Shop)**
- Lots 23, 24, 25 and 26, Block 29, District Lot 108, S.D.Y.D., Plan 121, located at **7353 - 6th Street (Royal Canadian Legion)**
- Lots 10 and 17 – 20, Block 18, Plan 86, District Lot 108, S.D.Y.D. located at **565 – 71st Avenue (City Park) (Seniors Citizens Centre)**.
- Parcel B, Block 45, District Lot 108, Plan 72, located at **876 - 72nd Avenue (Phoenix Manor Society)**.
- Lot A, Plan 29781, District Lot 108, Land District 54, located on **7130-9th Street (Boundary Lodge)**.

5. This bylaw may be cited, for all purposes as the “**2015 Annual Tax Exemption Bylaw No. 2004**”.

Read a **FIRST** time this ____ day of _____

Read a **SECOND** time this ____ day of _____

Read a **THIRD** time this ____ day of _____

FINALLY ADOPTED this ____ day of _____

Mayor Brian Taylor

Corporate Officer – Diane Heinrich

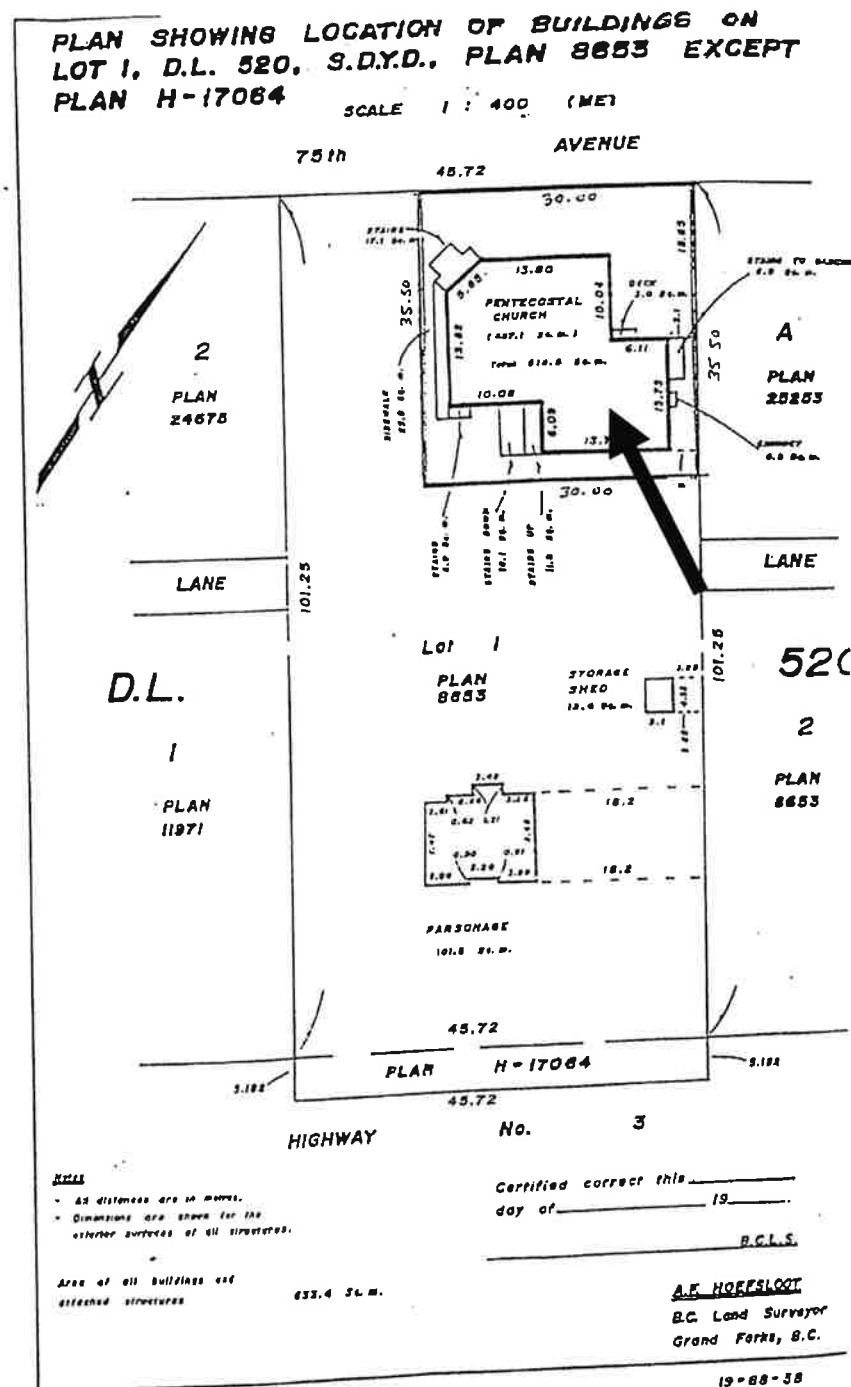
CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 2004
as adopted on the ____ day of _____

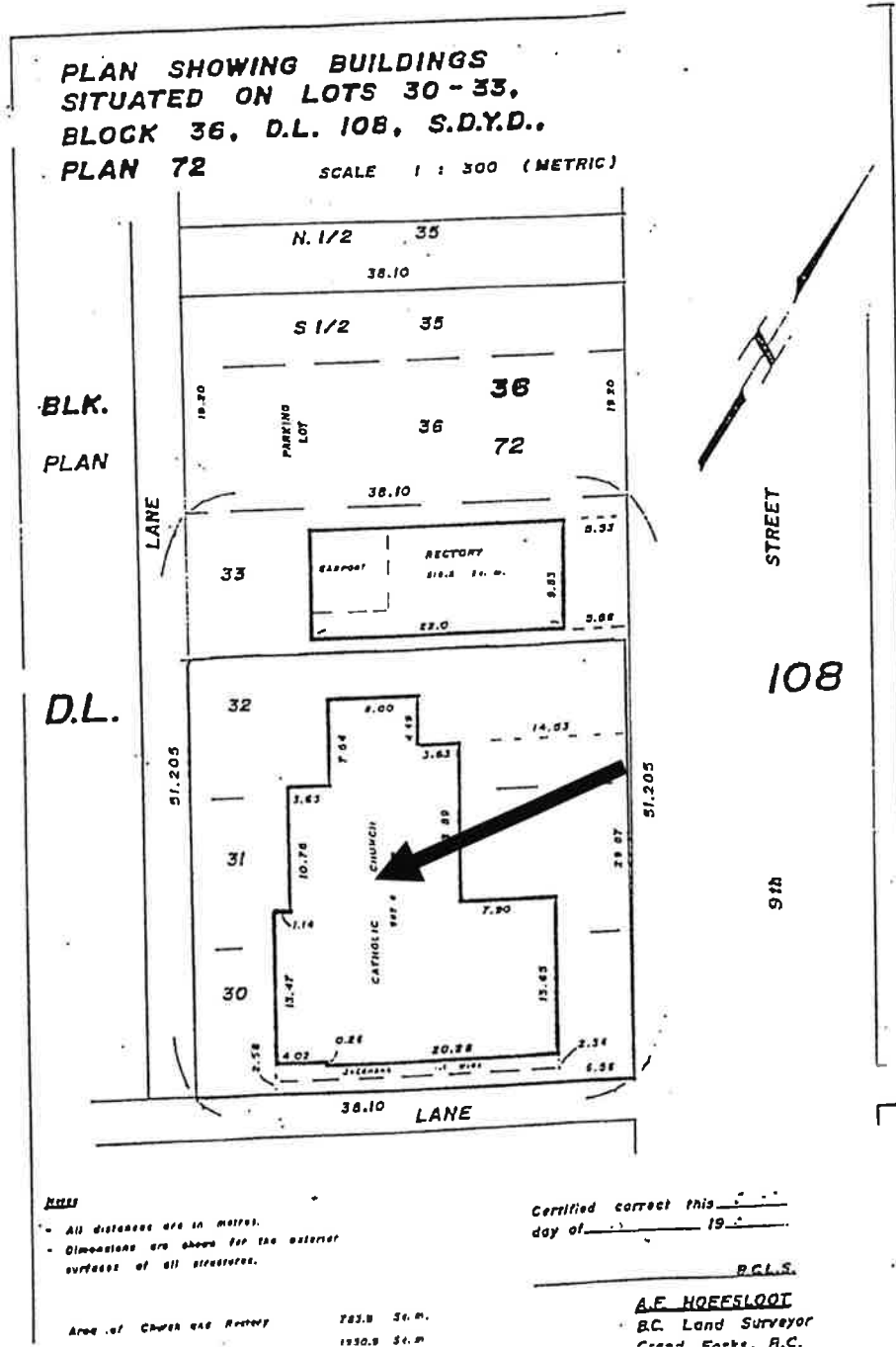
Corporate Officer of the Municipal Council
of the City of Grand Forks



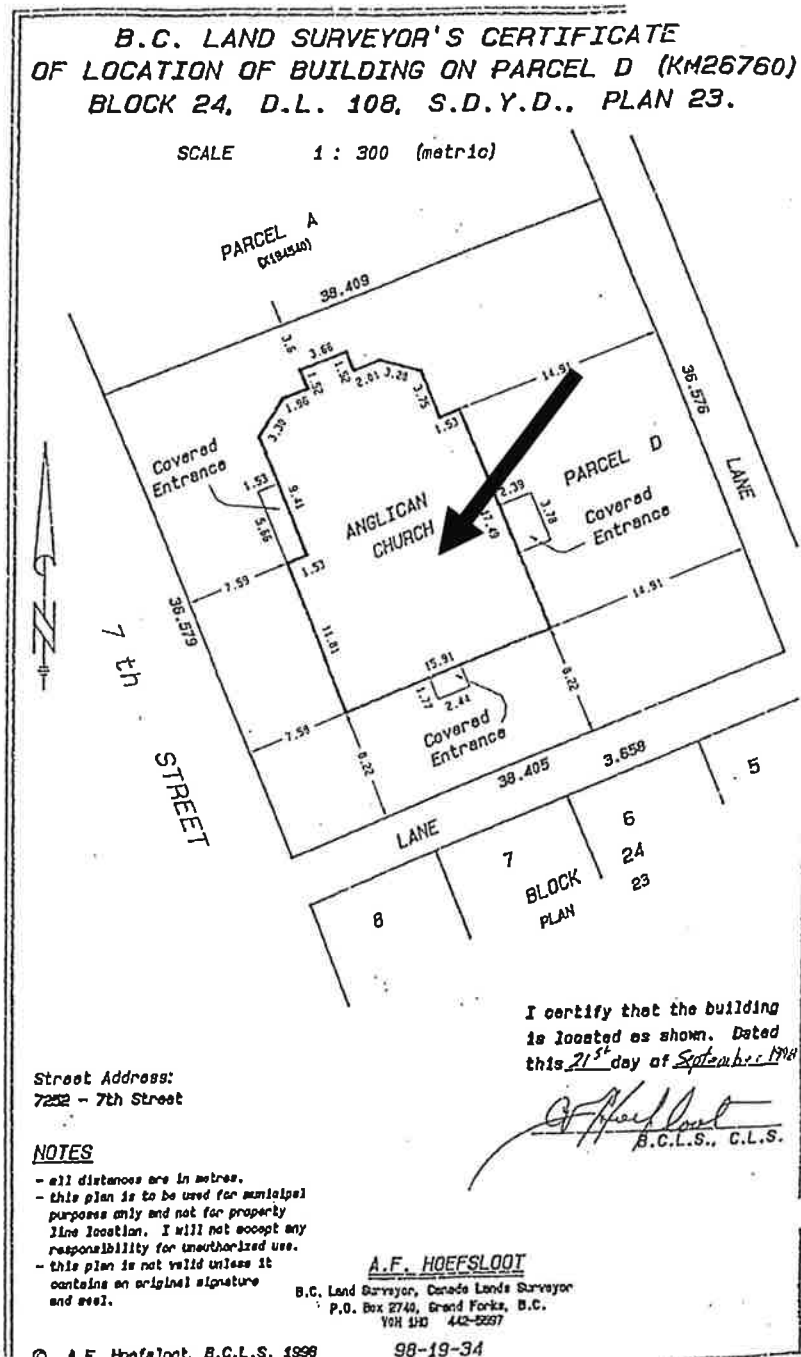
Schedule "B"



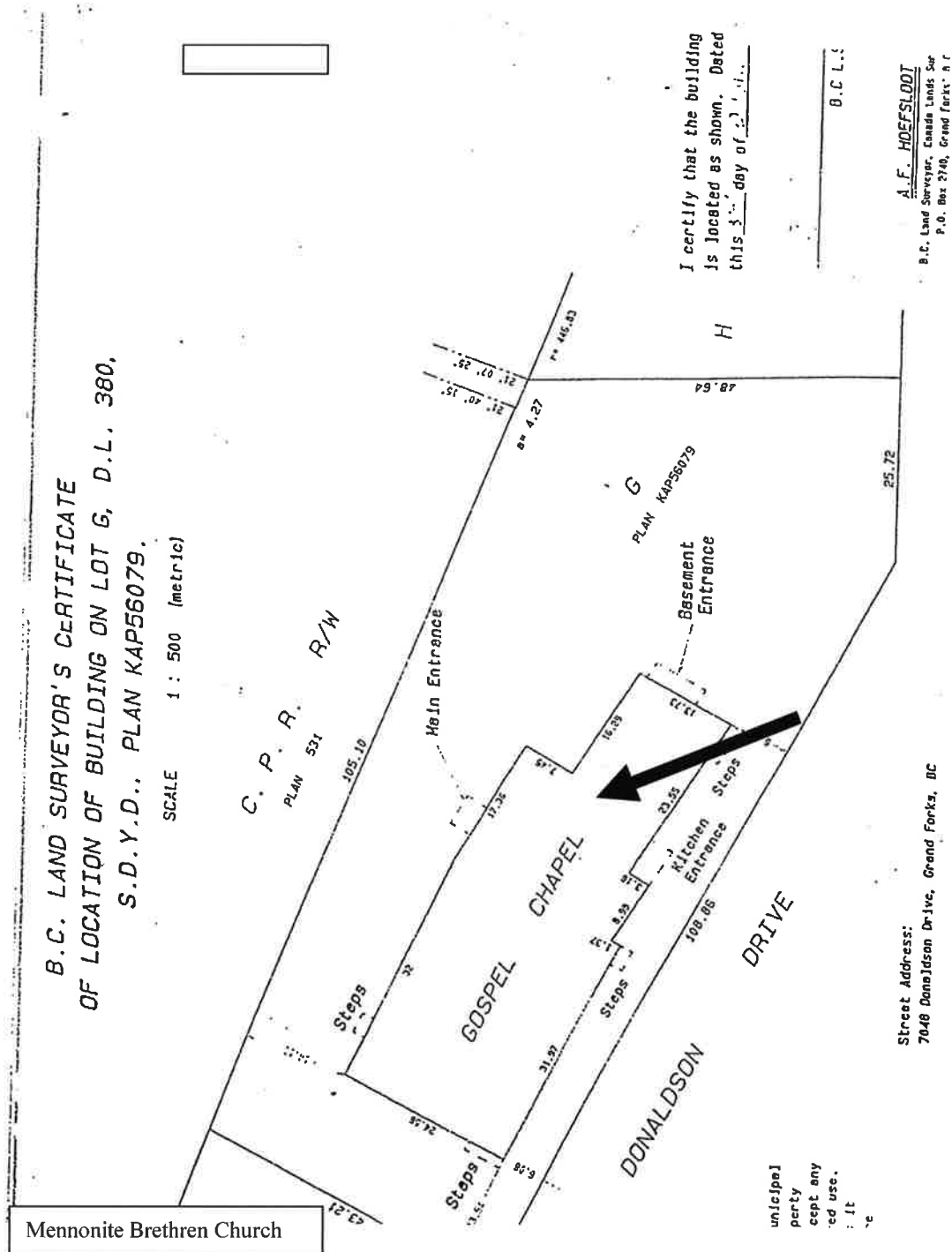
Schedule "C"



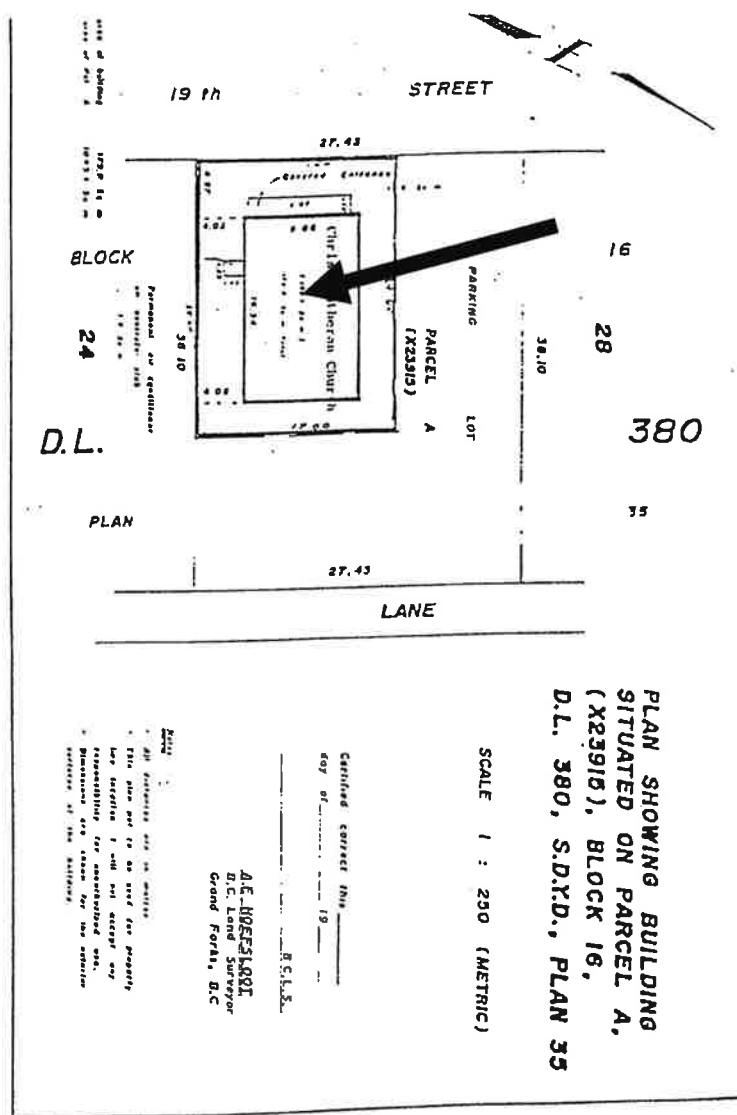
Schedule “D”



Schedule "E"



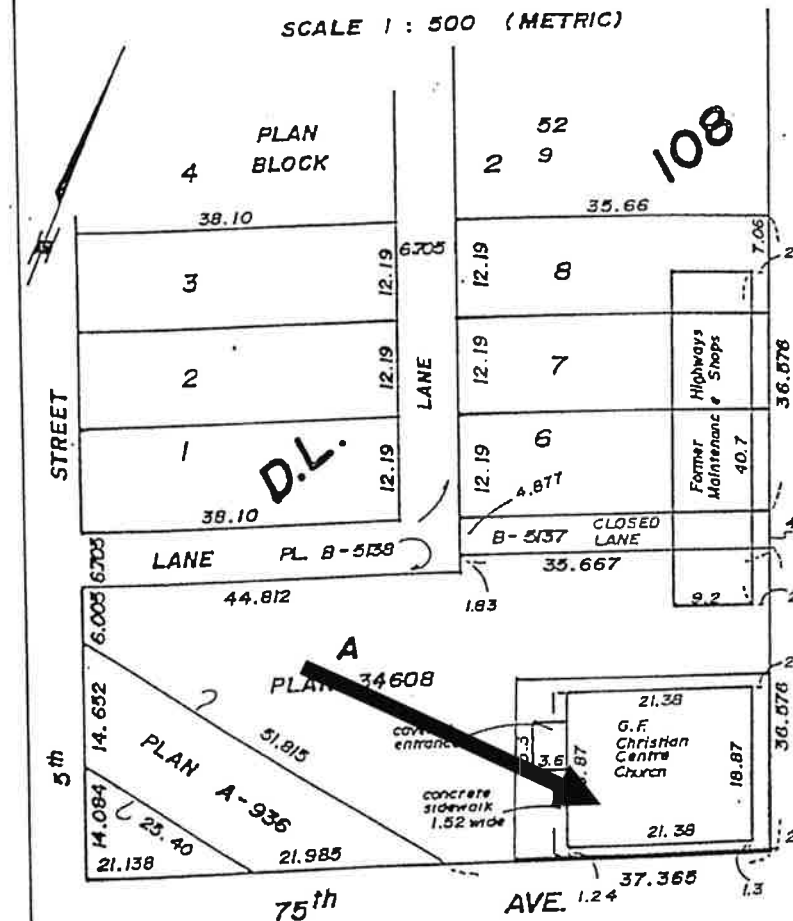
Schedule "F"



Christ Lutheran Church

Schedule "G"

Lot 1, District Lot 108, S.D.Y.D., Plan KAP45199



NOTES

*All distances are in metres.
This plan is to be used for municipal
purposes only and not for property
line location.
I will not accept responsibility for any
unauthorized use.*

I certify that the buildings are located
as shown. Dated this 23 day of July
1969 . . .

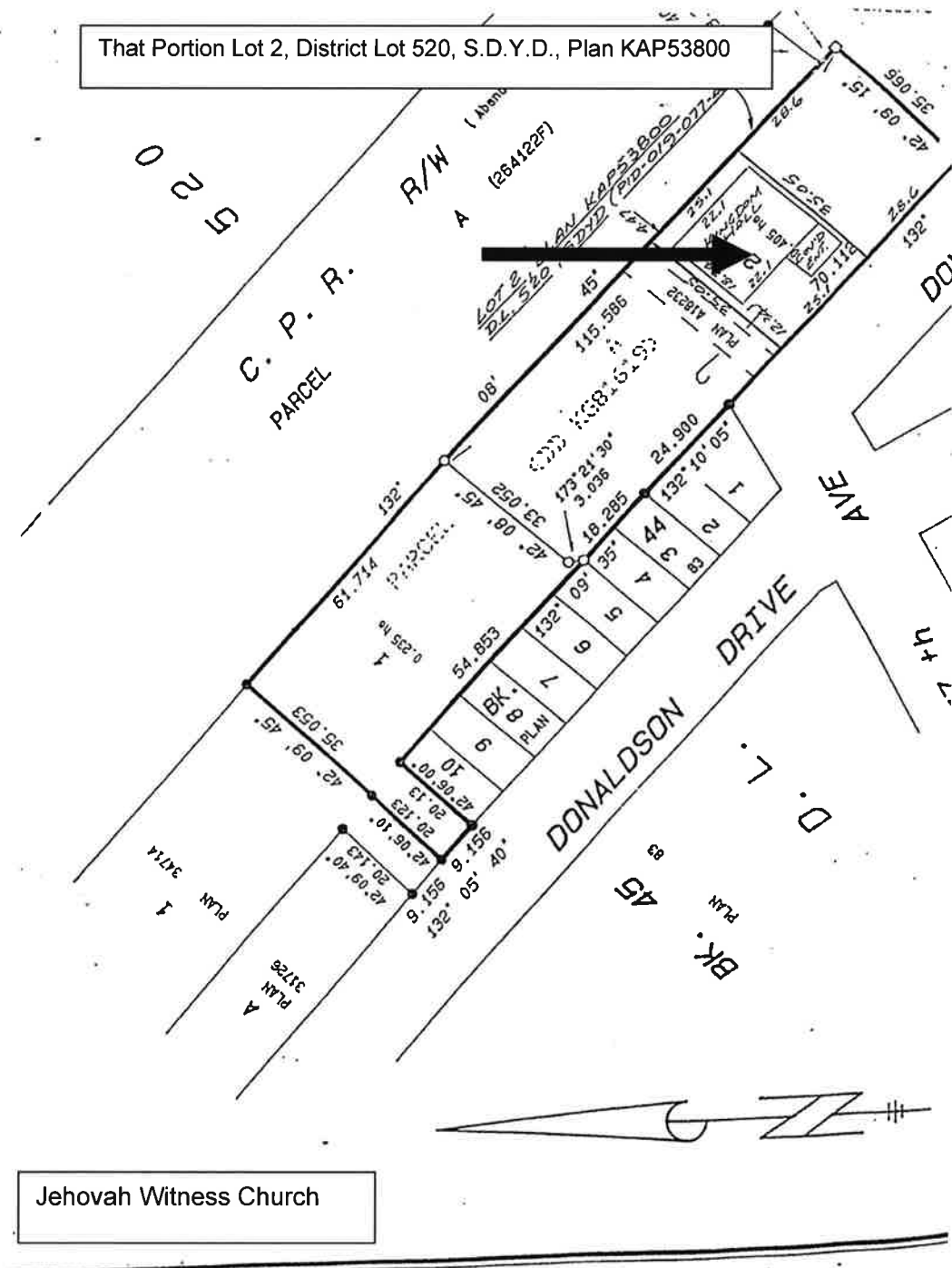
B.C.L.S.

A.F. HOEFSLOOT
B.C. Land Survey
Grand Forks, B.C.

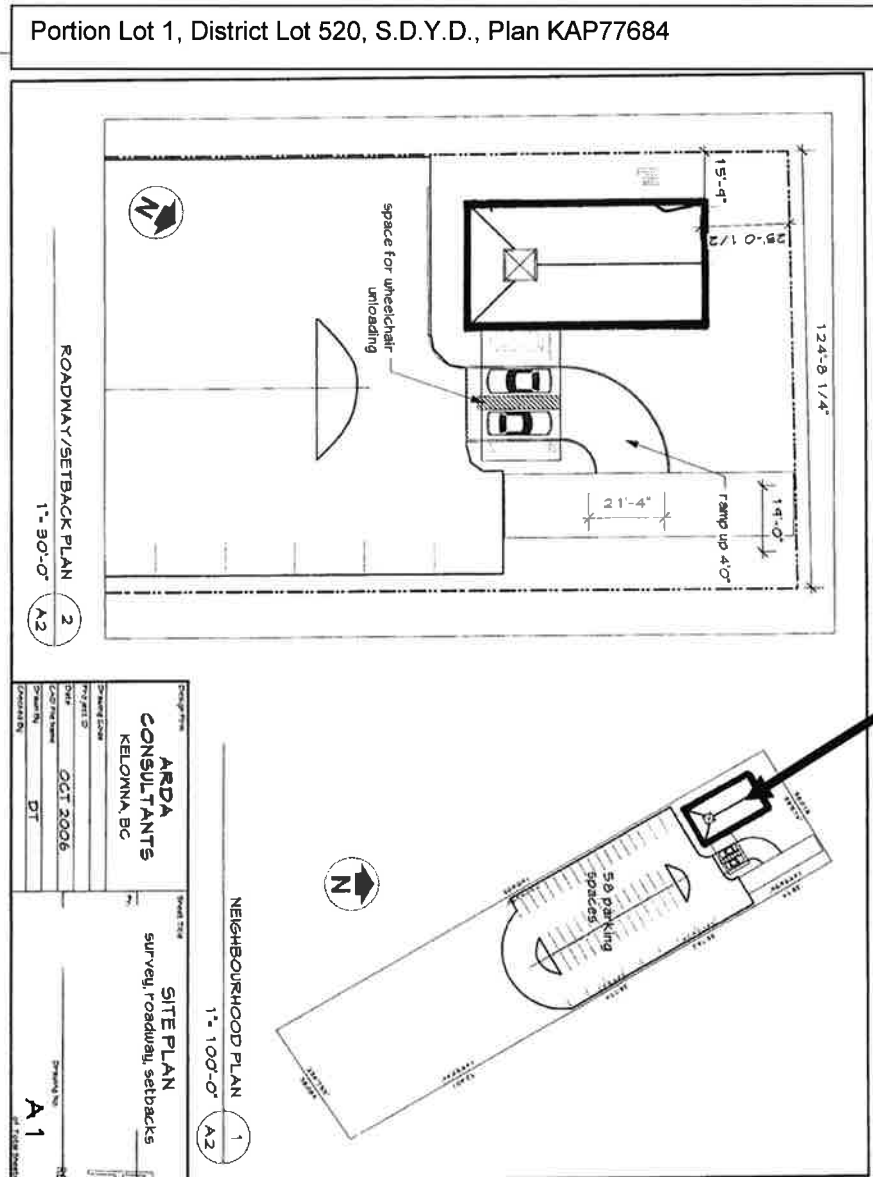
© A.F. Hoefsloot, B.C.L.S. 1989

89-19*

Schedule "H"



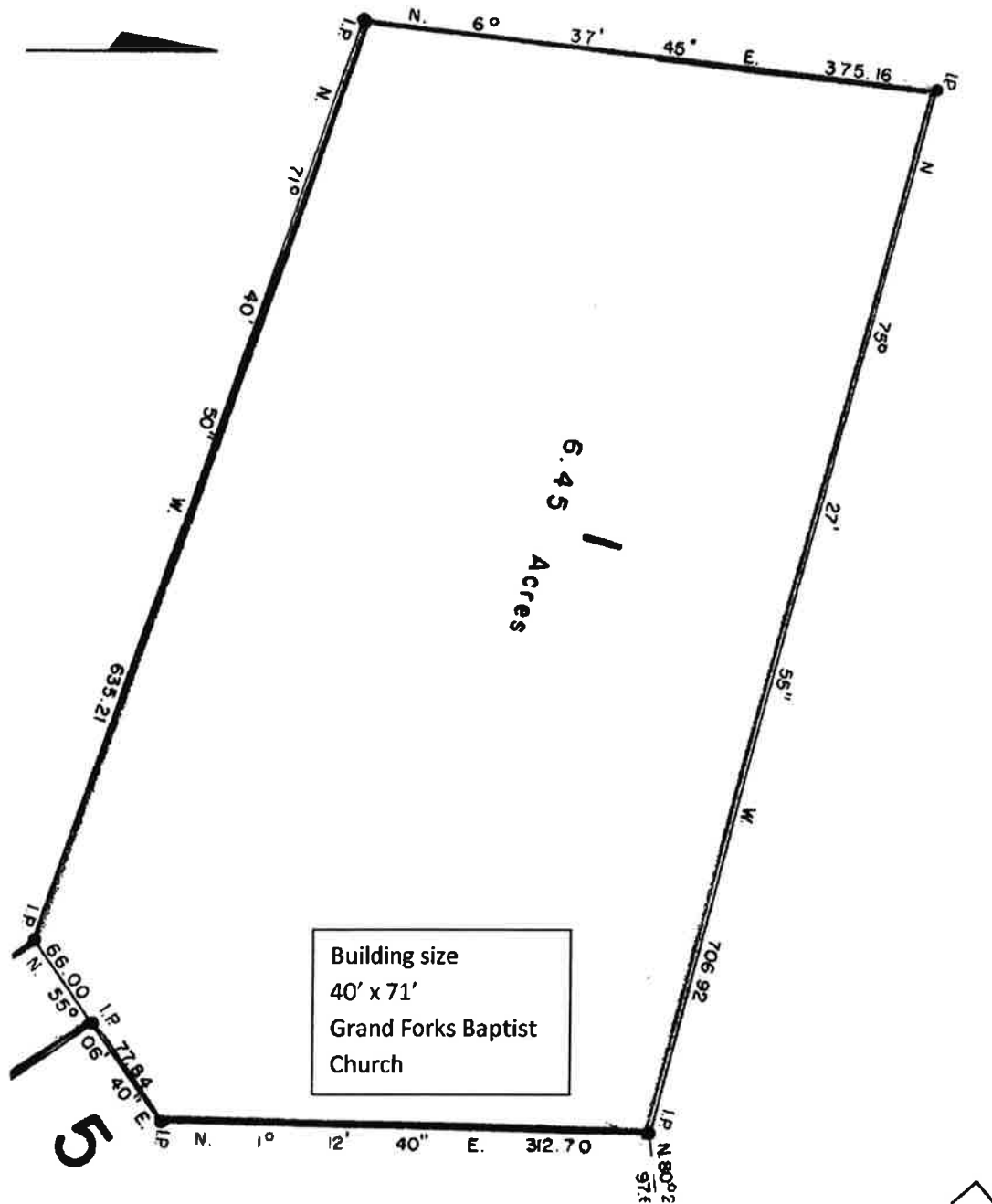
Schedule "I"



First Baptist Church

Lot 1, District Lot 595, S.D.Y.D., Plan 27903

Schedule "J"



REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: September 4, 2014
Subject: Temporary Borrowing Bylaw No. 1950, 2014
Recommendation: **RESOLVED THAT COUNCIL give final reading to Temporary Borrowing Bylaw No. 1950, 2014.**

BACKGROUND:

At the Committee of the Whole on August 18, 2014 staff introduced Temporary Borrowing Bylaw No. 1950, 2014. This bylaw was given the first three readings at the September 2, 2014 regular meeting of Council.

This bylaw allows the City to temporarily borrow funds against Bylaw No. 1922 "Emergency Water Supply for Fire Protection Loan Authorization" to a maximum of \$1.3 million. Once the project is complete and the total cost is known, the temporary borrowing will be converted to long term debt through the Municipal Finance Authority.

Expenditures for 2012 and 2013 on this project total \$200,686.76 and the project is continuing in 2014.

This bylaw is now presented for adoption.

Benefits or Impacts of the Recommendation:

General: This project spans several years and Bylaw 1950 allows the City to leverage financing until the project is complete.

Strategic Impact: Temporary borrowing ensures City resources are available for operational requirements

Policy/Legislation: Community Charter S. 181(1) Temporary borrowing under loan authorization bylaw

Attachments: Temporary Borrowing Bylaw No. 1950, 2014



Recommendation: **RESOLVED THAT COUNCIL give final reading to Temporary Borrowing Bylaw No. 1950, 2014.**

REQUEST FOR DECISION

— REGULAR MEETING —



- OPTIONS:
1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT
 2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT
 3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1950

A Bylaw to Authorize Temporary Borrowing Pending the Sale of Debentures

WHEREAS it is provided by Section 181(1) of the Community Charter that the Council may, where it has adopted a loan authorization bylaw, without further assets or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS the Council has adopted Bylaw No. 1922, cited as "City of Grand Forks Emergency Water Supply For Fire Protection Loan Authorization Bylaw No. 1922", authorizing the planning, study, design and construction of fire flow requirements (additional well, stand-by pumps and pipe) in the amount of one million, three hundred thousand dollars (\$1,300,000.00);

AND WHEREAS the sale of debentures has been temporarily deferred:

NOW THEREFORE, Council for the Corporation of the City of Grand Forks in open meeting assembled, **ENACTS**, as follows:

1. The Council is hereby authorized and empowered to borrow an amount or amounts not exceeding the sum of one million, three hundred thousand dollars (\$1,300,000.00), as the same may be required.
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Financial Officer.
3. The money so borrowed shall be used solely for the purpose set out in said Bylaw No. 1922.
4. The proceeds from the sale of the debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
5. This Bylaw may be cited as "Temporary Borrowing Bylaw No. 1950, 2014".

Read a **FIRST** time this 2nd day of September, 2014.

Read a **SECOND** time this 2nd day of September, 2014.

Read a **THIRD** time this 2nd day of September, 2014.

FINALLY ADOPTED this 15th day of September, 2014.

Mayor Brian Taylor

Corporate Officer, Diane Heinrich

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of bylaw No. 1950, as adopted by the Municipal Council of the City of Grand Forks on the 15th day of September, 2014.

Corporate Officer of the Municipal Council of the
City of Grand Forks

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: September 4, 2014, 2014
Subject: Temporary Borrowing Bylaw No. 1998, 2014
Recommendation: **RESOLVED THAT COUNCIL give final reading to Temporary Borrowing Bylaw No. 1998, 2014.**

BACKGROUND:

At the Committee of the Whole on August 18, 2014 staff introduced Temporary Borrowing Bylaw No. 1998, 2014. This bylaw was given the first three readings at the September 2, 2014 regular meeting of Council.

Bylaw 1998 allows the City to temporarily borrow funds against Bylaw No. 1923 "Capital Renewal Loan Authorization" to a maximum of \$4.2 million.

Once these multi-utility projects are complete and the total cost is known, the temporary borrowing will be converted to long term debt through the Municipal Finance Authority. Expenditures for 2013 on these projects totaled \$62,472.40 and the projects are continuing in 2014.

This bylaw is now presented for adoption.

Benefits or Impacts of the Recommendation:

General: This project spans several years and Bylaw 1998 allows the City to leverage financing until the project is complete.

Strategic Impact: Temporary borrowing ensures City resources are available for operational requirements

Policy/Legislation: Community Charter S. 181(1) Temporary borrowing under loan authorization bylaw

Attachments: Temporary Borrowing Bylaw No. 1998, 2014

Recommendation: **RESOLVED THAT COUNCIL give final reading to Temporary Borrowing Bylaw No. 1998, 2014.**

REQUEST FOR DECISION

— REGULAR MEETING —



- OPTIONS:**
- 1. RESOLVED THAT COUNCIL RECEIVES THE STAFF REPORT**
 - 2. RESOLVED THAT COUNCIL DOES NOT ACCEPT THE STAFF REPORT**
 - 3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1998

A BYLAW TO AUTHORIZE TEMPORARY BORROWING
PENDING THE SALE OF DEBENTURES

WHEREAS it is provided by Section 181(1) of the Community Charter that the Council may, where it has adopted a loan authorization bylaw, without further assets or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS the Council has adopted Bylaw No. 1923, cited as “City of Grand Forks Capital Renewal Loan Authorization Bylaw No. 1923, 2011”, authorizing road, water and sewer capital renewal projects in the amount of four million, two hundred thousand dollars (\$4,200,000.00);

AND WHEREAS the sale of debentures has been temporarily deferred:

NOW THEREFORE Council for the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

1. The Council is hereby authorized and empowered to borrow an amount or amounts not exceeding the sum of four million, two hundred thousand dollars (\$4,200,000.00), as the same may be required.
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Financial Officer.
3. The money so borrowed shall be used solely for the purpose set out in said Bylaw No. 1923.
4. The proceeds from the sale of the debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
5. This Bylaw may be cited as the “**Temporary Borrowing Bylaw No. 1998, 2014**”.

Read a **FIRST** time this 2nd day of September, 2014.

Read a **SECOND** time this 2nd day of September, 2014.

Read a **THIRD** time this 2nd day of September, 2014.

FINALLY ADOPTED this 15th day of September, 2014.

Mayor Brian Taylor

Corporate Officer, Diane Heinrich

C E R T I F I C A T E

I hereby certify the foregoing to be a true copy of bylaw No. 1998, as adopted by the
Municipal Council of the City of Grand Forks on the 15th day of September, 2014.

Corporate Officer of the Municipal Council of the
City of Grand Forks

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Alex Love, Electrical and Electronics Engineer
Roger Huston, Manager of Operations
Date: September 15, 2014
Subject: Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014
Recommendation: **RESOLVED THAT** Council receive Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and refer the bylaw to the Regular Meeting of Council scheduled for October 6, 2014, for first, second and third readings.

BACKGROUND: The City of Grand Forks Electrical Utility Regulatory Bylaw No. 1543 was adopted in 1998 and requires updating to meet the current requirements for management and maintenance of the electrical utility of Grand Forks. The proposal is to have City Council repeal the existing bylaw and adopt a new bylaw that is similar to bylaws currently in use by other municipalities and cities in the Province, but structured to meet our community's needs.

Benefits or Impacts of the Recommendation:

General: The objective is to rescind Electrical Utility Regulatory Bylaw No. 1543, 1998 and all amendments thereto.

Strategic Impact: To allow for adoption of an updated bylaw that reflects current requirements and allows for better management of City infrastructure.

Financial: The City will have the ability to better manage the supply and distribution of electricity in the City and forecast financial requirements more accurately.

Policy/Legislation: Council's authority to amend or repeal bylaws comes from the Community Charter.

Attachments: 1) Draft - Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014.

Recommendation: **RESOLVED THAT** Council receive Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and refer the bylaw to the Regular Meeting of Council scheduled for October 6, 2014, for first, second and third readings.

REQUEST FOR DECISION

— REGULAR MEETING —



OPTIONS:

1. COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.
2. COUNCIL COULD CHOOSE TO NOT SUPPORT THE RECOMMENDATION.
3. COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1543-R

**A BYLAW TO REPEAL ELECTRICAL UTILITY REGULATORY
BYLAW NO. 1543, 1998**

=====

WHEREAS it is deemed necessary and expedient to repeal Bylaw No. 1543 in its entirety;

NOW THEREFORE, the Council of the Corporation of the City of Grand Forks in open meeting assembled **ENACTS** as follows:

1. That Bylaw No. 1543, cited for all purposes as the City of Grand Forks "Electrical Utility Regulatory Bylaw No. 1543, 1998" and all amendments thereto, be hereby repealed.
2. This bylaw may be cited as the "**City of Grand Forks Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014**".

Read a **FIRST** time this _____ day of _____, 2014.

Read a **SECOND** time this _____ day of _____, 2014.

Read a **THIRD** time this _____ day of _____, 2014.

FINALLY ADOPTED this _____ day of _____, 2014.

Mayor Brian Taylor

Diane Heinrich – Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1543-R as adopted
by the Municipal Council of the City of Grand Forks on the _____ day of
_____, 2014.

Corporate Officer of the Municipal Council of the
Corporation of the City of Grand Forks

Date

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Alex Love, Electrical and Electronics Engineer
Roger Huston, Manager of Operations

Date: September 15, 2014

Subject: Electrical Utility Regulatory Bylaw No. 1975, 2014

Recommendation: **RESOLVED THAT** Council receive the introduction of the new Electrical Utility Regulatory Bylaw No. 1975, 2014 and refer the Bylaw to the Regular Meeting of Council scheduled for October 6, 2014, for first, second and third readings.

BACKGROUND: The City of Grand Forks Electrical Utility Regulatory Bylaw No. 1543 was adopted in 1998 and requires updating to meet the current requirements for management and maintenance of the electrical utility of Grand Forks. The proposal is to have City Council adopt a new Electrical Utility Regulatory Bylaw which is similar to bylaws currently in use by other municipalities and cities in the Province, but structured to meet our community's needs.

The areas of significant change between the current bylaw and the proposed bylaw are:

- Updated definitions section to stay current with the manner in which the utility operates.
 - Added clarity for meter locations and supply voltages offered. This will help to improve customer clarity on what is and is not available.
 - Added a Net metering service to accommodate resident wanting to install solar PV systems and both purchase and sell energy to the electrical grid. – Provisions have been made to limit the size of system and amount of energy that the utility may need to purchase to strike a balance between encouraging renewable energy without exposing the utility to undue amounts of high cost energy purchase.
 - Defined rates for common service connections to provide clarity to customers around service fees. These fees are based on Nelson Hydro fee structure which in turn was based on an analysis of many actual connections. Individual services may be higher or lower cost but should on average work out to the base rate.
 - Various wording revisions to reflect the current practices of most electric utilities.
-

REQUEST FOR DECISION

— REGULAR MEETING —



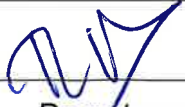
Benefits or Impacts of the Recommendation:

- General:** The objective is to rescind Electrical Utility Regulatory Bylaw No. 1543, 1998 and all amendments thereto and to adopt an updated, legislated bylaw that is workable and enforceable by City staff.
- Strategic Impact:** To update the Bylaw to reflect current requirements and allow for better management of City infrastructure.
- Financial:** The City will have the ability to better manage the supply and distribution of electricity in the City and forecast financial requirements more accurately.
- Policy/Legislation:** The Community Charter governs bylaws and amendments thereto.
- Attachments:** 1) Draft - Electrical Utility Regulatory Bylaw No. 1975, 2014.
2) Current – Consolidated Electrical Utility Regulatory Bylaw No. 1543, 1998.

Recommendation: **RESOLVED THAT** Council receive the introduction of the new Electrical Utility Regulatory Bylaw No. 1975, 2014 and refer the Bylaw to the Regular Meeting of Council scheduled for October 6, 2014, for first, second and third readings.

OPTIONS:

1. COUNCIL COULD CHOOSE TO SUPPORT THE RECOMMENDATION.
2. COUNCIL COULD CHOOSE TO NOT SUPPORT THE RECOMMENDATION.
3. COUNCIL COULD CHOOSE TO REFER THE REPORT BACK TO STAFF FOR MORE INFORMATION.

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS
ELECTRICAL UTILITY REGULATORY BYLAW NO. 1975

A bylaw to provide for the regulation and control of the Electrical Utility of the Corporation of the City of Grand Forks and impose rates, terms and conditions for supply of electricity service.

WHEREAS the Council of the Corporation of the City of Grand Forks considers it desirable and expedient to maintain an Electrical Department for the Grand Forks community and to make regulations for the supply of this service;

NOW THEREFORE, in open meeting assembled, be it resolved that the Council of the Corporation of the City of Grand Forks **ENACTS** as follows:

1. TITLE

- 1.1 This bylaw may be cited for all purposes as the “**City of Grand Forks Electrical Utility Regulatory Bylaw No. 1975, 2014.**”

2. DEFINITIONS

- 2.1 In this Bylaw, unless the content otherwise requires, the following definitions will apply:

“**Bi-Monthly**” means every two-month period;

“**City**” means the Corporation of the City of Grand Forks:

“**Chief Financial Officer**” means the Chief Financial Officer appointed by the City or his/her authorized deputy;

“**Customer**” means an Owner of real property to which electrical energy is supplied by the City;

“**Council**” means the elected Council of the Corporation of the City of Grand Forks;

“**Electrical Department**” is as defined in Section 3.3 of this bylaw;

“**Electrical Utility**” means the City’s electrical distribution system and includes all the structures, switchgear, transformers, poles, wires, cables, meters and related apparatus and facilities used in the receiving, distribution and measuring of electrical power and energy and which comprise the electrical distribution system. It also includes all land, easements, rights-of-way, buildings, vehicles,

tools, or other things, which, by their necessity and usage, form an essential part of the electrical distribution system;

“Manager of Operations” means the person appointed from time to time by the City to supervise the operations of the Electrical Utility or his authorized deputy or assistant;

“Owner” means the same as in the Community Charter, as amended from time to time;

“Point of Delivery” means the first point of connection between the City’s electrical distribution and the Customers’ electrical facilities. This will be at the service mast on overhead services (not including the attachment point for the overhead wire) and at property line on underground secondary services;

“Power Factor” means the percentage determined by dividing the Customer’s demand measured in kilowatts by the same demand measured in kilovolt-amperes;

“Premises” means the land occupied by the Customer together with any buildings, works, or improvements, which have been erected or constructed thereon;

“Rate or Rates” includes every toll, rate, security deposit, and interest on arrears or any other lawfully collectible charges applicable under this Bylaw for the provision and delivery of electricity in any form or services which are in any way related to the delivery of electricity;

“Service” means the supply of electricity from the City to any premises, and where the context requires, the electrical utility necessary to and actually used for the purposes of the supply;

“Service Area” means the area within the boundaries of the City currently serviced by the City’s Electrical Utility, as outlined in “Schedule A”;

“Service Connection” means that portion of the distribution system facilities extending from the City’s circuits on a public highway to the point of delivery. They include but are not necessarily limited to the following types:

- a) **“Overhead Service”** - That portion of an overhead service connection extending not more than 30 meters onto the Customer’s property and not beyond the first intermediate support on such property.
- b) **“Dip Service”** - A service connection provided from the City’s overhead circuits that is underground where it crosses the Customer’s property line.

- c) **“Underground Service”** - A service connection provided from the City’s underground circuits;

“Service Entrance” is the point on the Customer’s premises at which the point of delivery is between the City’s system and the Customer’s system;

“Temporary Service” means a service provided to meet a temporary need (no longer than 270 days connected) not to exceed 30 meters in length from the City’s distribution and does not include the supply of a periodical or seasonal service requirement that may occur at the same location.

3. ADMINISTRATION

- 3.1 The Electrical Utility shall be administered jointly by the Financial Administration Department and the Electrical Department, and the management of such departments shall be directly responsible to the Chief Administrative Officer.
- 3.2 The Financial Administration Department, under the control of the Chief Financial Officer, shall be totally responsible for the business management of the Electrical Utility. The department will be responsible for the control and management of all financial matters pertaining to the operation of the Utility and preparation of budgets, financial statements pertaining to the Electrical Utility operation, and for the preparation of all bills and accounts, and the collection of same, all in accordance with the rates and charges outlined in “Schedule C”, and the billing and collection regulations outlined in “Schedule D”, attached to this bylaw.
- 3.3 The Electrical Department, under the control of the Manager of Operations shall be responsible for the construction, maintenance and operation of all the properties and physical plant owned or controlled by the City, which are necessary for and pertinent to the proper operation of the Electrical Utility.

The Manager of Operations shall also be responsible for:

- a) all matters directly related to the supply of service to Customers of the Electrical Utility and the maintenance of good quality service to such Customers;
- b) determining that all works constructed by or for the Electrical Utility are in accordance with the latest applicable parts and additions of the Canadian Electrical Code and any additional requirements of the Inspector appointed under the provisions of the “Electrical Energy Inspection Act” of the Province of British Columbia;
- c) ensuring, to the best of his/her ability, the safety of all employees of the Electrical Department and of the City who may be performing works related to the operation of the Electrical Utility;

- d) the enforcement of the “Electrical Service Regulations”, as outlined in “Schedule B” of this bylaw. He/She shall also ensure that all policies, procedures and the works installed, constructed, altered, repaired or maintained for the Electrical Utility are done in such a manner as will cause minimal damage or danger to life or property of the employee or public at large. He/she shall be responsible at all times to the Chief Administrative Officer.

4. TERMS AND CONDITIONS

4.1 The City's Responsibilities:

- a) The City will endeavour to provide a regular and uninterrupted supply of electricity but it does not guarantee a constant supply of electricity or the maintenance of unvaried frequency or voltage and shall not be responsible or liable for any loss, injury, damage or expense caused by or resulting from any interruption, termination, failure or defect in the supply of electricity, whether caused by the negligence of the City, its servants or agents, or otherwise unless the loss, injury, damage or expense is directly resulting from the willful misconduct of the City, its servants or agents, provided, however, that the City, its servants and agents are not responsible for any loss of profit, loss of revenues or other economic loss even if the loss is directly resulting from the willful misconduct of the City, its servants or agents.

4.2 The Customer's Responsibilities:

- a) Every Customer shall comply with the terms and conditions set out in “Schedule B”.
- b) Every Customer shall pay for the service in accordance with the rates and charges outlined in “Schedule C” of this bylaw.
- c) The Customer also agrees to pay for the service based on the Electrical Billing and Collection Regulations, outlined in “Schedule D” of this bylaw.
- d) If a Customer does not pay the fees and charges, outlined in all portions of this bylaw, on or before December 31st in the year that the rates or charges were due and payable, then those rates and charges will be added to and form part of the taxes payable on the property as taxes in arrears.
- e) The Customer is responsible for supplying all the information necessary to properly determine the service requirements.

- f) The Customer shall be responsible for the installation of the service entrance and the meter location, which shall be located at a point satisfactory to the City.

5. VIOLATIONS AND PENALTIES

- 5.1 Any person guilty of any violation or infraction of any of the provisions of this Bylaw (whether expressly declared or not), shall be liable, upon conviction, to a fine of not more than Two Thousand (\$2000.00) Dollars and costs of prosecution. The penalties imposed under this sub-Section supplement and are not a substitute for any other remedy to an infraction of this bylaw.

6. APPLICATION

- 6.1 This bylaw applies to all lands within the Service Area.

7. SEVERABILITY

- 7.1 If any Section, sub-Section, clause, sub-clause or phrase of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this bylaw.

8. REPEAL

- 8.1 The City of Grand Forks **“Electrical Utility Regulatory Bylaw No. 1543, 1998”** and all amendments thereto are hereby repealed.

9. ENACTMENT

- 9.1 This bylaw is to take effect upon adoption by the Council of the Corporation of the City of Grand Forks.

Read a **FIRST** time this _____ day of _____, 2014.

Read a **SECOND** time this _____ day of _____, 2014.

Read a **THIRD** time this _____ day of _____, 2014.

FINALLY ADOPTED this _____ day of _____, 2014.

Mayor Brian Taylor

Corporate Officer – Diane Heinrich

CERTIFICATE

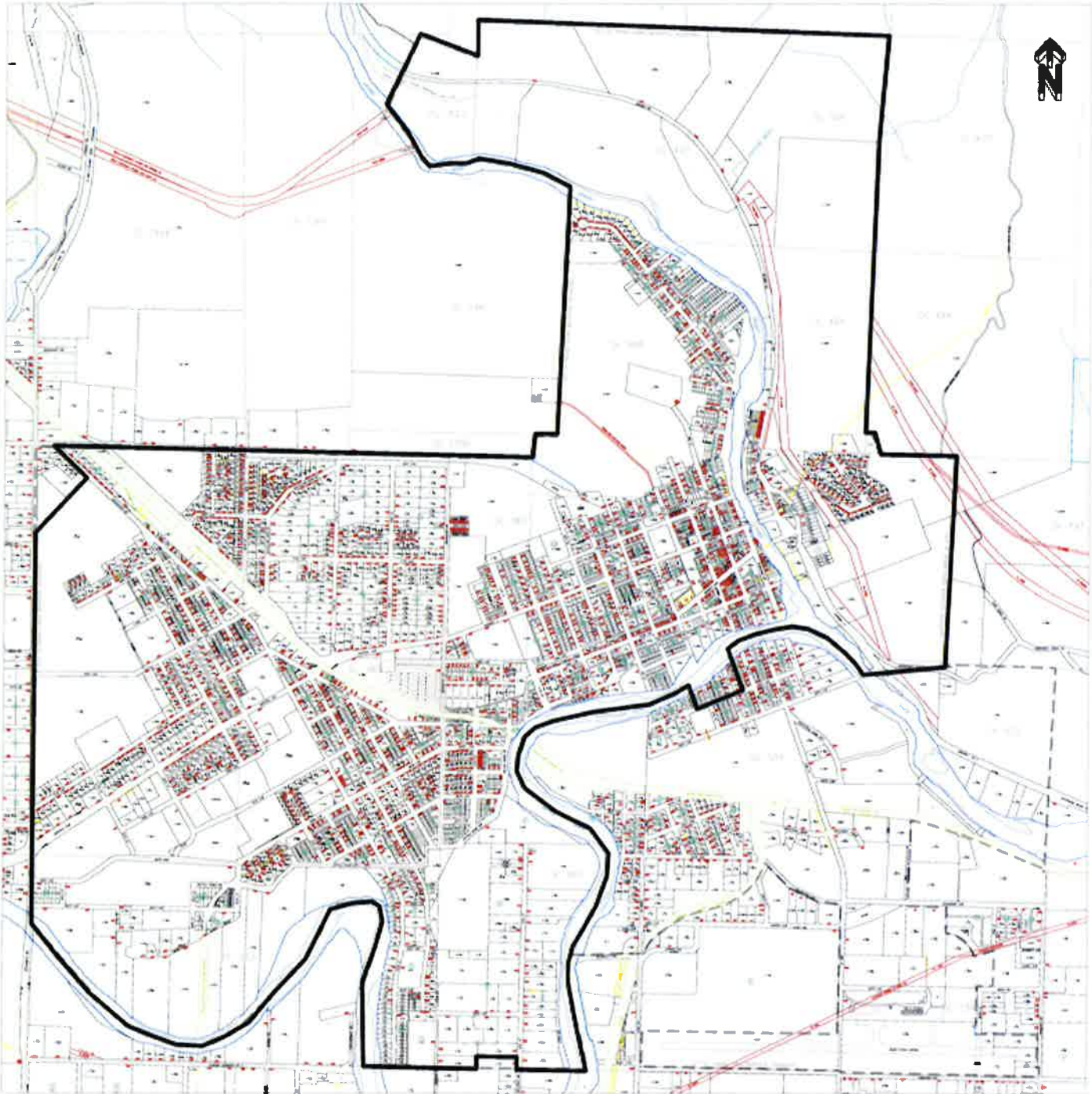
I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1975, as passed by the Municipal Council of the Corporation of the City of Grand Forks on the _____ day of _____, 2014.

Corporate Officer of the Municipal Council of the
City of Grand Forks

Date Signed

SCHEDULE A

CITY OF GRAND FORKS ELECTRICAL SERVICE AREA



SCHEDULE B

CITY OF GRAND FORKS
ELECTRICAL SERVICE REGULATIONS

1. Terms and Conditions of Use and Supply of Electrical Energy:

- 1.1 Every Customer shall, in respect of any real property of that Customer to which electrical energy is supplied by the City:
- (a) pay to the City, in accordance with the rates and charges set out in "Schedule C" and in accordance with "Schedule D", for the electrical energy supplied by the City to that real property;
 - (b) ensure that electrical energy supplied by the City to that real property is not used for any purpose other than the purpose identified in the application for service relating to that real property;
 - (c) not damage, and shall ensure that occupiers of or invitees to that real property do not damage, any electrical equipment or facilities installed by the City on that real property. This is to include any seal or sign attached to that equipment;
 - (d) ensure that nothing is done on that real property, including without limitation an alteration of wiring, that will or may appreciably change the amount or nature of the load imposed on the Electrical Utility, without the prior consent of the Manager of Operations;
 - (e) ensure that officers, employees and agents of the City have safe and unobstructed access on that real property at all reasonable times for the purpose of ensuring that this Bylaw is being complied with, testing the Owner's electrical energy system, or carrying out any other activity that is necessary for the proper operation of the Electrical Utility;
 - (f) where an officer, employee or agent of the City returns to the Owner's real property to complete work that he or she was unable to complete on a previous attendance by reason of the Owner's failure to comply with Section 1.1(e) of this Schedule, pay to the City the charge set out in Section 4.1 of Schedule "C" as a return visit charge;
 - (g) ensure that the power factor applicable to the delivery of electrical energy to that real property is not lower than 90%;
 - (h) ensure that single phase motors rated larger than two (2) horsepower are not used on 120 volt circuits without the prior written consent of the Manager of Operations;

- (i) ensure that motors of 20 horsepower or larger are equipped with reduced voltage starters or other devices approved in writing by the Manager of Operations, unless otherwise authorized in writing by the Manager of Operations;
 - (j) ensure that 120 volt circuits are connected so as to balance as nearly as possible the currents drawn from the circuits at the point of delivery;
 - (k) ensure that space heating units having a rating of 3 kw or larger are individually thermostatically controlled and that no single in-line thermostat is used to control more than 6 kw of rated capacity;
 - (l) ensure that the phase heating units controlled by one switch or thermostat have no more than 25 kw of rated capacity; and
 - (m) ensure that no facilities capable of generating electricity are installed on that real property, unless those facilities are at all times electrically isolated from the Electrical utility and are incapable of being operated in parallel within the Electrical Utility.
- 1.2 The City shall retain full title to all electrical equipment and facilities up to the point of delivery, including without limitation all electrical metering devices, installed by the City for the purpose of supplying and measuring electrical energy under this Bylaw.
- 1.3 The City may discontinue the supply of electrical energy to any real property where:
- (a) the Owner of that real property has failed to comply with any provision of this Bylaw;
 - (b) in the opinion of the Manager of Operations, the continued supply of electrical energy to that real property would or might be harmful to the Electrical Utility, create an unreasonable demand on that system, or create an abnormal or unacceptable fluctuation of the line voltages of that system;
 - (c) discontinuance is necessary to enable the City to repair or maintain the Electrical Utility;
 - (d) by reason of a shortage of supply or otherwise, the City considers that it cannot practically continue to supply electrical energy to that real property;
 - e) a previously metered service has been disconnected for more than 1 year.

- 1.4 The City may, from time to time, conduct tests of any Customer's power factor, and where that power factor is found by the City to be lower than 90%, the Customer shall, within 30 days of a written request to do so from the City, install, at his or her expense, power factor corrective equipment acceptable to the Manager of Operations.
- 1.5 Every Customer is liable for, and shall pay to the City forthwith after receiving an invoice setting out those costs, any costs incurred by the City in repairing any damage caused to the Electrical Utility or to any equipment or facilities installed by the City on that Customer's real property, where the damage occurs as a result of the failure of the Customer to comply with any provision of this Bylaw.

2. New Service Connections

- 2.1 No person may request to connect any electrical energy lines or works to the Electrical Utility unless:
- (a) the Owner of the real property to be supplied with electrical energy as a result of that connection has first:
 - i) submitted to the City a complete New Electrical Service Application in a form provided by the City;
 - ii) paid the New Electrical Service Application fee that is identified in "Schedule C" of this Bylaw as the fee applicable to the type of connection identified in the New Electrical Service Application; and
 - iii) provided evidence satisfactory to the Manager of Operations that he or she has obtained every permit and approval, including the approval of a provincial electrical inspector, that he or she is required under any enactment to obtain before requesting the connection,
 - (b) the person requesting the connection is the Owner of the real property to be supplied with electrical energy as a result of that connection or a person authorized in writing by that Owner to request the connection.
- 2.2 All Meters shall be installed by the City, in a location approved by the Manager of Operations. Meter location specifications shall be as follows:
- (a) The meter socket shall be surface mounted, located on an outside wall and be within one Meter of the corner nearest to the point of supply, except in the case of Metering over 300 volts, the Meter shall be installed on the supply side of the Customer disconnect and Meter locations shall be approved by the Utility Department;
 - (b) All meter sockets shall be installed between 1.5 meters and 2 meters above final ground level to the centre of the meter and located not more than 30 meters into the lot;

- (c) Meters shall not be installed in carports, breezeways or on decks or other similar areas;
- (d) Meters shall be installed in locations that permit safe and unfettered access by employees or agents of the City;
- (e) The Manager of Operations, at its sole discretion, may make exceptions to the general specifications for meter installations, where a standard location will cause design and installation difficulties, subject to the meter remaining accessible to the City at all times;
- (f) The Manager of Operations may require, at the Customer's expense, that the Customer relocate any meter that is located in an area that cannot be conveniently accessed by the City at all times, or is considered by the Manager of Operations to be unsafe;
- (g) For all electrical Services in excess of 200 amperes, the Customer shall supply and install an enclosure for current and potential transformers and the design of the enclosure shall first be approved by the Manager of Operations;
- (h) Primary voltage metering connections shall have metering installations paid for by the Customer;
- (i) The Manager of Operations may refuse connection of any electrical Service built in a location not approved by the Manager of Operations, or not built to accepted standards;
- (j) The City will not supply transformation from one secondary voltage to another secondary voltage;
- (k) The City reserves the right to determine the supply voltage of all electrical Service connections;

2.3 Nominal Secondary Supply Voltages are:

- (a) From pole mounted transformers:
 - i. Single Phase – 120/240 volts, 3 wire, maximum 400 amperes.
 - ii. Three Phase - 120/208 volts, 4 wire, maximum 400 amperes transformation capacity.
 - iii. Three Phase - 347/600 volts, 4 wire, maximum 400 amperes transformation capacity.
- (b) From pad mounted transformers:

- i. Single Phase – 120/240 volts, 3 wire, maximum 800 amperes.
 - ii. Three Phase – 120/208 volts, 4 wire, maximum 500 kVA transformation capacity.
 - iii. Three Phase – 347/600 volts, 4 wire, maximum 2,500 kVA transformation capacity.
 - (c) Delta services are prohibited.
 - (d) For loads or supply voltages different from those listed in this Section (e.g. 277-480 volts), the Manager of Operations may require that a Customer supply their own transformation facilities and take service at the available primary voltage; or supply their own secondary voltage conversion transformation.
 - (e) All facilities and equipment to be connected to the City's facilities must be in a condition that is approved by the Manager of Operations. Installation must be carried out in a manner to ensure proper balancing of phases and circuits, and to ensure that the City's equipment is not endangered or that no abnormal voltage fluctuations are anticipated. All three-phase, four-wire facilities must be designed to prevent the load on the phase with the highest load exceeding that on the phase with the lowest load by more than ten (10%) percent.
- 2.4 Customer owned electrical facilities must not be extended across, under or over a street, lane, alley or other public or private space not owned by the Customer for the purpose of servicing more than one Premise through one meter.
- 2.5 It is the Customer's sole responsibility to obtain any easements or statutory rights of way required by the City or others, to permit the installation of an electrical Service.
- 3.0 Electrical Utility Extension**
- 3.1 The Manager of Operations is not required to approve any New Electrical Service Application in respect of any real property, where the connection cannot be made without an extension of the City's electrical service line, unless:
- (a) the City has first approved (and it is under no obligation to do so) the extension of that service line;
 - (b) the Owner has first paid to the City the cost estimated by the City to extend that service line, which cost shall include, without limitation, the cost of installing any poles or other works or appurtenances related to that service line extension; and

- (c) the Owner has first granted to the City, or ensured that others have granted to the City, statutory rights-of-way, satisfactory to the City over any property on which the service line is to be located that is not under the possession and control of the City.
- 3.2 Where the cost incurred by the City in extending a Service line to any real property exceeds the amount paid by the Owner of that real property under Section 3.1(b) of this Schedule, the Owner shall forthwith upon receiving a bill from the City pay to the City the amount of that excess, and where the amount paid by the Owner to the City under Section 3.1(b) of this Schedule exceeds the cost incurred by the City in extending the service line, the City shall pay the amount of the excess to the Owner.
- 3.3 Subject to Section 3.5 of this Schedule, where a property Owner pays for the extension of a service line under Section 3.1(b) of this Schedule and the extension has the capacity to serve land other than land owned by that property Owner, each property Owner whose property is subsequently connected to that extension shall pay to the City for each electrical service connection made within that extension, in addition to any other charges applicable under this Bylaw, the following amount, and the original property Owner who paid for the service line extension will be reimbursed the following amount:

		<u>1</u>
<i>Cost of service line extension paid by the original property owner</i>	X	<i>Sum of the possible service connections which could be made within the service line extension based on the City's bylaws regulating the subdivision of land, plus one (for original service)</i>

- 3.4 For the purpose of Section 3.3 of this Schedule, the number of possible service connections referred to in the calculation described in that Section is the number estimated by the Manager of Operations at the time the original property Owner applies for the service line extension.
- 3.5 Section 3.3 of this Schedule ceases to apply to a service line extension on the earlier of:
- (a) the day on which the property Owner who paid the cost of the service line extension has been reimbursed that cost less the amount obtained as a result of the calculation referred to in Section 3.3 of this Schedule, and
- (b) the day which is five (5) years after the day on which the service line extension is completed.

4. Electrical Energy Accounts

- 4.1 No person shall use electrical energy supplied by the City unless an Owner of real property to which that electrical energy has an Electrical Utility account in his or her name.

5. New Accounts

- 5.1 An Owner of real property to which electrical energy is being, or is capable of being supplied, may apply to the City to have an Electrical Utility account opened in his or her name by submitting to the City a completed Existing Electrical Account Application in a form provided by the City and by paying to the City, the existing service connection charge set out in Section 4.1 of "Schedule C".

6. Turning Off or On Existing Service

- 6.1 An Owner of real property may apply to have an existing electrical service turned off or on or a disconnected meter reconnected by submitting to the City a completed Existing Electrical Account Application in a form provided by the City and by paying to the City the existing service connection charge set out in Section 4.1 of "Schedule C".

7. Meter Reading

- 7.1 An Owner of real property or a person designated by the Owner as the agent, may apply to have an electrical meter read by submitting to the City a written request in the form provided by the City and by paying to the City the existing service connection charge set out in Section 4.1 of "Schedule C".

8. Refusal to Connect or Serve

- 8.1 The City may refuse to provide service to any person who has an unpaid account at any dwelling within the Service Area or who has otherwise failed to comply with any provision of this Bylaw.

9. Point of Delivery and Metering

- 9.1 For overhead secondary service connections, the point of delivery shall be where the Customer's circuit connects to the City's overhead system at the service mast (not including the attachment point or structure). For an underground secondary service the point of delivery shall be where the underground circuit enters the property owned or occupied by the Customer.
- 9.2 The metering of the Customer's load demand and energy consumption shall be done by facilities owned and provided by the City. The Customer shall, where

required, make all necessary provisions for the installation of the City's facilities, including any necessary wiring and fittings and boxes, to the satisfaction of the City and in accordance with all the applicable electrical inspection rules and safety requirements.

- 9.3 The Customer shall take all reasonable care to protect all meters and related apparatus belonging to the City on the Customer's premises and shall reimburse the City for any loss or damage occurrence to same except to the extent that the Customer is able to show that loss or damage was due to defects in such facilities or to omission or negligence on the part of the City's employees.
- 9.4 Where separate points of delivery exist for the supply of electricity to a single Customer or more than one meter is required to properly measure the load demands, consumption and power factors of the Customer's loads as supplied under the applicable rates Schedules, the readings of such meters will be billed separately unless their combination is specifically authorized by the City.

10. Removal of Hazardous Trees from Private Property

- 10.1 The City may without notice to, or the consent of the property Owner, as the case may be, enter at any reasonable time upon all lands and premises for the purpose of inspecting any trees, shrubs and other growths or any other obstacles which may in the City's sole discretion constitute a danger or a hazard to the electrical distribution system.
- 10.2 The City may give notice ("the Notice") to a property Owner, which would require the property Owner to remove, cut, top, prune, move, or otherwise deal with any trees, shrubs and other growths or any other obstacles on a one time or periodic basis that, in the City's sole discretion, may endanger or present a hazard, or become dangerous or hazardous to the electrical distribution system.
- 10.3 Unless the Notice expressly excludes the requirement to obtain approval in advance, a person will not undertake any works relating to any tree, shrub, or growth that is subject of the Notice, without the prior approval of the City, by filing a work plan, which is satisfactory to the City.
- 10.4 If the property Owner fails to comply with the requirements in the Notice within 20 days of the date of the Notice, or such other later date that may be specified in the Notice, to the satisfaction of the City, then the City may enter at any reasonable time upon the premises for the purpose of removing, cutting, topping, pruning, moving or otherwise dealing with any trees, shrubs and other growths or any other obstacles on a one time or periodic basis or otherwise as required by the Notice.
- 10.5 Notwithstanding the issuance of the Notice, the City may exercise its rights, powers and obligations under this Section to remove the trees, shrubs and other

growths or other obstacles that are the subject of the Notice, and the property Owner will compensate and be liable to the City for all costs and expenses incurred by the City in performing the works undertaken by the City.

- 10.6 The City may without notice to, or the consent of the property Owner, as the case may be, enter at any reasonable time upon all lands and premises for the purpose of cutting down any trees, shrubs and other growths or remove any other obstacles that, in the City's sole discretion present an immediate danger or hazard to the electrical distribution system.
- 10.7 The property Owner will be liable to the City for all costs and expenses incurred by the City in performing the works undertaken by the City pursuant to this Section.
- 10.8 If the property Owner, fails to comply with any Notice issued under this Section, or obstructs, resists, interferes or otherwise fails to cooperate with the City when the City is exercising its rights, under this bylaw, then the property Owner will be responsible, liable or otherwise held accountable for any and all costs, expenses, damages or injuries which are suffered or incurred by the City, its employees, agents, contractors, either directly or indirectly, or which result in damage to the electrical distribution system.
- 10.9 When exercising its rights under this bylaw, the City is not responsible, liable or otherwise accountable, either directly or indirectly, for any costs, expenses, damages or injuries that are suffered or incurred by any property Owner or person which are a result of:
- (a) its entry upon, occupation of or exit from any premises;
 - (b) its trespass on any premises or property;
 - (c) a nuisance created by it;
 - (d) an invasion of privacy committed by it; or
 - (e) its negligent actions or inactions .
- 10.10 Nothing in this Section or Bylaw shall be construed as imposing any additional duty, obligation or requirement on the City to remove, cut, top, prune, move, or otherwise maintain any trees, shrubs, growths or other obstacles that would not otherwise be imposed on the City and at all times, with or without notice, it is the customers responsibility to keep all the trees, shrubs and other growths or other obstacles clear of power lines or electrical infrastructure on the Customers private property.

11. Net Metering Services

- 11.1 Available for residential usage with solar (PV) installations of not more than 10 kVA.

- 11.2 Each net metering service requires a bi-directional meter which will be installed by the Grand Forks Manager of Operations at the owners cost. Energy in excess of the residence consumption will be purchased by the Electrical Utility at the residential sales rate subject to:
- (a) Energy surplus will be accumulated in each billing cycle and applied first to subsequent consumption.
 - (b) The first 4,000 kWh annual excess energy will be purchased at the residential rate in effect at the year end. Any energy in excess of 4,000 kWh will be purchased at the prevailing avoided cost of energy purchase.
 - (c) Any surplus over \$50 at year end will be paid to the customer.
 - (d) Any surplus of \$50 or less will be applied as an energy credit to the account.
 - (e) Grid interconnection must be made in accordance with the City's "Interconnection Requirements for Net Metering Power Producers Guidelines" document, provided by the City and amended from time to time.

SCHEDULE C

CITY OF GRAND FORKS
ELECTRICAL UTILITY RATES AND CONNECTION CHARGES

1. Residential Service

Available for residential usage in general including lighting, water heating, spaces heating and cooking.

- | | | |
|-----|--|---------------------|
| (a) | Basic minimum service charge: | \$16.46/month, plus |
| (b) | Electrical rate based on the actual consumption: | \$0.10344 per KWH |

2. Commercial/Industrial/Institutional Service

Available to all ordinary business, commercial, industrial, and institutional customers, including schools and hospitals, where electricity is consumed for lighting, cooking, space heating and single and three-phase motors. Customers requiring primary or secondary service beyond the normal single phase, 200 amp connection may be required to provide the necessary equipment and transformers, which may be situated on their property, at their own cost.

- | | | |
|-----|---|---------------------|
| (a) | Basic minimum service charge: | \$17.81/month, plus |
| (b) | Electrical rate per consumption for the first
200,000 KWH or less in a two-month billing period: | \$0.11069 per KWH |
| (c) | Electrical rate per consumption for all usage above
200,000 KWH in a two-month billing period: | \$0.08214 per KWH |

3. Seasonal Loads (minimum period of service is three months)

Available for irrigation and drainage pumping and other repetitive seasonal loads taking service specifically agreed to by the City. The Customer will be required to provide all necessary service drop improvements including any step-down transformers at their direct cost unless otherwise specifically agreed to in writing by the City.

- | | | |
|-----|--|---------------------|
| (a) | Basic minimum service charge: | \$17.04/month, plus |
| (b) | Electrical rate based on the actual consumption: | \$0.11069 per KWH |

4. Service Charges

4.1 Existing Service Connection and Reconnection Charges:

A fee of **\$50.00** (plus applicable taxes) shall apply to all applications involving the following:

- (a) the owner of real property wishes to establish a new electrical utility account in their name;
- (b) the owner of real property wishes to have the electrical meter read;
- (c) the owner of real property wishes to have the existing electrical service turned off and/or turned on;
- (d) the owner of real property wishes a reconnection of a meter after disconnection for violation of the Terms and Conditions contained in this bylaw; and
- (e) where an officer, employee or agent of the City returns to the Owner's real property to complete work that he or she was unable to complete on a previous attendance by reason of the Owner's failure to comply with Section 1.1(e) of "Schedule B."

This fee is designed to defray the costs involved with service calls, meter readings, account set-up and adjustments and billing preparation in addition to the normal cycle. The Customer will therefore be charged for all activity to amend existing accounts including when the Customer is required to pay the charges applicable for a New Electrical Service or Upgraded Service. If an existing service has been disconnected or salvaged due to inactivity (9 months or more) it will be treated as a new installation.

4.2 New Service Installations or Upgrading of Existing Service:

- (a) Basic Single Phase Overhead Connection
 - i) 200 amp service \$ 700.00
 - ii) 400 amp service \$1,700.00

The City will provide up to 30 meters of appropriate sized wire, do the connection on the customers service entrance, do the connection to the Cities distribution and install and supply the appropriate meter. All other required material and labour will be completed by the Customer.

- (b) Basic Single Phase Underground Connection (includes dip service)
 - i) 200 amp service \$ 1,230.00
 - ii) 400 amp service \$ 2,230.00

The City will provide up to 30 meters of appropriate sized wire, do the connection to the Cities distribution and install and supply the appropriate meter. All other required material and labour will be completed by the Customer.

- (c) All other services greater than 400 amp At Cost
- (d) Three Phase - Overhead/Underground At Cost

New development, whether residential or commercial, single phase or three phase services, requiring transformers and related equipment, shall be at the sole cost of the developer. All new service installations or upgrading of existing service costs are payable in advance of the installation and are subject to applicable taxes.

4.3 Temporary Construction Service

- (a) Temporary service - 100 amp or less \$250.00.

The City will make the connection to the City's distribution and install the appropriate meter. The Customer will supply and install all other required equipment

4.4 Meter Checking

All meters shall remain the property of the City and are subject to testing at regular intervals by the Electricity Meters Inspection Branch of the Canada Department of Consumer and Corporate Affairs, or a certified meter inspection facility, responsible for affixing government seals on meters. No seal shall be broken and if found so the account holder will be charged for any costs incurred by the City to rectify the issue.

If a customer doubts the accuracy of the meter serving his/her premises, he/she may request that it be tested. Such requests must be accompanied by a payment of the applicable charge as follows:

- (a) Meter removal charge and "in-house" inspection \$ 50.00.
- (b) Canada Department of Consumer and Corporate Affairs or a certified meter inspection facility, should it become necessary, shall be paid as determined by that Agency along with a \$50.00 administration charge.

If the meter fails to comply with the Electricity Meters Inspection Branch requirements and only if the meter is deemed to be overcharging, the City will refund the appropriate amount.

4.5 Estimation of Readings

The City may estimate energy consumption and maximum power demand from the best evidence available where a meter has not been installed or is found to be not registering or when the meter reader is unable to read the meter on his/her regular meter reading trip.

SCHEDULE D

CITY OF GRAND FORKS **ELECTRICAL BILLING AND COLLECTION REGULATIONS**

1. Billings and Payment of Accounts

- 1.1 Bills will be rendered on a basis of actual consumption, in accordance with the rates set out in "Schedule C".
- 1.2 Bills will be rendered on a bi-monthly basis and, will be issued as early as practical in the billing period following that for which the Customer's bill has been determined.
- 1.3 Bills are due and payable upon presentation. Accounts not paid by the "Due Date" imprinted on the statement shall be deemed to be in arrears.
- 1.4 Except as otherwise provided in this Bylaw, or in any amendments thereto, no money received by the City in payment of rates or charges chargeable under this Bylaw or under any amendments thereto, shall be applied to the payment of the rates or charges for the then current month, until all rates and charges which became due in previous months have been fully paid.
- 1.5 Any rates or charges that have come into arrears by the thirty-first (31st) day of December in the year imposed are deemed to be taxes in arrears and bear interest from said date at the rate specified in Section 245 of the Community Charter, as amended from time to time.

1.6 Equal Payment Plan

Upon application, the City will permit qualifying Customers to make equal monthly payments. The payments will be calculated to yield during the period ending in December, the total estimated amount that would be payable by the Customer calculated by applying the applicable rate, to the Customer's estimated consumption during the period. Customers may make application at any time of the year. All accounts will be reconciled in December.

A Customer will qualify for the plan provided the account is not in arrears and the Customer expects to be on the plan for at least one year.

The equal payment plan may be terminated by the Customer or the City if the Customer has not maintained satisfactory credit. The City deems credit to be unsatisfactory if for any reason two payments fail to be honoured.

On the reconciliation date, the amount payable to the City for electricity will be determined by subtracting the sum of equal payments from the actual consumption charges during the equal payment period. Any resulting amount owing by the Customer will be paid to the City. Any excess of payments over charges will be carried forward and included in the calculation of the equal payments for the next period. On termination of account and after the final bill has been calculated, any credit balance will be refunded to the Customer.

1.7 Penalty

A penalty, as set out in the City's Fees & Charges Bylaw, will be added to outstanding balances of all accounts after the due date. This provision does not apply to equal payment plan Customers.

1.8 Back-Billing

For the purposes of this Bylaw, back billing shall mean the billing or re-billing for services to a Customer because original billings are discovered to be either too high (over-billed) or too low (under-billed). The discovery may be made by either the Customer or the City.

Where metering or billing errors occur, the consumption shall be based upon the records of the City for the Customer, the Customer's own records to the extent they are available and accurate, or reasonable and fair estimates made by the City. Such estimates shall be on a consistent basis within each rate class or according to a contract with the Customer, if applicable.

If there are reasonable grounds to believe that the Customer has tampered with or otherwise used the service in an unauthorized way, or evidence of fraud, theft or other criminal act exists, then the extent of back-billing shall be for the duration of unauthorized use as determined solely by the Manager of Operations, subject to the applicable limitation period provided by law.

In addition, the Customer shall be liable for the direct administrative costs incurred by the City in the investigation of any incident of tampering, including the direct costs of repair, or replacement of equipment.

In a case of over-billing, the City may refund to the Customer all money incorrectly collected for the duration of the error, subject to the applicable limitation period provided by law.

In cases of under billing, the City may offer the Customer reasonable terms of repayment. If requested by the Customer, the repayment term may be equivalent in length to the back-billing period. The repayment may be interest free and in equal installments corresponding to the Customer's normal billing cycle.

However, delinquency in payment of such installments shall be subject to the usual late payment charge.

Subject to the rest of Section 1 of this Schedule, all bills will be sent to the Owner of real property to which electrical energy is supplied by the City.

An Owner of real property to which electrical energy is or may be supplied under this Bylaw may deliver to the City a request in writing, signed by that Owner, requesting that the City send electrical energy Bills relating to that real property to an occupier of that real property and where that occupier consents in writing to receive those electrical energy bills, the City may send the electrical energy bills to that occupier until:

- (a) the City becomes aware that the occupier has ceased to occupy that real property;
- (b) electrical energy service to that real property is discontinued; or
- (c) the Owner of that real property requests in writing that bills relating to that real property be sent to that Owner. Where electrical energy bills are sent to an occupier of real property under Section 1 of this Schedule, the Owner of that real property remains the Customer for the purposes of this Bylaw

2. Term of Service

Unless otherwise specifically provided for in these terms and conditions, the terms of service shall:

- (a) commence on the day that the City's supply is connected to the Customer's service installation and is capable of supplying their electricity needs; and
- (b) continue thereafter until cancelled by written notice given in advance by at least two business days by either party. The amount of the account outstanding upon cancellation shall be deemed due and payable immediately.

3. Application of Rates

All electrical Energy supplied by the Electric Utility to its appropriate Customer classifications shall be billed in accordance with the applicable rates as set out in "Schedule C" of this Bylaw or by other superseding amendment schedules which Council may from time to time decide to make effective.

In addition to payments for electricity, the Customer shall pay to the City the amount of any sales taxes, goods and services taxes, or any other tax or assessment levied by any competent taxing authority on any electricity delivered to the Customer.

CURRENT BYLAW

**CONSOLIDATED
VERSION**

THE CORPORATION OF THE CITY OF GRAND FORKS

Consolidated for Convenience
Not Official Version

ELECTRICAL UTILITY REGULATORY BYLAW NO. 1543

A BYLAW TO REGULATE AND CONTROL THE ELECTRICAL UTILITY OF THE CORPORATION OF THE CITY OF GRAND FORKS

Electrical Utility Regulatory Amendment Bylaw No. 1624, 2000
Electrical Utility Regulatory Amendment Bylaw No.1658, 2001
Electrical Utility Regulatory Amendment Bylaw No.1685, 2001
Electrical Utility Regulatory Amendment Bylaw No.1706, 2002
Electrical Utility Regulatory Amendment Bylaw No.1742, 2004
Electrical Utility Regulatory Amendment Bylaw No.1771, 2004
Electrical Utility Regulatory Amendment Bylaw No. 1797, 2006
Electrical Utility Regulatory Amendment Bylaw No. 1809, 2006
Electrical Utility Regulatory Amendment Bylaw No. 1824, 2007
Electrical Utility Regulatory Amendment Bylaw No. 1848, 2008
Electrical Utility Regulatory Amendment Bylaw No. 1861, 2008
Electrical Utility Regulatory Amendment Bylaw No. 1868, 2009
Electrical Utility Regulatory Amendment Bylaw No. 1896, 2010
Electrical Utility Regulatory Amendment Bylaw No. 1916, 2011
Electrical Utility Regulatory Amendment Bylaw No. 1921, 2011
Electrical Utility Regulatory Amendment Bylaw No. 1930, 2011
Electrical Utility Regulatory Amendment Bylaw No. 1944, 2013
Electrical Utility Regulatory Amendment Bylaw No. 1543-A1, 2014

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WHEREAS in accordance with Part 17, of the Municipal Act, Council may by bylaw regulate and control the Electrical Utility of the City of Grand Forks and impose rates, terms and conditions under which electricity service will be provided and supplied to all users and for the collection of rates for the service provided;

NOW THEREFORE, Council for the Corporation of the City of Grand Forks, in open meeting assembled, **ENACTS** as follows:

Title:

1. This bylaw may be cited, for all purposes, as the “**Electrical Utility Regulatory Bylaw No. 1543**”.

Repeal of Existing Bylaws:

2. Bylaw No. 1227, cited as “Electrical Utility Regulatory Bylaw No. 1227”, and all amendments thereto are hereby repealed.

Schedules:

3. The following schedules are attached to and form part of this bylaw:

Schedule A	- City Electrical Area
Schedule B	- Electrical Service Regulations
Schedule C	- Electrical Utility Rates and Connection Charges
Schedule D	- Electrical Billing and Collection Regulations

Definitions:

4. In this bylaw, unless otherwise required, the following definitions will apply:

Bi-Monthly	means every two-month period
City	means the Corporation of the City of Grand Forks
City Treasurer	means the City Treasurer appointed by the City or his/her authorized deputy.
Consumer or Customer	means an Owner of real property to which electrical energy is supplied by the City.
Council	means the elected Council of the Corporation of the City of Grand Forks.
Dwelling Unit	means one or more rooms used or intended to be used for residential accommodation for one or more persons when such rooms contain(s) kitchen, bathroom and sleeping facilities.
Electrical Utility	means the City’s electrical distribution system and includes all the structures, switchgear, transformers, poles, wires, cables, meters and related apparatus and facilities used in the receiving, distribution and measuring of electrical power and energy and which comprise the electrical distribution system. It also includes all land, easements, rights-of-way, buildings, vehicles, tools, <i>or other things</i> , which, by their necessity and usage, form an essential part of the electrical distribution system.

Premises	means the land occupied by the Customer together with any buildings, works, or improvements, which have been erected or constructed thereon.
Power Factor	means the percentage determined by dividing the Customer's demand measured in kilowatts by the same demand measured in kilovolt-amperes.
Rate or Rates	includes every toll, rate, security deposit, and interest on arrears or any other lawfully collectible charges which are applicable under this Bylaw for the provision and delivery of electricity in any form or services which are in any way related to the delivery of electricity.
Service	means the supply of electricity from the City to any premises, and where the context requires, the electrical utility necessary to and actually used for the purposes of the supply.
Service Area	means the area within the boundaries of the City currently serviced by the City's Electrical Utility, as outlined in Schedule "A".
Service Connections	means that portion of the distribution system facilities extending from the City's circuits on a public highway to the point of delivery. They include but are not necessarily limited to the following types: <ol style="list-style-type: none"> 1. "Drop Service" - That portion of an overhead service connection extending not more than 30 meters onto the Customer's property and not beyond the first intermediate support on such property. 2. "Dip Service" - A service connection provided from the City's overhead circuits that is underground where it crosses the Customer's property line. 3. "Underground Service" - A service connection provided from the City's underground circuits.
Service Entrance	means the point on the Customer's premises at which the connection point between the City's system and the Customer's system is located.

Superintendent of Public Works means the person appointed from time to time by the “City” to supervise the operations of the “Electrical Utility” or his authorized deputy or assistant.

Temporary Service means a service provided to meet a temporary need and does not include the supply of a periodical or seasonal service requirement that may occur at the same location.

Administration:

5. The Electrical Utility shall be administered jointly by the Electrical Department and the Treasury Department, *and* the management of such departments shall be directly responsible to the Administrator.

Treasury Department:

This department, under the control of the City Treasurer, shall be totally responsible for the business management of the Electrical Utility. The department will be responsible for the control and management of all financial matters pertaining to the operation of the Utility and preparation of budgets, financial statements pertaining to the Electrical Utility operation, and for the preparation of all bills and accounts, and the collection of same, all in accordance with the rates and charges outlined in Schedule “C”, and the billing and collection regulations outlined in Schedule “D”, attached to this bylaw.

Electrical Department:

This department, under the control of the Superintendent of Public Works shall be responsible for the construction, maintenance and operation of all the properties and physical plant owned or controlled by the City, which are necessary for and pertinent to the proper operation of the Electrical Utility. The Superintendent of Public Works shall also be responsible for all matters directly related to the supply of service to Customers of the Electrical Utility and the maintenance of good quality service to such Customers. He/She shall be responsible for determining that all works constructed by or for the Electrical Utility are in accordance with the latest applicable parts and additions of the Canadian Electrical Code and any additional requirements of the Inspector appointed under the provisions of the “Electrical Energy Inspection Act” of the Province of British Columbia. He/She shall also be responsible for ensuring, to the best of his ability, the safety of all employees of the Electrical Department and of the City who may be performing works related to the operation of the Electrical Utility. The Superintendent of Public Works, as head of the Electrical Department is responsible for the enforcement of the “Electrical Service Regulations, as outlined in “Schedule B” of this bylaw. He/She shall also be responsible for seeing that all the works installed, constructed, altered,

repaired or maintained for the Electrical Utility are done in such a manner as will cause minimal damage or danger to life or property of the public at large. He shall be responsible at all times to the Administrator.

Terms and Conditions:

6. The City's Responsibilities:

The City will endeavour to provide a regular and uninterrupted supply of electricity but it does not guarantee a constant supply of electricity or the maintenance of unvaried frequency or voltage and shall not be responsible or liable for any loss, injury damage or expense caused by or resulting from any interruption, termination, failure or defect in the supply of electricity, whether caused by the negligence of the City, its servants or agents, or otherwise unless the loss, injury, damage or expense is directly resulting from the willful misconduct of the City, its servants or agents, provided, however, that the City, its servants and agents are not responsible for any loss of profit, loss of revenues or other economic loss even if the loss is directly resulting from the willful misconduct of the City, its servants or agents.

The Customer's Responsibilities:

Every Customer shall comply with the terms and conditions set out in Schedule "B".

Every Customer shall pay for the service in accordance with the rates and charges outlined in Schedule C of this bylaw.

The Customer also agrees to pay for the service based on the Electrical Billing and Collection Regulations, outlined in "Schedule D" of this bylaw.

If a Customer does not pay the fees and charges, outlined in all portions of this bylaw, on or before December 31st in the year that the rates or charges were due and payable, then those rates and charges will be added to and form part of the taxes payable on the property as taxes in arrears.

The Customer is responsible for supplying all the information necessary to properly determine the service requirements.

The Customer shall be responsible for the installation of the service entrance and the meter location, which shall be located at a point satisfactory to the City.

Violations and Penalties:

7. Any person guilty of any violation or infraction of any of the provisions of this Bylaw (whether expressly declared or not), shall be liable, upon conviction, to a fine of not more than Two Thousand (\$2,000.00.) Dollars. The penalties imposed under this sub-section supplement and are not a substitute for any other remedy to an infraction of this bylaw.

Application:

8. This bylaw applies to all lands within the Service Area.

Severability:

9. If any section, sub-section, clause, sub-clause or phrase of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this bylaw.

Effective Date:

10. This bylaw shall come into force and effect on January 1, 1999.

Read a **FIRST** time this 8th day of September, 1998.

Read a **SECOND** time this 8th day of September, 1998.

Read a **THIRD** time this 5th day of October, 1998.

THIRD READING rescinded this 7th day of December, 1998.

Read a **THIRD** time, as amended, this 7th day of December, 1998.

FINALLY ADOPTED this 21st day of December, 1998.

Brian Taylor - Mayor

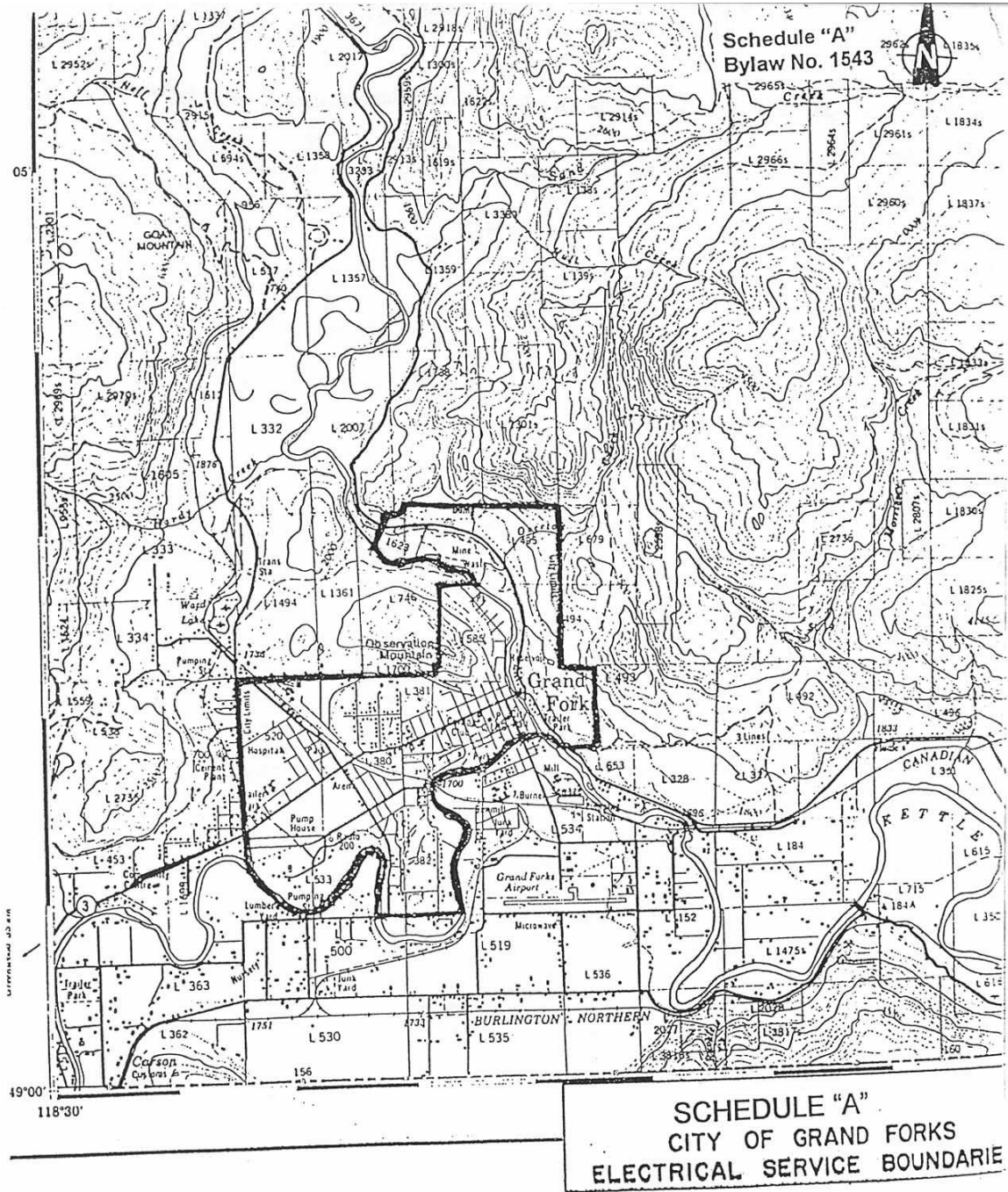
J. Lynne Burch - Clerk

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1543,
as passed by the Municipal Council of the City of Grand Forks
on the 21st day of December, 1998.

Clerk of the Municipal Council of the
City of Grand Forks

Schedule "A"
Bylaw No. 1543



ELECTRICAL SERVICE REGULATIONS

B.1 Terms and Conditions of Use and Supply of Electrical Energy:

- i) Every Customer shall, in respect of any real property of that Customer to which electrical energy is supplied by the City,
 - (a) pay to the City, in accordance with the rates and charges set out in Schedule "C" and in accordance with Schedule "D", for the electrical energy supplied by the City to that real property,
 - (b) ensure that electrical energy supplied by the City to that real property is not used for any purpose other than the purpose identified in the application for service relating to that real property,
 - (c) not damage, and shall ensure that occupiers of or invitees to that real property do not damage, any electrical equipment or facilities installed by the City on that real property,
 - (d) ensure that nothing is done on that real property, including without limitation an alteration of wiring, that will or may appreciably change the amount or nature of the load imposed on the Electrical Utility, without the prior consent of the Superintendent of Public Works,
 - (e) ensure that officers, employees and agents of the City have safe and unobstructed access on that real property at all reasonable times for the purpose of ensuring that this Bylaw is being complied with, testing the Owner's electrical energy system, or carrying out any other activity that is necessary for the proper operation of the Electrical Utility.
 - (f) where an officer, employee or agent of the City returns to the Owner's real property to complete work that he or she was unable to complete on a previous attendance by reason of the Owner's failure to comply with section 1(e) of this Bylaw, pay to the City the charge set out in Section C.6 of Schedule "C" as a return visit charge,

- (g) ensure that the power factor applicable to the delivery of electrical energy to that real property is not lower than 90%,
 - (h) ensure that single phase motors rated larger than two (2)horsepower are not used on 120 volt circuits without the prior written consent of the Superintendent of Public Works,
 - (i) ensure that motors of 20 horsepower or larger are equipped with reduced voltage starters or other devices approved in writing by the Superintendent of Public Works, unless otherwise authorized in writing by the Superintendent of Public Works,
 - (j) ensure that 120 volt circuits are connected so as to balance as nearly as possible the currents drawn from the circuits at the point of deliver,
 - (k) ensure that space heating units having a rating of 3 kw or larger are individually thermostatically controlled and that no single in-line thermostat is used to control more than 6 kw of rated capacity,
 - (l) ensure that the phase heating units controlled by one switch or thermostat have no more than 25 kw of rated capacity, and
 - (m) ensure that no facilities capable of generating electricity are installed on that real property, unless those facilities are at all times electrically isolated from the Electrical Utility and are incapable of being operated in parallel within the Electrical Utility.
2. The City shall retain full title to all electrical equipment and facilities, including without limitation electrical meters, installed by the City for the purpose of supplying electrical energy under this Bylaw.

3. The City may discontinue the supply of electrical energy to any real property,
 - (a) where the Owner of that real property has failed to comply with any provision of this Bylaw,
 - (b) where, in the opinion of the Superintendent of Public Works, the continued supply of electrical energy to that real property would or might be harmful to the Electrical Utility, create an unreasonable demand on that system, or create an abnormal or unacceptable fluctuation of the line voltages of that system.
 - (c) where discontinuance is necessary to enable the City to repair or maintain the Electrical Utility, or
 - (d) where by reason of a shortage of supply or otherwise, the City considers that it cannot practically continue to supply electrical energy to that real property.
4. The City may, from time to time, conduct tests of any Customer's power factor, and where that power factor is found by the City to be lower than 90%, the Customer shall, within 30 days of a written request to do so from the City, install at his or her expense, power factor corrective equipment acceptable to the Superintendent of Public Works.
5. Every Customer is liable for, and shall pay to the City forthwith after receiving an invoice setting out those costs, any costs incurred by the City in repairing any damage caused to the Electrical Utility or to any equipment or facilities installed by the City on that Customer's real property, where the damage occurs as a result of the failure of the Customer to comply with any provision of this bylaw.

B.2 New Service Connections:

6. No person may connect any electrical energy lines or works to the Electrical Utility unless

(a) the Owner of the real property to be supplied with electrical energy as a result of that connection has first

Bylaw 1848

i) *submitted to the City a complete New Electrical Service Application in the form provided by the City.*

ii) paid the New Electrical Service Application fee that is identified in Schedule "C" of this Bylaw as the fee applicable to the type of connection identified in the New Electrical Services Application, and

iii) provided evidence satisfactory to the Superintendent of Public Works that he or she has obtained every permit and approval, including the approval of a provincial electrical inspector, that he or she is required under any enactment to obtain before making the connection,

(b) the Superintendent of Public Works has approved the New Electrical Service Application referred to in paragraph (a) by signing and returning a copy of that application to the Owner.

(c) the person making the connection is the Owner of the real property to be supplied with electrical energy as a result of that connection or a person authorized in writing by that Owner to make the connection,

(d) the person making the connection is, in the opinion of the Superintendent of Public Works, qualified to do so, and

(e) the connection is made under the supervision of, and where applicable pursuant to the direction of City employees or contractors.

B.3 Electrical Utility Extension:

7. The Superintendent of Public Works is not required to approve any New Electrical Service Application in respect of any real property, where the connection cannot be made without an extension of the City’s electrical service line, unless
 - (a) the City has first approved (and it is under no obligation to do so) the extension of that service line,
 - (b) the Owner has first paid to the City the cost estimated by the City to extend that service line, which cost shall include, without limitation, the cost of installing any poles or other works or appurtenances related to that service line extension, and
 - (c) the Owner has first granted to the City, or ensured that others have granted to the City, statutory rights-of-way, satisfactory to the City over any property on which the service line is to be located that is not under the possession and control of the City.
8. Where the cost incurred by the City in extending a Service line to any real property exceeds the amount paid by the Owner of that real property under section 7(b), the Owner shall forthwith upon receiving a bill from the City pay to the City the amount of that excess, and where the amount paid by the Owner to the City under Section 7(b) exceeds the cost incurred by the City in extending the service line, the City shall pay the amount of the excess to the Owner.
9. Subject to Section 11, where a property Owner pays for the extension of a service line under s. 7(b) and the extension has the capacity to serve land other than land owned by that property Owner, each property Owner whose property is subsequently connected to that extension shall pay to the City for each electrical service connection made within that extension, in addition to any other charges applicable under this Bylaw, the following amount, and the original property Owner who paid for the service line extension will be reimbursed the following amount:

<p>cost of service line extension paid by the original property Owner</p>	X	<p>sum of the number of possible service connections which could be made within the service line extension, based on the City's bylaws regulating the subdivision of land, plus one (for the original service)</p>
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10. For the purpose of Section 9, the number of possible service connections referred to in the calculation described in that section is the number estimated by the Superintendent of Public Works at the time the original property Owner applies for the service line extension.
11. Section 9 ceases to apply to a service line extension on the earlier of:
 - (a) the day on which the property Owner who paid the cost of the service line extension has been reimbursed that cost less the amount obtained as a result of the calculation referred to in Section 9, and
 - (b) the day which is five (5) years after the day on which the service line extension is completed.

B.4 Electrical Energy Accounts:

12. *No person shall use electrical energy supplied by the City unless an Owner of real property to which that electrical energy has an electrical utility account in his or her name.*

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13. *Deleted by Bylaw 1848.*

B.5 New Accounts:

14. *An Owner of real property to which electrical energy is being, or is capable of being supplied, may apply to the City to have an electrical utility account opened in his or her name by submitting to the City a completed Existing Electrical Account Application in the form provided by the City and by paying to the City, the existing service connection charge set out in Section C.1 of Schedule "C".*

Bylaw 1848

B.6 Turning Off or On Existing Service:

Bylaw 1848

15. *An Owner of real property may apply to have an existing electrical service turned off or on or a disconnected meter reconnected by submitting to the City a completed Existing Electrical Account Application in the form provided by the City and by paying to the City the existing service connection charge set out in Section C.1 of Schedule "C".*

B.7 Meter Reading

Bylaw 1848

16. *An Owner of real property or a person designated by the Owner as agent may apply to have an electrical meter read by submitting to the City a written request in the form provided by the City and by paying to the City the existing service connection charge set out in Section C.1 of Schedule "C".*

B.8 Refusal to Connect or Serve:

17. The City may refuse to provide service to any person who has an unpaid account at any dwelling within the Service Area or who has otherwise failed to comply with any provision of this Bylaw.

B.9 Point of Delivery and Metering:

For overhead service connections, the point of delivery shall be where the Customer's circuit connects to the City's overhead system. For underground service the point of delivery shall be where the underground circuit enters the property owned or occupied by the Customer unless otherwise stated in the service application and agreed to in writing by the City.

The metering of the Customer's load demand and energy consumption shall be done by facilities provided by the City.

The Customer shall, where required, make all necessary provisions for the installation of the City's facilities, including any necessary wiring and fittings and boxes, to the satisfaction of the City and in accordance with all the applicable electrical inspection rules and safety requirements. The Customer shall take all reasonable care to protect all meters and related apparatus belonging to the City on the Customer's premises and shall reimburse the City for any loss or damage occurrence to same except to

the extent that the Customer is able to show that loss of damage was due to defects in such facilities or to omission or negligence on the part of the City’s employees.

Where separate points of delivery exist for the supply of electricity to a single Customer or more than one meter is required to properly measure the load demands, consumption and power factors of the Customer’s loads as supplied under the applicable rates schedules, the readings of such meters will be billed separately unless their combination is specifically authorized by the City.

B.10 Removal of Hazardous Trees From Private Property:

In this section, the following definitions will apply:

Electrical Distribution System means any physical materials and implements used in, or necessarily incidental to the supply, distribution or use of electrical energy for any purpose within the Service Area.

Property Owner means the registered owner of an estate in fee simple, including a tenant for life under a registered life estate, a registered holder of the last registered agreement for sale, a holder or occupier of land held in the manner mentioned in Sections 356 and 357 of the Municipal Act, and which is the most recent registered Owner on the B.C. Assessment Roll.

The City may without notice to, or the consent of the property Owner, as the case may be, enter at any reasonable time upon all lands and premises for the purpose of inspecting any trees, shrubs and other growths or any other obstacles which may in the City’s sole discretion constitute a danger or a hazard to the electrical distribution system. The City may give notice (“the Notice”) to a property Owner, which would require the property Owner to remove, cut, top, prune, move, or otherwise deal with any trees, shrubs and other growths or any other obstacles on a one time or periodic basis that, in the City’s sole discretion, may endanger or present a hazard, or become dangerous or hazardous to the electrical distribution system. Unless the Notice expressly excludes the requirement to obtain approval in advance, a person will not undertake any works relating to any tree, shrub, or growth that is subject of the Notice, without the prior approval of the City, by filing a work plan, which is satisfactory to the City.

If the property Owner fails to comply with the requirements in the Notice within 20 days of the date of the Notice, or such other later date that may be specified in the Notice, to the satisfaction of the City, then the City may enter at any reasonable time upon the premises for the purpose of removing, cutting, topping, pruning, moving or otherwise dealing with any trees, shrubs and other growths or any other obstacles on a one time or periodic basis or otherwise as required by the Notice. Notwithstanding the issuance of the Notice, the City may exercise its rights, powers and obligations under this Section to remove the trees, shrubs and other growths or other obstacles that are the subject of the Notice, and the property Owner will compensate and be liable to the City for all costs and expenses incurred by the City in performing the works undertaken by the City.

The City may without notice to, or the consent of the property Owner, as the case may be, enter at any reasonable time upon all lands and premises for the purpose of cutting down any trees, shrubs and other growths or remove any other obstacles that, in the City’s sole discretion present an immediate danger or hazard to the electrical distribution system. The property Owner will be liable to the City for all costs and expenses incurred by the City in performing the works undertaken by the City pursuant to this Section.

If the property Owner, fails to comply with any Notice issued under this section, or obstructs, resists, interferes or otherwise fails to cooperate with the City when the City is exercising its rights, under this bylaw, then the property Owner will be responsible, liable or otherwise held accountable for any and all costs, expenses, damages or injuries which are suffered or incurred by the City, its employees, agents, contractors, either directly or indirectly, or which result in damage to the electrical distribution system.

When exercising its rights under this bylaw, the City is not responsible, liable or otherwise accountable, either directly or indirectly, for any costs, expenses, damages or injuries that are suffered or incurred by any property Owner or person which are a result of:

- its entry upon, occupation of or exit from any premises
- its trespass on any premises or property
- a nuisance created by it; or
- an invasion of privacy committed by it; or
- its negligent actions or inactions

Nothing in this section or bylaw shall be construed as imposing any additional duty, obligation or requirement on the City to remove, cut, top, prune, move, otherwise maintain any trees, shrubs, growths or other obstacles that would not otherwise be imposed on the City.

SCHEDULE "C"

SERVICE CHARGES

ELECTRICAL UTILITY RATES AND CONNECTION CHARGES

RESIDENTIAL SERVICE

AVAILABILITY: *Available for residential usage in general including lighting, water heating, spaces heating and cooking.*

**MONTHLY RATE
FOR EACH SERVICE:** *A basic minimum service charge of \$16.46 per month and the following rate based on the actual consumption.*

\$0.10344 per KWH

COMMERCIAL / INDUSTRIAL / INSTITUTIONAL SERVICE

AVAILABILITY: *Available to all ordinary business, commercial, industrial, and institutional customers, including schools and hospitals, where electricity is consumed for lighting, cooking, space heating and single and three-phase motors. Customers requiring primary or secondary service beyond the normal single phase, 200 amp connection may be required to provide the necessary equipment and transformers, which may be situated on their property, at their own cost and the customer may be required to bear all maintenance and service costs related thereto throughout the life of the service, unless otherwise specifically agreed to by the City.*

**MONTHLY RATE
FOR EACH SERVICE:** *A basic minimum service charge of \$17.81 per month and the following rate based on actual consumption,*

***\$0.11069 per KWH for the first 200,000 KWH or less
consumed in a two-month billing period***

***\$0.08214 per KWH for all usage above 200,000 KWH
consumed in a two month billing period***

“SCHEDULE C” cont’d

SEASONAL LOADS

AVAILABILITY: *Available for irrigation and drainage pumping and other repetitive seasonal loads taking service specifically agreed to by the City. The Customer will be required to provide all necessary service drop improvements including any step-down transformers at their direct cost unless otherwise specifically agreed to in writing by the City.*

**MONTHLY RATE
FOR EACH SERVICE:** *A basic minimum service charge of \$17.04 per month (minimum period of service will be three months) and the following rate based on actual consumption.*

\$0.11069 per KWH

SERVICE CHARGES

C.1 Existing Service Connection and Reconnection Charges:

The fee for making a standard new utility billing account application shall be \$30.00 (plus applicable taxes). This fee shall apply to all applications involving the following:

- i) the owner of real property wishes to establish a new electrical utility account in their name
- ii) the owner of real property wishes to have the electrical meter read
- iii) the owner of real property wishes to have the existing electrical service turned off or turned on
- iv) the owner of real property wishes a reconnection of a meter after disconnection for violation of the Terms and Conditions contained in this bylaw.

This existing service connection fee is designed to defray the costs involved with meter readings, account set-up and adjustments and billing preparation in addition to the normal cycle. They will therefore be charged for all activity to amend existing accounts including when the Customer is required to pay the charges applicable for a New Connection or Upgraded Service.

“SCHEDULE C” cont’d

C.2 New Service Installations or Upgrading of Existing Service:

Basic Overhead *Connection* - 200 amp service or less (single phase)

At cost by City-authorized contractor, plus 15%

Basic Underground *Connection* - 200 amp service or less (single phase)

At cost by City-authorized contractor, plus 15%

Three Phase - *Overhead/Underground*

At cost by City-authorized contractor, plus 15%

New development, whether residential or commercial, single phase or three phase services, requiring transformers and related equipment, shall be at the sole cost of the developer.

Dip Service (only at the discretion of the City)

- installation at the service entrance
- customer to supply all required materials and is responsible for all costs related to the installation.

At cost by City-authorized contractor, plus 15%

At the discretion of the City, where a customer desires to take underground service from the City’s overhead lines, such customers may, at their own expense, make an approved underground service connection to a pole designated by the City and supply all the necessary conduit cable and other material required to run up the pole to the service head, provided all work on the pole is supervised by the City’s employees. City Crews will work in conjunction with the customer’s contractor.

An exception shall be made when existing City services are to be placed underground, in which case the City shall decide the allocation of costs.

C.3 Temporary Service:

Temporary service shall be made available upon completion of the property application and the payment to the City of \$100.00.

“SCHEDULE C” cont’d

C.4 Meter Checking:

All meters shall remain the property of the City and are subject to testing at regular intervals by the Electricity Meters Inspection Branch of the Canada Department of Consumer and Corporate Affairs, or certified meter inspection facility. That department is responsible for affixing the seals on the meters and no such seal shall be broken without specific assent the department.

If a customer doubts the accuracy of the meter serving his premises, he/she may request that it be tested. Such requests must be accompanied by a payment of the applicable charge as set out in the following schedule.

1. Meter removal charge and “in-house” inspection \$ 50.00
2. Canada Department of Consumer and Corporate Affairs or a certified meter inspection facility, should it become necessary, shall be paid as determined by that Agency along with a \$50.00 administration charge.

If the meter fails to comply with the Electricity Meters Inspection Branch requirements and only if the meter is deemed to be overcharging, the City will refund charges made in accordance with the foregoing schedule.

The Inspection Branch will consider the appropriate adjustment applicable to the customer’s account and will notify the City of the amount to be remitted to the customer.

C.5 Estimation of Readings:

The City may estimate energy consumption and maximum power demand from the best evidence available where a meter has not been installed or is found to be not registering or when the meter reader is unable to read the meter on his regular meter reading trip.

If the employees of the City are required to return to a residence to carry out their duties in the operation of the electrical utility, in accordance with Section B.1(f) of this bylaw, a service charge in the amount of \$50.00 will be levied to the property owner.

SCHEDULE “D”

ELECTRICAL BILLING AND COLLECTION REGULATIONS

D. 1 Billings and Payment of Accounts:

Bills will be rendered on a basis of actual consumption, in accordance with the rates set out in Schedule “C”.

Bills will be rendered on a bi-monthly basis and, will be issued as early as practical in the billing period following that for which the Customer’s bill has been determined.

Bills are due and payable upon presentation. Accounts not paid by the “Due Date” imprinted on the statement shall be deemed to be in arrears.

Except as otherwise provided in this bylaw or in any amendments thereto, no money received by the City in payment of rates or charges chargeable under this bylaw or under any amendments thereto, shall be applied to the payment of the rates or charges for the then current month, until all rates and charges which became due in previous months have been fully paid.

Any rates which have become in arrears by the thirty-first (31st) day of December in the year imposed are deemed to be taxes in arrears and bear interest from said date at the rate specified in Section 379 of the Municipal Act.

i) Equal Payment Plan

Upon application, the City will permit qualifying Customers to make equal monthly payments. The payments will be calculated to yield during the period ending in December, the total estimated amount that would be payable by the Customer calculated by applying the applicable rate, to the Customer’s estimated consumption during the period. Customers may make application at any time of the year. All accounts will be reconciled in December.

SCHEDULE “D” cont’d

A Customer will qualify for the plan provided the account is not in arrears and the Customer expects to be on the plan for at least one year.

The equal payment plan may be terminated by the Customer or the City if the Customer has not maintained satisfactory credit. The City deems credit to be unsatisfactory if for any reason two payments fail to be honoured. On the reconciliation date, the amount payable to the City for electricity will be determined by subtracting the sum of equal payments from the actual consumption charges during the equal payment period. Any resulting amount owing by the Customer will be paid to the City. Any excess of payments over charges will be carried forward and included in the calculation of the equal payments for the next period. On termination of account and after the final bill has been calculated, any credit balance will be refunded to the Customer.

ii) *Penalty*

A penalty of 2% per month will be added to outstanding balances of all accounts after the due date. This provision does not apply to equal payment plan Customers.

iii) *Back-Billing*

For the purposes of this bylaw, back billing shall mean the billing or re-billing for services to a Customer because original billings are discovered to be either too high (over-billed) or too low (under-billed). The discovery may be made by either the Customer or the City.

Where metering or billing errors occur, the consumption shall be based upon the records of the City for the Customer, the Customer’s own records to the extent they are available and accurate, or reasonable and fair estimates made by the City. Such estimates shall be on a consistent basis within each rate class or according to a contract with the Customer, if applicable.

If there are reasonable grounds to believe that the Customer has tampered with or otherwise used the service in an unauthorized

SCHEDULE “D” cont’d

way, or evidence of fraud, theft or other criminal act exists, then the extent of back-billing shall be for the duration of unauthorized use, subject to the applicable limitation period provided by law. In addition the Customer shall be liable for the direct administrative costs incurred by the City in the investigation of any incident of tampering, including the direct costs of repair or replacement of equipment.

In a case of over-billing, the City may refund to the Customer all money incorrectly collected for the duration of the error, subject to the applicable limitation period provided by law.

In cases of under billing, the City may offer the Customer reasonable terms of repayment. If requested by the Customer, the repayment term may be equivalent in length to the back-billing period. The repayment may be interest free and in equal installments corresponding to the Customer's normal billing cycle. However delinquency in payment of such installments shall be subject to the usual late payment charge.

Subject to the rest of this Section D.1, all bills will be sent to the Owner of real property to which electrical energy is supplied by the City.

An Owner of real property to which electrical energy is or may be supplied under this Bylaw may deliver to the City a request in writing, signed by that Owner, requesting that the City send electrical energy Bills relating to that real property to an occupier of that real property and where that occupier consents in writing to receive those electrical energy Bills, the City may send the electrical energy bills to that occupier until:

- (a) the City becomes aware that the occupier has ceased to occupy that real property,*
- (b) electrical energy service to that real property is discontinued; or*
- (c) the Owner of that real property requests in writing that bills relating to that real property be sent to that Owner. Where electrical energy bills are sent to an occupier of real property under this Section D.1, the Owner of that real property remains the Customer for the purposes of this bylaw.*

SCHEDULE “D” cont’d

D.2 Term of Service:

Unless otherwise specifically provided for in these terms and conditions, the terms of service

- (1) shall commence on the day that the City’s supply is connected to the Customer’s service installation and is capable of supplying their electricity needs; and*
- (2) shall continue thereafter until cancelled by written notice given in advance by at least two business days by either party. The amount of the account outstanding upon cancellation shall be deemed due and payable immediately.*

D.3 Application of Rates:

All electrical Energy supplied by the Electric Utility to its appropriate Customer classifications shall be billed in accordance with the applicable rates as set out in Schedule “C” of this bylaw or by other superseding amendment schedules which Council may from time to time decide to make effective.

In addition to payments for electricity, the Customer shall pay to the City the amount of any sales taxes, goods and services taxes or any other tax or assessment levied by any competent taxing authority on any electricity delivered to the Customer.

SCHEDULE “E” repealed by Bylaw 1848.

SCHEDULE “F” repealed by Bylaw 1848.