

THE CORPORATION OF THE CITY OF GRAND FORKS
AGENDA – REGULAR MEETING
Monday, March 27, 2017, at 7:00 pm
7217 - 4th Street, City Hall Council Chambers

<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	March 27, 2017, Regular Meeting agenda	THAT Council adopts the March 27, 2017, Regular Meeting agenda as presented.
3. <u>MINUTES</u>		
a) Adopt minutes March-9-2017-Special-to-go-In-Camera-Meeting-Minutes-Not Yet Adopted	March 9, 2017, Special Meeting to go In-Camera minutes	THAT Council adopts the March 9, 2017, Special Meeting to go In-Camera minutes as presented.
b) Adopt minutes March-13-2017-Committee-of-the-Whole-Meeting-Minutes-Not Yet Adopted	March 13, 2017, Committee of the Whole Meeting minutes	THAT Council adopts the March 13, 2017, Committee of the Whole Meeting minutes as presented.
c) Adopt minutes March-13-2017-Regular-Meeting-Minutes-Not Yet Adopted	March 13, 2017, Regular Meeting minutes	THAT Council adopts the March 13, 2017, Regular Meeting minutes as presented.
4. <u>REGISTERED PETITIONS AND DELEGATIONS</u>		
5. <u>UNFINISHED BUSINESS</u>		
6. <u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL</u>		
a) Corporate Officer's Report RFD - Proc. Bylaw-CAO - Rpts., Questions, & Inquiries from Council Councillor Thompson's Report Councillor Tripp's Report Councillor Butler's Report	Written reports of Council	THAT all written reports of Council submitted to the March 27, 2017, Regular Meeting be received.
7. <u>REPORT FROM COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u>		

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

Verbal report from Council's representative to the Regional District of Kootenay Boundary
 Read the [RDKB agendas](#)

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

8. **RECOMMENDATIONS FROM STAFF FOR DECISIONS**

- a) Deputy Corporate Officer
[RFD - Dep. Corp. Officer - Campground Insurance](#)

Campground insurance

THAT Council approves the Service Provider Agreement of the Municipal Insurance Association of BC for the Campground Host Service between the City of Grand Forks and Joan Heart with the dates as set out in the Service Provider Agreement to be adjusted annually following the seasonal campground operations schedule.

- b) Deputy Manager of Operations
[RFD - Dep. Mgr. of Op. - Policy 114 Commercial use of Public Property](#)

Policy 114 - Commercial Use of Public Property

THAT Council updates 'Policy 114 - Commercial Use of Public Property' as presented.

9. **REQUESTS ARISING FROM CORRESPONDENCE**

10. **INFORMATION ITEMS**

- a) BC Healthy Living Alliance
[SOII - BC Healthy Living Alliance - Communities on the Move](#)

Information on 'Communities on the Move'

THAT Council receives for information to determine to show support of the initiative (no monetary value).

- b) Regional District of Kootenay Boundary (RDKB)
[SOII - RDKB - Trash to Treasure April 22nd](#)

In association with Earth Day, April 22nd, promoting 'Trash to Treasure' as a waste reduction activity

THAT Council receives for information purposes the correspondence on the RDKB's 'Trash to Treasure' day event.

- c) Stan Halluk
[SOII - Halluk, Stan re City Administration](#)

Email correspondence from Stan Halluk with Mayor Konrad's reply regarding City Administration

THAT Council receives for information purposes the email correspondence from Stan Halluk regarding City Administration.

- d) Grand Forks Slow-Pitch Tournament
[SOII - Annual Grand Forks Slow-Pitch Tournament - July 14-16 - Request for Beer Garden](#)

Requesting permission for a Special Occasion Liquor Licence from 5:00-10:00 pm on July 14 and from 11:00 am-10:00 pm on July 15&16, 2017, at Dick Bartlett Park for the annual slow-pitch tournament.

THAT Council approves the issuing of a Special Occasion Liquor Licence to the Grand Forks Slow-Pitch Tournament from 5:00-10:00 pm on July 14 and from 11:00 am-10:00 pm on July 15&16, 2017, at Dick Bartlett Park, subject to

obtaining third party (party alcohol) liability insurance naming the City of Grand Forks as an additional insured on that policy; all event liquor providers to hold a Serving It Right Licence Certificate; and ICBC "Drinking and Driving" warning posters to be displayed.

- e) Government of Canada - Infrastructure Canada
[SOII - Gov. of Canada - Funding Approved Projects](#)

Approved funding for projects in BC under the Clean Water and Wastewater Fund (CWWF). Grand Forks projects and allocations are attached.

THAT Council receives for information the approved funding for projects in BC under the Clean Water and Wastewater Fund.

11. **BYLAWS**

- a) Deputy Corporate Officer
[Bylaw 1958-A2 - RFD - Dep. Corp. Officer - Fees & Charges Amendment](#)

Fees & Charges Amendment
Bylaw No. 1958-A2

THAT Council gives the first three readings to the Fees & Charges Amendment Bylaw No. 1958-A2;
AND FURTHER THAT Council instructs staff to present the amendment bylaw for adoption at the April 10, 2017, Regular Meeting.

- b) Deputy Manager of Operations
[Bylaw 1798-A1 - RFD - Dep. Mgr. of Op. - Garbage Regulations and Rates Amendment](#)

Bylaw 1798-A1 - Garbage Regulations and Rates
Amendment Bylaw

THAT Council gives the first three readings of the 'Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017';
AND FURTHER THAT Council directs staff to present the amendment bylaw for adoption at the April 10, 2017, Regular Meeting.

- c) Manager of Operations
[Bylaw 2015-A2 - RFD - Mgr. of Op. - Electrical Utility Regulatory Amendment - housekeeping changes](#)

Bylaw 2015-A2 - Electrical Utility Regulatory Amendment
- housekeeping changes

THAT Council includes in Bylaw 2015-A2 the housekeeping amendment to Appendix 1 Schedule B Section 3.5b from 'five (5) years' to 'fifteen (15) years'.

- d) Chief Financial Officer
[Bylaw 2015-A2 - RFD - CFO - Electrical Utility Regulatory Amendment](#)

Bylaw 2015-A2 - Electrical Utility Regulatory Amendment
Bylaw

THAT Council gives the first three readings of the 'Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017';
AND FURTHER THAT Council directs staff to present the amendment

bylaw for adoption at the April 10, 2017, Regular Meeting.

- e) Chief Financial Officer
[Bylaw 2036 - RFD - CFO - Five Year Financial Plan 2017-2021](#)

Five Year Financial Plan
Bylaw No. 2036

THAT Council gives first three readings to the Five Year Financial Plan 2017-2021 Bylaw No. 2036.

12. **LATE ITEMS**

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

14. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING TO GO IN-CAMERA
THURSDAY, MARCH 9, 2017

NOT ADOPTED
SUBJECT TO CHANGE

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

ABSENT: COUNCILLOR NEIL KROG

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
DEPUTY CORPORATE OFFICER

D. Allin
D. Heinrich
D. Drexler

GALLERY - NO GALLERY IN ATTENDANCE

1. CALL TO ORDER

- a) The Mayor called the meeting to order at 1:35 pm.

2. IN-CAMERA RESOLUTION

Resolution required to go into an In-Camera meeting

- a) Adopt resolution as per section 90 as follows:

MOTION: BUTLER / TRIPP

RESOLVED THAT Council amend the to go into an In-Camera meeting resolution by including Section 90 (1) (g) "litigation or potential litigation affecting the municipality".

DEFEATED.

MOTION: THOMPSON / HAMMETT

RESOLVED THAT COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE SUBJECT TO SECTION 90 (1) (a), PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO HOLDS OR IS BEING CONSIDERED FOR A POSITION AS AN OFFICER , EMPLOYEE, OR AGENT OF THE MUNICIPALITY OR ANOTHER POSITION APPOINTED BY THE MUNICIPALITY; 90 (1) (c), EMPLOYEE RELATIONS; and 90 (1) (k), NEGOTIATIONS AND RELATED

MARCH 9, 2017

SPECIAL MEETING TO GO IN-CAMERA
MEETING

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DISCUSSIONS OF A MUNICIPAL SERVICE,
BE IT FURTHER RESOLVED THAT PERSONS, OTHER THAN MEMBERS, OFFICERS,
OR OTHER PERSONS TO WHO COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY
BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.

CARRIED.

Councillors Butler and Tripp opposed this motion.

NOT ADOPTED
SUBJECT TO CHANGE

3. LATE ITEMS

4. ADJOURNMENT

- a) The meeting was adjourned at 1:39 pm.

MOTION: ROSS / BUTLER

RESOLVED THAT the meeting be adjourned at 1:39 pm.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

DEPUTY CORPORATE OFFICER – DANIEL
DREXLER

**THE CORPORATION OF THE CITY OF GRAND FORKS
COMMITTEE OF THE WHOLE MEETING
Monday, March 13, 2017**

**NOT ADOPTED
SUBJECT TO CHANGE**

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

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
CHIEF FINANCIAL OFFICER
ACTING DEPUTY CORPORATE OFFICER
MANAGER OF DEVELOPMENT
AND ENGINEERING
MANAGER OF OPERATIONS
DEPUTY MANAGER OF OPERATIONS
AND SUSTAINABILITY
FIRE CHIEF
CORPORATE ADMINISTRATIVE ASSISTANT

D. Allin
D. Heinrich
J. Rhodes
D. Drexler

D. Sheets
D. Reid

C. Gates
D. Heriot
D. Popoff

GALLERY

ABSENT: COUNCILLOR BEVERLEY TRIPP ("with notice")

1. PRESENTATIONS

- a) The presentation of thank you and public recognition to Nancy and Al from Body Edge Fitness for their contribution to the Family Day Event did not take place publicly due to their absence. Staff will deliver their items of recognition directly.

2. CALL TO ORDER

- a) Mayor Konrad called the March 13, 2017, Committee of the Whole Meeting to order at 9:00 am.

3. COMMITTEE OF THE WHOLE AGENDA

- a) Adopt agenda
March 13, 2017, Committee of the Whole

MOTION: BUTLER

RESOLVED THAT the COTW adopts the March 13, 2017, COTW agenda as presented.

CARRIED.

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- b) Reminder that an In-Camera Meeting will be directly following the COTW Meeting.
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4. REGISTERED PETITIONS AND DELEGATIONS

- a) Boundary Habitat Stewards
A request to establish a voluntary Stewardship Agreement with the Boundary Habitat Stewards to work together towards the conservation of the Lewis's Woodpecker

Overview:

- Jenny Coleshill gave an overview on the Lewis's Woodpecker, habitat, land use impacts, Riparian thread assessment, Cottonwood mapping, other efforts, non-binding Stewardship Agreement for Council

Discussion:

- threats-habitat loss & invasive species
- private landowners
- natural capital
- deer, cottonwood seedlings

MOTION: THOMPSON

RESOLVED THAT the COTW receives for information and discussion the request from the Boundary Habitat Stewards to establish a voluntary Stewardship Agreement with the Boundary Habitat Stewards to work together towards the conservation of the Lewis's Woodpecker.

CARRIED.

-
- b) Grand Forks Ultimate Club
Requesting support for tournament in the summer and requesting the City provide in-kind support at a similar level to other events of this kind as well

Overview:

- Dan MacMaster and Ian Mitchell gave an overview of the Ultimate Club, involves children from both elementary schools, team travels to tournaments out of town, July 15&16 event, tourism, thank you for support

MOTION: BUTLER

RESOLVED THAT the COTW receives the presentation from the Grand Forks Ultimate Club for information and discussion.

CARRIED.

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- c) Mayor Konrad recessed the March 13, 2017, Committee of the Whole Meeting at 9:36 am.
Mayor Konrad reconvened the March 13, 2017, Committee of the Whole Meeting at 9:39 am.
-

- d) The Kootenay's Medicine Tree
Request for implementation of a new bylaw to regulate medical cannabis dispensaries within Grand Forks

Overview:

- Jim Leslie and Marvin Wyers gave an overview of medical cannabis, palliative care, care homes, work with consulting with physicians, referrals, dispensaries, legality, business licenses and fees, Council bylaws and fines
- further documentation will be left for Council

Discussion:

- Mayor Konrad stated that Council is looking at a staff report on this topic to cover all of the elements spoken about, including a division of the RCMP, all bylaws, comparatives, and legislation. CAO suggested that the staff report also be sent to the Municipal Insurance Association for advice on any associated risks
- compassion clubs, dispensaries
- application process for medical cannabis, product testing
- Sgt. Fenske spoke in regards to police closure of dispensaries, no charges were laid, not a raid only a visit

MOTION: THOMPSON

RESOLVED THAT the COTW receives the presentation from The Kootenay's Medicine Tree for information and discussion.

CARRIED.

MOTION: KROG

RESOLVED THAT the COTW authorizes staff to provide a report to Council with an expedited timeline of within 30 days regarding the medical cannabis issues.

CARRIED.

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- e) Mayor Konrad recessed the March 13, 2017, Committee of the Whole Meeting at 10:33 am.
Mayor Konrad reconvened the March 13, 2017, Committee of the Whole Meeting at 10:50 am.
-

5. **REGIONAL TOPICS FOR DISCUSSION - WITH AREA D**

6. **PRESENTATIONS FROM STAFF**

- a) Chief Administrative Officer
Performance measures update

Overview:

- CAO gave an overview of sustainability of services, project objectives, focus, core services, tools, sustainability assessment

MOTION: THOMPSON

RESOLVED THAT the COTW receives the update from the Chief Administrative Officer regarding performance measures.

CARRIED.

- b) Manager of Development and Engineering
Memorandum regarding the Official Community Plan Theme 2 Update - Panel Workshop & Survey results

Overview:

- Graham Watt gave an overview on the Affordable and Sustainable Housing, Official Community Plan update schedule, policy options

Discussion:

- economic opportunities
- Ray Hansen congratulated the City for the workshop on Affordable Housing and mentioned the chart that was up at the workshop
- Bob Huff, Habitat for Humanity, inquired if the City did an inventory of City-owned land for development, BC Housing funds

MOTION: ROSS

RESOLVED THAT the COTW receives for information the Official Community Plan Theme 2 Update on the Panel Workshop and Survey results from the Manager of Development and Engineering.

CARRIED.

- c) Manager of Development and Engineering
Subdivision application for 6401 Highway #3

Discussion:

- waiving right of public access to river, habitat protection

MOTION: BUTLER

RESOLVED THAT the COTW recommends that Council determine whether to approve the applications for Development Permit for Subdivision and Subdivision Application for 6401 Highway #3 at the April 10, 2017, Regular Meeting.

CARRIED.

-
- d) Deputy Manager of Operations
Policy 114 - Commercial use of Public Property

MOTION: BUTLER

RESOLVED THAT the COTW recommends to Council to update 'Policy 114 - Commercial use of Public Property' at the March 27, 2017, Regular Meeting.

CARRIED.

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

MOTION: KROG

RESOLVED THAT the COTW receives the monthly activity reports from department managers.

CARRIED.

7. REPORTS AND DISCUSSION

8. PROPOSED BYLAWS FOR DISCUSSION

- a) Acting Deputy Corporate Officer
Fees & Charges Regulation Bylaw No. 1958-A2 Amendment

Discussion:

- 5% gross revenue commercial use of Municipal property, nonprofit organizations, mobile vendors

MOTION: THOMPSON

RESOLVED THAT the COTW receives the report and further directs staff to present to Council the first three readings of the proposed Fees & Charges Amendment Bylaw No. 1958-A2 at the March 27, 2017, Regular Meeting.

DEFEATED.

MOTION: THOMPSON

RESOLVED THAT the COTW amends the report of the proposed Fees & Charges Amendment Bylaw No. 1958-A2 to remove Schedule I 'Business Fees and Charges' from the bylaw.

CARRIED.

MOTION: THOMPSON

RESOLVED THAT the COTW receives the report and further directs staff to present to Council the first three readings of the proposed Fees & Charges Amendment Bylaw No. 1958-A2 at the March 27, 2017, Regular Meeting as amended.

CARRIED.

-
- b) Deputy Manager of Operations
Bylaw 1798-A1 - Garbage Regulations and Rates Amendment Bylaw

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give the first three readings to the 'Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017' at the March 27, 2017, Regular Meeting.

CARRIED.

-
- c) Chief Financial Officer
Bylaw 2015-A2 - Electrical Utility Regulatory Amendment Bylaw

Discussion:
- transformer fees

MOTION: THOMPSON

RESOLVED THAT the COTW recommends to Council to give the first three readings to the 'Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017' at the March 27, 2017, Regular Meeting.

CARRIED.

-
- d) Chief Financial Officer
Five Year Financial Plan Bylaw No. 2036

- discussion took place in regards to the Options presented

MOTION: THOMPSON

**RESOLVED THAT the COTW selects an option and instructs staff to include the financial schedules for that option in the Financial Plan Bylaw No. 2036;
AND FURTHER RESOLVED THAT the COTW presents Financial Plan Bylaw 2036 for first three readings at the March 27, 2017, Regular Meeting.**

CARRIED.

MOTION: ROSS

RESOLVED THAT the COTW selects Option 2 and instructs staff to include the financial schedules for that option in the Financial Plan Bylaw No. 2036.

DEFEATED.

Councillor Thompson, Councillor Hammett, Councillor Krog, and Mayor Konrad opposed the motion.

MOTION: THOMPSON

RESOLVED THAT the COTW selects Option 3 and instructs staff to include the financial schedules for that option in the Financial Plan Bylaw No. 2036.

CARRIED.

Councillor Butler and Councillor Ross opposed the motion.

MOTION: ROSS

RESOLVED THAT the COTW presents the Financial Plan Bylaw 2036 for first three readings at the March 27, 2017, Regular Meeting.

CARRIED.

9. INFORMATION ITEMS

10. CORRESPONDENCE ITEMS

11. LATE ITEMS

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

13. QUESTION PERIOD FROM THE PUBLIC

- a) - Kathleen Saylor, Gazette, asked for clarification of who is the Deputy Manager of Operations and Acting Deputy Corporate Officer. CAO stated that the Deputy Manager of Operations and Sustainability is Cavan Gates and the Acting Deputy Corporate Officer is Daniel Drexler.
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- b) - Gloria Koch spoke with regard to the tax increase and possible impacts to the community
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- c) - Les Johnson commented that the people of Grand Forks are investing in their own assets when paying taxes
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- d) - Fred Scott inquired as to what time Committee of the Whole meetings begin and was advised that they begin at 9:00 am
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14. IN-CAMERA RESOLUTION

- a) Chief Administrative Officer

MOTION: ROSS

**RESOLVED THAT the COTW recommends Council convene an In-Camera Meeting as outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
BE IT FURTHER RESOLVED THAT persons, other than members, officers, or other persons to whom Council may deem necessary to conduct City business, will be excluded from the In-Camera Meeting.**

DEFEATED.

MOTION: ROSS

RESOLVED THAT the Mayor advised that the In-Camera Meeting motion was to be amended to include Sections 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and Section 90 (1)(c) labour relations or other employee relations.

CARRIED.

Councillor Butler opposed the motion.

AMENDED MOTION

MOTION: ROSS

RESOLVED THAT the COTW recommends Council convene an In-Camera Meeting as amended and outlined under Section 90 of the Community Charter to discuss matters in a closed meeting which are subject to Section 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and Section 90 (1)(c) labour relations or other employee relations; and Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

BE IT FURTHER RESOLVED THAT persons, other than members, officers, or other persons to whom Council may deem necessary to conduct City business, will be excluded from the In-Camera Meeting.

CARRIED.

Councillor Butler opposed the motion.

15. ADJOURNMENT

- a) Mayor Konrad adjourned the March 13, 2017, Committee of the Whole Meeting at 1:11 pm.

MOTION: ROSS

RESOLVED THAT the COTW adjourn the March 13, 2017, Committee of the Whole Meeting at 1:11 pm.

CARRIED.

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

CORPORATE ADMINISTRATIVE
ASSISTANT - DAPHNE POPOFF

THE CORPORATION OF THE CITY OF GRAND FORKS

REGULAR MEETING OF COUNCIL
MONDAY, MARCH 13, 2017

NOT ADOPTED
SUBJECT TO CHANGE

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

ABSENT: COUNCILLOR BEVERLEY TRIPP ("with notice")

CHIEF ADMINISTRATIVE OFFICER
CORPORATE OFFICER
DEPUTY CORPORATE OFFICER

D. Allin
D. Heinrich
D. Drexler

GALLERY

1. CALL TO ORDER

- a) Mayor Konrad called the meeting to order at 7:01 pm

2. ADOPTION OF AGENDA

- a) Adopt agenda
March 13, 2017, Regular Meeting agenda

MOTION: HAMMETT / BUTLER

RESOLVED THAT Council amend the agenda to include two late items:

- 1. Take back from the table the discussion on Way-finding Signage.**
- 2. Appointment of the Approving Officer**

CARRIED.

MOTION: KROG / BUTLER

RESOLVED THAT Council adopt the March 13, 2017, Regular Meeting agenda as amended.

CARRIED.

3. **MINUTES**

- a) Adopt minutes
February 27, 2017, Special Meeting to go In-Camera minutes

MOTION: THOMPSON / KROG

RESOLVED THAT Council adopts the February 27, 2017, Special Meeting to go In-Camera minutes as presented.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

-
- b) Adopt minutes
February 27, 2017, Regular Meeting minutes

MOTION: THOMPSON / HAMMETT

RESOLVED THAT Council adopts the February 27, 2017, Regular Meeting minutes as presented.

MOTION: BUTLER / THOMPSON

RESOLVED THAT Council amend the minutes to include three amendments:

1. 2.a) to include Councillor Tripp as being opposed
2. 2.a) to include Councillor Tripp's motion, which was seconded by Councillor Butler and was CARRIED by Council regarding a late item to set a timeline for discussion on voting on Capital Projects for the financial budget.
3. 3.a) to include Councillor Butler's motion, which was seconded by Councillor Tripp and was DEFEATED by Council, to indicate the reason Councillor Butler's vote to oppose the to go into the In-Camera meeting resolution as Section 90 (1) (c) and Section 90 (1) (g) were omitted.

AND FURTHER THAT Council adopt the minutes as amended.

CARRIED.

4. **REGISTERED PETITIONS AND DELEGATIONS**

5. **UNFINISHED BUSINESS**

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

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

Discussion ensued regarding:

- AKBLG participation by members of Council
- Cost to the City to attend conferences in general
- Motions at the AKBLG initiated by Council

NOT ADOPTED
SUBJECT TO CHANGE

MOTION: KROG / THOMPSON

RESOLVED THAT all written reports of Council submitted to the March 13, 2017, Regular Meeting be received.

CARRIED.

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

- a) Corporate Officer's Report
Verbal report from Council's representative to the Regional District of Kootenay Boundary

Mayor Konrad did not have a report due to meeting scheduling conflicts, report will follow at the next meeting.

8. RECOMMENDATIONS FROM STAFF FOR DECISIONS

9. REQUESTS ARISING FROM CORRESPONDENCE

10. INFORMATION ITEMS

- a) Manager of Development and Engineering
Memorandum regarding the postponement of an application for a Development Variance Permit to vary the Subdivision, Development and Servicing Bylaw 1970

MOTION: THOMPSON / KROG

RESOLVED THAT Council receives for information the memorandum from the Manager of Development and Engineering regarding the postponement of an application for a development variance permit to vary the Subdivision, Development and Servicing Bylaw No. 1970.

CARRIED.

-
- b) Grand Forks Piranhas Swim Club Society
Letter requesting support from the City of Grand Forks, specifically to help with pool rental fees

MOTION: THOMPSON / KROG

**RESOLVED THAT Council receives for information the letter from the Grand Forks Piranhas Club Society requesting support from the City of Grand Forks;
AND FURTHER RESOLVED THAT Council provides direction to staff for a response to the Society advising that the City does not have a Grant in Aid Policy.**

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

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- c) Town of Osoyoos
Letters requesting grant in aid support from the Town of Osoyoos for minor hockey teams going to provincials

Discussion regarding local players attending and personal funding

MOTION: BUTLER / THOMPSON

**RESOLVED THAT Council receives for information the letters from the Town of Osoyoos requesting grant in aid support from the City of Grand Forks;
AND FURTHER RESOLVED THAT Council provides direction to staff for a response to the Town of Osoyoos advising that the City does not have a Grant in Aid Policy.**

CARRIED.

-
- d) Regional District of Kootenay Boundary (RDKB)
Upcoming recycling event regarding Tire Stewardship BC Tire Round Up on March 18, 2017, at OK Tire

MOTION: THOMPSON / KROG

RESOLVED THAT Council receives for information from the RDKB the upcoming Tire Stewardship BC Tire Round Up event on March 18, 2017, at OK Tire, with a Notice linked to the City of Grand Forks webpage for community information.

CARRIED.

11. BYLAWS

12. LATE ITEMS

- a) Bring back from the table the discussion for Way-finding signage

Discussion regarding Way-finding signage:

- installation
- type of signage
- public design voting process

- chosen design

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council bring back from the table the discussion on the Way-finding Signage.

CARRIED.

Councillor Butler was opposed to this motion.

MOTION: HAMMETT / THOMPSON

RESOLVED THAT Council instruct Staff to proceed with the Way-finding signage project with the design chosen by the public and approved through the early budget approval process.

CARRIED.

Councillor Butler was opposed to this motion.

b) Appointment of Approving Officer

The CAO gave a brief review of the authority and autonomy of the Approving Officer regarding land use items.

MOTION: KROG / THOMPSON

RESOLVED THAT Council appoints Dolores Sheets as the Approving Officer for the City of Grand Forks.

CARRIED.

13. QUESTIONS FROM THE PUBLIC AND THE MEDIA

a) Questions from the Media and Public.

Thank you for Mr. Allin from Council. Mr. Allin thanked the Community and Council and spoke to his years as CAO for the City regarding challenges and achievements including awarded grants as a result of diligent and hard-working staff.

Kathleen Saylors:

Ms. Saylors thanked Mr. Allin's and asked questions regarding the future of the CAO position and the Approving Officer position after his departure. The Mayor announced that Mrs. Heinrich has been hired as interim CAO while also fulfilling her duties of Corporate Officer. Ms. Sheets will fulfill the duties of the Approving Officer as she has the professional resources.

Les Johnson:

Mr. Johnson commented on how effective CAO Mr. Allin was for the community. He spoke about issues of council as a whole and the loss of the CAO to another community. He asked council to be professional.

14. **ADJOURNMENT**

a) Mayor Konrad adjourned the meeting at 7:57 pm.

MOTION: ROSS / BUTLER

RESOLVED THAT the meeting be adjourned at 7:57 pm.

CARRIED.

NOT ADOPTED
SUBJECT TO CHANGE

CERTIFIED CORRECT:

MAYOR FRANK KONRAD

DEPUTY CORPORATE OFFICER – DANIEL
DREXLER

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Procedure Bylaw / Chief Administrative Officer
Date: March 27th, 2017
Subject: Reports, Questions and Inquiries from the Members of Council
Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

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

Benefits or Impacts of the Recommendation:

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

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

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

Recommendation: **RESOLVED THAT ALL WRITTEN REPORTS SUBMITTED BY MEMBERS OF COUNCIL, BE RECEIVED.**

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

	
Department Head or CAO	Chief Administrative Officer

REPORT TO COUNCIL

TO: Mayor and Council
FROM: Councillor Christine Thompson
DATE: March 23, 2017
SUBJECT: Report to Council

I would like to take this opportunity to thank our Interim Chief Administrative Officer, Diane Heinrich, for accepting this position. I have every confidence that she will do an excellent job for our City.

With a change to the Board of Directors of the Boundary Country Regional Chamber of Commerce, I look forward to hearing from their new President, Dean Engen, as to what direction he foresees the BCRCC undertaking during his term.

Respectfully submitted,

Councillor Christine Thompson

Beverley Tripp - Councillor's Report for March 27th Regular Meeting

I was unable to attend the March 13th COTW and Regular Meetings due to a previously scheduled surgery in Kelowna on that day. I would have liked to have been present to provide input on the topics that were discussed, and to cast my vote on behalf of the residents of Grand Forks who will be personally affected by the outcomes of the many decisions made at the council table. But as I watched the taped meetings a few days later (thanks to Les Johnson for video-graphing the meetings), I was very proud of how capably council discussed and handled the complex and diverse issues that were presented with during the meetings.

I attended the BCRCC (BC Regional Chamber of Commerce) AGM at the Art Gallery on March 9th, and officially took out membership in this fledgling organization of under five years. It was very encouraging to see some fresh faces from the community joining, and stepping up to take executive positions, including Dean Engen as the newly elected President for 2017. I am looking forward with interest to attending their monthly meetings, and seeing the BCRCC take on a higher profile in the Grand Forks business community as they fulfill their mandate to grow and prosper our area in new business initiatives.

On March 3rd, I participated in the ecumenical World Day of Prayer at the First Baptist Church, as the song leader. The World Day of Prayer brings together worshippers from all evangelical denominations on a specific day of each year, to pray for issues germane to women facing poverty, racism, violence, and justice. This year's country of focus was the Philippines. Around 80 people from most of the congregations in our community attended; one participant asked that the churches do this sort of thing more often than once a year.

It was also a great honour for me to be asked to sing at the annual Doukhobor "Talent Night" on March 11th at the USCC Hall that very was well attended by about 200 people. Having never participated before, I didn't know what to expect of this authentic Russian cultural musical experience that showcases Doukhobor musical heritage and culture. But never have I been more warmly welcomed as, along with the fantastic Grand Forks Doukobor Community Choir, the Kootenay Men's choir from the Castlegar area, a skit by the GFSS Russian Language Students, and several other individual performers, I performed two of my own compilations. And let's not forget the fantastic refreshments served afterward at this wonderful community event!

With so much going on around Grand Forks that is unifying and positive, it saddens me to have to come to my next topic, but I feel it is necessary to set the record straight for the good of this community. Sadly, one of the reports presented to Council at the March 13th Regular Meeting has done nothing to foster collaboration or unity among council members or staff, but has only served to create a further divide among already polarized groups. Since the article appeared in the March 15th Gazette, numerous residents have spoken to me to express their extreme dismay over this issue.

I believe that the report has violated Section 117 (1)(b) of the Community Charter, and it also contravenes the City's Policy 103-1-5. There was a possible breach of private and confidential information about staff, and that is very serious business. Information aired in such a manner has the potential to damage individuals' reputations; it can also put the City at risk of legal liability. This may be one councillor's opinions, but it does not speak for everyone on council, and I believe that such opinions have no business being made public through the auspices of an office held in trust for the people of this community. Further, as per one resident's observations who knocked on my door carrying the Gazette article in hand, the story was "flirting dangerously close to being libelous."

Another resident at the last Regular Meeting commented that there were "sharks swimming in the tank" at council meetings, and that he could tell that a lot of things were going on behind closed doors. As a way forward, I would like to make a proposal to the members of Council. Were In Camera meetings electronically recorded (yet still kept confidential as per Policy 103-1), they would serve as a factual record for all on Council, thereby attesting to the veracity of our proceedings, and further acting as a roadmap for the minute-recorder when emotions run high.

Councillor's Report

March 27, 2017

Julia Butler

The Rec Commission met this month on the morning of March 9. We discussed the proposal of selling candy and toys in vending machines but decided that not only would it compete with our existing concession but that we needed to provide healthier options for parents. The wheelchair lift in the arena has been out of service for quite a while due to safety concerns but there is \$40 000 in the budget this year to replace it and a possible grant available. We are waiting for a report to follow up on this option. We also have been looking into the possibility of getting wi-fi at the pool and arena.

On the evening of March 9, I attended the AGM of the Boundary Chamber of Commerce. Alan Cooper decided to resign from the board as President due to personal reasons but will remain as Past President. New members of the Chamber stepped up and put their names forward to fill vacant board positions. Shane Arhens filled the role for Director, Kayla Hahn took Vice President and Dean Engen was elected for President. The new members are excited to serve the business community and support Kathy Wright in her continued role as Executive Director. The new office for the Chamber is now located in the same building as Mc Ewan and Company at the end of Market St.

Following Councillor Hammitt's report on bullying at the last meeting and the subsequent article on the front page of the Gazette, I would like to ask Mayor and Council to call an immediate investigation into these matters. Council's harassment policy 605 clearly outlines the procedure to be followed when an employee files a complaint in this regard. According to Stuart Babineau from Worksafe BC, failure to investigate would be considered "discriminatory action" and if reported to Worksafe BC, would lead to serious complications for the city. Details of investigations of this nature are never released to the public but since Councillor Hammitt has accused the City of Grand Forks of such behaviour in the paper, I believe that the outcomes (and only the outcomes) of these investigations should be made public. Now that a public accusation has been made, we are obligated to investigate.

Respectfully submitted,

Julia Butler

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council

From: Procedure Bylaw / Council

Date: March 27th, 2017

Subject: Report – from the Council's Representative to the Regional District of Kootenay Boundary

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

OPTIONS:

1. **RESOLVED THAT MAYOR KONRAD'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: Deputy Corporate Officer
Date: March 27, 2017
Subject: Campground Insurance
Recommendation: **RESOLVED THAT COUNCIL approves the Service Provider Agreement of the Municipal Insurance Association of BC for the Campground Host Service between the City of Grand Forks and Joan Heart with the dates as set out in the Service Provider Agreement to be adjusted annually following the seasonal Campground operations schedule.**

BACKGROUND: In 2016, due to time constraints, the City had to purchase a separate insurance for the Campground Host, Joan Heart. The cost at the time was \$750.

The Municipal Insurance Association (MIA) of BC established an Associated Member Program in 2015, but due to timeline issues we could not join this program in time in 2016. The cost of this option is quoted between \$50-\$250.

To allow Joan Heart to be a part of the Associated Member Program, MIA requires a resolution of Council. This will save the City an estimated \$500. It will also ensure that the insurance covers all liability aspects to indemnify the City.

A second recommendation would be to extend the resolution to include Ms. Heart in the Associated Member Program each year if she continues to be the Campground Host.

Benefits or Impacts of the Recommendation:

General: Insurance for Campground Host
Financial: Partnership with MIA, cost savings
Policy/Legislation: n/a
Attachments: Sample Service Provider Agreement from MIA

Recommendation: **RESOLVED THAT COUNCIL approves the Service Provider Agreement of the Municipal Insurance Association of BC for**

REQUEST FOR DECISION

— REGULAR MEETING —



the Campground Host Service between the City of Grand Forks and Joan Heart with the dates as set out in the Service Provider Agreement to be adjusted annually following the seasonal Campground operations schedule.

- 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



SERVICE PROVIDER AGREEMENT

This Service Provider Agreement (the "Agreement") is made and entered into this ____ day of

_____, _____ by and in between _____

(the "Local Government") and _____ (the "Service Provider").

The Service Provider agrees to provide the following services for or on behalf of the Local Government:

☐ The term of the Agreement is from the ____ day of _____, _____ and the ____ day of _____, _____.

☐ The term of the Agreement is perpetual commencing the ____ day of _____, _____.

While providing the agreed service, the Service Provider agrees to comply with: all applicable laws, rules and regulations; the practices, procedures and policies of the Local Government; and any special instructions given to the Service Provider by representative(s) of the Local Government.

The Local Government agrees to obtain commercial general liability insurance coverage from the Municipal Insurance Association of British Columbia (MIABC) naming the Service Provider as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 with respect to third party liability claims arising from the provision of the agreed service. The Service Provider agrees to carry its own statutory worker's compensation insurance and automobile liability insurance, if appropriate.

The Service Provider agrees to indemnify, defend and hold harmless the Local Government, its agents, servants, employees, trustees, officers and representatives from any liability, loss or damage which the Local Government may suffer as a result of any claims, demands, costs, actions, causes of actions, or judgments, including legal fees, asserted against or incurred by the Local Government arising out of, during, or as a result of the provision of services outlined in the Agreement except such liability, loss, or damage which is the result of, or arising out of, the sole negligence of the Local Government or that is covered by the MIABC liability insurance policy.

- ☐ The Local Government agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.
- ☐ The Service Provider agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.

The Local Government reserves the right to terminate this Agreement and the associated commercial general liability insurance coverage provided to the Service Provider by the MIABC at any time upon written notification to the Service Provider of the termination.

ON BEHALF OF <LOCAL GOVERNMENT>

Name:

Title:

Signature:

Date:

ON BEHALF OF <SERVICE PROVIDER>

Name:

Title:

Signature:

Date:

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Manager of Operations
Date: March 27, 2017
Subject: Policy 114 - Commercial Use of Public Property
Recommendation: **RESOLVED THAT Council updates "Policy 114 - Commercial Use of Public Property" as presented.**

Background

Discussion at Committee of the Whole focused on the five percent of gross revenue fee, parking locations of vendors' vehicles, and competition with local business. The existing (adopted in 2006) Policy 114 provides guidance on most of the issues discussed.

Policy statements already in effect:

- "This policy applies to all 'temporary' vending and sales on public property, **including parks, sidewalks or streets.**"
- "**Proximity to permanent businesses offering similar products** for sale will be a consideration of any application."
- "Licensees should not be selling the same menu items or merchandise, during the same hours as other retailers/operators in the approved larger area, unless the City is satisfied that there are unmet needs and demands."
- "Temporary vending and sales on public property shall be permitted on a seasonal basis only (**May 1 to September 30**)."
- "The fee charged for a Site Licence shall be **5% of a Vendor's gross sales.**"

The City often receives event requests for the use of municipal properties for commercial purposes like festivals or sale of goods. Two concrete examples from last year are the outdoor movie theatre and the camping in Dick Bartlett Park for Cannafest. The existing Policy 114 includes guidance on charging for the temporary use of the property but contains language that limits its applicability. This update broadens the language of the bylaw so that it reflects the type of event request or temporary use request being received.

If Council defeats these updates, the existing policy is still in effect including the excerpts noted above.

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation

General: Provides increased policy guidance on the type of commercial use allowed on City properties.

Strategic Impact: N/A

Financial: Increases the ability of the City to allow for and recoup costs from commercial use of municipal properties.

Policy/Legislation: Updates Policy 114

Attachments: Policy 114 - Commercial Use of Public Property

Recommendation

RESOLVED THAT Council updates "Policy 114 - Commercial Use of Public Property" as presented.

Options

1. Council could choose to support the recommendation.
2. Council could choose not to support the recommendation.
3. Council could choose to refer the matter back to staff for further information.

	
Department Head or CAO	Chief Administrative Officer

CITY OF GRAND FORKS

POLICY TITLE: Temporary ~~Vending/~~
Commercial Use on Public
Property

POLICY NO 114

EFFECTIVE DATE: March 27, 2017

SUPERSEDES:

APPROVAL:

PAGE: 1 of 2

PURPOSE:

To establish guidelines and give direction for orderly establishment and temporary use of available and under-utilized City properties for ~~daily vending and sales~~ commercial use where such activities enhance the public convenience, provide complementary services to the users within the area, encourage economic development, improve quality of life and are not in direct conflict with any other use which has a priority ~~over such vending and sales~~.

POLICY:

The use of City properties may be permitted for temporary ~~vending and sales~~ commercial use provided the property is returned to its original state ~~sales assembly utilized is readily moveable and is not affixed to the property in any way~~; the proponent/operator complies with the terms and conditions of ~~the 'Site Licence'~~ any agreement issued and any City Bylaws; and, the proposed business meets health, safety and public sanitation standards. This permission is granted, subject to the realization that City properties are designed and meant for general public use including the City's requirement for utilities and public works and these must always be the first priorities.

The City will interpret this policy in congruence with section 25 (1) of the Community Charter which states that "Unless expressly authorized under this or another Act, a council must not provide a grant, benefit, advantage or other form of assistance to a business".

DEFINITIONS:

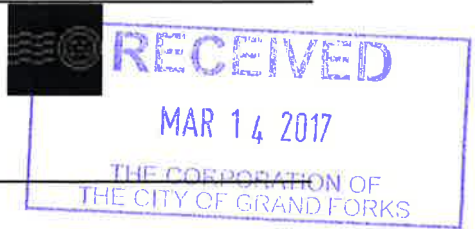
"Temporary" means for no period greater than 16 hours at a time, unless otherwise approved by the City Manager or his designate.

PROCEDURE:

1. This policy applies to all 'temporary' ~~vending and sales on~~ commercial use of public property, including parks, sidewalks or streets.
2. Site Licences, outlining the details rules for Temporary ~~Vending/~~ Commercial Use ~~on of~~ Public Property, may be issued authorizing such ~~vending or~~ commercial use.

3. Proximity to permanent businesses offering similar products for sale will be a consideration of any application.
4. ~~Temporary vending and sales on public property shall be permitted on a seasonal basis only (May 1 to September 30).~~
5. The fee charged for a Site Licence is detailed in the Fees and Charges Bylaw, shall be 5% of a Vendor's gross sales; and shall be paid as follows:
 - (a) ~~50%, based on projected sales payable at the time a Site Licence is approved;~~
 - (b) ~~25%, based on projected sales, after two months of operation or July 1st whichever is sooner; and~~
 - (c) ~~the balance owing, based on actual sales, on September 30th; or a minimum of \$50.00 per month, whichever is greater.~~ The City may invoke a minimum fee, which reflects the average cost of similar business operating in the City.
6. It is the Licensee's responsibility to pay for any site preparation and improvement costs and to remove such improvements and restore the site to its prior condition. The City may require a deposit if in the opinion of the City the operator may not be in a position to undertake such work.
7. ~~Vending assemblies shall have a maximum size of 2 metres X 1.2 metres.~~
8. ~~Sun/rain shelters must be supported by the sales assembly and have a minimum canopy height of 2 metres and a maximum length, width or diameter of 2.5 metres.~~
9. The City Manager, or his designate, is authorized to approve the issuance of Site Licences in any areas previously approved by Council for Temporary ~~Vending/~~Commercial Use on Public Property.
10. The City reserves the right to revoke any Site Licences issued, at any time, where it is found that the use is creating difficulties deemed unacceptable to the City or where any conditions of this policy or any Site Licence issued have not been met or the operator has consistently and repeatedly ignored requests from the City to rectify the unsatisfactory condition.
11. Licensees should not be selling the same menu items or merchandise, during the same hours as other retailers/operators in the approved larger area, unless the City is satisfied that there are unmet needs and demands.
12. Upon approval of the Site Licence, the applicant is to furnish proof of compliance with all Provincial and Municipal licensing and regulations and proof of any required liability insurance.
13. Applications for a Site Licence must include:
 - (a) a letter of intent that includes the operating period~~hours and days of the week.~~
 - (b) a site plan indicating parking, fire access, or other convenience and safety requirements. ~~drawing that indicates the exact location of the parking area to be used and the location of the vehicle/structures and other seating areas and its dimensions.~~
 - (c) ~~a photograph or drawing of the vehicle or plans for the area.~~
 - (d) a list of merchandise and services to be provided.
 - (e) ~~projected revenues during the term of the Site Licence.~~

From: Ally Fleck <afleck@bchealthyliving.ca> 2017-03-09 2:00:35 ...
Subject: Communities on the Move
To: Info City of Grand Forks



Good afternoon,

My name is Ally Fleck, and I am with the BC Healthy Living Alliance. I am contacting you about an innovative initiative called 'Communities on the Move' – a way to join forces with other municipalities and organizations calling for more provincial funding for active transportation and public transit. I would like to encourage Grand Forks to sign on to the declaration.

What is Communities on the Move?

The Communities on the Move declaration is intended to outline a vision for a healthy transportation system that meets the needs of all British Columbians.

- It lays out core values of safety, health, equity, environmental sustainability and economic opportunity that guide the vision and recommendations.
 - The recommendations include a call for significant provincial investments in transit, active transportation planning and facilities, and support for rural transportation, in addition to measures to enhance access among vulnerable populations and to improve safety.
- The ultimate goal is to convince provincial decision-makers to put in place the necessary funding and policy supports for a robust, active and public transportation system that serves all British Columbians.

Why endorse Communities on the Move?

The declaration will shine a spotlight on the resources needed by communities to provide residents with more and healthier transportation options.

By signing on to the declaration, you will be joining together with other local governments, health organizations, unions, community advocates and businesses to make a strong united call for the provincial government to increase investment in community infrastructure.

How to endorse Communities on the Move?

We encourage you to show your support for Communities on the Move, please visit http://www.bchealthyliving.ca/movebc_declaration/ to add your endorsement.

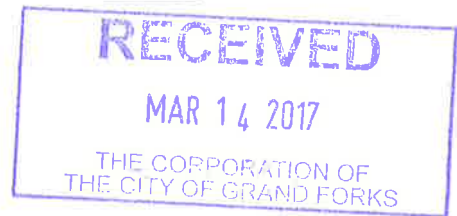
Together, we can create communities that have convenient, healthy, and affordable transportation options for all! I would be happy to speak with you by phone or e-mail if you have any questions about the declaration or the endorsement process.

Cheers,

Ally Fleck, B.Sc.
Practicum Student
BC Healthy Living Alliance
#310 – 1212 West Broadway
Vancouver, BC V6H 3V2
Tel: 604-629-1630
Fax: 604-629-1633

FILE CODE
WE3- BI- BC Healthy Living Alliance - Communities on the Move

From:  Tim Dueck <tdueck@rdkb.com> Mar 10, 2017 2:05:05 PM 
Subject: T2T
To:  Alan Stanley <astanley@rdkb.com>
Bcc:  Info City of Grand Forks
Attachments:  EarthDay2017T2T_Poster.pdf / Uploaded File (270K)



Hi All:

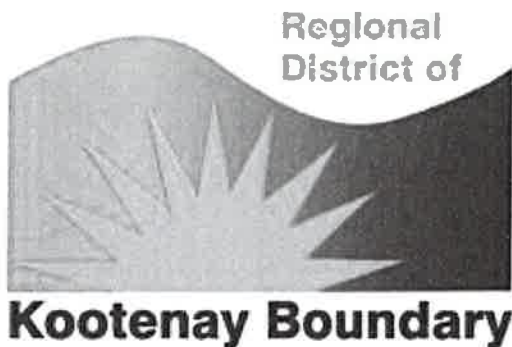
I just wanted to let you all know that the RD KB will once again be promoting Trash To Treasure as an opportunity to practice REUSE as a waste reduction activity.

Again, this year we are celebrating Earth Day by partnering with the Regional District of Central Kootenay to ask people to put their useful, but unwanted items on the curb on Saturday, April 22 for other treasure seekers to pick up.

The attached notice will be in people's post box as 'unaddressed admail' in early April. Feel free to include this information in any communications with residents.

We also want residents to know that they will be expected to bring these items back in at the end of the day and no municipal staff will be cleaning up their stuff.

If you have any questions, please do not hesitate to contact me.



Tim Dueck | Solid Waste Program Coordinator
Regional District of Kootenay Boundary
Direct: 250.368.0231 | Cell: 250.231.1183 | Main: 250.368.9148
1.800.355.7352
www.rdkb.com

FILE CODE
WE3
4 R2 - Trash to Treasure
April 22nd

The regional districts of Central Kootenay & Kootenay Boundary present...

TRASH TO TREASURE



In celebration of
EARTH DAY - 2017

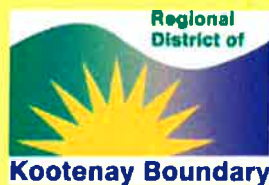
HOW TO PARTICIPATE

Collect unwanted household items

-  Place them by the curb where treasure hunters can access them without disrupting traffic
-  Create a sign to let treasure hunters know that your items are up for grabs
-  Remove all your remaining items by 4 pm

'Like' us on
Facebook!
"kNOw Waste
- RDKB"

This 1-day event is your chance to help reduce waste by giving away your used household items or claiming old treasures from your neighbours!



SATURDAY APRIL 22ND





Stash Haliuk <stashaliuk@gmail.com> writes:

I would like this matter placed on the agenda for the next meeting of Council.

In either 2003 or 2004 the City of Grand Forks, under the mayorship of Jake Raven, commissioned a study of the Cities operations by Ken Wiesner of Christina Lake. The report was 3 pronged and covered Public Works, Governance and Finance. The report was, evidently, well received and some of the recommendations were implemented. With the resignation of our current CAO it would be extremely timely to ask Mr. Wiesner to revisit this report and compare it to our current situation and to get an expert evaluation of just where we're at. There hasn't been any major changes to the City in terms of population or assets since 2003 and an evaluation would be relatively simple. We could also use Mr. Wiesners expertise in this area to help in choosing a new CAO. Mr. Wiesner is currently wintering in Arizona and will be back in Christina Lake April 2nd, and in the meantime, if required, can be contacted at kdwiser@shaw.ca. He has retained his copy of the report.

Stan Halluk

Good afternoon Mr. Halluk,

Thank you for your recommendations, and comments, on both this letter and your previous one. I, as the CEO of the Corporation, and the Mayor of our beautiful City, take pride in the position I hold. I value, and consider the recommendations of every Citizen's comments, and complaints. I will not comment on previous Elected Officials achievements, or faults, should there have been any. My focus, along with Council, is to move forward, and try to reach positive goals. The Organization, presently is solid, and we have achieved much in the short time in office. It is unfortunate, that you do not share the same views and visions for the Community, as Council and myself see. Positive approach goes a long way, and as far as I am concerned, we have reached milestones in that category. Again, it is with deep regret, that you do not share our vision, and our goals. Your letter will be put on an upcoming agenda, so hopefully, this will help.

Regards,
Mayor Konrad

FILE CODE
Halluk, Stan re
WES & CIO - City Administration
(Comments 000)

City of Grand Forks

7217 4th Street
Grand Forks, BC
V0H 1H0



March 9, 2017

RE: Annual Grand Forks Slow-Pitch Tournament July 2017

Dear Mayor Konrad and Members of City Council,

This letter is to request having a beer garden for the upcoming slow pitch tournament, July 14th - 16th at Dick Bartlett Park. We would like to have the gardens, once again, open from 5:00 PM to 10:00 PM July 14th, and 11:00 AM to 10:00 PM July 15th and 16th. We will place the gardens between the concession and park number 2 at Dick Bartlett, surrounded by a temporary fence. Security will be monitoring the area and checking ID at the entrance. We will be applying for a liquor license allowing a maximum of 100 people within the beer garden. The license will be approved by the local police before it is issued as always. A copy of the license can be provided to the city once we have received it.

Once again we are hoping to be able to use bleachers, have garbage cans, and the washrooms opened for players and spectators to be able to use.

This year we already have teams confirmed to come from Greenwood, Castlegar, Penticton, Vancouver, and possibly Trail as well. With help from the city, and city works, we have made this event a success the past two years and increased interest from many teams all over BC. We would like to continue to grow and maintain this event for many years to come. We hope to have your support in this matter and greatly appreciate your time.

Sincerely,

Sandra Poznikoff

FILE CODE
Annual G.F.
WES of E3 - Slow-Pitch Tournament
July 14-16 Request for Beer
Garden
Page 49 of 133



Backgrounder: Canada and British Columbia announce new water and wastewater projects

Backgrounder

From [Infrastructure Canada](#)

The governments of Canada and British Columbia have approved a new list of projects under the Clean Water and Wastewater Fund (CWWF), which supports the rehabilitation of community drinking water and wastewater infrastructure and the planning and design of future systems that meet drinking water and wastewater effluent standards.

The Government of Canada allocated \$225,067,721 to British Columbia under the CWWF and will fund up to 50 per cent of the eligible project costs. The Government of British Columbia will provide up to \$148.5 million and will fund 33 per cent of the eligible project costs. With local governments providing the remainder, a combined total of \$450 million will provide B.C. families with clean and reliable drinking water and wastewater services.

As part of the bilateral agreement between Canada and British Columbia, the following 144 projects have now been approved for federal funding amounting to more than \$186.6 million. Combined with provincial funding of nearly \$123.2 million and local government contributions of over \$63.4 million, more than \$373.2 million will be going toward projects across the province.

These projects are in addition to the [35 CWWF projects announced on September 30, 2016](#) as part of the signing of the Canada-British Columbia bilateral agreement.

Location	Project Name	Federal Funding	Provincial Funding	Municipal Funding	Anticipated Start Date
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Elkford	Abruzzi Heights Infrastructure Replacement Design	\$140,000	\$92,400	\$47,600	2017-02-1
Enderby	Shuswap River Water Main Crossing	\$329,700	\$217,602	\$112,098	2017-03-20
Fort Fraser	Fort Fraser Infrastructure Improvement Project	\$1,868,304	\$1,233,080	\$635,225	2018-04-2
Fruitvale	Beaver Valley Water System Davis/Eastview Improvements	\$108,150	\$71,379	\$36,771	2017-08-1
Gibsons	Water Infrastructure Renewal Program	\$618,420	\$408,157	\$210,263	2017-05-1
Gibsons	ISMP Update and Implementation	\$150,000	\$99,000	\$51,000	2017-01-1
Gold River	Beneficial Biosolids Reuse	\$298,155	\$196,782	\$101,373	2017-05-1
Grand Forks	City of Grand Forks Wastewater Treatment Facility Upgrades	\$2,005,000	\$1,323,300	\$681,700	2017-06-15
Grand Forks	City of Grand Forks 2017 Sewer Phasing Plan	\$50,000	\$33,000	\$17,000	2017-01-16

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Corporate Officer
Date: March 27, 2017
Subject: Fees & Charges Amendment Bylaw No. 1958-A2
Recommendation: **RESOLVED THAT COUNCIL give the first three readings to the Fees & Charges Amendment Bylaw No. 1958-A2; AND FURTHER instruct staff to present the Amendment Bylaw for adoption at the April 10th, 2017 Regular meeting of Council.**

BACKGROUND: The Fees and Charges Bylaw hosts most of the Fees and Charges schedules for the organization. This Amendment Bylaw is primarily a housekeeping item refresh to add additional schedules from other bylaws.

For the Campground (Schedule F), two items regarding cancellations are added to work hand in hand with the current Campground Policy. These changes have to be in place for the camping season which begins May 1, 2017 for our campground.

In addition, three new schedules are added to the Fees & Charges Bylaw:

- Schedule G – Electrical Utility Rates and Charges
- Schedule H – Garbage Collection Fees and Charges

Two Bylaws will require amendments at the same time to support these changes. These bylaws will be presented today as well.

The proposed Fees & Charges Amendment Bylaw No. 1958-A2 was introduced at the Committee of the Whole meeting on March 13. Schedule I – Business Fees was removed by Council at that meeting for further review at a later date. Section 4 of the bylaw was also adjusted to reflect a date by which the utility dates are in effect as per the Chief Financial Officers request.

This is the first three readings of the proposed Amendment Bylaw No. 1958-A2.

Proposed schedule for implementation of all bylaws:

Introduction	3 Readings	Final Reading
March 13, 2017	March 27, 2017	April 10, 2017

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

General: Housekeeping and Fees & Charges adjustment.
Financial: N/A
Policy/Legislation: Council has the authority to regulate the Fees & Charges through bylaws
Attachments: Draft Bylaw No. 1958-A2 – Fees & Charges Amendment Bylaw

Recommendation: **RESOLVED THAT COUNCIL give the first three readings to the Fees and Charges Amendment Bylaw No. 1958-A2;**
AND FURTHER instruct staff to present the Amendment Bylaw for adoption at the April 10th, 2017 Regular meeting of Council.

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

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1958-A2

A BYLAW TO AMEND THE CITY OF GRAND FORKS FEES AND CHARGES BYLAW NO. 1958

WHEREAS the Community Charter empowers Council to acquire, accept and hold any property in the Municipality for pleasure, recreation or Community uses of the public and to make regulations governing the management, maintenance, improvement, operation, control and use of such property;

AND WHEREAS Council deems it necessary and expedient to amend fees & charges;

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

1. This bylaw may be cited as the **“City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A2, 2017”**.
2. That Bylaw No. 1958, cited as “Fees and Charges Bylaw No. 1958, 2014” be amended by:
 - a. Adding under Section 3.1 “Schedule G – Electrical Utility Fees and Charges” and adding “Schedule G” to the Bylaw
 - b. Adding under Section 3.1 “Schedule H – Garbage Collection Fees and Charges” and adding “Schedule H” to the Bylaw
 - c. replacing “Schedule F – Campground Fees and Charges” with a new “Schedule F”.
3. All new and updated schedules are identified as “Appendix 1” and attached to this bylaw.
4. This bylaw shall come into force and effect on its adoption, with all consumption billed for periods ended on or after April 10, 2017.

INTRODUCED this 13th day of March, 2017.

READ A FIRST time this 27th day of March, 2017.

READ A SECOND time this 27th day of March, 2017.

READ A THIRD time this 27th day of March, 2017.

FINALLY ADOPTED this ____ day of _____, 2017.

Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1958-A2, as passed by the Municipal Council of the City of Grand Forks on this ____ day of _____, 2017.

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

Date Signed

APPENDIX 1

Updated Schedules

SCHEDULE "F"
CAMPGROUND FEES AND CHARGES

	<u>2017</u>
Tenting	\$20.00
RV Parking – No Hook-ups	\$26.00
RV Parking – Water, Sewer & 50 AMP service	\$36.00
Cancellation - Prior to 48 hours	one night camping rate as per the site reserved and the type of camping requested
Cancellation - Within 48 hours	two night camping rate as per the site reserved and the type of camping requested

- Rates are "peak" season and are subject to change as deemed necessary by the Chief Administrative Officer
- All rates include applicable taxes

SCHEDULE "G"
ELECTRICAL UTILITY
FEES AND CHARGES

	<u>Fees / Charges</u>	
Residential Service		
Basic minimum service charge	\$19.14	/month, plus
Electrical rate based on the actual consumption	\$0.12029	per KWH
Commercial/Industrial/Institutional Service		
Basic minimum service charge	\$20.71	/month, plus
Electrical rate per consumption for the first 200,000 KWH or less in a two-month billing period	\$0.12873	per KWH
Electrical rate per consumption for all usage above 200,000 KWH in a two-month billing period	\$0.09553	per KWH
Seasonal Loads (minimum period of service is three months)		
Basic minimum service charge	\$19.82	/month, plus
Electrical rate based on the actual consumption	\$0.12873	per KWH
Unmetered Service	Rate based on estimated consumption by written agreement	
Service Charges		
Existing Service Connection and Reconnection Charges	\$51.50	flat rate
New Service Installations or Upgrading of Existing Service:		
Basic Single Phase Overhead Connection		
200 amp service	\$721.00	flat rate
400 amp service	\$1,751.00	flat rate
Basic Single Phase Underground Connection (includes dip service)		
200 amp service	\$1,266.90	flat rate
400 amp service	\$2,296.90	flat rate
All other services greater than 400 amps	At Cost	At Cost
Three Phase - Overhead/Underground	At Cost	At Cost
Temporary Construction Service		
Temporary service - 100 amps or less	\$257.50	flat rate
Meter Checking		
Meter removal charge and “in-house” inspection		

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 \$75.00 administration charge

Digital Non-Radio Meter (if applicable)

Setup Charge

\$167.84

flat rate

Manual Read Charge

\$15.43

flat rate

SCHEDULE "H"
RESIDENTIAL GARBAGE COLLECTION
FEES AND CHARGES

	<u>Fee/Charge</u>
Residential Garbage Collection Service	\$11.50 per month Per residential dwelling
"Tag-A-Bag" tags for bags of garbage in excess Of the limit	1 tag for \$3.00

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Deputy Manager of Operations
Date: March 27, 2017
Subject: Bylaw 1798-A1 - Garbage Regulations and Rates Amendment Bylaw
Recommendation: **RESOLVED THAT Council gives the first three readings of the "Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017";**
AND THAT Council directs staff to present the amendment bylaw for adoption at the April 10, 2017 Regular Meeting of Council.

Background

Residential Garbage Collection Regulation Bylaw No. 1798 contains a combination of regulations, conditions, and fees. In order to simplify the process of updating the fees and charges, which is done annually, staff propose the following:

- Move the fees from Schedule "A" of Bylaw 1798 to the Fees and Charges Bylaw.

The Fees and Charges Bylaw has been set up to contain most other fee schedules for other bylaws. Consequently, annual fee charges will only require amending one bylaw rather than many.

An amendment to Bylaw 1798 (Bylaw 1945) inserted text in the incorrect section. This amendment also includes a correction to insert that text in the correct section of the bylaw.

The proposed amendment bylaw was introduced at the March 13, 2017 Committee of the Whole.

The **"Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017"** is now presented for the first three readings. A copy of the amendment bylaw is attached along with a consolidated and marked up version of Residential Garbage Collection Regulation Bylaw No. 1798.

REQUEST FOR DECISION

— REGULAR MEETING —



Benefits or Impacts of the Recommendation:

General: When annual fees are updated, this can be done by amending one bylaw instead of many.

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: This bylaw amends Bylaw 1798.

Attachments

Bylaw 1798-A1 - Garbage Regulations and Rates Amendment Bylaw

Residential Garbage Collection Regulation Bylaw No. 1798 - Consolidated

Recommendation

RESOLVED THAT Council gives the first three readings of the "Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017";

AND THAT Council directs staff to present the amendment bylaw for adoption at the April 10, 2017 Regular Meeting of Council.

OPTIONS

1. Council could choose to support the recommendation.
2. Council could choose not to support the recommendation.
3. Council could choose to refer 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. 1798-A1

A BYLAW TO AMEND THE CITY OF GRAND FORKS RESIDENTIAL GARBAGE COLLECTION REGULATION BYLAW NO. 1798, 2006

=====

The Council of the Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited for all purposes as the **“Garbage Regulations and Rates Amendment Bylaw No. 1798-A1, 2017”**.
2. Amend Bylaw No. 1798 as follows:
 - a. In section “3. Definitions”, **insert** the definition “ **‘Fees and Charges Bylaw’** means the most current Corporation of the City of Grand Forks Fees and Charges Bylaw”.
 - b. In the “Waiver of Service” definition in section “3. Definitions”, **delete**

“2.1 Every owner of a Residential Dwelling Premise within the collection area shall use the Garbage, Yard Waste and Mandatory Residential Recycling Materials collection systems established by the City of Grand Forks, pursuant to this bylaw and shall pay the rates and fees set out in Schedule “A” to this bylaw, except those who have been granted a “waiver of service” by Management Staff.”
 - c. Replace section 6 so that it reads

“Every owner of a Residential Dwelling Premise within the collection area shall use the Garbage, Yard Waste and Mandatory Residential Recycling Materials collection systems established by the City of Grand Forks, pursuant to this bylaw and shall pay the rates and fees set out in the Fees and Charges Bylaw except those who have been granted a “waiver of service” by Management Staff.”
 - d. In the second sentence of the first paragraph of Section 9, **delete** “ , as outlined in ‘Schedule A’ of this bylaw”.
 - e. In the third sentence of the first paragraph of Section 9, **delete** “ , outlined in Schedule A of this bylaw,”
 - f. In section 16, **replace** “Schedule A of this bylaw” with “the Fees and Charges Bylaw”.

- g. **Delete** Schedule "A" in its entirety and supersede it with Schedule "H" of the **Fees and Charges Bylaw**.

3. This bylaw shall come into force and effect upon adoption.

INTRODUCED this ____ day of _____.

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

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

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

FINALLY ADOPTED this ____ day of _____.

Mayor Frank Konrad

Corporate Officer Diane Heinrich

CERTIFICATE

I hereby certify the foregoing to be a true copy of Bylaw No. 1798-A1 as passed by the
Municipal Council of the City of Grand Forks
on the ____ day of _____.

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

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 1798

A BYLAW TO REGULATE THE RATES, CONDITIONS AND TERMS FOR THE COLLECTION OF RESIDENTIAL GARBAGE

=====

WHEREAS in accordance with the Community Charter, Council may, by bylaw, make provisions for regulating the rates, conditions and terms under or upon which garbage collection services may be supplied to and used by the residents of Grand Forks;

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

Title:

1. This bylaw may be cited as the **“Residential Garbage Collection Regulation Bylaw No. 1798, 2006”**.

Repeal of Existing Bylaw:

2. “Garbage Collection Regulations and Rates Bylaw No. 1600, 2000” and all amendments thereto is hereby repealed.

Definitions:

3. In this bylaw, unless the context otherwise requires:

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

“City” means the City of Grand Forks.

“Fees and Charges Bylaw” means the most current Corporation of the City of Grand Forks Fees and Charges Bylaw.

“Food Waste Recycling” means food scraps and other materials resulting from a plant or an animal and which includes the following:

- Baked goods, breads, cookies
- Eggs & Egg shells
- Cheese rinds & moldy cheese
- seafood shells
- Leftover candy and snacks
- fruit pits, seeds, etc.
- Muffin/cupcake papers

- seed/nut shells
- Coffee, including filters
- facial tissue
- Tea bags or loose tea
- paper towels
- Fish bones, skins, guts
- soiled, waxed, oily
- Meat, bones, skin, fat
- Rotten fruits & vegetables
- biodegradable paper
- clamshells, clamshells, containers, pizza boxes
- Rinds and Peelings
- Wet Newspapers
- Leftover rice & pasta
- houseplants, including soil
- disposable diapers, (contained in a paper bag)
- kitty litter, (contained in a paper bag)
- animal waste (contained in a paper bag)
- Hamster & bird cage liner waste (contained in a paper bag)

“Food Waste Recycling Collection” - means the collection of food waste contained in the green bin provided by the City”

“Garbage” means household waste generated by operations incidental to the premises, and excludes food waste recycling, recyclables and yard waste.”

“Garbage Collection Area” means the area within the boundaries of the City.

“Garbage Collector” means any person or company who collects garbage within the City.

“Garbage Collection” means the collection of residential garbage.

“Landfill Site” means the solid waste sanitary landfill site operated by the Regional District of Kootenay Boundary to service the City.

“Mixed Use Premises” means residential dwelling and commercial use within the same premises.

“Property Owner” means the registered owner of residential property within the garbage collection area and shall, where applicable, include the executor or administrator of an estate.

“Residential Dwelling” means

- Single Family Dwellings
- Duplexes
- Triplexes
- Rowhouses and Townhouses that are individually owned, are non-strata and each unit has a driveway with City street access.

“Recyclables” means glass food containers, non-refundable glass beverage containers, metal food containers, aluminum foil and non-refundable aluminum and tin cans; HDPE No. 2 un-coloured plastic, newspapers, corrugated cardboard, mixed waste paper and any other material which may be designated recyclable by the Regional District of Kootenay Boundary.

“Waiver of Service” would include

- Rowhouses
- Townhouses
- Gated Communities
- Manufactured Home Parks

that can provide proof that they have existing garbage contracts in place prior to the date that Bylaw 1937, a bylaw to amend the City of Grand Forks Garbage Collection Regulation Bylaw No.1798, 2006 was adopted.

Upon expiration of any existing Garbage Collection contract, as mentioned above, the Garbage Regulations and Rates Amended Bylaw No. 1937, 2012, will come into effect for those properties.

~~2.1 — Every owner of a Residential Dwelling Premise within the collection area shall use the Garbage, Yard Waste and Mandatory Residential Recycling Materials collection systems established by the City of Grand Forks, pursuant to this bylaw and shall pay the rates and fees set out in Schedule “A” to this bylaw, except those who have been granted a “waiver of service” by Management Staff.~~

“Yard Waste” means grass, lawn and hedge clippings, grass sod, flowers, weeds, leaves, vegetables, stalks, shrubs and tree branches less than three inches in diameter.

General Provisions:

4. All garbage generated from residential premises, as defined in this bylaw, within the garbage collection area, must be disposed of in accordance with the terms of this bylaw.
5. Garbage for pick-up shall not be placed with the garbage of others.

Provision of Service:

6. ~~Every owner of a residential dwelling, as defined in this bylaw, within the garbage collection area shall use the garbage collection system established by the City.~~ Every owner of a Residential Dwelling Premise within the collection area shall use the Garbage, Yard Waste and Mandatory Residential Recycling Materials collection systems established by the City of Grand Forks, pursuant to this bylaw and shall pay the rates and fees set out in the Fees and Charges Bylaw except those who have been granted a "waiver of service" by Management Staff. Every owner of a residential dwelling, as defined in this bylaw, within the garbage collection area shall use the garbage collection system established by the City.
7. Notwithstanding Section 6, residential dwelling units, consisting of 3 units or less, that are part of a mixed-use premise, shall arrange for their own garbage collection service.
8. "Food Waste Recycling" will be collected by the Garbage Collector, on a weekly basis, on the day specified by the Garbage Collector. Garbage will be collected by the Garbage Collector on a bi-weekly basis, on a day specified by the Garbage Collector. Yard Waste will be collected on the dates specified each year by the Garbage Collector.

Container Requirements:

9. Every owner of a residential dwelling unit, as defined in this bylaw, shall provide and maintain in sanitary condition and in good repair, a container to contain garbage. The Garbage Collector will pick up one container of garbage weighing a maximum of 22kg, every two weeks, ~~as outlined in "Schedule A" of this bylaw.~~ Owners or occupiers of residential dwelling units, as defined in this bylaw may purchase "tag-a-bag" tags for all containers of garbage in excess of the one bag limit, ~~outlined in Schedule A of this bylaw,~~ and the Garbage Collector will pick up the extra tagged garbage on garbage collection days only.

Food Waste Recycling will be collected by the Garbage Collector in the container (Green Bin) provided by the City on a weekly basis. Yard waste will be collected by the Garbage Collector nine times per year, on the dates specified by the Garbage Collector.

Yard waste may be in a can without a lid weighing a maximum of 22 kg, in compostable paper bags weighing a maximum of 22 kg, or in bundles, weighing a maximum of 22kg, to a maximum of three such containers, bags or bundles. Each bundle of tree pruning's must be three inches in diameter or less and three feet long tied in bundles not exceeding the equivalent of a garbage can.

10. The City or the Garbage Collector, designated by the City, shall not be responsible for the replacement of any containers or lids, damaged or lost, for any reason whatsoever.
11. Containers must be accessible to the Garbage Collector's pick-up route between the hours of 7:00 a.m. and 7:00 p.m. on the appropriate day of collection. The route may be changed at the discretion of the City.
12. The City may suspend collection service from properties where containers or location or design of pick-up facilities are unacceptable to the Superintendent of Public Works, but such suspension shall not waive any requirement or abate or waive any charges or rates under the provisions of this bylaw.

Prohibited Materials:

13. The Garbage Collector shall not pick up any explosive, volatile, corrosive materials, dangerous chemicals or any other material which may be dangerous to the health and/or safety of the garbage collection personnel or other members of the public, including, but not limited to, paint, batteries or solvents. The Garbage Collector is not obliged to pick up oil, fuel, equipment lubricants, controlled waste or refundable beverage containers. The Garbage Collector is not obliged to pick up recyclables.

The Property Owner is responsible for the disposal of these prohibited materials, which can be disposed of at the following locations:

Section Waste

Disposal Location

Paint

Paint Recycling Depot

Lead/Acid Batteries

Designated area at the Landfill

Oil, Fuel, Equipment Lubricants

Place of purchase will have information of where to dispose

Recyclables

Refundable Beverage
Containers

Return to place of purchase for refund
or return to the Bottle Depot

Recyclables

Recycling Depot or pickup at such times
As designated by the Regional District of
Kootenay Boundary

14. The City reserves the right to refuse or to remove all prohibited material which is not garbage.

Rates and Charges:

15. Property owners shall be responsible for all rates for garbage services for properties owned by them with the exception to those properties with existing garbage contracts in place as described in the Waiver of Service as per Section 3 of the definitions section of the bylaw.
16. The user rates and charges specified in the Fees and Charges Bylaw ~~Schedule "A" of this bylaw~~ are imposed and levied for residential garbage services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Preauthorized Pre-Payment Plan.
17. User rates not paid by the DUE DATE shall be subject to a late payment charge of 2% on the working day after the DUE DATE and monthly thereafter."
18. Residential garbage user rates shall be invoiced on a bi-monthly basis.
19. For any residential garbage service started during a bi-monthly billing period, full user rates for the period will apply.
20. Due to the fact that the City must maintain the service to all residential properties, the fee for residential garbage collection service, including the collection of food waste recycling and yard waste, shall be collected for properties which may become vacant for a period of time during the billing year.
21. All rates and charges remaining unpaid on the 31st day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein and shall be entered on the Collector's Roll as taxes in arrears.

Enforcement:

22. Any person who violates any provision of the bylaw commits an offence and is liable, on conviction, to a fine of not more than \$2,000.00.

Read a **FIRST** time this 9th day of January 2006.

Read a **SECOND** time this 9th day of January, 2006.

Read a **THIRD** time this 9th day of January, 2006.

FINALLY ADOPTED this 23rd day of January, 2006.

Mayor Neil Krog

Lynne Burch, City Clerk

CERTIFICATE

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1798
cited as "Garbage Regulations and Rates Bylaw No. 1798, 1006".

Clerk of the Municipal Council
of the City of Grand Forks

Schedule A

SCHEDULE OF RATES AND CHARGES

Residential Garbage Collection Service _____ \$10.00 per month
_____ (\$20.00 bi-monthly)
_____ Per residential
_____ dwelling unit as
_____ defined in this _____
_____ bylaw

Residential Garbage Collection Service includes:

- Maximum of one (1) container or bag every second week of garbage as defined in this bylaw.
- Green Bin provided by the City, with food waste recycling material will be collected every week.
- Yard waste collection will be collected 9 times per year.

"Tag-A-Bag" tags for bags of garbage in excess
of the one bag limit every two weeks _____ 6 tags for \$18.00

THE CORPORATION OF THE CITY OF GRAND FORKS
ELECTRICAL UTILITY REGULATORY BYLAW NO. 2015, 2015

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. 2015, 2015.”**

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 any person, company, or corporation who has opened a service account with the City for the purpose of being supplied with electrical energy 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.

Consolidated and marked up for convenience only

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;

“Fees and Charges Bylaw” means the most current Corporation of the City of Grand Forks Fees and Charges Bylaw.

“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;

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

“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:

Consolidated and marked up for convenience only

- 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 the **Fees and Charges Bylaw** ~~“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;

Consolidated and marked up for convenience only

- 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, disconnect, 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 **the Fees and Charges Bylaw** ~~"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. 1975**", "**Electrical Utility Regulatory Amendment Bylaw No. 2009, 2015**" 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.

INTRODUCED this 4th day of May, 2015

Read a **FIRST** time this 25th day of May, 2015.

Read a **SECOND** time this 25th day of May, 2015.

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Read a **THIRD** time this 25th day of May, 2015.

FINALLY ADOPTED this 15th day of June, 2015.

Mayor Frank Konrad

Corporate Officer – Diane Heinrich

CERTIFIED CORRECT

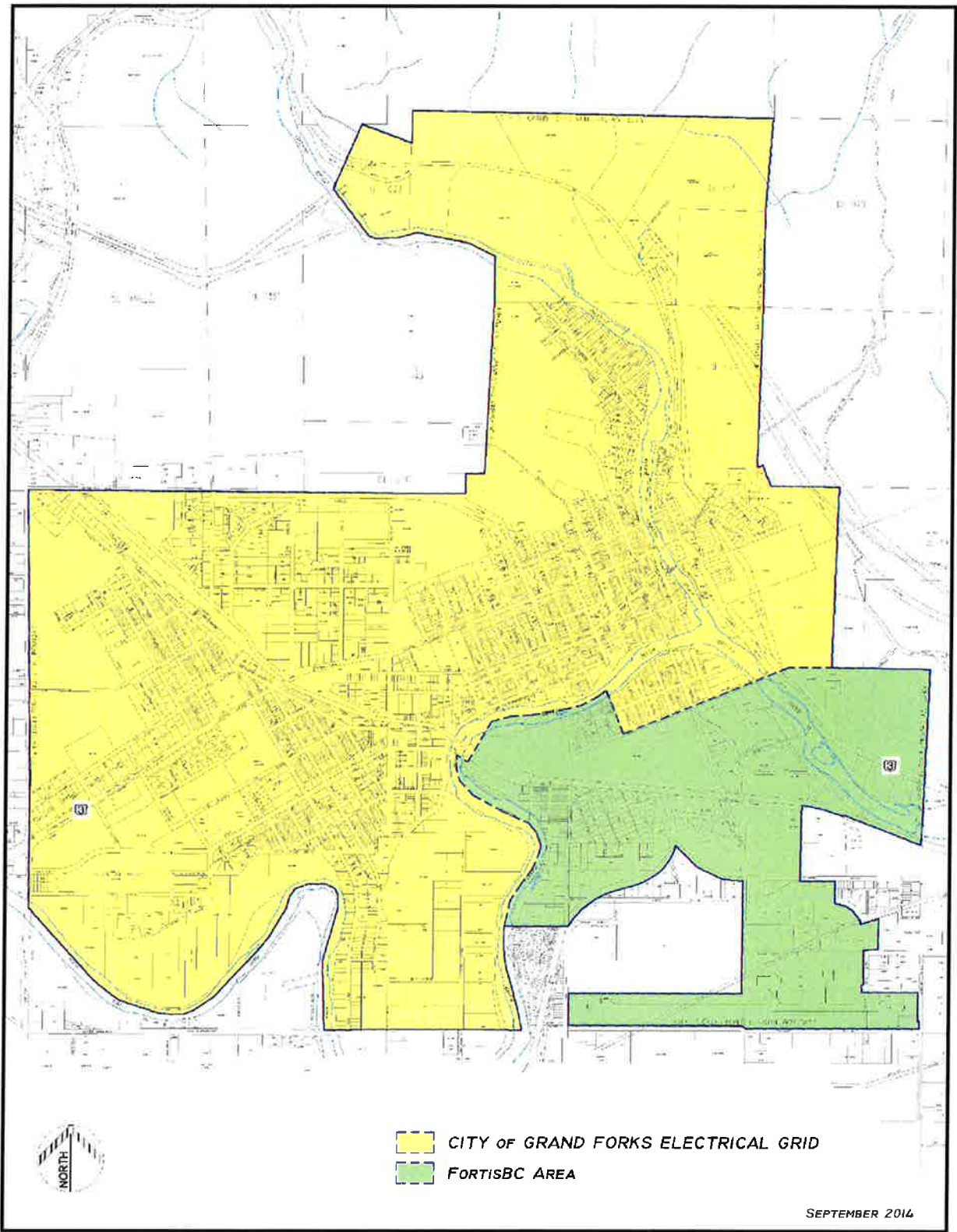
I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2015, 2015, as passed by the Municipal Council of the Corporation of the City of Grand Forks on the 15th day of June, 2015.

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

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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 the Fees and Charges Bylaw~~“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%;

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- (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, 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.
- 1.4 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.
- 1.5 The City may discontinue the supply of electrical energy for any or all of the following reasons to any property where the owner or any other person on that property using the electrical energy:
- (a) failure to comply with the rules established under this Bylaw for the use of the service;

- (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.
 - (f) failure to pay when due any user fees, charges, or taxes imposed under this or any other bylaw of the City in relation to the service.
- 1.6 The supply of electrical energy may be limited or interrupted by the City to accommodate routine maintenance or the construction of improvements to the municipal Electrical Utility.
- 1.7 Except in the case of an emergency, the City will endeavor to provide reasonable notice to affected parties of any service interruption or limitation of service.
- 1.8 Before discontinuing service due to non-compliance with any of the provisions of this bylaw, the City will:
 - (a) provide the owner and all occupiers of that property with at least thirty (30) days notice in writing of discontinuation of the service
 - (b) give the person affected the opportunity to make representations to Council in respect of such non-compliance at a regularly scheduled Council meeting that is scheduled to take place within thirty (30) days following delivery of the notice of discontinuation, provided that the owner or occupier wishing to make the representations notifies the City's Corporate Officer of their intention to do so at least 24 hours before that Council meeting.
- 1.9 Notice under Section 1.8(a) may be given by one or more of the following:
 - (a) posting notice on the property;
 - (b) providing notice on an Owner's and Occupier's electrical utility bill;
 - (c) mailing notice to the address(es) supplied by the Owner and Occupier or the address of the property;

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- (d) telephoning the Owner and Occupier, which may include speaking directly to the Owner or leaving a message at the telephone numbers supplied.
 - (e) Electronic mail (E-Mail) the Owner and Occupier at the email address(es) supplied.
- 1.10 The City is not responsible for any notice failing to reach an Owner or Occupier prior to the shut off of electrical energy.

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 the **Fees and Charges** ~~"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;

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- (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:

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- 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.
- 2.6 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.
- 2.7 New Service Installations or Upgrading of Existing Service:
- (a) Basic Single Phase Overhead Connection
The City will provide up to 30 meters of appropriate sized wire, do the connection on the customer's 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)

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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.

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:

Cost of service line extension paid by the original property owner

X

1

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)

- 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 the Fees and Charges Bylaw. ~~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 the Fees and Charges Bylaw. ~~Section 4.1 of "Schedule C".~~

6.2 Existing Service Connection and Reconnection Charges

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A fee as in the Fees and Charges Bylaw 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.

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 the Fees and Charges Bylaw. ~~Section 4.1 of "Schedule C"~~.

7.2 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.

7.3 Optional non-radio read meter

An optional service will be offered to those customers who prefer not to have a radio read meter at their service entrance. A digital non-radio read meter will be installed as an alternate to the standard digital radio read meter.

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The customer will be required to pay a onetime 'Setup Charge'. For each billing cycle thereafter the customer will be required to pay a 'Manual Read Charge' along with the regular residential service rates applicable under this bylaw.

This service may be discontinued if it is not compatible with the Technology, Practices, Procedures or Capacity of the Electrical Utility. In the event of program cancellation a refund of the setup fee will be made to any customer who subscribed to the service less than two years prior.

7.4 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 detailed in the Fees and Charges Bylaw.

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.

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 it's 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 it's 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

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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.

12. Types of Service

12.1 Residential Service

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

12.2 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.

12.3 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

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transformers at their direct cost unless otherwise specifically agreed to in writing by the City.

12.4 Temporary Construction Service

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

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SCHEDULE "C" (Deleted)

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:	\$18.58/month, plus
(b)	Electrical rate based on the actual consumption:	\$0.11679 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:	\$20.11/month, plus
(b)	Electrical rate per consumption for the first 200,000 KWH or less in a two-month billing period:	\$0.12498 per KWH
(c)	Electrical rate per consumption for all usage above 200,000 KWH in a two-month billing period:	\$0.09275 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:	\$19.24/month, plus
(b)	Electrical rate based on the actual consumption:	\$0.12498 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:

Consolidated and marked up for convenience only

- (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 customer's 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 amps 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 amps 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.

Applicable to Residential Customers

An optional service will be offered to those customers who prefer not to have a radio read meter at their service entrance. A digital non-radio read meter will be installed as an alternate to the standard digital radio read meter.

The customer will be required to pay a onetime 'Setup Charge". For each billing cycle thereafter the customer will be required to pay a 'Manual Read Charge" along with the regular residential service rates applicable under this bylaw.

This service may be discontinued if it is not compatible with the Technology, Practices, Procedures or Capacity of the Electrical Utility. In the event of program cancellation, a refund of the setup fee will be made to any customer who subscribed to the service less than two years prior.

Rate: Setup Charge: \$162.95

Manual Read Charge: \$14.98

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 the Fees and Charges Bylaw~~“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.

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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 the Fees and Charges Bylaw "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.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Manager of Operations
Date: March 27, 2017
Subject: Bylaw 2015-A2 - Electrical Utility Regulatory Amendment Bylaw – housekeeping changes
Recommendation: **RESOLVED THAT Council include in Bylaw 2015-A2 the housekeeping amendment to Appendix 1 Schedule B Section 3.5b from “five (5) years” to “fifteen (15)” years.**

-
- The department identified a minor housekeeping change required to the “City of Grand Forks Electrical Utility Regulatory Bylaw No. 2015” to be considered by Council as part of the Bylaw 2015 A-2 Amendment.
 - Under Appendix 1 Schedule B Section 3.3-3.5, a property Owner who is paying for an extension of electrical service onto their property where the extension has the capacity to serve other properties is entitled to receive a partial reimbursement from the City when an adjacent property Owner connects and pays the City for the connection.
 - Currently, the original Owner would only be entitled for reimbursement for a period of five years from the date the extension is completed.
 - However, this period is not consistent with similar provisions for latecomer agreements in the *Local Government Act* (RS2015-1-507), which provides for recovery of costs of excess or extended services for a period of up to 15 years from the completion of services (section 508(6)).
 - This proposed amendment would make Bylaw No. 2015-A2 consistent with the *Local Government Act* s.508 (attached)
 - The Bylaw 2015-A2 as amended would read “the day which is fifteen (15) years after the day on which the service line extension is completed.”
-

Benefits or Impacts of the Recommendation

General: Provides for consistency with bylaws and legislation.

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: This accompanies proposed amendment Bylaw 2015-A2 and is consistent with the *Local Government Act*.

REQUEST FOR DECISION

— REGULAR MEETING —



Attachments:

- See attachments for Request for Decision on Bylaw 2015-A2
- Local Government Act Section 508 (Latecomer Agreements)

Recommendation: **RESOLVED THAT Council include in Bylaw 2015-A2 the housekeeping amendment to Appendix 1 Schedule B Section 3.5b from “five (5) years” to “fifteen (15) years”.**

Options

1. Council could choose to support the recommendation.
2. Council could choose not to support the recommendation.
3. Council could choose to refer the matter back to staff for further information.

	
Department Head or CAO	Chief Administrative Officer

(7) If there is no community water system, the local government may, by bylaw, require that each parcel to be created by the subdivision have a source of potable water having a flow capacity at a rate established in the bylaw.

(8) As a condition of

(a) the approval of a subdivision, or

(b) the issue of a building permit,

a local government may require that the owner of the land provide works and services, in accordance with the standards established in a bylaw under this section, on that portion of a highway immediately adjacent to the site being subdivided or developed, up to the centre line of the highway.

(9) As a condition of the issue of a building permit, a local government may require that the owner of the land provide, on the site being developed, works and services in accordance with the standards established in a bylaw under this section.

(10) Requirements under subsections (8) and (9)

(a) may be made only to the extent that they are directly attributable to the subdivision or development, and

(b) must not include specific services that are included in the calculations used to determine the amount of a development cost charge, unless the owner agrees to provide the services.

(11) If the owner agrees to provide the services referred to in subsection (10) (b), the calculation of the development cost charge is subject to section 565 (2) to (5) [*deductions from development cost charges*].

RS2015-1-506 (B.C. Reg. 257/2015).

Requirements for excess or extended services

507. (1) For the purposes of this section and section 508, "excess or extended services" means

(a) a portion of a highway system that will provide access to land other than the land being subdivided or developed, and

(b) a portion of a water, sewage or drainage system that will serve land other than the land being subdivided or developed.

(2) A local government may require that the owner of land that is to be subdivided or developed provide excess or extended services.

(3) If a local government makes a requirement under subsection (2), the cost of providing the excess or extended services must be paid for

(a) by the municipality or regional district, or

(b) if the local government considers its costs to provide all or part of these services to be excessive, by the owner of the land being subdivided or developed.

RS2015-1-507 (B.C. Reg. 257/2015).

Latecomer charges and cost recovery for excess or extended services

508. (1) If the owner is required under section 507 (3) (b) to pay all or part of the costs of excess or extended services, the municipality or regional district must

(a) determine the proportion of the cost of providing the highway or water, sewage or drainage facilities that it considers constitutes the excess or extended services,

(b) determine which part of the excess or extended services that it considers will benefit each of the parcels of land that will be served by the excess or extended services, and

(c) impose, as a condition of an owner connecting to or using the excess or extended services, a charge related to the benefit determined under paragraph (b).

(2) If the owner pays all or part of the costs of excess or extended services, the municipality or regional district must pay the owner

- (a) all the latecomer charges collected under subsection (1) (c), if the owner pays all the costs, or
 - (b) a corresponding proportion of all latecomer charges collected, if the owner pays a portion of the costs.
- (3) If the municipality or regional district pays all or part of the costs of excess or extended services, it may recover costs
- (a) by a latecomer charge under subsection (1) (c),
 - (b) by a tax imposed in accordance with Division 5 [*Local Service Taxes*] of Part 7 of the *Community Charter*, other than section 211 (1) of that Act, or
 - (c) by fee imposed in accordance with section 397 [*imposition of fees and charges*] of this Act or section 194 [*municipal fees*] of the *Community Charter*.
- (4) A latecomer charge must include interest calculated annually at a rate established by bylaw, payable for the period beginning when the excess or extended services were completed, up to the date that the connection is made or the use begins.
- (5) Subject to subsection (6), latecomer charges must be collected during the period beginning when the excess or extended services are completed, up to
- (a) a date to be agreed on by the owner and the local government, or
 - (b) if there is no agreement, a date determined under the *Arbitration Act*.
- (6) No latecomer charges are payable as follows:
- (a) if there is a phased development agreement that is directly related to the construction and installation of the excess or extended services, beyond 15 years from the date the services are completed or the end of the phased development agreement, whichever is later;
 - (b) in any other case, beyond 15 years from the date the services are completed.
- (7) If an owner, in accordance with a bylaw under section 506 [*subdivision servicing requirements*], provides a highway or water, sewage or drainage facilities that serve land other than the land being subdivided or developed, this section applies.

RS2015-1-508 (B.C. Reg. 257/2015).

Completion of required works and services

- 509.** (1) Subject to subsection (2), all works and services required to be constructed and installed at the expense of the owner of the land being subdivided or developed must be constructed and installed to the standards established in the bylaw under section 506 [*subdivision servicing requirements*] before the approving officer approves of the subdivision or the building inspector issues the building permit.
- (2) Approval may be given or the permit issued if the owner of the land
- (a) deposits, with the municipality or regional district, security
 - (i) in the form and amount established in the bylaw under section 506, or
 - (ii) if no amount and form is established in the bylaw, in a form and amount satisfactory to the approving officer or building inspector having regard to the cost of installing and paying for all works and services required under the bylaw, and
 - (b) enters into an agreement with the municipality or regional district to construct and install the required works and services by a specified date or forfeit to the municipality or regional district the amount secured under paragraph (a).
- (3) As a restriction, security may not be provided under subsection (2) to a regional district in relation to the construction of a highway unless a designated highways official, as defined in the *Land Title Act*, approves the provision of security for that purpose.

RS2015-1-509 (B.C. Reg. 257/2015).

Requirement for provision of park land or payment for parks purposes

- 510.** (1) Subject to this section and section 516 (3) (h) and (4) [*phased development agreement rules*], an owner of land being subdivided must, at the owner's option,

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: March 27, 2017
Subject: Bylaw 2015-A2 - Electrical Utility Regulatory Amendment Bylaw
Recommendation: **RESOLVED THAT Council gives the first three readings of the "Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017";**
AND THAT Council directs staff to present the amendment bylaw for adoption at the April 10, 2017 Regular Meeting of Council.

Background

The "City of Grand Forks Electrical Utility Regulatory Bylaw No. 2015" contains a combination of regulations, conditions, and fees. In order to simplify the process of updating the fees and charges, which is done annually, staff propose the following:

- Move the fees from Schedule "C" of Bylaw 2015 to the Fees and Charges Bylaw.
- Incorporate the remaining items included in the old fee Schedule "C" into the terms and conditions Schedule "B".

The Fees and Charges Bylaw has been set up to contain most other fee schedules for other bylaws. Consequently, annual fee charges will only require amending one bylaw rather than many.

The proposed amendment bylaw was introduced at the March 13, 2017 Committee of the Whole.

The "Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017" is now presented for the first three readings. A copy of the amendment bylaw is attached along with a consolidated and marked up version of Bylaw 2015.

Benefits or Impacts of the Recommendation

General: When annual fees are updated, this can be done by amending one bylaw instead of many.

Strategic Impact: N/A

Financial: N/A

Policy/Legislation: This bylaw amends Bylaw 2015.

REQUEST FOR DECISION

— REGULAR MEETING —



Attachments:

- Electrical Utility Regulatory Bylaw No. 2015 - Consolidated
- Bylaw 2015-A2 - Electrical Utility Regulatory Amendment Bylaw

Recommendation

RESOLVED THAT Council gives the first three readings of the "Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017";

AND THAT Council directs staff to present the amendment bylaw for adoption at the April 10, 2017 Regular Meeting of Council.

Options

1. Council could choose to support the recommendation.
2. Council could choose not to support the recommendation.
3. Council could choose to refer 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. 2015-A2

**A Bylaw to Amend the
Electrical Utility Regulatory Bylaw No. 2015**

The Council of the Corporation of the City of Grand Forks **ENACTS** as follows:

1. This bylaw may be cited, for all purposes, as the “**Electrical Utility Regulatory Amendment Bylaw No. 2015-A2, 2017**”.
2. Amend Bylaw No. 2015 as follows:
 - a. In section 2. DEFINITIONS, insert the definition “ **‘Fees and Charges Bylaw’** means the most current Corporation of the City of Grand Forks Fees and Charges Bylaw”.
 - b. In section 3.2, replace “Schedule C” with “the Fees and Charges Bylaw”.
 - c. In section 4.2 (b), replace “ ‘Schedule C’ of this bylaw” with “the Fees and Charges Bylaw”.
 - d. In section 4.2 (d), delete “, outlined in all portions of this bylaw”.
 - e. Delete Schedule “B” and replace it with the new Schedule “B” attached as Appendix 1 of this bylaw.
 - f. Delete Schedule “C”.
 - g. Supersede Schedule “C” of Bylaw No. 2015 with Schedule “G” of the **Fees and Charges Bylaw**.
 - h. Delete Schedule “D” and replace it with the new Schedule “D” attached as Appendix 2 of this bylaw.
3. This bylaw shall come into force and effect upon adoption.

INTRODUCED this ___ day of _____, 2017.

Read a **FIRST** time this ____ day of _____, 2017.

Read a **SECOND** time this ___ day of _____, 2017.

Read a **THIRD** time this ____ day of _____, 2017.

FINALLY ADOPTED this ___ day of _____, 2017.

Mayor Frank Konrad

Corporate Officer Diane Heinrich

CERTIFIED CORRECT

I hereby certify the foregoing to be a true copy of Bylaw No. 2015-A2 as adopted by the
Municipal Council of the City of Grand Forks on the day of _____, 2017.

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

Appendix 1

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 the Fees and Charges Bylaw 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, 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.
- 1.4 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.
- 1.5 The City may discontinue the supply of electrical energy for any or all of the following reasons to any property where the owner or any other person on that property using the electrical energy:
- (a) failure to comply with the rules established under this Bylaw for the use of the service;
 - (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.
 - (f) failure to pay when due any user fees, charges, or taxes imposed under this or any other bylaw of the City in relation to the service.
- 1.6 The supply of electrical energy may be limited or interrupted by the City to accommodate routine maintenance or the construction of improvements to the municipal Electrical Utility.
- 1.7 Except in the case of an emergency, the City will endeavor to provide reasonable notice to affected parties of any service interruption or limitation of service.
- 1.8 Before discontinuing service due to non-compliance with any of the provisions of this bylaw, the City will:
 - (a) provide the owner and all occupiers of that property with at least thirty (30) days notice in writing of discontinuation of the service
 - (b) give the person affected the opportunity to make representations to Council in respect of such non-compliance at a regularly scheduled Council meeting that is scheduled to take place within thirty (30) days following delivery of the notice of discontinuation, provided that the owner or occupier wishing to make the representations notifies the City's Corporate Officer of their intention to do so at least 24 hours before that Council meeting.
- 1.9 Notice under Section 1.8(a) may be given by one or more of the following:
 - (a) posting notice on the property;
 - (b) providing notice on an Owner's and Occupier's electrical utility bill;
 - (c) mailing notice to the address(es) supplied by the Owner and Occupier or the address of the property;
 - (d) telephoning the Owner and Occupier, which may include speaking directly to the Owner or leaving a message at the telephone numbers supplied.
 - (e) Electronic mail (E-Mail) the Owner and Occupier at the email address(es) supplied.

- 1.10 The City is not responsible for any notice failing to reach an Owner or Occupier prior to the shut off of electrical energy.

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 the Fees and Charges 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.
 - 2.6 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.
 - 2.7 New Service Installations or Upgrading of Existing Service:
 - (a) Basic Single Phase Overhead Connection
The City will provide up to 30 meters of appropriate sized wire, do the connection on the customer's 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)
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.

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:

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

- ~~five (5) years~~ fifteen (15) years
- (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 the Fees and Charges Bylaw.

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 the Fees and Charges Bylaw.

6.2 Existing Service Connection and Reconnection Charges

A fee as in the Fees and Charges Bylaw 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.

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 the Fees and Charges Bylaw.

7.2 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.

7.3 Optional non-radio read meter

An optional service will be offered to those customers who prefer not to have a radio read meter at their service entrance. A digital non-radio read meter will be installed as an alternate to the standard digital radio read meter.

The customer will be required to pay a onetime 'Setup Charge'. For each billing cycle thereafter the customer will be required to pay a 'Manual Read Charge' along with the regular residential service rates applicable under this bylaw.

This service may be discontinued if it is not compatible with the Technology, Practices, Procedures or Capacity of the Electrical Utility. In the event of program cancellation a refund of the setup fee will be made to any customer who subscribed to the service less than two years prior.

7.4 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 detailed in the Fees and Charges Bylaw.

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.

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.

12. Types of Service

- 12.1 Residential Service

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

12.2 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.

12.3 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.

12.4 Temporary Construction Service

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

Appendix 2

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 the Fees and Charges Bylaw.
- 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 the Fees and Charges Bylaw.

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.

REQUEST FOR DECISION

— REGULAR MEETING —



To: Mayor and Council
From: Chief Financial Officer
Date: March 27, 2017
Subject: Five Year Financial Plan Bylaw No. 2036
Recommendation: **RESOLVED THAT COUNCIL** give first three readings to the Five Year Financial Plan Bylaw 2017-2021, No. 2036.

BACKGROUND:

Sections 165 and 166 of the Community Charter require a municipality to adopt a five-year financial plan annually, before the annual property tax bylaw is adopted, and to include public consultation as part of the process prior to adoption of the financial plan.

After conducting five public workshops during January and February, staff was instructed to present Council with three options for tax revenue increases to incorporate into the financial plan. These options were presented to the Committee of the Whole on March 13, 2017, during introduction of the bylaw, in order to select one for three readings of the bylaw.

The Committee of the Whole passed a resolution for the financial plan bylaw to include a 3.5% increase in tax revenues over and above the additional revenues resulting from assessment increases. This increase will provide for an additional \$125,062 towards infrastructure renewal and replacement.

There is one minor change which has been made to the operating budget since its introduction on March 13. An additional expense of \$7,671 has been included for the City's contribution to the Regional District of Kootenay Boundary to fund a transit shortfall.

The Five Year Financial Plan Bylaw for 2017-2021, along with ancillary schedules, is presented here for three readings.

Benefits or Impacts of the Recommendation:

General: Adoption of a five-year financial plan is an annual requirement of the Community Charter. The 2017-2021 Financial Plan sets out the proposed funding sources, expenditures and transfers to and between funds for the current and additional four fiscal years.

Strategic Impact: The Financial Plan has been developed by applying the objectives and policies of Asset Management Financial Policy 808 towards achieving a goal of financial sustainability.

REQUEST FOR DECISION

— REGULAR MEETING —



Financial: Preparation of an annual budget and financial plan allows the City to ensure that adequate provision is made to meet its short and long-term operational and capital financial needs.

Policy/Legislation: Section 165 of the Community Charter
Asset Management Financial Policy No. 808.

Attachments: Draft Five Year Financial Plan Bylaw No. 2036

Recommendation: RESOLVED THAT Council gives first three readings to the Five Year Financial Plan Bylaw 2017-2021, No. 2036.

OPTIONS:

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

	
Department Head or CAO	Chief Administrative Officer

THE CORPORATION OF THE CITY OF GRAND FORKS

BYLAW NO. 2036

A Bylaw to Establish the Five Year Financial Plan For the Years 2017 - 2021

WHEREAS in accordance with Section 165 of the *Community Charter*, the Council is required to adopt a Five Year Financial Plan annually before the adoption of the annual property tax bylaw;

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

1. Schedule "A" attached hereto and forming part of this bylaw is hereby adopted as the Statement of Objectives and Policies for the Five Year Financial Plan for the years 2017 to 2021.
2. Schedules "B" and "C" attached hereto and forming part of this bylaw are hereby adopted as the Financial Plan schedules of proposed funding sources, expenditures, and transfers between funds for the years 2017 to 2021.
3. This bylaw may be cited, for all purposes, as the "Five Year Financial Plan Bylaw, 2017-2021, No. 2036".

INTRODUCED this 13th day of March, 2017.

Read a **FIRST** time this 27th day of March, 2017.

Read a **SECOND** time this 27th day of March, 2017.

Read a **THIRD** time this 27th day of March, 2017.

FINALLY ADOPTED on this 10th day of April, 2017.

Mayor Frank Konrad

Corporate Officer Diane Heinrich

C E R T I F I C A T E

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 2036,
as adopted by the Municipal Council of the City of Grand Forks
on this 10th day of April, 2017.

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

**CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw 2036
Schedule "A" Statement of Objectives and Policies**

In accordance with Section 165 (3.1) of the Community Charter, The City of Grand Forks is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Objective:

- For operations, to maintain annual increases to a level that approximates the annual increase in inflation unless a specific program or project is identified that requires tax revenue funding.
- For capital and fiscal, to review and address annually the long term needs for capital infrastructure.

Policies

- After an initial correction period, ensure that property tax increases remain as stable as possible over time and within 2 percent above inflation.
- Increase utility rates consistently over time, between 3 and 4 percent, to fund the asset management capital reserves.
- Evaluate and set user fees and charges fairly for the services received.
- Set taxes, fees and charges to achieve full cost recovery, where appropriate, for operating costs.
- Periodically review fees and charges to ensure that they account for inflation and changes in the level of service provided.
- Encourage the use of alternate revenue resources instead of property taxes.

Revenue Source	Amount	% of Total Revenue
Property Value Taxes	\$ 3,816,587	17.6%
Parcel Taxes	161,226	0.7%
Fees and Charges	7,512,874	34.6%
Other Sources	5,435,392	25.0%
Proceeds from Borrowing	1,428,784	6.6%
Reserve Funding	3,383,800	15.6%
TOTAL	\$ 21,738,663	100.0%

Distribution of Property Taxes

Objective:

- To ensure property taxes and rates are sufficient to meet the City's short and long-term needs.
- To ensure equity among the property classes by reviewing the ratios of property class allocations annually.

Policies:

- Conduct periodic reviews of taxes paid by individual classes.
- Consider tax shifts or redistributions only where a full comprehensive analysis and impact is undertaken.
- Where a tax shift is required, consider a gradual phase-in to allow the properties in the class to adjust their budgets accordingly.
- In establishing property tax rates, take into consideration:
 - The amount of property taxes levied as compared to other municipalities.
 - The property class conversion ratio as compared to other municipalities.
 - The tax share borne by each property class
 - The tax ratios of each property classification

The 2017 distribution of property taxes rates among the different classes has not yet been determined. The following distribution is based on rate multiples consistent with prior years:

Property Class	Rate Multiple	% of Property Value Tax
01 Residential	1.00	54.20%
02 Utilities	7.95	1.32%
04 Major Industry	8.63	22.07%
05 Light Industry	2.93	1.43%
06 Business	2.39	20.95%
08 Recreation/Non Profit	0.80	0.03%
09 Farm	1.08	0.01%
TOTAL		100.00%

Permissive Tax Exemptions

Objective

- Optimize the provision of charitable and not for profit services for the benefit of Grand Forks residents.
- Provide property tax exemptions as permitted under the Community Charter in a consistent and fair manner.
- Restrict the provision of exemption to those providing an extension to City services and minimize the impact on City revenues.

Policies

- Grand Forks residents must be primary beneficiaries of the organization's services and the services provided must be accessible to all members of the public.
- In guiding and approving permissive tax exemptions, Council will take into consideration:
 - Not-for-profit occupiers of City property for the duration of their occupancy.
 - Land and improvements surrounding a statutorily exempt building for public worship.

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw 2036
Schedule "B" Five Year Financial Plan 2017-2021

	2017	2018	2019	2020	2021
	Budget	Budget	Budget	Budget	Budget
Revenues					
Property Taxes	\$ 3,698,273	\$ 3,827,713	\$ 3,961,683	\$ 4,100,342	\$ 4,243,854
Parcel and Frontage Taxes	161,226	161,226	161,226	161,226	5,826
Grants in Lieu of Taxes	15,780	16,332	16,904	17,496	18,108
Percentage of Revenue Tax	102,534	104,000	104,000	104,000	104,000
Sales of Services and User Fees	7,512,874	7,779,026	8,037,607	8,305,239	8,582,238
Grants	5,116,179	999,000	965,000	970,000	975,000
Other Revenues	319,213	244,500	507,248	507,248	507,248
Total Revenues	16,926,079	13,131,797	13,753,668	14,165,551	14,436,274
Expenses					
Purchases for resale	3,505,300	3,575,406	3,646,914	3,719,852	3,794,249
General Government	1,182,590	1,083,602	1,099,524	1,120,864	1,142,631
Protective Services	928,111	821,794	798,381	814,178	830,292
Transportation Services	1,196,464	1,220,393	1,244,801	1,269,697	1,295,091
Environmental & Health Services	220,300	224,706	229,200	233,784	238,460
Public Health Services	94,202	96,086	98,008	99,968	101,967
Planning and Development	564,333	370,193	376,627	383,190	389,884
Parks, Recreation and Cultural Services	1,294,800	1,260,386	1,279,107	1,298,202	1,289,379
Water Services	814,413	830,701	847,315	864,261	881,546
Electrical Services	701,766	715,801	730,117	744,719	759,613
Wastewater Services	720,547	734,958	749,657	764,650	779,943
Amortization	1,859,889	2,042,696	2,113,317	2,136,467	2,210,701
Debt Interest	120,786	162,319	313,756	288,969	287,502
Total Expenses	13,203,501	13,139,041	13,526,724	13,738,801	14,001,258
Surplus (Deficit) for the year	\$ 3,722,578	\$ (7,244)	\$ 226,944	\$ 426,750	\$ 435,016
Adjusted for non-cash items					
Amortization	1,859,889	2,042,696	2,113,317	2,136,467	2,210,701
Total Cash from Operations	\$ 5,582,467	\$ 2,035,452	\$ 2,340,261	\$ 2,563,217	\$ 2,645,717
Adjusted for Cash Items					
Proceeds from Borrowing	1,428,784	5,100,000	-	-	-
Capital Expenditures	(8,702,250)	(7,175,000)	(2,234,000)	(2,187,000)	(1,847,000)
Debt Principal Repayments	(314,789)	(370,007)	(479,261)	(433,200)	(311,310)
Transfer from Reserves	3,383,800	2,075,000	2,234,000	2,187,000	1,847,000
Transfer to Reserves	(1,100,000)	(1,400,000)	(1,600,000)	(1,900,000)	(2,100,000)
Transfer to Surplus	(278,012)	(265,445)	(261,000)	(230,017)	(234,407)
	\$ (5,582,467)	\$ (2,035,452)	\$ (2,340,261)	\$ (2,563,217)	\$ (2,645,717)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CORPORATION OF THE CITY OF GRAND FORKS
5 Year Financial Plan Bylaw 2036
Schedule "C" Five Year Financial Plan 2017-2021

CAPITAL EXPENDITURES - 2017			FUNDED FROM													
Description	Fund	Amount	General	Electrical	Water	RESERVES			Gas Tax	Slag	DEBT	GRANTS	OTHER			
			Capital	Capital	Capital	Sewer	Capital	Equipment						Land Sales		
2016 Carry Forward Projects																
Silver Kettle Sidewalk	General	150,000	150,000													
Public Works Fuel Tanks	General	75,000	75,000													
Whispers of Hope Roof	General	15,000	15,000													
5 tonne Dump Truck	General	250,000				250,000										
T-Tech trailer	General	13,679				13,679										
GIS Phase 2	General	2,759	2,759													
Riverside Reconnector	Electrical	7,395		7,395												
Electrical Substation Engineering	Electrical	48,709	48,709													
West Side Fire Protection	Water	928,784									928,784					
Water/Sewer Scada	Water	5,575						5,575								
Residential Water Meter Project	Water	22,538							22,538							
Well #3 Pump and Motor	Water	13,981	13,981													
5th Street Watermain Replacement	Water	312,428														
Wastewater Treatment Plant UV	Sewer	457,675						151,009								
Headworks Grinder	Sewer	34,343						34,343							306,666	
Water/Sewer Scada	Sewer	5,575						5,575								
3rd Street Sewer Main Repair	Sewer	35,309	35,309													
2017 New Projects																
Public Works Upgrades	General	20,000	20,000													
JD Park Stadium Paddling	General	15,000								15,000						
Service Truck Replacement	General	60,000	60,000													
PW Photocopier	General	15,000	15,000													
Expo Sign changes	General	35,000														
Library HRV	General	12,000								35,000						12,000
Public Works - 22nd Street	General	750,000	250,000								500,000					
Wayfaring Signs	General	65,000								65,000						
LED Lighting	General	50,000								50,000						
Emergency Repair Fund	General	50,000	50,000													
Flood Plain Mapping & Dike Restoration	General	50,000	50,000													
Holder Replacement	General	200,000														
Airport AWOS Upgrade	General	220,000				200,000										
Transformer Replacement Programs	Electrical	80,000	80,000													
Substation Engineering	Electrical	500,000	500,000													
City Park Lift Station Upgrade	Sewer	15,000	15,000			15,000										
Bio-Solids Land Application Plan	Sewer	25,000														
Sewer Main Relining	Sewer	25,000	25,000													
Wastewater Treatment Plant Upgrades	Sewer	4,010,000	682,000													
Sewer Phasing Plan	Sewer	100,000	17,000													
Sewer Lift Station Pumps	Sewer	15,000	15,000			15,000										
Water Supply & Conservation	Water	11,500			11,500											
GRAND TOTAL		8,702,250	2,174,758	7,395	11,500	30,000	483,679	196,502	334,966	165,000	1,428,784	3,882,666				12,000