

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

**Monday, August 17, 2015, 7:00 pm
7217 - 4th Street, City Hall**

	<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	August 17th, 2015, Regular Meeting agenda	THAT Council adopt the August 17th, 2015, Regular Meeting agenda as presented.
3.	<u>MINUTES</u>		
	a) Adopt minutes Minutes - COTW - July 20th, 2015 - Not Adopted.pdf	July 20th, 2015, Committee of the Whole minutes	THAT Council adopt the July 20th, 2015, Committee of the Whole minutes as presented.
	b) Adopt minutes Minutes - Public - July 20th, 2015 - Not Adopted.pdf	July 20th, 2015, Public Hearing minutes	THAT Council adopt the July 20th, 2015, Public Hearing minutes as presented.
	c) Adopt minutes Minutes - Regular - July 20th, 2015 - Not Adopted.pdf	July 20th, 2015, Regular minutes	THAT Council adopt the July 20th, 2015, Regular minutes as presented.
	d) Adopt minutes Minutes - Special - July 30th, 2015 - Not Adopted.pdf	July 30th, 2015, Special minutes	THAT Council adopt the July 30th, 2015, Special minutes as presented.
4.	<u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5.	<u>UNFINISHED BUSINESS</u>		
6.	<u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u>		
	a) Corporate Officer's Report RFD - Proc. Bylaw-CAO - Rpts., Questions, & Inquiries from Council.pdf Mayor Konrad Report.pdf Councillor Thompson Report.pdf	Written reports of Council	THAT all written reports of Council be received.

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

- a) Corporate Officer's Report
[RFD - Proc. Bylaw-Council - RDKB
Council's Rep..pdf](#)

Verbal report from Council's
representative to the
Regional District of Kootenay
Boundary

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

8. **RECOMMENDATIONS FROM STAFF FOR
DECISIONS**

- a) Deputy Corporate
Officer/Communications
[RFD - Corp Services -
Communications Policy and
Procedures.pdf](#)

Communications Policy and
Procedures

THAT Council receive the
draft Communications Policy
and Procedures and
determines to move forward
with public consultation and a
Council workshop as next
steps in its development.

- b) Manager of Operations
[RFD - Mgr. of Operations - Dog Park
Update.pdf](#)

Grand Forks Dog Park
update

THAT Council select the level
of support for the Dog Park
group from the City; and
FURTHER THAT Council
approves amending the 2015
Financial Plan from Surplus
to include the construction.

- c) Manager of Operations
[RFD - Mgr. of Operations - EV
Charging Station.pdf](#)

EV Charging Station

THAT Council proceed with
the EV Charging Station
Project in the downtown area
of Grand Forks; and
FURTHER THAT Council
approves amending the 2015
Financial Plan from Surplus
to include the installation
costs of \$5,000.00

- d) Manager of Operations
[RFD - Mgr. of Operations - Water
Regulations Bylaw No. 1973 &
2014.pdf](#)

Water Regulations Bylaw No.
1973 and Bylaw 2014

THAT Council repeal Bylaw
No. 1973 and Bylaw No. 2014
simultaneously to allow for
amended Bylaw No. 1973-A1
to be implemented in their
place.

- e) Manager of Operations
[RFD - Mgr. of Operations - Water
Regulations Bylaw No. 1973-A1.pdf](#)

Water Regulations Bylaw No.
1973-A1

THAT Council amend the
Bylaw to allow new timelines
to complete the Universal
Water Metering Program by
December 31, 2015, and
housekeeping items.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- | | | |
|--|---|---|
| a) Jess F. Kraus
SOII - Kraus, Jess re Archival Services Staff.pdf | Letter regarding the archival services staff at the Boundary Museum & Interpretive Centre | THAT Council receive for information and direct staff to send a copy of the letter to the Boundary Museum |
| b) Cowichan Energy Alternatives Society
SOII - Cowichan Energy Alternatives Society - Becoming Carbon Neutral.pdf | Information to educate on alternative options to becoming carbon neutral | THAT Council receive for information |

11. **BYLAWS**

- | | | |
|---|---|---|
| a) Manager of Building Inspections & Bylaw Services
Bylaw - Mgr. of Bylaw Serv.-MTI Bylaw 1957 (Final reading Schedule 12).pdf | Introduction of the Schedule 12 - A3, Amendment to the Municipal Ticketing & Information Bylaw No. 1957 | THAT Council give the Municipal Ticketing & Information Bylaw No. 1957, Schedule 12, final reading at the August 17, 2015, Regular Meeting of City Council. |
| b) Manager of Building Inspections & Bylaw Services
Bylaw - Mgr. of Bylaw Serv.-Noise Bylaw 1963 (Final Reading).pdf | Noise Control Bylaw Amendment | THAT Council give the Noise Control Bylaw Amendment 1963 A-1 final reading at the August 17th, 2015, Regular Meeting of City Council. |
| c) Manager of Building Inspections & Bylaw Services
Bylaw - Mgr. of Bylaw Serv.-Water Restrictions Bylaw 1973 A-1.pdf | Water Restrictions Bylaw No. 1973 A-1, amendment to include, under Section 12 Offences and Prohibitions a new clause, <i>12.12 Any Person who contravenes any of the provisions of the Stage 1 through Stage 4 Watering Restrictions may be subject to a fine as described in Schedule 12 - A3 of the Municipal Ticketing and Information Bylaw No. 1957.</i> | THAT Council receive the report from the Bylaw Enforcement Officer and to consider giving the first three readings of the Water Restrictions Bylaw No. 1973, A-1 at the August 17th, 2015, Regular Meeting of City Council. |

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

Monday, July 20th, 2015

**NOT ADOPTED
SUBJECT TO CHANGE**

PRESENT: MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
MANAGER OF BUILDING AND
BYLAW SERVICES
MANAGER OF OPERATIONS
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
D. Heinrich

W. Kopan
D. Reid
D. Heriot
D. Popoff

GALLERY

ABSENT: COUNCILLOR NEIL KROG
COUNCILLOR MICHAEL WIRISCHAGIN

CALL TO ORDER

RESOLVED THAT the Mayor called the COTW Meeting to order at 9:01 am

CARRIED.

COMMITTEE OF THE WHOLE AGENDA

- a) Adopt agenda
July 20th, 2015, COTW

MOTION: THOMPSON

Adopt agenda as presented.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

- a) Donna Semenoff
Information in making a decision about how our City wishes to promote water conservation

Mayor Konrad declares at this time that he wishes to recuse himself and is not entitled to participate in the discussion or vote on the next item of business before this meeting, by reason of advisement from the Corporation's lawyers, Young Anderson, based on their opinion of a perceived indirect pecuniary conflict of interest, directed at himself.

Also based on their advisement, that the remainder of Council should encourage him to recuse himself.

Furthermore, he wishes to invoke his right under the Community Charter, Sections 100 and 104, respectfully, that he, Mayor Konrad, is not declaring, nor admitting to this perceived conflict of interest; for in his opinion, as Mayor, there is no conflict of interest, and never was.

Furthermore, for the record, this action obstructs his ability to perform his elected official duty, as Mayor for the citizens of Grand Forks.

And that he wishes to leave this meeting at this time and request that the minutes record his leaving the meeting for the reasons as stated above.

Mayor Konrad left the COTW Meeting at 9:05 am.

Councillor Hammett was appointed as Acting Mayor.

- Donna Semenoff spoke in regards to the Kerr Wood Leidal recommendation, Urban Systems audit, water conservation proposal, addressing RF concerns, and metering

- as time ran out, Gloria Koch asked if Donna could please finish, this is very important?

MOTION: BUTLER

RESOLVED THAT the COTW hear about Donna's fundraiser opportunity.

CARRIED.

Donna Semenoff continued by explaining that the fundraiser idea was to sell reusable water bottles with perhaps the Grand Forks logo on them. Possibly businesses around the City could sell the bottles and donate proceeds to the City?

Discussion:

- perhaps have Chamber of Commerce involvement
- leak detection, conservation
- testing on industry meters
- federal guidelines, information on YouTube to diminish rays by mesh screening

MOTION: BUTLER

RESOLVED THAT the COTW receive the presentation from Donna Semenoff.

CARRIED.

Mayor Konrad returned to the COTW Meeting at 9:29 am.

- b) WildSafeBC - Brydie Todd
Request to consider granting permission to attend the BC ATV Jamboree in Greenwood and the Rock Creek Fall Fair in her capacity as the WildSafeBC Community Coordinator for Grand Forks

Discussion:

- reasons for requesting permission are for the opportunity to reach many people in a short amount of time, not asking for any addition funds, just to be able to work outside of the City boundaries
- expenses above and beyond come from the Deer Committee budget and they would determine
- Deer Committee would like to spend budget on deer issues, that is why request is coming before Council
- Deer Committee could have a recommendation to have the resources within the region to provide funds for educational purposes

MOTION: HAMMETT

RESOLVED THAT the COTW receive the presentation from Brydie Todd of WildSafeBC and approve permission for attendance at events named.

CARRIED.

PRESENTATIONS FROM STAFF

- a) Manager of Operations
Water restrictions and Yellow Flag Program

Discussion:

- other municipalities' sprinkling regulations, irrigation, Columbia Basin Trust
- watering during holidays away from home, aquifer, and rivers
- Councillor Thompson - if no underground sprinklers, timers will not work, purchase of numerous hoses and sprinklers would be necessary, cannot support motion
- Councillor Hammett - Stage 2, still does not reduce hand watering restrictions, agrees to cut time back to two days
- Mayor Konrad inquired if we can split the City in half for water regulations?
- CAO - yes; however, explained infrastructure and pumps, stewardship to aquifer, snow packs
- Mayor Konrad inquired if the Yellow Flag Program was for public awareness or to issue fines?
- Mgr. of Operations replied that for now it is for awareness
- Councillor Thompson - spoke regarding the City receiving criticism on social media, will the City be doing the same awareness?
- CAO - provided list of City's 20% reduction already
- Karin Bagn - would like to support Councillor Butler's motion
- school regulations for water usage? City is working together and communicating with the school, the school has their own well
- Respectful Workplace Policy re shaming public with Yellow Flag Program
- Councillor Ross - motion does not speak to not using Yellow Flag Program, shaming only if residents do not adhere to the news and media, spreading out throughout the

City so pumps are not used to a maximum

- Councillor Butler - quoted the Water Use and Regulation Policy, concern flags will put a higher demand on City pumps
- Councillor Ross - friendly amendment, would like "vegetable gardens" inserted into the amended motion
- Councillor Butler - would agree if also flower gardens, trees, and shrubs were inserted as well
- Roma Hamilton read her letter submitted to City with Bylaw amended requests
- conservation, property values, suggestion to target larger major users instead

MOTION: BUTLER with Amendment below

RESOLVED THAT the COTW recommends to Council to implement Stage 2 water restrictions immediately and to implement the Yellow Flag Program to increase public awareness.

AMENDMENT TO ORIGINAL MOTION: BUTLER

RESOLVED THAT the COTW amend Stage 2 watering restrictions to include:

1. prohibit vehicle and driveway washing, except for commercial car washes
2. vegetable and flower gardens are exempt from Stage 2 restrictions
3. homeowners are encouraged to purchase a timer for their outside taps and water between 12(midnight) and 4 am as per the requirements for timed underground sprinklers.

MOTION DEFEATED.

SECOND AMENDMENT TO ORIGINAL MOTION: BUTLER

RESOLVED THAT the COTW amend Stage 2 watering restrictions to include:

1. prohibit vehicle and driveway washing, except for commercial car washes
2. homeowners can water vegetable and flower gardens, trees, and shrubs on odd/even days from 7am-9am and 10pm-midnight
3. homeowners are encouraged to purchase a timer for their outside taps and water between 12(midnight) and 4 am as per the requirements for timed underground sprinklers.

CARRIED.

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- b) Manager of Operations
2015 Capital Project - JD bleachers

MOTION: HAMMETT

RESOLVED THAT the COTW recommends to Council to revise the 2015 Financial Plan to include \$2,890 additional funding for the JD bleachers capital project, to be funded from the current operating budget, at the July 20, 2015, Regular Meeting of Council.

CARRIED.

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- c) Manager of Operations
Water Meter Input - Public Consultation

Mayor Konrad declares at this time that he wishes to recuse himself and is not entitled to participate in the discussion or vote on the next item of business before this meeting, by reason of advisement from the Corporation's lawyers, Young Anderson, based on their opinion of a perceived indirect pecuniary conflict of interest, directed at himself.

Also based on their advisement, that the remainder of Council should encourage him to recuse himself.

Furthermore, he wishes to invoke his right under the Community Charter, Sections 100 and 104, respectfully, that he, Mayor Konrad, is not declaring, nor admitting to this perceived conflict of interest; for in his opinion, as Mayor, there is no conflict of interest, and never was.

Furthermore, for the record, this action obstructs his ability to perform his elected official duty, as Mayor for the citizens of Grand Forks.

And that he wishes to leave this meeting at this time and request that the minutes record his leaving the meeting for the reasons as stated above.

Mayor Konrad left the COTW Meeting at 10:37 am.

Councillor Hammett was appointed as Acting Mayor.

Discussion:

- CAO spoke in regards to the approximate 89 submissions from the public, which is 4% of Grand Forks water utility accounts; 35 were against the Water Meter Program and 49 were for the program
- looking for a recommendation from Council that the Water Meter Program be completed by the end of 2015
- Councillor Butler spoke to the original motion by Councillor Wirischagin, should not have been an against/for submission, but a compromise/solution to the problem of water conservation, proceed with mock billing, CAO and asset management, water audit, cost effective means
- Councillor Ross inquired on how City can assist residents to move forward to complete Water Meter Program?
- CAO replied that input provided, receive more data and make decisions, provided example of Peachland water consumption and cost analysis data
- Councillor Butler inquired do we want all these extra studies done? Costly.
- Councillor Ross provided a suggestion previously how to move forward with the water metering - postcards to all residents with their choice of the options
- CAO - yes, this suggestion could be undertaken and communicated to residents

MOTION: ROSS

RESOLVED THAT the COTW receive the information compiled for the Water Meter Input - Public Consultation.

CARRIED.

Councillor Butler Opposed.

MOTION: THOMPSON

RESOLVED THAT the City of Grand Forks continue with the recommendation by the CAO that the Water Meter Program be installed and completed by the end of December 31st, 2015.

CARRIED.
Councillor Butler Opposed.

Mayor Konrad returned to the COTW Meeting at 11:11 am.

- d) Chief Administrative Officer
City of Grand Forks Draft Strategic Plan 2015-2019

MOTION: BUTLER

RESOLVED THAT the COTW recommends to Council to table the 2015-2019 Strategic Plan to the August 17, 2015, Regular Meeting.

CARRIED.

- e) Monthly Highlight Reports from Department Managers
Staff request for Council to receive the monthly activity report from department managers

MOTION: BUTLER

RESOLVED THAT the COTW receive the monthly activity reports.

CARRIED.

REPORTS AND DISCUSSION

- a) Gary Smith - Deer Committee
May 19th and June 16th, 2015, Deer Committee Minutes

MOTION: THOMPSON

RESOLVED THAT the COTW postpone the information and the Deer Committee minutes as presented by Gary Smith to the July 20, 2015, Regular Meeting.

CARRIED.

PROPOSED BYLAWS FOR DISCUSSION

- a) Mgr. of Bldg. Insp. & Bylaw Services
Introduction of the Schedule 12 - A3, amendment to the Municipal Ticketing & Information Bylaw No. 1957

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to receive the report from the Bylaw Enforcement Officer and determine to discuss and further directs staff to

present to Council to consider the first three readings of the proposed Schedule 12 A-3 at the August 17, 2015, Regular Meeting of Council.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

b) Mgr. of Bldg. Insp. & Bylaw Services

Introduction of the Water Restrictions Bylaw No. 1973 A-1, amendment to include, under Section 12 Offences and Prohibitions a new clause, 12.12 Any Person who contravenes any of the provisions of the Stage 1 through Stage 4 Watering Restrictions may be subject to a fine as described in Schedule 12 - A3 of the Municipal Ticketing and Information Bylaw No. 1957.

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Furthermore, for the record, this action obstructs his ability to perform his elected official duty, as Mayor for the citizens of Grand Forks.

And that he wishes to leave this meeting at this time and request that the minutes record his leaving the meeting for the reasons as stated above.

Mayor Konrad left the COTW Meeting at 11:25 am.

Councillor Hammett was appointed as Acting Mayor.

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to receive the report from the Bylaw Enforcement Officer and determine to discuss and further directs staff to present to Council to consider the first three readings of Bylaw 1973 A-1 at the August 17, 2015, Regular Meeting of Council.

CARRIED.

Mayor Konrad returned to the COTW Meeting at 11:26 am.

INFORMATION ITEMS

CORRESPONDENCE ITEMS

LATE ITEMS

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

QUESTION PERIOD FROM THE PUBLIC

IN-CAMERA RESOLUTION

- a) Chief Administrative Officer
Immediately following the COTW Meeting, Council will hold an In-Camera Meeting

MOTION: ROSS

RESOLVED THAT the COTW recommends 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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and 90 (1)(g) litigation or potential litigation affecting 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.

ADJOURNMENT

- a) The Mayor adjourned the COTW Meeting at 11:28 am.
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CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

THE CORPORATION OF THE CITY OF GRAND FORKS
Monday, July 20, 2015 – 6:00 PM
7217 4th Street, City Hall

NOT ADOPTED
SUBJECT TO CHANGE

PUBLIC HEARING MEETING OF COUNCIL

PRESENT:

MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER

D. Allin
D. Heinrich

GALLERY

ABSENT: COUNCILLOR NEIL KROG
COUNCILLOR MICHAEL WIRISCHAGIN

PRESENTATIONS

CALL TO ORDER

a) The Mayor called the meeting to order at 6:00 pm

ADOPTION OF AGENDA

MINUTES

REGISTERED PETITIONS AND DELEGATIONS

UNFINISHED BUSINESS

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

RECOMMENDATIONS FROM STAFF FOR DECISIONS

a) Manager of Development & Engineering

To amend the current Zoning Bylaw by rezoning the property legally described as Lot D, District Lot 534, SDYD, Plan KAP 9707 from the current R-1 (Single & Two Family Residential) Zone, to the R-4 (Rural Residential) Zone.

The Mayor declared the public hearing open at 6:00 PM, and advised that this Public Hearing was being convened pursuant to Section 890 of the Local Government Act to consider Bylaw No. 1606-A3, "City of Grand Forks Zoning Bylaw Amendment No. 1606-A3, 2015". He advised that the bylaw is intended to amend the City of Grand Forks' Zoning Bylaw No. 1606, 1999, by rezoning the property located at 832-64th Avenue, legally described as Lot D, District Lot 534, SDYD, Plan KAP 9707 from the current R-1 (Single & Two Family Residential) Zone, to the R-4 (Rural Residential) Zone.

He commented that at this Hearing, any person present who believes that his or her interest in properties within the boundaries of the City are affected by the proposed bylaw, shall be given the opportunity to be heard on matters contained in the bylaw. Further, he stated that it is important that all who speak at this Hearing restrict their remarks to matters contained in the bylaw and it is the Mayor's responsibility as Chair of the meeting, to ensure that all remarks are so restricted.

He advised that those persons who wish to speak concerning the proposed bylaw should, at the appropriate time, commence their address to the Council and the meeting by clearly stating their name and address, and then they may give Council the benefits of their views concerning the proposed bylaw.

Members of Council, may, if they so wish, ask questions of speakers following their presentation; but added that it is the main function of council members at this Hearing, to listen to the views of the public. Further the Mayor added that it is not the function of Council, at this hearing, to debate the merits of the proposed bylaw with individual citizens, or with each other.

The Mayor added that everyone who deems his or her interest in the property to be affected by the bylaw shall be given the opportunity to be heard at this Hearing, and that no one will be, or should feel discouraged or prevented from making their views known.

After this Hearing is concluded, the Council may, without further notice, give whatever effect council deems proper to the representations made at this Hearing.

The Mayor commented that during the course of a Public Hearing, people sometimes tend to become too enthusiastic or emotional. Regardless of whether they are in favour or oppose any particular application or argument, and to please refrain from applause or other expressions of emotion. Restraint enables other whose views may or may not coincide with your own, to exercise their right to express their views and enables all views expressed to be heard in as impartial a forum as possible.

The Mayor thanked those present, for their patience and cooperation, and advised that the Hearing would proceed.

NOT ADOPTED
SUBJECT TO CHANGE

The Mayor asked if anyone here wished to speak;

Gregory Cherrington-Kelly who lives at Gabriola Island, but owns the property known as 820-64th Avenue close by the proponent, advised that he is opposed to the rezoning from R-1 to R-4.

Bujour Tanansescu - 6420 Como Street - Advised that if the proposed property is allowed to be re-zoned, it would likely compromise his intentions for his own property that is close by, as it is bringing agriculture into the City. He asked if Council could make a decision so that he can deal with his own property.

Tim Bleiler, who resides at 829 - 64th Avenue, advised that he moved to Grand Forks for the peace and quiet. He advised that he talked to his neighbour who is considering purchasing Lot 4, right beside Mr. Bleiler. He advised that if the zoning is changed to R-4, there would be no consideration to purchase the property. He commented that Mr. Wagner plans to raise chickens, grow hay and run a market garden. Mr. Bleiler advised that he is opposed for the application. He advised that he has letters from some of the other neighbours, and advised that they are all opposed to the re-zoning.

Mr. Bleiler stated that he has five neighbours who adjoin Mr. Wagner's property who are all opposed.

Councillor Ross spoke with regard to European areas where chickens and food are grown in towns. She advised that it is limite to a number of chickens that he can have.

Councillor Hammett feel she doesn't see that by re-zoning would detract from the property value.

The Mayor called a recess at 6:32 pm. The Mayor reconvened the meeting at 6:34 pm

Councillor Thompson asked if anyone has any new information that Council would like to hear. Mr. Tanansescu spoke to the compliance of the existing properties.

After hearing from the public, the Mayor declared the Public Hearing Closed at 6:40 pm

REQUESTS ARISING FROM CORRESPONDENCE

INFORMATION ITEMS

BYLAWS

LATE ITEMS

QUESTIONS FROM THE PUBLIC AND THE MEDIA

ADJOURNMENT

a) The meeting was adjourned at 6:43 PM

MOTION: THOMPSON

RESOLVED THAT Public Hearing Meeting be adjourned at 6:43 pm

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

Attn.: The Mayor and The Council of the City of Grand Forks

Reference: Your Letter from April 8, 2015 Zoning Sustainable Community Plan (SCP) Amendment Application

Property Location 832 64-Th Avenue, Legal Description: Lot 534 SDYD Plan KAP 9707

We submit this letter registering our objection to the zoning Amendment Application regarding your Letter from April 8th, 2015: Property Location 832 - 64th Avenue, Grand Forks.

As an adjacent property owners we object based on the following:

- * we purchased these 2 properties based on zoning and location
- * we invested a significant amount of money, time and resources to improve.
- * we currently hold 2 building permits and we started to invest and build 2 buildings in the vicinity.

Should this Zoning Amendment happen, we believe it would negatively impact our plans.

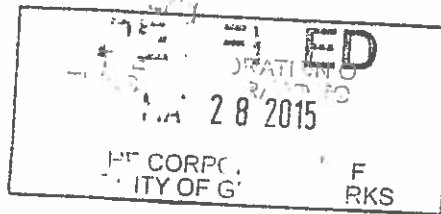
We have invested in building a new septic system, pore foundation in addition to professional engineering fees.

Our concerns are: what for some reason the owner decides to sell the property (once changed in R4), and the new owner decides to produce 2000 chickens a week on the second floor and maybe 200 pigs a week at the first floor in his new "farm oriented building"? And start selling the chicken manure exposed on 64-th Avenue? Who can stop that legal activity on a R4 Zoning?

The 64-Th. Avenue is an intravilan City Avenue and it should stay like that, we object on any R4-rural zoning on any property along 64-Th Avenue.

We also respectfully ask the City Council to take a decision and vote on the matter right away. Two months have passed away since the noticed was issued and we do not know what to do. That is also cost of time and money that we would like to stop asap.

RECEIVED



MAY 27th '15.

DEAR MAJOR. KODRAD

BEING A HOME OWNER TWO (2) HOUSES AWAY FROM 832 64th AVE KEN/KAREN WARNERS' HOME, I FEEL THERE IS NOT ENOUGH INFORMATION SUPPLIED TO GRANT THIS APPLICATION FOR A ZONE CHANGE FROM R-1 TO R-4.

MY CONCERNS ARE: NOISE, ODEUR PESTICIDES, WATER USE MACHINES, BUILDING PRODUCTION, TRAFFIC. BEING A RESIDENTIAL AREA I FEEL THERE IS NO REASON TO MAKE THIS ONE (1) LOT AN INDUSTRIAL AREA

THANK YOU FOR NOTING THIS LETTER.

RECEIVED

MAY 28 2015

THE CORPORATION OF
THE CITY OF GRAND FORKS

MAY 27 '15

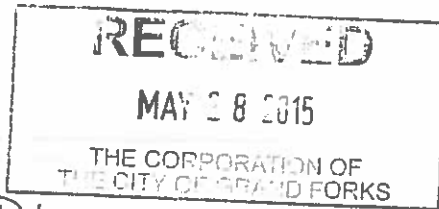
DEAR MAYOR KOLRAD,

TIM BLEILER OF 829 64TH AVE
IS AGAINST RE-ZONING 832 64TH AVE
FROM R-1 TO R-4. MR. WARNER ALREADY
HAS A ROSTER (VERY LOCAL ALL DAY)
AND HIS SON TOLD ME, "SO WE CAN
BREED MORE". FURTHERMORE, HE HAS
ALREADY GOT A GREENHOUSE ACTIVE
IN HIS BACKYARD. IT SEEMS HE
IS ALREADY SETTING UP EXPECTING
HIS REQUEST TO BE GRANTED.

SINCE MY INTERNET IS DOWN
AND WILL NOT BE FIXED UNTILL FRI.
MAY 29 '15 I HAVE SPOKE WITH
FOUR (4) IMMEDIATE NEIGHBORS
OF 832 64TH AND ALL HAVE SAID
"NO" TO MR KEN WARNERS RE-
QUEST. I WILL BE CONTACTING A
5TH BY FRI AS HE IS JUST GETTING
BACK FROM AN OVERSEAS HOLIDAY.

TIM BLEILER NOW HAS FOUR
(4) "NAYS" WITH A POSSIBLE
FIFTH (5TH) AGAINST RE-ZONING
WHICH I HOPE IS ENOUGH.

RESPECTFULLY,



TO: MAYOR KONRAD:

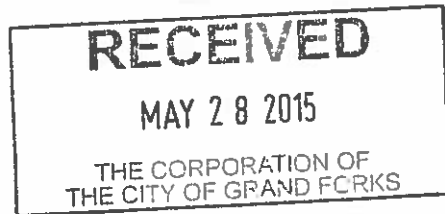
May 27/2015

64 AVE - 815: Renters

We are against toxic sprays. We have pets / children / plants / gardens at our home.

NOTE:
THIS COUPLE IS CONSIDERING
BUYING THIS HOME. IF RE-ZONING
IS GRANTED THEY "WILL" BUY ELSE-
WHERE.

TIM BLEILER HAS SPOKE TO
BRAD (THE HUSBAND / FATHER.) ABOUT
THIS MATTER.



Grand Forks BC
VOH 1H4

May 27, 2015

Dear Mayor Frank Konrad:

I am the owner of the above property and wish to state my opposition to the rezoning of 832 64th Avenue from R-1 to R-4.

This would cause upheaval in the neighbourhood with the noise of hundreds of chickens and odours being introduced into the area. In addition, their presence would surely cause an increase in machinery noise, traffic, chemical runoff and so on.

I would urge you and the council to reject this zoning application.

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL
MONDAY, JULY 20, 2015

PRESENT: MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR CHRIS HAMMETT
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
MANAGER OF OPERATIONS

D. Allin
D. Heinrich
D. Reid

GALLERY

ABSENT: COUNCILLOR NEIL KROG
COUNCILLOR MICHAEL WIRISCHAGIN

CALL TO ORDER

- a) The Mayor called the meeting to order at 7:00 PM
-
-

ADOPTION OF AGENDA

- a) Adopt agenda
Amendment to the July 20th, 2015, Regular Meeting agenda

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council amend the July 20th, 2015, Regular Meeting agenda to include Council's consideration and decision regarding Bylaw No. 1973, and further to consider the decision of Stage 2 Watering Restrictions which was discussed earlier today at the Committee of the Whole Meeting as late items.

CARRIED.

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council amends the July 20th, Regular Meeting agenda to include the two sets of minutes from the Deer Committee, and a presentation from Gary Smith of the Deer Committee, to be included as unfinished business in tonight's agenda.

CARRIED.

MINUTES

- a) Adopt minutes
June 24th, 2015, Special-Meeting-to-go-In-Camera minutes

MOTION: THOMPSON / ROSS

RESOLVED THAT Council amend the June 24th, 2015, Special-Meeting-to-go-In-Camera minutes to indicate that Councillor Wirischagin was absent from the meeting, and subsequently adopt, as amended.

CARRIED.

-
- b) Adopt minutes
June 29th, 2015, Regular Meeting minutes

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council adopt the June 29th, 2015, Regular Meeting minutes as presented.

CARRIED.

-
- c) Adopt minutes
July 8th, 2015, Special-Meeting-to-go-In-Camera minutes

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council amend the July 8th, 2015, Special-Meeting-to-go-In-Camera minutes to indicate that Councillor Wirischagin was absent from the meeting, and subsequently adopt, as amended.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

UNFINISHED BUSINESS

- a) Deer Committee Minutes as presented by Gary Smith
The Mayor called a recess at 7:04 pm and called the meeting back to order at 7:05 pm

Mr. Smith advised that the Deer Committee made a recommendation to Council that an application for a Special Permit with the intention to harvest up to 80 deer within the City limits utilizing clover traps be implemented. He advised that it will potentially take about three months to obtain the permit and further advised that there is no obligation to Council either financially, or any binding to Council for a cull.

MOTION: THOMPSON / ROSS

RESOLVED THAT Council receives the report from Gary Smith of the Deer Committee and authorizes the Deer Committee to commence obtaining a special permit with the intention of harvesting up to 80 deer within the City.

CARRIED.

REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

**a) Corporate Officer's Report
Written reports of Council**

Councillor Butler asked if the Mayor would consider striking a Standing Committee intending to invite representatives from the Grand Forks Irrigation District, Sion Irrigation District and Covert Irrigation District to collaborate with the City of Grand Forks on water conservation and protection issues within our common aquifer.

Councillor Hammett spoke with regard to including other stakeholders in this standing committee.

The Chief Administrative Officer spoke to how the City can be more pro-active in the watershed management plan, and further commented that if the City could wait until Mr. Graham Watt's information comes back to Council, would be helpful, prior to striking this committee.

Councillor Butler's commented that her idea was to have the collaboration meet fairly quickly, where the group could focus on a smaller area of information and then grow on this as other people to come on board. Councillor Ross advised that it would be really helpful to have an information workshop between Council and the water districts as a starting point prior to developing a committee.

It was discussed that a standing committee consists of at least half of Council to make up this type of committee, as per legislation.

Councillor Hammett wanted to comment on the wonderful work that the volunteers did for the Grand Forks International, and well as offering kudos to the City works crew who provided excellent service throughout the tournament.

Council Butler spoke of her need to be able to access all of the City's bylaws. The Chief Administrative Officer advised that the organization, as per of the strategic plan, is reviewing its records management. Staff advised that in the meantime, there is the existing Bylaw Listing document for reference purposes, and that the original bylaws are located in the basement of City Hall for access.

MOTION: BUTLER / HAMMETT

RESOLVED THAT all written reports of Council be received.

CARRIED.

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council have access to the bylaws of the City either in written form or in electronic format.

CARRIED.

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

- a) Corporate Officer's Report
Verbal report from Council's representative to the Regional District of Kootenay Boundary
As Councillor Krog was absent from the meeting, no report was forthcoming from the Regional District of Kootenay Boundary.

RECOMMENDATIONS FROM STAFF FOR DECISIONS

- a) Manager of Development & Engineering Services
Application for a Development Variance Permit to request an interior setback variance from 3 meters (10 feet) to 0.9144 meters (3 feet), in order to construct a carport

MOTION: BUTLER / THOMPSON

RESOLVED THAT the Council directs Staff to proceed with the statutory requirements necessary for a Development Variance Permit application with regard to an interior setback variance from 3 meters (10 feet) to 0.9144 meters (3 feet), in order to construct a carport at the property known as 5955-19th Street.

CARRIED.

-
- b) Manager of Development & Engineering Services
Application for a Development Variance Permit to request an increase in accessory building height and an increase in overall floor area of all accessory buildings, in order to construct a garage.

Council advised that they would like to know if there is a suite upstairs - carriage house

MOTION: THOMPSON / BUTLER

RESOLVED THAT the development variance permit regarding 6135 - 18th Street be referred to the August 17th, 2015 Regular Meeting so that Staff could provide information regarding any upstairs development.

CARRIED.

-
- c) Manager of Development and Engineering Services
Council to adopt the attached Terms of Reference for the Transition Housing Project Steering Committee

Councillor Thompson asked if the previous Council was aware of their intention to put housing on top of the restore.

MOTION: ROSS / BUTLER

RESOLVED THAT Council adopt the attached Terms of Reference for the Transition Housing Project Steering Committee (THPSC).

CARRIED.

-
- d) Manager of Development & Engineering Services
Approval from Council to transfer the lease of 7212 Riverside Drive to BETHS and Whispers of Hope due to Habitat for Humanity requesting withdrawal from the lease. Not changing the language of the lease, just the ownership change.

MOTION: BUTLER / ROSS

RESOLVED THAT Council support transferring the lease of 7212 Riverside Drive to BETHS and Whispers of Hope due to Habitat for humanity requesting withdrawal from the lease and direct staff to proceed with revising the lease agreement

CARRIED.

-
- e) Manager of Operations
2015 Capital Project - JD bleachers

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council revise the 2015 Financial Plan to include \$2,890 additional funding for the JD bleachers capital project, to be funded from the current operating budget.

CARRIED.

-
- f) Manager of Operations
Water restrictions and Yellow Flag Program
The Manager of Operations spoke to the changes to the sprinkling system. Council asked if staff would provide a friendly advertisement addition asking if residents would voluntarily water their lawns only once per week.

MOTION: THOMPSON / ROSS

RESOLVED THAT Council implement Stage 2 Water restrictions immediately and implement the Yellow Flag Program to increase public awareness and further prohibits the washing of vehicles and driveways except for commercial car washes, and to encourage members of the public to purchase timers to police their sprinkler systems to work within Stage 2 perimeters.

CARRIED.

COUNCILLOR BUTLER OPPOSED THE MOTION.

REQUESTS ARISING FROM CORRESPONDENCE

- a) Chief Financial Officer
Memo regarding Habitat for Humanity request for 2015 permissive tax exemption. Councillor Thompson asked how much the tax loss would be and the Chief Administrative Officer advised that it was around \$990. Councillor Thompson further advised that they are asking for the past 2015 tax exception, and that would be regarded as a grant in aid.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council receive the request from Habitat for Humanity for 2015 permissive tax exemption for discussion.

CARRIED.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council regrets that the City is not able to grant the 2015 property tax exemption or to provide any refund with regard to the 2015 taxes as requested by the Habit for Humanity Southeast British Columbia.

CARRIED.

COUNCILLORS ROSS AND BUTLER OPPOSED THE MOTION.

-
- b) Chief Administrative Officer
Topics for Ministers' Meetings at UBCM
Councillor Ross advised that she would like to see something more creative and that Council should discuss getting together with the Regional District of Kootenay Boundary to discuss collaboratively, community forests management, climate change, low snow load cap and watershed management, and advised that Council should talk to the Area D director about this. The Chief Administrative Officer advised that Council needs to have specific asks and have a plan in order prior to meeting with the Ministers. Councillor Thompson advised that she would appreciate meeting with Interior Health Association with regard to local services or lack thereof.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council direct staff to set up meetings at UBCM, with Ministers to discuss four topics of importance, as identified by Council; and further, direct staff to prepare reports to be submitted to the appropriate Minister in advance of UBCM.

MOTION DEFEATED

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council to direct Staff to make an appointmentS to arrange meetings with Premier Christy Clark with regard to the Slag Pile, and Minister Coralee Oakes with regard to the City's Asset Management Plan, and further determines to hold a Council workshop with regard to the other meetings at the UBCM with Ministers to determine other topics for discussion.

CARRIED.

-
- c) Manager of Operations
Memo regarding the power purchase forecast - 2015 Q2

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council receive for information.

CARRIED.

INFORMATION ITEMS

- a) BC Seniors Games
Request for Zone 6 banner displays

MOTION: ROSS / THOMPSON

RESOLVED THAT Council discuss if they would like to display a banner in the community.

CARRIED.

MOTION: HAMMETT / BUTLER

RESOLVED THAT Council determines to display a banner for the BC Senior Games in the community.

CARRIED.

-
- b) Taylor Charlong
Thank you letter to the City of Grand Forks for scholarship

MOTION: BUTLER / HAMMETT

RESOLVED THAT Council receive for information.

CARRIED.

-
- c) R. Hamilton
Amendment to Bylaw 1973 regarding fines

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council receive for information.

CARRIED.

- d) Nadine Heiberg
Letter regarding fence height restrictions

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receive for information.

CARRIED.

- e) Tom & Beverley Tripp
Letter regarding Bylaw 1973 deadline concerns

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council receive for information.

CARRIED.

- f) Cherylle Smuland
Letter regarding advertising and awarding process of the City Pit job on the Granby Road

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receive for information.

CARRIED.

- g) Mayor Konrad - Letter of Support
Letter of Support to Recreation Sites and Trails BC

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council receive for information.

CARRIED.

- h) Manager of Development & Engineering Services

Minutes of June 11th, 2015, Transition Housing Project Steering Committee
Councillor Butler advised that the minutes taken at this meeting were excellent minutes.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receive for information.

CARRIED.

-
- i) Manager of Development & Engineering Services
Draft minutes of June 23rd, 2015, Transition Housing Project Steering Committee (THPSC)

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council receive for information.

CARRIED.

-
- j) Grand Forks Slow Pitch Tournament
Request from the Grand Forks Slow Pitch regarding setting up a beer garden during their tournament of July 24-26, 2015, at Dick Bartlett Park

MOTION: THOMPSON / ROSS

RESOLVED THAT Council approve the issuing of a special occasion liquor license to the Slow Pitch Tournament and Lee Makortoff, from July 24 to July 26th, 2015, at Dick Bartlett Park, and further that the beer garden will be open from 5:00 pm to 11:00 pm on July 24th, and 11:00 am to 11:00 pm July 25th and 26th, 2015, subject to the beer garden being situated between the concession and park number 2 at Dick Bartlett. The beer garden to be surrounded by a temporary fence, and subject to the organizers obtaining third party (party alcohol) liability insurance, naming the City of Grand Forks as an additional insured on that policy; all Servers of liquor to hold a "Serving It Right" license certificate; and ICBC "drinking and driving" warning posters to be displayed.

CARRIED.

BYLAWS

- a) Manager of Development & Engineering Services
To amend the current Zoning Bylaw by rezoning property located at 832 - 64th Avenue from the current R-1 (Single and Two-Family Residential) Zone to R-4 (Rural Residential) Zone

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council chooses not to proceed with rezoning the property located at 832-64th Avenue from the current R-1 (Single and Two-Family Residential) to R-4 (Rural Residential) Zone.

CARRIED.

-
- b) Deputy Corporate Officer
Extension to Noise Control Bylaw No. 1963 for Cannafest Event
Councillor Butler wanted to make sure that the organizers did not contravene the in-field as per City policy.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council determines to approve the request from Chuck Varabioff, to extend the Noise Control Bylaw No. 1963 to 12:30 am, on August 7th and 8th, 2015, for the Cannafest Event.

CARRIED.

-
- c) Manager of Bldg. Insp. & Bylaw Services
Introduction of the Schedule 12 - A3, amendment to the Municipal Ticketing & Information Bylaw No. 1957

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receive the report from the Bylaw Enforcement Officer and gives the first three readings of Bylaw No. 1957, Schedule 12 A-3, Amendment to the Municipal Ticketing & Information Bylaw.

CARRIED.

-
- d) Manager of Bldg. Insp. & Bylaw Services
Introduction of the Noise Control Bylaw Amendment

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council receive the report from the Bylaw Enforcement Officer and gives the first three readings of Bylaw No. 1963 A-1, 2015, "Grand Forks Noise Control Amendment Bylaw No. 1963 A-1, 2015".

CARRIED.

-
- e) Chief Financial Officer
Bylaw 2016 - Year 2014-2018 Financial Plan Amendment 2

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council give final reading to Bylaw No. 2016 - Year 2014-2018 Financial Plan Amendment 2.

CARRIED.

~~NOT ADOPTED~~
SUBJECT TO CHANGE

LATE ITEMS

- a) Water Rates Bylaw No. 1973 from the COTW of this morning.
The Mayor recused himself at 9:35 PM, and Councillor Hammett performed the acting chair duties
It was discussed at the COTW in the morning that Council was going to extend the timeline for the meter installation program to December 31st, 2015. Council advised that there would not be any punitive repercussions against those who do not have their water meters in by July 31st, 2015.

MOTION: THOMPSON / BUTLER

**RESOLVED THAT Council determines to extend the time line for the extension of the Water Meter Program to December 31st, 2015 and further to amend the timeline in Section 10.7 and anywhere else that's required within the Bylaw No. 1973, and further that first three readings of the bylaw be given to reflect the timeline change;
AND FURTHER RESOLVED THAT, if the Municipal Ticketing Bylaw No., 1957 contains any reference to the July 31st, 2015 deadline for the installation of water meters, to be changed to reflect the deadline of December 31st, 2015, and forms a part of the first three readings, as previously given by Council this evening.**

CARRIED.

The Mayor returned to the meeting at 9:45 PM

QUESTIONS FROM THE PUBLIC AND THE MEDIA

Les Johnson - Inquired as to how many meetings Councillor Wirischagin has missed. He was advised that Councillor Wirischagin is on approved leave

Phil Mauro - He asked what conflict of interest the Mayor has with regard to Water Meters. The CAO advised that the corporation's lawyer provided the statement from the legal component that determined conflict.

Murray Rennie - Spoke about people who live by the Mill - and advised they have no grounds for complaint.

ADJOURNMENT

- a) The meeting was adjourned at 9:50 PM

MOTION: ROSS

RESOLVED THAT the meeting be adjourned at 9:50 PM

CARRIED.

CERTIFIED CORRECT:

NOT ADOPTED
SUBJECT TO CHANGE

MAYOR FRANK KONRAD

CORPORATE OFFICER - DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING OF COUNCIL

Thursday, July 30, 2015

NOT ADOPTED
SUBJECT TO CHANGE

PRESENT:

MAYOR FRANK KONRAD
COUNCILLOR JULIA BUTLER
COUNCILLOR NEIL KROG
COUNCILLOR COLLEEN ROSS
COUNCILLOR CHRISTINE THOMPSON

CHIEF ADMINISTRATIVE OFFICER
ACTING CORPORATE OFFICER
ENGINEERING TECHNOLOGIST

D. Allin
S. Winton
D. Sheets

GALLERY

ABSENT: COUNCILLOR CHRIS HAMMETT
COUNCILLOR MICHAEL WIRISCHAGIN

CALL TO ORDER

- a) The Mayor called the meeting to order at 10:10am

ADOPTION OF MEETING AGENDA

- a) The Mayor amended the agenda to include a verbal report from the CAO regarding a request from the Greenwood City Council and to include a discussion regarding an application for a grant for a Sanitary Sewer Extension Study. These will be placed under late items.

MOTION: KROG / THOMPSON

RESOLVED THAT Council adopt the July 30th, 2015 Special Meeting Agenda as amended.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

UNFINISHED BUSINESS

- a) Manager of Development & Engineering Services - Development Variance Permit

Request for a Development Variance Permit at 6135 - 18th Street for an increase in accessory building height, and an increase in overall floor area of all accessory buildings, in order to construct a garage.

Council discussed the request.

MOTION: THOMPSON / KROG

RESOLVED THAT Council approve the request for a Development Variance Permit at 6135 - 18th Street for an increase in accessory building height, and an increase in overall floor area of all accessory buildings, in order to construct a garage, and further to direct Staff to complete the necessary statutory requirements for the Development Variance Permit Application, as requested.

CARRIED.

RECOMMENDATIONS FROM STAFF FOR DECISIONS

REQUESTS ARISING FROM CORRESPONDENCE

BYLAWS

LATE ITEMS

- a) Verbal report from the CAO regarding a request from The City of Greenwood to speak with him.
The CAO advised that:
- The City of Greenwood is undergoing some changes
 - He met with Greenwood's Deputy Corporate Officer
 - There is no structure or process in place
 - He would like to discuss the sharing of Grand Forks services with the City of Greenwood. This would be for a short period of time while they get back on their feet.
 - Good opportunity for succession planning
 - He believes the continuity is important, as is a review of the organization
 - The City of Grand Forks could assist Greenwood by doing an organizational review, and ensuring that they are meeting statutory obligations in the way they are running the organization
 - He suggested that initially it would just be a chat with the Greenwood Council to determine what they would be looking for from the City
 - Fits in with strategic priorities, economic development, and regional partnerships
 - Opportunity to discuss sharing of services ie. bylaw, corporate services, financial

Council discussed:

- Subcontracting out the CAO and CFO
- Rate for this
- Concerns with current work load
- Revenue generation and overtaxing our staff (CAO and CFO)
- Lawsuit with Council in Greenwood

CAO advised:

- Some smaller communities share services amongst communities
- The arrangement would simply provide guidance to Greenwood and not to be the CAO
- This would assist with getting their governance in order
- He would provide a review and then provide direction
- Greenwood is not in the position to hire an experienced CAO at this time
- This arrangement would be reviewed after at least one year

Council discussed:

- Amount of time required by CAO to assist with this process is a concern
- Need for a clearly defined agreement
- Greenwood may need to consider calling the Province for assistance, they have had challenges for a long time
- Would want to be very careful with the involvement
- An initial look at Greenwood could be good for both organizations, without making a commitment

CAO advised:

- CAO offered to chat with Wendy the Deputy Corporate Officer
- He did that and discussed where the Greenwood Council is at
- He advised that this is definitely a decision of Council
- The City would need to be cautious
- The Greenwood City Council is interested in having an initial discussion
- Would like the initial meeting and then report back to Council for further discussion.

Council discussed:

- Contract basis
- Hourly rate
- Plan with objectives and deliverables
- Assessment first
- How this fits within the CAO's current contract

CAO advised:

- He feels that he does have the capacity to take on a initial assessment of the City of Greenwood.
- First step is a conversation of what they have done to date to help the situation
- They would like to call a meeting in August and it would not conflict with any City business

MOTION: THOMPSON / ROSS

RESOLVED THAT Council approve the request from the City of Greenwood for CAO, Doug Allin, to discuss the challenges the Greenwood City Council and the organization are facing and options for moving forward.

CARRIED.

COUNCILLOR BUTLER OPPOSED THE MOTION

b) CAO - Grant application for a Sanitary Sewer Expansion Study

Infrastructure Planning Grant

- Would be for the waste water system in Ruckles area and the future of the sewage plan for that area
- Grant would be to complete a conceptual plan for the area
- Prepare us for future grant opportunities because there would be a conceptual vision in place - shelf ready project
- Grant applications require a resolution of Council before they can be submitted
- When there is available money it is worth Council's consideration to apply
- All areas of town could be included in the grant application
- Would be prudent to submit this application as is and then join all areas at a later date

Council discussed:

- There are conceptual plans for Johnson Flats but not Ruckles
- This is a planning grant
- If any work was to be undertaken then all areas of the City would be tied into the project
- The difference between a septic tank and field and a sewer system and the pros and cons of each
- Fit within the Asset Management Program
- Funding streams may be different for repairing old and building new
- Election may have an impact on funding that is made available

MOTION: THOMPSON / ROSS

RESOLVED THAT Council approve that staff proceed with the submission of a grant application to the Ministry of Community, Sport and Cultural Development, to apply for funding in order to undertake a Sanitary Sewer Expansion Study.

CARRIED.

ADJOURNMENT

RESOLVED THAT Council adjourn the meeting at 11:34am

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

ACTING CORPORATE OFFICER –
SARAH WINTON

DRAFT

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: August 17th, 2015
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, 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 WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

- OPTIONS:**
- 1. RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED**
 - 2. RESOLVED THAT COUNCIL DOES NOT RECEIVE THE REPORTS FROM MEMBERS OF COUNCIL.**

	
Department Head or CAO	Chief Administrative Officer

Mayor's Report

On Thursday July 30th, I attended the cheque presentation by MLA Linda Larson, at the GF airport. The cheque was for a grant for the upgrade of the beacon lighting, at the airport. We are quite fortunate, to have been able to secure grants such as this one and others, and are very appreciative to our MLA and the BC Government, for recognizing Grand Forks.

Also on Thursday July 30th, we had the pleasure of being visited by our MP, Dan Albas, and Marshall Neufeld. Mr. Albas was passing through Grand Forks, to present us with the Canada 150 Grant, which will be used for our playground upgrades. Again, we are very appreciative and thankful, to have been recognized, by our higher levels of Government, as a community on the move.

Kudos to our staff and management for a job well done, in acquiring these grants for our City.

On Friday August 7th, my wife and I attended the opening ceremonies, on behalf of the City, where I officially launched the Cannifest concert. I had the opportunity, to meet with Chuck Varabioff, prior to the event. He seemed to be a very nice and informative individual. The event itself, seemed to go quite well, with majority of the crowd fearlessly sustaining the record heat. I don't know how they did it, but they did. Obviously, true rock fans. My wife and I left, because the concert was not starting for about another half hour or so. We did return that evening, for a brief appearance, and we walked around, and talked to a few people. Everyone, seemed to be enjoying themselves, and I was really impressed, with how well it was all organized, right down to the security, and RCMP presence. I wasn't able to attend Saturday night,

due to other commitments, but I believe from what I had heard, everything went well.

In conclusion, I would like to thank Staff & Management, for a job well done, also again kudos to all our volunteers, and let us hope to have and sponsor many more events, in our wonderful City.

Everyone should be commended, for all their hard work and dedication.

Mayor Konrad

REPORT TO COUNCIL

TO: Mayor and Council
FROM: Councillor Christine Thompson
DATE: August 17, 2015
SUBJECT: Report to Council

I attended a meeting of the Phoenix Foundation on July 22nd. The Board has contracted for the position of Youth Co-Ordinator and has accepted with regret, the resignation of Roland Kruger.

I attended a Special Meeting of Council that approved the application of a Development Variance Permit for a property on 18th Street owned by Drew Zibin.

On August 5th, I attended a meeting of the Transition Housing Project Steering Committee. A review of the Draft Preliminary Needs Assessment for Housing Needs for the Homeless was done, with some recommendations for changes to the document prior to presenting it to Council.

Respectfully,

Councillor Christine Thompson

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Council
Date: August 17th, 2015
Subject: Report – from the Council's Representative to the Regional District of Kootenay Boundary
Recommendation: **RESOLVED THAT COUNCILLOR KROG'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 COUNCILLOR KROG'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING BE RECEIVED.**

- OPTIONS:**
- 1. RESOLVED THAT COUNCILLOR KROG'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

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Corporate Officer / Communications
Date: August 17th, 2015.
Subject: Communications Policy and Procedures
Recommendation: RESOLVED THAT COUNCIL receive the draft communications Policy and Procedures and determines to move forward with public consultation and a council workshop as next steps in its development.

BACKGROUND:

The City of Grand Forks has identified improving communications as a key priority in their ongoing operations.

In 2013 Council and senior staff participated in a half-day communication planning and policy setting workshop. The next day the entire staff team participated in a full-day communication planning workshop. The purpose of the facilitated sessions was to identify priorities based on successful current practices and gaps and opportunities for improvement. It was determined that a need existed for more strategic, coordinated communications that reflect consistent standards and branding was needed.

The draft Communications Policy and Procedures includes suggestions for guiding principles, recommendations to enhance communications procedures and processes to facilitate Council member's community outreach, to adopt a more strategic approach to City communications and to ensure successful internal and external communications.

The draft Communications Policy and Procedures is intended to form the foundation for discussion and continued development between Council, Staff and the public.

Staff proposes to take the draft communications policy and procedures to the public for consultation. The draft policy and procedures will be posted on the City website for review by the public, who will be informed of the process through social media, printed media and on the City website. The Communications Officer will compile the public's feedback and host a workshop for Council to discuss and review the information and make any adjustments to the draft policy and procedures. The time line for public

REQUEST FOR DECISION



— REGULAR MEETING —



consultation is the last two weeks of July. The intention is to bring the revised policy and procedure to the August 17th, COTW meeting.

Benefits or Impacts of the Recommendation:

- General:** Strong communications is central to the success of the City of Grand Forks and the well-being of its citizens. The draft policy and procedures focuses on developing a sustainable, long term framework with and allows for the addition of many advance communication tools and methods over time.
- Strategic priority:** As a function of good government, open and proactive communications ensures the public receives clear, relevant and timely information from the City. Citizens are empowered to hold the City accountable and to ensure transparency.
- Financial:** The majority of the communications work included will involve all staff throughout the organization and will be included in each departments annual operating budgets.
- Policy/Legislation:** N/A
- Attachments:** Draft Communications Policy and Procedures

	
Department Head or CAO	Chief Administrative Officer



COMMUNICATIONS POLICY AND PROCEDURES

Executive Summary

The City of Grand Forks recognizes the need to implement new policies, procedures and strategies to enhance communications in the community and within the organization.

Through the strategic and coordinated delivery of communications, the City can increase the effectiveness of its decision-making by informing and engaging the community, clearly and consistently, with timely and relevant information, reducing misinformation and ultimately saving time and resources and improving outcomes.

Strong communications is central to the success of the City of Grand Forks and the well being of its citizens. The objective of the Communications Policy and Procedures is to effect information sharing. As a function of good governance, open and proactive communications is aimed at ensuring the public receives clear, relevant and timely information from the City. Information is the lever that people need to hold the City accountable and to ensure transparency in participative and empowering processes.

Guiding Principles

Guiding principles are used to help guide decisions around communications. These principles speak to how the City will implement the communication policies of Council, improving communications with key stakeholders, including tax payers, community, Federal and Provincial government and others.

The following suggestions for guiding principles could be used to provide direction for decisions regarding the City's communications.

- Ensure the City's messages are communicated in a clear, relevant and proactive manner that is consistent throughout the organization
- Every member of Council and staff has a role to play in assisting the City to listen to citizens, incorporate feedback and communicate its message.
- Provide accurate, relevant and timely information to target select audiences with appealing, positive, open and honest information
- Offer opportunities for two-way communications and continuous dialogue to the mutual benefit of the City and its citizens and stakeholders
- Be proactive in seeking opportunities to inform and engage key stakeholders, residents, businesses, community groups and the media, using a wide range of communication strategies, tools and channels
- Increase awareness about the role of the City of Grand Forks and programs and services

- Seek to build trust, increase understanding and reduce misinformation
- Ensure all communications, both internal and external, are respectful, recognizing, and seeking to understand different perspectives
- Allocate the adequate and/or necessary resources, both financial and human, to implement communications as identified and approved.

DRAFT

1.1.1 COMMUNICATION AND CONSULTATION PLANNING

Communication planning will be incorporated into annual work and/or project plans in order to inform and engage key stakeholders and audiences such as residents, businesses, opinion leaders, community groups, service clubs and the media.

Communication plans will identify the level of desired consultation using levels of engagement, identified by the International Association of Public Participation Spectrum (i.e. inform, consult, involve, collaborate, and empower) for key target audiences and projects (www.iap2.com)

A variety of communication channels and communiqués will be used to meet the needs of the City's growing and diverse audience, and may include traditional print advertising as well as digital or online opportunities such as the City's existing Twitter profile and website.

1.2 AUDIENCES

Communication plans will identify audiences in order to ensure the right messages and right channels are used to inform and engage these groups. Key audiences for the City of Grand Forks may include but are not limited to:

- Residents
- Businesses
- Business groups (i.e. Community Futures Boundary, Boundary Country Regional Chamber of Commerce)
- Community groups
- Service clubs
- Schools
- Post-secondary institutions
- Associations
- Regional District of Kootenay Boundary
- Boundary Economic Development Committee
- Provincial Government
- Federal Government
- First Nations
- Other local governments
- UBCM, LGMA
- Other provincial or federal ministries or departments

Understanding the needs of the citizens and larger community, as well as the impacts of existing or changing programs, projects or services is important to the City of Grand Forks. It is important to identify appropriate audiences and to better understand audience knowledge or acceptance of an issue and increase awareness where deemed important and/or necessary.

1.3 MESSAGE CONTENT

In keeping with Council's Guiding Principles, messaging will be developed to provide clear, consistent and accurate information in plain language.

When representing the City, Council and staff will provide a consistent message about the City's projects, programs, services and decisions. Briefing notes including key points will be used as needed to assist in creating a consistent message.

1.4 MEDIA RELATIONS

The implementation of strategic media relations practices will be aimed at enriching media relationships, growing the City's brand and reputation and informing and engaging the community.

The City seeks to proactively engage the media to increase the publication of accurate, timely and relevant information, striving for balanced representation in the media on any issue. And, to leverage earned media coverage as a venue to reach the broader community.

The City will endeavor to respond promptly and accurately to media requests to increase coverage, build stronger relationships and be able to act as "experts" on City projects.

The City will seek to respond to published misinformation in a timely manner by providing the correct facts with a focus on the specific issue.

The Mayor or their designate will be the official spokesperson for the City.

The Communications Officer and /or CAO may designate staff as the spokesperson for specific programs, projects or services.

1.5 EXTERNAL COMMUNICATIONS

To provide accurate and timely information to the community about City activities, share accomplishments, manage inquiries and advertise key initiatives.

The City seeks to provide clear, relevant and timely information to its external audience.

Each department is responsible for ensuring that pertinent information is communicated out in a timely and accurate manner.

Co-operation and co-ordination between departments is necessary in ensuring the City's guiding principles are reflected in information and messaging in communications to the public.

The City's web site www.grandforks.ca provides the main source of City information; however, it is important to use as many channels of communication as possible including email, direct mail, print and broadcast media and the internet.

Each department will be responsible for ensuring that timely and relevant information is made available externally, and that this information will be reviewed by the Communications Officer prior to distribution.

Council Communications

The City will ensure that Council priorities are met through regular dialogue, information exchange and by understanding communications needs as they relate to City strategic priorities.

Paid Advertising

The City recognizes that ensuring a consistent source of information is a key component to communicating with its citizens. Paid advertising will be used to promote decisions of Council, statutory requirements and ongoing programs, Request for Proposals, tenders, projects and services as necessary.

Personal and Community Contact

The City strives to provide a high level of customer-centered service that recognizes the importance of personal contact with its citizens. The City seeks to engage its community members through a variety of strategies, including personal contact of both Council and staff at community events, open houses, meetings, presentations and/or visits.

Promotional and Informational Materials

Ensuring clear and consistent visual representation of the City's message in a variety of formats is important to creating a positive and proactive message. Materials should be of high quality, appealing and appropriately written/produced to match the content. All promotional materials will be reviewed and approved by the Communications Officer and /or CAO.

Brand Guidelines

The City's logo is the official symbol of the community and to be used on all City materials in keeping with the City's adoption of the Brand Guidelines (2013).

1.6 INTERNAL COMMUNICATIONS

The City aims to establish effective internal communication practices that are integrated with external communications and branding. The internal communications objective is to build trust and demonstrate authenticity, transparency and accessibility.

Each department is responsible for ensuring that pertinent operational information is posted in first class.

Information that is to include Council will be posted to the Council folder by the Communications Officer, Corporate Officer or CAO.

1.7 ONLINE: WEBSITE AND SOCIAL MEDIA

The City will utilize social media and the city website to build the community's knowledge in order to enhance communications and engagement.

Meeting the needs of a diverse and growing population requires use of a wide range of communications channels and tools. The City supports the use of the website and social media such as Twitter for informing citizens as well as encouraging dialogue and input. Other forms of social media such as Facebook and/or You Tube may also be considered. Social media policies will be developed to govern the use of social media as required.

1.8 COMMUNITY ENGAGEMENT

The City will use various techniques and channels to encourage information sharing and dialogue.

The City recognizes that the decision-making process is improved by engaging citizens and other stakeholder groups when appropriate. Informing and involving those affected or interested in a decision is a priority of the City, leading to sustainable decisions by providing participants with the information they need to be involved in a meaningful way, early in the process and describes how citizen input affects the decision.

1.9 COMMITTEES

Council determines the committees of council and committee liaisons as part of a strategy to encourage strategic decision making, information sharing and dialogue amongst community groups.

1.10 RESOURCES

While communications takes time and energy up front, it can greatly benefit the City and its citizens by ensuring people have the opportunity to become informed, to provide input and take action as needed. Annual and/or project plans and/or action plans will identify the resources, financial and human, required to implement communications.

1.11 EVALUATION

Ensuring the best uses of communications resources is part of sustainable and prudent governance. Project plans will include evaluation indicators to determine the success of various programs, projects and services.

From time to time, the City may also seek to better understand the impact of various programs, projects and services and may engage in research such as an annual citizen survey or a specific communication survey.

DRAFT

2. COMMUNICATIONS PROCEDURES - DRAFT

The following describes suggested procedures relating to various aspects of the above communications policy.

2.1.1 COMMUNICATION AND CONSULTATION PLANNING

Communication plans are the responsibility of department managers and will be incorporated into existing and new project plans. Communications Plans will identify the following:

- Corporate and communications goals and objectives
- Desired level of consultation for specific key audiences using the IAP2 Spectrum (i.e. inform, consult, collaborate, etc.)
- Clearly identified audiences
- An internal and external assessment of impacts or sensitive issues (i.e. who will be impacted and how and/or a SWOT analysis) and any potential steps to mitigate the impact if/as required (i.e. identifying barriers and benefits and removing barriers if the ability exists)
- Key messages
- Communication tools and channels for dissemination
- Action plans and/or timelines for implementation
- Evaluation indicators

Project plans will also list the resources, financial and human, necessary to carry out the desired communications.

In addition, action plans may be developed for specific communications initiatives to assist in achieving City goals and objectives.

A Communications Calendar may be used to assist with annual planning and to ensure coordinated implementation.

2.2. AUDIENCES

Communication plans will identify key audiences and associated strategies. Audience research may be conducted to learn more about any perceived barriers or challenges and potential opportunities and benefits. This may include a variety of topics related to the City's overall operations and/or specific projects or questions. These may include:

- Exit surveys at events and open houses
- Annual citizen survey
- Feedback from frontline staff
- Monitoring emails, calls and other requests for information or comments
- Media analysis of number and tone/content of articles
- Mobile access to surveys on website
- Surveys in utility bills

- Peer research
- Mini focus groups
- Key informant interviews
- Testing of messages, strategies, tools, etc.
- Use of available data on demographics and psychographics such as census data and economic profiles.

2.3 MESSAGE CONTENT

Content for communications materials should be in keeping with Council's Policies and Guiding Principles and include information that is:

- Clear, easy-to-understand in plain language
- Respectful
- Positive
- Appealing
- Sensitive to the audience(s)
- Incorporates the use of stories, examples, stats, facts, etc. as required
- Uses testimonials from locals or others as warranted

Briefing notes regarding resolutions of Council will be developed. Draft versions will be circulated to Council, managers and other team members as required to ensure the information is accurate and relevant to key audiences prior to public release. Final versions are to be shared with Council, managers and staff as required.

Briefing notes will be developed as a necessary part of approved projects plans. Draft versions will be circulated to managers and other team members as required to ensure the information is accurate and relevant to key audiences. Final versions are to be shared with Council, managers and staff as required.

2.4 MEDIA RELATIONS

2.4.1 Implement proactive media outreach practices

Strengthen relationships with local media

Encourage staff to send new contact information that may benefit from receiving some media releases to Communications.

Nurture relationships built on trust, transparency and reliability with local reporters.

Share information not only in response to inquiries but provide post-event photos etc.

Manage a regional media list

Pitch good news stories to local media

Ensure that project plans identify opportunities to proactively communicate with the media and leverage media coverage where possible. Action plans may include the use of:

- News releases, also available on the website
- Public service announcements (PSA)
- Media interview and photo opportunity invitations
- Backgrounders, links and other support materials
- Interviews
- Photo opportunities (e.g., events such as the Sneak Peek showing of City Hall after the fire)

2.4.2 Ensure staff and Council receive ongoing media relations and spokesperson training as needed.

Provide media counsel prior to media interviews for Council and Senior Management team.

Follow established protocols for approval processes, templates and statutory requirements.

Ensure that news releases, advertisements and other media correspondence are shared internally prior to external publication.

2.5 EXTERNAL COMMUNICATIONS

2.5.1 Clearly define roles and responsibilities for communications within the organization

2.5.2 Create a work environment that understands the value of communications

2.5.3 Review privacy and correspondence policy's

- Utilize First Class email addresses for Mayor, Council and staff.
- Clarify procedures for tracking and responding to correspondence received by info@grandforks.ca, correspondence received directly by Mayor and Council, correspondence received through the regular mail system.

2.5.4 Event Management

- Communications Officer or Corporate Officer will write speaking notes for the Mayor
- Compile briefs prior to attendance by the Mayor to share event details in advance.

2.5.5 Correcting misinformation

Correcting misinformation is a sensitive issue and can detract from the City's objectives to provide clear, accurate, relevant and timely information. As such, decisions on how to handle this type of information in the media need to be both strategic and thoughtful.

Published misinformation, either in the mainstream media or online, is to be brought to the attention of the Communications Officer for future action which could include:

- Personal contact
- Request for correction

- Request for new article on same/similar topic
- Letter to the editor
- Advertising
- Or other measures as required.

2.5.6 City Website

The addition of a "For the Record" section will be added to the City website. "For the record" will be used to respond to questions, correspondence, inquiries and statements made by the public on social media forums such as Facebook, twitter and other social media, as well as printed material such as letters to the editor in the local newspaper. The Communications Officer will be responsible for posting on "For the Record" and will seek input from department managers as needed.

2.5.7 Council Communications

- The development of monthly / bimonthly / quarterly City newsletters will be circulated through print media and the City website. There will be an inclusion of "From Council Chambers" which identifies Council news.
- Council will recognize that negative commentary in the public arena as it relates to staff performance counteracts the ability to meet objectives outlined in the Communications policy.
- Media training will be arranged for Council.
- Understand that access to information is the starting point for all forms of community engagement.
- Consider community engagement at the outset of policy and decision making process

Council may determine to establish a Council Communications Committee. This committee will be responsible for input and approval of Council communications in respect to Council resolutions and not the operations of the City. Communications regarding Council resolutions, once approved by the Communications committee, will be posted in print media, social media and on the City website as necessary and by the Communications Officer.

2.5.8 Paid Advertising

The use of paid advertising will be identified in the work plan and may include:

- Newspapers
- Radio
- TV
- Web
- Online
- Social media
- Signage
- Other opportunities as identified.

Continued use of advertisements in the Grand Forks Gazette newspaper to broadcast decisions of Council, and ongoing or upcoming programs, projects and services as necessary. Advertising can also be used to ask survey questions or as a poster for placement at various community locations. The content will vary as required and identified in the action plan.

Advertising may be further leveraged with the use of a news release to announce projects.

2.5.9 Personal and Community Contact

Depending on the program, project or service, project plans may include a variety of outreach strategies to make personal contact. This may include:

- Presentations or visits to community groups, service clubs, business organizations and schools
- Hosting open house events, City hall or public meetings, tours or a combination
- Participating in or attending community events, trade shows and fairs

Contact email lists of community, service, business groups and other key contacts should be kept up-to-date and used to circulate information as identified. This could also include distribution of regular communiqués such as news releases, posters and newsletters as another way to leverage this informational piece.

Ensure Council and staff are prepared with any necessary information such as key messages, and/or promotional materials as required in advance.

2.5.10 Promotional and Informational Materials

Visual materials help promote the City's brand, providing clarity and consistency. These materials should be easy-to-read, appealing with a consistent look and colours which are similar to the City's logo. These materials may include:

- Newsletters/utility bill inserts both print and online
- Brochures, flyers, post cards
- Door hangers, shelf labels or tags
- Fact sheets, Frequently Asked Questions
- Posters
- Signage
- Open house panels
- Visuals for advertisements such as bus boards, transit shelters, theatre ads, grocery store dividers, etc. that can also be used as .jpgs for the website or other materials
- Items such as buttons, stickers, mugs, fridge magnets, seed packets, mascots, etc.

Materials should be of high quality, appealing and appropriately written/produced to match the content as outlined in the City's Brand Guidelines document. All materials will be reviewed and approved by the Communications Officer.

2.5.11 Visual Identity Guidelines

The City's logo is the official symbol of the community. The logo may be used on other organization's publications with approval of the Communications Officer or their designate. The logo should be reproduced in the official colours or black and white (or grayscale). The logo's integrity should be maintained, in accordance with the Brand Guidelines and should always retain the same aspect (i.e. is should never be stretched or skewed as when one corner is dragged, creating a heightened or flattened version).

2.6 INTERNAL COMMUNICATIONS

The City aims to establish effective internal communication practices that are integrated with external communications and branding. The internal communications objective is to be consistent with messaging, build trust and demonstrate authenticity, transparency and accessibility.

Each department is responsible for ensuring that pertinent operational information is posted in first class. Each department will identify who in that department is responsible for current information updates.

Continually review and discuss within departments how internal communications can be improved.

Managers will communicate key issues, significant successes and major challenges related to their portfolios to the Communications Officer.

Communications updates will be provided and incorporated into management meetings. These updates will include sharing key news stories, recommendations for improving internal and external communications, crisis management issues and communications contributions to projects and events.

Fact sheets will be made available for front line staff and Council.

Communications plans will be developed for major events in order to ensure team members communicate the same messages and understand objectives and media outreach is proactive. The department manager in conjunction with the Communications Manager will write communications plans for major events held in Grand Forks such as Family Day and Christmas Light Up.

Information that is to include Council will be posted to the Council folder by the Communications Officer, Corporate Officer or CAO.

2.7 ONLINE: WEBSITE AND SOCIAL MEDIA

The City currently maintains a website and a Twitter profile. Content and use of these important ~~communications tools are to be considered when developing project plans.~~

2.7.1 Social Media

The City does not currently maintain a Facebook page. Given that social media is one of the main information sharing tools today, it is important that the City consider monitoring Facebook and other social media sites in order to respond to comments and concerns in a proactive, accurate and timely manner. The Communications Manager will be responsible for monitoring and responding to social media sites and will defer to department managers when necessary.

The Communications Officer will provide information to community members in a professional forum that does not foster or tolerate disparaging commentary.

2.7.2 City website

The addition of a "For the Record" section will be added to the City website. "For the record" will be used to respond to questions, correspondence, inquiries and statements made by the public on social media forums such as Facebook, twitter and other social media, as well as printed material such as letters to the editor in the local newspaper. The Communications Manager will be responsible for posting on "For the Record" and will seek input from department managers as needed.

A social media policy will be developed by the Communications Manager that will include:

- Key staff identified and trained to maintain site
- Guidelines for Council, staff and public users
- Posting
- Responding
- Advertising
- Leveraging and coordinating with other communications tools
- Consideration or criteria for further uses of social media such as Facebook and/or YouTube

2.8 COMMUNITY ENGAGEMENT

The City recognizes that the decision-making process is improved by engaging citizens and other stakeholder groups when appropriate.

Council's decision making will be balanced by a range of key considerations including: technical feasibility, financial viability and social acceptability.

The City's community engagement procedure achieves:

- Alignment with Council's strategic priorities and guiding principles
- Supports Council's decision making by providing information on citizens and stakeholder opinions
- Ensuring consistent and clear practices for involvement and/or information sharing

- Ensuring an appropriate level of engagement based on assessed community impact and benefit
- Identifies the parameters and resources for public engagement

The City will use various techniques and channels to encourage information sharing and dialogue based on eight public engagement and guiding principles, which outline what the community can expect from the City.

- **Accountability:** Elected officials and staff are accountable for ensuring meaningful public engagement
- **Inclusiveness:** Public dialogue and decision making processes, reach out to, and encourage participation of the community.
- **Transparency:** Public decision-making processes are accessible, honest and understandable.
- **Fiscally sustainable:** Ensure methods and resources for public notice and engagement reflect the magnitude and complexity of the initiative.
- **Early involvement:** Helps identify issues and look at opportunities and challenges during concept development, design and implementation of city policies, projects and initiatives.
- **Timely communications:** Ensure there is enough time within the engagement process to provide information to the community.
- **Clear and accessible information:** Ensures the use of plain language in a wide variety of formats and channels of communication.
- **Suitable process:** Design and implementation of public engagement processes and techniques that reflect the magnitude and complexity of the initiative. Processes adapt to changing needs and issues as the move forward.

Process

The strategies and methods that will be used to involve and inform those affected by a decision are based on the IAP2 Spectrum of Participation, an international standard. The Communications Officer will develop a community engagement template in order to support staff in delivering quality engagement practices in the community as outlined in three phases:

Phase 1 - Assessing Community Impact

The term 'level of community impact' refers to the magnitude of change citizens may experience as a result of a project/issue or change in policy or service.

The assessment criteria has four levels of impact which range from:

- Level 1 - High impact city wide
- Level 2 – High impact on select area and/or defined groups
- Level 3 – Moderate impact city wide
- Level 4 – Moderate impact on select area and/or defined groups

Phase 2 - Identifying and Achieving Goal of Public Engagement, IAP2 Spectrum of Inform, Consult, Involve, Collaborate and Empower.

This phase outlines the commitment(s) made to citizens and stakeholders and examples of techniques and tools that align to each goal.

INFORM – GOAL: *To provide balanced and objective information in a timely manner. “We will keep you informed.”*

CONSULT – GOAL: *To obtain feedback on analysis, issues, alternatives and decisions. “We will keep you informed, listen to and acknowledge concerns and preferences, and will provide feedback on how public input influenced the decision.”*

INVOLVE – GOAL: *To work with the public to make sure concerns and aspirations are considered and understood. “We will work with you to ensure your concerns and aspirations inform the outcome to the maximum extent possible.”*

COLLABORATE – GOAL: *To partner with the public in each aspect of the decision making. “We will look to you for advice and innovation and incorporate this in decisions as much as possible.”*

EMPOWER – GOAL: *To place final decision making in the hands of the public. “We will implement what you decide.”*

2.9 COMMITTEES

Committees of Council include Standing Committees, Select Committees and Ad Hoc committees. Council may appoint members of Council to sit on committees of other boards, acting as the liaison between City Council and that board.

In an effort to provide current and relevant information to council a report out, on a consistent basis, from committees is required. Reporting out should be on a regular basis throughout the year, and through either a written report that is included in the council agenda or in person at a Committee of the Whole meeting, by the Chair of the Board of a committee. A Council liaison may from time to time bring forward requests to Council, at a Council meeting, from committees. Proposed resolutions will be provided to the Corporate Officer prior to the agenda deadline.

2.10 RESOURCES

Project plans will identify the resources, financial and human, required to implement communications. This may include the following and will vary according to project:

- Staff time
- Resources required for project support (i.e. printing, events, etc.)
- Contract services
- Consulting services

Resources may also be identified in the annual budget process for the City’s Communications for ongoing communications that may not be specifically related to a project. These may include projects such as the website, social media, media releases, annual reports and/or surveys, etc.

2.11 EVALUATION

Project plans will include evaluation indicators to determine the success of various programs, projects and services. Evaluation will at a minimum be based on the objectives for communications set out in the work plan and may also include information on outputs and outcomes. Ongoing monitoring of communications tools will also be used to determine effectiveness and address any issues as they arise.

From time to time, the City may also seek to better understand the impact of various programs, projects and services and may engage in research such as an annual citizen survey.

The true impact of this policy will be more apparent over an extended period of time, as tools, processes and procedures become utilized as a matter of habit and as a culture that recognizes the importance of solid internal and external communications is established. Tactics to measure long term success of the plan may include:

- Effectiveness in communicating key messages
- Tone of media coverage
- Tone and content of community and stakeholder engagement
- Number of media impressions
- Number of partnerships built
- Operating performance
- Opportunity to see key messages, brand representation, articles, photos used, quotes and testimonials
- Impact on other departments, including number and content of complaints and tone and content of feedback received
- Number of website hits

Ensuring Success

The success of this plan relies on the support and engagement of Council to effect change and foster constructive dialogue throughout the organization and City. This can only work to create an environment that encourages a spirit of community and positive action and discourse. Communications is, therefore, understood as a shared responsibility. It is the intent of this policy to build in steps to ensure its success. These include:

- A well-organized plan
- An achievable Action Plan
- Reasonable objectives that align with Council priorities
- Council and staff commitment
- Management of the plan through diligent and knowledgeable execution, flexibility and measure of control (to avoid scope creep)

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Operations
Date: August 17, 2015
Subject: Grand Forks Dog Park update
Recommendation: **RESOLVED THAT COUNCIL select the level of support for the Dog park group from the City**
Further that Council approves amending the 2015 Financial Plan from Surplus to include the construction

BACKGROUND:

In 2010, City Council established a Dog Park at the South Side of the City Cemetery along 18th Street. The park was created with a single large dog play area and a small entrance area.

The Dog Park Association would like to pursue a list of updates to make the park more safe and user friendly. The list is in priority sequence.

1. Split the large dog play area into 2 smaller ones and install a separate entrance gate within the small entrance area. – This will allow for additional usage of the park as the separate area would be used to separate dogs that need to adjust to the others as well as allow for smaller dogs to have a play area away from the bigger ones.
2. Extend one of the play areas by 10-20 feet to the north (cemetery) – This will make one play area bigger again for the larger dogs to have the same space as before the division.
3. Create a shelter and memorial section – This will allow for a covered area for all seasons for patrons of the park. The memorial piece would provide the dog park a way to raise funds.
4. A small set of stairs or other improvement for the parking area – Currently this is a safety issue as the ground is slippery.
5. Porta-Potty – Sanitary restroom for dog park users.
6. Guest book box – Sign in for local and out of town dog park users.

In the event that there is a discovery of human remains that are not identified on our city mapping the project will cease and a report will be presented Council.

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

General: The dog park association would like to update the dog park in stages. After being in use for 5 years some upgrades could improve the usability of the space.

Strategic Impact:

Financial: These updates were not in the planned City of Grand Forks 2015 budget. Other local user groups have funds and/or in kind labour donations that may be used.

1. (#1 & #2 in the background section) \$2000 in fence and other materials, 32 hours of labour which would be taken from regular maintenance of our assets. 32 hours x approximately \$50 including which is \$1600.
2. (#2 in the background section) Area needs to be tested for previous cemetery use, 2 hours of labour \$50 hr = \$100
3. (#3 in the background section) Dog Park Association structure which the group has funds and in kind labour donations for most of this, City Staff will need to be involved for footings of structure (8 hours) \$50 hr x 8 = \$400
4. (#4 in the background section) Dog Park Association has funds and in kind labour donations
5. (#5 in the background section) Porto-Potty rental - \$2000 year around

Policy/Legislation: LOU#29 between City and CUPE in place to allow the Dog Park Association user group to perform the work for items 3 and 4

Attachments: Dog Park Update.pdf (Drawing)

REQUEST FOR DECISION


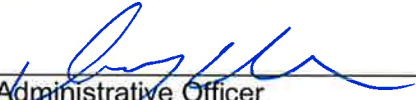
— REGULAR MEETING —

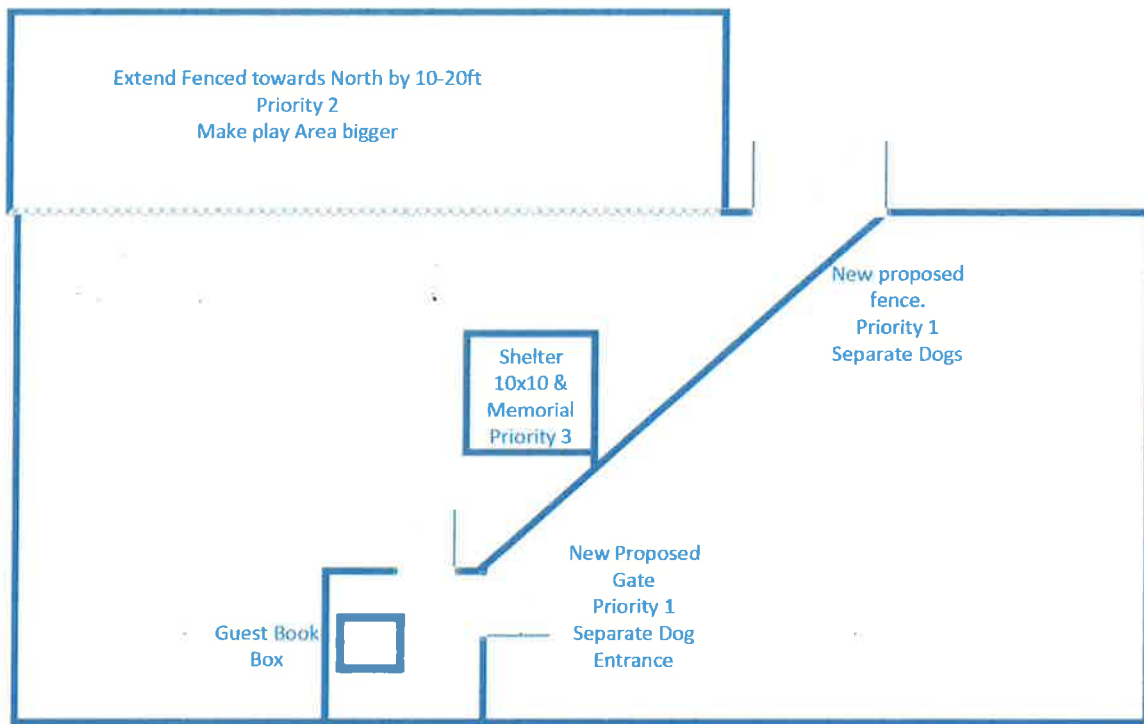


Recommendation: **RESOLVED THAT COUNCIL select the level of support for the Dog park group from the City.**

Further that Council approves amending the 2015 Financial Plan from Surplus to include the construction

- OPTIONS:**
- 1. RESOLVED THAT COUNCIL CHOOSE, ANY OR ALL, UPDATES FOR CITY STAFF TO PURSUE AND TIMELINES.**
 - 2. RESOLVED THAT COUNCIL DOES NOT SUPPORT CITY STAFF WORKING ON THE DOG PARK UPDATE IN 2015**
 - 3. RESOLVED THAT COUNCIL SUPPORT CITY STAFF WORKING ON DOG PARK UPDATE ONLY FOR ITEM 3**
 - 4. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer



REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Operations
Date: August 17, 2015
Subject: EV Charging Station
Recommendation: **RESOLVED THAT COUNCIL proceed with the EV charging station project in the downtown area of Grand Forks.**
Further that Council approves amending the 2015 Financial Plan from Surplus to include the installation costs of \$5000

BACKGROUND:

The City was approached by travelers regarding Electrical Vehicle (EV) charging options in this area.

Electric Vehicles can travel about 2.5 to 3 hours without the need for recharging. They have a smaller carbon footprint for fuel/energy as gasoline powered vehicles do.

www.plugshare.com currently lists Osoyoos to the West, Rossland and Castlegar to the East and Kettle Falls to the South as the closest publicly accessible charging stations.

Sun Country Highway Destination Program is offering up to 3 free charging stations currently (valued at up to \$7000). They are working with TOTA and Destination Osoyoos on improving the Highway 3 & 97 routes for EV traffic. Their preferred location for additional EV chargers is currently Grand Forks as Grand Forks is situated in the most opportune location.

On average a charge takes about 30min to 1hour for a fast charge and up to 8hrs to fully recharge, mostly done overnight. The electrical cost per charge would be about \$3 to \$7 depending on vehicle and battery size.

Benefits or Impacts of the Recommendation:

General: EV charging promotes a sustainable community and a positive environmental attitude. Additional visitors will be enticed to stop in Grand Forks to charge their vehicles in the downtown core.

REQUEST FOR DECISION

— REGULAR MEETING —



Strategic Impact: Establish Grand Forks as the primary destination in the Boundary for EV owners. Local establishments will also benefit by visitors shopping or enjoying a meal while waiting for their vehicle to charge

Financial: These updates were not planned for in the City of Grand Forks 2015 budget. The meters will be added to the Asset Management program. Usage will be monitored to start. Pay per use modules can be installed to help fund replacements in the future when usage increases.

Policy/Legislation: Once approved other departments and organizations need to be contacted to establish a proper location for the EV chargers.


Attachments: Highway 3 & 97 – High level overview

Recommendation: **RESOLVED THAT COUNCIL proceed with the EV charging station project in the downtown area of Grand Forks.**

Further that Council approves amending the 2015 Financial Plan from Surplus to include the installation costs of \$5000

OPTIONS:

- 1. RESOLVED THAT COUNCIL PROCEED WITH THE OF THE EV CHARGING STATION PROJECT**
- 2. RESOLVED THAT COUNCIL DOES NOT PROCEED WITH THE INSTALLATION OF THE EV CHARGING STATIONS**
- 3. RESOLVED THAT COUNCIL REFERS THE MATTER BACK TO STAFF FOR FURTHER INFORMATION.**

	
Department Head or CAO	Chief Administrative Officer



SUN COUNTRY HIGHWAY

Introduction to BC Highway 3 & 97 EV Infrastructure Project

I'm working with Linda Larson, MLA for Boundary-Similkameen, Kim Maynard, Councilor with the Town of Princeton, Black Hills Wines, Burrowing Owl Wines, Cassini Wines, and The Plug-In Center of North Central Washington on a very cool project that will expand western Canada's Electric Vehicle highway infrastructure into Washington State. The purpose of this project is to attract American electric vehicle owners to western Canada.

Using international Highway 97 as the artery, I'm working with Jack Anderson, President of The Plug-In Center of North Central Washington, and Kim Maynard, Council and Deputy Mayor, Princeton, BC. This group will provide the means to connect southern BC and Alberta to the Cascadia corridor. This includes the region from Weed California to Jasper National Park and from Hope BC to Medicine Hat Alberta.

By including California, the scope of this project makes this corridor very attractive to the more than 7,000 Tesla owners up and down the Pacific Coast Region. This group of owners has been targeted as they have the range to take full advantage of this highway - not to mention the means to enjoy touring and taking part in all the activities available at world-class facilities such as the Canadian Rockies and the Okanagan Valley.

Part of Sun Country Highway's Mission Statement addresses this very issue; that is, to assist regional economic, socio and environmental sustainability. EV owners and associations have told us that this new mode of transportation (electric vehicles) will boost all stakeholders' profile. The installation of EV infrastructure will drive new business to destinations throughout the Rockies.

This project will connect Interstate 5, US97 and US20 to the Trans-Canada Highway and BC97, two, very popular north-south routes that cross the Can-Am border, for electric vehicle drivers. At the end of the day, US golfers, wine aficionados and Eco Tourists will be able to tour BC's spectacular scenic regions, and vice versa.

Sun Country Highway brings logistics and implementation experience to assist you in your decision to become involved in this project that will:

1. show the world that destination resorts are world-class leader in green transportation initiatives,
2. connect Alberta, BC, Washington, Oregon and California together via a high profile touring highway, equipped with EV infrastructure, and
3. continue the momentum created by Sun Country Highway as we provide North Americans with public access to EV infrastructure.



SUN COUNTRY HIGHWAY

About Sun Country Highway Ltd.

Sun Country Highway is a wholly Canadian owned company focused on creating Canada's electric vehicle infrastructure. Its aim is to promote the adoption of clean energy transportation by greening Canada's Highways.

Founded in 2012, Sun Country Highway is a Canadian electric vehicle infrastructure and electric truck distribution and sales company based in Saskatoon Saskatchewan. The Mission: "To create the most 'earth-friendly' country in the world. Our aim is to empower Canadians to make choices that promote economic and environmental sustainability; we want to help green Canada's highways by fostering a culture shift toward greener living," and drive "the Movement" to provide every community across Canada the opportunity to install electric vehicle infrastructure for use by all stakeholders.

For more information, please contact:

Rob MacGregor

Western Regional Director

Sun Country Highway

rob@suncountryhighway.ca

604.999.3055

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Operations
Date: August 17, 2015
Subject: Water Regulations Bylaw No. 1973 and Bylaw 2014
Recommendation: **RESOLVED THAT COUNCIL repeal Bylaw No. 1973 and Bylaw No. 2014 simultaneously to allow for amended Bylaw No. 1973-A1 to be implemented in their place.**

BACKGROUND: Water Regulations Bylaw No. 1973-A1 has been drafted to extend timelines for water meter installations to December 31, 2015 and clean up some language/billing concerns. This will replace the two existing Water Regulations Bylaw No. 1973, 2014 and Water Regulation Bylaw No. 1973 amendment Bylaw No. 2014, 2015

Benefits or Impacts of the Recommendation:

General: Housekeeping

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: Water Regulations Bylaw No.1973, Bylaw 2014, and Water Regulations Bylaw No. 1973-A1

Attachments: Water Regulations Bylaw No.1973 and Bylaw No. 2014



REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT COUNCIL repeal Bylaw No. 1973 and Bylaw No. 2014 simultaneously to allow for amended Bylaw No. 1973-A1 to be implemented in their place.**

OPTIONS: 1. **RESOLVED THAT COUNCIL SUPPORT THE RECOMMENDATION.**
 2. **RESOLVED THAT COUNCIL DOES NOT SUPPORT THE RECOMMENDATION.**
 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

WATER REGULATIONS BYLAW NO. 1973

A bylaw to provide for the regulation and use of the water system of the City of Grand Forks

WHEREAS the City of Grand Forks has established and operates a water system pursuant to its powers under the Community Charter, for the purpose of providing water to the residents, institutions, commercial and industrial users, and all other consumers in the City;

AND WHEREAS the City Council of the City of Grand Forks deems it necessary to set the rates, fees, charges and terms and conditions under which water may be supplied, protected and used;

NOW THEREFORE, the 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 **“Water Regulations Bylaw No. 1973, 2014”**.

2. DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:

“Agricultural User” means any Owner of land in the Agricultural Land Reserve or bona fide agricultural land that is connected to the Waterworks System;

“Applicant” means any Owner or duly authorized agent making an application for Service, Water Connection/Disconnection, or the Turn-on or Turn-off of water;

“Backflow Preventer” means a mechanical apparatus installed in a water system that prevents the backflow of contaminants into the potable Waterworks System;

“Bi-monthly” means every two-month period;

“Bone Fide Agricultural Land” means land used for agricultural purposes, as defined by the BC Assessment Authority;

“Bylaw Enforcement Officer” means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer, and every Peace Officer;

“City” means the Corporation of the City of Grand Forks;

“City specifications” means the specifications, drawings and other standards for works and services established under the **Subdivision, Development and Servicing Bylaw No. 1424, 1994**.

“Collector” means the Person appointed from time to time by Council as the Collector;

“Collector’s Roll” means a list of each property served by the Waterworks System that is liable to water charge, and which designates the Owner as a Domestic User, a Non-Domestic User, an Agricultural User or a combination thereof;

“Commercial” means all industrial, utility and business properties as defined as Class 2,4,5 and 6 under the *B.C. Assessment Act* and any institutional and apartment buildings with three or more units and any residential with two or more units within the same assessment folio, upon written application by the Owner;

“Council” means the Municipal Council of the Corporation of City of Grand Forks;

“Curb Stop” means the valve on a Service pipe located on the street or lane at or near an Owner’s Parcel Boundary;

“Customer” means any person, company, or corporation who has opened a service account with the City for the purpose of being supplied water from the City Waterworks System;

“Domestic User” means any Owner of land connected to the Waterworks System using water for residential household requirements, sanitation, fire prevention, or lawn and garden irrigation purposes;

“Dwelling Unit” means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building.

“Manager of Operations” means the individual appointed by Council to manage and oversee the day-to-day operation of the Waterworks System or his/her designate and, along with other City staff, to administer this bylaw;

“Meter Pit” means a chamber installed below or above the ground over a residential or irrigation water Service for the purpose of installing a Water Meter;

“Non-Domestic User” means any Owner of land connected to the Waterworks System that is not using water as a Domestic User or Agricultural User;

“Occupier” has the same meaning as in the Community Charter, as amended from time to time;

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

“Parcel Boundary” means the line that defines the perimeter of a parcel of land;

“Person” includes a corporation, partnership or party, and the Personal or legal representatives of a Person to whom the context can apply, according to law;

“Service” means and includes the supply of water to any Owner or any lot, and all the pipes, valves, fittings, meters, connections and other things necessary for the purpose of such supply;

“Service Connection” means the connecting line from the Waterworks System to the Parcel Boundary, and includes all related pipes, shut off valves and other appurtenances;

“Single-family Detached Dwelling” means a Dwelling Unit generally designed for and occupied by one family;

“Sprinkling” means to allow water from the City’s water supply to enter onto lawns, gardens and other outdoor areas;

“Turn-off” means to discontinue the Service to any Owner or any lot by closing a Curb Stop or by such other means as the City finds appropriate;

“Turn-on” means to commence the Service to any Owner or any lot by opening a Curb Stop or by such other means as the City finds appropriate;

“Water Connection” means the pipes and appurtenances on private property used or intended to be used to conduct water from the Curb Stop to the private property;

“Water Meter” means an apparatus or device used for measuring the volume of water passing through it, and includes any accessories such as a remote reader device and the connecting cable;

“Water User” means any Person who is the Owner or agent for the Owner of any premises to which the Service is provided, and also any Person who is the Occupier of any such premises, and also any Person who is actually a user of water supplied to any premises;

“Waterworks System” means the entire water system of the City, including, without limitation, the distribution system and the intake, reservoirs, and any water treatment facilities.

3. GENERAL PROVISIONS

- 3.1 To the extent that the City has not already established the Service of water supply, the City hereby establishes the Service of supplying water to the City through the Waterworks System and operating, constructing, maintaining and regulating the Waterworks System.
- 3.2 The City does not guarantee water pressure, continuous supply or direction of water flow. The City reserves the right at any time, without notice, to change the operating pressure, to shut off water or to change the direction of flow. The City, its officers, employees, nor agents shall be liable for any damage or other loss caused by changes in water pressure, shutting off water or change in direction of flow or by reason of the water containing sediments, deposits, or other foreign matter.
- 3.3 Nothing contained in this bylaw shall be construed to impose any liability on the City to provide water to any Person or property or to provide a continuous supply of water or water of any particular quantity or quality.
- 3.4 Any supply of water by the City is subject to the following conditions, in addition to the other conditions set out in this Bylaw:
- (a) the City is not responsible for the failure of the water supply as a result of any accident or damage to the Waterworks System;
 - (b) the City is not responsible for any excessive water pressure or lack of water pressure;
 - (c) the City is not responsible for any temporary stoppage of water supply on account of alterations or repairs to the Waterworks System,

whether such arises from the negligence of any Person in the employ of the City or another Person, or through natural deterioration or obsolescence of the Waterworks System or otherwise.

4. APPLICATIONS FOR SERVICE CONNECTION AND WATER CONNECTION

- 4.1 An Owner or an Owner's duly authorized agent must make an application to the City to install a Service Connection from the Waterworks System to the Owner's Parcel Boundary, and a Water Connection from the Curb Stop to his or her private property, and shall submit the application on the required form(s), as provided by the City and amended from time to time. Such Applicant shall, on making the application, pay to the City the applicable fee(s) as set out in **Schedule A**.

5. CONSTRUCTION OF THE SERVICE CONNECTION

- 5.1 Upon a completed application being received for the installation of a Service Connection, and payment of applicable fee(s) in full, a contractor pre-approved by the City may install a Service Connection from the Waterworks System to the Parcel Boundary and a Curb Stop at the Parcel Boundary.
- 5.2 An Owner is responsible for the installation of a Service Connection and a Curb Stop at the Parcel Boundary, at his or her sole cost.
- 5.3 Each property shall have only one Service Connection except where a separate connection is required by the Manager of Operations.
- 5.4 The size of the pipe to be used in providing a Service Connection to any premises and also the position in the street in which the Service Connection is to be laid shall be determined by the Manager of Operations.
- 5.5 No work of any kind in relation to a Service Connection, either for the laying of a new Service Connection or repair of an existing Service Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.

6. CONSTRUCTION OF THE WATER CONNECTION

- 6.1 Upon a completed application being received for the installation of a Water Connection, and payment of the applicable fee(s) in full, the Owner may install a Water Connection from the Curb Stop to the Owner's private property, and the Manager of Operations shall classify the Owner as either a Domestic User, a Non-domestic User, an Agricultural User, or any combination thereof.
- 6.2 An Owner is responsible for the installation of a Water Connection, at his or her sole cost.
- 6.3 Installation of a Water Connection must comply with the following requirements:

- (a) the type and size of pipe used for the Water Connection must meet the standards for piping as determined by the Manager of Operations or his/her designate;
 - (b) all Water Connection lines shall be installed to provide a minimum depth of 1.5 metres cover;
 - (c) where required by the Manager of Operations, a Backflow Preventer must be installed at the building as close as possible to the entrance point of the Water Connection into the building; and
 - (d) after the Water Connection lines have been installed, the Owner must not backfill the excavation until the installation of the Water Connection has been inspected and approved by the City.
- 6.4 No work of any kind in relation to a Water Connection, either for the laying of a new Water Connection or repair of an existing Water Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.
- 6.5 The Owner is solely responsible for supplying, installing and maintaining the Curb Stop and the connection or joint at the property line between the Service Connection and the Water Connection.
- 6.6 The Owner is responsible for any damage caused by the Owner to the Curb Stop and must immediately notify the Manager of Operations of any such damage.
- 6.7 Where required by the Manager of Operations, an Owner shall install a pressure-reducing device on his or her property, to the satisfaction of the Manager of Operations.
- 6.8 An Owner is responsible for maintaining the Water Connection and Backflow Preventer in good repair and in a clean and sanitary condition at all times, and must remedy any defect in the Water Connection as soon as the Owner becomes or is made aware of the defect. The Owner must immediately advise the Manager of Operations of any defect in the Water Connection.

7. WATER TURN-OFF / TURN-ON

- 7.1 All applications for the Turn-off or Turn-on of the water Service must be made in writing to the Manager of Operations not less than forty-eight (48) hours before the Turn-off or Turn-on is required.
- 7.2 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in **Schedule A**.

- 7.3 Any Person who applies to the City for the Turn-on of the Service shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 7.4 No Person shall make an application for the Turn-off of the Service from any premises in use, or occupied by any other Person, until such use or occupation has ceased, the premises have been vacated, or the occupying Person consents.
- 7.5 Any unauthorized Person found to have turned the water on or off is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

8. WATER DISCONNECTION/RECONNECTION

- 8.1 When any building within the City is removed, demolished or abandoned, application for disconnection of a water Service shall be made in writing, by the property Owner, on the required form(s) as provided by the City and amended from time to time and delivered to the City Office. Until such application has been submitted, water rates may be charged as prescribed in **Schedule A** to the property Owner.
- 8.2 All applications for the disconnection or reconnection of the water Service must be made in writing to the Manager of Operations not less than one (1) week before the disconnection/reconnection is required.
- 8.3 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in **Schedule A**.
- 8.4 Any Person who applies to the City for reconnection of the Service shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 8.5 Any unauthorized Person found to have disconnected from or reconnected to the water Service is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

9. RESTRICTIONS ON USE OF WATER

- 9.1 Council may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit irrigation, yard and garden Sprinkling, car washing and private pool filling to reduce water usage when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

- 9.2 The City may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit other water uses when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

10. WATER METERS

- 10.1 Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, purchase a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw.
- 10.2 Notwithstanding Section 10.1, the City shall supply and install Water Meters to those properties built prior to January 1, 2015, free of charge.
- 10.3 Only one Water Meter shall be installed for each Water Connection on a property.
- 10.4 The Manager of Operations may determine and specify the type and size of Water Meters for each type of property and use, considering the Manager of Operation's estimate of water consumption and other factors considered relevant by the Manager of Operations.
- 10.5 Every Water Meter shall be installed by a certified plumber or qualified contractor retained by the Owner of the parcel and approved by the Manager of Operations.
- 10.6 Where water services a single building on private property, the Water Meter shall be located in the building as close as possible to the entrance point of the Water Connection into the building, unless otherwise approved by the Manager of Operations.
- 10.7 Notwithstanding Section 10.6, the Owner of each newly constructed Single-family Detached Dwelling in the City shall install a water meter within the Dwelling Unit or a Meter Pit, as per current industry standards as determined by the Manager of Operations, with a Water Meter at the Parcel Boundary. For clarity, a newly constructed single-family detached dwelling is any single-family detached dwelling constructed after adoption of this bylaw. The City will provide a water meter free of charge up until July 31, 2015.
- 10.8 Where water services multiple-unit housing or Commercial, industrial or institutional property, the Water Meter must be located within a meter room or some other location approved by the Manager of Operations.
- 10.9 The Owner shall maintain the Water Meter on his or her property in good repair and shall not tamper with the Water Meter in any manner. The Owner shall

provide adequate protection for the Water Meter against freezing, heat and other severe conditions that might damage the Water Meter.

- 10.10 If any breakage, stoppage or other irregularity in a Water Meter is observed by an Owner, the Owner shall notify the Manager of Operations immediately.
- 10.11 If a Water Meter installed on a property is destroyed, lost or damaged in any way, the Owner shall repair or replace the Water Meter at his or her sole cost.
- 10.12 An Owner must, at all reasonable times, provide adequate, convenient, and unobstructed access to the City for inspecting and reading the Water Meter.
- 10.13 No Person shall remove or in any way disturb a Water Meter except under the direction of the Manager of Operations.
- 10.14 The Service shall not be activated to a property until a Water Meter has been installed on the property and any Meter Pit has been inspected by the City and found to be in compliance with this bylaw.
- 10.15 If the City or an Owner questions the accuracy of the record of a Water Meter, the City shall designate a qualified professional to remove and test the Water Meter.
- 10.16 If the test performed under Section 10.15 discloses that the Water Meter is not less than 98% accurate in recording the water passing through the Water Meter, the party questioning the accuracy of the Water Meter shall pay the meter testing fee specified in **Schedule A**. If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the cost of the test shall be borne by the City.
- 10.17 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the City shall repair or replace the Water Meter, at its own cost.
- 10.18 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the Manager of Operations shall adjust the Owner's water bill by the amount of the inaccuracy for a period not exceeding one (1) year. The adjustments shall only apply to the Owner who overpaid or underpaid and not to any subsequent Owner of the property.

11. FAILURE TO INSTALL A WATER METER

- 11.1 If an Owner fails to install a Water Meter as required by this bylaw, the City may, upon giving notice to the Owner, install a Meter Pit and Water Meter at the Curb Stop at the sole cost of the Owner. Prior to and including July 31, 2015 the

Owner will be responsible for the difference in cost between in-home installation and Meter Pit installation. After July 31, 2015 the Owner will be responsible for all costs associated with installation.

12. OFFENCES AND PROHIBITIONS

12.1 No Person shall:

- (a) connect or maintain any connection to, or use water from the Waterworks System without first obtaining permission from the Manager of Operations in accordance with this bylaw;
- (b) connect, cause to be connected or allow to remain connected any building on any property already connected to the Waterworks System to any other source of water;
- (c) connect, cause to be connected or allow to remain connected to the Waterworks System any pipe, fixture, fitting, container, appliance or apparatus, in any manner which, under any circumstances, could cause or allow any part of the Waterworks System to become contaminated;
- (d) sell, dispose of or otherwise give away water from the City Waterworks System;
- (e) connect any apparatus, fitting, or fixture to the Waterworks System which may in any way harm the Waterworks System.

12.2 No Person shall cause, permit or allow any device or apparatus of any kind to be or remain connected to the Waterworks System or allow it to be operated in such a manner as to cause sudden large demands for water or otherwise affect the stability of water pressure in the Waterworks System and, for the purposes of this section, such prohibited devices and apparatuses include, without limitation:

- (a) booster pumps;
- (b) quick opening valves or quick closing valves;
- (c) flush meters;
- (d) rod hopper water closets;
- (e) water-operated pumps or siphons;
- (f) standpipes;
- (g) large outlets.

- 12.3 Notwithstanding Section 12.2, an Owner may apply to the Manager of Operations in writing for permission to connect a prohibited device or apparatus to the Waterworks System. Upon receiving permission from the Manager of Operations, the Owner may connect a prohibited device or apparatus to the Waterworks System, subject to any terms and conditions imposed by the Manager of Operations.
- 12.4 No Person shall destroy, injure, obstruct access to, or tamper with any hydrant, valve, Curb Stop, pipe, pump or other fixture of the Waterworks System or the Water Connection and no Person shall in any manner make any additions, alterations or other changes to the Waterworks System or the Water Connection.
- 12.5 No Person shall use water from the Waterworks System unless that usage is recorded by a properly functioning Water Meter that is installed and maintained in accordance with this bylaw.
- 12.6 No Person shall install any piping or other works designed to allow water from the Waterworks System to be used without that usage being recorded by a Water Meter.
- 12.7 Where the Manager of Operations considers that a Person has violated Section 12.5 or 12.6, the City may install a Meter Pit with a Water Meter at or near the Parcel Boundary of the property either on the property or on the adjacent highway.
- 12.8 Where the City has installed a Meter Pit with a Water Meter under Section 12.7, the Owner of the property in respect of which the Meter Pit with a Water Meter was installed shall pay to the City a fee equal to the cost incurred by the City to install the Meter Pit and Water Meter, including the cost of the pit and meter.
- 12.9 Where a Person has violated Section 12.4, 12.5 or 12.6, the Owner of the property in respect of which the violation has occurred shall pay to the City an unrecorded water usage penalty as set out in Municipal Ticket Information Bylaw No. 1957, and additional charges as described in **Schedule A**, whether or not the City has installed a Meter Pit with a Water Meter at or near the Parcel Boundary under Section 12.7.
- 12.10 Charges imposed under Section 12.8 or 12.9 are due and payable within 30 days of the date on which an invoice setting out the amount of the fee is mailed to the address of the Owner as shown on the assessment roll for the property referred to in those Sections and if unpaid on December 31 of the year in which the charges became due and payable, may be collected in the same manner and with the same remedies as property taxes.

- 12.11 Any Person who contravenes any of the provisions of this Bylaw is liable upon summary conviction to a minimum fine of not less than One Thousand Dollars (\$1000.00) and a maximum fine of Ten Thousand Dollars (\$10,000.00) and the cost of prosecution. Every day during which there is an infraction of this bylaw shall constitute a separate offence.

13. SHUT OFF OF WATER SUPPLY

- 13.1 The Manager of Operations may shut off the supply of water to any property for any or all of the following reasons:

- (a) a request for Turn-off or discontinuance of the Service;
- (b) maintaining, repairing, renovating, replacing, disinfecting or otherwise operating the Waterworks System;
- (c) an emergency that threatens the safety of the Waterworks System or the public;

and the City may shut off the supply of water to any property for any or all of the following reasons;

- (d) non-compliance with any provision of this bylaw;
- (e) shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw.

14. NOTICES OF WATER SHUT OFF

- 14.1 Where water supply is to be shut off for non-compliance with any provision of this bylaw, the City will give thirty (30) days notice to the Owner.
- 14.2 Where water supply is to be shut off for reason of non-compliance with any provision of this bylaw, the City will give the Person affected the opportunity to make representations to Council in respect of such non-compliance.
- 14.3 Where water supply is to be shut off for reason of shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw, the City will give at least seven (7) days notice, but no notice will be given where safety of life or property is at risk.
- 14.4 Where water supply is to be shut off for maintenance, repair, renovation, replacement, disinfection or other operation of the Waterworks System, the City will give at least two (2) working days notice for scheduled work, but no notice will be given where safety of life or property is at risk.
- 14.5 Notice under Sections 14.1, 14.3 and 14.4 may be given by one or more of the following:

- (a) posting notice on the property;
 - (b) providing notice on an Owner's water bill;
 - (c) mailing notice to the address supplied by the Owner or the address of the property;
 - (d) telephoning the Owner, which may include speaking directly to the Owner or leaving a message at the telephone number supplied by the Owner.
- 14.6 The City is not responsible for any notice failing to reach an Owner or other Water User prior to the shut off of water.
- 15. WATER USE CHARGES**
- 15.1 Property Owners shall be responsible for payment of all rates for water used and consumed on properties owned by them.
- 15.2 The user rates and charges specified in **Schedule A** are imposed and levied for water Services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the Bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan.
- 15.3 User rates and charges not paid by the DUE DATE shall be subject to an overdue account penalty, as set out in the current **Fees and Charges Bylaw**, on the working day after the DUE DATE and monthly thereafter.
- 15.4 For any new water Service connected to the City system during a Bi-monthly billing period, full basic charges for the billing period will apply and the user rates relating to consumption shall be based on recorded consumption. If no meter reading is available, the user rate will be prorated over the number of days from connection to the end of the billing period.
- 15.5 For any water Service disconnected or reconnected from the City system, Section 8 of this bylaw shall apply. Should the property Owner elect to have water Service to a building turned on or off, as described in Section 7 of this bylaw, water basic charges and user rates will continue to be charged.
- 15.6 The charges prescribed in **Schedule A** to cover the cost of disconnecting or reconnecting the service or turning the water supply "off" or "on" shall apply.
- 15.7 User rates shall be invoiced on a Bi-monthly basis.
- 15.8 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 during the year. Application will be accepted 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 (1) year.

The equal payment plan may be terminated by the customer, or the City, if the customer has not maintained his credit to the satisfaction of the City. The City deems credit to be unsatisfactory if, for any reason, two payments fail to be honoured. On the reconciliation date, or termination, the amounts payable by the customer to the City for water Service actually consumed during the equal payment period will be compared to the sum of equal payments made during the period. Any resulting amount owing by the customer will be paid to the City. An excess of payments over charges will be paid or credited by the City to the customer. If such amounts are less than \$10.00 (ten dollars), they will be carried forward and included in the calculation of the equal payments for the next period.

- 15.9 All rates and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

16. INSPECTION

- 16.1 The Manager of Operations and any Bylaw Enforcement Officer may enter on any property at any reasonable time for the purpose of inspecting and ascertaining whether the regulations and requirements of this Bylaw are being observed.
- 16.2 No Person shall obstruct or interfere with the Manager of Operations or any Bylaw Enforcement Officer in the performance of his or her duties or the exercise of his or her powers under this bylaw.

17. SEVERABILITY

- 17.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this bylaw.

18. REPEAL

- 18.1 The "Corporation of the City of Grand Forks Waterworks Regulation Bylaw No. 1501, 1997" and all amendments thereto are hereby repealed.

19. ENACTMENT

19.1 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 21st day of July, 2014.

READ A SECOND TIME this 21st day of July, 2014.

READ A THIRD TIME this 21st day of July, 2014

FINALLY ADOPTED this 18th day of August , 2014.

Mayor

Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1973, as passed by the Municipal Council of the City of Grand Forks on the 18th day of August, 2014.

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

Date Signed

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:

- i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)
- ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

4. Purchase of water from City Bulk Water Facility

Rate per cubic meter or portion thereof \$ 4.00

5. Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

* Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. Additional Charges

(a) Manual meter reading charge – per occurrence \$ 25.00

(a) Meter re-read at Customer's request – per occurrence \$ 25.00

(b) Meter testing at Customer's request – per occurrence At Cost

(c) Water meter tampering charge – per occurrence \$ 200.00

(d) Charge for damage due to tampering

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

Schedule A
Bylaw No. 1973
Page 3 of 3

7. User Rates – Effective July 1, 2014

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$28.50		\$7.00	\$0.113	
Commercial Office Properties (water use restricted to staff washroom)		\$26.50	\$7.00	\$0.113	
Commercial (Class06) Properties not listed below		\$59.00	\$7.00	\$0.124	
Large Industrial (Class 04) Properties		\$59.00	\$7.00	\$0.124	
Commercial laundry, car wash Properties		\$59.00	\$7.00	\$0.124	
Hotels, Restaurants, Malls		\$59.00	\$7.00	\$0.124	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$59.00	\$7.00	\$0.124	
Buildings not connected to Water System on lots where service is available		\$21.50	\$7.00		
Residential Properties not metered	\$45.25		\$7.00		\$16.40

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2014

A BYLAW TO AMEND THE CITY OF GRAND FORKS WATER REGULATIONS BYLAW NO. 1973

WHEREAS in accordance with the Community Charter, Council may, by bylaw, regulate and control the water service of the City of Grand Forks and amend rates, terms and conditions under which water service will be provided and supplied to all users and for the collection of rates for the service provided;

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 purposes as the **"City of Grand Forks Water Regulations Amendment Bylaw No. 2014, 2015"**.
2. That Bylaw No. 1973, cited as "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by deleting "Schedule A" and replacing it with a new "Schedule A", which is identified as "Appendix 1" and attached to this bylaw.
3. That Bylaw No. 1973, cited as the "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by adding Section 8.6 "Should the property owner elect to have the water service to a building turned on or off, as described in Section 8 of this bylaw, water customer charge and fixed and capital fees will continue to be charged."
4. That Bylaw No. 1973, cited as the "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by deleting Section 10.1 and replacing it with a new 10.1 stating "Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, pay for the cost of a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw. The Water Meter shall remain the property of the City of Grand Forks."
5. That this bylaw shall come into force and effect for all consumption billed for periods ended on or after July 1, 2015.


INTRODUCED this 7th day of April, 2015.

Read a **FIRST** time this 20th day of April, 2015.

Read a **SECOND** time this 20th day of April, 2015.

Read a **THIRD** time this 20th day of April, 2015.

FINALLY ADOPTED this 4th day of May, 2015.



Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2014,
the "City of Grand Forks Water Regulations Amendment Bylaw No. 2014, 2015",
as passed by the Municipal Council of the Corporation of the
City of Grand Forks on the ____ day of _____.

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

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:

i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length) – **At Cost**

ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping – **At Cost**

iii) Inspections and/or pressure testing \$150.00

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

4. **Purchase of water from City Bulk Water Facility**

Rate per cubic meter or portion thereof \$4.00

5. **Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1**

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. **Additional Charges**

(a) Manual meter reading charge – per occurrence \$ 25.00

(b) Meter re-read at Customer's request – per occurrence \$ 25.00

(c) Meter testing at Customer's request – per occurrence At Cost

(d) Water meter tampering charge – per occurrence \$200.00

(e) Charge for damage due to tampering

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

7. User Rates – Effective July 1, 2015

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$29.18		\$7.17	\$0.116	
Commercial Office Properties (water use restricted to staff washroom)		\$27.14	\$7.17	\$0.116	
Commercial (Class06) Properties not listed below		\$60.42	\$7.17	\$0.127	
Large Industrial (Class 04) Properties		\$60.42	\$7.17	\$0.127	
Commercial laundry, car wash Properties		\$60.42	\$7.17	\$0.127	
Hotels, Restaurants, Malls		\$60.42	\$7.17	\$0.127	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$60.42	\$7.17	\$0.127	
Buildings not connected to Water System on lots where service is available		\$22.02	\$7.17		
Residential Properties not metered	\$46.34		\$7.17		\$16.79

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Operations
Date: August 17, 2015
Subject: Water Regulations Bylaw No. 1973-A1
Recommendation: **RESOLVED THAT COUNCIL amend the bylaw to allow new timelines to complete the Universal Water Metering Program by December 31, 2015 and housekeeping items.**

BACKGROUND: The Universal water metering project was put on hold for approximately 8 months. The City staff is now working on completing the project with both pit meter and inside meter installations. Under the current Bylaw No. 1973 the timelines do not allow for residents that have already signed up for their water meter installation to be installed without penalty. Water Regulations Bylaw No. 1973-A1 has been drafted to extend timelines for water meter installations to December 31, 2015 and clean up some language/billing concerns.

Benefits or Impacts of the Recommendation:

General: Water meter installations were put on hold to ensure public had an opportunity to provide feedback.

Strategic Impact: Strategic Plan for 2012 – 2014, universal water metering was identified as a critical action for optimizing water system services and reducing energy requirements.

Financial: This project has been funded through accumulated gas tax funding. With the project being put on hold there will be additional costs to completing this project.

Policy/Legislation: Water Regulations Bylaw No.1973, Bylaw 2014, and Water Regulations Bylaw No. 1973-A1

REQUEST FOR DECISION

— REGULAR MEETING —





Attachments: Water Regulations Bylaw No.1973 draft, Bylaw No. 2014, and Water Regulations Bylaw No.1973-A1

Recommendation: **RESOLVED THAT COUNCIL amend the bylaw to allow new timelines to complete the Universal Water Metering Program by December 31, 2015 and housekeeping items.**

OPTIONS:

- 1. RESOLVED THAT COUNCIL PROCEEDS WITH CURRENT BYLAW NO. 1973 AND BYLAW NO. 2014**
- 2. RESOLVED THAT COUNCIL APPROVES BYLAW NO. 1973-A1 AS PRESENTED**
- 3. RESOLVED THAT COUNCIL AMMENDS BYLAW NO. 1973 AS A COUNCIL**

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

WATER REGULATIONS BYLAW NO. 1973-A1

A bylaw to provide for the regulation and use of the water system of the City of Grand Forks

WHEREAS the City of Grand Forks has established and operates a water system pursuant to its powers under the *Community Charter*, for the purpose of providing water to the residents, institutions, commercial and industrial users and all other consumers in the City;

AND WHEREAS the City Council of the City of Grand Forks deems it necessary to set the rates, fees, charges and terms and conditions under which water may be supplied, protected and used;

NOW THEREFORE, the 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 “**Water Regulations Bylaw No. 1973-A1, 2015**”.

2. DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:

“**Agricultural User**” means any Owner of land in the Agricultural Land Reserve or bona fide agricultural land that is connected to the Waterworks System;

“**Applicant**” means any Owner or duly authorized agent making an application for Service, Water Connection/Disconnection or the Turn-on or Turn-off of water;

“**Backflow Preventer**” means a mechanical apparatus installed in a water system that prevents the backflow of contaminants into the potable Waterworks System;

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

“**Bone Fide Agricultural Land**” means land used for agricultural purposes, as defined by the BC Assessment Authority;

“**Bylaw Enforcement Officer**” means a person in a class prescribed under Section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer and every Peace Officer;

“City” means the Corporation of the City of Grand Forks;

“City specifications” means the specifications, drawings and other standards for works and services established under the Subdivision, Development and Servicing Bylaw No. 1424, 1994.

“Collector” means the Person appointed from time to time by Council as the Collector;

“Collector’s Roll” means a list of each property served by the Waterworks System that is liable to water charge and which designates the Owner as a Domestic User, a Non-Domestic User, an Agricultural User or a combination thereof;

“Commercial” means all industrial, utility and business properties as defined as Class 2, 4, 5 and 6 under the B.C. Assessment Act and any institutional and apartment buildings with three or more units and any residential with two or more units within the same assessment folio, upon written application by the Owner;

“Council” means the Municipal Council of the Corporation of City of Grand Forks;

“Curb Stop” means the valve on a Service pipe located on the street or lane at or near an Owner’s Parcel Boundary;

“Customer” means any person, company or corporation who has opened a service account with the City for the purpose of being supplied water from the City Waterworks System;

“Domestic User” means any Owner of land connected to the Waterworks System using water for residential household requirements, sanitation, fire prevention or lawn and garden irrigation purposes;

“Dwelling Unit” means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building.

“Manager of Operations” means the individual appointed by Council to manage and oversee the day-to-day operation of the Waterworks System or his/her designate and, along with other City Staff, to administer this bylaw;

“Meter Pit” means a chamber installed below or above the ground over a residential or irrigation water Service for the purpose of installing a Water Meter;

“Non-Domestic User” means any Owner of land connected to the Waterworks System that is not using water as a Domestic User or Agricultural User;

“Occupier” has the same meaning as in the Community Charter, as amended from time to time;

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

“Parcel Boundary” means the line that defines the perimeter of a parcel of land;

“Person” includes a corporation, partnership or party and the Personal or legal representatives of a Person to whom the context can apply, according to law;

“Service” means and includes the supply of water to any Owner or any lot and all the pipes, valves, fittings, meters, connections and other things necessary for the purpose of such supply;

“Service Connection” means the connecting line from the Waterworks System to the Parcel Boundary and includes all related pipes, shut off valves and other appurtenances;

“Single-family Detached Dwelling” means a Dwelling Unit generally designed for and occupied by one family;

“Sprinkling” means to allow water from the City’s water supply to enter onto lawns, gardens and other outdoor areas;

“Turn-off” means to discontinue the Service to any Owner or any lot by closing a Curb Stop or by such other means as the City finds appropriate;

“Turn-on” means to commence the Service to any Owner or any lot by opening a Curb Stop or by such other means as the City finds appropriate;

“Water Connection” means the pipes and appurtenances on private property used or intended to be used to conduct water from the Curb Stop to the private property;

“Water Meter” means an apparatus or device used for measuring the volume of water passing through it and includes any accessories such as a remote reader device and the connecting cable;

“Water User” means any Person who is the Owner or agent for the Owner of any premises to which the Service is provided and also any Person who is the Occupier of any such premises and also any Person who is actually a user of water supplied to any premises;

“Waterworks System” means the entire water system of the City, including, without limitation, the distribution system and the intake, reservoirs and any water treatment facilities.

3. GENERAL PROVISIONS

- 3.1 To the extent that the City has not already established the Service of water supply, the City hereby establishes the Service of supplying water to the City through the Waterworks System and operating, constructing, maintaining and regulating the Waterworks System.
- 3.2 The City does not guarantee water pressure, continuous supply or direction of water flow. The City reserves the right at any time, without notice, to change the operating pressure, to shut off water or to change the direction of flow. The City, its officers, employees, nor agents shall be liable for any damage or other loss caused by changes in water pressure, shutting off water or change in direction of flow or by reason of the water containing sediments, deposits, or other foreign matter.
- 3.3 Nothing contained in this bylaw shall be construed to impose any liability on the City to provide water to any Person or property or to provide a continuous supply of water or water of any particular quantity or quality.
- 3.4 Any supply of water by the City is subject to the following conditions, in addition to the other conditions set out in this bylaw:
- (a) the City is not responsible for the failure of the water supply as a result of any accident or damage to the Waterworks System;
 - (b) the City is not responsible for any excessive water pressure or lack of water pressure;
 - (c) the City is not responsible for any temporary stoppage of water supply on account of alterations or repairs to the Waterworks System,

whether such arises from the negligence of any Person in the employ of the City or another Person, or through natural deterioration or obsolescence of the Waterworks System or otherwise.

4. APPLICATIONS FOR SERVICE CONNECTION AND WATER CONNECTION

- 4.1 An Owner or an Owner's duly authorized agent must make an application to the City to install a **Water** Service Connection from the Waterworks System to the

Owner's Parcel Boundary, and ~~a the Water Connection from property line the Curb Stop~~ to his or her private property and ~~shall~~ **must** submit the application on the required form(s), as provided by the City and amended from time to time. Such Applicant shall, on making the application, pay to the City the applicable fee(s) as set out in Schedule A.

5. CONSTRUCTION OF THE **WATER SERVICE CONNECTION**

- 5.1 Upon a completed application being received for the installation of a Service Connection, and payment of applicable fee(s) in full, a contractor pre-approved by the City may install a Service Connection from the Waterworks System to the Parcel Boundary and a Curb Stop at the Parcel Boundary.
- 5.2 An Owner is responsible for the installation of a **Water Service Connection** and a Curb Stop at the Parcel Boundary, at his or her sole cost.
- 5.3 Each property shall have only one Service Connection except where a separate connection is required by the Manager of Operations.
- 5.4 The size of the pipe to be used in providing a **Water Service Connection** to any premises and also the position in the street in which the **Water Service Connection** is to be laid shall be determined by the Manager of Operations.
- 5.5 No work of any kind in relation to a **Water Service Connection**, either for the laying of a new **Water Service Connection** or repair of an existing **Water Service Connection**, shall be done by any Person other than a contractor approved by the Manager of Operations.

6. CONSTRUCTION OF THE WATER CONNECTION

- 6.1 Upon a completed application being received for the installation of a Water Connection and payment of the applicable fee(s) in full, the Owner may install a Water Connection from the **property line Curb Stop** to the Owner's private property and the Manager of Operations shall classify the Owner as either a Domestic User, a Non-domestic User, an Agricultural User, or any combination thereof.
- 6.2 An Owner is responsible for the installation of a Water Connection, at his or her sole cost.

- 6.3 Installation of a Water Connection must comply with the following requirements:
- (a) the type and size of pipe used for the Water Connection must meet the standards for piping as determined by the Manager of Operations or his/her designate;
 - (b) all Water Connection lines shall be installed to provide a minimum depth of 1.5 metres cover;
 - (c) where required by the Manager of Operations, a Backflow Preventer must be installed at the building as close as possible to the entrance point of the Water Connection into the building; and
 - (d) after the Water Connection lines have been installed, the Owner must not backfill the excavation until the installation of the Water Connection has been inspected and approved by the City.
- 6.4 No work of any kind in relation to a Water Connection, either for the laying of a new Water Connection or repair of an existing Water Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.
- 6.5 The Owner is solely responsible for supplying, installing and maintaining the Curb Stop and the connection or joint at the property line between the **Water Service Connection** and the Water Connection.
- 6.6 The Owner is responsible for any damage caused by the Owner to the Curb Stop and must immediately notify the Manager of Operations of any such damage. **The City will repair and bill the repair on utility bill.**
- 6.7 Where required by the Manager of Operations, an Owner shall install a pressure-reducing device on his or her property, to the satisfaction of the Manager of Operations.
- 6.8 An Owner is responsible for maintaining the Water Connection and Backflow Preventer in good repair and in a clean and sanitary condition at all times, and must remedy any defect in the Water Connection as soon as the Owner becomes or is made aware of the defect. The Owner must immediately advise the Manager of Operations of any defect in the Water Connection.

7. WATER TURN-OFF / TURN-ON

- 7.1 All applications for the Turn-off or Turn-on of the water Service must be made in writing to the Manager of Operations not less than forty-eight (48) hours before the Turn-off or Turn-on is required.

- 7.2 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 7.3 Any Person who applies to the City for the Turn-on of the Service **Water Connection** shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 7.4 No Person shall make an application for the Turn-off of the Service **Water Connection** from any premises in use, or occupied by any other Person, until such use or occupation has ceased, the premises have been vacated or the occupying Person **has been given notification of thirty (30) days consents**.
- 7.5 Any unauthorized Person found to have turned the water on or off is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

8. WATER DISCONNECTION/RECONNECTION

- 8.1 When any building within the City is removed, demolished or abandoned, application for disconnection of a water Service shall be made in writing, by the property Owner, on the required form(s) as provided by the City and amended from time to time and delivered to the City Office. Until such application has been submitted, water rates may be charged as prescribed in Schedule A to the property Owner.
- 8.2 All applications for the disconnection or reconnection of the water Connection ~~Service~~ must be made in writing to the Manager of Operations not less than one (1) week before the disconnection/reconnection is required.
- 8.3 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 8.4 Any Person who applies to the City for reconnection of the **Water Service** shall provide to the Manager of Operations confirmation that the **Water Service Connection** was satisfactorily tested, inspected and approved by the City.
- 8.5 Any unauthorized Person found to have disconnected from or reconnected to the water **Connection Service** is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

9. RESTRICTIONS ON USE OF WATER

- 9.1 Council may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit irrigation, yard and garden Sprinkling,

car washing and private pool filling to reduce water usage when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

- 9.2 The City may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit other water uses when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

10. WATER METERS

- 10.1 Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, purchase a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw.
- 10.2 Notwithstanding Section 10.1, the City shall supply and install Water Meters to those properties built prior to January 1 ~~December 31~~, 2015 , free of charge.
- 10.3 Only one Water Meter shall be installed for each Water Connection on a property.
- 10.4 The Manager of Operations may determine and specify the type and size of Water Meters for each type of property and use, considering the Manager of Operation's estimate of water consumption and other factors considered relevant by the Manager of Operations.
- 10.5 Every Water Meter shall be installed by a certified plumber or qualified contractor retained by the Owner of the parcel and approved by the Manager of Operations.
- 10.6 Where water services a single building on private property, the Water Meter shall be located in the building as close as possible to the entrance point of the Water Connection into the building, unless otherwise approved by the Manager of Operations.
- 10.7 Notwithstanding Section 10.6, the Owner of each newly constructed Single-family Detached Dwelling in the City shall install a water meter within the Dwelling Unit or a Meter Pit, as per current industry standards as determined by the Manager of Operations, with a Water Meter at the Parcel Boundary. For clarity, a newly constructed single-family detached dwelling is any single-family detached dwelling constructed after adoption of this bylaw. The City will provide a water meter free of charge up until July 31 ~~December 31~~, 2015. Any new construction building permit after January 1, 2016 the water meter will be supplied by the City and billed to the utility account with the home owner being responsible for the installation of the water meter by a qualified contractor.

- 10.8 Where water services multiple-unit housing or Commercial, industrial or institutional property, the Water Meter must be located within a meter room or some other location approved by the Manager of Operations.
- 10.9 The Owner shall maintain the Water Meter on his or her property in good repair and shall not tamper with the Water Meter in any manner. The Owner shall provide adequate protection for the Water Meter against freezing, heat and other severe conditions that might damage the Water Meter.
- 10.10 If any breakage, stoppage or other irregularity in a Water Meter is observed by an Owner, the Owner shall notify the Manager of Operations immediately.
- 10.11 If a Water Meter installed on a property is destroyed, lost or damaged in any way, the Owner shall repair or replace the Water Meter at his or her sole cost.
- 10.12 An Owner must, at all reasonable times, provide adequate, convenient, and unobstructed access to the City for inspecting and reading the Water Meter.
- 10.13 No Person shall remove or in any way disturb a Water Meter except under the direction of the Manager of Operations.
- 10.14 The Service shall not be activated to a property until a Water Meter has been installed on the property and any Meter Pit has been inspected by the City and found to be in compliance with this bylaw.
- 10.15 If the City or an Owner questions the accuracy of the record of a Water Meter, the City shall designate a qualified professional to remove and test the Water Meter.
- 10.16 If the test performed under Section 10.15 discloses that the Water Meter is not less than 98% accurate in recording the water passing through the Water Meter, the party questioning the accuracy of the Water Meter shall pay the meter testing fee specified in Schedule A. If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the cost of the test shall be borne by the City.
- 10.17 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the City shall repair or replace the Water Meter, at its own cost.
- 10.18 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the Manager of Operations shall adjust the Owner's water bill by the amount of the inaccuracy for a period not exceeding one (1) year. The adjustments shall only apply to the Owner who overpaid or underpaid and not to any subsequent Owner of the property.

11. FAILURE TO INSTALL A WATER METER

- 11.1 If an Owner fails to install a Water Meter as required by this bylaw, the City may, upon giving notice to the Owner, install a Meter Pit and Water Meter at the Curb Stop at the sole cost of the Owner. Prior to and including ~~July 31~~December 31, 2015 the Owner will be responsible for the difference in cost between in-home installation and Meter Pit installation. After ~~July 31~~December 31, 2015, the Owner will be responsible for all costs associated with installation. unless booked for installation on or prior to December 1, 2015.

12. OFFENCES AND PROHIBITIONS

- 12.1 No Person shall:

- (a) connect or maintain any connection to, or use water from the Waterworks System without first obtaining permission from the Manager of Operations in accordance with this bylaw;
- (b) connect, cause to be connected or allow to remain connected any building on any property already connected to the Waterworks System to any other source of water;
- (c) connect, cause to be connected or allow to remain connected to the Waterworks System any pipe, fixture, fitting, container, appliance or apparatus, in any manner which, under any circumstances, could cause or allow any part of the Waterworks System to become contaminated;
- (d) sell, dispose of or otherwise give away water from the City Waterworks System; unless a written request has been approved by the Manager of Operations.
- (e) connect any apparatus, fitting, or fixture to the Waterworks System which may in any way harm the Waterworks System.

- 12.2 No Person shall cause, permit or allow any device or apparatus of any kind to be or remain connected to the Waterworks System or allow it to be operated in such a manner as to cause sudden large demands for water or otherwise affect the stability of water pressure in the Waterworks System and, for the purposes of this section, such prohibited devices and apparatuses include, without limitation:

- (a) booster pumps;
- (b) quick opening valves or quick closing valves;
- (c) flush meters;

- (d) rod hopper water closets;
 - (e) water-operated pumps or siphons;
 - (f) standpipes;
 - (g) large outlets.
- 12.3 Notwithstanding Section 12.2, an Owner may apply to the Manager of Operations in writing for permission to connect a prohibited device or apparatus to the Waterworks System. Upon receiving permission from the Manager of Operations, the Owner may connect a prohibited device or apparatus to the Waterworks System, subject to any terms and conditions imposed by the Manager of Operations.
- 12.4 No Person shall destroy, injure, obstruct access to, or tamper with any hydrant, valve, Curb Stop, pipe, pump or other fixture of the Waterworks System or the Water Connection and no Person shall, in any manner, make any additions, alterations or other changes to the Waterworks System or the Water Connection.
- 12.5 No Person shall use water from the Waterworks System unless that usage is recorded by a properly functioning Water Meter that is installed and maintained in accordance with this bylaw.
- 12.6 No Person shall install any piping or other works designed to allow water from the Waterworks System to be used without that usage being recorded by a Water Meter.
- 12.7 Where the Manager of Operations considers that a Person has violated Section 12.5 or 12.6, the City may install a Meter Pit with a Water Meter at or near the Parcel Boundary of the property either on the property or on the adjacent highway.
- 12.8 Where the City has installed a Meter Pit with a Water Meter under Section 12.7, the Owner of the property in respect of which the Meter Pit with a Water Meter was installed shall pay to the City a fee equal to the cost incurred by the City to install the Meter Pit and Water Meter, including the cost of the pit and meter.
- 12.9 Where a Person has violated Section 12.4, 12.5 or 12.6, the Owner of the property in respect of which the violation has occurred shall pay to the City an unrecorded water usage penalty as set out in Municipal Ticket Information Bylaw No. 1957, and additional charges as described in Schedule A, whether or not the City has installed a Meter Pit with a Water Meter at or near the Parcel Boundary under Section 12.7.

- 12.10 Charges imposed under Section 12.8 or 12.9 are due and payable within 30 days of the date on which an invoice setting out the amount of the fee is mailed to the address of the Owner as shown on the assessment roll for the property referred to in those Sections and if unpaid on December 31 of the year in which the charges became due and payable, may be collected in the same manner and with the same remedies as property taxes.
- 12.11 Any Person who contravenes any of the provisions of this bylaw is liable, upon summary conviction, to a minimum fine of not less than One Thousand Dollars (\$1,000.00) and a maximum fine of Ten Thousand Dollars (\$10,000.00) and the cost of prosecution. Every day during which there is an infraction of this bylaw shall constitute a separate offence.

13. SHUT OFF OF WATER SUPPLY

- 13.1 The Manager of Operations may shut off the supply of water to any property for any or all of the following reasons:

- (a) a request for Turn-off or discontinuance of the Service;
- (b) maintaining, repairing, renovating, replacing, disinfecting or otherwise operating the Waterworks System;
- (c) an emergency that threatens the safety of the Waterworks System or the public;

and the City may shut off the supply of water to any property for any or all of the following reasons;

- (d) non-compliance with any provision of this bylaw;
- (e) shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw.

14. NOTICES OF WATER SHUT OFF

- 14.1 Where water supply is to be shut off for non-compliance with any provision of this bylaw, the City will give thirty (30) days notice to the Owner.
- 14.2 Where water supply is to be shut off for reason of non-compliance with any provision of this bylaw, the City will give the Person affected the opportunity to make representations to Council in respect of such non-compliance.
- 14.3 Where water supply is to be shut off for reason of shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw, the City will give at least seven (7) days notice, but no notice will be given where safety of life or property is at risk.

- 14.4 Where water supply is to be shut off for maintenance, repair, renovation, replacement, disinfection or other operation of the Waterworks System, the City will give at least two (2) working days notice for scheduled work, but no notice will be given where safety of life or property is at risk.
- 14.5 Notice under Sections 14.1, 14.3 and 14.4 may be given by one or more of the following:
- (a) posting notice on the property;
 - (b) providing notice on an Owner's water bill;
 - (c) mailing notice to the address supplied by the Owner or the address of the property;
 - (d) telephoning the Owner, which may include speaking directly to the Owner or leaving a message at the telephone number supplied by the Owner.
- 14.6 The City is not responsible for any notice failing to reach an Owner or other Water User prior to the shut off of water.

15. WATER USE CHARGES

- 15.1 Property Owners shall be responsible for payment of all rates for water used and consumed on properties owned by them.
- 15.2 The user rates and charges specified in Schedule A are imposed and levied for Water Services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the Bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan.
- 15.3 User rates and charges not paid by the DUE DATE shall be subject to an overdue account penalty, as set out in the current Fees and Charges Bylaw, on the working day after the DUE DATE and monthly thereafter.
- 15.4 For any new water Service connected to the City system during a Bi-monthly billing period, full basic charges for the billing period will apply and the user rates relating to consumption shall be based on recorded consumption. If no meter reading is available, the user rate will be prorated over the number of days from connection to the end of the billing period.
- 15.5 For any Water Service disconnected or reconnected from the City system, Section 8 of this bylaw shall apply. Should the property Owner elect to have water Service to a building turned on or off, as described in Section 7 of this bylaw, water basic charges and user rates will continue to be charged.

- 15.6 The charges prescribed in Schedule A to cover the cost of disconnecting or reconnecting the service or turning the water supply "off" or "on" shall apply.
- 15.7 User rates shall be invoiced on a Bi-monthly basis.
- 15.8 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 during the year. Application will be accepted 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 (1) year.

The equal payment plan may be terminated by the customer, or the City, if the customer has not maintained his credit to the satisfaction of the City. The City deems credit to be unsatisfactory if, for any reason, two payments fail to be honoured. On the reconciliation date, or termination, the amounts payable by the customer to the City for water Service actually consumed during the equal payment period will be compared to the sum of equal payments made during the period. Any resulting amount owing by the customer will be paid to the City. An excess of payments over charges will be paid or credited by the City to the customer. If such amounts are less than \$10.00 (ten dollars), they will be carried forward and included in the calculation of the equal payments for the next period.

- 15.9 All rates and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

16. INSPECTION

- 16.1 The Manager of Operations and any Bylaw Enforcement Officer may enter on any property at any reasonable time for the purpose of inspecting and ascertaining whether the regulations and requirements of this bylaw are being observed.
- 16.2 No Person shall obstruct or interfere with the Manager of Operations or any Bylaw Enforcement Officer in the performance of his or her duties or the exercise of his or her powers under this bylaw.

17. SEVERABILITY

- 17.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this bylaw.

18. REPEAL

- 18.1 The "Corporation of the City of Grand Forks Waterworks Regulation Bylaw No. 1973, 2014 and Bylaw No. 2014, 2015" and all amendments thereto are hereby repealed.

19. ENACTMENT

- 19.1 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 17th day of August, 2015.

READ A SECOND TIME this 17th day of August, 2015.

READ A THIRD TIME this 17th day of August, 2015.

FINALLY ADOPTED this _____ day of _____, 2015.

Mayor

Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1973-A1, as passed by the Municipal Council of the City of Grand Forks on the _____ day of _____, 2015.

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

Date Signed

Bylaw No. 1973-A1

Page 1 of 3

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:

i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)

ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping

iii) Inspections and/or pressure testing \$150.00

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

4. *Purchase of water from City Bulk Water Facility*

Rate per cubic meter or portion thereof	\$4.00
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5. Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

(d) Water meter for new house construction

At Cost supplied by City, plus 15% added to utility bill

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. Additional Charges

(a)	Manual meter reading charge – per occurrence	\$ 25.00
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(a)(b) Meter re-read at Customer's request – per occurrence	\$ 25.00
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(b)(7)(C)	Meter testing at Customer's request – per occurrence	At Cost
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(c)(d) Water meter tampering charge – per occurrence	\$200.00
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(d)(e) Charge for damage due to tampering

(e)	Curb stop damaged by owner repaired by City	At cost plus 15%
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At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

Schedule A
Bylaw No. 1973-A1
Page 3 of 3

7. User Rates – Effective July 1, 2014

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$28.50 \$29.18		\$7.00 \$7.17	\$0.113 \$0.116	
Commercial Office Properties (water use restricted to staff washroom)		\$26.50 \$27.14	\$7.00 \$7.17	\$0.113 \$0.116	
Commercial (Class06) Properties not listed below		\$59.00 \$60.42	\$7.00 \$7.17	\$0.124 \$0.127	
Large Industrial (Class 04) Properties		\$59.00 \$60.42	\$7.00 \$7.17	\$0.124 \$0.127	
Commercial laundry, car wash Properties		\$59.00 \$60.42	\$7.00 \$7.17	\$0.124 \$0.127	
Hotels, Restaurants, Malls		\$59.00 \$60.42	\$7.00 \$7.17	\$0.124 \$0.127	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$59.00 \$60.42	\$7.00 \$7.17	\$0.124 \$0.127	
Buildings not connected to Water System on lots where service is available		\$21.50 \$22.02	\$7.00 \$7.17		
Residential Properties not metered	\$45.25		\$7.00 \$7.17		\$16.40 \$16.79

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2014

A BYLAW TO AMEND THE CITY OF GRAND FORKS WATER REGULATIONS BYLAW NO. 1973

WHEREAS in accordance with the Community Charter, Council may, by bylaw, regulate and control the water service of the City of Grand Forks and amend rates, terms and conditions under which water service will be provided and supplied to all users and for the collection of rates for the service provided;

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 purposes as the **"City of Grand Forks Water Regulations Amendment Bylaw No. 2014, 2015"**.
2. That Bylaw No. 1973, cited as "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by deleting "Schedule A" and replacing it with a new "Schedule A", which is identified as "Appendix 1" and attached to this bylaw.
3. That Bylaw No. 1973, cited as the "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by adding Section 8.6 "Should the property owner elect to have the water service to a building turned on or off, as described in Section 8 of this bylaw, water customer charge and fixed and capital fees will continue to be charged."
4. That Bylaw No. 1973, cited as the "City of Grand Forks Water Regulations Bylaw No. 1973, 2014", be amended by deleting Section 10.1 and replacing it with a new 10.1 stating "Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, pay for the cost of a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw. The Water Meter shall remain the property of the City of Grand Forks."
5. That this bylaw shall come into force and effect for all consumption billed for periods ended on or after July 1, 2015.

INTRODUCED this 7th day of April, 2015.

Read a **FIRST** time this 20th day of April, 2015.

Read a **SECOND** time this 20th day of April, 2015.

Read a **THIRD** time this 20th day of April, 2015.

FINALLY ADOPTED this 4th day of May, 2015.



Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2014,
the "City of Grand Forks Water Regulations Amendment Bylaw No. 2014, 2015",
as passed by the Municipal Council of the Corporation of the
City of Grand Forks on the ____ day of _____.

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

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:

i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length) – **At Cost**

ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping – **At Cost**

iii) Inspections and/or pressure testing \$150.00

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

4. **Purchase of water from City Bulk Water Facility**

Rate per cubic meter or portion thereof \$4.00

5. **Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1**

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. **Additional Charges**

(a) Manual meter reading charge – per occurrence \$ 25.00

(b) Meter re-read at Customer's request – per occurrence \$ 25.00

(c) Meter testing at Customer's request – per occurrence At Cost

(d) Water meter tampering charge – per occurrence \$200.00

(e) Charge for damage due to tampering

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

7. User Rates – Effective July 1, 2015

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$29.18		\$7.17	\$0.116	
Commercial Office Properties (water use restricted to staff washroom)		\$27.14	\$7.17	\$0.116	
Commercial (Class06) Properties not listed below		\$60.42	\$7.17	\$0.127	
Large Industrial (Class 04) Properties		\$60.42	\$7.17	\$0.127	
Commercial laundry, car wash Properties		\$60.42	\$7.17	\$0.127	
Hotels, Restaurants, Malls		\$60.42	\$7.17	\$0.127	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$60.42	\$7.17	\$0.127	
Buildings not connected to Water System on lots where service is available		\$22.02	\$7.17		
Residential Properties not metered	\$46.34		\$7.17		\$16.79

THE CORPORATION OF THE CITY OF GRAND FORKS

WATER REGULATIONS BYLAW NO. 1973-A1

A bylaw to provide for the regulation and use of the water system of the City of Grand Forks

WHEREAS the City of Grand Forks has established and operates a water system pursuant to its powers under the Community Charter, for the purpose of providing water to the residents, institutions, commercial and industrial users and all other consumers in the City;

AND WHEREAS the City Council of the City of Grand Forks deems it necessary to set the rates, fees, charges and terms and conditions under which water may be supplied, protected and used;

NOW THEREFORE, the 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 **“Water Regulations Bylaw No. 1973-A1, 2015”**.

2. DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:

“Agricultural User” means any Owner of land in the Agricultural Land Reserve or bona fide agricultural land that is connected to the Waterworks System;

“Applicant” means any Owner or duly authorized agent making an application for Service, Water Connection/Disconnection or the Turn-on or Turn-off of water;

“Backflow Preventer” means a mechanical apparatus installed in a water system that prevents the backflow of contaminants into the potable Waterworks System;

“Bi-monthly” means every two-month period;

“Bone Fide Agricultural Land” means land used for agricultural purposes, as defined by the BC Assessment Authority;

“Bylaw Enforcement Officer” means a person in a class prescribed under Section 273 (c) of the Community Charter who is designated by a local government as a bylaw enforcement officer and every Peace Officer;

“City” means the Corporation of the City of Grand Forks;

“City specifications” means the specifications, drawings and other standards for works and services established under the Subdivision, Development and Servicing Bylaw No. 1424, 1994.

“Collector” means the Person appointed from time to time by Council as the Collector;

“Collector’s Roll” means a list of each property served by the Waterworks System that is liable to water charge and which designates the Owner as a Domestic User, a Non-Domestic User, an Agricultural User or a combination thereof;

“Commercial” means all industrial, utility and business properties as defined as Class 2, 4, 5 and 6 under the B.C. Assessment Act and any institutional and apartment buildings with three or more units and any residential with two or more units within the same assessment folio, upon written application by the Owner;

“Council” means the Municipal Council of the Corporation of City of Grand Forks;

“Curb Stop” means the valve on a Service pipe located on the street or lane at or near an Owner’s Parcel Boundary;

“Customer” means any person, company or corporation who has opened a service account with the City for the purpose of being supplied water from the City Waterworks System;

“Domestic User” means any Owner of land connected to the Waterworks System using water for residential household requirements, sanitation, fire prevention or lawn and garden irrigation purposes;

“Dwelling Unit” means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building.

“Manager of Operations” means the individual appointed by Council to manage and oversee the day-to-day operation of the Waterworks System or his/her designate and, along with other City Staff, to administer this bylaw;

“Meter Pit” means a chamber installed below or above the ground over a residential or irrigation water Service for the purpose of installing a Water Meter;

“Non-Domestic User” means any Owner of land connected to the Waterworks System that is not using water as a Domestic User or Agricultural User;

“Occupier” has the same meaning as in the Community Charter, as amended from time to time;

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

“Parcel Boundary” means the line that defines the perimeter of a parcel of land;

“Person” includes a corporation, partnership or party and the Personal or legal representatives of a Person to whom the context can apply, according to law;

“Service” means and includes the supply of water to any Owner or any lot and all the pipes, valves, fittings, meters, connections and other things necessary for the purpose of such supply;

“Service Connection” means the connecting line from the Waterworks System to the Parcel Boundary and includes all related pipes, shut off valves and other appurtenances;

“Single-family Detached Dwelling” means a Dwelling Unit generally designed for and occupied by one family;

“Sprinkling” means to allow water from the City’s water supply to enter onto lawns, gardens and other outdoor areas;

“Turn-off” means to discontinue the Service to any Owner or any lot by closing a Curb Stop or by such other means as the City finds appropriate;

“Turn-on” means to commence the Service to any Owner or any lot by opening a Curb Stop or by such other means as the City finds appropriate;

“Water Connection” means the pipes and appurtenances on private property used or intended to be used to conduct water from the Curb Stop to the private property;

“Water Meter” means an apparatus or device used for measuring the volume of water passing through it and includes any accessories such as a remote reader device and the connecting cable;

“Water User” means any Person who is the Owner or agent for the Owner of any premises to which the Service is provided and also any Person who is the Occupier of any such premises and also any Person who is actually a user of water supplied to any premises;

“Waterworks System” means the entire water system of the City, including, without limitation, the distribution system and the intake, reservoirs and any water treatment facilities.

3. GENERAL PROVISIONS

- 3.1 To the extent that the City has not already established the Service of water supply, the City hereby establishes the Service of supplying water to the City through the Waterworks System and operating, constructing, maintaining and regulating the Waterworks System.
- 3.2 The City does not guarantee water pressure, continuous supply or direction of water flow. The City reserves the right at any time, without notice, to change the operating pressure, to shut off water or to change the direction of flow. The City, its officers, employees, nor agents shall be liable for any damage or other loss caused by changes in water pressure, shutting off water or change in direction of flow or by reason of the water containing sediments, deposits, or other foreign matter.
- 3.3 Nothing contained in this bylaw shall be construed to impose any liability on the City to provide water to any Person or property or to provide a continuous supply of water or water of any particular quantity or quality.
- 3.4 Any supply of water by the City is subject to the following conditions, in addition to the other conditions set out in this bylaw:
- (a) the City is not responsible for the failure of the water supply as a result of any accident or damage to the Waterworks System;
 - (b) the City is not responsible for any excessive water pressure or lack of water pressure;
 - (c) the City is not responsible for any temporary stoppage of water supply on account of alterations or repairs to the Waterworks System,

whether such arises from the negligence of any Person in the employ of the City or another Person, or through natural deterioration or obsolescence of the Waterworks System or otherwise.

4. APPLICATIONS FOR SERVICE CONNECTION AND WATER CONNECTION

- 4.1 An Owner or an Owner's duly authorized agent must make an application to the City to install a Water Service from the Waterworks System to the Owner's Parcel

Boundary, and the Water Connection from property line to his or her private property must submit the application on the required form(s), as provided by the City and amended from time to time. Such Applicant shall, on making the application, pay to the City the applicable fee(s) as set out in Schedule A.

5. CONSTRUCTION OF THE WATER SERVICE

- 5.1 Upon a completed application being received for the installation of a Service Connection, and payment of applicable fee(s) in full, a contractor pre-approved by the City may install a Service Connection from the Waterworks System to the Parcel Boundary and a Curb Stop at the Parcel Boundary.
- 5.2 An Owner is responsible for the installation of a Water Service and a Curb Stop at the Parcel Boundary, at his or her sole cost.
- 5.3 Each property shall have only one Service Connection except where a separate connection is required by the Manager of Operations.
- 5.4 The size of the pipe to be used in providing a Water Service to any premises and also the position in the street in which the Water Service is to be laid shall be determined by the Manager of Operations.
- 5.5 No work of any kind in relation to a Water Service, either for the laying of a new Water Service or repair of an existing Water Service, shall be done by any Person other than a contractor approved by the Manager of Operations.

6. CONSTRUCTION OF THE WATER CONNECTION

- 6.1 Upon a completed application being received for the installation of a Water Connection and payment of the applicable fee(s) in full, the Owner may install a Water Connection from the property line to the Owner's private property and the Manager of Operations shall classify the Owner as either a Domestic User, a Non-domestic User, an Agricultural User, or any combination thereof.
- 6.2 An Owner is responsible for the installation of a Water Connection, at his or her sole cost.

- 6.3 Installation of a Water Connection must comply with the following requirements:
- (a) the type and size of pipe used for the Water Connection must meet the standards for piping as determined by the Manager of Operations or his/her designate;
 - (b) all Water Connection lines shall be installed to provide a minimum depth of 1.5 metres cover;
 - (c) where required by the Manager of Operations, a Backflow Preventer must be installed at the building as close as possible to the entrance point of the Water Connection into the building; and
 - (d) after the Water Connection lines have been installed, the Owner must not backfill the excavation until the installation of the Water Connection has been inspected and approved by the City.
- 6.4 No work of any kind in relation to a Water Connection, either for the laying of a new Water Connection or repair of an existing Water Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.
- 6.5 The Owner is solely responsible for supplying, installing and maintaining the Curb Stop and the connection or joint at the property line between the Water Service and the Water Connection.
- 6.6 The Owner is responsible for any damage caused by the Owner to the Curb Stop and must immediately notify the Manager of Operations of any such damage. The City will repair and bill the repair on utility bill.
- 6.7 Where required by the Manager of Operations, an Owner shall install a pressure-reducing device on his or her property, to the satisfaction of the Manager of Operations.
- 6.8 An Owner is responsible for maintaining the Water Connection and Backflow Preventer in good repair and in a clean and sanitary condition at all times, and must remedy any defect in the Water Connection as soon as the Owner becomes or is made aware of the defect. The Owner must immediately advise the Manager of Operations of any defect in the Water Connection.

7. WATER TURN-OFF / TURN-ON

- 7.1 All applications for the Turn-off or Turn-on of the water Service must be made in writing to the Manager of Operations not less than forty-eight (48) hours before the Turn-off or Turn-on is required.

- 7.2 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 7.3 Any Person who applies to the City for the Turn-on of the Water Connection shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 7.4 No Person shall make an application for the Turn-off of the Water Connection from any premises in use, or occupied by any other Person, until such use or occupation has ceased, the premises have been vacated or the occupying Person has been given notification of thirty (30) days.
- 7.5 Any unauthorized Person found to have turned the water on or off is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

8. WATER DISCONNECTION/RECONNECTION

- 8.1 When any building within the City is removed, demolished or abandoned, application for disconnection of a water Service shall be made in writing, by the property Owner, on the required form(s) as provided by the City and amended from time to time and delivered to the City Office. Until such application has been submitted, water rates may be charged as prescribed in Schedule A to the property Owner.
- 8.2 All applications for the disconnection or reconnection of the water Connection must be made in writing to the Manager of Operations not less than one (1) week before the disconnection/reconnection is required.
- 8.3 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 8.4 Any Person who applies to the City for reconnection of the Water Service shall provide to the Manager of Operations confirmation that the Water Service was satisfactorily tested, inspected and approved by the City.
- 8.5 Any unauthorized Person found to have disconnected from or reconnected to the water Connection is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

9. RESTRICTIONS ON USE OF WATER

- 9.1 Council may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit irrigation, yard and garden Sprinkling,

car washing and private pool filling to reduce water usage when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

- 9.2 The City may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit other water uses when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

10. WATER METERS

- 10.1 Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, purchase a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw.
- 10.2 Notwithstanding Section 10.1, the City shall supply and install Water Meters to those properties built prior to December 31, 2015, free of charge.
- 10.3 Only one Water Meter shall be installed for each Water Connection on a property.
- 10.4 The Manager of Operations may determine and specify the type and size of Water Meters for each type of property and use, considering the Manager of Operation's estimate of water consumption and other factors considered relevant by the Manager of Operations.
- 10.5 Every Water Meter shall be installed by a certified plumber or qualified contractor retained by the Owner of the parcel and approved by the Manager of Operations.
- 10.6 Where water services a single building on private property, the Water Meter shall be located in the building as close as possible to the entrance point of the Water Connection into the building, unless otherwise approved by the Manager of Operations.
- 10.7 Notwithstanding Section 10.6, the Owner of each newly constructed Single-family Detached Dwelling in the City shall install a water meter within the Dwelling Unit or a Meter Pit, as per current industry standards as determined by the Manager of Operations, with a Water Meter at the Parcel Boundary. For clarity, a newly constructed single-family detached dwelling is any single-family detached dwelling constructed after adoption of this bylaw. The City will provide a water meter free of charge up until December 31, 2015. Any new construction building permit after January 1, 2016 the water meter will be supplied by the City and billed to the utility account with the home owner being responsible for the installation of the water meter by a qualified contractor.

- 10.8 Where water services multiple-unit housing or Commercial, industrial or institutional property, the Water Meter must be located within a meter room or some other location approved by the Manager of Operations.
- 10.9 The Owner shall maintain the Water Meter on his or her property in good repair and shall not tamper with the Water Meter in any manner. The Owner shall provide adequate protection for the Water Meter against freezing, heat and other severe conditions that might damage the Water Meter.
- 10.10 If any breakage, stoppage or other irregularity in a Water Meter is observed by an Owner, the Owner shall notify the Manager of Operations immediately.
- 10.11 If a Water Meter installed on a property is destroyed, lost or damaged in any way, the Owner shall repair or replace the Water Meter at his or her sole cost.
- 10.12 An Owner must, at all reasonable times, provide adequate, convenient, and unobstructed access to the City for inspecting and reading the Water Meter.
- 10.13 No Person shall remove or in any way disturb a Water Meter except under the direction of the Manager of Operations.
- 10.14 The Service shall not be activated to a property until a Water Meter has been installed on the property and any Meter Pit has been inspected by the City and found to be in compliance with this bylaw.
- 10.15 If the City or an Owner questions the accuracy of the record of a Water Meter, the City shall designate a qualified professional to remove and test the Water Meter.
- 10.16 If the test performed under Section 10.15 discloses that the Water Meter is not less than 98% accurate in recording the water passing through the Water Meter, the party questioning the accuracy of the Water Meter shall pay the meter testing fee specified in Schedule A. If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the cost of the test shall be borne by the City.
- 10.17 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the City shall repair or replace the Water Meter, at its own cost.
- 10.18 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the Manager of Operations shall adjust the Owner's water bill by the amount of the inaccuracy for a period not exceeding one (1) year. The adjustments shall only apply to the Owner who overpaid or underpaid and not to any subsequent Owner of the property.

11. FAILURE TO INSTALL A WATER METER

- 11.1 If an Owner fails to install a Water Meter as required by this bylaw, the City may, upon giving notice to the Owner, install a Meter Pit and Water Meter at the Curb Stop at the sole cost of the Owner. Prior to and including December 31, 2015 the Owner will be responsible for the difference in cost between in-home installation and Meter Pit installation. After December 31, 2015, the Owner will be responsible for all costs associated with installation. unless booked for installation on or prior to December 1, 2015.

12. OFFENCES AND PROHIBITIONS

- 12.1 No Person shall:

- (a) connect or maintain any connection to, or use water from the Waterworks System without first obtaining permission from the Manager of Operations in accordance with this bylaw;
- (b) connect, cause to be connected or allow to remain connected any building on any property already connected to the Waterworks System to any other source of water;
- (c) connect, cause to be connected or allow to remain connected to the Waterworks System any pipe, fixture, fitting, container, appliance or apparatus, in any manner which, under any circumstances, could cause or allow any part of the Waterworks System to become contaminated;
- (d) sell, dispose of or otherwise give away water from the City Waterworks System; unless a written request has been approved by the Manager of Operations.
- (e) connect any apparatus, fitting, or fixture to the Waterworks System which may in any way harm the Waterworks System.

- 12.2 No Person shall cause, permit or allow any device or apparatus of any kind to be or remain connected to the Waterworks System or allow it to be operated in such a manner as to cause sudden large demands for water or otherwise affect the stability of water pressure in the Waterworks System and, for the purposes of this section, such prohibited devices and apparatuses include, without limitation:

- (a) booster pumps;
- (b) quick opening valves or quick closing valves;
- (c) flush meters;

- (d) rod hopper water closets;
- (e) water-operated pumps or siphons;
- (f) standpipes;
- (g) large outlets.

- 12.3 Notwithstanding Section 12.2, an Owner may apply to the Manager of Operations in writing for permission to connect a prohibited device or apparatus to the Waterworks System. Upon receiving permission from the Manager of Operations, the Owner may connect a prohibited device or apparatus to the Waterworks System, subject to any terms and conditions imposed by the Manager of Operations.
- 12.4 No Person shall destroy, injure, obstruct access to, or tamper with any hydrant, valve, Curb Stop, pipe, pump or other fixture of the Waterworks System or the Water Connection and no Person shall, in any manner, make any additions, alterations or other changes to the Waterworks System or the Water Connection.
- 12.5 No Person shall use water from the Waterworks System unless that usage is recorded by a properly functioning Water Meter that is installed and maintained in accordance with this bylaw.
- 12.6 No Person shall install any piping or other works designed to allow water from the Waterworks System to be used without that usage being recorded by a Water Meter.
- 12.7 Where the Manager of Operations considers that a Person has violated Section 12.5 or 12.6, the City may install a Meter Pit with a Water Meter at or near the Parcel Boundary of the property either on the property or on the adjacent highway.
- 12.8 Where the City has installed a Meter Pit with a Water Meter under Section 12.7, the Owner of the property in respect of which the Meter Pit with a Water Meter was installed shall pay to the City a fee equal to the cost incurred by the City to install the Meter Pit and Water Meter, including the cost of the pit and meter.
- 12.9 Where a Person has violated Section 12.4, 12.5 or 12.6, the Owner of the property in respect of which the violation has occurred shall pay to the City an unrecorded water usage penalty as set out in Municipal Ticket Information Bylaw No. 1957, and additional charges as described in Schedule A, whether or not the City has installed a Meter Pit with a Water Meter at or near the Parcel Boundary under Section 12.7.

12.10 Charges imposed under Section 12.8 or 12.9 are due and payable within 30 days of the date on which an invoice setting out the amount of the fee is mailed to the address of the Owner as shown on the assessment roll for the property referred to in those Sections and if unpaid on December 31 of the year in which the charges became due and payable, may be collected in the same manner and with the same remedies as property taxes.

12.11 Any Person who contravenes any of the provisions of this bylaw is liable, upon summary conviction, to a minimum fine of not less than One Thousand Dollars (\$1,000.00) and a maximum fine of Ten Thousand Dollars (\$10,000.00) and the cost of prosecution. Every day during which there is an infraction of this bylaw shall constitute a separate offence.

13. SHUT OFF OF WATER SUPPLY

13.1 The Manager of Operations may shut off the supply of water to any property for any or all of the following reasons:

- (a) a request for Turn-off or discontinuance of the Service;
- (b) maintaining, repairing, renovating, replacing, disinfecting or otherwise operating the Waterworks System;
- (c) an emergency that threatens the safety of the Waterworks System or the public;

and the City may shut off the supply of water to any property for any or all of the following reasons;

- (d) non-compliance with any provision of this bylaw;
- (e) shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw.

14. NOTICES OF WATER SHUT OFF

14.1 Where water supply is to be shut off for non-compliance with any provision of this bylaw, the City will give thirty (30) days notice to the Owner.

14.2 Where water supply is to be shut off for reason of non-compliance with any provision of this bylaw, the City will give the Person affected the opportunity to make representations to Council in respect of such non-compliance.

14.3 Where water supply is to be shut off for reason of shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw, the City will give at least seven (7) days notice, but no notice will be given where safety of life or property is at risk.

- 14.4 Where water supply is to be shut off for maintenance, repair, renovation, replacement, disinfection or other operation of the Waterworks System, the City will give at least two (2) working days notice for scheduled work, but no notice will be given where safety of life or property is at risk.
- 14.5 Notice under Sections 14.1, 14.3 and 14.4 may be given by one or more of the following:
- (a) posting notice on the property;
 - (b) providing notice on an Owner's water bill;
 - (c) mailing notice to the address supplied by the Owner or the address of the property;
 - (d) telephoning the Owner, which may include speaking directly to the Owner or leaving a message at the telephone number supplied by the Owner.
- 14.6 The City is not responsible for any notice failing to reach an Owner or other Water User prior to the shut off of water.

15. WATER USE CHARGES

- 15.1 Property Owners shall be responsible for payment of all rates for water used and consumed on properties owned by them.
- 15.2 The user rates and charges specified in Schedule A are imposed and levied for Water Services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the Bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan.
- 15.3 User rates and charges not paid by the DUE DATE shall be subject to an overdue account penalty, as set out in the current Fees and Charges Bylaw, on the working day after the DUE DATE and monthly thereafter.
- 15.4 For any new water Service connected to the City system during a Bi-monthly billing period, full basic charges for the billing period will apply and the user rates relating to consumption shall be based on recorded consumption. If no meter reading is available, the user rate will be prorated over the number of days from connection to the end of the billing period.
- 15.5 For any Water Service disconnected or reconnected from the City system, Section 8 of this bylaw shall apply. Should the property Owner elect to have water Service to a building turned on or off, as described in Section 7 of this bylaw, water basic charges and user rates will continue to be charged.

- 15.6 The charges prescribed in Schedule A to cover the cost of disconnecting or reconnecting the service or turning the water supply "off" or "on" shall apply.
- 15.7 User rates shall be invoiced on a Bi-monthly basis.
- 15.8 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 during the year. Application will be accepted 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 (1) year.

The equal payment plan may be terminated by the customer, or the City, if the customer has not maintained his credit to the satisfaction of the City. The City deems credit to be unsatisfactory if, for any reason, two payments fail to be honoured. On the reconciliation date, or termination, the amounts payable by the customer to the City for water Service actually consumed during the equal payment period will be compared to the sum of equal payments made during the period. Any resulting amount owing by the customer will be paid to the City. An excess of payments over charges will be paid or credited by the City to the customer. If such amounts are less than \$10.00 (ten dollars), they will be carried forward and included in the calculation of the equal payments for the next period.

- 15.9 All rates and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

16. INSPECTION

- 16.1 The Manager of Operations and any Bylaw Enforcement Officer may enter on any property at any reasonable time for the purpose of inspecting and ascertaining whether the regulations and requirements of this bylaw are being observed.
- 16.2 No Person shall obstruct or interfere with the Manager of Operations or any Bylaw Enforcement Officer in the performance of his or her duties or the exercise of his or her powers under this bylaw.

17. SEVERABILITY

17.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this bylaw.

18. REPEAL

18.1 The "Corporation of the City of Grand Forks Waterworks Regulation Bylaw No. 1973, 2014 and Bylaw No. 2014, 2015" are hereby repealed.

19. ENACTMENT

19.1 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 17th day of August, 2015.

READ A SECOND TIME this 17th day of August, 2015.

READ A THIRD TIME this 17th day of August, 2015.

FINALLY ADOPTED this ____ day of _____, 2015.

Mayor

Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1973-A1, as passed by the Municipal Council of the City of Grand Forks on the ____ day of _____, 2015.

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

Date Signed

Bylaw No. 1973-A1

Page 1 of 3

SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional

***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:

i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)

ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping

iii) Inspections and/or pressure testing \$150.00

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

Schedule A
Bylaw No. 1973-A1
Page 2 of 3

4. Purchase of water from City Bulk Water Facility

Rate per cubic meter or portion thereof \$4.00

5. Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

(d) Water meter for new house construction

At Cost supplied by City, plus 15% added to utility bill

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. Additional Charges

(a) Manual meter reading charge – per occurrence \$ 25.00

(b) Meter re-read at Customer's request – per occurrence \$ 25.00

(c) Meter testing at Customer's request – per occurrence At Cost

(d) Water meter tampering charge – per occurrence \$200.00

(e) Charge for damage due to tampering

(f) Curb stop damaged by owner repaired by City At cost plus 15%

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

Schedule A
Bylaw No. 1973-A1
Page 3 of 3

7. User Rates – Effective July 1, 2014

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$29.18		\$7.17	\$0.116	
Commercial Office Properties (water use restricted to staff washroom)		\$27.14	\$7.17	\$0.116	
Commercial (Class06) Properties not listed below		\$60.42	\$7.17	\$0.127	
Large Industrial (Class 04) Properties		\$60.42	\$7.17	\$0.127	
Commercial laundry, car wash Properties		\$60.42	\$7.17	\$0.127	
Hotels, Restaurants, Malls		\$60.42	\$7.17	\$0.127	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$60.42	\$7.17	\$0.127	
Buildings not connected to Water System on lots where service is available		\$22.02	\$7.17		
Residential Properties not metered	\$45.25		\$7.17		\$16.79

July 5, 2015



Mr. Frank Konrad, Mayor and

Grand Forks City Council

PO Box 220, 7217 4th Street

Grand Forks, British Columbia, Canada

VOH 1H0

Dear Mr. Mayor and Council Members

It is with great pleasure that I commend to you and the Council the very fine work accomplished by members of the Boundary Museum & Interpretive Centre staff.

With very little information we approached the Boundary Museum staff to help us identify the presence of and if pertinent the activities of my grandparents, Jess F and Margaret Kraus. We knew they had come to Grand Forks about 1911 but did not know when they left for the US. We also knew that my father, Jess F. Kraus II was born in Grand Forks in 1912 but lacked any details. Your staff especially Sue Adrian went out of their way to access then search newspapers for this period. In the process she found that my grandfather established a plumbing business on "GAW" block [Perfect Plumbing] and that his business plumbed the Hotel Pacific in 1915 and the heating plant for Dr. Kingston's new hospital in 1916. Also during this period Margaret Ruth Kraus (an aunt) was born in Grand Forks in 1916. We did not have the presence of mind to query my aunts or uncles before their passing about life in Canada but with the unselfish and enthusiastic help of the Boundary Museum staff we have now filled in many "holes" in our ancestry.

It would be greatly appreciated if this note could be included in one of your meeting agendas so that the Archival Services can be acknowledged for their important work in the community.

With kindest regards,

A handwritten signature in cursive script, appearing to read "Jess F. Kraus III".

Jess F. Kraus III, PH.D.

Professor Emeritus, UCLA

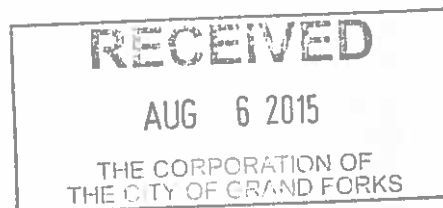
7544 La Jolla Blvd. Apt T412

La Jolla, California 92037

FILE CODE

Kraus, Jess F.
CIO - Archival Services
(Comments on) Staff

From: Michelle York <michelle@cowichanenergy.org> 05/08/2015 1...
Subject: Becoming Carbon Neutral through the Community Carbon Marketpla...
To: Info City of Grand Forks



Attachments: PR - 5 Munis Achieve Carbon Neutral Through the CCM - Final.p...

Hello,

I am contacting you from Cowichan Energy Alternatives to educate you on alternative options to becoming carbon neutral.

Following the successful pilot with the City of Duncan, and having made five municipalities carbon neutral (press release attached), the Community Carbon Marketplace (CCM) developed by Cowichan Energy Alternatives (CEA) is now open for business.

Currently, 182 out of the 190 BC municipalities have signed the BC Climate Action Charter to become carbon neutral and we invite you to grow your local low-carbon economy and achieve carbon neutrality by investing in local Greenhouse Gas (GHG) emission reduction projects through the CCM and build community resilience. The CCM, developed from consultations with local, regional and provincial governments, creates a community-based alternative to existing carbon offset registries that is based on international protocols and works within the Green Communities Committee guidelines outlined in "Becoming Carbon Neutral: Guidebook for BC Local Governments" (GCC BCN Guidebook). The City of Duncan also received an award at 2013 Union of BC Municipalities Conference (UBCM) for its role in the CCM pilot, and the CCM itself was also given special recognition for following through with its outlined deliverables.

The Community Carbon Marketplace (CCM) enables local governments, businesses and individuals to offset their carbon footprints by purchasing community carbon credits from local projects that reduce greenhouse gas (GHG) emissions and build community resilience. This local investment creates a multiplier effect that supports community-based initiatives, green jobs and the ongoing growth of the low-carbon economy. Prior to this initiative, the knowledge and cost barriers to community-scale projects, such as the bio-diesel co-ops or the sustainable non-profit housing societies, prevented local organizations and small businesses from being able to account for, and realize the value of carbon credits for which their projects would be eligible. Already, over \$23,000 were spent in the first half of 2015 as a result of local governments and private businesses retiring locally sourced community carbon credits or \$92,000 at a 4 (four) times multiplier for every dollar injected into the

FILE CODE

WEB & C1- Society - Becoming Carbon Neutral
Cowichan Energy Alternative
Page 149 of 212

local economy.

The CCM will work with your community's vision for reducing GHGs as outlined in an Official Community Plan (OCP), Community Energy and Emissions Plan (CEEP), or Climate Action Plan. It does this by providing a flexible mechanism for local governments to balance/offset emissions and create resilient communities through each of the three options outlined in the Green Communities Committee "Becoming Carbon Neutral: Guidebook for BC Local Governments".

1. Invest in a GCC Supported Project
2. Invest in Alternate Community GHG Reduction Projects
3. Purchase Offsets from a Credible Provider

The CCM accomplishes this through an online marketplace that functions like an "eBay of Carbon Credits", matching buyers wishing to become carbon neutral with sellers seeking revenue that supports their adoption of sustainable practices that may otherwise put them at a competitive disadvantage to competitors using less expensive "business as usual" practices. In this way, the online CCM creates a connection opportunity for businesses' and non-profit agencies' operating and planning carbon offset projects and those companies and governments who are looking to reduce their carbon footprint.

To get started please watch our short animation video on the CCM as well as visit our local government sign up section on our website (<http://communitycarbonmarketplace.com/>). Please fill out the form as best as you can and we will get in touch with you right away to discuss your community's OCP and CEEP and come up with an action plan to grow your community's local low-carbon economy.

Please do not hesitate to contact us or Brian Roberts, project manager, brian@cowichanenergy.org, if you have any questions about the project and/or further information on how CCM can help your municipality/local government achieve carbon neutrality and become a leader in your community.

We look forward to working with you!

Kind Regards,

Michelle York
Energy Outreach Intern, Research Assistant

Cowichan Energy Alternatives Society
#1 - 55 Station St., Duncan, BC. V9L 1M2
Tel: 250-597-1491



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communitycarbon
marketplace

Community Carbon Marketplace

#1-55 Station Street, Duncan, BC V9L 1M2

www.communitycarbonmarketplace.org

info@communitycarbonmarketplace.org

P: 1.250-597-1491

F: 1.250-597-1492

FOR IMMEDIATE RELEASE

Duncan, BC, June 9th 2015

FIVE MUNICIPALITIES ACHIEVED CARBON NEUTRALITY THROUGH THE COMMUNITY CARBON MARKETPLACE.

The City of Duncan, Town of Ladysmith, Islands Trust, District of Highlands, and District of Ucluelet all met their carbon neutral commitments through the Community Carbon Marketplace in 2014 by retiring **646 tonnes** of community carbon credits. As a direct result, these local governments have invested over **\$16,000** into the local low-carbon economy.

The Community Carbon Marketplace (CCM) provides a new local approach for communities to lower their carbon footprint while kick-starting the local low-carbon economy. For the first time, small to mid-sized businesses and community organizations can generate revenue streams for every tonne of carbon reduced through eligible GHG projects by participating in the innovative online CCM Program. This new revenue stream rewards sustainable business decisions and acts as a tipping point in favor of making them.

Green businesses rewarded for reducing their greenhouse gas (GHG) emissions through the CCM program include the Cowichan Bio-Diesel Co-op, Island Bio-Diesel Co-op, Greasecycle Inc., and Net Zero Waste in Abbotsford.

For local governments, the CCM is a positive way to meet their *Climate Action Charter* commitments while investing in the growth of their local low-carbon economy. Currently, **178 out of 182** communities in BC have made the commitment to become carbon neutral. Through their participation in the CCM, the City of Duncan, Town of Ladysmith, Islands Trust, District of Highlands, and District of Ucluelet are sending a clear message that they can support community solutions to climate change by investing in their local green economy.

The Community Carbon Marketplace is an initiative of Cowichan Energy Alternatives (CEA), a community non-profit organization. If your organization or business is working on a green project that reduces GHG emissions, you may be doing more than a good thing for the environment – you may be generating revenue which until now has been inaccessible. The CCM is a carbon exchange initiative that enables local governments, businesses and individuals to meet carbon-neutral objectives and build community



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resilience by purchasing community carbon credits from local businesses and projects that reduce GHG emissions such as switching from fossil fuels to bio-fuels or electric vehicles, diverting organics from landfill, and building retrofits.

The CCM provides an accessible, transparent investment vehicle for contributing to the success of green initiatives that have the greatest potential for making a difference. CCM aims to set an ethical precedent in the BC Carbon market that true sustainability is about acting locally and thinking globally. Contact the CCM if you are still in the market for community based carbon credits. As expressed by Brian Roberts, Executive Director – Cowichan Energy Alternatives Society.

"This is exactly the way I believe the carbon market should be working: supporting a paradigm-shift to a truly sustainable, globally-minded economy in a way that increases the viability of renewable alternatives at a local level."

If you would like more information, please contact M Hassaan Rahim at 250-597-1491 or email at hassaan@cowichanenergy.org

For more information on the Community Carbon Marketplace, visit the CCM website at:
www.communitycarbonmarketplace.com

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Building Inspections & Bylaw Services
Date: June 30, 2015
Subject: Introduction of the Schedule 12 – A3, Amendment to the Municipal Ticketing & Information Bylaw No. 1957
Recommendation: RESOLVED THAT COUNCIL give the Municipal Ticketing & Information Bylaw No. 1957, Schedule 12 final reading at the August 17 2015, Regular Meeting of City Council.

BACKGROUND: At the June 15, 2015 Committee of the Whole Meeting of Council, staff was directed to start imposing fines for violations of the sprinkling regulations. After the Council Meeting it was discovered that there were no provisions in the Municipal Ticketing & Information Bylaw No 1957 to apply fines for sprinkling violations. At this time staff is proposing the amendment to the Municipal Ticketing & Information Bylaw No 1957 to include Schedule 12 A-3.

Benefits or Impacts of the Recommendation:

General: This will allow for better control and enforcement of the bylaw with regard to Watering Restrictions

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: Council has the authority to amend bylaws.

Attachments: Proposed bylaw amendment Schedule 12 A-3, a copy of the Municipal Ticketing & Information Bylaw 1957, a copy of the Stages of Watering Restrictions and Resolution of Council.

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation:

RESOLVED THAT COUNCIL give the Municipal Ticketing & Information Bylaw No. 1957, Schedule 12 final reading at the August 17 2015, Regular Meeting of City Council.

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

SCHEDULE 12 – A3

OF THE MUNICIPAL TICKETING BYLAW NO. 1957

(Amendment Bylaw 1957, Schedule 12 – A3)

RE: Sprinkling Regulation

Bylaw No. 1973 “Water^R regulations Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Stage 1 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 50.00
Second Offence	12.12	\$ 100.00
Third Offence	12.12	\$ 150.00
Stage 2 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 100.00
Second Offence	12.12	\$ 200.00
Third Offence	12.12	\$ 300.00
Stage 3 Regulation -- Water Outside of Hours		
First Offence	12.12	\$ 150.00
Second Offence	12.12	\$ 300.00
Third Offence	12.12	\$ 450.00
Stage 4 Regulation – No Watering		
All Offences	12.12	\$ 600.00

Grand Forks Sprinkling Regulations

STAGE 1 – ALTERNATE DAYS WATERING

For those consumers connected to the City of Grand Forks water system, outdoor sprinkling is limited to the following days and times. Those premises with “even” numbered civic addresses may sprinkle on “even” numbered days (ie: 2nd, 4th, 6th, etc.). Those premises with “odd” numbered civic addresses may sprinkle on “odd” numbered days (ie: 1st, 3rd, 5th, etc.).

Manual Sprinklers:

From 7:00am until 9:00am | From 7:00pm until 9:00pm

Automatic Timed Underground Sprinklers:

EITHER From 12:00 am (Midnight) until 4:00am **OR** From 7:00am until 9:00 am From 7:00pm until 9:00pm **BUT NOT BOTH!**

Sprinkling shall be permitted on the 31st day of any month as follows:

Manual Sprinklers: Those premises with “even” numbered civic addresses may sprinkle in the mornings from 7:00 am until 9:00 am. and Those premises with “odd” numbered civic addresses may sprinkle in the evenings from 7:00 pm until 9:00 pm.

Automatic Timed Underground Sprinklers:

EITHER From 12:00am (Midnight) until 4:00am **OR** Those premises with “even” numbered civic addresses may sprinkle in the mornings from 7:00am until 9:00am. and Those premises with “odd” numbered civic addresses may sprinkle in the evenings from 7:00pm until 9:00pm. **BUT NOT BOTH!**

Flower gardens, vegetable gardens and newly planted lawns and landscapes may be hand watered at any time using a hand held nozzle. i.e. No manual sprinklers

For New Planted Lawns and Landscapes – First Month Only

Newly planted lawns and landscapes may be sprinkled twice a day everyday from 7:00 am to 9:00 am and 7:00 pm to 9:00 pm for the first month only using either manual sprinklers or automatic timed underground sprinklers.

Automatic timed systems can be used to water up to 5 minutes per zone at a time with total watering time not to exceed 4 hours.

Newly planted lawns and landscapes may be hand watered using a hand held nozzle at any time. i.e. No manual sprinklers.

Grand Forks Sprinkling Regulations

STAGE 2 – TWICE A WEEK WATERING

For those consumers connected to the City of Grand Forks water system, outdoor sprinkling is limited to the following days and times.

Even numbered civic addresses: Watering is only permitted on **Saturdays and Tuesdays**

Odd numbered civic addresses: Watering is only permitted on **Sundays and Wednesdays**

Manual Sprinklers:

From 7:00 am until 9:00am and From 7:00pm until 9:00pm

Automatic Timed Underground Sprinklers:

EITHER From 12:00 am (Midnight) until 4:00am **OR** From 7:00am until 9:00 am & from 7:00pm until 9:00pm **BUT NOT BOTH!**

Flower gardens, vegetable gardens and newly planted lawns and landscapes may be hand watered at any time using a hand held nozzle. i.e. **No manual sprinklers**

Grand Forks Sprinkling Regulations

STAGE 3 – ONCE A WEEK WATERING

For those consumers connected to the City of Grand Forks water system, outdoor sprinkling is limited to the following days and times.

Even numbered civic addresses: Watering is only permitted on **Saturdays**

Odd numbered civic addresses: Watering is only permitted on **Sundays**

Manual Sprinklers:

From 7:00 am until 9:00am and From 7:00pm until 9:00pm

Automatic Timed Underground Sprinklers:

EITHER From 12:00 am (Midnight) until 4:00am **OR** From 7:00am until 9:00 am & from 7:00pm until 9:00pm **BUT NOT BOTH!**

No person shall:

- Fill a swimming pool, hot tub, garden pond or decorative fountain at any time; or –
- Wash a vehicle or boat with water

Flower gardens, vegetable gardens and newly planted lawns and landscapes may be hand watered at any time using a hand held nozzle. i.e. **No manual sprinklers**

Grand Forks Sprinkling Regulations

STAGE 4 – NO OUTDOOR WATERING

For those consumers connected to the City of Grand Forks water system,

NO Outdoor Sprinkling will be permitted.

No manual sprinklers Flower gardens, vegetable gardens and newly planted lawns and landscapes may be hand watered at any time using a hand held nozzle.

No person shall Hand Water or Wash:

- Fill a swimming pool, hot tub, garden pond or decorative fountain at any time; or –
- Wash a vehicle or boat with water
- Flower gardens, vegetable gardens and newly planted lawns and landscapes.

Automatic Timed Underground Sprinklers: IS NOT PERMITTED.

THE CORPORATION OF THE CITY OF GRAND FORKS
MUNICIPAL TICKETING INFORMATION BYLAW NO. 1957

**A Bylaw to Implement a Municipal Ticket Information Program
for the Enforcement of Designated Bylaws**

WHEREAS under the provisions of Local Government Act, Council may, by bylaw, provide for the enforcement of certain bylaws by means of a ticket, designate persons as Bylaw Enforcement Officers for the purpose of enforcing bylaws by means of a ticket, designate an offence against a bylaw by means of a word or expression on a ticket, and in consultation with the Chief Judge of the Provincial Court, set fines, not exceeding \$500.00 for contravention of such designated bylaws;

AND WHEREAS Council desires to designate those bylaws that may be enforced by means of a ticket, designate offences against those bylaws by means of a word or expression, designate those persons who as Bylaw Enforcement Officers may enforce the bylaws and set fines for contravention of the bylaws;

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

1. Each bylaw listed in Column 1 of Schedule 1 to this bylaw may be enforced by means of a ticket in the form prescribed for the purpose of the Local Government Act.
2. The persons appointed to the job positions or titles listed in Column 2 of Schedule 1 of this bylaw are hereby designated as Bylaw Enforcement Officers for the purpose of enforcing the bylaws listed in Column 1 of Schedule 1 opposite the respective job positions.
3. The words or expressions listed in Column 1 of the Schedules of this bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.
4. The amounts appearing in Column 3 of the Schedules of this bylaw are the fines set for the corresponding offences designated in Column 1.
5. This bylaw may be cited as the "**City of Grand Forks Municipal Ticket Information Bylaw No. 1957, 2013**".
6. If any portion of this bylaw is for any reason held to be invalid by a Court of Competent Jurisdiction, the invalid portion shall be severed and the portion that is invalid shall not affect the validity of the remainder of this bylaw.

INTRODUCED this 10th day of June, 2013.

Read a **FIRST** time this 24th day of June, 2013.

Read a **SECOND** time this 24th day of June, 2013.

Read a **THIRD** time this 24th day of June, 2013.

FINALLY ADOPTED this 22nd day of July, 2013.

Mayor -Brian Taylor

Corporate Officer-Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true copy and correct copy of Bylaw 1957, cited as "City of Grand Forks Municipal Ticket Information Bylaw No. 1957, 2013", as passed by the Municipal Council on the 22nd day of July, 2013.

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

SCHEDULE 1

COLUMN 1

BYLAW NO.

Bylaw No. 1963
"Noise Control Bylaw"

Bylaw No. 1965
"Grand Forks Fire and Safety Bylaw"

Bylaw No. 1962
"Grand Forks Unsightly Premises Bylaw"

Bylaw No. 1959
"Park Access Bylaw"

Bylaw No. 1956
"City of Grand Forks Traffic Regulations"

Bylaw No. 1964
"Grand Forks Building and Plumbing Bylaw"

Bylaw No 1957
"Grand Forks Municipal Ticketing Information Bylaw"

COLUMN 2

DESIGNATED BYLAW ENFORCEMENT OFFICER

Bylaw Enforcement Officer
R.C.M. Police

Fire Chief
Deputy Fire Chief
R.C.M. Police

Building Inspector
Bylaw Enforcement Officer

Bylaw Enforcement Officer
R.C.M. Police

R.C.M. Police
Bylaw Enforcement Officer

Building Inspector
Bylaw Enforcement Officer

Bylaw Enforcement Officer
R.C.M. Police

SCHEDULE 2-A1

OF THE MUNICIPAL TICKETING INFORMATION BYLAW NO. 1957

(Amendment Bylaw 1957, Schedule 2 – A1)

Bylaw No. 1963 “Noise Control Bylaw”

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
Noise which disturbs	4.1	\$ 100.00
Noise which disturbs (Tenant)	4.2	\$ 100.00
Noise which disturbs (Private Property)	4.2	\$ 100.00
Noise which disturbs (Animal)	4.3	\$ 100.00
Animal Noise	4.4 (a)	\$ 100.00
Amplification Equipment	4.4 (b)	\$ 100.00
Construction Noise	4.4 (c)	\$ 100.00
Diesel Engine	4.4 (d)	\$ 100.00
Amplification Equipment	4.4 (b)	\$ 100.00
Off Road Vehicle	4.4 (e)	\$ 100.00
Construction Noise (Weekdays)	6.1 (a)	\$ 100.00
Construction Noise (Restricted Hours)	6.1 (b)	\$ 100.00
Construction Noise (Saturdays)	6.1 (c)	\$ 100.00
Construction Noise (Sundays)	6.1 (d)	\$ 100.00

SCHEDULE 3**Bylaw No. 1320 "Grand Forks Fire & Life Safety Bylaw"**

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Failure to remove fire hazard	6.2	\$100.00
Failure to remove threat to life safety	6.2	\$100.00
Unauthorized disposal of dangerous material	6.3	\$150.00
Failure to report discharge of dangerous goods	6.4	\$150.00
Failure to clean vacant building	6.7	\$200.00
Failure to secure vacant building	6.7	\$200.00
Failure to remove debris from fire damaged building	6.8	\$100.00
Failure to secure fire damaged building	6.8	\$200.00
Unsafe fire doors/shutters	6.9	\$100.00
Unsafe elevator shaft	6.10	\$100.00
Improper use of ventilating shaft	6.11	\$100.00
Failure to maintain safe chimney	6.12	\$100.00
Unsafe deposit of combustible material	6.13	\$100.00
Unsafe storage of combustible material	6.13	\$100.00
Unsafe deposit of ashes	6.14	\$100.00
Failure to maintain hydrant/private property	6.16(1)	\$100.00
Unsafe transport of dangerous goods	6.20(1)	\$150.00
Unsafe storage of hazardous materials	6.20(2)	\$150.00
Unsafe handling of hazardous material	6.20(2)	\$150.00

SCHEDULE 3 (continued)

Bylaw No. 1320 "Grand Forks Fire & Life Safety Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Obstructing fire personnel	7.4	\$150.00
Parked obstructing access	7.4(1)	\$100.00
Parked obstructing exit	7.4(2)	\$100.00
Parked within 6m of hydrant	7.4(3)	\$100.00
Driving over equipment	7.4(4)	\$100.00
Burning without permit	8.1	\$200.00
Discharge of fireworks without permit	9.1(1)	\$100.00
Sale of fireworks	9.1(2)	\$100.00
Discharge of fireworks on street	9.3(3)	\$100.00

SCHEDULE 4 – A1
OF THE MUNICAIPAL TICKETING BYLAW NO. 1957
(Amendment Bylaw 1957, Schedule 4 – A1)

Bylaw No. 1962 “Unsightly Premises Bylaw”

COLUMN 1	COLUMN 2	COLUMN 3
Accumulation of Building Materials	3.1 (a)	\$ 100.00
Unlicensed Vehicle	3.1 (b)	\$ 100.00
Parts of a Vehicle	3.1 (b)	\$ 100.00
Accumulation of Rubbish	3.1 (c)	\$ 100.00
Exterior Finishes (buildings)	3.1 (d)	\$ 100.00
Graffiti	3.1 (e)	\$ 100.00
Accumulation of Garbage	3.1 (f)	\$ 100.00
Failure to Comply	5.2	\$ 100.00

SCHEDULE 5

Bylaw No. 1959 "Park Access Bylaw to Regulate the use of Parks, Trails, Beaches and Boulevards"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
- In park between 11:00 p.m. and 5:00 a.m.	3	\$ 50.00
- Camping in park	4	\$ 50.00
- Use of bow and arrow/sling-shot/boomerang/ weapon in park	5	\$ 100.00
- Unauthorized removal of gravel/sand/soil	6	\$ 100.00
- Littering	7	\$ 50.00
- Unauthorized fire on beach	8	\$ 50.00
- Vandalism	11	\$ 100.00
- Vandalism of sign	12	\$ 100.00
- Vandalism of tree	13	\$ 100.00
- Unauthorized playing golf in park	14	\$ 100.00
- Animal on beach	15	\$50.00
- Vehicle in park	18	\$ 50.00
- Possession or consumption of alcohol in a park or public area.	20	\$50.00

SCHEDULE 6

Bylaw No. 1956 "City of Grand Forks Traffic Regulation Bylaw"

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
- Parking within six meters of crosswalk	4.01(a)	\$ 50.00
- Parking within a bus zone	4.01(b)	\$ 50.00
- Parking within 5m of a fire hydrant	4.01(c)	\$ 50.00
- Parking along yellow painted curb/roadway with yellow painted lines	4.01(d)	\$ 50.00
- Parking in contravention of a traffic control device	4.01(e)	\$ 50.00
- Parking in contravention of highway lines/markings/signs	4.01(f)	\$ 50.00
- Parking in a lane in excess of 15 minutes	4.01(g)	\$ 50.00
- Parking on highway where pavement is 6m or less in width	4.01(h)	\$ 50.00
- Parking on sidewalk/boulevard	4.01(i)	\$ 50.00
- Parking obstructing/impeding traffic on highway	4.01(j)	\$ 50.00
- Parking vehicle with right side more than 30cm from face of curb	4.01(k)	\$ 50.00
- Parking on left side of highway opposite direction of normal traffic	4.01(l)	\$ 50.00
- Parking in front of/within 1m of driveway/private road	4.01(m)	\$ 50.00
- Parking vehicle including trailer in excess of 6m in angle parking	4.01(n)	\$ 50.00
- Parking to offer commodities/display vehicle for sale	4.01(o)	\$ 50.00
- Parking within 2m of intersecting lane	4.01(p)	\$ 50.00

SCHEDULE 6 continued

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
- Parking at angle to street lines	4.01(q)	\$ 50.00
- Parking 72 consecutive hours	4.01(s)	\$ 50.00
- Parking in a Fire zone	4.01(t)	\$50.00
- Parking in Loading zone	4.01(u)	\$ 50.00
- Parking on a bridge	4.01(v)	\$ 50.00
- Parking on walkway/crosswalk	4.01(w)	\$ 50.00
- Parking in Disabled zone without permit	4.01(x)	\$ 50.00
-Parking an unlicensed vehicle, recreational vehicle or trailer on Municipal property, Boulevard or Road-right-of-way	4.01(y)	\$ 50.00
- Parking overnight in a Municipal Park other than the Municipal Campground– recreational vehicles, campers, commercial vehicles and trailers whether or not attached to a vehicle	4.01(z)	\$50.00
- Overtime parking	4.05	\$ 50.00
- Truck off truck routes	9.03	\$100.00
- Truck parking on residential streets	9.05	\$ 50.00
- Prohibited construction on road allowance	9.07(a)	\$100.00
- Engaging in sport/amusement/exercise/ occupation on highway	10.02(a)	\$ 50.00
- Unnecessarily delay vehicle	10.02(b)	\$ 50.00
- Cause obstruction on highway	10.02(c)	\$ 50.00

SCHEDULE 6 continued

COLUMN 1 Offence	COLUMN 2 Section	COLUMN 3 Fine
- Coast/slide/rollerskate/skateboard/sleigh/skate/ski on highway	10.02(d)	\$ 50.00
- Vandalism of traffic control device	14.02	\$100.00
- Littering on a highway	14.05	\$ 50.00
- Debris from property on road	14.06	\$100.00
- Prohibited water on highway	14.07	\$ 50.00
- Damaging a highway	14.08	\$100.00
- Failure to remove snow/ice from sidewalk	14.09	\$ 50.00
-Depositing snow/ice on a highway or lane	14.12	\$ 50.00

SCHEDULE 7

Bylaw No. 1257 "Commercial Vehicle Licencing Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Operating vehicle without licence	3	\$75.00
Failure to affix licence	14	\$50.00
Improper display of licence	14	\$50.00

SCHEDULE 8

Bylaw No. 1384 "City of Grand Forks Fire Business Licence Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Operating business without a licence	401	\$100.00
Failure to post licence	404	\$ 50.00
Failure to notify of change	405	\$100.00
Failure to transfer licence	409	\$100.00

SCHEDULE 9

Bylaw No. 1206 "Grand Forks Zoning Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Unauthorized sign	310(2)	\$100.00

SCHEDULE 10

Bylaw No. 1967 "Grand Forks Deer Feeding Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
First Offence		
Feeding Deer with Food as described in the Definitions	3.1	\$ 50.00
Second Offence		
Feeding Deer with Food as described in the Definitions	3.1	\$100.00
Third Offence		
Feeding Deer with Food as described in the Definitions	3.1	\$ 150.00

2. That this bylaw may be cited as the "Amendment to the City of Grand Forks Municipal Ticket Information Bylaw No. 1957 A-1, 2013".

SCHEDULE 11

Bylaw No. 1973 "Water Regulations Bylaw"

COLUMN 1	COLUMN 2	COLUMN 3
Offence	Section	Fine
Unrecorded usage of water from the Waterworks System	2.9	\$ 750.00

2. That this bylaw may be cited as the "City of Grand Forks Municipal Ticket Information Amendment Bylaw No. 1957 A-2, 2014".

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Building Inspections & Bylaw Services
Date: July 23, 2015
Subject: Noise Control Bylaw Amendment
Recommendation: **RESOLVED THAT COUNCIL** give the Noise Control Bylaw amendment 1963 A-1 final reading at the August 17th 2015, Regular Meeting of City Council.

BACKGROUND: The Noise Control Bylaw No. 1963 did not have a clause within the Bylaw to address business and industrial operations. At times, the market requires that industrial operations will need to run additional shifts to meet their market demands. This has been the normal operating procedure for the major industries, located in the Grand Forks Industrial Park for the past 60 plus years.

The current and the past Noise Control bylaws did not include a clause addressing industrial operations. In order to comply with City's own Bylaw and the current industry requirements, staff is proposing to add the clause that addresses business and industrial operations.

By Council's consideration to include the suggested clause as presented, will assist the Bylaw Enforcement Officer to effectively address complaints should they arise.

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, copy of the decibel levels, copy the decibel test locations, copy of Worksafe sawmill decibel levels.

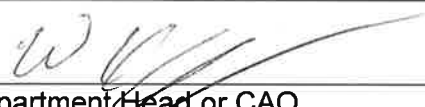
REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT COUNCIL** give the Noise Control Bylaw amendment 1963 A-1 final reading at the August 17th 2015, Regular Meeting of City Council.

- 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. 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, 2015**”;
2. That Bylaw No. 1963, cited as the “Grand Forks Noise Control Bylaw No. 1963, 2013”, be amended by adding an exemption to Section 5.1, as follows:
 - (i) Any business or industry established in accordance with the City of Grand Forks Zoning Bylaw No. 1606, 1999, as amended or re-created from time to time, in any area designated as approved for that type of operation, provided that all precautions are taken according to the latest and most up-to-date scientific methods for abating, controlling or limiting noise, arising from the business or industry conducted, so that the same may be as free from neighbourhood offence as possible.
3. That Schedule 2 that relates to fines with regard to the Grand Forks Noise Control Bylaw No. 1963 be deleted in its entirety, as fines are outlined in the Municipal Ticketing Information Bylaw No. 1957, 2013.
4. That this bylaw shall come into force and effect as of the adoption of this amendment bylaw.

Read a **FIRST** time this 20th day of July, 2015.

Read a **SECOND** time this 20th day of July, 2015.

Read a **THIRD** time this 20th day of July, 2015.

FINALLY ADOPTED this 17th day of August, 2015.

Mayor Frank Konrad

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 6th day of October, 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.;
- (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) Any business or industry established in accordance with the City of Grand Forks Zoning Bylaw No. 1606, 1999, as amended or re-created from time to time, in any area designated as approved for that type of operation, provided that all precautions are taken according to the latest and most up-to-date scientific methods for abating, controlling or limiting noise, arising from the business or industry conducted, so that the same may be as free from neighbourhood offence as possible.

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 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 ten 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 24th day of June, 2013.

READ a second time this 24th day of June, 2013.

READ a third time this 24th day of June, 2013.

FINALLY ADOPTED this 22nd day of July, 2013.

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 the Grand Forks Noise Control Bylaw No. 1963, 2013, as passed by the Council of the City of Grand Forks on the 22nd day of July, 2013.

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

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	Time of readings
74.4	74.8	71.6	76.5	73.6	75.8	73.8	72.9	75.5	Dceibel Level Maximum
71.3	72.8	68.6	73.2	71.2	72.7	69.9	70.4	72.9	Dceibel Level Minimum

Average High of the Decible Readings 74.3 & Average Low of the Decible Readings 71.4

Planner Mill Area

North end of Como Street

2:35 PM	2:10 PM	8:20 AM	7:30 AM	10:40 AM	2:20 PM	8:20 PM	11:25 AM	9:35 AM	Time of readings
89.1	73.7	71.5	71.0	72.8	72.2	71.2	72.6	70.1	Dceibel Level Maximum
71.3	68.1	64.0	63.6	68.3	67.2	68.6	69.8	66.5	Dceibel Level Minimum

Average High of the Decible Readings 73.8 & Average Low of the Decible Readings 67.5

Intersection of 9th Street and 65th Avenue -- The Decible Level Readings near the Flury Residence

2:45 PM	2:20 PM	8:30 AM	7:40 AM	10:50 AM	2:30 PM	8:30 PM	11:35 AM	9:45 AM	Time of readings
67.3	64.1	64.0	62.1	66.9	67.5	65.8	66.3	62.8	Dceibel Level Maximum
61.7	54.7	55.2	55.5	61.3	56.1	58.2	59.4	51.1	Dceibel Level Minimum

Average High of the Decible Readings 65.2 & Average Low of the Decible Readings 57.0

See attached map for the Decible Level reading locations in relationship to Interfor

5th Street & Central Ave. Intersection DECIBLE LEVELS OF REGULAR VEHICLE TRAFFIC

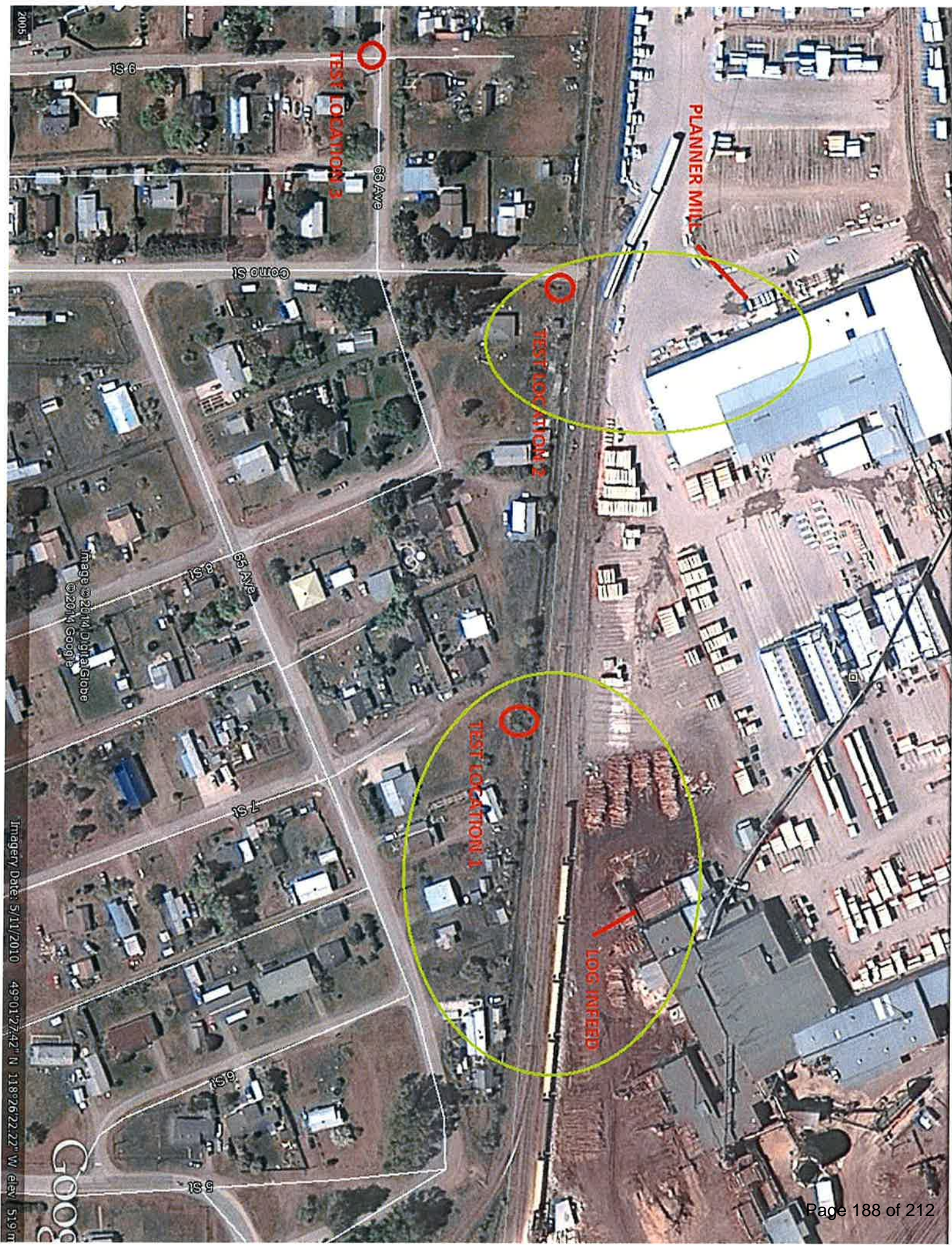
Maximum	71.6							
Minimum	64.6							

2nd Street & Marketl Ave. Intersection DECIBLE LEVELS OF REGULAR VEHICLE TRAFFIC

Maximum						87.7		
Minimum						59.6		

COTW Meeting April 7, 2014 DECIBLE LEVELS OF A COUNCIL MEETING VERBAL CONVERSATIONS

Maximum							70.4	
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**

American Academy of Audiology | 11730 Plaza America Drive, Suite 300, Reston, VA 20190 | 800-AAA-2336 | www.HowsYourHearing.org

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How Loud Is It?

Sawmills

Here are some average sawmill noise exposures. Note: individual worker's exposures may vary from these exposures. Noise-induced hearing loss results from a combination of high sound levels and extended periods of exposure to sounds above 85 dBA.

Protect your hearing when performing these jobs.

1. Noise Exposure Levels

These are all 8 hour
(or equivalent) exposures

Barker (booth).....	83 dBA
Cut Off (booth).....	81 dBA
Drop Sorter	95 dBA
Edger.....	95 dBA
Forklift.....	90 dBA
Grader	96 dBA
Greenchain.....	89 dBA
Millwright.....	91 dBA
Sawfiler.....	90 dBA
Supervisor.....	92 dBA
Trimmer.....	97 dBA

2. Hearing Protection Devices

Hearing protection should be
selected based on:

- noise exposure
- communication demands
- hearing ability
- use of other personal protective devices
- temperature and climate
- physical characteristics of the job or worker

Noise Level	Recommended HPD
Less than 90 dBA	Class C, Grade 1
Less than 95	Class B, Grade 2
Less than 100	Class A, Grade 3
Less than 105	Class A, Grade 4
Less than 110	Earplugs+Earmuffs



REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Manager of Building Inspections & Bylaw Services

Date: July 23, 2015

Subject: Water Restrictions Bylaw No. 1973 A-1, Amendment to included, under Section 12 Offences and Prohibitions a new clause, 12.12 *Any Person who contravenes any of the provisions of the Stage 1 through Stage 4 Watering Restrictions may be subject to a fine as described in Schedule 12 – A3 of the Municipal Ticketing and Information Bylaw No 1957*

Recommendation: **RESOLVED THAT COUNCIL** receive the report from the Bylaw Enforcement Officer and to consider giving the first three readings of the Water Restrictions Bylaw No. 1973, A-1 at the August 17th 2015, Regular Meeting of City Council.

BACKGROUND: When the Water Restrictions Bylaw No. 1973 was finally adopted on August 18th 2014 there were no provisions for (Sprinkling) Watering Regulations, in order to apply fines to repeat offenders of the Watering Regulations. With the addition of clause 12.12 as a Water Restrictions Bylaw No. 1973 Amendment A-1, and Schedule 12 in the Municipal Ticketing & Information Bylaw No. 1957 the City would have the ability to control water consumption outside of the regulated hours.

Benefits or Impacts of the Recommendation:

General: This will allow for better control and enforcement of the bylaw with regard to Watering Restrictions

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: Council has the authority to amend bylaws

Attachments: Water Restrictions Bylaw No. 1973, Water Restrictions Bylaw No. 1973 Amendment. -

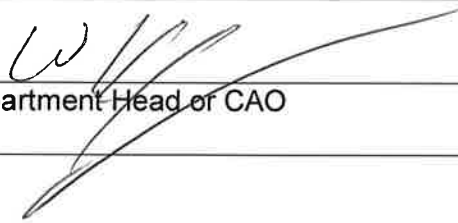

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: **RESOLVED THAT COUNCIL** receive the report from the Bylaw Enforcement Officer and to consider giving the first three readings of the Water Restrictions Bylaw No. 1973, A-1 at the August 17th 2015, Regular Meeting of City Council.

- 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. 1973 A-1

A BYLAW TO AMEND THE CITY OF GRAND FORKS
WATER RESTRICTIONS BYLAW NO. 1973, 2014

=====

WHEREAS Council may, by bylaw, amend the provisions of the Water Restrictions Bylaw pursuant to the provisions of the Community Charter;

AND WHEREAS Council of the Corporation of the City of Grand Forks believes it is in the public interest to amend the Water Restrictions Bylaw;

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

1. This bylaw may be cited for all purposes as the **“Water Restrictions Amendment Bylaw No. 1973 A-1, 2015”**.
2. That Bylaw No. 1973, cited as “Water Restrictions Bylaw No. 1973, 2014”, be amended to include Clause 12.12.

12.12 Any Person who contravenes any of the provisions of the Stage 1 through Stage 4 Watering Restrictions may be subject to a fine as described in Schedule 12 – A3 of the Municipal Ticketing and Information Bylaw No 1957

3. This bylaw shall come into force and effect upon adoption.

INTRODUCED this ____ day of _____.

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 Frank Konrad

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. 1973 A-1 as passed
by the Municipal Council of the City of Grand Forks
on the ____ day of _____.

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

THE CORPORATION OF THE CITY OF GRAND FORKS

WATER REGULATIONS BYLAW NO. 1973

A bylaw to provide for the regulation and use of the water system of the City of Grand Forks

WHEREAS the City of Grand Forks has established and operates a water system pursuant to its powers under the Community Charter, for the purpose of providing water to the residents, institutions, commercial and industrial users and all other consumers in the City;

AND WHEREAS the City Council of the City of Grand Forks deems it necessary to set the rates, fees, charges and terms and conditions under which water may be supplied, protected and used;

NOW THEREFORE, the 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 “**Water Regulations Bylaw No. 1973, 2014**”.

2. DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:

“**Agricultural User**” means any Owner of land in the Agricultural Land Reserve or bona fide agricultural land that is connected to the Waterworks System;

“**Applicant**” means any Owner or duly authorized agent making an application for Service, Water Connection/Disconnection or the Turn-on or Turn-off of water;

“**Backflow Preventer**” means a mechanical apparatus installed in a water system that prevents the backflow of contaminants into the potable Waterworks System;

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

“**Bone Fide Agricultural Land**” means land used for agricultural purposes, as defined by the BC Assessment Authority;

“Bylaw Enforcement Officer” means a person in a class prescribed under Section 273 (c) of the Community Charter who is designated by a local government as a bylaw enforcement officer and every Peace Officer;

“City” means the Corporation of the City of Grand Forks;

“City specifications” means the specifications, drawings and other standards for works and services established under the Subdivision, Development and Servicing Bylaw No. 1424, 1994.

“Collector” means the Person appointed from time to time by Council as the Collector;

“Collector’s Roll” means a list of each property served by the Waterworks System that is liable to water charge and which designates the Owner as a Domestic User, a Non-Domestic User, an Agricultural User or a combination thereof;

“Commercial” means all industrial, utility and business properties as defined as Class 2, 4, 5 and 6 under the B.C. Assessment Act and any institutional and apartment buildings with three or more units and any residential with two or more units within the same assessment folio, upon written application by the Owner;

“Council” means the Municipal Council of the Corporation of City of Grand Forks;

“Curb Stop” means the valve on a Service pipe located on the street or lane at or near an Owner’s Parcel Boundary;

“Customer” means any person, company or corporation who has opened a service account with the City for the purpose of being supplied water from the City Waterworks System;

“Domestic User” means any Owner of land connected to the Waterworks System using water for residential household requirements, sanitation, fire prevention or lawn and garden irrigation purposes;

“Dwelling Unit” means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building.

“Manager of Operations” means the individual appointed by Council to manage and oversee the day-to-day operation of the Waterworks System or his/her designate and, along with other City Staff, to administer this bylaw;

“Meter Pit” means a chamber installed below or above the ground over a residential or irrigation water Service for the purpose of installing a Water Meter;

“Non-Domestic User” means any Owner of land connected to the Waterworks System that is not using water as a Domestic User or Agricultural User;

“Occupier” has the same meaning as in the Community Charter, as amended from time to time;

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

“Parcel Boundary” means the line that defines the perimeter of a parcel of land;

“Person” includes a corporation, partnership or party and the Personal or legal representatives of a Person to whom the context can apply, according to law;

“Service” means and includes the supply of water to any Owner or any lot and all the pipes, valves, fittings, meters, connections and other things necessary for the purpose of such supply;

“Service Connection” means the connecting line from the Waterworks System to the Parcel Boundary and includes all related pipes, shut off valves and other appurtenances;

“Single-family Detached Dwelling” means a Dwelling Unit generally designed for and occupied by one family;

“Sprinkling” means to allow water from the City’s water supply to enter onto lawns, gardens and other outdoor areas;

“Turn-off” means to discontinue the Service to any Owner or any lot by closing a Curb Stop or by such other means as the City finds appropriate;

“Turn-on” means to commence the Service to any Owner or any lot by opening a Curb Stop or by such other means as the City finds appropriate;

“Water Connection” means the pipes and appurtenances on private property used or intended to be used to conduct water from the Curb Stop to the private property;

“Water Meter” means an apparatus or device used for measuring the volume of water passing through it and includes any accessories such as a remote reader device and the connecting cable;

“Water User” means any Person who is the Owner or agent for the Owner of any premises to which the Service is provided and also any Person who is the Occupier of any such premises and also any Person who is actually a user of water supplied to any premises;

“Waterworks System” means the entire water system of the City, including, without limitation, the distribution system and the intake, reservoirs and any water treatment facilities.

3. GENERAL PROVISIONS

- 3.1 To the extent that the City has not already established the Service of water supply, the City hereby establishes the Service of supplying water to the City through the Waterworks System and operating, constructing, maintaining and regulating the Waterworks System.
- 3.2 The City does not guarantee water pressure, continuous supply or direction of water flow. The City reserves the right at any time, without notice, to change the operating pressure, to shut off water or to change the direction of flow. The City, its officers, employees, nor agents shall be liable for any damage or other loss caused by changes in water pressure, shutting off water or change in direction of flow or by reason of the water containing sediments, deposits, or other foreign matter.
- 3.3 Nothing contained in this bylaw shall be construed to impose any liability on the City to provide water to any Person or property or to provide a continuous supply of water or water of any particular quantity or quality.
- 3.4 Any supply of water by the City is subject to the following conditions, in addition to the other conditions set out in this bylaw:
- (a) the City is not responsible for the failure of the water supply as a result of any accident or damage to the Waterworks System;
 - (b) the City is not responsible for any excessive water pressure or lack of water pressure;
 - (c) the City is not responsible for any temporary stoppage of water supply on account of alterations or repairs to the Waterworks System,

whether such arises from the negligence of any Person in the employ of the City or another Person, or through natural deterioration or obsolescence of the Waterworks System or otherwise.

4. APPLICATIONS FOR SERVICE CONNECTION AND WATER CONNECTION

- 4.1 An Owner or an Owner's duly authorized agent must make an application to the City to install a Service Connection from the Waterworks System to the Owner's Parcel Boundary and a Water Connection from the Curb Stop to his or her private property and shall submit the application on the required form(s), as provided by the City and amended from time to time. Such Applicant shall, on making the application, pay to the City the applicable fee(s) as set out in Schedule A.

5. CONSTRUCTION OF THE SERVICE CONNECTION

- 5.1 Upon a completed application being received for the installation of a Service Connection, and payment of applicable fee(s) in full, a contractor pre-approved by the City may install a Service Connection from the Waterworks System to the Parcel Boundary and a Curb Stop at the Parcel Boundary.
- 5.2 An Owner is responsible for the installation of a Service Connection and a Curb Stop at the Parcel Boundary, at his or her sole cost.
- 5.3 Each property shall have only one Service Connection except where a separate connection is required by the Manager of Operations.
- 5.4 The size of the pipe to be used in providing a Service Connection to any premises and also the position in the street in which the Service Connection is to be laid shall be determined by the Manager of Operations.
- 5.5 No work of any kind in relation to a Service Connection, either for the laying of a new Service Connection or repair of an existing Service Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.

6. CONSTRUCTION OF THE WATER CONNECTION

- 6.1 Upon a completed application being received for the installation of a Water Connection and payment of the applicable fee(s) in full, the Owner may install a Water Connection from the Curb Stop to the Owner's private property and the Manager of Operations shall classify the Owner as either a Domestic User, a Non-domestic User, an Agricultural User, or any combination thereof.
- 6.2 An Owner is responsible for the installation of a Water Connection, at his or her sole cost.

6.3 Installation of a Water Connection must comply with the following requirements:

- (a) the type and size of pipe used for the Water Connection must meet the standards for piping as determined by the Manager of Operations or his/her designate;
- (b) all Water Connection lines shall be installed to provide a minimum depth of 1.5 metres cover;
- (c) where required by the Manager of Operations, a Backflow Preventer must be installed at the building as close as possible to the entrance point of the Water Connection into the building; and
- (d) after the Water Connection lines have been installed, the Owner must not backfill the excavation until the installation of the Water Connection has been inspected and approved by the City.

6.4 No work of any kind in relation to a Water Connection, either for the laying of a new Water Connection or repair of an existing Water Connection, shall be done by any Person other than a contractor approved by the Manager of Operations.

6.5 The Owner is solely responsible for supplying, installing and maintaining the Curb Stop and the connection or joint at the property line between the Service Connection and the Water Connection.

6.6 The Owner is responsible for any damage caused by the Owner to the Curb Stop and must immediately notify the Manager of Operations of any such damage.

6.7 Where required by the Manager of Operations, an Owner shall install a pressure-reducing device on his or her property, to the satisfaction of the Manager of Operations.

6.8 An Owner is responsible for maintaining the Water Connection and Backflow Preventer in good repair and in a clean and sanitary condition at all times, and must remedy any defect in the Water Connection as soon as the Owner becomes or is made aware of the defect. The Owner must immediately advise the Manager of Operations of any defect in the Water Connection.

7. WATER TURN-OFF / TURN-ON

7.1 All applications for the Turn-off or Turn-on of the water Service must be made in writing to the Manager of Operations not less than forty-eight (48) hours before the Turn-off or Turn-on is required.

- 7.2 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 7.3 Any Person who applies to the City for the Turn-on of the Service shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 7.4 No Person shall make an application for the Turn-off of the Service from any premises in use, or occupied by any other Person, until such use or occupation has ceased, the premises have been vacated or the occupying Person consents.
- 7.5 Any unauthorized Person found to have turned the water on or off is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

8. WATER DISCONNECTION/RECONNECTION

- 8.1 When any building within the City is removed, demolished or abandoned, application for disconnection of a water Service shall be made in writing, by the property Owner, on the required form(s) as provided by the City and amended from time to time and delivered to the City Office. Until such application has been submitted, water rates may be charged as prescribed in Schedule A to the property Owner.
- 8.2 All applications for the disconnection or reconnection of the water Service must be made in writing to the Manager of Operations not less than one (1) week before the disconnection/reconnection is required.
- 8.3 On application by a property Owner or duly authorized agent, on the required form(s) as provided by the City and amended from time to time, the applicant shall pay the applicable fee as set out in Schedule A.
- 8.4 Any Person who applies to the City for reconnection of the Service shall provide to the Manager of Operations confirmation that the Water Connection was satisfactorily tested, inspected and approved by the City.
- 8.5 Any unauthorized Person found to have disconnected from or reconnected to the water Service is guilty of an offence under this bylaw and will be subject to a penalty in accordance with Section 12.11.

9. RESTRICTIONS ON USE OF WATER

- 9.1 Council may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit irrigation, yard and garden Sprinkling, car washing and private pool filling to reduce water usage when it

considers water to be in short supply and every Person shall abide by such restriction or prohibition.

- 9.2 The City may at such times and for such length of time as is considered necessary or advisable by Council, restrict or prohibit other water uses when it considers water to be in short supply and every Person shall abide by such restriction or prohibition.

10. WATER METERS

- 10.1 Every Owner of property that receives the supply of water from the Waterworks System shall, at the sole cost of the Owner, purchase a Water Meter from the City and shall install the Water Meter on his or her property in compliance with the provisions of this bylaw.
- 10.2 Notwithstanding Section 10.1, the City shall supply and install Water Meters to those properties built prior to January 1, 2015, free of charge.
- 10.3 Only one Water Meter shall be installed for each Water Connection on a property.
- 10.4 The Manager of Operations may determine and specify the type and size of Water Meters for each type of property and use, considering the Manager of Operation's estimate of water consumption and other factors considered relevant by the Manager of Operations.
- 10.5 Every Water Meter shall be installed by a certified plumber or qualified contractor retained by the Owner of the parcel and approved by the Manager of Operations.
- 10.6 Where water services a single building on private property, the Water Meter shall be located in the building as close as possible to the entrance point of the Water Connection into the building, unless otherwise approved by the Manager of Operations.
- 10.7 Notwithstanding Section 10.6, the Owner of each newly constructed Single-family Detached Dwelling in the City shall install a water meter within the Dwelling Unit or a Meter Pit, as per current industry standards as determined by the Manager of Operations, with a Water Meter at the Parcel Boundary. For clarity, a newly constructed single-family detached dwelling is any single-family detached dwelling constructed after adoption of this bylaw. The City will provide a water meter free of charge up until July 31, 2015.
- 10.8 Where water services multiple-unit housing or Commercial, industrial or institutional property, the Water Meter must be located within a meter room or some other location approved by the Manager of Operations.

- 10.9 The Owner shall maintain the Water Meter on his or her property in good repair and shall not tamper with the Water Meter in any manner. The Owner shall provide adequate protection for the Water Meter against freezing, heat and other severe conditions that might damage the Water Meter.
- 10.10 If any breakage, stoppage or other irregularity in a Water Meter is observed by an Owner, the Owner shall notify the Manager of Operations immediately.
- 10.11 If a Water Meter installed on a property is destroyed, lost or damaged in any way, the Owner shall repair or replace the Water Meter at his or her sole cost.
- 10.12 An Owner must, at all reasonable times, provide adequate, convenient, and unobstructed access to the City for inspecting and reading the Water Meter.
- 10.13 No Person shall remove or in any way disturb a Water Meter except under the direction of the Manager of Operations.
- 10.14 The Service shall not be activated to a property until a Water Meter has been installed on the property and any Meter Pit has been inspected by the City and found to be in compliance with this bylaw.
- 10.15 If the City or an Owner questions the accuracy of the record of a Water Meter, the City shall designate a qualified professional to remove and test the Water Meter.
- 10.16 If the test performed under Section 10.15 discloses that the Water Meter is not less than 98% accurate in recording the water passing through the Water Meter, the party questioning the accuracy of the Water Meter shall pay the meter testing fee specified in Schedule A. If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the cost of the test shall be borne by the City.
- 10.17 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the City shall repair or replace the Water Meter, at its own cost.
- 10.18 If the test performed under Section 10.15 discloses that the Water Meter is less than 98% accurate in recording the water passing through the Water Meter, the Manager of Operations shall adjust the Owner's water bill by the amount of the inaccuracy for a period not exceeding one (1) year. The adjustments shall only apply to the Owner who overpaid or underpaid and not to any subsequent Owner of the property.

11. FAILURE TO INSTALL A WATER METER

- 11.1 If an Owner fails to install a Water Meter as required by this bylaw, the City may, upon giving notice to the Owner, install a Meter Pit and Water Meter at the Curb Stop at the sole cost of the Owner. Prior to and including July 31, 2015 the Owner will be responsible for the difference in cost between in-home installation and Meter Pit installation. After July 31, 2015, the Owner will be responsible for all costs associated with installation.

12. OFFENCES AND PROHIBITIONS

12.1 No Person shall:

- (a) connect or maintain any connection to, or use water from the Waterworks System without first obtaining permission from the Manager of Operations in accordance with this bylaw;
- (b) connect, cause to be connected or allow to remain connected any building on any property already connected to the Waterworks System to any other source of water;
- (c) connect, cause to be connected or allow to remain connected to the Waterworks System any pipe, fixture, fitting, container, appliance or apparatus, in any manner which, under any circumstances, could cause or allow any part of the Waterworks System to become contaminated;
- (d) sell, dispose of or otherwise give away water from the City Waterworks System;
- (e) connect any apparatus, fitting, or fixture to the Waterworks System which may in any way harm the Waterworks System.

- 12.2 No Person shall cause, permit or allow any device or apparatus of any kind to be or remain connected to the Waterworks System or allow it to be operated in such a manner as to cause sudden large demands for water or otherwise affect the stability of water pressure in the Waterworks System and, for the purposes of this section, such prohibited devices and apparatuses include, without limitation:

- (a) booster pumps;
- (b) quick opening valves or quick closing valves;
- (c) flush meters;
- (d) rod hopper water closets;

- (e) water-operated pumps or siphons;
 - (f) standpipes;
 - (g) large outlets.
- 12.3 Notwithstanding Section 12.2, an Owner may apply to the Manager of Operations in writing for permission to connect a prohibited device or apparatus to the Waterworks System. Upon receiving permission from the Manager of Operations, the Owner may connect a prohibited device or apparatus to the Waterworks System, subject to any terms and conditions imposed by the Manager of Operations.
- 12.4 No Person shall destroy, injure, obstruct access to, or tamper with any hydrant, valve, Curb Stop, pipe, pump or other fixture of the Waterworks System or the Water Connection and no Person shall, in any manner, make any additions, alterations or other changes to the Waterworks System or the Water Connection.
- 12.5 No Person shall use water from the Waterworks System unless that usage is recorded by a properly functioning Water Meter that is installed and maintained in accordance with this bylaw.
- 12.6 No Person shall install any piping or other works designed to allow water from the Waterworks System to be used without that usage being recorded by a Water Meter.
- 12.7 Where the Manager of Operations considers that a Person has violated Section 12.5 or 12.6, the City may install a Meter Pit with a Water Meter at or near the Parcel Boundary of the property either on the property or on the adjacent highway.
- 12.8 Where the City has installed a Meter Pit with a Water Meter under Section 12.7, the Owner of the property in respect of which the Meter Pit with a Water Meter was installed shall pay to the City a fee equal to the cost incurred by the City to install the Meter Pit and Water Meter, including the cost of the pit and meter.
- 12.9 Where a Person has violated Section 12.4, 12.5 or 12.6, the Owner of the property in respect of which the violation has occurred shall pay to the City an unrecorded water usage penalty as set out in Municipal Ticket Information Bylaw No. 1957, and additional charges as described in Schedule A, whether or not the City has installed a Meter Pit with a Water Meter at or near the Parcel Boundary under Section 12.7.
- 12.10 Charges imposed under Section 12.8 or 12.9 are due and payable within 30 days of the date on which an invoice setting out the amount of the fee is mailed to the

address of the Owner as shown on the assessment roll for the property referred to in those Sections and if unpaid on December 31 of the year in which the charges became due and payable, may be collected in the same manner and with the same remedies as property taxes.

- 12.11 Any Person who contravenes any of the provisions of this bylaw is liable, upon summary conviction, to a minimum fine of not less than One Thousand Dollars (\$1,000.00) and a maximum fine of Ten Thousand Dollars (\$10,000.00) and the cost of prosecution. Every day during which there is an infraction of this bylaw shall constitute a separate offence.

13. SHUT OFF OF WATER SUPPLY

- 13.1 The Manager of Operations may shut off the supply of water to any property for any or all of the following reasons:

- (a) a request for Turn-off or discontinuance of the Service;
- (b) maintaining, repairing, renovating, replacing, disinfecting or otherwise operating the Waterworks System;
- (c) an emergency that threatens the safety of the Waterworks System or the public;

and the City may shut off the supply of water to any property for any or all of the following reasons;

- (d) non-compliance with any provision of this bylaw;
- (e) shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw.

14. NOTICES OF WATER SHUT OFF

- 14.1 Where water supply is to be shut off for non-compliance with any provision of this bylaw, the City will give thirty (30) days notice to the Owner.
- 14.2 Where water supply is to be shut off for reason of non-compliance with any provision of this bylaw, the City will give the Person affected the opportunity to make representations to Council in respect of such non-compliance.
- 14.3 Where water supply is to be shut off for reason of shortage of water supply pursuant to Section 9.1 or 9.2 of this bylaw, the City will give at least seven (7) days notice, but no notice will be given where safety of life or property is at risk.

- 14.4 Where water supply is to be shut off for maintenance, repair, renovation, replacement, disinfection or other operation of the Waterworks System, the City will give at least two (2) working days notice for scheduled work, but no notice will be given where safety of life or property is at risk.
- 14.5 Notice under Sections 14.1, 14.3 and 14.4 may be given by one or more of the following:
- (a) posting notice on the property;
 - (b) providing notice on an Owner's water bill;
 - (c) mailing notice to the address supplied by the Owner or the address of the property;
 - (d) telephoning the Owner, which may include speaking directly to the Owner or leaving a message at the telephone number supplied by the Owner.
- 14.6 The City is not responsible for any notice failing to reach an Owner or other Water User prior to the shut off of water.

15. WATER USE CHARGES

- 15.1 Property Owners shall be responsible for payment of all rates for water used and consumed on properties owned by them.
- 15.2 The user rates and charges specified in Schedule A are imposed and levied for Water Services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the Bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan.
- 15.3 User rates and charges not paid by the DUE DATE shall be subject to an overdue account penalty, as set out in the current Fees and Charges Bylaw, on the working day after the DUE DATE and monthly thereafter.
- 15.4 For any new water Service connected to the City system during a Bi-monthly billing period, full basic charges for the billing period will apply and the user rates relating to consumption shall be based on recorded consumption. If no meter reading is available, the user rate will be prorated over the number of days from connection to the end of the billing period.
- 15.5 For any Water Service disconnected or reconnected from the City system, Section 8 of this bylaw shall apply. Should the property Owner elect to have water Service to a building turned on or off, as described in Section 7 of this bylaw, water basic charges and user rates will continue to be charged.

- 15.6 The charges prescribed in Schedule A to cover the cost of disconnecting or reconnecting the service or turning the water supply "off" or "on" shall apply.
- 15.7 User rates shall be invoiced on a Bi-monthly basis.
- 15.8 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 during the year. Application will be accepted 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 (1) year.

The equal payment plan may be terminated by the customer, or the City, if the customer has not maintained his credit to the satisfaction of the City. The City deems credit to be unsatisfactory if, for any reason, two payments fail to be honoured. On the reconciliation date, or termination, the amounts payable by the customer to the City for water Service actually consumed during the equal payment period will be compared to the sum of equal payments made during the period. Any resulting amount owing by the customer will be paid to the City. An excess of payments over charges will be paid or credited by the City to the customer. If such amounts are less than \$10.00 (ten dollars), they will be carried forward and included in the calculation of the equal payments for the next period.

- 15.9 All rates and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

16. INSPECTION

- 16.1 The Manager of Operations and any Bylaw Enforcement Officer may enter on any property at any reasonable time for the purpose of inspecting and ascertaining whether the regulations and requirements of this bylaw are being observed.
- 16.2 No Person shall obstruct or interfere with the Manager of Operations or any Bylaw Enforcement Officer in the performance of his or her duties or the exercise of his or her powers under this bylaw.

17. SEVERABILITY

- 17.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this bylaw.

18. REPEAL

- 18.1 The "Corporation of the City of Grand Forks Waterworks Regulation Bylaw No. 1501, 1997" and all amendments thereto are hereby repealed.

19. ENACTMENT

- 19.1 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 21st day of July, 2014.

READ A SECOND TIME this 21st day of July, 2014.

READ A THIRD TIME this 21st day of July, 2014

FINALLY ADOPTED this 18th day of August, 2014.

Mayor

Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1973, as passed by the Municipal Council of the City of Grand Forks on the 18th day of August, 2014.

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

Date Signed

Bylaw No. 1973

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SCHEDULE "A"
SERVICE CHARGES

1. Charges for installation of water service:

- (a) Residential: 19 mm diameter (3/4") & 24.5 mm diameter (1")
***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (b) Commercial, Industrial & Institutional
***NOTE: Water Meter Mandatory**

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- (c) Renewal (upgrading, including meter retrofit)

At Cost by Contractor, including any additional service costs itemized in (d), plus 15%

- d) Additional service costs not included in (a), (b), and (c) above:
- i) Service or main extension (greater than 25.4 mm diameter and/or where the service line exceeds 15 m in length)
 - ii) Restoration including but not limited to: asphalt road repair, concrete curb, sidewalk (concrete), and boulevard landscaping

2. Charges for each time the water supply is turned on/off

During normal working hours (Monday – Friday) \$ 50.00

3. Charges for after-hours callout – evenings, weekends, statutory holidays

Private property issue \$ 250.00

Schedule A
Bylaw No. 1973
Page 2 of 3

4. Purchase of water from City Bulk Water Facility

Rate per cubic meter or portion thereof \$4.00

5. Water Meter Installation – subject to Sections 10.2, 10.7 & 11.1

(a) Standard in-house installation

At Cost by Contractor, plus 15%

(b) In-house installation with modifications*

At Cost by Contractor, plus 15%

(c) Pit meter

At Cost by Contractor, plus 15%

*Any modifications to water meter installation that result in the requirement for a manual read of the meter will result in a reading charge.

6. Additional Charges

(a) Manual meter reading charge – per occurrence \$ 25.00

(a) Meter re-read at Customer's request – per occurrence \$ 25.00

(b) Meter testing at Customer's request – per occurrence At Cost

(c) Water meter tampering charge – per occurrence \$200.00

(d) Charge for damage due to tampering

At Cost by Contractor for installation of new water meter plus the water meter tampering charge.

Schedule A
Bylaw No. 1973
Page 3 of 3

7. User Rates – Effective July 1, 2014

	Per Unit Bi-monthly Fixed Charge & Capital Charge	Per Account (per meter) Bi-monthly Fixed Charge & Capital Charge	Per Account Bi-monthly Customer Charge	Per Cubic Meter	Bi-Monthly Variable Water Charges for Non-Metered, Per Residence
User Class					
Metered Multi-Family Apartment (one tax folio)	\$28.50		\$7.00	\$0.113	
Commercial Office Properties (water use restricted to staff washroom)		\$26.50	\$7.00	\$0.113	
Commercial (Class06) Properties not listed below		\$59.00	\$7.00	\$0.124	
Large Industrial (Class 04) Properties		\$59.00	\$7.00	\$0.124	
Commercial laundry, car wash Properties		\$59.00	\$7.00	\$0.124	
Hotels, Restaurants, Malls		\$59.00	\$7.00	\$0.124	
Institutions, schools, recreation facilities (arenas, pools) irrigation systems		\$59.00	\$7.00	\$0.124	
Buildings not connected to Water System on lots where service is available		\$21.50	\$7.00		
Residential Properties not metered	\$45.25		\$7.00		\$16.40