

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

January 26th, 2015, 7:00 p.m.
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	January 26th, 2015, Regular Meeting Agenda	THAT Council adopts the January 26th, 2015, Regular Meeting agenda as presented.
3. <u>MINUTES</u>		
a) Adopt Minutes Minutes - Jan 12th Regular Meeting.pdf	January 12th, 2015, Regular Meeting minutes	THAT Council adopt the January 12th, 2015, Regular Meeting minutes as presented.
4. <u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5. <u>UNFINISHED BUSINESS</u>		
a) Councillor Ross	Opting out of the Comprehensive Economic Trade Agreement (CETA) - resolution	<p>Whereas the City of Grand Forks and many other municipalities throughout BC and Canada requested open and fair consultation on the CETA prior to the final agreement between Canada and the EU, and</p> <p>Whereas according to the UBCM document, RECOGNITION OF LOCAL GOVERNMENT AS AN ORDER OF GOVERNMENT states that "Local government and the citizens of the communities that make local government should have their rights to govern themselves clearly defined and, to the greatest extent possible, they should have the freedom to</p>

determine their individual community's priorities.”

Therefore be it resolved that the City of Grand Forks (UBCM) will opt out of CETA and all trade agreements that were entered into by the provincial and federal government without appropriate consultation, and respect of local government jurisdiction.

THAT Council direct staff to send the above resolution regarding opting out of CETA, to the provincial and federal government, MLA, MP and UBCM.

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

- a) Corporate Officer's Report
[RFD - Procedure Bylaw CFO - Rpts.,
Questions & Inquiries from Members
of Council.pdf](#)

Verbal Reports from Council

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

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

- a) Corporate Officer's Report
[RFD - Procedure Bylaw Council - Rpt.
from the Council's Representative to
the RDKB.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) Manager of Development and Engineering
[RFD - Mgr. of Dev. & Eng. -
WildSafeBC 2015.pdf](#)

British Columbia
Conservation Foundation
(BCCF) - WildsafeBC
Program for 2015

THAT Council supports staff proceeding with preparing the application for a WildsafeBC Community Coordinator for the 2015 season and that it is to be funded through the Legislative Committee Budget.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

a)	Ian Mitchell Summ. of Info. - Mitchell, Ian re Council Mtg. of Jan. 12th.pdf	Open letter to Mayor and Council regarding the January 12th, 2015 Regular Meeting.	Receive for information.
b)	Communities in Bloom, British Columbia Summ. of Info. - Communities in Bloom - Congratulations & Program Information.pdf	Congratulations and information regarding the Communities in Bloom Program	Receive for Information
c)	Manager of Development and Engineering Summ. of Info. - Letter to Gene Koch re GF Gazette - Nov. 12, 2014 Legal Notice.pdf	Response to Mr. Gene Koch	Receive for information
d)	Canada Day Committee Chair - Anna Lactin Summ. of Info. - Canada Day Committee Requesting Support.pdf	Request to the City to provide financial support in the amount of \$800 towards the Canada Day celebrations 2015.	Receive for information and decision
e)	Zak Eburne Summ. of Info. - Eburne, Zak re Social Media Coordinator.pdf	Social Media Coordinator	Receive for Information and refer to a future meeting of Council where the Acting Corporate Officer will provide a report regarding Corporate Communications strategies.
f)	Melodie Davidoff - Grand Forks Park in the Park Summ. of Info. - Grand Forks Park in the Park Donation Request.pdf	Request of donation to purchase a highway banner	Receive for information and discussion
g)	Kootenay's Medicine Tree Summ. of Info. - Lacey, Donita re The Kootenay's Medicine Tree.pdf Summ. of Info. - Henshaw, Mary Jo re Kootenays Medicine Tree.pdf Summ. of Info. - Michel, Marion re The Kootenay's Medicine Tree.pdf Summ. of Info. - Niminiken, Cathy re Kootenays Medicine Tree.pdf Summ. of Info. - Nuessler, Elaine & Chris re The Kootenay's Medicine Tree.pdf Summ. of Info. - Smith, Kathryn re	Advocate letters regarding support for the Kootenay's Medicine Tree	Receive for information

[The Kootenay's Medicine Tree.pdf](#)

11. **BYLAWS**

- | | | | |
|----|---|--|--|
| a) | Chief Financial Officer
RFD - CFO - Bylaw 2007 Revenue Anticipation 2015.pdf | Bylaw 2007 - The City of Grand Forks 2015 Revenue Anticipation Borrowing Bylaw | THAT Council give final reading to Bylaw No. 2007 - Revenue Anticipation Borrowing Bylaw. |
| b) | Manager of Operations
RFD - Mgr. of Ops. Electrical Utility Regulatory Repeal Bylaw 1543-R.pdf | Electrical Utility Regulatory Repeal Bylaw No. 1543- 2014 | THAT Council approve Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and give the bylaw final reading. |
| c) | Manager of Operations
RFD - Mgr. of Ops. Electrical Utility Regulatory Bylaw 1975.pdf | Electrical Utility Regulatory Bylaw No. 1975, 2014 | THAT Council approve Electrical Utility Regulatory Bylaw No. 1975, 2014 and give the bylaw final reading. |

12. **LATE ITEMS**

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

14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

**NOT ADOPTED
SUBJECT TO CHANGE**

REGULAR MEETING OF COUNCIL
MONDAY, JANUARY 12TH, 2015.

PRESENT:

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

ACTING CHIEF ADMINISTRATIVE OFFICER
ACTING CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
MANAGER OF DEVELOPMENT & ENGINEERING
MANAGER OF OPERATIONS
MANAGER OF BUILDING INSPECTION AND BYLAW
SERVICES

D. Heinrich
S. Winton
R. Shepherd
S. Bird
R. Huston

W. Kopan

GALLERY

CALL TO ORDER

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

ADOPTION OF AGENDA

- a) Adopt Agenda
January 12th, 2015 Regular Meeting Agenda

MOTION: WIRISCHAGIN / THOMPSON

RESOLVED THAT Council Adopts the January 12th, 2015, Regular Meeting Agenda as presented.

CARRIED.

MINUTES

- a) Adopt Committee of the Whole Meeting minutes
December 15th, 2014

**NOT ADOPTED
SUBJECT TO CHANGE**

MOTION: WIRISCHAGIN / THOMPSON

RESOLVED THAT Council adopt the December 15th, 2014, Committee of the Whole Meeting minutes as presented.

CARRIED.

- b) Adopt the Regular Meeting minutes
December 15th, 2014.

MOTION: BUTLER / WIRISCHAGIN

RESOLVED THAT Council adopt the December 15th, 2014, Regular Meeting minutes as amended.

CARRIED.

- c) Adopt the Special Meeting to Go In-Camera
December 15th, 2014

MOTION: KROG / ROSS

RESOLVED THAT Council adopt the December 15th, 2014, Special Meeting to go In-Camera minutes as presented.

CARRIED.

- d) Adopt the Special Meeting minutes
January 6th, 2015

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council adopt the January 6th, 2015, meeting minutes as amended.

CARRIED.

REGISTERED PETITIONS AND DELEGATIONS

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

a) Councillor Ross

She reported that:

- She reviewed and short listed at least 20 CAO candidates
- She reviewed and provided links for CETA and crafted a resolution with regard to opting out of CETA
- She met with Roly Russell to discuss RDKB issues
- She is looking forward to attending the RDKB Local Government 101 session
- Met with Graham Watt and discussed a 1/2 day workshop for Council and staff on water conservation
- She has been approached by several members of the community regarding the Medicine Tree
- The Agricultural Society would like a representative from Council on the committee
- She read and reviewed the subdivision bylaw
- She attended the January 6th Special Meeting where a motion was passed to send Councillor Hammett and one staff person to the Deer Workshop
- She advised that she would like to see Grand Forks have their own Climate Action Plan.

b) Councillor Krog

He reported that he had an RDKB report later in the agenda

c) Councillor Wirischagin had no report but made a motion for Councillors to attend the RDKB 101 session.

MOTION: KROG / WIRISCHAGIN

RESOLVED THAT Council members wanting to attend the RDKB 101 session may do so with expenses covered.

CARRIED.

MOTION: WIRISCHAGIN / THOMPSON

RESOLVED THAT Council appoint Councillor Butler to sit on the Grand Forks and District Recreation Commission as representative for the City of Grand Forks.

CARRIED.

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- d) Councillor Thompson's report is attached.

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council direct the Manager of Operations to bring a report on the status of the water meter project to the COTW Meeting on January 26th.

CARRIED.

- e) Councillor Butler's report is attached.
- She spoke with regard to the snow removal and clearing practices of City staff. The Manager of Operations advised that there is a snow removal policy that is followed.
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- f) Mayor Konrad's report is attached.

MOTION: THOMPSON / BUTLER

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

CARRIED.

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

- a) Corporate Officer's Report

Councillor Krog

He reported that:

- He attended the RDKB Kettle River Water Shed Committee Meeting

MOTION: ROSS / WIRISCHAGIN

RESOLVED THAT Councillor Krog's report regarding the RDKB was received.

CARRIED.

RECOMMENDATIONS FROM STAFF FOR DECISIONS

NOT ADOPTED
SUBJECT TO CHANGE

- a) Chief Financial Officer
Rotary Spray Park Joint Project - Exclusion from Purchasing Policy 802

The Chief Financial Officer spoke with regard to the spray park and reviewed the joint project and history of the project. She further explained the request to exclude the purchase of equipment from the purchasing policy.

MOTION: THOMPSON / WIRISCHAGIN

RESOLVED THAT Council waive the quote requirements of Purchasing Policy 802 for the Rotary Spray Park Joint Project between the City of Grand Forks and the Grand Forks Rotary Club for the purchase of spray park equipment.

CARRIED.

REQUESTS ARISING FROM CORRESPONDENCE

INFORMATION ITEMS

- a) Arlene Parkinson - Association of Kootenay and Boundary Local Governments
Notice of Annual General Meeting and Second Call for Resolutions 2015.

Council discussed including the resolution brought forward by Councillor Ross regarding CETA.

MOTION: THOMPSON / WIRISCHAGIN

RESOLVED THAT Council determine if there are issues of concern to the City, which cannot be resolved at the local level, that could be submitted to the AKBLG Conference in the form of a resolution.

CARRIED.

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- b) Electrical Utility Consultant, Alex Love
Electrical Utility Rates 2015

The City's Electrical Consultant reviewed his Memorandum on the Electrical Utility Rates 2015.

He spoke with regards to:

- Rate adjustments
- The revenue and expense forecast
- Rate options
- Manual meter reading

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- Recommendations: Grand Forks implement a manual meter reading option, rescind policy 1205, and implement a rate increase of 3.125 to all electrical energy and basic charge rates, effective March 1, 2015.

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: WIRISCHAGIN / THOMPSON

RESOLVED THAT Council receive for Information as the Electrical Utility Rates for 2015 will be introduced at the COTW on January 26th, 2015.

CARRIED.

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- c) Councillor Christine Thompson - Amendment to the Procedure Bylaw
Request from Councillor Thompson that an amendment to the Procedure Bylaw be made. The amendment states:

THAT the City of Grand Forks Procedure Bylaw No. 1946 be amended to include the following:

1. Written reports from members of Council attending conferences, seminars or workshops that extend beyond one day out of the City, must be included on the Regular Meeting agenda no later than the second Regular Meeting of Council following the conclusion of such conference, seminar or workshop. At the discretion of Council, failure to provide such written report may result in the offending member of Council not being authorized to attend future conferences, seminars or workshops.
2. Verbal reports from members of Council attending conferences, seminars or workshops lasting one full day or less will be accepted.

BE IT FURTHER RESOLVED that the Order of Business at Regular Meetings, Section 12.3(1) be amended to reflect these changes.

Councillor Thompson advised as to why she is recommending the amendment.

Council discussed the proposed resolution.

MOTION: THOMPSON / BUTLER

RESOLVED THAT Council directs staff to proceed in bringing forward a staff report with regard to the proposed amendments to Procedure Bylaw No.1946, 2013, to the January 26th, 2015, Committee of the Whole Meeting of Council.

CARRIED.

COUNCILLOR WIRISCHAGIN WAS OPPOSED TO THE MOTION.

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- d) Councillor Colleen Ross - CETA
Resolution from Council to opt out of the Canada/EU Comprehensive Economic Trade Agreement (CETA)

Councillor Krog advised that if this resolution is taken to AKBLG then it needs to be refined. He further advised that this resolution has been brought forward in the past

and was not accepted because it had already been addressed at UBCM in some capacity.

Councillor Ross spoke with regard to taking the resolution to the AKBLG, and amending the motion for this purpose.

NOT ADOPTED
SUBJECT TO CHANGE

Councillor Ross withdrew the resolution.

City of Grand Forks British Columbia Opting Out of Canada/EU Comprehensive Economic Trade Agreement (CETA)

WHEREAS The Canada/EU CETA is an ominous trade agreement between Canada and the European Union which includes rules that will limit the power of provincial and municipal governments to use their purchasing decisions to create local jobs, protect the environment and support local economies. And,

WHEREAS, purchasing power has long been a key policy tool for municipalities, and is becoming even more important in the face of the extraordinary economic, social, environmental and ecological pressures currently confronting Canadian communities. Procurement choices can play a crucial role not only in promoting local economic development, local food

production and green technologies, but also in reducing greenhouse gas emissions and the community's ecological footprint through regional sourcing of goods and services.

And,

WHEREAS coverage of transit and energy procurement appears to violate the fourth of seven principles for free and fair trade from the Federation of Canadian Municipalities, which states that: "There may be industries of strategic significance to a particular region, such as transit, or projects where considerations of quality, public benefit, environmental protection or business ethics means that a local government may wish to implement minimum Canadian-content levels;" and,

WHEREAS The City of Grand Forks already has an open and fair procurement policy, and it is not the international norm for municipal governments, or even most WTO member countries, to be covered by procurement agreements such as the one proposed in the CETA; and

WHEREAS other aspects of CETA related to municipally-delivered services and investment rules that could result in corporate lawsuits against municipal policy have not been disclosed in the federal government's technical briefing on the CETA.

THEREFORE BE IT RESOLVED that Council requests:

The Province of British Columbia issue a clear, permanent, written exemption for the City of Grand Forks from the Canada-EU CETA, and that it otherwise protect and guarantee the powers of municipalities, hospitals, school boards, utilities, universities and other sub-federal agencies to use public procurement as one of many tools to create local jobs, protect the environment, and support local development; and that

The Province of British Columbia disclose to municipalities and the public its procurement, services and investment offers to the EU, explain the impacts CETA would have on

municipal governance, and give M.U.S.H sector bodies the freedom to decide whether or not they will be bound by CETA provisions; and that

This resolution be sent to the provincial and federal government ministers responsible for CETA negotiations, the Federation of Canadian Municipalities, the British Columbia Hospital Association, the BC University Association and the BC School Board Association, federations of labour, labour councils and unions representing workers in municipalities, provinces and territories and any other relevant bodies for consideration and circulation.

NOT ADOPTED
SUBJECT TO CHANGE

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- e) Chief Financial Officer
Council Benefits

MOTION: BUTLER / WIRISCHAGIN

RESOLVED THAT Council determines to join the UBCM Benefits program and include covering the cost of Medical Services Plan.

CARRIED.

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- f) Jack Koochin
Idling Bylaw; noise and air quality

Staff advised that Council requested that staff bring correspondence back to Council for direction in responding to requests from the public.

The Bylaw Officer advised Council that he has met with Mr. Koochin with regard to this issue but that he has not been able to connect with the neighbour as of yet.

Council directed staff to respond with a letter advising of the receipt of the letter.

MOTION: THOMPSON / WIRISCHAGIN

Receive for information

CARRIED.

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- g) Mayor Frank Konrad
Response to Hudson's Hope, Site C Dam, as per Council resolution December 15th, 2014.

MOTION: BUTLER / THOMPSON

Receive for Information

CARRIED.

COUNCILLOR WIRISCHAGIN OPPOSED THE MOTION.

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- h) Vancouver Island and Coast Conservation Society
Proclamation - A Day for Our Common Future

MOTION: THOMPSON / WIRISCHAGIN

Receive for Information, the City does not issue proclamations

CARRIED.

- i) Gene Koch
Universal Water Metering Project

Council discussed the issue with regard to:

- Water meter installations
- The BC Building Code Appeal Board
- Filing of complaints

The Building Inspector advised that the BC Building Code Board of Appeal was contacted to determine the legality of the meter installations. The BC Building Code Board of Appeal confirmed in writing that the authority having jurisdiction (City of Grand Forks) may install the meters with a certified installer in order to meet the needs of the project. He further read the letter from Mr. Zachary May from the BC Building Code Board of Appeals.

The Mayor advised that:

- Mr. May does not have authority to make this call
- That the Board of Appeal cannot make a ruling on the plumbing code
- That the City was responsible for providing a supervisor on each installation
- That Council does not have the expertise or jurisdiction to initiate a water meter program

Councillor Thompson advised that at the COTW Meeting on January 26th the Manager of Operations will provide an update on the water meter program.

The Mayor advised that he has received numerous complaints.
Councillor Wirischagin called for point of order.

MOTION: BUTLER / THOMPSON

Receive for Information

CARRIED.

-
- j) Gene Koch
Termination of Doug Allin

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: THOMPSON / WIRISCHAGIN

Receive for Information and endorse the response from the Acting Corporate Officer to Mr. Koch.

CARRIED.

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- k) Gene Koch
Emeral Developments

The Manager of Dev and Engineering provided an update on Emeral Developments and confirmed that this is not a registered company.

MOTION: BUTLER / WIRISCHAGIN

Receive for Information

CARRIED.

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- l) The Mayor recessed the meeting at 8:38pm
The Mayor reconvened the meeting at 8:50pm

BYLAWS

- a) Chief Financial Officer
Bylaw 2007 - The City of Grand Forks 2015 Revenue Anticipation Borrowing Bylaw

Council was advised that this bylaw is adopted annually.

MOTION: KROG / WIRISCHAGIN

RESOLVED THAT Council give first three readings to Bylaw No. 2007 - "The City of Grand Forks Revenue Anticipation Borrowing Bylaw - 2015".

CARRIED.

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- b) Manager of Development and Engineering
Subdivision and Development Repeal Bylaw No. 1424-R, 2014.

MOTION: ROSS / WIRISCHAGIN

RESOLVED THAT Council receive the Subdivision and Development Repeal Bylaw No. 1424-R, 2014 and give the bylaw final reading.

CARRIED.

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- c) Manager of Development and Engineering
Subdivision, Development and Servicing Bylaw No. 1970

Councillor Butler advised that she would like to see several amendments and clarification to sections of the bylaw before adoption.

MOTION: BUTLER / KROG

RESOLVED THAT Council direct staff to receive notes and respond to Councillor Butler's questions regarding the bylaw at a later date.

CARRIED.

MOTION: WIRISCHAGIN / THOMPSON

RESOLVED THAT Council give final reading to Subdivision, Development and Servicing Bylaw 1970, 2014.

CARRIED.

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- d) Manager of Operations
Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014

MOTION: ROSS / WIRISCHAGIN

RESOLVED THAT Council give the Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 third reading.

CARRIED.

-
- e) Manager of Operations
Electrical Utility Regulatory Bylaw No. 1975, 2014

Councillor Butler proposed an amendment to the bylaw be made to include the Opt-Out Program and manual read option.

The City's Electrical Utility Consultant - Alex Love, recommended that the manual read option remain in the Rates Bylaw

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council direct staff to include the amendments regarding the Opt-Out Program and manual read option to the Electrical Utility Bylaw.

Councillor Butler withdrew the motion.

NOT ADOPTED
SUBJECT TO CHANGE

f) Councillor Butler proposed amendments to the bylaw.

Including:

1. Schedule B. that the City of Grand Forks may allow commercial Photo-Voltaic services.
2. That the title of Section 11 Read: Photo – Voltaic Services as opposed to Residential Photo-Voltaic Services.
3. That the first sentence of Section 11.3 be amended to read: Independent Power Producers (IPP) projects or commercial projects not covered in section 11.1 require special considerations.

MOTION: BUTLER / WIRISCHAGIN

RESOLVED THAT Council give the Electrical Utility Regulatory Bylaw No. 1975, 2014 third reading as amended.

CARRIED.

LATE ITEMS

QUESTIONS FROM THE PUBLIC AND THE MEDIA

a) Craig Lindsay - Grand Forks Gazette
He spoke with regard to motions made

Mr. Murray Rennie
He spoke with regard to charges for reading of gas meters

Council discussed equal billing and manual reading of meters

The Chief Financial Officer spoke with regard to equal payments and the implications of billing, i.e. issues risk, customer awareness.

Ms. Donna Semenoff
She spoke with regard to RF and meter readings

Mr. Les Johnson
He spoke with regard to meter reading

Mr. Gene Koch

He spoke with regard to:

- Water meters
- BC Plumbing Code
- Emeral Developments
- The former CAO's separation agreement
- Perceived veil of secrecy around finances
- Increase in employees

NOT ADOPTED
SUBJECT TO CHANGE

Councillor Thompson advised that the SOFI will identify the general amount of the severance for Mr. Allin

A/CAO advised the increase in employees is due to the addition of casual employees

Mr. Les Johnson

He spoke with regard to discussion that takes place in a public forum and the risk to the City by doing so.

Mr. Nigel James

He spoke with regard to:

- Long term effects of Council decisions
- Council committee listings and access to Councillors
- The discussion of Council benefit package added to the January 6th Special Meeting
- The fire truck and the costs associated with the purchase of the truck

The Mayor advised that the cost to the City of the benefits for Council has been an ongoing discussion.

A/CAO advised that the actual cost hasn't been figured, but the estimate is an annual cost of \$15,000 in extended health and \$5,000 for MSP.

Mr. James Hamilton

He spoke with regard to:

- Bylaws

ADJOURNMENT

a) The Mayor adjourned the meeting at 10:02pm

MOTION: THOMPSON

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

ACTING CORPORATE OFFICER -
SARAH WINTON

NOT ADOPTED
SUBJECT TO CHANGE

MEMORANDUM

TO: Mayor and Council

FROM: Councillor Christine Thompson

DATE: January 12, 2015

SUBJECT: Report to Council

On December 17th, I attended an information session at Community Futures with members from their organization along with representatives from the Boundary Regional Chamber of Commerce and Selkirk College. Each made a presentation regarding the services and supports they are able to provide to our community. All are eager to work with the City to ensure the services and supports they provide meet the needs of the City, and they are more than willing to meet with Council to discuss any issues may arise.

At the December 15th Regular Meeting of Council I gave Notice of Motion that I would be bringing forward a resolution to amend the City of Grand Forks Procedure Bylaw No. 1946

I wish to advise that I have resigned my position as Chair of the Phoenix Foundation of the Boundary Communities effective December 2014. At this time I have not resigned as a Director as I have requested Mayor Konrad to consider appointing me as the City's liaison to the Board. I have resigned as a Director on the Board of the Grand Forks and District Fall Fair Society.

Water meters in the City is a subject still receiving a few negative comments; the most recent being this past week-end on a Facebook page that was discussing the results of the deer cull opinion poll. This Council needs to address the issue of water meters and to determine the direction this Council wants to go. It is an elephant in the room that, in my opinion, must be placed on the table for debate with the ultimate goal of providing direction to our management and staff so that they can manage their departmental work plans accordingly.

Therefore, I make the following motion: RESOLVED THAT the Manager of Operations be directed to prepare a report on the status of water meter installations as at the end of December 2014, and further that this report be considered by Council at the January 26, 2015 Committee of the Whole Meeting.

Respectfully,

Christine Thompson,
Councillor

Julia Butler

Jan 12, 2015

Report to Council

I appreciate this opportunity given to us in the procedures bylaw to bring community issues for discussion and ask questions pertaining to the city operations. Over the past month I have devoted my time to reading through the lengthy Subdivision Bylaw and the resumes we have received for the CAO posting. I've also enjoyed doing further research online into the many issues coming before council. I also attended the workshop at Community Futures that Councillor Thompson outlined. I don't need to add anything to what she has already stated on that event.

We also just had our largest snowfall of the year and I know staff worked tirelessly to keep up with it all. At times like this, snow removal is always a hotly debated topic online as well as on the streets. One issue that I heard brought up quite often I would like to put before council for consideration. Previously, we used to plow the snow in the downtown core into the middle of the road, to be loaded into dump trucks for removal. This allowed for ample parking in front of businesses. This last snow fall, the strategy was changed and the snow was pushed into large piles at corners and in front of businesses. Not only did this block parking spaces in front of some stores but it also obstructed the view of drivers. This option does seem to be cheaper, requiring less equipment and man hours. In the hopes of supporting our downtown businesses owners who brought this to my attention, I'd like to know if staff is considering changing the plan for snow removal in the downtown core during times of heavy snow fall?

Mayor's Report

NOT ADOPTED
SUBJECT TO CHANGE

On Dec. 12th, I met with MLA Linda Larson, along with our A/CAO, Dianne Heinrich, & A/CCO, Sarah Winton, for an informal meet & greet. Discussions centered mostly around Government grants, challenges facing the City, future plans & initiatives, that the City was planning to work on.

On Jan. 7th of this year, I met with MP Alex Atamanenko, along with our A/CAO, Dianne Heinrich, & A/CCO, Sarah Winton. General City topics were casually discussed, future plans & initiatives of the City. Mr. Atamanenko mentioned, he would be willing to be of assistance to the City, in any way that he could help.

In conclusion, I would like to thank Staff & Management, for a job well done, in the re-location process, back to home base. Great job, on our Council Chambers, and offices. Special mention, goes out to Daniel Drexler, our tech guru, for his marvelous work, on getting us all setup again.

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

Mayor Konrad

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: January 26th, 2015
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED.**

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

Benefits or Impacts of the Recommendation:

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

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

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

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

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

	
Department Head or CAO	Chief Administrative Officer

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Council
Date: January 26th, 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
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REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Sasha Bird, Manager of Development & Engineering Services

Date: January 26, 2015

Subject: British Columbia Conservation Foundation (BCCF) - WildSafeBC Program for 2015

Recommendation: **RESOLVED THAT** Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2015 season and that it is to be funded through the Legislative Committee Budget.

BACKGROUND: WildSafeBC launched the first season ever for the City of Grand Forks on December 16, 2013 with the hiring of a Community Coordinator. The coordinator engaged in activities aimed at reducing human-wildlife conflict through education, innovation and cooperation throughout 2014. Keeping WildSafeBC and its message of attractant management in the public eye was the focus for the 2014 season as well as providing concrete solutions to human-wildlife conflict through educational displays, door-to-door visits, presentations with field experts, media releases and a community Facebook page.

Looking forward to the 2015 season, WildSafeBC would like to continue to collaborate with community partners to make concrete solutions available for local wildlife attractant issues through education by:

- Continuing to build on and forge new relationships with community groups, local businesses and other non-profit groups with the goal of making WildSafeBC a familiar and integral part of the community;
- Update the Bear Hazard Assessment and Human-Bear Conflict Management Plans for Grand Forks and the surrounding area;
- Extend the WildSafeBC Program to include the rural residential area of Grand Forks in Area D and offer educational programs for the Grand Forks ATV Club and visitors to the new multi-use staging area; and
- Continue to offer education to a wide range of audiences, offering human-wildlife conflict presentation targeting wildlife species that cause concern locally.

Partnering organizations, such as the City, contribute a minimum of \$2,500 towards the program delivery costs and the BCCF provides \$8,000 that is allocated towards wages for the Community Coordinator to work, part-time, in the community during the period May-November. All of the HR aspects of the program are managed by the BCCF. Additionally, the BCCF provides all training and related expenses as well as a community toolkit containing resources

REQUEST FOR DECISION

— REGULAR MEETING —



for the delivery of the program including: brochures, bookmarks, posters, door hangers, tattoos, Junior Ranger kits, display board, banner and various props.

The application process and timeline for 2015 are as follows;

1) Jan. 7: Application forms sent out to prospective partners;

2) Feb. 6: Application forms are due by 4:30 pm PST;

Applications are ranked according to a matrix that considers items such as:

- Monetary support above the base \$2,500
- Whether an office is provided, along with support such as copying, phone, computer and printing
- Whether the initiative is Conservation Officer Service led

3) Mar. 16: Successful applicants are notified;

4) Apr. 17: Payments are due for partner's share of the program;

5) May 1: Communities with returning coordinators start their program;

6) May 25: Training of coordinators begins;

7) Jun. 1: New coordinators begin work in the community;

8) Nov. 30: Program ends.

Communities have the opportunity for contributing additional funds including a wage top-up for the position to ensure that a quality individual can be hired into the Community Coordinator position. For the 2013-2014 season, the City contributed a wage top-up of \$4.81 per hour.

Benefits or Impacts of the Recommendation:

General: The objective is to continue with the initiative of the Grand Forks Deer Committee to hire a WildSafeBC Community Coordinator.

Strategic Impact: Deer management is an important issue to the citizens of the City and Council would be continuing a proactive educational campaign aimed at reducing human-wildlife conflicts.

Financial: The minimum financial commitment for the program is \$2,500. Wage top-up and extra expenses (including in-kind) could also be considered. The program would be funded through the Legislative Committee Budget.

REQUEST FOR DECISION

— REGULAR MEETING —



Policy/Legislation: The Sustainable Community Plan states that protecting the natural environment is an important sustainable principle to guide the community and one of the objectives is to promote city-wide environmental stewardship and education.


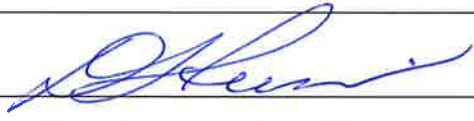
Attachments:

- 1) WildSafeBC Program: 2015 Application Form
- 2) WildSafeBC Financial Worksheet 2015
- 3) 2013 Financial Statement
- 4) 2014 Financial Statement

Recommendation: **RESOLVED THAT** Council supports staff proceeding with preparing the application for a WildSafeBC Community Coordinator for the 2015 season and that it is to be funded through the Legislative Committee Budget.

OPTIONS:

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

	
Department Head or CAO	Chief Administrative Officer



WildSafeBC Program: 2015
Application Form
for Community Coordinator or Seed Grant



BRITISH COLUMBIA
CONSERVATION
FOUNDATION

1. Application for: Seed grant ☐ or Community Coordinator position ☐

2. Date of application _____

3. Name of First Nation, Municipality or Regional District: _____

4. Contact name and title _____

5. Contact mailing address _____

6. Telephone _____

7. Email _____

8. Please list all communities and the approximate population that would be serviced by this program:

Community	Approximate population

WildSafeBC Program: 2015 Application Form for Community Coordinator or Seed Grant



9. Please fill out the following form with regards to BearSmart initiatives undertaken within your community. Consult the Province's BearSmart guidelines at <http://www.env.gov.bc.ca/wld/bearsmart/#first>

	Not started	In progress	Completed
1. Prepare a bear hazard assessment of the community and surrounding area.			
2. Prepare a human-bear conflict management plan that is designed to address the bear hazards and land-use conflict identified in the previous step.			
3. Revise planning and decision-making documents to be consistent with the bear-human conflict management plan.			
4. Implement a continuing education program directed at all sectors of the community.			
5. Develop and maintain a bear-proof solid waste management system.			
6. Implement "Bear Smart" bylaws prohibiting the provision of food to bears as a result of intent, neglect, and irresponsible management of attractants.			

10. Amount of funding the applicant will provide in 2015: _____
Please note: For Seed Grants this is a minimum of \$500, for a Coordinator position the minimum is \$2,500 –please fill out and attach the provided spreadsheet.

WildSafeBC Program: 2015 Application Form for Community Coordinator or Seed Grant



CONDITIONS OF APPLICATION

1. The applicant acknowledges that submission of an application does not guarantee funding. Should funding be awarded by BCCF to a successful applicant, it is only for the current year and does not guarantee success in subsequent years. BCCF is a non-profit organization and funding availability changes annually and therefore, so does the amount of funding allocations available.
2. The applicant agrees to all funding commitments made herein during the term of the program.
3. Upon acceptance partners will receive an invoice from BCCF for the balance indicated on your application, which will be due in 30 days of receipt.
4. The applicant acknowledges that funding is to be used towards the wages of a WildSafeBC Community Coordinator or as designated by BCCF.
5. WildSafeBC Community Coordinators are employees of BCCF.
6. The hiring, training, and supervision of WildSafeBC Community Coordinators is the responsibility of the BCCF.
7. The applicant agrees to work on becoming a Bear Smart Community and working at completing some or all of the Bear Smart criteria in due course.
8. A WildSafeBC final report for the 2014 program will be completed by the WildSafeBC Community Coordinators in the prescribed WildSafeBC format that will be made available to all interested parties.
9. The WildSafeBC Program is politically, socially, and culturally neutral with respect to wildlife management.
10. The base program is designed to run from May 1st 2015 to November 30th, 2015.
11. Please note: Monies unspent during the program year will automatically be rolled over for use in subsequent years unless specified by our partner. Monies that are unspent and returned to the partner will be pro-rated based upon original contributions. Carried over funds will not be considered as part of the annual required contribution in subsequent years.

By signing below, I agree to the terms and conditions of the application and I acknowledge that the information contained herein is true and correct to the best of my knowledge:

Date: _____ at _____
(dd/mm/yyyy) (Place)

Name: _____

Signature: _____

WildSafeBC

Financial Worksheet 2015

This form must accompany your application Part 1

Instructions for use:

1. Enter the amount of a wage top-up that your community is willing to pay the coordinator over and above the base wage of \$14/hour in to cell B16.
2. Enter the number of extra hours beyond the 420 base hours of the program that your community is willing to support in cell B18 - note, this amount is limited to the list that appears.
3. Enter the amount over and above the base \$2,500 amount that your community is willing to put forward to cover **non-wage related expenses** of the program in cell C20
4. The amount your community is willing to committ to the program is highlighted in cell C21.
5. Save this workbook as: 2015 WildafeBC Community Name.xls and attach it as a file with your application form.

Base program (420 hours @ \$14/hour base wage) supplied by BCCF		\$	7,911.79
Base program expenses supplied by community		\$	2,500.00
Wage top-up (communities can fund above the \$14/hour base) Refer to #1 above. This amount will be reflected for the total wages of the employee.	\$ -		
Subtotal for community's contribution		\$	2,500.00
Extra hours the community will support: Refer to #2 above	0		
Cost of extra hours		\$	-
Extra expenses that the community will cover: Refer to #3 above		\$	-
Total cost to community		\$	2,500.00

British Columbia Conservation Foundation **Project Financial Statement of Expenditures**

Today's Date : 9-Jan-15
Regional Contact: Barb Waters

CLIENT NAME :		PROJECT NAME	WildSafeBC Grand Forks
CLIENT AGENCY :	City of Grand Forks	BCCF PROJECT #	532446
ADDRESS :	PO Box 220	CLIENT CONTRACT #	
CITY, PROVINCE :	Grand Forks, BC	Primary Funds	\$ 15,000.00
POSTAL CODE :	V0H 1H0	Fees	\$ 1,363.63
TEL. NUMBER :	(250)442-8000	Secondary Fees	\$ -
EMAIL:		Secondary Funds	\$ -
		TOTAL CONTRACT DOLLARS	\$ 15,000.00

GL ACC'T.	EXPENDITURE	AMOUNT
3050	Fees Earned	\$734.30
3051	Fees Earned - Other	
4051	Other Charges	
4055	Coordinator/Mgmt Charges	
4056..5025	Contract wages	\$5,258.52
5110	Sub Contracts 1	
5111	Sub Contracts 2	
5112	Sub Contracts 3	
5113	Sub Contracts 4	
5114	One-time Contractors	
5115	Housing Allowance	\$150.00
5116	Electronic Equip Allowance	\$120.00
5117	Field Equip Allowance	
5118	Other Allowances	
5119	Premises Rent	
5210	Equipment - Inventoried	
5215	MoE Rcoverable Equipment	
5220	Field Equipment	
5230	Equipment Repair/Rentals	
5240	Communications	\$42.75
5245	Computer Costs	
5300	Materials/Supplies/Courier	\$1,526.08
5350	Specialized Materials	
5400	Project Publications	
5500	Vehicle Operating Costs	
5510	Fuel	
5520	Transportation	
5530	Vehicle Rental	
5540	Mileage (only)	\$229.00
5545	Travel Costs/Fuel	
5550	Accommodation/Food	\$8.50
5560	Per Diem (only)	\$36.50
5600	Miscellaneous	
5700	Training / Safety	
5750	Employee Advances	
5800	GST (50%)	\$1.62
0		

Total Project Costs \$ 8,107.27

Total Carry Over to 2014 \$ 6,892.73

British Columbia Conservation Foundation Project Financial Statement of Expenditures

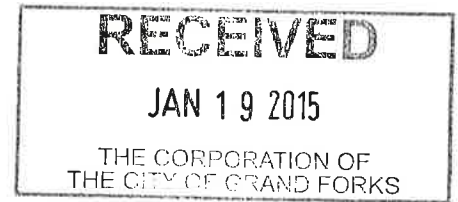
Today's Date : 9-Jan-15
Regional Contact: Barb Waters

CLIENT NAME :	Barb Waters	PROJECT NAME	Grand Forks WildSafeBC
CLIENT AGENCY :	City of Grand Forks	BCCF PROJECT #	540516
ADDRESS :	PO Box 220	CLIENT CONTRACT #	
CITY, PROVINCE :	Grand Forks, BC	Primary Funds	\$ 8,276.55
POSTAL CODE :	VOH 1H0	Fees	\$ 952.17
TEL. NUMBER :	(250)442-8000	Secondary Fees	\$629.34
EMAIL:		Secondary Funds	\$ 6,892.73
		TOTAL CONTRACT DOLLARS	\$ 15,169.28

GL ACC'T.	EXPENDITURE	AMOUNT
3050	Fees Earned	\$952.17
3051	Fees Earned - Other	\$629.34
4051	Other Charges	
4055	Coordinator/Mgmt Charges	
4056..5025	Contract wages	\$12,611.77
5110	Sub Contracts 1	
5111	Sub Contracts 2	
5112	Sub Contracts 3	
5113	Sub Contracts 4	
5114	One-time Contractors	
5115	Housing Allowance	\$300.00
5116	Electronic Equip Allowance	\$270.00
5117	Field Equip Allowance	
5118	Other Allowances	
5119	Premises Rent	
5210	Equipment - Inventoried	
5215	MoE Recoverable Equipment	
5220	Field Equipment	\$133.74
5230	Equipment Repair/Rentals	
5240	Communications	
5245	Computer Costs	
5300	Materials/Supplies/Courier	\$69.43
5350	Specialized Materials	
5400	Project Publications	
5500	Vehicle Operating Costs	
5510	Fuel	
5520	Transportation	
5530	Vehicle Rental	
5540	Mileage (only)	\$198.52
5545	Travel Costs/Fuel	
5550	Accommodation/Food	
5560	Per Diem (only)	
5600	Miscellaneous	
5700	Training / Safety	
5750	Employee Advances	
5800	GST (50%)	\$4.31

Total Project Costs \$ 15,169.28

From: [REDACTED] Ian M <ianmitchell1972@gmail.com> Jan-18-15 10:57:13 PM [REDACTED]
Subject: Open Letter
To: [REDACTED] fkonrad@grandforks.ca
Cc: [REDACTED] jbutler@grandforks.ca [REDACTED] chammett@grandforks.ca
[REDACTED] nkrog@grandforks.ca [REDACTED] cross@grandforks.ca
[REDACTED] cthompson@grandforks.ca [REDACTED] mwirischagin@grandforks.ca
[REDACTED] Info City of Grand Forks



Attachments: [REDACTED] OpenLettertoMayorandCouncilJanuary182015 (1).docx / Upload...

Please find my Open Letter to Mayor and Council attached.

Thank you,

Ian Mitchell
Grand Forks, BC

WE3 & FILE CODE
Mitchell, Ian re
c/o - Council Mtg. of
(Comments 4-0-0) Jan. 12

January 18th, 2015
PO Box 1261
Grand Forks, BC
V0H 1H0

Mayor and Council
City of Grand Forks
PO BOX 220
Grand Forks, BC
V0H 1H0

Open Letter to Grand Forks Mayor Frank Konrad and Grand Forks City Council

To Mayor and Council of the City of Grand Forks,

I write you today as a concerned citizen of this amazing City. I am compelled to write to you about some concerns I and many other citizens have arising from the Regular City Council meeting this past Monday January 12th, 2015. I was unable to attend the meeting in person but was able to watch the live video feed of the meeting on GFTV.COM. Please allow me to explain my concern.

Let me preface my comments by stating that I am aware that our mayor and half of our council members are “rookies” when it comes to serving in local government. As such, I was under the assumption (and hope) that there would be a culture in Council Chambers of open mindedness and that mayor and Council would deal graciously with citizens and especially City staff. I know that we have a wealth of experience among the senior city staff and I would have assumed that mayor and council would be eager to build and maintain a good working relationship with employees so as to take full advantage of that experience and knowledge. Therefore I was disappointed by what I witnessed at the meeting on Monday night.

Specifically, during discussion around the acceptance of a letter from a citizen about the Residential Water Metering program, it was suggested by staff that Wayne Kopan, the City’s Manager of Environmental and Building Construction Services (a portfolio which includes, to my knowledge, the role of Building Inspector), speak to the issue at hand. Mr. Kopan went on to explain the results of his research into the issue (the issue in question was whether using

Certified Water Meter Installers instead of Licensed Plumbers was in compliance with the building code or not).

I'm sorry to say that at this point, Mayor Frank Konrad let down the citizens of Grand Forks. The manner and substance of his questioning of Mr. Kopan played more like a Crown Prosecutor questioning a hostile witness than a sitting mayor discussing a matter with a member of his own staff. Mr. Kopan stated that he had spoken with Zachary May, a Codes Administrator with the BC Building Code Appeal Board. By all accounts, Mr. May should be seen as an excellent source for Mr. Kopan to cite in bringing valuable information to both council and the citizens of Grand Forks. I found this bio of Mr. May online:

Zachary May is a Codes Administrator with the Building and Safety Standards Branch. He has a background in residential construction and renovation with an emphasis on sustainable practices. In his role as a Codes Administrator, he works with a range of stakeholder groups to provide and support educational presentations related to the Building Code.

Source, <http://waterbucket.ca/cfa/2013/10/06/changes-bc-plumbing-code-enable-rainwater-harvesting/>

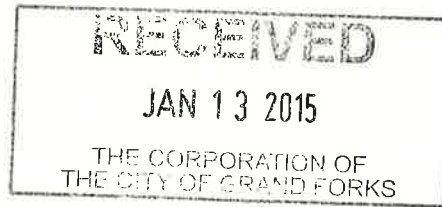
Mayor Konrad seemed unimpressed with Mr. May's word and proceeded to, in my opinion, belittle both Mr. Kopan and then Councilor Thompson when she offered thoughts on the matter. Incredibly, Mayor Konrad also took it upon himself to declare that "the installations are null and void, they're illegal." At one point, Mr. Konrad even appeared to be accepting and receiving text messages rather than paying attention to the discussion at hand.

Needless to say I am disappointed by this performance. In my opinion, a leader is cautious before making pronouncements and treats those he is supposed to be leading with dignity and respect, not ridicule and scorn. It is my hope that we will look back on this incident as an example of a person making an error in judgment due to inexperience. I and many like me are prepared to offer this council our support as citizens over the next four years as they learn and grow into their roles.

Regardless, I know that the citizens of Grand Forks will be watching with interest.

Sincerely,

Ian Mitchell
Grand Forks, BC



January 8, 2015

City of Grand Forks
Mayor and Council
7217 - 4th Street
Grand Forks, BC, V0H 1H0

Dear Mayor Konrad and Council,

Congratulations on your recent election. With the start of a new year, we are pleased to provide you with information about the BC Communities in Bloom (BC CiB) Program.

As a former 'in Bloom' community we would like you to know about some participation options for 2015:

1. Evaluated Program to re-establish your Bloom rating (Nationals in 2016 if eligible),
2. Novice Program to introduce Communities in Bloom to a new committee group,
3. Or participate in a Non-Evaluated category to maintain a BC CiB profile for active projects.

Enclosed is the 2015 Provincial Registration Form, with an explanation of all our participation options.

We would love to invite the City of Grand Forks back into the Communities in Bloom program!

Kind regards,


Don Alberg, BC CiB Chair


Catherine Kennedy, Executive Director

Grow your commUnity Pride

the Communities in Bloom program is a proven way to engage your volunteers with other service, municipal and business groups; all growing together to make your community the best it can be!



FILE CODE
Congratulations & Program
M-Information

Inspiring Civic and Citizen Involvement



CiB Is A Recipe For Success!

Communities in Bloom (CiB) is the catalyst to inventory assets and create awareness for Municipal Staff, Business Leaders, Service Clubs and Individuals who want to see their town achieve its full potential.

RESPONSIBILITIES

Participating communities develop their own organizing committee to:

- Generate awareness & enthusiasm by involving citizens of all ages;
- Promote beautification and tidiness initiatives within community;
- Create awareness for long-term heritage and environmental plans;
- Arrange for, and host BC CiB judges on evaluation day.

BENEFITS

People and businesses want to be associated with an attractive looking community, which is particularly important with respect to potential residents, visitors, investors and others. It also:

- Ignites Community Energy
- Promotes Tidiness & Beautification in Residential/Business Areas
- Networks Various Organizations for a Common Good
- Encourages Excellence in Environmental Initiatives
- Friendly Competition provides Focus & Deadline for Projects
- Judge's Report is a Cost Effective Measurement of Success

MAXIMIZE YOUR EFFORTS

It is amazing what can be accomplished with citizens who are being motivated by obvious visual changes in their community. Starting with simple objectives, participants plan future projects to capitalize on the best use of available resources. The CiB Evaluation process helps create focus and provides feedback for these efforts.

REGISTRATION FEES

are based on a community's population size and are very reasonable. These population groups ensure fairness with respect to your availability of people and resources.

POPULATION CATEGORIES

1 – 1000,
1001 – 2000,
2001 – 5000,
5001 – 10,000,
10,001 – 20,000,
20,001 – 50,000,
50,001 – 100,000,
100,001 – 300,000
300,000+ Direct to National

PARTICIPATION OPTIONS

EVALUATED:

Provincial Edition
Novice First Year Entry Program
Mentor (Experienced with New)

NON-EVALUATED: (½ fee)

Winner's Circle
Friends

MEMBERSHIP:

Individual, Community or Corporate

**Please see our REGISTRATION FORM
for FEES & other requirements at
www.bccib.ca**

**REGISTRATION DEADLINE:
MARCH 31**

Need more Information, contact

Catherine Kennedy, Executive Director
at: (604) 576-6506 or
Email c.kennedy@telus.net

BC Communities in Bloom provides the framework for enhancing commUnity liveability

Criteria and Evaluation Process

During late July of each year, on an agreed upon date, a pair of BC CIB judges assesses the four sectors of a community (Local Government, Business, Service and Citizen) to evaluate their overall efforts on specific criteria:

Tidiness, Environmental Action, Community Involvement, Heritage Conservation, Urban Forestry, Landscape and Floral Displays.

TIDINESS cleanliness of green spaces (parks etc); medians, boulevards, sidewalks, streets, properties, ditches, road shoulders; vacant lots and buildings, repair and maintenance; signage; weeds, graffiti and vandalism issues.

ENVIRONMENTAL ACTION policies, by-laws and best practices, 3-R initiatives (reduce reuse recycle); waste reduction, landfill sites, hazardous waste collections; water conservation; naturalization; environmental stewardship activities; under the guiding principles of sustainable development.

HERITAGE CONSERVATION

Priority given to natural heritage, as well as the integration of landscape and streetscapes as it pertains to the built heritage of a community. Recognition for traditions and customs through: festivals and celebrations, events and parades, heritage foods and the arts.

URBAN FORESTRY demonstrate standards for tree management (selection, planting, and maintenance); written policies, by-laws; long and short-term management plans; tree replacement policies; tree inventory;

Integrated Pest Management (IPM), heritage; memorial and commemorative trees.

LANDSCAPE design should harmonize the interests of municipal, commercial and residential sectors of the community. Evaluating the balance of plants, materials and constructed elements; native and introduced materials; appropriate integration of hard surfaces and art elements, **Turf & Groundcovers** which is now included in this section of the evaluation form.

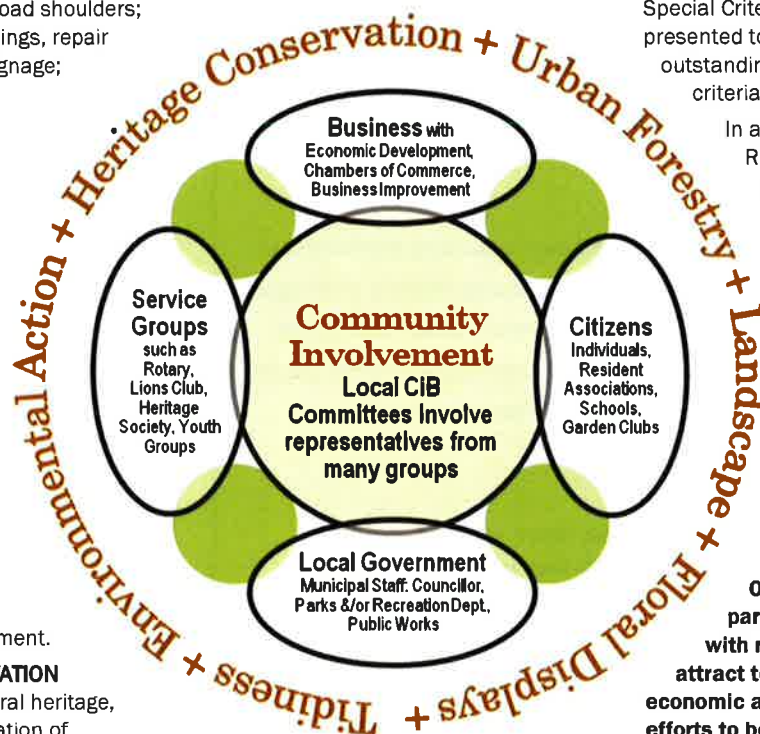
has become a key sector to be included in each of the criteria sections. It also creates recognition for volunteers and helps show support for community initiatives by the municipal, business, service and private sectors.

RESULTS All participating communities receive a rating of one to five 'Blooms'. The community with a top five-bloom score (one in each population category) may receive an invitation to participate in the following year's National competition.

Special Criteria Awards are also presented to communities displaying outstanding effort in specific criteria from our sponsors.

In addition to a Bloom Rating, each participant receives a comprehensive report, prepared by highly qualified judges. This report reviews the particular features and projects in each of the criteria that the community has presented and offers constructive comments and suggestions for the following year.

Of course, all our participants are winners with respect to their ability to attract tourism and generate economic activity because of their efforts to be more attractive, liveable communities!



FLORAL DISPLAYS evaluates the design, planning, execution, and maintenance of floral displays. Includes the design and placement of annuals, perennials, bulbs, ornamental grasses in the context of originality, distribution, location, diversity, balance, colour, and harmony whether in ground or in containers.

COMMUNITY INVOLVEMENT

Recognized as such a major component of the overall program; it

**Register Today
and
Get Started
Building your
commUnity!**

www.bccib.ca

People, Plants & Pride...Growing Together

2015 PROVINCIAL EDITION

BRITISH COLUMBIA COMMUNITIES IN BLOOM

**PAID REGISTRATIONS before JANUARY 31
are eligible to Win an Early Bird Prize**
(approx. \$200 Value)

FINAL REGISTRATION DEADLINE: MARCH 31, 2015

MUNICIPALITY (PLEASE PRINT)		TOTAL POPULATION	MAYOR
NAME OF MUNICIPAL CONTACT		POSITION / TITLE	
ADDRESS		CITY	POSTAL CODE
PHONE		MUNICIPAL CONTACT EMAIL	
NAME OF COMMUNITY CONTACT OR LOCAL CiB CHAIR		WEBSITE ADDRESS FOR COMMUNITY	
PHONE		COMMUNITY CONTACT/CHAIR E-MAIL	
PARTICIPATION CATEGORIES		REGISTRATION FEE BASED ON POPULATION SIZE:	
<input type="checkbox"/> NOVICE Audit program to introduce CiB, workshop with a pair of Judges <input type="checkbox"/> PROVINCIAL EDITION (Evaluated with Bloom Rating Award) or <input type="checkbox"/> MENTOR _____ with <input type="checkbox"/> NEW COMMUNITY _____ (Both Evaluated with Bloom Rating Award, supply form and fee for each please) NON-EVALUATED: (½ Fee) <input type="checkbox"/> WINNERS CIRCLE (Holds rating 1-yr) or <input type="checkbox"/> FRIENDS		<input type="checkbox"/> up to 1000 - \$475 <input type="checkbox"/> 10,001 to 20,000 - \$875 <input type="checkbox"/> 1001 to 2000 - \$575 <input type="checkbox"/> 20,001 to 50,000 - \$975 <input type="checkbox"/> 2001 to 5000 - \$625 <input type="checkbox"/> 50,001 to 100,000 \$1150 <input type="checkbox"/> 5001 to 10,000 - \$750 <input type="checkbox"/> 100,000+ - \$1450 (Plus 5% GST)	

PARTICIPANTS should plan to:

- Create a local 'in Bloom' action committee: citizens, business, service clubs and a municipal representative (Councillor, Public Works, Administrator, Parks/Recreation);
- Start with a simple budget to cover registration fee and to create community wide CiB awareness projects, i.e.: parades, tidy up days. Consider planning some fundraising events too;
- Prepare for **Judges Evaluation** to take place in mid to late July;
- Create a **Community Profile Book** (info provided) outlining the community's achievements in the specific evaluation criteria;
- Host a pair of judges during evaluation time (typically 3rd week in July): meals & accommodation, maximum 2 nights, separate rooms, same location (billeting is acceptable);
- Send a Delegate or two, to the BC CiB Provincial Awards at the National CiB Symposium hosted by Kamloops Sept 30 - Oct 3.

COMMUNITY RECEIVES:

- Getting Started Package of Information;
- Help from regional representatives if required;
- Evaluation by a pair of trained BC CiB Judges;
- Bloom Rating Certificate (2 to 5 blooms);
- 16+ page Evaluation Report with Comments & Suggestions presented at the Provincial Awards Ceremony in the fall;
- Information about National Competition in future years.

BENEFITS to Community:

- **Encourages Tidiness & Beautification**
- **Promotes Excellence in Environmental Initiatives**
- **Catalyst to Inventory Community's Assets**
- **Friendly Competition provides Focus & Deadline for Projects**
- **Cost Effective Measurement of Success**

Cheque payable to: BC Communities in Bloom **NEW MAILING ADDRESS:** Suite 102, 19289 Langley Bypass, Surrey, BC V3S 6K1

AMOUNT ENCLOSED	\$ Population Fee + 5% GST = \$	GST # 8446 03670 RT0001
PLEASE INVOICE US AT:	<input type="checkbox"/> Above Address	Fax Forms to (604) 574-7773
CANCELLATION POLICY:	Before April 30 th a \$50.00 fee may be charged, after that all registration fees are non-refundable.	
Request more information: Catherine Kennedy, Executive Director (604) 576-6506 c.kennedy@telus.net www.bccib.ca		

Participation Options

REGISTRATION CATEGORIES	COST						
<p>1. NOVICE PROGRAM – First Year Audit</p> <p>Our Judge's visit is an opportunity to review all CiB program elements with your future committee.</p> <p>No tour or CPB book to organize, but be prepared to host the judges (meals/ accommodation for 2-nights max.) and have 3 - 10 people ready to workshop.</p> <p>Judges will present a PowerPoint and show a sample Community Profile Book, view at least 3 of your best criteria; i.e. Floral, Landscape and Tidiness in your community and follow-up with a summary report of comments and suggestions for the future.</p>	<p>Fee dependant upon population size - see 2015 Registration Form</p> <p>(Email a request for additional information)</p>						
<p>2. EVALUATED PROVINCIAL EDITION</p> <p>Participants are awarded a Bloom Rating Certificate and receive a written report at the Provincial Awards & Conference in the fall.</p> <p>This category also includes Mentoring for an experienced CiB community to help a new participant (or one that has been out of CiB for at least two years) in the program. Separate form and fee for each.</p> <p>Mentor Community receives special recognition throughout the year.</p>	<p>Fee dependant upon population size - see 2015 Registration Form</p> <p>THIS IS THE ONLY CATEGORY ELIGIBLE TO WIN A SPONSORED CRITERIA AWARD</p>						
<p>3. NON-EVALUATED</p> <p>a) 5-BLOOM WINNER'S CIRCLE*: For communities who want to hold their bloom rating one year.</p> <p>b) FRIENDS*: For communities that want recognition for ongoing CiB initiatives.</p>	<p>½ Fee dependant upon population size - see 2015 Registration Form</p>						
<p>*added BONUS: this category is encouraged to provide a Community Showcase Entry!</p>							
<p>4. MEMBERSHIP</p> <table border="1" data-bbox="217 1367 1073 1507"> <tr> <td>a) Individual</td><td>\$20</td></tr> <tr> <td>b) Community Membership</td><td>\$100</td></tr> <tr> <td>c) Corporate (Basic or Enhanced)</td><td>\$500 or \$1000</td></tr> </table> <ul style="list-style-type: none"> - Newsletters (10+ issues/year) - Invitation to AGM (voting privileges for individual membership only) - Invitation to fall Awards and Conference - Entry point for judging (upon approved application) 	a) Individual	\$20	b) Community Membership	\$100	c) Corporate (Basic or Enhanced)	\$500 or \$1000	<p>As per the 2015 Membership Form (see BC CiB website for form and additional information)</p>
a) Individual	\$20						
b) Community Membership	\$100						
c) Corporate (Basic or Enhanced)	\$500 or \$1000						
<p>All Registered participants will receive recognition on our Map, Press Releases, Website and Fall Awards</p>							
<p>5. COMMUNITY SHOWCASE* (non-evaluated)</p> <p>Profile for a specific project or geographical segment within a community. Open to everyone in British Columbia, submissions also accepted from other levels of CiB. Provide 100 words & 3 photos.</p>	<p>Entries will be featured in our BC CiB newsletter. Fee: \$100</p>						

NEW MAILING ADDRESS: Suite 102, 19289 Langley Bypass, Surrey, BC V3S 6K1 | (604) 576-6506 | www.bccib.ca

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 – 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266



January 15, 2015

Gene Koch
5955 Kenmore Road
Grand Forks, BC
V0H 1H4
Email: a3a16657@gmail.com

Attention: Mr. Gene Koch,

Re: Grand Forks Gazette – November 12, 2014 LEGAL NOTICE

As a follow up to the January 12, 2015 Regular Meeting of Council and your letter dated December 7, 2014, this letter is notification that the City completed all the necessary due diligence required to protect the interest of the City of Grand Forks but were directed by Council to advertise the disposition of the property as per the requirements of Section 26 of the Community Charter due to time constraints of the offer being open for acceptance.

Consecutively, the Realtor representing the Developer was notified that the City could not legally dispose of property to a corporation that does not exist and that the offer would need to be re-presented by a bonfide purchaser. Since this has not occurred, the offer of Purchase and Sale has been suspended.

The City appreciates your concerns and hopes that this brings clarity to the situation for you.

Yours truly,

THE CITY OF GRAND FORKS

A handwritten signature in blue ink, appearing to read "SJB", written over a faint circular stamp.

Sasha J. Bird, AScT
Manager of Development and Engineering

/sjb

C10 – Complaints, Comments – Comments & Requests



Committee

Box 2949
Grand Forks, BC
V0H 1H0

January 14 / 15

Sarah Winton
Deputy Corporate Secretary
7217 – 4th St., Box 220
Grand Forks, BC V0H 1H0

RECEIVED

JAN 15 2015

THE CORPORATION OF
THE CITY OF GRAND FORKS

Letter of Request Re: Grand Forks Canada Day Celebration July 1st

Dear Ms. Winton,

The Canada Day Committee would like to send this formal Letter of Request for the City of Grand Forks' support of the Community Canada Day Celebration for 2015 of their traditional **\$800.00** contribution towards the celebration events.

We thank you for your consideration of this request and greatly appreciate your past support in the Canada Day Community Celebration.

Best regards,

Anna Lactin

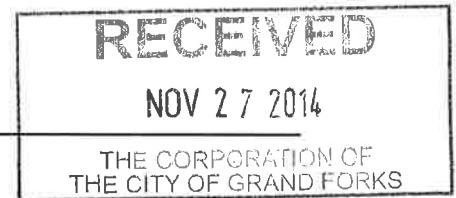
Anna Lactin
Chair, Canada Day Committee

FILE CODE

WE3
C1 - Requesting Support
Canada Day Committee

From: **Diane Heinrich**
Zak Eburne <zakeburne@gmail.com>
Subject: Fwd: Social media coordinator?
To: **Sarah Winton** **Daphne Popoff**

Nov-27-14 9:04:28 AM



Hi there:

Please place email information in Weekly Summary for December 12th with a recommendation to forward this to the SO11 for the second January meeting.

Recommendation - Council to receive for information and discussion.

Regards,

Di

Diane

Diane Heinrich

Corporate Officer / Manager of Community Services

City of Grand Forks

250-442-8266

www.GrandForks.ca



Settle down.

DISCLAIMER: This message is intended for the addressee (s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation or the Corporation's F.O.I Officer

----- Original Message -----

Hay Diane

I have been on Face Book since 2007 and there seems to be an ever increasing amount of people having questions for the City. As of right now there are at least two groups with over 600 people (and

FILE CODE

WE3 Eburne, Zak re
C/O - Social Media Coordinator
(misc...)

growing) asking questions about the City and because these questions are never answered by the City on Face Book you get a people posting rumours and misinformation.

I do think with the decrease of people reading the Gazette and other local news sources and increase of people using Face Book as there news source it would be beneficial for the City to have a official Face Book page dedicated to answering the many questions the public has and nip any rumours in the bud.

Because of the amount of questions and because many of these questions require research and time I could see this turning into a full time job. The benefit of creating such a position would be:

- Rumour control
- Less people taking up your and other staffs time with questions
- A avenue for the City to make announcements
- A more positive work place for City staff because more people would have there questions answered instead of coming in angry and taking there steam out on the closest staff member
- Notify staff of problems (Ex: People comet about having dirty water yet they have never talked to staff, Safety concerns about intersections that may need to be re sanded)

A good example of this was two billing periods ago my power bill was higher then usual, so I asked the staff and they informed me that they include two extra weeks to the bill. Although I was nice about this I can imagine many people flipping out at the staff, but had they read the explanation there would have been a lot less people taking up staff's time asking about this and brining negativity in to the work place.

If the City would like to create the position of social media coordinator I would be greatly interested and I think with the changes of how people get there information it would be a great asset to the community

Zak

October 22, 2014

Dear Mayor Konrad and Council,

The second annual Grand Forks Park In The Park was a great success. We registered 160 cars, trucks, motorbikes and trailers for the event, a huge increase from the 100 vehicles we registered the previous year. Our plan is to make Grand Forks Park In The Park 2015 even bigger and better.

We are writing this letter to request a one-time donation from the city in lieu of a trophy sponsorship in order to purchase a banner to hang across the main highway announcing the event. The cost for a banner, including vinyl dates that can be changed for use in subsequent years, is \$700 - \$1000.

Grand Forks Park In The Park is an excellent opportunity to showcase our beautiful city. This year's event filled motels, bed and breakfasts and restaurants, and kept gas stations and grocery stores busy. We have heard from many attendees that they have already booked rooms for the 2015 show and are planning to return at other times to vacation here. The positive reviews both in media and by word of mouth are immeasurably beneficial to Grand Forks.

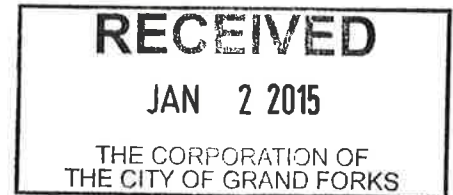
We would be happy to supply Grand Forks Park In The Park business cards so that council members can promote our event and our city when doing business out of the area. It has been amazing to see the distances people travel to take part in this car show, and we hope to continue this draw.

Thank you so much for your consideration.

Sincerely,

Lawrence Morgan and Melodie Davidoff

January 2015



Letter to the Editor, GF Gazette
Letter to The Mayor, City of GF
Letter to the GF / RCMP

The newly opened Medicinal Cannabis Dispensary "The Kootenay's Medicine Tree" is an overdue blessing to me, and I hope that no one wants to take that away from me and many other people in the area who also require 'ease of access' to this important natural health service. I deeply appreciate the Directors Jim, Wendy, and Marvin for what they have bravely and boldly done for all of us.

Valuable to the community at large, well beyond the personal biases and negative opinions of some, this recently opened medicinal cannabis dispensary as an independent small business, is already financially self-sufficient and able to pay its own way, and, may employ others if allowed to succeed...and by that I mean to proceed unhindered and unslandered...

Note to RCMP: Do not harass and beleaguer or provoke the staff and clientele. In fact there is a genuine need for cannabis sellers, growers and buyers to be "protected" from thieves, by the local constabulary. Don't obey anti-pot orders or take directions from the transitory authorities, passing politicians and misguided ministers that currently hold you in thrall. Their self-serving middle-management dictates have been identified as counter-productive to a large segment of society (myself included) and go against civil intelligence. Please buck a bad trend and follow your better instincts, for the exercise if not for the novelty. Thank you.

Be Worthy.

A handwritten signature in blue ink that reads "Donita Lacey". The signature is fluid and cursive, with the first name "Donita" and last name "Lacey" clearly legible.

Donita Lacey, Advocate
Client Member, KMT / GF

FILE CODE
W53 Lacey, Donita re
C/O - The Kootenay's Medicine
(Businesses) Tree

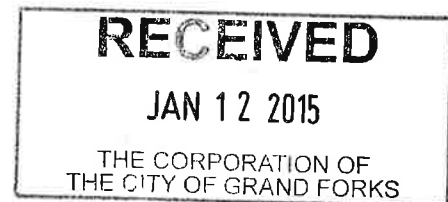


From: ■ mary jo henshaw <mj_astley@hotmail.com> 10/01/2015 12:05... 
Subject: Cannabis as a Medicine
To: ■ Info City of Grand Forks

Attention: Mr. Mayor and Council

Mr. Frank Konrad

Mayor of Grand Forks
Grand Forks BC



There is a wide range of misconceptions regarding medical cannabis projected by both the advocates and the naysayers. It won't cure all cancers and it isn't beneficial for everyone. However the already extensive list of medical disorders, autoimmune diseases and other medical conditions that cannabis does benefit **and** cure continues to grow rapidly. We live in a world where Science is constantly searching for cures and effective treatments that will not cause the patient further harm. Any drug whether organic or chemical can cause harm if not used intelligently. And both are abused. It seems to be an unfortunate characteristic of humans. We abuse our land, our water, the very air we breathe, we abuse ourselves and each other.

I'm a woman in my mid sixties who until this past year had been co-existing with a severely debilitating disease for decades. Having grown up in Toronto Ontario in the era of the hippie generation, I was most familiar with marijuana as a recreational drug. That was a very long time ago. Until meeting Jim Leslie of The Kootenays Medicine Tree, I had absolutely no concept of cannabis as a medicine.

With the blessing of my MD of 25 years and the hearty approval of my Neurologist, I received my Medical Marijuana licence from Health Canada in January of 2014. None of the medications prescribed thus far worked and my Neurologist has seen marijuana work with many of his MS, Parkinson's and Epileptic patients in the past. The problem was finding a safe and reliable source. The Kootenays Medicine Tree has been able to supply me with safe, lab-tested organic products. I don't want to think of where I would be today if this was no longer possible.

In just one year I have completely given up the use of canes, walkers or any other assistance for mobility. I had been unable to clean my home, cook or even use knives to prep for cooking until now. I couldn't hold my grandbabies years ago because my spasms were too violent. Cannabis calms all that. I've regained control of my life and for the first time in so many years, I am without chronic pain.

I am horrified that any proposed action taken against The Kootenay Medicine Tree and it's staff will detract all the gains in my health and indeed all the many people that these good and decent people of The Kootenays Medicine Tree strive to help.




I beg of you to allow this wonderful dispensary to continue to help the many people like myself live out our lives as normally and healthy as possible.

FILE CODE

WE3
Henshaw, Mary Jo re
C10 - Kootenays Medicine Tree
(Business...)

Sincerely,

Mary Jo Henshaw
40 N. Bartlett St.
Kingston Ontario
Canada

From:  Marion Michel <marionmichel98@msn.com> 31/12/2014 12:30:... 
Subject: New Contact Form submission from Marion Michel
To:  Info City of Grand Forks

Your Name

Marion Michel

Your Email

marionmichel98@msn.com

Your Phone #

(604)581-0006

Subject

Re: threatened RCMP enforcement against the Kootenay's Medicine Tree in Grand Forks

Your Message

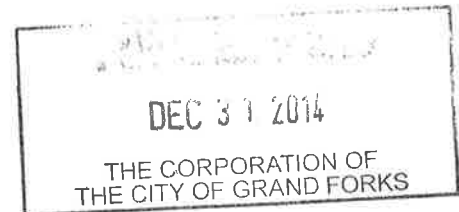
Dear Mayor Conrad and Council:

Re: threatened RCMP enforcement against the Kootenay's Medicine Tree in Grand Forks

My husband and I first met Jim Leslie in the summer of 2013 at a Vancouver marijuana dispensary he managed. My 71 year old husband had recently been diagnosed with lung cancer and we were checking out alternative treatment options. Jim was very helpful and extremely knowledgeable. Unlike the conventional health care providers, we immediately felt that he cared and wanted to help. Unfortunately, we first fell victim to the scare tactics of the conventional medical system and my husband underwent three rounds of chemotherapy with disastrous results. If we could do it over again, I can say with complete confidence that we would have taken the medical marijuana treatment route right from the beginning, instead.

As someone who has witnessed first-hand failed conventional cancer treatment, I am asking you to look at the big picture and see the value for people desperately seeking safe alternatives to treat all kinds of medical conditions. Times are changing and more and more people are looking for natural treatment options. Jim Leslie's Kootenay's Medicine Tree is filling that need in Grand Forks. Please don't let a couple of complaints take medicine away from people who need it!

Sincerely,
Marion Michel



FILE CODE

W63

Michel, Marion re
C10 - The Kootenay's Medicine
(Businesses...) Tree

From: ■ Cathy Niminiken <cathyniminiken@hotmail.com> 09/01/2015 9:00
Subject: New Contact Form submission from Cathy Niminiken
To: ■ Info City of Grand Forks

Your Name

Cathy Niminiken

Your Email

cathyniminiken@hotmail.com

Your Phone #

(250)359-7904

Subject

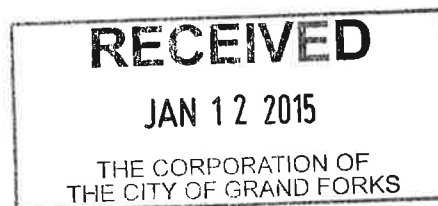
Kootenay Medicine Tree

Your Message

Good Morning,

I have just learned of the issues around the store front the Kootenys Medicine Tree, I would like to share with you my story, I am a 50 year old woman who has head to toe arthritis and am in constant pain, the doctors have given me numerous pain meds and creams non in which have helped only leaving me feeling tired, nauseas, and dizzy. I was given a note from my doctors office to come to the Medicine tree for pain relief options, I have no interest in getting high or feeling buzzed I only want to have pain relief, which is what the infused cream has given me! I would ask you to give the Medicine tree a chance to continue to go about their very knowledgeable business, Jim is extremely knowledgeable and is just wanting to help people with chronic pain and terminal health issues

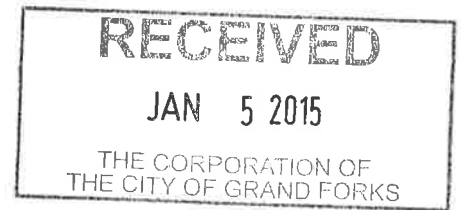
Thank you for your time



FILE CODE
WES
Niminiken, Cathyre
C10 - Kootenays Medicine Tree
(Business...)

To the Mayor, Council and Town of Grand Forks,

Please meet Kyla Williams at 2 1/2 years of age, 5 days seizure free and recently with Santa:



Chris and I would like to introduce ourselves to you following the recent concerning visit by the RCMP to one of your local Businesses, The Kootenay's Medicine Tree operated by Jim Leslie. Our story is a very personal and tragic journey much of which we will leave out of this letter, though should you have questions, we welcome you contacting us at any time.

My husband, Chris, is a retired decorated RCMP officer of 25 years and we have lived a respectful, law abiding life. We retired to Summerland BC in 2002 where we ran our own successful B&B business for 10 years before selling and ultimately retiring to our current home.

We have one child, Courtney who lives in Summerland with her husband Jared. Our granddaughter, Kyla, was born Feb 1st, 2012. She was 5 months old before we started noticing she was not developing normally. She was admitted to Children's Hospital at 6 months of age where she was quickly diagnosed with a form of Epilepsy. Kyla had been seizing in her sleep since about 1 month of age. After 3 weeks in Hospital and trying many drugs she was released to go home on steroids which seemed to stop the seizures for about 2 weeks. Her condition progressed to a very unhealthy state and finally after taking her off the dangerous steroids, 3 more drugs were introduced as well as the Ketogenic Diet. Seizures were controlled for about 6 months, when they began to appear again. By her 2nd birthday she rejected all forms of viable pharmaceuticals as well as the Diet seizing up to 200 times a day. This severely effects the brain and all her development stopped as she digressed quickly. Her seizures appeared more violent all the time and she had a rescue medication administered every 48 hours to try to interrupt the worst of them. Her parents were given the horrific news that she would probably seizure the rest of her shortened life. We were losing this precious little girl and we mourned our loss.

Then we watched a CNN report about a form of medical marijuana called Charlotte's Web in Colorado where marijuana is legal and we gained renewed hope. We had no

FILE CODE



WE3 Nuessler, Elaine & Chris
C/O - re The Kootenay's
(Business...) Medicine Tree
Page 61 of 101

idea so many kids suffer from debilitating retractable (uncontrolled) Epilepsy and this form of marijuana or cannabis was showing positive effects on many of these children. Last April we started investigating if this was available in Canada and how to get it. We checked out many dispensaries and educated ourselves as to why this plant has such healing potential. Kyla's paediatrician was given the go ahead by the College of Physicians and Surgeons to treat Kyla with medical marijuana oil, but we were on our own to find the right product. Children's Hospital also gave their blessing but they would not be involved in the oil itself, just monitoring Kyla's care. We were blown away by the many knowledgeable people in the medical cannabis business many of whom were afraid to speak out because of the very unrealistic, complicated laws allowing for marijuana to be smoked for medical purposes with the sale of dried product only. The concentrated, lab produced oil with high CBD and low THC was what we were looking for and that is when Jim Leslie, came to our rescue. He provided us with the lab produced oil that worked on Kyla almost immediately. Her seizures stopped and she remained seizure free on that particular oil. Kyla is on her sixth batch of oil. She has light seizures now and again, up to 10 a day and some days not any. Her last EEG showed her to have no seizures, spasms or twitches which had been throughout her previous 2 EEGs before the oil. Her abnormal brain activity showed slight improvement. She is now a happy little girl. She is not cured, she is disabled but is now coming off of the last of the pharmaceuticals, Phenobarbital, which is a very slow process as she is addicted. We see her personality coming out. She is smiling and giggling, trying to stand and crawl and there is much hope for her future compared to last April before starting this oil.

Since getting involved with this product, we have learned of many more people desperate for help with cancer, MS, arthritis, PTSD etc. There are different applications of this plant for each person besides simply smoking dried leaves and stems as the Federal Government have legalized. The law against derivatives is in the courts right now and going to the Supreme Court of Canada in the next months. We all have a right to a quality of life.

It is my understanding, the visit to this business by the RCMP was because of 2 complaints from your local citizens. You and these citizens need to understand the extreme need for this dispensary and the derivatives they sell. Jim Leslie is very knowledgeable and many people he has helped I have referred to him and many of those are helpless little children. Education is power! Please educate yourself and do what you can to save this business. You are very fortunate to have Jim Leslie and The Kootenay's Medicine Tree business in your town. The federal government will be forced to change the laws for Medical Marijuana and science will catch up eventually. The children and adults using this product cannot wait. Clinical trials are finally being conducted. Jim Leslie and his team are an amazing resource. For more information please visit Kyla's Quest: www.medicalcannabisforsickkids.com





Thank you for your kind attention in this matter,
Warm regards,
Elaine and Chris Nuessler 250-494-6445

From: [REDACTED] 01880445701 <rockandfeather@shaw.ca> January-04-15 9:50:43 AM  

Subject: Re: The Kootenay's Medicine Tree

To: [REDACTED] fkonrad@grandforks.ca [REDACTED] Info City of Grand Forks

Attachments:  Jim leslie.pdf / Uploaded File (66K)

From:  "Kathryn M. Smith" <pentictonfootcare@gmail.com> 24/12/201...  
Subject: New Contact Form submission from Kathryn M. Smith
To:  Info City of Grand Forks

Your Name

Kathryn M. Smith

Your Email

pentictonfootcare@gmail.com

Your Phone #

(250)809-8650

Subject

The Kootenay's Medicine Tree, Grand Forks

Your Message

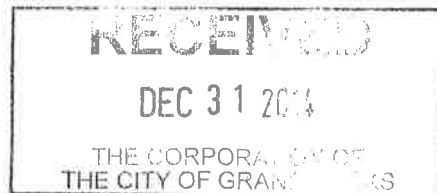
Dear Mr. Mayor Konrad,

Re: threatened enforcement action against The Kootenay's Medicine Tree in Grand Forks

I shake my head in disbelief that this is really happening in your beautiful city of Grand Forks! The Kootenay's Medicine Tree dispensary is providing a valuable service to many people in your community; and communities beyond. Please take a stand and support Jim Leslie and The Kootenay Medicine Tree dispensary.

Sincerely,

Kathryn M. Smith, RN
250 809 8650



FILE CODE

WES Smith, Kathryn re
C10 - The Kootenay's Medicine
(Businesses) Tree

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: December 19, 2014
Subject: Bylaw 2007 – The City of Grand Forks 2015 Revenue Anticipation Borrowing Bylaw
Recommendation: **RESOLVED THAT COUNCIL** give final reading to Bylaw No. 2007 – “The City of Grand Forks Revenue Anticipation Borrowing Bylaw – 2015”

BACKGROUND:

Bylaw 2007, the City's proposed 2015 Revenue Anticipation Borrowing Bylaw, was presented to the Committee of the Whole on December 15, 2014. The bylaw was given first three readings at the January 12, 2015 regular meeting of Council.

The Community Charter gives municipalities the authority to borrow money to cover obligations during the period between the beginning of the fiscal year (January 1) and the property tax payment due date of the first working day after July 1.

Although the City has enough cash on hand to cover its obligations for a considerable length of time, the adoption of an annual Revenue Anticipation Bylaw is a requirement of the City's banking contract with the Grand Forks and District Credit Union as it covers the City's overdraft.

Bylaw 2007 is now presented for final reading.

Benefits or Impacts of the Recommendation:

General: This bylaw is a Statutory and Contractual requirement which allows for coverage of the City's overdraft.

Strategic Impact: N/A

Financial: The City currently has \$2 million in overdraft protection.

Policy/Legislation: This is an annual bylaw which is covered under Section 177 of the Community Charter and fulfils the requirement of the banking agreement with the Credit Union.

Attachments: Bylaw 2007 “The City of Grand Forks Revenue Anticipation Borrowing Bylaw - 2015”

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation:

RESOLVED THAT COUNCIL give final reading to Bylaw No. 2007 –
“The City of Grand Forks Revenue Anticipation Borrowing Bylaw – 2015”

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. 2007

**A Bylaw Authorizing the Corporation of the City of Grand Forks
to Borrow the Sum of Two Million Dollars to Meet the
Current Year's Expenditures**

=====

WHEREAS pursuant to Section 177 of the Community Charter, the Council of a Municipality may, by bylaw, provide for the borrowing of such sums of monies as may be necessary to meet the current lawful expenditures of the Municipality;

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

1. It shall be lawful for the Corporation of the City of Grand Forks to establish a line of credit to borrow upon the credit of the City, from the Grand Forks Credit Union, the sum, at any one time, of up to Two Million Dollars (\$2,000,000.00) in such amounts and at such times as may be required, bearing interest at a rate not exceeding the rate established for Municipalities, as set by the Grand Forks Credit Union from time to time.
2. That the money borrowed and interest thereon, shall be repaid on or before the 31st day of December 2015.
3. That the amounts so borrowed shall be a liability payable out of the City's revenues for the year ended December 31st, 2015.
4. That the form of the obligation to be given as an acknowledgment of the liability to the Grand Forks Credit Union shall be a promissory note(s) or overdraft lending agreement for sums as may be required from time to time, signed by the Mayor and the Chief Financial Officer of the City and shall bear the Corporate Seal and all such notes(s) or overdraft lending agreements shall be made payable on or before the 31st day of December, 2015.
5. This bylaw may be cited as the "**The City of Grand Forks Revenue Anticipation Borrowing Bylaw - 2015**".

Introduced this 15th day of December, 2014

Read a **FIRST** time this 12th day of January, 2015

Read a **SECOND** time this 12th day of January, 2015

Read a **THIRD** time this 12th day of January, 2015

FINALLY ADOPTED this 26th day of January, 2015

Frank Konrad - Mayor

S. Winton – Corporate Officer

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2007
as passed by the Municipal Council of the Corporation of the
City of Grand Forks on the 26th of January, 2015.

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

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Roger Huston, Manager of Operations
Date: January 26th, 2015
Subject: Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014
Recommendation: **RESOLVED THAT** Council approve Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and give the bylaw final reading.

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

At the September 15, 2014 Regular Meeting, Council resolved to receive the introduction of the new Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and refer the Bylaw to the Regular Meeting of Council scheduled for October 6th, 2014 for first, second, and third readings.

After further consideration, Staff recommended that Council give first and second readings to Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014, to allow for public consultation with respect to the proposed Electrical Utility Regulatory Bylaw No. 1975, 2014, prior to giving the repeal bylaw third reading.

At the October 6th, 2014 Regular meeting, Council received Electrical Utility Regulatory Repeal Bylaw No. 1975, 2014 and gave first and second readings to the bylaw.

At the December 15, 2014 Regular Meeting of Council, Council resolved to refer the Electrical Utility Repeal Bylaw No. 1543-R, 2014 to the January 12th, 2015 Regular Meeting for third reading.

At the January 12, 2015 Regular Meeting of Council, Council resolved to give Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 third reading.

Benefits or Impacts of the Recommendation:

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

REQUEST FOR DECISION

— REGULAR MEETING —



- Strategic Impact:** To allow for adoption of an updated bylaw that reflects current requirements and allows for better management of City infrastructure.
- Financial:** The City will have the ability to better manage the supply and distribution of electricity in the City and forecast financial requirements more accurately.
- Policy/Legislation:** Council's authority to amend or repeal bylaws comes from the Community Charter.
- Attachments:** 1) Draft - Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014

Recommendation: **RESOLVED THAT** Council approve Electrical Utility Regulatory Repeal Bylaw No. 1543-R, 2014 and give the bylaw final reading.

OPTIONS:

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

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1543-R

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

=====

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

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

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

Read a **FIRST** time this 6th day of October, 2014.

Read a **SECOND** time this 6th day of October, 2014.

Read a **THIRD** time this 12th day of January, 2015.

FINALLY ADOPTED this 26th day of January, 2014.

Mayor Frank Konrad

Acting Corporate Officer – Sarah Winton

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1543-R as adopted
by the Municipal Council of the City of Grand Forks on the 26th day of
January, 2014.

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

Date

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Roger Huston, Manager of Operations
Date: January 26, 2015
Subject: Electrical Utility Regulatory Bylaw No. 1975, 2014
Recommendation: **RESOLVED THAT** Council approve Electrical Utility Regulatory Bylaw No. 1975, 2014 and give the bylaw final reading.

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

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

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

At the September 15, 2014 Regular Meeting, Council resolved to receive the introduction of the new Electrical Utility Regulatory Bylaw No. 1975, 2014 and refer the Bylaw to the Regular Meeting of Council scheduled for October 6th, 2014, for first, second and third readings.

After further consideration, Staff recommended that Council give first and second readings to Electrical Utility Regulatory Bylaw No. 1975, 2014, to allow for public consultation with respect to the changes, prior to giving the Bylaw third reading.

REQUEST FOR DECISION

— REGULAR MEETING —



At the October 6th, 2014 Regular meeting, Council received Electrical Utility Regulatory Bylaw No. 1975, 2014 and gave first and second readings to the Bylaw.

Staff advertised the proposed adoption of the new bylaw in the Grand Forks Gazette for two consecutive weeks, on October 29, 2014 and November 4, 2014, for inspection and comment by the public. Copies of the existing and proposed bylaws were made available both on the City's website and, in a hard copy format, at the two office locations. Two comments were received by email from the public (attached).

The City's electrical consultant recommended revisions to the bylaw, which included comments from the public, as follows:

- 1) SCHEDULE A: Replaced the Service Area map with a cleaner version.
- 2) SCHEDULE B, Section 11.1: Added a note of clarity on how to convert from kVA to kWAC.
- 3) SCHEDULE B, Section 11.3: Added the provision for other Independent Power Producer projects at the discretion of the electric utility.

Staff applied the recommended revisions to the attached draft bylaw.

At the December 15, 2014 Regular Meeting of Council, Council resolved to refer Electrical Utility Bylaw No. 1975, 2014 to the January 12th, 2015 Regular Meeting for third reading.

At the January 26th, 2015 Regular Meeting of Council, Council agreed with proposed amendments that were presented and resolved to give Electrical Utility Regulatory Bylaw No. 1975, 2014 third reading as amended.

Benefits or Impacts of the Recommendation:

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

REQUEST FOR DECISION

— REGULAR MEETING —



Recommendation: RESOLVED THAT Council approve Electrical Utility Regulatory Bylaw No. 1975, 2014 and give the bylaw final reading.

OPTIONS:

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

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

ELECTRICAL UTILITY REGULATORY BYLAW NO. 1975

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

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

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

1. TITLE

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

2. DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

3. ADMINISTRATION

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

The Manager of Operations shall also be responsible for:

- a) all matters directly related to the supply of service to Customers of the Electrical Utility and the maintenance of good quality service to such Customers;
- b) determining that all works constructed by or for the Electrical Utility are in accordance with applicable requirements for electric utilities in the Province of British Columbia;
- c) ensuring, to the best of his/her ability, the safety of all employees of the Electrical Department and of the City who may be performing works related to the operation of the Electrical Utility;

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

4. TERMS AND CONDITIONS

4.1 The City's Responsibilities:

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

4.2 The Customer's Responsibilities:

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

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

5. VIOLATIONS AND PENALTIES

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

6. APPLICATION

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

7. SEVERABILITY

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

8. REPEAL

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

9. ENACTMENT

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

Read a **FIRST** time this 6th day of October, 2014.

Read a **SECOND** time this 6th day of October, 2014.

Read a **THIRD** time this 12th day of January, 2015.

FINALLY ADOPTED this 26th day of January, 2015.

Mayor Frank Konrad

Acting Corporate Officer – Sarah Winton

CERTIFICATE

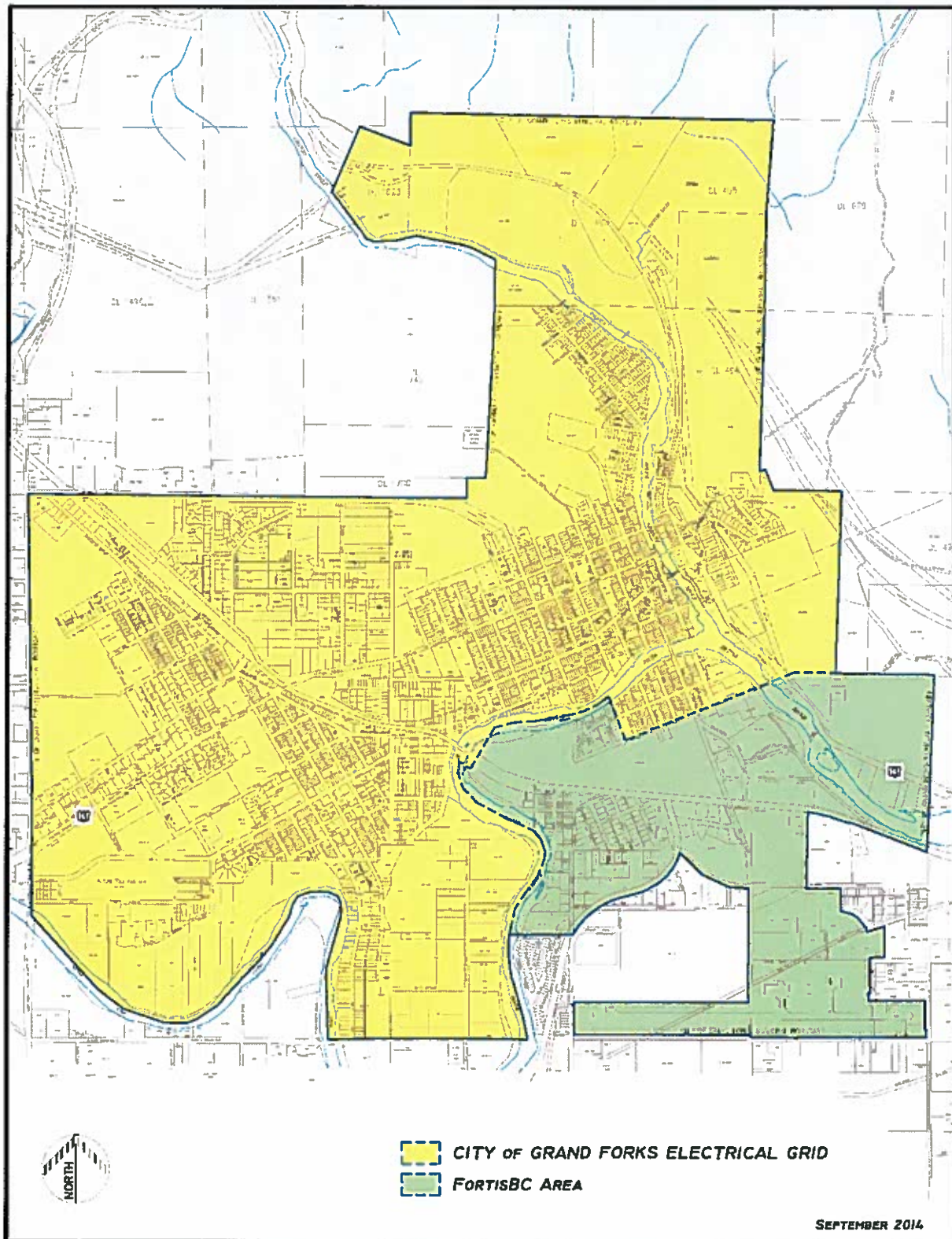
I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1975, as passed by the Municipal Council of the Corporation of the City of Grand Forks on the 26th day of January, 2015.

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

Date Signed

SCHEDULE A

CITY OF GRAND FORKS ELECTRICAL SERVICE AREA



SCHEDULE B

CITY OF GRAND FORKS
ELECTRICAL SERVICE REGULATIONS

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

1.1 Every Customer shall, in respect of any real property of that Customer to which electrical energy is supplied by the City:

- (a) pay to the City, in accordance with the rates and charges set out in "Schedule C" and in accordance with "Schedule D", for the electrical energy supplied by the City to that real property;
- (b) ensure that electrical energy supplied by the City to that real property is not used for any purpose other than the purpose identified in the application for service relating to that real property;
- (c) not damage, and shall ensure that occupiers of or invitees to that real property do not damage, any electrical equipment or facilities installed by the City on that real property. This is to include any seal or sign attached to that equipment;
- (d) ensure that nothing is done on that real property, including without limitation an alteration of wiring, that will or may appreciably change the amount or nature of the load imposed on the Electrical Utility, without the prior consent of the Manager of Operations;
- (e) ensure that officers, employees and agents of the City have safe and unobstructed access on that real property at all reasonable times for the purpose of ensuring that this Bylaw is being complied with, testing the Owner's electrical energy system, or carrying out any other activity that is necessary for the proper operation of the Electrical Utility;
- (f) where an officer, employee or agent of the City returns to the Owner's real property to complete work that he or she was unable to complete on a previous attendance by reason of the Owner's failure to comply with Section 1.1(e) of this Schedule, pay to the City the charge set out in Section 4.1 of Schedule "C" as a return visit charge;
- (g) ensure that the power factor applicable to the delivery of electrical energy to that real property is not lower than 95%;

- (h) ensure that single phase motors rated larger than two (2) horsepower are not used on 120 volt circuits without the prior written consent of the Manager of Operations;
 - (i) ensure that motors of 20 horsepower or larger are equipped with reduced voltage starters or other devices approved in writing by the Manager of Operations, unless otherwise authorized in writing by the Manager of Operations;
 - (j) ensure that 120 volt circuits are connected so as to balance as nearly as possible the currents drawn from the circuits at the point of delivery;
 - (k) ensure that space heating units having a rating of 3 kw or larger are individually thermostatically controlled and that no single in-line thermostat is used to control more than 6 kw of rated capacity;
 - (l) ensure that the phase heating units controlled by one switch or thermostat have no more than 25 kw of rated capacity; and
 - (m) ensure that no facilities capable of generating electricity, except as otherwise permitted in this bylaw, are installed, unless those facilities are at all times electrically isolated from the Electrical Utility.
- 1.2 The City shall retain full title to all electrical equipment and facilities up to the point of delivery, including without limitation all electrical metering devices, installed by the City for the purpose of supplying and measuring electrical energy under this Bylaw.
- 1.3 The City may discontinue the supply of electrical energy to any real property where:
- (a) the Owner of that real property has failed to comply with any provision of this Bylaw;
 - (b) in the opinion of the Manager of Operations, the continued supply of electrical energy to that real property would or might be harmful to the Electrical Utility, create an unreasonable demand on that system, or create an abnormal or unacceptable fluctuation of the line voltages of that system;
 - (c) discontinuance is necessary to enable the City to repair or maintain the Electrical Utility;
 - (d) by reason of a shortage of supply or otherwise, the City considers that it cannot practically continue to supply electrical energy to that real property;

- e) a previously metered service has been disconnected for more than 1 year.
- 1.4 The City may, from time to time, conduct tests of any Customer's power factor, and where that power factor is found by the City to be lower than 95%, the Customer shall, within 30 days of a written request to do so from the City, install, at his or her expense, power factor corrective equipment acceptable to the Manager of Operations.
- 1.5 Every Customer is liable for, and shall pay to the City forthwith after receiving an invoice setting out those costs, any costs incurred by the City in repairing any damage caused to the Electrical Utility or to any equipment or facilities installed by the City on that Customer's real property, where the damage occurs as a result of the failure of the Customer to comply with any provision of this Bylaw.

2. New Service Connections

- 2.1 No person may request to connect any electrical energy lines or works to the Electrical Utility unless:
- (a) the Owner of the real property to be supplied with electrical energy as a result of that connection has first:
 - i) submitted to the City a complete New Electrical Service Application in a form provided by the City;
 - ii) paid the New Electrical Service Application fee that is identified in "Schedule C" of this Bylaw as the fee applicable to the type of connection identified in the New Electrical Service Application; and
 - iii) provided evidence satisfactory to the Manager of Operations that he or she has obtained every permit and approval, including the approval of a provincial electrical inspector, that he or she is required under any enactment to obtain before requesting the connection,
 - (b) the person requesting the connection is the Owner of the real property to be supplied with electrical energy as a result of that connection or a person authorized in writing by that Owner to request the connection.
- 2.2 All Meters shall be installed by the City, in a location approved by the Manager of Operations. Meter location specifications shall be as follows:
- (a) The meter socket shall be surface mounted, located on an outside wall and be within one Meter of the corner nearest to the point of supply, except in the case of Metering over 300 volts, the Meter shall be installed on the supply side of the Customer disconnect and Meter locations shall be approved by the Utility Department;

- (b) All meter sockets shall be installed between 1.5 meters and 2 meters above final ground level to the centre of the meter and located not more than 30 meters into the lot;
- (c) Meters shall not be installed in carports, breezeways or on decks or other similar areas;
- (d) Meters shall be installed in locations that permit safe and unfettered access by employees or agents of the City;
- (e) The Manager of Operations, at his/her sole discretion, may make exceptions to the general specifications for meter installations, where a standard location will cause design and installation difficulties, subject to the meter remaining accessible to the City at all times;
- (f) The Manager of Operations may require, at the Customer's expense, that the Customer relocate any meter that is located in an area that cannot be conveniently accessed by the City at all times, or is considered by the Manager of Operations to be unsafe;
- (g) For all electrical Services in excess of 200 amperes, the Customer shall supply and install an enclosure for current and potential transformers and the design of the enclosure shall first be approved by the Manager of Operations;
- (h) Primary voltage metering connections shall have metering installations paid for by the Customer;
- (i) The Manager of Operations may refuse connection of any electrical Service built in a location not approved by the Manager of Operations, or not built to accepted standards;
- (j) The City will not supply transformation from one secondary voltage to another secondary voltage;
- (k) The City reserves the right to determine the supply voltage of all electrical Service connections;

2.3 Nominal Secondary Supply Voltages are:

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

- iii. Three Phase - 347/600 volts, 4 wire, maximum 400 amperes transformation capacity.
 - (b) From pad mounted transformers:
 - i. Single Phase – 120/240 volts, 3 wire, maximum 800 amperes.
 - ii. Three Phase – 120/208 volts, 4 wire, maximum 500 kVA transformation capacity.
 - iii. Three Phase – 347/600 volts, 4 wire, maximum 2,500 kVA transformation capacity.
 - (c) Delta services are prohibited.
 - (d) For loads or supply voltages different from those listed in this Section (e.g. 277-480 volts), the Manager of Operations may require that a Customer supply their own transformation facilities and take service at the available primary voltage; or supply their own secondary voltage conversion transformation.
 - (e) All facilities and equipment to be connected to the City's facilities must be in a condition that is approved by the Manager of Operations. Installation must be carried out in a manner to ensure proper balancing of phases and circuits, and to ensure that the City's equipment is not endangered or that no abnormal voltage fluctuations are anticipated. All three-phase, four-wire facilities must be designed to prevent the load on the phase with the highest load exceeding that on the phase with the lowest load by more than ten (10%) percent.
- 2.4 Customer owned electrical facilities must not be extended across, under or over a street, lane, alley or other public or private space not owned by the Customer for the purpose of servicing more than one Premise through one meter.
- 2.5 It is the Customer's sole responsibility to obtain any easements or statutory rights of way required by the City or others, to permit the installation of an electrical Service.
- 3.0 Electrical Utility Extension**
- 3.1 The Manager of Operations is not required to approve any New Electrical Service Application in respect of any real property, where the connection cannot be made without an extension of the City's electrical service line, unless:
- (a) the City has first approved (and it is under no obligation to do so) the extension of that service line;

- (b) the Owner has first paid to the City the cost estimated by the City to extend that service line, which cost shall include, without limitation, the cost of installing any poles or other works or appurtenances related to that service line extension; and
- (c) the Owner has first granted to the City, or ensured that others have granted to the City, statutory rights-of-way, satisfactory to the City over any property on which the service line is to be located that is not under the possession and control of the City.
- 3.2 Where the cost incurred by the City in extending a Service line to any real property exceeds the amount paid by the Owner of that real property under Section 3.1(b) of this Schedule, the Owner shall forthwith upon receiving a bill from the City pay to the City the amount of that excess, and where the amount paid by the Owner to the City under Section 3.1(b) of this Schedule exceeds the cost incurred by the City in extending the service line, the City shall pay the amount of the excess to the Owner.
- 3.3 Subject to Section 3.5 of this Schedule, where a property Owner pays for the extension of a service line under Section 3.1(b) of this Schedule and the extension has the capacity to serve land other than land owned by that property Owner, each property Owner whose property is subsequently connected to that extension shall pay to the City for each electrical service connection made within that extension, in addition to any other charges applicable under this Bylaw, the following amount, and the original property Owner who paid for the service line extension will be reimbursed the following amount:

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

- 3.4 For the purpose of Section 3.3 of this Schedule, the number of possible service connections referred to in the calculation described in that Section is the number estimated by the Manager of Operations at the time the original property Owner applies for the service line extension.
- 3.5 Section 3.3 of this Schedule ceases to apply to a service line extension on the earlier of:

- (a) the day on which the property Owner who paid the cost of the service line extension has been reimbursed that cost less the amount obtained as a result of the calculation referred to in Section 3.3 of this Schedule, or
- (b) the day which is five (5) years after the day on which the service line extension is completed.

4. Electrical Energy Accounts

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

5. New Accounts

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

6. Turning Off or On Existing Service

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

7. Meter Reading

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

8. Refusal to Connect or Serve

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

9. Point of Delivery and Metering

- 9.1 For overhead secondary service connections, the point of delivery shall be where the Customer's circuit connects to the City's overhead system at the service mast

(not including the attachment point or structure). For an underground secondary service the point of delivery shall be where the underground circuit enters the property owned or occupied by the Customer.

- 9.2 The metering of the Customer's load demand and energy consumption shall be done by facilities owned and provided by the City. The Customer shall, where required, make all necessary provisions for the installation of the City's facilities, including any necessary wiring and fittings and boxes, to the satisfaction of the City and in accordance with all the applicable electrical inspection rules and safety requirements.
- 9.3 The Customer shall take all reasonable care to protect all meters and related apparatus belonging to the City on the Customer's premises and shall reimburse the City for any loss or damage occurrence to same except to the extent that the Customer is able to show that loss or damage was due to defects in such facilities or to omission or negligence on the part of the City's employees.
- 9.4 Where separate points of delivery exist for the supply of electricity to a single Customer or more than one meter is required to properly measure the load demands, consumption and power factors of the Customer's loads as supplied under the applicable rates Schedules, the readings of such meters will be billed separately unless their combination is specifically authorized by the City.

10. Removal of Hazardous Trees from Private Property

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

pruning, moving or otherwise dealing with any trees, shrubs and other growths or any other obstacles on a one time or periodic basis or otherwise as required by the Notice.

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

11. Photo-Voltaic Services

- 11.1** Available for residential usage with solar (PV) installations of not more than 10 kVA ($kVA = \frac{kWAC}{\text{Power Factor}}$).

Commercial photo-voltaic services may be allowed at the discretion of the City.

- 11.2** Each residential photo-voltaic service requires a bi-directional meter which will be installed by the Grand Forks Manager of Operations at the owners cost. Energy in excess of the residence consumption will be purchased by the Electrical Utility at the residential sales rate subject to:
- (a) Energy surplus will be accumulated in each billing cycle and applied first to subsequent consumption.
 - (b) The first 4,000 kWh of annual excess energy will be purchased at the residential rate in effect at the year end. Any energy in excess of 4,000 kWh will be purchased at the prevailing avoided cost of energy purchase.
 - (c) Any surplus over \$50 at year end will be paid to the customer.
 - (d) Any surplus of \$50 or less will be applied as an energy credit to the account.
 - (e) Grid interconnection must be made in accordance with the City's "Interconnection Requirements for Residential Photo-Voltaic Power Producers Guidelines" document, provided by the City and amended from time to time.
- 11.3** Independent Power Producer (IPP) projects or commercial projects not covered in Section 11.1 require special considerations. Approval for the interconnection of power purchase rates will be at the sole discretion of the Grand Forks Electric Utility and structured to prevent negative operating and financial impacts to the electric utility and its rate payers.

SCHEDULE C

CITY OF GRAND FORKS **ELECTRICAL UTILITY RATES AND CONNECTION CHARGES**

1. Residential Service

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

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

2. Commercial/Industrial/Institutional Service

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

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

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

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

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

4. Service Charges

4.1 Existing Service Connection and Reconnection Charges:

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

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

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

4.2 New Service Installations or Upgrading of Existing Service:

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

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

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

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

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

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

4.3 Temporary Construction Service

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

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

4.4 Meter Checking

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

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

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

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

4.5 Estimation of Readings

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

SCHEDULE D

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

1. Billings and Payment of Accounts

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

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

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

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

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

1.7 Penalty

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

1.8 Back-Billing

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

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

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

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

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

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

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

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

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

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

2. Term of Service

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

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

3. Application of Rates

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

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

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