

RSP Manual

City of Summerside

Electric Utility

(Effective March 1, 2011)

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A. Introduction

RSP A-1

The purpose of this manual is to define the scope and application of policies and electricity rates for the City of Summerside Electric Utility (hereafter called the City) service areas in the Province of Prince Edward Island.

**Purpose
of this Manual**

The rates and policies of the City are set by the City Council for customers within the boundaries of the City of Summerside. The rates and policies of the City are set by regulations made pursuant to the Section 46 of the Electric Power Act for customers outside the boundaries of the City of Summerside. This manual applies to all customers of the City and is filed with the Island Regulatory and Appeals Commission as required by the Electric Power Act and each section is effective on the date indicated on the pages in that section.

This manual is intended for the following audiences:

- Customers of the City
- City Employees
- City Council
- The Island Regulatory and Appeals Commission

Audience

This Rate and Schedules Policy Manual and the latest authorized edition of the Canadian Electrical Code, and any amendments or additions thereto made from time to time, shall apply to all electrical installations connected to and supplied from the Utility's power system.

General

B. Definition of Terms

RSP B-1

A record of a Customer's business transactions with the City for electricity consumed and services rendered.

Account

Three or more self-contained dwelling units each having a separate entrance from a common hallway, lobby, or stairway.

Apartment Building

Any person who applies or on whose behalf an application is made for any service provided by the City (i.e. a potential Customer).

Applicant

The period of time for which a Customer is billed for services provided by the City.

Billing Period

A natural person or legal entity with whom the City has a business relationship. This can be an individual, an organization or group and can include a prospective customer.

Business Partner

A building used primarily for public worship.

Church

The generation, transmission and Distribution Systems up to the Delivery Point, together with the Metering Equipment provided, owned, and maintained by the City.

City Facilities

The City's total cost of extending its facilities. For standard overhead distribution facilities, the Construction Charge is the estimated cost times the contribution ratio specified under "Section O - Extension of Overhead Facilities Charges."

Construction Charge

One or more contracts grouped together which set the terms and conditions of the City's relationship with a Business Partner.

Contract Account

The Council of the City of Summerside as provided for under the City of Summerside Act dated 1994 and all proceeding amendments

Council

An individual, partnership, organization, corporation, institution, or business that is receiving or has received electrical energy or electrical services from the City

Customer

All facilities beyond the Delivery Point provided, owned, and maintained by the Customer (excluding Metering Equipment).

Customer Facilities

B. Definition of Terms

RSP B-2

The place defined by the City at which the Customer's Facilities and the City's Facilities are connected. Delivery Point is more specifically defined in Section K - Connection of Customer Facilities, Delivery Point.

Delivery Point

All interests in land, structures, lines, transformers, and other facilities employed between the transmission system and the Delivery Point of the Customer.

Distribution System

A private suite of rooms used for living purposes in which the occupants have free access to all rooms.

Dwelling

A holding on which agricultural operations are carried out. Agricultural operations include the production of field crops including grain, vegetables, seed and forage crops, animal and dairy products including milk, cream, eggs, meat and poultry products, poultry hatcheries, nurseries and greenhouses for the production of crops or bedding plants, fur farms, apiaries, fish hatcheries and fish farms.

Farm

A Farm may be operated by the operators labour alone or with the assistance of members of the household or hired employees, or it may be operated by a partnership, corporation or other organization.

Rate Categories for Customers who use electricity for all purposes other than those specifically covered under the Residential, Industrial, street lighting or unmetered service categories.

General Service

Rate Categories for Customers who use electricity chiefly for manufacturing, assembly or processing of goods, or the extraction of raw materials.

Industrial Service

The Island Regulatory and Appeals Commission as established by the Island Regulatory and Appeals Commission Act R.S.P.E.I. 1988, Cap. I-11, as amended.

IRAC

Meters and associated equipment, approved by Measurement Canada (or such other authority as may be from time to time charged with such responsibility), required for measuring demand and/or energy supplied to the Customers.

Metering Equipment

The place specified by the City at which power and energy supplied to a Premises are measured.

Metering Point

B. Definition of Terms

RSP B-3

Overhead secondary cable or conductors, together with their supports, extending from the City's overhead Distribution System to the Delivery Point.

**Overhead
Service Loop**

One of the following:

- A complete building such as an office building, factory, or house;
- Part of a building such as a suite of offices in an office building or an apartment in an Apartment Building; the part of the building occupied must be adjoining and include no space not controlled by the Customer;
- Group of buildings served by one electric service considered as one Customer for billing purposes.

Premises

The Dwelling used most of the time by a Customer in a year.

**Principal
Residence**

Grouping of Customers to which a specific rate schedule applies.

Rate Category

Those facilities provided, owned and maintained by the City for which the Customer pays a rental charge.

**Rental
Facilities**

Rate Categories for domestic use, use in Churches and Farms.

**Residential
Service**

Premises used exclusively for the care of the elderly or disabled.

**Special Care
Establishment**

The standard coding system implemented by the Government of Canada for arranging producing units into industries. The City uses the SIC coding to assign the appropriate Rate Category to a Customer.

**Standard
Industrial
Classification
(SIC)**

Temporary Facilities are the City Facilities that are not expected to remain in place for the duration of their normal life cycle.

**Temporary
Facilities**

Customer owned underground secondary cables or conductors extending from the Delivery Point to the Customer's service entrance.

**Underground
Service Loop**

C. Authority, Authorizations and Contracts

RSP C-1

The City of Summerside Electric Utility is subject to the Electric Power Act with respect to the rates, ancillary charges and conditions of service established by it for services rendered. The Act and regulations thereunder delegate this responsibility to the City Council for customers served within the boundaries of the City. The Act also requires that rates and ancillary charges for customers outside the boundary of the City be no more than those rates and ancillary charges within the boundaries of the City and that terms and conditions of service be no less favourable than those within the boundaries of the City in their entirety. The City Council remains responsible for the policy, management, direction and supervision of the utility.

Authority and Authorizations

If any dispute arises between the City and a customer over the interpretation or application of these rates or policies in this manual, the matter may be referred to the City Council for customers within the boundaries of the City or to the Island Regulatory and Appeals Commission for customers outside the boundary of the City.

Appeals

By accepting service under the applicable terms and conditions of the City's rate schedules listed in this manual, the Customer has contracted with the City to abide by the applicable conditions found in this Rate Schedules and Policies Manual.

Contracts

D. Provision of Service

RSP D-1

An Account is set up in the name of the Applicant(s) when service is required. The Applicant(s) must be the owner(s) or occupant(s) of the Premise for which service is required. The Applicants are required to provide proof of their identity.

Initiation of Service

The City will, as promptly as practicable, provide service in accordance with these policies. Electric service will be provided if the installation satisfies the requirements of these policies, the City's Service Entrance Standards and the requirements pursuant to the P.E.I. Electrical Inspection Act.

An Account may be transferred to another Applicant at no charge if the Applicant accepts responsibility for any billed or unbilled services for that Account. In all other cases, a meter reading is required and the Applicant is charged for the transfer of service. Fees charged for connections and reconnections are detailed in Section O - Fees and Charges, Service Call Fees and Connection and Reconnection Charges.

Notwithstanding the foregoing, the City reserves the right to refuse to provide or continue to provide service if any of the following occur:

Refusal of Service

- such service would unduly interfere or does interfere with the City's electrical service to other Customers or the City's own equipment;
- There are safety considerations at the Premises to be served or being served;
- Service would contravene law, including orders or regulations of lawfully constituted public agencies;
- The Applicant/Customer owes the City for service furnished at the same or another address;
- The Applicant/Customer refuses to pay any required security deposit;
- The Applicant/Customer fails to provide, or continue to provide, acceptable access to the service equipment.
- police authorities have advised the City to avoid the premise;

If City Facilities or Rental Facilities on the Customer's Premises are damaged by other than ordinary wear and tear, the Customer will pay the City the charges associated with repairing or replacing these facilities.

Obligations of Customers

All Applicants or Customers requesting Industrial Service with an expected load of 750 kW or more are required to sign a contract. The contract must include the name, signature and title of the Applicant's signing officer and corporate seal if applicable.

Contracts

D. Provision of Service

RSP D-2

The City shall have the right to enter the premises of the Customer at all reasonable hours for the purpose of inspecting, meter reading, maintenance or replacement of City's facilities or rental equipment and the application of the City's rates schedules and policies. The Customer's refusal to grant to City personnel access to the City's facilities and rental equipment may result in disconnection of service.

**Accessibility to
City Owned
Equipment**

When suitable arrangements cannot be made for the Customer's meter to be periodically read at the normal reading time, the City may require modifications to the metering facilities. The cost of such modifications shall be borne by the Customer.

Only authorized employees and agents of the City shall be allowed to make any repairs or adjustments to any meter or other City facilities. The Customer shall be held responsible for tampering or interfering with the City's meter(s) or other equipment installed on the Customer's premises.

E. Security Deposits

RSP E-1

A security deposit, when required, must be paid before service is provided.

**Deposit
Requirements**

Residential

A security deposit is required from residential Customers for a connection of service unless:

- the Customer has a satisfactory payment history on another account with the City.
- the Customer supplies a good credit reference from another electric utility.

Large Industrial:

A security deposit may be required if the customer has an unsatisfactory payment history with the City.

Other Rate Categories

All new General Service, Small Industrial, streetlight, area light, unmetered and rental service Customers will pay a deposit before connection or re-connection except:

- municipal, provincial or federal government agencies;
- local service districts;
- publicly owned schools and hospitals;
- existing General Service and Industrial Customers with satisfactory credit history with the City who require a service connection at another location.

Security deposits may be in the form of cash, unconditional letters of guarantee from Chartered Canadian Banks or Trust Companies, bearer bonds guaranteed by the Government of Canada, the Province of Prince Edward Island or the City of Summerside, or surety bonds issued by duly authorized companies.

**Forms of
Deposits**

The amount of security deposit for all Applicants/Customers is the greater of two operating months' estimated billing or \$100.

**Deposit
Amounts**

E. Security Deposits

RSP E-2

The interest rate for a cash deposit is set at the beginning of the calendar quarter in which it is received.

- residential deposits - the rate prevailing on Government of Canada one year Treasury Bills.
- General Service and industrial deposits - the rate prevailing on two year Government of Canada bonds.

**Deposit
Duration and
Interest**

Interest on all cash security deposits is compounded semi-annually as long as any portion of the deposit remains.

Residential, General Service and Industrial Accounts are reviewed periodically and deposits will be refunded as a credit to the Account for which the deposit was held if the Customer has established a satisfactory payment history. Residential Customer deposits are reviewed twelve months after a deposit is made, General Service and Industrial Customer deposits are reviewed twenty-four months after a deposit is made. If the Customer has established a satisfactory payment then the security deposit is refunded. Otherwise an extension may be required. Interest on security deposit extensions is calculated at the interest rate prevailing at the time of the extension.

F. Billing and Payments

RSP F-1

The City does not permit the initiation of a multiple metered Account that sums two or more Metering Points. For all new Customers, each Metering Point is a separate Account. If an existing multiple metered Premises requires a new service, reconnection or upgrade for any reason (including a change in ownership), each meter will be billed as a separate Customer Account.

**Metering
Procedures**

When new buildings are constructed for services which combine a business operation and a Dwelling, owners must provide for the installation of separate meters. When major alterations are made to buildings or the wiring of buildings already containing combined service, owners must provide for the installation of separate meters.

If, in the opinion of the City, metering is not practical and usage of electricity is uniform and can be easily estimated, Customers may be provided unmetered service. In such cases, no metering device is employed to record either the Demand or Energy.

**Unmetered
Service**

Every bill for metered service will show the last date the meter was read, the number of days in the Billing Period, the number of kilowatt hours (and the demand, if any), and will identify the appropriate Rate Category.

The Bill

The City will assist Customers in checking the amounts indicated on their bills when requested to do so.

The City normally reads the Customer's meter every Billing Period. An exception is Residential Service to seasonal Customers, where consumption is estimated at zero for the months in which the meters cannot be read.

**Estimated
Billing**

An estimated bill may be issued for any Billing Period in which any of the following has occurred:

- The City has taken appropriate and reasonable measures to read a Customer's meter but cannot gain access to read the meter;
- The Customer has denied acceptable access to the City's representative to read the meter;
- Circumstances beyond the City's control make an actual meter reading very difficult.

Estimated bills are payable in all respects as if they were based on actual meter readings.

F. Billing and Payments

RSP F-2

The Customer will inform the City regarding the use of the service. Based on this information, the City then establishes the applicable Rate Category.

**Establishment
of Rate
Category**

Any Customer whose use of service changes such that the Customer is subject to a different Rate Category will notify the City of this change. The City will then determine the applicable Rate Category and back bill or refund the Customer as appropriate.

All bills for service are due when rendered and are subject to a late payment charge when payments are received after the date specified on the bill. The late payment charge is calculated on the amount unpaid as of the date of the next billing except for large industrial Customers. Late payment charges are not prorated.

**Payment Terms
and Late
Payment
Charges**

For large industrial Customers the late payment charge is calculated on any amount unpaid 30 days from the date of issue of the bill and is computed from the issue date to the date of receipt of payment.

Accounts are in arrears if there is any outstanding balance at the date of the next billing. Late payment charges are listed in Section O - Fees and Charges, Late Payment Charges.

If a difference of opinion arises regarding the accuracy of the Metering equipment, and the City and the Customer are not able to resolve the dispute, then either the City or the Customer may request that Measurement Canada conduct an accuracy test in accordance with the Electricity and Gas Inspection Act R.S.C. Ch. E-4. If the Customer initiates the request, it will be in writing.

**Metering
Accuracy**

If the test results indicate that the meter's accuracy is not within the allowable limits as set out in the above Act, the Customer's Account will be adjusted in accordance with the provisions of the Act.

If the test results indicate that meter accuracy is within allowable limits and the Customer initiated the request, the Customer will be charged a service call fee specified under Section O - Fees and Charges, Service Call Fees. If the test results indicate that meter accuracy is within allowable limits and the City initiated the request, no service call fee will be charged.

F. Billing and Payments

RSP F-3

The City will ensure that any billing error is explained to the Customer and a correct bill is issued. Billing corrections for large industrial Customers are made in accordance with contractual agreements. If a Customer has been over billed, the City will reimburse the difference between the amount billed and the amount the Customer should have been billed.

**Billing Errors,
Rebates and
Back Billing**

Customers will be compensated at the Bank Prime Lending Rate (based on the weighted average monthly prime rate). Interest is compounded monthly.

Customers under billed as a result of their illegal acts or willful damage or interference with equipment used to record the consumption of energy, are back billed for the full error over the time the error is deemed or determined to have existed. In all other cases the back billing is limited to six months. The provisions of the Electricity and Gas Inspection Act R.S.C. Ch. E-4 apply.

The Goods and Services Tax applies to all rates and charges in section N, O-1, and O-2, with the exception of Late Payment Charges in section O-2.

**The Goods and
Service Tax**

The Goods and Services Tax applies only to the amount of contribution to be paid by the customer, based on the rates and charges in section O-3 and O-4.

G. Services Available to Customers

RSP G-1

Equalized Billing

Eligibility

Equalized billing is available to:

- residential Customers;
- Special Care Establishments;
- General Service and industrial Customers with less than 100 kW of maximum monthly metered demand or, if they have no demand meter, less than 25,000 kWh monthly energy use.

Equalized billing payment amounts include:

- monthly service charges;
- energy charges;
- demand charges, as applicable;
- rental charges for area lights, and poles as applicable.

Items
Equalized

Monthly bills are issued based on equalized billing payment amounts. Late payment charges, service call fees, and connection charges are not included in equalized billing payment amounts, but are added to the bill for the month in which these charges are applicable.

Items Not
Equalized

The equalized billing payment amount is calculated by multiplying the average monthly use in the preceding year by the applicable rate when the payment amount is established. If a full year of history is not available, or if the Customer has added load in the previous year, the City estimates use and establishes payments amounts.

Payment
Amount

Accounts on equalized billing are reviewed every six months for residential Customers and every three months for General Service and small industrial Customers. As a result of the review, Customers are advised by letter if actual charges are expected to vary by 10% or more from their equalized amounts. The City will, if necessary, adjust equalized billing payment amounts in consultation with the Customer.

Review

Customers may request and start equalized billing at any time during the year. Residential Customers must pay any difference between equalized amounts and actual total charges in any month of their choice. General Service and industrial Customers must settle in September.

Start and
Settlement
Month

G. Services Available to Customers

RSP G-2

Following settlement, the equalized billing payment amount is revised to reflect the most recent yearly requirements and recent or expected additions to Customer load and changes in City rates.

Subsequent Arrangements

Customers with an unsatisfactory payment history may be removed from equalized billing.

Removal From Equalized Billing

The plan allows for an automatic transfer of service to a landlord when a rental unit becomes vacant. Landlords who apply and are accepted for this plan do not pay the normal re-connection fee. Landlords are billed for the electricity usage and the monthly service charge until a new tenant request electric service.

Landlord Service Plan

Customer Load Control Equipment

Load control equipment, when installed, will be on the Customer's side of the Metering Equipment.

Load Control Equipment

If a Customer requires use of the City's Metering Equipment as input to the load control equipment, all of the following conditions must be met;

- Installation of this equipment must be under the direction of the City's Metering Specialist.
- Metering accuracy must be maintained.
- Customers must sign a Customer Load Control Agreement prior to the installation.
- Customer load control equipment connections to the City Facilities are installed, sealed, maintained and removed by the City at the Customer's expense.
- The Customer accepts full responsibility for any failure of the load control equipment and any additional billing charges that may result from such failure.

Street and Area Lighting

Rental Facilities for street lighting include the luminaire, required brackets and mounting hardware.

Street Lighting

Street lights are served overhead on existing poles. The Customer can request the City to supply a pole as part of the Rental Facilities.

G. Services Available to Customers

All charges for facilities other than Rental Facilities will be borne by the Customer.

For each luminaire, the City provides one span of duplex wire and necessary transformation from voltages of 12kV or less.

Street lighting is only to be placed where accessible by the City's on-road maintenance vehicles.

Poles for mounting the City luminaires must be City/Island Tel installations.

Rental Facilities for area lighting include the luminaire, required brackets and mounting hardware.

Area lights are served overhead on existing poles. The Customer can request the City to supply a pole as part of the Rental Facilities.

Area Lighting

All charges for facilities other than Rental Facilities will be borne by the Customer.

For each luminaire, the City provides one span of duplex wire and necessary transformation from voltages of 12kV or less.

Area lights are not rented to tenants of an Apartment Building.

If a Customer requests that an area light be placed on a main line pole, the light must be located so that the light is directed away from the street.

Poles for mounting City luminaires must be City/Island Tel installations.

Customer Facilities for underground supply to street and area lighting include the secondary facilities from the luminaire to the nearest City occupied pole, junction box or pad-mounted transformer.

Customers will supply, install, own, and maintain their underground supply. A sufficient length of wire must be provided at the base of the City's supply device (e.g., padmounted transformer, pole) to allow connection to the City Facilities.

Underground Supply

G. Services Available to Customers

The Customer will provide the necessary rights-of-way and easements and perform the civil work. The City will make the connection and provide protection to the cable on the pole.

Customers requesting underground supply to street and area lighting will pay all applicable charges. Customers requesting replacement of existing overhead supply to street and area lighting with underground supply will be responsible for all charges.

This street and area lighting policy applies to unmetered ferry landing lights and bridge lighting if the luminaires are City of Summerside facilities.

**Other
Applications**

Provision of Service to Unmetered Customers

The City installs outdoor Christmas lighting for the municipality. The minimum energy charge is for one week as specified in Section N - Rate Schedules and Rate Application Guidelines, Miscellaneous Rate Schedules.

**Outdoor
Christmas
Lighting**

The Christmas lighting equipment must be Canadian Standards Association (CSA) approved equipment.

Applicants will pay all charges for extending service to unmetered service and miscellaneous services. Refer to the Unmetered Rate Application Guidelines and the Miscellaneous Rate Schedules in Section N for examples of these services.

**Miscellaneous
Services**

With the City's approval, the Applicant may choose metered service at the General Service Rate. Applicants will pay all charges for extending the City's facilities to these services and are responsible for maintenance and transfer costs of the service entrance equipment.

Work on Customer Facilities

The Customer may request the City to construct, relocate, maintain, or remove Customer Facilities. The City will act as a contractor when no licensed electrical contractor is available to perform the work. The Customer is charged for this work.

H. Extension of Facilities - Overhead

RSP H-1

Extensions

The City's standard distribution facilities are for front lot overhead service.

Standard Facilities

All other types of facilities are considered optional.

This section covers standard facilities for metered Customers for front lot overhead extensions. Optional facilities are covered in Section I - Extension of Facilities - Optional Underground and Section J - Optional Facilities.

The City makes overhead extensions of its facilities to serve Applicants/Customers provided the following terms and conditions are met:

Conditions for Overhead Extension

- The location to be served must be within a territory where the City provides service.
- The Applicant/Customer and the anticipated usage meet the requirements of all applicable sections of these policies.
- The location to be served must be accessible by on-road vehicles.
- Rights-of-way on Public Roads as designated by the Prince Edward Island Department of Transportation:
 - Will be obtained and cleared at no cost to the Applicant/Customer. The Applicant/Customer is not responsible for maintenance.
- All Other Rights-of-way:
 - The Applicant/Customer is responsible for supplying and clearing as well as any costs incurred by the City in acquiring easements. If a tree and brush clearing is performed by the City, the Applicant/Customer is charged. These charges are non-refundable. The Applicant/Customer is not responsible for maintenance. The Applicant/Customer will permit the City to trim trees around facilities as required.
- The City requires a written agreement relating to contributions and refunds in compliance with these policies.
- All facilities will be constructed in accordance with the City's Standard Construction Practices and applicable CSA Standards and will be owned, operated, and maintained by the City.

H. Extension of Facilities - Overhead

RSP H-2

- If the City requires space for transformers, switches or other facilities of any kind in order to provide service to the Applicant/Customer, the Applicant/Customer will furnish free of charge adequate space for and acceptable access to this equipment. The Applicant/Customer is restricted from placing permanent structures within this place.

Standard facility allowances by Rate Category are specified as follows;

**Standard
Facility
Allowance**

Residential:

The City supplies at no charge to the Customer up to 90 meters of single-phase overhead service and the required transformation and metering for each Customer eligible for a Residential Service Rate Category. Measurement of the distance starts from the Customer's approved Delivery Point. Delivery is at a standard service voltage of the City of Summerside as specified in Section K - Connection of Customer Facilities.

General Service and Small Industrial Rate Categories:

The City supplies at no charge to the Customer the required transformation, metering and up to 90 meters of single-phase or three-phase overhead service. Measurement of the distance starts from the Customer's approved Delivery Point. Delivery is at a standard service voltage of the City of Summerside as defined in Section K - Connection of Customer Facilities.

Large Industrial:

For Large Industrial Customers served from the transmission system refer to Section N, Large Industrial Rate Schedule.

For Large Industrial Customers served from the distribution system, the City supplies at no charge to the Applicant/Customer primary metering and up to 90 meters of three-phase overhead primary service. Measurement of the distance starts from the Customer's approved Delivery Point. Delivery is at a standard service voltage of the City of Summerside as defined in Section K - Connection of Customer Facilities.

H. Extension of Facilities - Overhead

RSP H-3

Customers who request the extension of standard facilities beyond 90 meters are credited with a standard facility credit. This credit is applied toward the Construction Charges associated with the extension of standard facilities specified below. The standard facility credit is equal to the standard facility distance allowance per Customer times the average per meter Construction Charge of the extension.

**Standard
Facility Credit**

This construction charge is for the extension of overhead facilities and is determined using the City's estimated cost times the contribution ratio given in Section O - Fees and Charges, Extension of Overhead Facilities Charges.

For the purpose of calculating the Construction Charge, the cost of the extension is estimated using the shortest distance over which the City can build a line from the Customer's approved Delivery Point to the nearest City Facility that forms part of the Distribution System, consistent with sound economic and engineering practices. Should the City choose a longer route, the Customer will not be charged for the additional distance.

**Construction
Charge for
Extension of
Standard
Facilities**

An optional facilities charge is applied to a Residential Service Customer requesting three-phase service according to Section J - Optional Facilities, Optional Facilities Charge.

City Facilities which are considered to serve no useful purpose in the foreseeable future are removed. This means the conductor, poles, transformers and all other related equipment are removed and are therefore considered abandoned.

Facilities which have been isolated but left in place are not considered abandoned. A customer contribution is required if the facilities require upgrading for the addition of a new service in order to meet engineering and safety standards. This contribution is equal to the estimated cost of the upgrade times the contribution ratio.

**Abandoned
Facilities**

The City determines the suitability for use of any existing facilities.

Facilities are considered abandoned if all of the City equipment has been removed but the poles have been left in place to allow other utilities to maintain their facilities.

H. Extension of Facilities - Overhead

Customer contributions for extensions of standard facilities are the sum of all charges related to the extension less the standard facility credit discussed above.

If a Customer requests that existing overhead facilities be removed, the Customer pays a non-refundable contribution to cover dismantling costs and the sacrificed life value of the assets removed.

The City will not provide City Facilities on wharves, excluding Metering Equipment. The City may act as a contractor to extend Customer Facilities beyond the beginning of the wharf when no licensed electrical contractor is available to perform the work. The Customer is charged for this work.

Payments and Refunds:

Applicants are expected to pay the full amount of the contribution in advance. Acceptable forms of payment include certified cheque, bank draft or cash. The exception is municipal, provincial and Federal government departments which provide letters of intent.

Customers will be entitled to a refund if additional development on the extension takes place within five (5) years from the date the contribution was paid.

Refunds are non-interest bearing and will be made either on the Customer's request or by the City automatically during the fifth year following the date the contribution was paid.

The total amount of the refund will not exceed the original refundable contribution. Any balance of the contribution that has not been refunded during this five (5) year period is retained by the City.

If the City utilizes the extension for its own operating purposes such as a tieline during this five (5) year period, the total amount of the refundable contribution, less any previous refunds, will be returned.

In order for the Customer to be eligible for any refund, a Customer Facility Contribution Refund Agreement Form must be signed by the Customer.

Refunds are calculated as shown in Section O - Fees and Charges, Extension or Overhead Facilities Charges; Refunds.

**Customer
Contributions**

**Removal of
Overhead
Facilities**

Wharves

**Payment of
Customer
Contribution**

**Refund of
Customer
Contribution**

H. Extension of Facilities - Overhead

Distribution Line Extensions:

Extension of a distribution line (750 volts or less) from a section of line upon which a contribution has been paid will entitle the original contributing Customer to one (1) refund for each permanent Customer added.

Extension of a distribution line (over 750 volts) from a section of line upon which a contribution has been paid will entitle the original contributing Customer to one (1) refund per primary extension.

The contributing Customer will normally receive refunds based on the standard facility distance allowance times the average per meter Construction Charge of the extension. However, if the Customer contributed to a three-phase extension and the service added is single-phase, the refund will be adjusted by one-half.

If a Customer upgraded from single to three-phase service and contributed based on the addition of two phases, and a single-phase Customer requests service from that section of facilities, then the Customer who contributed to the facility is not entitled to a refund.

Extension of Transmission Facilities

The City will extend the transmission system to the Customer's substation terminating structure. The Customer will provide a guarantee for the total cost of the line. Guarantees may be in the form of cash, letters of guarantee from Chartered Canadian banks or trust companies, bearer bonds guaranteed by the Government of Canada, the Province of Prince Edward Island or the City or surety bonds issued by a duly authorized company.

This guarantee is reduced each year by an amount equal to 10% of the total of the previous twelve months' paid bills for power and energy. If the guarantee is not fully refunded within the first five (5) years, the City will demand payment for the remaining amount of the guarantee.

When the guarantee is cash, the interest rate is set at the beginning of the Calendar quarter in which it is received and then remains constant for as long as any part of the deposit is held. The interest rate will be the rate prevailing on five (5) year Government of Canada bonds.

Interest on all cash security deposits is compounded semi-annually as long as any portion of the deposit remains.

Basis for Refunds

Large Industrial

I. Extension of Facilities - Underground

RSP I-1

Extensions

Underground extensions to the City's existing facilities are considered optional.

**Optional
Facilities**

This section covers optional facilities for metered Customers for underground extensions. Front lot overhead and other optional facilities are covered in Section H - Extension of Facilities - Overhead and in Section J - Optional Facilities.

Underground Service Loops are Customer Facilities.

**Customer
Facilities**

The City makes underground extensions of its facilities to serve Applicants/Customers provided the following terms and conditions are met:

**Conditions for
Underground
Extensions**

- The location to be served must be within a territory where the City provides service.
- The Applicant/Customer and the anticipated usage meet the requirements of all applicable portions of these policies.
- The location to be served must be accessible by on-road vehicles.
- Rights-of-Way on public roads as designated by the Prince Edward Island Department of Transportation:
 - Will be obtained and cleared at no cost to the Applicant/Customer. The Applicant/Customer is not responsible for maintenance.
- All other Rights-of-Way:
 - The Applicant/Customer is responsible for supplying and clearing as well as any costs incurred by the City in acquiring easements. If tree and brush clearing is performed by the City, the Applicant/Customer is charged. These charges are non-refundable. The Applicant/Customer is not responsible for maintenance.
- The City requires a written agreement relating to contributions in compliance with these policies.
- All facilities will be constructed in accordance with the City's Standard Construction Practices, applicable CSA Standards and municipal bylaws and regulations, and will be owned, operated, and maintained by the City.

I. Extension of Facilities - Underground

RSP I-2

- If the City requires space for transformers, switches or other facilities of any kind in order to provide service to the Applicant/Customer, the Applicant/Customer will furnish free of charge adequate space for, and acceptable access to, this equipment. The Customer is restricted from placing permanent structures within this place. The City determines the location of any padmounted equipment.
- The Customer is responsible for digging, sanding and backfilling of trenches and all other civil work, including necessary conduits and concrete pads for padmounted equipment, and all other non-electrical infrastructure as required by the City's Standard Construction Practices, applicable CSA Standards and municipal bylaws and regulations.

Notwithstanding the foregoing, the City reserves the right to refuse an underground extension to its facilities for reason of safety, environmental conditions or sound engineering practice.

Customers will supply, install, own, and maintain their Underground Service Loop. A sufficient length of wire must be provided at the base of the City's supply device (e.g., padmounted transformer, pole) to allow connection to City Facilities.

**Underground
Service Loop**

The optional underground facilities charge recovers the difference in construction costs between what the City normally supplies and what the Customer requests and is provided. All charges related to optional underground facilities are non-refundable.

**Optional
Underground
Facilities
Charge**

The optional underground facilities charge equals the total cost of the facilities less the City's investment for the equivalent standard overhead facilities.

The City's investment is equal to the total estimated cost of the equivalent standard overhead facilities less any customer contribution towards those facilities.

The optional facility charge includes the incremental cost of padmounted transformation, if required. An exception is when the City approves a transformer rated at 500 kVa or greater.

I. Extension of Facilities - Underground

RSP I-3

The City or its contractor installs the facilities:

The City provides the electrical design, standard electrical installation material (primary and secondary conductor, connectors, transformation and associated protective equipment), and inspection and supervision services required to meet City Standard Construction Practices, applicable CSA Standards, and municipal bylaws and regulations.

**Installation,
Design,
Material and
Inspection**

When complex conduit systems are specified in the design, customers must have the installation designed by qualified designers and approved by the City. The customer must provide as built drawings upon completion of the work and prior to service connection. The customer is responsible for the cost of the design work.

The City assumes ownership and responsibility for customer provided equipment that meets the City's Standard Construction Practices, applicable CSA Standards, and municipal bylaws and regulations, after one year from date of installation, excluding service loops and street lighting systems.

Applicants are expected to pay the full amount of the contribution in advance. Acceptable forms of payment include certified cheque, bank draft or cash. The exception is municipal, provincial or federal government departments which provide letters of intent.

**Payment of
Customer
Contribution**

J. Optional Facilities

RSP J-1

Optional facilities are facilities required by a Customer that are different from standard distribution facilities which the City would normally provide. Examples of optional facilities are:

**Optional
Facilities**

- Underground facilities, covered in Section I - Extension of Facilities - Optional Underground;
- back lot service;
- Residential Service Customers requesting three-phase service;
- choice of a route different from that selected by the City.

The optional facilities charge recovers the difference in construction costs between what the City normally supplies and what the Customer requests and is provided. All charges related to optional facilities are non-refundable.

**Optional
Facilities
Charge**

The optional facilities charge equals the total cost of the facilities less the City's investment for the equivalent standard overhead facilities.

The City's investment is equal to the total estimated cost of the equivalent standard overhead facilities less any customer contribution towards those facilities.

If a Customer requests the use of materials not normally stocked by the City, the charges for purchase, installation and maintenance must be borne by the Customer; the Customer must also retain ownership.

As an exception to this; the City will contribute towards the cost of a dry type transformer an amount equal to the charge for an oil filled transformer that would normally have been supplied.

A maintenance charge is non-refundable contribution determined by the City to recover above normal operating, maintenance and replacement costs resulting from a Customer's request for optional facilities. These charges are specified in Section O - Fees and Charges, Optional Facilities Charges.

**Maintenance
Charge for
Optional
Facilities**

Example:

Distribution facilities are normally designed and built to occupy rights-of-way that are accessible by on-road vehicles. If a Customer requests facilities to be placed in any location that is not accessible from a public road by on-road vehicles, the Customer pays a prepaid non-refundable maintenance charge based on the total estimated construction charges of the section.

J. Optional Facilities

RSP J-2

The City specifies the location of the Applicant's Delivery Point. If an Applicant requests the City to locate the Delivery Point at a location other than the one specified, and this results in additional expense for the City, the Applicant is charged for such nonstandard facilities. See Section O - Fees and Charges, Optional Facilities Charges.

**Nonstandard
Delivery Point**

A Temporary Facilities charge is a contribution to recover costs of providing Temporary Facilities. This charge is to compensate the City for the estimated construction cost of installation, charges for materials that cannot be salvaged and reused, and subsequent dismantling of these facilities. This charge is non-refundable unless these facilities become permanent.

**Customer
Contribution
for Temporary
Facilities**

Examples of Customers that often require Temporary Facilities are asphalt plants, construction sites, portable sawmills and short term connections for festivals, bazaars, sporting events, etc.

Non-fixed premises are usually found in recreational areas. Examples of Non-fixed Premises are travel trailers and motorized homes.

**Customer
Contribution
for Facilities
to Non-Fixed
Premises**

The City will provide overhead service up to 27 meters from the nearest operational City facility that forms part of the Distribution System.

All charges for the overhead extension beyond the 27 meter point will be paid by the Customer in accordance with Section H - Extension of Facilities - Overhead, except the standard facility allowance will be reduced to 27 meters.

Pole mounted metering is permitted by the City for maypoles (refer to Section K - Connection of Customer Facilities) and non-fixed premises when the following conditions are met:

**Pole Mounted
Metering**

- If the City supplies the pole, the City will set it and charge the Customer. This pole is a City Facility. See Section O - Fees and Charges - Optional Facilities Charges.
- The Customer will install service entrance equipment in accordance with the P.E.I. Electrical Inspection Act. The customer is responsible for the maintenance and transfer costs of the pole mounted service entrance equipment.
- The City will make the connection(s) and install the meter. Metering Equipment or conduit will not be installed on a pole with primary facilities attached, except when primary metering is being used.

J. Optional Facilities

- The Customer pays the Nonstandard Service Entrance - Location charge. See Section O - Fees and Charges - Optional Facilities Charges.

If a Customer requests an Underground Service Loop, the Customer must meet all the requirements of Section I - Extension of Facilities - Optional Underground.

If a Customer requests that existing operational facilities be removed, the Customer pays a non-refundable contribution to cover dismantling costs and the sacrificed life value of the assets removed.

Applicants are expected to pay the full amount of the contribution in advance. The exception is municipal, provincial or federal government departments which provide letters of intent.

**Removal of
Optional
Facilities**

**Payment of
Customer
Contribution**

K. Connection of Customer Facilities

RSP K-1

The City's electric service is provided in the form of alternating current at a frequency of 60 Hertz (cycles per second).

**Standard
Service
Voltages**

The nominal service voltages are:

Standard single-phase service:

Secondary voltage:

- 120 volts
- 120/240 volts

Standard three-phase service and combination single phase and three phase service:

Secondary voltage:

- 120/208 volts, wye connected
- 347/600 volts, wye connected

Primary voltage, as available:

- 2400/4160 volts, wye connected
- 7,200/12,470 volts, wye connected

Service at any nominal voltage other than those specified above is considered to be nonstandard. Customers desiring service at nonstandard voltages provide all the necessary facilities to convert a standard service voltage to the desired utilization voltage.

Where two or more City lines are available to serve the Customer's load requirements, the City will determine from which line service will be provided to the Customer.

The City makes all connections to the Delivery Point and specifies the Delivery Point as being one of the following:

Delivery Point

- the point of connection of the Customer's service entrance mast conductors to the City's Overhead Service Loop at the weatherhead;
- the point of connection of the Customer's Underground Service Loop to the City's secondary voltage system;
- the secondary bushings of the City's transformers;
- the primary bushings of the Customer's transformer;

K. Connection of Customer Facilities

- the primary side of the Customer's main disconnect switch located in the Customer's electric vault (existing Customers only, not available to new Customers);
- the load side of the City's fused disconnect switch;
- the source side of the Customer's disconnect switches;
- the source side of the Customer's switchgear located at the Customer's Premises;
- the load side of the primary metering unit;
- any other point specified by the City.

Service entrance equipment standards are specified by the Province of P.E.I. pursuant to the P.E.I. Electrical Inspection Act.

**Service
Entrance
Equipment**

Metering Equipment is part of the City's Facilities supplied to Customers.

Metering Equipment, except as noted below, is installed on the low voltage side of the transformer. General Service and small industrial Customers are primary metered under any of the following circumstances:

**Metering
Equipment**

- Service entrance size exceeds 2000 amps.
- The Customer requests that the transformer be placed indoors.
- The Customer requires a voltage that is not a City standard service voltage.

Large industrial Customers are normally metered at a primary voltage. Readings are adjusted for transformation losses from 69 kV to the primary voltage they are served at.

Normally, the City installs a meter for each individual building of a Premises except as follows:

**Service to
Multiple
Buildings**

A group of adjacent buildings located on the same property served by one electric service is accepted by the City as one Customer for billing purposes if the buildings:

- are owned by the Applicant
and
- are used for a related purpose.

The meter may be installed at either a primary or secondary voltage level. The Customer must supply, install, own and maintain all primary and/or secondary facilities beyond the Delivery Point.

K. Connection of Customer Facilities

Specific applications of a maypole or primary voltage supply are specified in the following sections

Secondary Voltage Supply/Maypole Service

The Delivery Point is generally at a maypole on the Customer's Property at a secondary voltage. The maypole, conductors from the City Facilities to the maypole, the anchor, and Metering Equipment are City Facilities. The City makes all connections at the maypole.

The Customer will make connection(s) to buildings, leaving a sufficient length of wire at the maypole to allow connection to City Facilities. Customer Facilities include the service loop, attachment hardware on the load side of the Delivery Point, the conduit and meter socket, and all equipment on the maypole except Metering Equipment or Rental Facilities.

If the maypole subsequently has to be replaced, the City must first disconnect the facilities. The customer is responsible for the maintenance and transfer costs of the pole mounted service equipment.

Primary Voltage Supply

A primary voltage supply may be run by the City to a pole or structure on the Customer's property. The Delivery Point is the load side of the primary metering unit. Connections at the Delivery Point will be made by the City.

Primary conductors and equipment up to the Delivery Point including the Metering Equipment are City Facilities. All facilities beyond the Delivery Point are Customer Facilities.

The City designates the point on its facilities where the Overhead Service Loop or Underground Service Loop originates.

**Overhead
Service Loop
or
Underground
Service Loop**

L. Use of Service

RSP L-1

The City reserves the right to interrupt the supply of electricity at any time.

**Service
Continuity and
Interruption**

The City will make reasonable efforts to notify Customers before interrupting the supply.

The City will make every reasonable effort to restore the supply as soon as conditions permit.

Electricity supplied to Customers is not to be directly resold. This does not prohibit the lease of space in a Premises, at a fixed rental rate that includes electrical service.

**Prohibition of
Resale of
Electricity**

With the City's written consent, a Customer may apportion the electricity bill for a multi-tenant premise. The metering equipment used must be approved by Measurement Canada and used solely for the purposes of apportioning the bills. The City reserves the right to review metered data and the apportionment of electricity costs. The City shall not utilize this rule until further clarification.

**Apportionment
of Bills**

The attachment to City's Facilities of any electrical equipment or use of any connected equipment that causes undue fluctuations in voltage or that in any other way interferes with provision of safe, adequate and satisfactory service by the City is prohibited.

**Interference
with Service**

If the Customer uses any equipment or facility that for any reason adversely affects the quality of the City's service to any other Customer then, on notice from the City, the Customer will immediately take corrective measures as a condition of continuance of service.

The attachment to City Facilities, except with consent from the City, of anything including wires, cables, radio or television antenna, light fixtures, clothesline, signs, posters, underground services, etc. is prohibited.

**Attachment to
City Facilities**

If consent is requested and the attachment is acceptable to the City, permission is given on the conditions that the City will not be responsible for any damage to the attachment(s) and that the City may at any time cancel this permission
If consent is requested and the attachment is not acceptable to the City, permission will not be given.

L. Use of Service

RSP L-1

If the City finds unacceptable attachments to its facilities, it will notify the persons involved to remove the attachments without unnecessary delay. If the person fails to comply, the City's agents will remove the attachment(s) at the person's expense without liability for any damages which may result.

M. Disconnection of Service

RSP M-1

In the event that a Customer has a written contract with the City or the terms of the applicable Rate Category fix a term of service and period for notice of cancellation, those provisions will prevail. In the event there is no written contract for service or provision for termination of service for the Customer's Rate Category, the Customer will give at least five (5) business days' notice to the City for termination of service.

Notice

Any Customer required by contract or by the terms of the Rate Category to give notice of termination will be liable for all charges incurred as a result of the contract.

Liability for Charges

All other Customers terminating service will be liable for all applicable charges until the expiration of the five (5) day notice period or until the City has had reasonable opportunity to take a final meter reading.

The City reserves the right to disconnect service for any of the following reasons:

- undue interference with the City's electrical service to other Customers or the City's own equipment;
- safety considerations including defective wiring conditions or condemned properties;
- the Customer's refusal to grant access by City personnel to City Facilities and Rental Facilities for inspection, meter reading, maintenance and/or replacement of equipment;
- at the request of authorized personnel of the Province of Prince Edward Island pursuant to the P.E.I. Electrical Inspection Act;
- nonpayment of Accounts in arrears;
- the customer does not meet one or more of the City's requirements for the provision of service.

Disconnection of Service Initiated by The City

Services will only be reconnected when the condition causing the disconnection has been eliminated or corrected.

Reconnection of Service

Services disconnected for nonpayment will only be reconnected when satisfactory payment arrangements are made.

A security deposit or additional security deposit for a total estimated two (2) average operating months' billing based on the actual use may be collected as a condition of reconnection of service.

M. Disconnection of Service

RSP M-2

A service call fee will be charged as outlined in Section O - Fees and Charges, Service Call Fees. Any Account disconnected for nonpayment cannot be reconnected in the name of another member of the household unless satisfactory payment has been received and security deposit arrangements have been made.

N. Rate Schedules and Rate Application Guidelines

RSP N-1

Residential Service Rate Schedules

That category of Residential Customers located in all incorporated cities, towns and villages with population over 2000 served by the City.

**Residential
Urban Rate**

Rate

Service Charge:

\$24.57 per Billing Period

Energy Charge:

12.05¢ per kWh for first 2,000 kWh per Billing Period

9.20¢ per kWh for balance kWh per Billing Period

That category of Residential Customers located in all other areas not included under Residential Urban category served by the City.

**Residential
Rural Rate**

Rate

Service Charge:

\$24.57 per Billing Period

Energy Charge:

12.05¢ per kWh for first 2,000 kWh per Billing Period

9.20¢ per kWh for balance kWh per Billing Period

That category of residential Customers who require service to a Dwelling other than a Principal Residence (e.g., summer cottages).

**Residential
Seasonal Rate**

Rate

Service Charge:

\$26.92 per Billing Period

Energy Charge:

12.05¢ per kWh for first 1,600 kWh per Billing Period

9.20¢ per kWh for balance kWh per Billing Period

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-2

Residential Rate Application Guidelines:

Customers who use electricity for living purposes in any of the following:

- Dwellings
- Dwelling out buildings
- Individually metered, self-contained Dwelling units within an Apartment Building

In addition, the Residential rate applies to:

- Services to Farms and Churches
- Service for the construction phase of a Dwelling.
- A Premises providing lodging with nine (9) beds or less, including boarding and rooming houses, Special Care Establishments, senior citizen homes, nursing homes, hostels and transition homes.
- The combines usage of a Dwelling and a business operation measured by one meter, where the connected load of the business operation, excluding space heating and air conditioning, is two (2) kilowatts or less.

Customers who use electricity for living purposes in a Dwelling other than the Customer's Principal Residence; e.g., summer cottage.

**Residential
Urban and
Rural Rate
Application
Guidelines**

**Residential
Seasonal Rate
Application
Guidelines**

N. Rate Schedules and Rate Application Guidelines

RSP N-3

General Service Rate Schedules

That category of Customers who use electricity for purposes other than those specifically covered under residential, small and large industrial, street lighting or unmetered categories.

**General
Service I Rate**

Billing Demand

The greater of the maximum kW demand or 90% of the maximum kVA demand in the Billing Period.

Rate

Service Charge:

\$24.57 per Billing Period

Demand Charge:

No charge for first 20 kW or less per Billing Period

\$13.43 per kW for balance kW per Billing Period

Energy Charge:

15.18¢ per kWh for first 5000 kWh per Billing Period

9.31¢ per kWh for balance kWh per Billing Period

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

**General
Service II
Rate**

That category of Customers who use electricity for purposes other than those specifically covered under residential, small and large industrial, street lighting or unmetered categories and who use electricity as the only source of energy for cooking, space heating, water heating and all other services.

Billing Demand

The greater of the maximum kW demand or 90% of the maximum kVA demand in the Billing Period.

*Rate**Service Charge:*

\$24.57 per Billing Period

Demand Charge:

No charge for first 20 kW or less per Billing Period

Charge for the balance of kilowatts per billing period:

- the lesser of (a) \$5.68 per kW or
(b) 2.84¢ times the number of kWh consumed in the
billing period.

Energy Charge:

15.19¢ per kWh for first 5000 kWh per Billing Period

11.03¢ per kWh for next 5000 kWh per Billing Period

10.47¢ per kWh for balance kWh per Billing Period

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

General Service I and II Rate Application Guidelines

General Service I and II rate applications include the following:

- Religious and charitable institutions.
- Service for the construction phase of any Premises other than a Dwelling.
- Dwellings providing lodging with more than nine (9) beds, including boarding and rooming houses, Special Care Establishments, senior citizens homes, nursing homes, hostels and transition homes.
- Combined usage of a Dwelling and a business operation measured by one meter, where the connected load of the business operation, excluding space heating and air conditioning, is greater than two (2) kilowatts.
- Service to common areas in Apartment Buildings.
- Any business operation involving both manufacturing/processing and service/repair on which less than one half of the business volume is manufacturing/processing.
- Warehousing, storage and distribution centres on the same property and forming part of a manufacturing or processing operation with one meter where the warehousing, storage and distribution load is greater than one half of the total electricity consumed.
- A retail or wholesale operation on a Farm must install a separate meter to measure that retail/wholesale load.
- Water pumping, sewage lift stations, sewage lagoons, chlorinating plants and sewage treatment plants directly related to municipally owned water supplies or waste disposal systems are normally billed at General Service rates. At the option of the Customer, an industrial service rate may be applied.

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-6

Small Industrial Rate Schedule

Small Industrial Rate

That category of Customers who use electricity chiefly for manufacturing or processing of goods or for the extraction of raw materials and have a minimum contracted demand of five (5) kilowatts.

Billing Demand

The greatest of:

- the monthly maximum kW demand;
- 90% of the monthly maximum kVA demand;
- 5 kW

As a result of installed metering, both the monthly maximum kW demand and 90% of the monthly maximum KVA demand noted above may not apply.

Rate

Demand Charge:

\$7.46 per kW of billing demand per month

Energy Charge:

14.84¢ per kWh for first 100 kWh per kW of billing demand per month

6.60¢ kWh for balance of kWh per month

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-7

Industrial rates apply to the following SIC groups:

Division C major group:
04 Logging Industry

Division D major groups:
06 Mining Industries
07 Crude Petroleum and Natural Gas Industries
08 Quarry and Sand Pit Industries
09 Service Industries Incidental to Mineral Extraction

Division E, Manufacturing Industries

In addition:

Fish hatcheries qualify for this rate.

Any business operation involving both manufacturing/processing and service/repair on which more than one half of the business volume is manufacturing/processing.

Warehousing, storage and distribution centres on the same property and forming part of a manufacturing or processing operation with one (1) meter where the manufacturing/processing load is greater than one half of the total electricity consumed.

A processing operation on a Farm must install a separate meter to measure that processing load.

Customers whose demand is above 750 kW and less than 3000 kW may choose to be billed at the small industrial rate but must meet certain conditions of the large industrial rate; specifically, they must be metered at a primary voltage and own the step-down transformation from the primary service voltage or pay an equivalent rental charge.

**Small
Industrial Rate
Application
Guidelines**

N. Rate Schedules and Rate Application Guidelines

RSP N-8

Large Industrial Rate Application Guidelines

Industrial Rates apply to the following S.I.C. groups:

Division C Major Group:

04 Logging Industry

Division D Major Groups:

06 Mining Industries

07 Crude Petroleum and Natural Gas Industries

08 Quarry and Sand Pit Industries

09 Service Industries Incidental to Mineral Extraction

Division E Manufacturing Industries

In addition:

Any business operation involving both manufacturing/processing and service/repair in which more than one half of the business volume is manufacturing/processing.

Warehousing, storage and distribution centers on the same property and forming part of a manufacturing or processing operation with one (1) meter where the manufacturing or processing load is greater than one half of the total load.

Customers whose demand is above 750 kW and less than 3000 kW may choose to be billed at the Small Industrial Rate but must meet certain conditions of the Large Industrial Rate; specifically, they must be metered at a primary service voltage of 4, 12, 35 kV and own the step-down transformation from the delivery voltage or pay an equivalent rental charge.

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism

**Large
Industrial Rate
Application
Guidelines**

N. Rate Schedules and Rate Application Guidelines

RSP N-9

Large Industrial Rate Schedule

That category of customers in all areas served by Summerside Electric who use electricity chiefly for manufacturing or processing of goods or for the extraction of raw materials and have a minimum contracted demand of 750 kW.

**Large
Industrial Rate**

Billing Demand: The greatest of:

The monthly maximum kW demand;

90% of the maximum kVA demand;

90% of the maximum demand recorded during the current calendar year excluding April through November; or

90% of the lesser of the average demand recorded during the previous calendar year, or the previous calendar year excluding April through November.

Rates (Code 310):

Demand Charge: \$14.50 per kW of the billing demand per month

Energy Charge: 6.59¢ per kWh for all kWh per month

Rental Charges

At the customer's request, Summerside Electric will supply, own and maintain the substation facilities from the high voltage switches to the low voltage terminals of the step-down transformers, provided such transformation satisfies Summerside Electric Standards. The charge for such rental facilities is 1 5/6% per month of the installed costs. The Customer will supply the low voltage switch gear, concrete substation foundation pads and necessary protective fencing.

Losses Charge

Summerside Electric supplies electricity at a primary service voltage between 4 kV and 35 kV. In such cases, the monthly demand and energy consumption will be increased by 1½% to compensate for transformation losses for the primary transformation if metering is not primary connected.

N. Rate Schedules and Rate Application Guidelines

Transformation Charge

When a customer is provided service at voltages less than 4 kV, the customer will also be charged an "equivalent kVA rental" charge equal to 1 5/6% per month of the costs of the equivalent substation kVA utilized by the Customer's electrical load. The equivalent kVA charge is the Customer's kVA demand multiplied by \$1.25 per kVA per month.

Contracts

A customer supplied at the Large Industrial Rate is required, and is deemed, to have entered a firm contract providing for the payment of the rate, for an initial term of five (5) years. The contract will continue thereafter on a firm basis subject to termination by either the customer or Summerside Electric at the end of the initial term, or any date thereafter by either party giving at least twelve month's notice in writing.

Metering

The metering point shall be at or near the distribution line terminals (4, 12, or 35 kV).

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-11

Residential Service Rate Application Guidelines for Energy Thermal Storage Systems

**Residential
Service Energy
Thermal
Storage
Systems**

Urban and Rural

Customers who use electricity for living purposes in any of the following:

- Dwellings c/w energy thermal storage system (hot water tank and/or steffes unit);
- Dwelling out buildings c/w energy thermal storage system (hot water tank and/or steffes unit); and
- Individually metered, self contained dwelling units within an apartment building c/w energy thermal storage system (hot water tank and/or steffes unit).

In addition, the Residential Rate applies to:

- Services to farms and churches c/w energy thermal storage system (hot water tank and/or steffes unit); and

A premises providing lodging with nine (9) beds or less, including boarding and rooming houses, special care establishments, senior citizen homes, nursing homes, hostels and transition homes that are c/w energy thermal storage system (hot water tank and/or steffes unit).

Seasonal

Customers who use electricity for living purposes in a dwelling other than the customer's principal residence c/w energy thermal storage system (hot water tank and/or steffes unit) e.g., summer cottage.

N. Rate Schedules and Rate Application Guidelines

Residential Service Energy Thermal Storage Systems

Residential Service Rate Schedule for Energy Thermal Storage Systems

Residential Urban c/w energy thermal storage system (hot water tank and/or steffes unit).

That category of residential customers located in all incorporated cities, towns and villages with population over 2000 served by Summerside Electric.

Rate (Code 810) - Hot Water Tank Storage Only - All Year

Service Charge:	\$24.57 per Billing Period
Energy Charge:	Block A - 8.00¢ per kWh for first 400 kWh per Billing Period Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period Block C - 11.36¢ per kWh for balance kWh per Billing Period

Rate (Code 820) - Energy Thermal Storage Only (Steffes Unit) - Winter Rate

Service Charge:	\$24.57 per Billing Period
Energy Charge:	Block A - 8.00¢ per kWh for first 2500 kWh per Billing Period for October 1 to April 30. Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for October 1 to April 30. Block C - 11.36¢ per kWh for balance kWh per Billing Period for October 1 to April 30.

Rate (Code 821) - Energy Thermal Storage Only (Steffes Unit) - Summer Rate

Service Charge:	\$24.57 per Billing Period
Energy Charge:	Block B - 14.64¢ per kWh for first 2000 kWh per Billing Period for May 1 to September 30. Block C - 11.36¢ per kWh for balance kWh per Billing Period for May 1 to September 30.

Rate (Code 830) - Hot Water Tank and Energy Thermal Storage (Steffes Unit) - Winter rate

Service Charge:	\$24.57 per Billing Period
Energy Charge:	Block A - 8.00¢ per kWh for first 2900 kWh per Billing Period for October 1 to April 30. Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for October 1 to April 30. Block C - 11.36¢ per kWh for balance kWh per Billing Period for October 1 to April 30.

N. Rate Schedules and Rate Application Guidelines

Rate (Code 831) - Hot Water Tank and Energy Thermal Storage (Steffes Unit) - Summer rate

Service Charge: \$24.57 per Billing Period
 Energy Charge: Block A - 8.00¢ per kWh for first 400 kWh per Billing Period for May 1 to September 30.
 Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for May 1 to September 30.
 Block C - 11.36¢ per kWh for balance kWh per Billing Period for May 1 to September 30.

**Residential
Service Energy
Thermal
Storage
Systems**

Residential Seasonal c/w energy thermal storage system (hot water tank and/or steffes unit).

That category of Residential Customers who require service to a dwelling other than a principal residence (e.g., summer cottages).

Rate (Code 910) - Hot Water Tank Storage Only - All Year

Service Charge: \$26.92 per Billing Period
 Energy Charge: Block A - 8.00¢ per kWh for first 400 kWh per Billing Period
 Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period
 Block C - 11.36¢ per kWh for balance kWh per Billing Period

Rate (Code 920) - Energy Thermal Storage Only (Steffes Unit) - Winter Rate

Service Charge: \$26.92 per Billing Period
 Energy Charge: Block A - 8.00¢ per kWh for first 2500 kWh per Billing Period for October 1 to April 30.
 Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for October 1 to April 30.
 Block C - 11.36¢ per kWh for balance kWh per Billing Period for October 1 to April 30.

Rate (Code 921) - Energy Thermal Storage Only (Steffes Unit) - Summer Rate

Service Charge: \$26.92 per Billing Period
 Energy Charge: Block B - 14.64¢ per kWh for first 2000 kWh per Billing Period for May 1 to September 30.
 Block C - 11.36¢ per kWh for balance kWh per Billing Period for May 1 to September 30.

N. Rate Schedules and Rate Application Guidelines

Rate (Code 930) - Hot Water Tank and Energy Thermal Storage (Steffes Unit) - Winter rate

Service Charge: \$26.92 per Billing Period
Energy Charge: Block A - 8.00¢ per kWh for first 2900 kWh per Billing Period for October 1 to April 30.
Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for October 1 to April 30.
Block C - 11.36¢ per kWh for balance kWh per Billing Period for October 1 to April 30.

Rate (Code 931) - Hot Water Tank and Energy Thermal Storage (Steffes Unit) - Summer rate

Service Charge: \$26.92 per Billing Period
Energy Charge: Block A - 8.00¢ per kWh for first 400 kWh per Billing Period for May 1 to September 30.
Block B - 14.64¢ per kWh for next 2000 kWh per Billing Period for May 1 to September 30.
Block C - 11.36¢ per kWh for balance kWh per Billing Period for May 1 to September 30.

Base Rate Adjustments and Energy Cost Adjustment Mechanism: Blocks B and C in these rates are subject to the Base Rate Adjustments and Energy Cost Adjustment Mechanism whereas Block A in these rates are fixed for a five year term from start of service.

**Residential
Service Energy
Thermal
Storage
Systems**

N. Rate Schedules and Rate Application Guidelines

RSP N-15

Unmetered Rate Schedules

**Unmetered
Service**

That category of Customers in all areas served by the City requiring unmetered service.

Rate

Minimum Charge:
\$11.67 per month

Energy Charge:
15.22¢ per kWh of estimated consumption

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-16

Unmetered Rate Application Guidelines

Services for which electricity consumption is uniform and easily estimated.

Services where metering is not considered practical by the City.

Specific Applications of the unmetered rate include:

- traffic control lights
- self-contained sign lighting
- architectural flood lighting
- decorative lighting
- carrier repeaters
- radio transmitters
- telephone booths
- range lights
- airport runway lights
- highway traffic counters
- CATV power supply units

Electricity consumption is estimated by multiplying the connected load in watts times the hours of usage. For example, a photoelectrically controlled 100 watt sign light operates approximately 12 hours per day, has an estimated annual consumption calculated as follows:

$100 \text{ watts} \times 12 \text{ hours} \times 365 \text{ days} = 438,000 \text{ watt-hours or } 438 \text{ kWh per year.}$

If conditions are such as to cause reasonable doubt concerning the connected load, recording equipment will be installed to determine the kW connected load.

**Unmetered
Rate
Application
Guidelines**

**Estimating
Consumption**

N. Rate Schedules and Rate Application Guidelines

RSP N-17

Miscellaneous Rate Schedules

Air Raid and Fire Sirens (unmetered): The Customer is charged at \$4.52 per month per HP of nameplate rating.

Outdoor Christmas Lighting : The Customer is charged 5.77¢ per watt of connected load per week. The minimum charge is for a period of one (1) week.

**Air Raid and
Fire Sirens
(unmetered)**

**Outdoor
Christmas
Lighting**

N. Rate Schedules and Rate Application Guidelines

Short Term Unmetered Rate Schedule

That category of Customers requiring single-phase and three-phase installations and connected for no longer than one (1) month. The installation will not be metered.

**Short Term
Unmetered
Rate**

Rate

Connection Charge: Single Phase Three Phase

A.	Connection to existing secondary voltage:	\$99.08	\$ 99.08
B.	Where transformer installations are required, the following connection charges will apply:		
(1)	to and including 10 kVA	\$148.87	\$209.17
(2)	11 kVA to 15 kVA	\$240.79	\$301.01
(3)	16 kVA to 25 kVA	\$269.20	\$336.64
(4)	26 kVA to 37 kVA	\$301.01	\$336.64
(5)	38 kVA to 50 kVA	\$336.64	\$336.64
(6)	51 kVA to 75 kVA	\$369.58	\$523.96
(7)	76 kVA to 125 kVA	\$431.07	\$555.59
(8)	Above 125 kVA	-	\$594.94

Energy Charge:
15.22¢ per kWh of estimated consumption.

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

RSP N-19

Available to serve such events as carnivals, bazaars, and unmetered installations.

Connected for no longer than one (1) month.

When the service exceeds one month, the installation will be billed and the remaining time considered as a new installation.

When meters are involved, and not disconnected, a reading will be taken and the kilowatt hours noted for record purposes only.

When poles or additional equipment other than the transformer installation are required, the installation and removal charges will be estimated and collected before work commences. Customers who have credit history, acceptable to the City, may be billed using a Customer Contribution Estimate form.

Electricity consumption is estimated by multiplying the connected load in kW (or kVA times 0.9), times the hours of usage. For example, a carnival with a connected load of 25 kVA operates 12 hours per day for 10 days has an estimated consumption calculated as follows:

$$25 \text{ kVA} \times 0.9 \text{ power factor} \times 12 \text{ hours} \times 10 \text{ days} = 2,700 \text{ kWh.}$$

If conditions are such as to cause reasonable doubt concerning the connected load, recording equipment will be installed to determine the kVA connected load.

**Short Term
Unmetered
Rate
Application
Guidelines**

**Estimating
Consumption**

N. Rate Schedules and Rate Application Guidelines

Rental Facility Rate Schedules

This rate applies to Customers renting area lighting from the City for a minimum of 12 consecutive months.

Area Lighting

Rate:

Luminaries

Lamp Wattage	Mean (lumens)	Monthly kWhs	Rate
High Pressure Sodium			
70 Watt	5,500	33	\$13.97
100 Watt	8,500	46	\$17.72
150 Watt	14,400	65	\$25.36
250 Watt	27,000	107	\$34.47
400 Watt	45,000	157	\$40.32
250 Watt (Floodlight)	27,000	107	\$32.89
400 Watt (Floodlight)	45,000	157	\$40.96

Mercury Vapor			
125 Watt	5,300	55	\$13.83
250 Watt	11,100	101	\$24.46
400Watt	19,800	159	\$31.24

Mercury Halide			
250 Watt	20,500	107	\$34.65
400 Watt	32,000	157	\$42.64
1000Watt	107,800	393	\$73.19

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

That category of Customers renting street lighting from the City.

Street Lighting

Rate:

Luminaires:

Lamp Wattage	Mean (lumens)	Monthly kWhs	Rate
High Pressure Sodium			
70 Watt Latern	5,500	33	\$51.34
70 Watt	5,500	33	\$13.97
100 Watt	8,500	46	\$17.76
150 Watt	14,400	65	\$25.36
250 Watt	27,000	107	\$34.47
400 Watt	45,000	157	\$40.32

Mercury Vapor			
125 Watt	5,300	55	\$13.83
250 Watt	11,100	101	\$24.45
400Watt	19,800	159	\$34.12

That category of Customers renting poles from the City

Poles

Rate

The rental rate for poles is:

Wood Pole	\$4.38 per month
*Concrete Pole	\$7.96 per month

*These charges are applicable to existing fixtures only.

**Circuits feeding lantern installations are to be supplied by the customer.

N. Rate Schedules and Rate Application Guidelines

RSP N-22

Customer Facility Rate Schedule

That category of Customers owning street and area lighting.

Rate

**Customer
Owned Street
and Area
Lighting**

Lamp Wattage	Monthly kWhs	Rate
Incandescent		
100 Watt	37	\$5.52
200 Watt	74	\$11.11
300 Watt	111	\$16.61
500 Watt	185	\$26.64

Mercury Vapor		
100 Watt	44	\$6.67
125 Watt	55	\$8.20
175 Watt	71	\$11.11
250 Watt	101	\$15.34
400 Watt	159	\$24.27
750 Watt	278	\$41.32
1000 Watt	398	\$58.68

Low Pressure Sodium		
90 Watt	42	\$6.32
135 Watt	59	\$9.02
180 Watt	77	\$11.34

High Pressure Sodium		
70 Watt	33	\$5.49
100 Watt	46	\$7.32
150 Watt	65	\$9.73
200 Watt	86	\$13.40
250 Watt	107	\$15.39
400 Watt	157	\$24.29
1000 Watt	393	\$58.26

Energy Cost Adjustment Mechanism: This rate is subject to the Energy Cost Adjustment Mechanism.

N. Rate Schedules and Rate Application Guidelines

The above charges apply to photo controlled lights operating from dusk to dawn. The energy charges for lights operating from dusk to 1:30 a.m. and controlled by a time switch shall be 50% of the above rates.

That category of Customer owning metered outdoor lighting which operates only during the period April through November.

Rate

Service Charge: \$24.57 per Billing Period
Energy Charge: 15.22¢ per kWh for first 5000 kWh per Billing Period
9.34¢ per kWh for balance kWh per Billing Period

The above rate is available to Customers with outdoor recreation lighting. Examples of Customers on this rate include: baseball parks, soccer fields, tennis courts. Customers who have non-lighting requirements on the same service, e.g. water heaters, can also qualify for this rate if the connected non-lighting load is less than 20 kilowatts.

Customers on this rate who use electricity during December through March will be assessed demand charges for each month, including the preceding April through November, in which electricity is used. The demand charges will be assessed at the General Service I Rate. Failure to pay demand charges will result in the Customer being placed on the General Service I Rate.

That adjustment authorized by IRAC for all energy rate categories included in this section N, excluding air raid sirens, christmas lights, service charges and demand charges.

The rates, tolls and charges contained in this section, dated March 20, 2006, were authorized by City Council by resolution on March 20, 2006.

The Goods and Services Tax applies to all rates and charges in this Section.

**Customer
Owned
Outdoor
Recreational
Lighting**

**Council
Approval**

GST

O. Fees and Charges

RSP O-1

Service Call Fee

A service call fee of \$42.44 is applicable to the following services:

- Change from temporary to permanent service;
- Reconnection of service, including reconnection of Accounts disconnected for nonpayment, installations where services have been upgraded and connections that do not require installation of a service loop, and connection of services that require a meter reading only;
- If the meter is removed for testing at the Customer's request and the test results indicate the meter accuracy is within the allowable limits;
- Each addition to an existing unmetered Account.

A service call fee is not applicable to the following services:

- Reconnection of service disconnected as a result of fire or other casualty or any incident not the fault of the Customer;
- Transfer of service under the landlord service plan;
- Installation of area lights;
- Additions to street lighting or traffic control light Accounts;
- Disconnection of service;
- Service to a Premises to facilitate changes of a minor nature such as meter removal for replacement of siding;

Connection And Reconnection Fees

A connection fee of \$75.08 is charged for all initial service connections including metered Temporary Facilities.

O. Fees and Charges

For multiple metered installations, e.g., Apartment Buildings, the \$78.08 fee applies to the service for the common area. If there is no separate service for the common area, this charge applies to the first service connected. The remainder of the initial connections in multiple metered Premises will be charged the service call fee and not the connection fee. Connection of a mobile home to City Facilities that requires installation of an Overhead Service Loop is considered to be an initial installation.

A seasonal reconnection fee of \$89.90 is applicable to the reconnection of an existing seasonal service to City Facilities if the reconnection is for the same occupants of the Premises.

After Hours Fee

If a Customer requests service outside the City's normal working hours, an after hours fee will be charged in addition to the connection or service call fee.

The after hours fee is \$61.67 for jobs requiring two (2) person hours or less, including travel. For jobs requiring more than two (2) person hours, the after hours fee is set at the City's incremental cost of providing the service.

Late Payment Charge

The late payment charge for all Customers is 1.65% per month (effective annual rate of 21.70% per annum or .05382% compounded daily rate).

The minimum late payment charge is .55¢. If an Account is less than \$4.00 in arrears, no late payment charge is applied.

Non Sufficient Funds Charge

The charge for non sufficient funds is \$16.50

Extension of Overhead Facilities Charges

Less Than 1.6 km:

The Construction Charge is the estimated cost times the contribution ratio of 88%.

**Overhead
Standard
Facility
Contributions**

O. Fees and Charges

More Than 1.6 km:

The portion of an extension beyond the first 1.6 km will be charged the total estimated construction cost.

Type of New Account Connected	<u>Type of Original Contribution</u>		Overhead Standard Facility Refunds
	Single-Phase Rate	Three-Phase Rate	
Single-Phase	90 meters times the Average per meter Construction Charge	90 meters times half of the Average per meter Construction Charge	
Three-Phase	90 meters times the Average per meter Construction Charge	90 meters times the average per meter Construction Charge	

Optional Facilities Charges

Maintenance Charge for Optional Facilities:

16.5% of the total estimated construction cost of the optional facilities.

Nonstandard Service Entrances:

Location	\$72.42
Pole	\$347.62
Anchor	\$141.95

O. Fees and Charges

Pole Attachment Fee

A pole attachment fee of \$22.35/year is applicable to the following pole attachments:

- Coaxial or copper cable or wire attachments in the communications space or in the power space if applicable.
- Fiber optic cable attachments in the communications space or in the power space if applicable.
- Other types of cabling attachments requiring a bolted connection to the pole.
- This fee will be subject to revisions based on the consumer price index of each Calendar year ending on December 31.

Facilities to Non-Fixed Premises:

Pole	\$347.62
Anchor	\$141.95

The rates, tolls and charges contained in this section, dated March 20, 2006, were authorized by City Council by resolution on March 20, 2006.

**Council
Approval**

The Goods and Services Tax applies to all rates and charges in this Section with the exception of late payment charges in section O-2 and, in the case of customer contributions in section O-3 and O-4, it applies only to the amount of contribution to be paid by the Customer.

GST