



CONDITIONS

of

ELECTRICAL SERVICE

May 1, 2007

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PART 1 – INTRODUCTION

1.1 Identification of Distributor and Service Territory

1.1.1 The Distributor

These Conditions of Electrical Supply are relevant to Bluewater Power Distribution Corporation (BPDC), which is an Ontario Business Corporation Act Corporation whose shares are owned by the Municipal Corporation representing the areas that BPDC services. The address for BPDC:

Bluewater Power Distribution Corporation
P.O. Box 2140
855 Confederation Street
Sarnia, Ontario
N7T 7L6
Phone: 519-337-8201
Fax: 519-332-3878

1.1.2 Service Territory

As outlined in the Distributors License and the map contained in [Appendix 5.1](#), BPDC's service territory is within the municipal boundaries of the following municipalities:

City of Sarnia
Village of Point Edward
Town of Petrolia
Township of Warwick
Township of Brook-Alvinston
Village of Oil Springs

1.2 Related Codes, and Governing Laws

1.2.1 The operations of BPDC are regulated by the Ontario Energy Board [OEB]. The OEB has regulatory responsibility under the Energy Competition Act, 1998. The OEB administers these regulatory tasks through a series of Codes and laws as follows:

The hierarchy of Codes and laws is as follows:

Electricity Act
Ontario Energy Board Act
Distribution License
Affiliate Relationships Code
Distribution System Code
Retail Settlement Code

Standard Supply Service Code

Adherence to these codes is a condition of obtaining and maintaining a Distribution License to operate as an Electrical Distributor within the Province of Ontario. In the event of a conflict between these Conditions of Service and any of the above, the documents listed above shall prevail in the order of priority indicated above. If there is a conflict between these Conditions of Service and a Connection Agreement with a customer, the Connection Agreement shall govern.

BPDC also complies with the Personal Information Protection and Electronic Documents Act in managing its relationship with its customers and to protect the information they provide.

1.3 Interpretations

- 1.3.1 Words and phrases shall have the meaning ascribed to them in the Glossary of Terms included herein, or in the absence of a definition, the meaning may be found in any of the Codes and Laws listed in Section 1.2.1 above.
- 1.3.2 This document has been prepared by BPDC as mandated by the Ontario Energy Board. It has been prepared in accordance with the format of the “Conditions of Service Template” issued with the Distribution System Code.
- 1.3.3 Any disagreement of interpretations will be decided by BPDC through a dispute resolution process referred to in paragraph 1.8 below.

1.4 Amendments and Changes

- 1.4.1 BPDC shall provide advance public notice of any pending changes to its Conditions of Service by placing a notice in the Sarnia Observer, or equivalent newspaper or, at least, with a note on each customer account. The notice shall provide a proposed time-line of implementation of the changes. The public may make written comment on the proposed changes to BPDC, which shall be included with the document that is submitted to the OEB.

1.5 Contact Information

- 1.5.1 Bluewater Power Distribution Corporation
P.O. Box 2140
855 Confederation Street
Sarnia, Ontario
N7T 7L6

Phone: 519-337-8201
Fax: 519-332-3878
email: emailus@bluewaterpower.com

Regular office hours are: Monday to Friday, except statutory holidays
8:30 am to 4:30 pm
Customer Service phone – 519-337-8201

Operations Staff Hours: Monday to Friday, except statutory holidays
7:30 am to 4:00 pm

Operations Control Room: Monday to Friday, except statutory holidays
7:30 am to 4:30 pm

1.6 Customer Rights

- 1.6.1 Customers have the right to be treated in the same manner as other like customers and in compliance with these Conditions of Service.
- 1.6.2 Customers have the right to make enquiries on these Conditions of Service.
- 1.6.3 Customers have the right to review these conditions and provide comments as they deem appropriate.

1.7 Distributor Rights

- 1.7.1 BPDC has the right to enforce these Conditions of Service.

1.8 Customer Complaint and Dispute Resolution Process

- 1.8.1 Customer complaints and/or disputes that are received by the Distributor shall be dealt with according to company policy US-GE-014 – Responding to Customer Power Quality Complaints (Schedule 1).

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PART 2 – DISTRIBUTION ACTIVITIES (General)

2.1 Connections

2.1.1 Obligation to Connect a Building that “Lies Along”

The Distribution System Code obligates the Distributor (BPDC) to provide an electrical connection to any Building that “Lies Along” its electrical distribution system.

A building “lies along” a distribution line if the building is directly adjacent to or abuts onto the public road allowance where BPDC has distribution facilities of the appropriate voltage and with sufficient capacity.

2.1.2 BPDC’s obligation to connect a building that “lies along” does not imply there will be no cost to the customer. Connection charges will apply as outlined in section 2.9 Tariffs and Charges.

2.1.3 For both primary and secondary services, BPDC will designate a supply point. This could be a manhole, handhole, pole, or pad-mounted device. This supply location could also be located on an adjacent property for which BPDC has an authorized easement. In all cases, the final supply point will be the decision of BPDC.

2.1.4 A request for electrical connection shall be made in writing to the BPDC Customer Service department. In determining BPDC’s compliance with time lines for the processing of the request, time will commence on the date the written request is received by BPDC.

2.1.5 BPDC may require, at its sole discretion that a customer enter into a Distribution Connection Agreement (Schedule 14) in the form and substance similar to that set out in Schedule 13 attached hereto. A customer may request a Distribution Connection Agreement but the decision as to whether an agreement is required, or would be beneficial shall be made by BPDC.

2.2 Exceptions to the Obligation to Connect in Section 2.1.1

2.2.1 A building that “lies along” a distribution line may be refused connection to that line should the distribution line not have sufficient capacity for the requested connection.

2.2.2 A building that “lies along” a distribution line may be refused connection to that line should the service voltage level requested by the customer not be available.

2.2.3 A building that “lies along” a distribution line may be refused connection to that line should the connection be deemed to be unsafe or detrimental to the electrical distribution system as outlined in section 2.5 Connection Denial.

2.2.4 Where the customer requests a service upgrade to an existing building that has more than one service connection onto the property, BPDC may require that all services be consolidated into a single service connection. This position is supported by the Electrical Safety Authority and is consistent with the Electrical Safety Code.

2.3 Expansions/Obligation to Offer to Connect

- 2.3.1 Where the Distribution System Code and/or these Conditions of Service obligate BPDC to provide service to a customer through an expansion of the distribution system, that process shall commence with the filing by the customer of the Request for Connection, followed by the issuance by the distributor of an Offer to Connect substantially in the form and substance attached hereto as Schedule 12.
- 2.3.2 BPDC may respond to a request for service with an Offer to Connect even where a building or property is not included in its service territory, although any Offer to Connect so issued is conditional upon a service area amendment being approved by the OEB.
- 2.3.3 The Offer to Connect will be sent to the customer within thirty (30) days of the date the Request for Connection is received by BPDC.
- 2.3.4 The Offer to Connect will be based on BPDC's incremental cost of providing the service, including the expansion directly attributable to the customer's project, as well as any general system enhancement, to facilitate the supply. Costs shall include engineering, supervision, labour, equipment, materials, and associated administrative overhead costs. The revenue considered in the economic evaluation shall be based on the incremental load proposed by the customer determined by taking the total forecasted load provided by the customer and subtracting any existing load at the customer's property, or any customer load in the BPDC service territory that is being transferred to the site of the expansion. It is the responsibility of the customer, or their agent, to provide a forecast that reasonably approximates the anticipated monthly average demand/consumption.
- 2.3.5 The written Offer to Connect will outline the following items in detail:
- A description of the work, equipment, labour, and materials to be used to construct the expansion project.
 - The process for determining the level of capital contributions required from the customer.
 - The connection fees, if any, applicable to making the connection.
 - Expansion Deposit required of the customer.
- 2.3.6 Where a customer submits a revised plan, a new Offer to Connect shall be provided to the customer. However, prior to the preparation of the new Offer to Connect, the customer shall pay the cost of the review, design and

preparation of the revised estimate. The costs of responding to the revised plan will not form part of the capital cost of the project.

2.4 Alternative Bids for Offers to Connect that Require Capital Contributions from the Customer

- 2.4.1 In its Offer to Connect, a customer interested in an alternative bid is required to do all work eligible for alternative bid.
- 2.4.2 Where an Offer to Connect has been issued, the customer has the right to obtain an alternative quote, at their own expense, for work indicated in the Offer to Connect as eligible for alternative bid, generally described as work on existing circuits. That work must be undertaken in accordance with the Offer to Connect.
- 2.4.3 If the customer elects to accept a bid from an alternative contractor, the customer shall accept the responsibilities associated with the work set out below. The customer shall pay any costs incurred by BPDC that are associated with the customer electing to accept a bid from an alternative contractor, including, but not be limited to, the following:
- Costs for additional design, engineering, or installation of facilities required to complete the project that was made in addition to the original Offer to Connect.
 - Costs for inspection or approval of the work performed by the contractor hired by the customer.
 - Costs for administering the contract.

2.5 Connection Denial

- 2.5.1 The Distribution System Code provides for the ability of a Distributor to deny connections. A Distributor is not obligated to connect a building within its service territory if the connection would result in any of the following:
- Contravention of existing laws of Canada and the Province of Ontario.
 - Violations of conditions of BPDC's License.
 - Use of a distribution system line for a purpose that it does not serve and that the Distributor does not intend it to serve.
 - Adverse effect on the reliability and safety of the distribution system.
 - Imposition of an unsafe work situation beyond normal risks inherent in the operation of the distribution system.
 - A decrease in the efficiency of the distributor's distribution system.
 - An adverse effect on the quality of distribution services received by an existing connection.
 - Discriminatory access to distribution services.
 - Potential increases in monetary amounts that already are in arrears with the distributor.
 - A breach of any other condition generally documented in BPDC's Conditions of Service document that are generally consistent with the

conditions identified above and with the goals delineated in the Electricity Act.

2.5.2 If BPDC refuses to connect a building in its service territory that lies along one of its distribution lines, BPDC must inform the customer requesting the connection of the reasons for not connecting. Where the distributor is able to provide a remedy that would permit the connection, it shall do so in accordance with an Offer to Connect.

2.5.3 If the Distributor is unable to provide a remedy, it is the responsibility of the customer to do so before a connection can be made.

2.6 Inspection before Connections

2.6.1 Civil Construction

2.6.1.1 A BPDC representative shall inspect all underground civil installations by the customer prior to backfilling. The customer can backfill an excavation only after receiving approval from a BPDC representative. Any defects in workmanship or deviations from the BPDC Construction and Design Standards shall be corrected at the customer's expense prior to receiving BPDC approval to backfill.

2.6.1.2 The customer shall call for BPDC site inspection a minimum of two (2) working days in advance to co-ordinate any excavation and again two (2) days in advance of backfilling any excavations. The BPDC representative will indicate a time and date for the site visit.

2.6.1.3 Any work outside of the scope of the BPDC Construction and Design Standards shall be subject to inspection by the Electrical Safety Authority prior to electrical connection. Confirmation of electrical inspection approval must be received by BPDC prior to electrical connection.

2.6.2 Electrical Installations

2.6.2.1 All customer electrical installations shall be inspected and approved by the Electrical Safety Authority (ESA) and shall meet BPDC Construction and Design Standards. BPDC requires notification from ESA of its approval prior to energizing a customer's supply of electricity. Services that have been disconnected for the purposes of upgrade or change, or services that have been altered subsequent to ESA approval must be re-inspected and approved by the ESA prior to energization.

2.6.2.2 BPDC has the right to inspect all materials and workmanship related to any electrical installation that will be connected to the distribution system in order to determine compliance with items listed in section 2.5 Connection Denial.

- 2.6.2.3 Other customer specific requirements are outlined in Part 3 Distribution Activities (Customer Specific) and are applicable to customers who fall into each class of customer.
- 2.6.2.4 Metering must comply with BPDC requirements set out in Section 2.8 of these Conditions of Service and shall be inspected and approved by BPDC prior to energization.

2.6.3 Relocation of Plant

- 2.6.3.1 The relocation of BPDC electrical distribution plant will be governed by Public Service Works on Highways Act, letters of agreement, easement agreements, and the laws of Ontario as applicable. In the absence of an existing agreement, BPDC is not obligated to relocate its facilities.
- 2.6.3.2 If a customer requests the relocation of BPDC plant, BPDC will accommodate the request, if possible, where it is satisfied that the relocation will not result in a degradation to system reliability. All costs associated with the relocation, including the cost associated with negotiating for and acquiring land to accommodate the relocation, shall be borne by the customer requesting the relocation.

2.6.4 Easements

- 2.6.4.1 Where BPDC indicates that an easement is required as a condition of connection, the customer shall pay all costs of obtaining survey services and the creation of a reference plan, legal fees associated with registration at the Land Registry Office, and all BPDC costs related to obtaining the easement. The width and extent of the easement shall be determined by BPDC. The connection shall not be energized until the easement has been registered on title.
- 2.6.4.2 Any unregistered easements used and enjoyed openly by BPDC shall continue to be used and enjoyed by BPDC subject to the land owner's right to make application to court to prove that BPDC's use of that easement substantially interferes with the owner's use of their lands. The right of BPDC and the landowners are in accordance with Section 43.1 of the Electricity Act and described in Section 91 of the Municipal Act, 2001.

2.6.5 Contracts

- 2.6.5.1 BPDC may require any customer to enter into a Connection Agreement (Schedule 14), whether that is prior to connection or subsequent to connection.
- 2.6.5.2 Other types of contracts that customers may be required to enter into are identified in Part 3 Distribution Activities (Customer Specific).

2.6.5.3 Where there is no signed contract, BPDC has an implied contract with all customers connected to its distribution system, the terms of which are found in the rules and guidelines approved or filed with the Ontario Energy Board, including these Conditions of Service, the Rate Handbook, the Distribution Systems Code, and the applicable BPDC rate order. The use or reliance upon BPDCs distribution system by any person or persons constitutes acceptance of such a binding contract. That contract can be enforced in accordance with the laws of the Province of Ontario against the person, their heirs, administrators, successors and assigns.

2.6.6 Disconnection

2.6.6.1 BPDC may disconnect a customer for non-payment of an overdue amount on their electrical account, including an amount for a security deposit unpaid.

2.6.6.2 BPDC may also disconnect a customer if continuance of the connection results in any of the following:

- Adverse effect on the reliability and safety of the BPDC distribution system.
- Imposition of an unsafe worker situation beyond normal risks inherent in the operation of the BPDC distribution system.
- A material decrease in the efficiency of the BPDC distribution system.
- A materially adverse effect on the quality of distribution services received by an existing BPDC customer.
- Inability of BPDC to perform planned inspections and maintenance of its distribution system, due to a customer denying access to the electrical system, or otherwise.
- Failure of a consumer or customer to comply with a BPDC directive that is relevant for BPDC to meet the obligations of its Distribution License or any other obligation.
- Any other customer specific conditions stipulated by BPDC in Part 3 Distribution Activities (Customer Specific).

2.6.6.3 The process for disconnection of electrical service is identified in the BPDC procedure CL-CS-007, Dunning Procedure (Schedule 2).

2.6.6.4 BPDC may disconnect an electrical service without notice in accordance with a court order or for an emergency, safety, or system reliability reason.

2.6.6.5 Re-connection of electrical services that have been disconnected for more than six months shall be inspected by the Electrical Safety Authority prior to re-connection.

2.6.6.6 An electrical service that has been disconnected in response to tampering

with, or by-passing of, a meter shall not be re-connected until the customers' electrical system has been inspected by the Electrical Safety Authority at the customer's expense.

2.7 Conveyance of Electricity

2.7.1 Guarantee of Supply

- 2.7.1.1 BPDC will endeavour to maintain a constant, uninterrupted supply of electrical energy to all consumers, but cannot and does not guarantee a constant supply of power or assure that voltages and frequency will be unvaried.
- 2.7.1.2 Neither BPDC, nor any of its consumers, shall be liable for any loss of profits or revenues, business interruption losses, loss of contract or loss of goodwill, or for any indirect, consequential, incidental or special damages, including but not limited to punitive or exemplary damages, whether any of the liability, loss or damages arise in contract, tort or otherwise.
- 2.7.1.3 Consumers shall be responsible for providing their own equipment to maintain power quality, back-up, or standby facilities, if normal supply limitations are not acceptable to the consumer.
- 2.7.1.4 BPDC will occasionally be required to interrupt the power supply to consumers during emergencies or during the performance of construction and maintenance duties. Power interruptions initiated by BPDC shall be based on practical considerations, including the inconvenience to customers to the extent reasonable. BPDC will aim to provide the consumer with reasonable advance notice of planned power interruptions, generally 2 – 4 days in advance on radio, or through hand delivered notes where practical.
- 2.7.1.5 In performing the duties and obligations of its distribution license, BPDC has the right to exercise its powers of entry under Section 40 of the Electricity Act, 1998.

2.7.2 Power Quality

- 2.7.2.1 BPDC is obligated to maintain a voltage variance standard that is in accordance with the Canadian Standards Association standard CAN3-235, due to Copyright restrictions CSA Standards are available for purchase at "<http://www.csa.ca/>". BPDC will practice reasonable diligence in maintaining voltage levels, but is not responsible for variations in voltage from external forces.
- 2.7.2.2 Customers or consumers can file power quality complaints and BPDC

shall respond in accordance with its procedure US-GE-014, Responding To Customer Power Quality Complaints (Schedule 1).

- 2.7.2.3 Consumers are responsible to ensure that their electrical usage does not have an adverse affect on the distribution system.
- 2.7.2.4 If the source of a power quality problem is caused by the consumer making the complaint, BPDC will seek reimbursement for the costs of investigating the complaint.
- 2.7.2.5 No electrical equipment shall be connected to, or remain connected to, the BPDC electrical distribution system that will produce an undesirable system disturbance that may be reflected back to the BPDC distribution system. BPDC may direct a consumer connected to its electrical distribution system to take corrective or preventative action on the consumer's system, at the consumer's cost when there is a direct hazard to public safety, or the consumer is causing, or could cause adverse effects to the reliability or quality of supply of the BPDC distribution system. If the situation is not corrected, BPDC may disconnect the consumer in accordance with the procedure in section 2.6.6.3 of this document.

2.7.3 Electrical Disturbances

- 2.7.3.1 BPDC will endeavour to maintain the electrical distribution system characteristics as per the CAN3-235 specification. Typical voltage excursions that can be expected on distribution systems are capacitor switching transients, voltage sags caused by faults on adjacent feeders, and auto-reclosure operations. It is the customer's responsibility to protect itself from any external disturbances.
- 2.7.3.2 Customers requiring an electrical supply that meets a higher degree of quality in terms of fluctuations and electrical noise shall provide their own power conditioning equipment to their satisfaction and at their cost.
- 2.7.3.3 Customers must ensure that their equipment does not cause any disturbances such as harmonics, spikes, or sags that might interfere with the operation of adjacent customer equipment. In planning the installation of large motors, welders and variable speed drives, the customer shall consult with BPDC.

2.7.4 Standard Voltage Offerings

- 2.7.4.1 BPDC offers a number of available secondary service voltages. Some voltages are not available in some areas. The service voltages available are listed in Appendix 5.3.1.

2.7.4.2 For reasons of design capacity, BPDC has set maximum capacities for connections on some service voltages. These restrictions are identified in the Customer specific requirements in Part 3.

2.7.5 Voltage Guidelines

2.7.5.1 BPDC maintains service voltage at the customer's service entrance in accordance with the CAN3-235 specification.

2.7.5.2 When voltages lie outside the acceptable limits for Normal Operating Conditions but within the acceptable limits for Extreme Operating Conditions, improvement or corrective action will be taken on a planned and programmed basis, but not necessarily on an emergency basis. When voltages lie outside the acceptable limits for Extreme Operating Conditions, improvement or corrective action will be taken on an emergency basis. The urgency for such action will depend on factors such as the location and nature of the circuit involved, and the extent to which limits are exceeded.

2.7.6 Backup Generators

2.7.6.1 Customers with portable or permanently connected emergency generation capability shall comply with all applicable criteria of the Ontario Electrical Safety Code and, in particular, shall ensure that customer emergency generation does not back feed on to the BPDC distribution system.

2.7.6.2 Customers with permanently connected emergency generation equipment shall notify BPDC regarding the presence of such equipment.

2.7.6.3 Where BPDC believes there to be emergency generation equipment present at a customers' connection, it can take all measures necessary to guarantee the safety of its workers and equipment, including the disconnection of the customer until the customer has satisfied BPDC, acting reasonably, that the appropriate safety measure have been put in place.

2.8 Metering

2.8.1 General

2.8.1.2 BPDC shall provide, install, and maintain a meter installation for retail settlements and billing for all customers connected to the BPDC distribution system in accordance with this section.

2.8.1.3 Meters and all other BPDC owned equipment located on the customers' premises shall be in the care of the customer. If destroyed or damaged by other than ordinary wear and tear, the customer shall pay the material and labour costs of repair and/or replacement.

- 2.8.1.4 The customer shall provide BPDC, free of charge, a safe and convenient space for the installation of meters and metering equipment necessary for the connection of the customer.
- 2.8.1.5 The customer shall also allow BPDC staff, or authorized agents, access to the customer's premises at all reasonable times to read, repair or maintain, or to inspect meters and meter equipment.
- 2.8.1.6 The customer shall also obtain direction from BPDC as to the location of service connection prior to proceeding with the installation or relocation of any electrical service. Failure to do so may result in the relocation of the point of service at the customer's cost.
- 2.8.1.7 No devices other than those required by BPDC for its purposes are permitted to be connected to the BPDC metering equipment or circuits.
- 2.8.1.8 Any metering or load control equipment required by the customer shall be installed on the load side of the utility metering equipment.
- 2.8.1.9 Notwithstanding the above, the customer may request the use of duplicate meter pulses from the BPDC metering equipment. The customer shall be responsible for all associated costs.
- 2.8.1.10 The general rule is that only one service is permitted per property, however, multiple meters may be permitted by BPDC on that service. All new construction of:
- Apartment buildings
 - Condominiums
 - Multi-unit Commercial
- shall be required to have individual meters for each occupant in accordance with the DSC and regulations issued by the OEB or the Province of Ontario from time-to-time. Where multiple meters are required, or otherwise approved by BPDC, BPDC may require that the meters be grouped together in a single location.
- 2.8.1.11 Meters are to be mounted at a height of 1.7 meters (+/- 100 mm) measured from the center of the meter to finished grade in the immediate area of the meter.
- 2.8.1.12 Other utilities such as natural gas, sewer, water, communications, etc. shall not be allowed to encroach upon the safe working space requirements of the meter and metering equipment.
- 2.8.1.13 No meters or metering equipment shall be permitted to be installed inside a hazardous location. A hazardous location shall be any location classified as such under the Ontario Electric Safety Code or where BPDC employees could be at risk from moving machinery, equipment, dust,

- fumes, or moisture.
- 2.8.1.14 Where excessive vibration may affect or damage the metering equipment, the customer shall provide and install an adequate vibration absorbing mounting suitable to BPDC.
- 2.8.1.15 Meter Rooms shall be accessible via an outside door or from a public area. Where this is not possible and as approved by BPDC, the customer shall be responsible for providing access by keying all locks to BPDC specifications.
- 2.8.1.16 In general, all meters and metering equipment shall be located on the load side of the step down transformer (i.e. secondary metering). However, some rate classes of customers will be required to install primary metering as determined by BPDC.
- 2.8.1.17 For services greater than 200 amps metering equipment cabinet and conduit shall be required from the customer at the customer's expense. These are specifications for such cabinet and conduit found in Appendix 5.6.2.
- 2.8.1.18 In areas of possible vandalism, the customer shall be responsible for providing suitable protection for the metering equipment.

2.8.2 Metering Equipment Boxes

- 2.8.2.1 Where such equipment is required for an electrical connection the customer shall provide BPDC with the items listed in Appendix 5.6 and the space to mount them within an electrical room.
- 2.8.2.2 Safe working space of not less than 1 m in front of the meter/equipment location. This shall apply from the floor to ceiling.
- 2.8.2.3 A minimum ceiling height of 2.5 m from the floor, and adequate lighting to a minimum of 25 foot candles shall also be provided.
- 2.8.2.4 The mounting height of the cabinet shall be no lower than 1.2 m above the floor measured to the bottom of the cabinet. The top of the cabinet shall be no higher than 2.5 m above the floor.

2.8.3 Interval Metering

- 2.8.3.1 BPDC may install a demand meter on the customer premises for the purpose of measuring demand to assign the customer to a rate category or for any other purpose, including determining if a customer is required to install an interval meter.

- 2.8.3.2 Any existing customers with an average monthly peak demand of over 1MW during a calendar year, BPDC is required to install a MIST (Meter inside the Settlements Time Frame) meter. [NOTE: the thresholds expressed herein are subject to change by the province, and customers should contact BPDC for current information.]
- 2.8.3.3 All new customers with a projected average monthly peak demand of greater than 500kW during a calendar year; BPDC is required to install a MIST meter. Where demand figures provided by the customer appear inaccurate, BPDC shall investigate and if demand is more likely than not to exceed 500KW, as determined is the sole discretion of BPDC, an interval meter shall be installed at the customer's cost. [NOTE: the thresholds expressed herein are subject to change by the province, and customers should contact BPDC for current information.]
- 2.8.3.4 BPDC shall install an interval meter to any customer upon receipt of a written request only at such time as the regulations of the Province of Ontario or the OEB require, or permit. The request may come directly from the consumer or through it's retailer in accordance with the Retail Settlements Code.
- 2.8.3.5 BPDC shall provide the interval meter so requested subject to the following conditions:
- The consumer, or it's retailer compensate BPDC for all incremental costs associated with that interval meter including the capital cost, installation costs, on-going maintenance (including allowance for meter failure) verification and re-verification, installation and on-going maintenance of a communication line or link to the customers meter, and costs of all metering made redundant by a customer request for interval metering.
 - BPDC shall determine whether the meter will be a MIST or a MOST (Meter outside the Settlements Time Frame) meter.
 - A communication system utilized for MIST meters shall be in accordance with BPDC requirements.
 - A communication line shall be required in the case of inside or restricted access to meters.
- 2.8.3.6 The type of metering available to each customer rate class, and the charges for each, are listed later in the Customer Specific sections of these Conditions of Supply.

2.8.4 Meter Reading

- 2.8.4.1 All metering data collected by BPDC shall be subjected to a Validating, Estimating, and Editing (VEE) process as required by the Distribution

System Code. The VEE process followed by BPDC is included as Appendix 5.5 of the document.

- 2.8.4.2 All metering activities performed by BPDC shall be governed by and shall comply with the requirements of Measurement Canada.
- 2.8.4.3 BPDC endeavours to bill based on actual reads 99.5% of the time. Where it is deemed necessary to bill based on estimates, those estimates shall be based on historical, or neighbourhood information, plus an adjustment to account for weather and other similar factors.
- 2.8.4.4 Where access to meters is restricted, customers are encouraged to cooperate with BPDC to ensure that meter reads can be obtained. To encourage cooperation and recognize the risk to BPDC of not obtaining an actual read, customers accept that BPDC may add a reasonable amount to estimates.

2.8.5 Final Meter Reading

- 2.8.5.1 Final meter reads for the purpose of performing a service transfer from one retailer to another shall be done in accordance with the Retail Settlements Code.
- 2.8.5.2 Final meter reads for purposes of transferring property ownership or tenancy shall be in accordance with BPDC Policy CL-CS-019, Final Bill Credits Transferred to Accounts Payable System (Schedule 5).
- 2.8.5.3 Where a tenant requests a final read because they are moving out of a premises and a new tenant fails to request service, then the account shall automatically be put in the Landlord's name.

2.8.6 Faulty Registration of Meters

- 2.8.6.1 Meter errors identified shall be dealt with in accordance with BPDC policy CL-CS-015, Metering (Schedule 6).

2.8.7 Meter Dispute Testing

- 2.8.7.1 Meter errors resulting in a dispute request by the customer or BPDC will be dealt with according to BPDC Policy CL-CS-003, Billable Charges (Schedule 7).

2.9 Tariffs and Charges

2.9.1 Service Connections

- 2.9.1.1 Service and Connection Fees shall apply to all new electrical service connections, as well as where the customer is undertaking equipment upgrades that necessitate an upgraded service.
- 2.9.1.2 No Service and Connection fee shall be payable in respect of a basic connection, as that connection is considered to be included in distribution rates. Basic connections shall be as follows:
- (a) for Residential, the basic connection shall considered to be included in the distribution rate is a 200 Amp, overhead service measuring 30 meters in length.
 - (b) for all other customer types, there is no basic connection included in the distribution rates.
- 2.9.1.3 Service and Connection fees as required by customer rate class in accordance with the paragraph in section 2.9.1.2 shall be as set out in Appendix 5.4 and as further described in the appropriate customer class found in Part 3 of the Conditions of Service.
- 2.9.1.4 Where a customer requests an upgrade for an existing service that does not fall within Section 2.9.1.1, the upgrade may be undertaken but 100% at the customer's cost.

2.9.2 Energy Supply

- 2.9.2.1 BPDC is obligated to provide Standard Supply Service (SSS) to customers connected to its distribution system according to the requirements of the (Standard Supply Service Code) and the Retail Settlements Code (RSC).
- 2.9.2.2 Electrical Energy rates for Standard Supply Service customers of BPDC shall be in accordance with the requirements of the relevant codes.
- 2.9.2.3 BPDC shall provide Standard Supply Service to any customer connected to its distribution system who has:
- Done nothing to advise BPDC in writing that the customer does not want to purchase electrical energy from BPDC;
 - Requested in writing to purchase electrical energy from BPDC; or
 - Agreed to purchase electrical energy from a retailer other than BPDC, but the retailer is unable to sell electricity to the customer.

2.9.3 Deposits

- 2.9.3.1 BPDC requires a security deposit to be paid by the customer as a condition of connecting to, or maintaining service connection to, the BPDC

distribution system. A schedule of these deposit requirements are contained in CL-CS- 009, Security Deposits, Interest, Refunds and Transfers (Schedule 8).

2.9.4 Billing

2.9.4.1 BPDC must accommodate a number of options for customer billing. These are:

- a) Distributor Consolidated Billing,
- b) Retailer Consolidated Billing, and
- c) Split Billing where the retailer and BPDC each send the customer a bill.

2.9.4.2 The default billing option shall be Distributor Consolidated Billing until advised otherwise by the Retailer selected by a customer.

2.9.4.3 All billing activities performed by BPDC shall be in accordance with the Retail Settlements Code and all other relevant Codes.

2.9.5 Payments and Late Payment Charges

2.9.5.1 Payment terms, timing, and late payment charges shall be according to BPDC Policy CL-CS-003, Billable Charges (Schedule 7).

2.9.5.2 As directed by the OEB, late payment charges shall be 1.5% per month, compounded monthly (19.56% per annum), and imposed following the 15th day past the due date and on the monthly anniversary of that date thereafter.

2.9.6 Customer Information

2.9.6.1 BPDC shall ensure that all customer information remains confidential. When exchange of information from BPDC to retailers and/or the customer is required, the exchange shall be in accordance with the requirements and processes set out in the Standard Supply Service Code, Retail Settlements Code, Affiliate Relationships Code, all other relevant codes.

2.9.6.2 The release of any customer information shall require written authorization from the customer except as follows:

- The customer requests that the historical, consumer specific information be delivered directly to the customer's service or billing address. This request can be satisfied on a verbal authorization.
- If a Retailer requests that a customer be transferred back to the Standard Supply Service of BPDC. This shall be performed in accordance with processes established in the Retail Settlements Code.

- When BPDC must transfer a customer back to the Standard Supply Service in the event of a payment default of the Retailer according to the requirements of the Retail Settlements Code.

2.9.6.3 BPDC is also subject to the Personal Information Protection and Electronic Documents Act and BPDC shall collect, use and disclose all customer information in accordance with its Privacy Policy.

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PART 3 – DISTRIBUTION ACTIVITIES (Customer Class Specific)

3.1 Residential Customers

- 3.1.1 All service supplied to single-family dwelling units for domestic or household purposes shall be classed as residential service. Where electricity service is provided for combined residential and business purposes (including agricultural usage) and the wiring does not provide for separate metering, the classification shall be in the discretion of BPDC and shall be based on such considerations as the estimated predominant consumption or the municipal tax roll classification.
- 3.1.2 A Residential Customer may be found in a detached, semi-detached, linear row housing, apartment building, or mixed-use building. Where more than one dwelling is served by a single meter, that service shall be considered a General Service Customer.
- 3.1.3 A customer requesting a new or upgraded electrical service shall be expected to pay BPDC the Connection Charge required by Section 2.9.1 and outlined in Appendix 5.4, prior to the time of the final connection.
- 3.1.4 In some areas, municipal by-laws or BPDC Policy may dictate that new services are to be underground. These areas shall be identified by BPDC to the customer when a Request for Service Connection is made.
- 3.1.5 Points of Ownership and Demarcation

| | Ownership Demarcation | Operational Demarcation |
|--------------------|---|--------------------------------|
| Underground | BPDC owns wires up to, but not including, line side connections within the meter base. Customer owns duct work, and associated structures on the property. | Same |
| Overhead Secondary | BPDC owns wires up to, but not including, the point of attachment on the building above the service entrance stack. | Same |
| Overhead Primary | BPDC owns wires to the customers' property line | Same |

3.1.6 Service and Metering Requirements

- 3.1.6.1 The minimum service ampacity for new connections shall be 100 amps. The maximum service ampacity shall be 200 amps. Where a customer requests a new residential service greater than 200 amps, BPDC will grant the request provided there is sufficient capacity and the customer shall be responsible for costs as set at in Schedule 5.4, plus any extraordinary engineering costs. Upgrade of existing services shall be entirely at the customer's cost.
- 3.1.6.2 BPDC will provide one service per individual property. Existing properties with more than one service will be required to combine the services when an upgrade is required or performed.
- 3.1.6.3 Meters locations shall be approved by BPDC. For residential customers, the meter shall be located on the outside of the building at the front or on the side of the building within 3 m of the front of the building. Where building additions, fencing, or other obstructions render the meter location inaccessible, the meter shall be relocated or a remote interrogation device installed in an accessible location at the customers expense.

3.1.7 Overhead Secondary Voltage Services

- 3.1.7.1 BPDC will supply to its specifications the first 30 meters of overhead wire, on the property, at no charge to the customer at the time of connection. For services in excess of 30 meters in length, the customer will be charged for all additional materials and labour on top of the Connection Charge.
- 3.1.7.2 For residential overhead installations only, BPDC shall supply secondary wiring to reach the property line. Further, where street cross over poles are required, these will be placed on the road allowance and will be provided by BPDC as part of the Connection Charge.
- 3.1.7.3 Where transformation is required beyond the basic connection that connection shall be treated as an expansion and be subject to Section 2.3.
- 3.1.7.4 The customer shall be responsible for the supply installation and maintenance of a service entrance mast and clevis bolted to the building as per the Electrical Safety Authority requirements.
- 3.1.7.5 Where the service is in excess of 60 m in length, BPDC may require that the service be designed and installed at primary voltage. BPDC will supply the first 30 meters of overhead wire, on the property, at no charge to the customer at the time of connection. The customer shall be responsible for the materials and labour required to construct the primary voltage line to point.

- 3.1.7.6 The customer shall be responsible for the supply, installation, and maintenance of a meter base and all service entrance equipment according to the requirements of the Electrical Safety Authority (ESA).
- 3.1.7.7 Overhead service conductors under the ownership of BPDC shall be maintained by BPDC.
- 3.1.7.8 Initial clearing and tree trimming on the customer's property shall be done by the customer according to the requirements of the Electrical Safety Authority.
- 3.1.7.9 Subsequent tree trimming and brush removal required on the customer's property to protect the service from damage shall be the responsibility of the customer and must be completed by either qualified personnel or with the line isolated and de-energized by BPDC. BPDC will disconnect the power, free of charge during normal business hours, for tree trimming to occur once per year at the request of the customer.
- 3.1.8 Underground Services
 - 3.1.8.1 BPDC shall supply the first 30 meters of underground service wire, at no charge to the customer at the time of connection.
 - 3.1.8.2 For services in excess of 30 meters in length, the customer will be charged for all additional materials and labour as part of the Connection Charge.
 - 3.1.8.3 The customer is responsible for all materials and labour associated with installing the underground duct from the meter base to the point of connection at the pole. This duct work shall be installed to BPDC specifications and will be inspected prior to backfilling.
 - 3.1.8.4 Where transformation is required in order to service a customer beyond the basic connection, that shall be treated as a system expansion and be subject to Section 2.3.
 - 3.1.8.5 BPDC shall not be responsible for any restoration costs of the grounds, driveways, sidewalks, shrubs and plants in the area of the work occurring at the time of construction or during subsequent repairs.
 - 3.1.8.6 For repairs to underground services, BPDC will locate the point of the fault at no cost to the customer. The customer is responsible for the excavation and exposure of the wire or duct sufficient to allow BPDC staff access to make the necessary repairs. If the fault cannot be located, or there are multiple faults, BPDC may request the customer to install a new trench and duct to the property line and BPDC will replace the wire and the customer shall only be responsible for the cost of the wire in excess of

30 meters.

3.1.8.7 The customer shall be responsible for the supply and installation and maintenance of a meter base and all service entrance equipment beyond according to the requirements of the ESA.

3.1.9 Special Contracts

3.1.9.1 No specific contract for service, relating to the supply of electrical distribution services, is required with a residential customer.

3.1.10 Other Conditions

3.1.10.1 Any other specific conditions related to residential customer connections will be communicated in writing to the customer at the time of the customer connection application.

3.1.10.2 BPDC shall own all transformers once installed.

3.2 General Service (Below 50kW Demand)

3.2.1 A General Service (Below 50kW Demand) Customer shall be any customer not designated as Residential under Sections 3.1.1 and 3.1.2, and that over a twelve month period has an average monthly peak demand of less than 50kW, and has a monthly peak demand that never exceeds 100kW. BPDC shall review this rate class designation on an annual basis and the customer's designated rate class may change as a result.

3.2.2 Points of Ownership and Operational Demarcation

| | Ownership Demarcation | Operational Demarcation |
|-------------|---|--|
| Overhead | BPDC owns wires up to, but not including, the point of attachment to the building above the service stack | The first gang operated load break device within the building. |
| Underground | BPDC owns wires to the point of connection on the pole. Customer owns wires, duct work and associated equipment from the point | The first gang operated load break device within the building. |

| | | |
|--|--|--|
| | of connection on the pole to its building. | |
|--|--|--|

3.2.3 Service and Metering Requirements

- 3.2.3.1 The minimum service ampacity for new connections shall be 100 amps. The maximum service ampacity shall be 200 amps. Where a customer requests a new service greater than 200 amps, BPDC will grant the request provided there is sufficient capacity and the customer shall be responsible for costs as set at in Schedule 5.4, plus any extraordinary engineering costs. Upgrade of existing services shall be entirely at the customer's cost.
- 3.2.3.2 A customer requesting a new or upgraded electrical service shall be expected to pay BPDC the Connection Charge required by Sections 2.9 and outlined in Appendix 5.4, prior to the time of the final connection.
- 3.2.3.3 In some areas, municipal by-laws or BPDC Policy may dictate that new or upgraded services shall be underground. These areas shall be identified by BPDC to the customer when a Request for Service Connection is made.
- 3.2.3.4 BPDC will provide one service to each individual property. Existing properties with more than one service may be required to combine the service when an upgrade is required or performed. However, BPDC may, in its sole discretion, provide individual services on a single property under one ownership to separate and free standing buildings. The customer will be required to pay the Connection charges for each service on the property.
- 3.2.3.5 Service voltages available to General Service (Below 50kW Demand) customers are detailed in Appendix 5.3. The customer will be supplied at one voltage only. Where more than one service per property is granted by BPDC, all services shall be of the same voltage. Single phase step-down transformers from 600/347V to another voltage level may be supplied and installed by the customer on his premises provided the total capacity of these units does not exceed 25% of the customers total demand and does not to exceed 24kVA.
- 3.2.3.6 Meter locations shall be approved by BPDC. For customers installing single phase 120/240V services, the meter shall be located on the outside of the building at the front or on the side of the building within 3 meters of the front of the building. For customers installing three phase services, the meters shall be located on the inside of the building within the

electrical service room. Where building additions, renovations, or other obstructions render the meter location inaccessible, the meter shall be relocated or a remote interrogation device installed in an accessible location at the customer's expense.

- 3.2.3.7 The customer shall be responsible for the supply, installation and maintenance of a meter base and all service entrance equipment beyond according to the requirements of the ESA. All installations shall be inspected and approved by the ESA prior to connection.

3.2.4 Overhead Secondary Voltage Services

- 3.2.4.1 If overhead transformation with sufficient capacity and service voltage exists, BPDC shall supply and install the service wires to the customer service entrance mast and shall charge the customer the applicable Connection Charge.
- 3.2.4.2 Where there is no existing overhead transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC shall consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.2.4.3 The customer shall be responsible for the supply installation and maintenance of a service entrance mast and clevis bolted to the building as per the Electrical Safety Authority requirements.
- 3.2.4.4 Where the service wires are in excess of 30 meters in length, additional support poles may be required. These will be installed by BPDC at the customers' expense.
- 3.2.4.5 Where the service is in excess of 60m in length, BPDC may require that the service be designed and installed at primary voltage. An Offer to Connect shall be provided that will outline all costs associated with the connection of the customer service.
- 3.2.4.6 Initial clearing and tree trimming on the customer's property shall be done by the customer according to the requirements of the Electrical Safety Authority.
- 3.2.4.7 Subsequent tree trimming and brush removal required on the customer's property to protect the service from damage shall be the responsibility of the customer and must be completed by either qualified personnel or with the line isolated and de-energized by BPDC. BPDC will disconnect the power, free of charge during normal business hours, for tree trimming to occur once per year at the request of the customer.

3.2.5 Underground Secondary Voltage Services

- 3.2.5.1 If transformation with sufficient capacity and service voltage exists, the customer shall supply and install the service wires to the point of connection on the pole.
- 3.2.5.2 Where there is no existing transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC shall consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.2.5.3 The customer is responsible for all materials and labour associated with installing the underground duct and service wire from the meter base or service entrance panel to the point of connection on the pole.
- 3.2.5.4 BPDC shall not be responsible for any restoration costs of the grounds, driveways, sidewalks, shrubs and plants in the area of the work occurring at the time of construction or during subsequent repairs.

3.2.6 Special Contracts

- 3.2.6.1 Generally, no specific contract for service is required, relating to any supply of electrical distribution services. Depending on the nature of the customer's facility, BPDC may require the customer to enter into a Connection Agreement (Schedule 14), which is an agreement outlining the mutual obligations of the parties and the technical aspects of the connection.

3.2.7 Other Conditions

- 3.2.7.1 A customer requesting a new service connection should be aware that BPDC will require at least 6-8 weeks notice of the intention to proceed in advance of the requested in-service date. This is required to ensure delivery of the required materials and labour scheduling.
- 3.2.7.2 Coreflex cables attached to the pole will not be allowed. All service wires attached to BPDC poles must be in conduit.
- 3.2.7.3 BPDC shall own all transformers once installed.

3.3 General Service (Above 50kW Demand)

- 3.3.1 A General Service (Above 50kW Demand) Customer shall be any customer not designated as Residential, and that over a twelve month period has an average monthly peak demand of more than 50kW, and less than 5000kW, but not including those customers that fit the definition of General Service

Intermediate Use in Section 3.4. This rate class designation is reviewed on an annual basis and the customer's designated rate class may change as a result.

3.3.2 Points of Ownership and Operational Demarcation

| | Ownership Demarcation | Operational Demarcation |
|-------------|--|--|
| Underground | BPDC owns wires up to the point of connection on the pole. Customer owns wires, duct work, and associated equipment from the point of connection on the pole to its building. | The first gang operated load break device within the building. |
| Overhead | BPDC owns wires up to, but not including, the point of attachment to the building above the service stack. | The first gang operated load break device within the building. |

3.3.3 Service and Metering Requirements

- 3.3.3.1 The minimum service ampacity for an overhead connection shall be 100amp. The maximum service ampacity for an underground connection from pole mounted transformation shall be 300kVA. For services requiring greater than 300kVA, the service must be supplied from a pad mounted transformer installation.
- 3.3.3.2 BPDC will provide one service to each individual property. Existing properties with more than one service may be required to combine them when an upgrade is required.
- 3.3.3.3 The Customer shall be responsible for paying a Connection Charge for all new and upgraded electrical services (as applicable) to BPDC based on the schedule contained in Appendix 5.4.
- 3.3.3.4 In some areas, municipal by-laws or BPDC Policy may dictate that new or upgraded services shall be underground. These areas shall be identified by BPDC to the customer when a Request of Service Connection is made.
- 3.3.3.5 Service voltages available to General Service (Above 50kW Demand) customers are detailed in Appendix 5.3.

3.3.3.6 Meters locations shall be approved by BPDC. For General Service (Above 50kW Demand) customers, the meter shall be located on the inside of the building within the electrical service room. Where building additions, renovations, or other obstructions render the meter location inaccessible, the meter shall be relocated or a remote interrogation device installed in an accessible location at the customers expense.

3.3.3.7 For commercial malls with multiple separate business units, each business or business unit may be metered separately. The location of meters shall be approved by BPDC.

3.3.4 Overhead Secondary Voltage Services

3.3.4.1 If overhead transformation with sufficient capacity and service voltage exists, BPDC will supply and install the service wires to the customer service entrance mast and will charge the customer the applicable Connection Charge.

3.3.4.2 Where there is no existing overhead transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC will consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.

3.3.4.3 The customer shall be responsible for the supply and installation of a service entrance mast and clevis bolted to the building as per the Electrical Safety Authority requirements.

3.3.4.4 Where the service wires are in excess of 30 meters in length, additional support poles may be required. These will be installed by BPDC at the customer's expense.

3.3.4.5 Where the service is in excess of 60m in length, BPDC may require that the service be designed and installed at primary voltage. The Offer to Connect will outline all costs associated with the connection of the customer service.

3.3.4.6 Initial clearing and tree trimming on the customer's property shall be done by the customer according to the requirements of the Electrical Safety Authority.

3.3.4.7 Subsequent tree trimming and brush removal required on the customer's property to protect the service from damage will be the responsibility of the customer and shall be completed by qualified personnel or with the line isolated and de-energized by BPDC. BPDC will disconnect the power, free of charge during normal business hours, for this work to occur once per year at the request of the customer.

3.3.5 Underground Secondary Voltage Services From Pole Mounted Transformation

- 3.3.5.1 If overhead transformation with sufficient capacity and service voltage is existing, the customer shall supply and install the service wires, conduit, weather head, etc to the point of connection on the pole.
- 3.3.5.2 Where there is no existing overhead transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC will consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.3.5.3 The customer is responsible for all materials and labour associated with installing the underground duct from the meter base to the point of connection on the pole.
- 3.3.5.4 BPDC is not responsible for any restoration costs of the grounds, driveways, sidewalks, shrubs and plants in the area of the work.
- 3.3.5.5 BPDC is responsible for all costs of installation and connection from the property line to the distribution system on the road allowance.

3.3.6 Services Supplied From Pad Mounted Transformer

- 3.3.6.1 For all new services to a single customer that are to be supplied from a new pad mounted transformer(s), BPDC will consider these as system expansions and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.3.6.2 For new services from an existing pad mounted transformer with sufficient capacity and service voltage, the customer shall supply and install the service wires, connectors, conduit, etc to the point of connection on the secondary terminals of the transformer.

3.3.7 Special Contracts

- 3.3.7.1 Generally no specific contract for service is required, relating to the supply of electrical distribution services. Depending on the nature of the customer's facility, BPDC may require the customer to enter into a Connection Agreement (Schedule 14).

3.3.8 Other Conditions

- 3.3.8.1 A customer requesting a new service connection should be aware that BPDC will require at least 6-8 weeks notice of the intention to proceed in advance of the requested in-service date. This is required to ensure delivery of the required materials and labour scheduling.

3.3.8.2 Coreflex cables attached to the pole will not be allowed. All service wires attached to BPDC poles must be in conduit.

3.3.8.3 BPDC shall own all transformers once installed where those transformers are of a capacity of 1000 kVa or less. Transformers larger than 1000 kVa may be owned by BPDC, at its discretion or in consultation with the customer.

3.4 General Service - Intermediate Use

3.4.1 A General Service – Intermediate customer shall be any customer not designated residential, and that has over a twelve month period, had an average monthly peak demand of more than 1,000 kW and less than 5,000 kW.

3.4.2 Points of Ownership and Operational Demarcation

| | Ownership Demarcation | Operational Demarcation |
|-------------|--|--|
| Underground | BPDC owns wires up to the point of connection on the pole. Customer owns wires, duct work, and associated equipment from the point of connection on the pole to its building. | The first gang operated load break device within the building. |
| Overhead | BPDC owns wires up to, but not including, the point of attachment to the building above the service stack. | The first gang operated load break device within the building. |

3.4.3 Service and Metering Requirements

3.4.3.1 The minimum service ampacity for an overhead connection shall be 100amp. The maximum service ampacity for an underground connection from pole mounted transformation shall be 300kVA. For services requiring greater than 300kVA, the service must be supplied from a pad mounted transformer installation.

3.4.3.2 BPDC will provide one service to each individual property. Existing properties with more than one service may be required to combine them

when an upgrade is required.

- 3.4.3.3 The Customer shall be responsible for paying a Connection Charge for all new and upgraded electrical services (as applicable) to BPDC based on the schedule contained in Appendix 5.4.
- 3.4.3.4 In some areas, municipal by-laws or BPDC Policy may dictate that new or upgraded services shall be underground. These areas shall be identified by BPDC to the customer when a Request for Connection is made.
- 3.4.3.5 Service voltages available to General Service (Above 50kW Demand) customers are detailed in Appendix 5.3.
- 3.4.3.6 Meter locations shall be approved by BPDC. For General Service (Above 50kW Demand) customers, the meter shall be located on the inside of the building within the electrical service room. Where building additions, renovations, or other obstructions render the meter location inaccessible, the meter shall be relocated or a remote interrogation device installed in an accessible location at the customers expense.
- 3.4.3.7 For commercial malls with multiple separate business units, each business or business unit may be metered separately. The location of meters shall be approved by BPDC.

3.4.4 Overhead Secondary Voltage Services

- 3.4.4.1 If overhead transformation with sufficient capacity and service voltage exists, BPDC will supply and install the service wires to the customer service entrance mast and will charge the customer the applicable Connection Charge.
- 3.4.4.2 Where there is no existing overhead transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC will consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.4.4.3 The customer shall be responsible for the supply and installation of a service entrance mast and clevis bolted to the building as per the Electrical Safety Authority requirements.
- 3.4.4.4 Where the service wires are in excess of 30 meters in length, additional support poles may be required. These will be installed by BPDC at the customer's expense.
- 3.4.4.5 Where the service is in excess of 60m in length, BPDC may require that the service be designed and installed at primary voltage. The Offer to Connect will outline all costs associated with the connection of the

customer service.

- 3.4.4.6 Initial clearing and tree trimming on the customer's property shall be done by the customer according to the requirements of the Electrical Safety Authority.
- 3.4.4.7 Subsequent tree trimming and brush removal required on the customer's property to protect the service from damage will be the responsibility of the customer and shall be completed by qualified personnel or with the line isolated and de-energized by BPDC. BPDC will disconnect the power, free of charge during normal business hours, for this work to occur once per year at the request of the customer.

3.4.5 Underground Secondary Voltage Services From Pole Mounted Transformation

- 3.4.5.1 If overhead transformation with sufficient capacity and service voltage existing, the customer shall supply and install the service wires, conduit, weather head, etc to the point of connection on the pole.
- 3.4.5.2 Where there is no existing overhead transformation or existing transformation capacity is insufficient, or of an incorrect service voltage, BPDC will consider the service to be an expansion to the system and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.4.5.3 The customer is responsible for all materials and labour associated with installing the underground duct from the meter base to the point of connection at the pole.
- 3.4.5.4 BPDC is not responsible for any restoration costs of the grounds, driveways, sidewalks, shrubs and plants in the area of the work.
- 3.4.5.5 BPDC is responsible for all costs of installation and connection from the property line to the distribution system on the road allowance.

3.4.6 Services Supplied From Pad Mounted Transformer

- 3.4.6.1 For all new services to a single customer that are to be supplied from a new pad mounted transformer(s), BPDC will consider these as system expansions and will provide the customer with an Offer to Connect for the service as per section 2.3 of this document.
- 3.4.6.2 For new services from an existing pad mounted transformer with sufficient capacity and service voltage, the customer shall supply and install the service wires, connectors, conduit, etc to the point of connection on the secondary terminals of the transformer.

3.4.7 Special Contracts

3.4.7.1 Generally no specific contract for service is required, relating to the supply of electrical distribution services. Depending on the nature of the customer’s facility, BPDC may require the customer to enter into a Connection Agreement (Schedule 14).

3.4.8 Other Conditions

3.4.8.1 A customer requesting a new service connection should be aware that BPDC will require at least 6-8 weeks notice of the intention to proceed in advance of the requested in-service date. This is required to ensure delivery of the required materials and labour scheduling.

3.4.8.2 Coreflex cables attached to the pole will not be allowed. All service wires attached to BPDC poles must be in conduit.

3.4.8.3 BPDC shall own all transformers once installed, where those transformers are of a capacity of 1000 kVa, or less. Transformers larger than 1000 kVa may be owned by BPDC, in its discretion and in consultation with the customer.

3.5 General Service - Large Use (Above 5,000kW Demand)

3.5.1 A Large Use customer shall be any customer not designated as Residential, and that has an average monthly peak electrical demand of more than 5,000kW over 12 consecutive billing periods. This rate class designation is reviewed on an annual basis and the customer’s designated rate class may change as a result.

3.5.2 Points of Ownership and Operational Demarcation

| | Ownership Demarcation | Operational Demarcation |
|----------|---|---|
| Overhead | The single phase in-line switches, or in-line fuses, located at or near the property line. Customer owns wires, poles, and associated equipment beyond the point to its building. | Unless agreed to in writing otherwise, the first gang operated load break device. |

| | | |
|-------------|---|---|
| Underground | The line side terminals of the customer's primary cable connection. Customer owns duct work, wires, and associated equipment beyond this point to its building. | Unless agreed to in writing otherwise, the first gang operated load break device. |
|-------------|---|---|

3.5.3 Service and Metering Requirements

- 3.5.3.1 BPDC will provide one service to each individual property. Existing properties with more than one service may be required to combine them when an upgrade is required.
- 3.5.3.2 The Customer shall be responsible for paying a Connection Charge for all new and upgraded electrical services (as applicable) to BPDC based on the schedule contained in Appendix 5.4.
- 3.5.3.3 Service voltages available to Large Use customers are detailed in Appendix 5.3.
- 3.5.3.4 Metering installations and locations shall be approved by BPDC. For Large Use customers, the metering facilities shall be interrogated remotely through MV-90 metering system operated by BPDC. The customer shall be responsible for providing access for BPDC to provide and maintain a phone line into the metering recorders.
- 3.5.3.5 Large Use customers may be required to be Primary Voltage Metered. This determination of primary versus secondary metering will be made by BPDC and communicated to the customer at the early stage of discussions or through the Offer to Connect.

3.5.4 Overhead Services

- 3.5.4.1 In addition to the connection charge, the customer will also be charged for any work performed by BPDC at the request of the customer on the customer's property. An estimate of the cost of such work shall be provided to the customer.
- 3.5.4.2 The customer shall be responsible for the supply and installation of all station components, transformers and service entrance equipment as per the Electrical Safety Authority (ESA) requirements.
- 3.5.4.3 Initial clearing and tree trimming on the customer's property shall be done by the customer according to the requirements of the Electrical Safety Authority (ESA).
- 3.5.4.4 Subsequent tree trimming and brush removal required on the customer's

property to protect the service from damage will be the responsibility of the customer. BPDC will disconnect the power, free of charge during normal business hours, for this work to occur once per year at the request of the customer.

3.5.5 Underground Services

- 3.5.5.1 The customer shall supply and install all labour, hardware, and underground wire to the point of connection on the pole.
- 3.5.5.2 The customer shall also be charged for any work performed by BPDC at the request of the customer on the customers' property. An estimate of the cost of such work shall be provided to the customer.
- 3.5.5.3 The customer shall be responsible for the supply and installation of all station components, transformers and service entrance equipment as per the Electrical Safety Authority requirements.

3.5.6 Special Contracts

- 3.5.6.1 The customer must enter into a Connection Agreement (Schedule 14) with BPDC before a service is connected. Part of the Connection Agreement will be an Operations and Maintenance Schedule outlining the mutual obligations of the parties and the technical aspects of the connection.

3.5.7 Other Conditions

- 3.5.7.1 No customer connections over 300kW demand will be allowed on the 4kV or 8kV distribution systems.
- 3.5.7.2 A customer requesting a new service connection should be aware that BPDC will require significant notice of the intention to proceed in advance of the requested in-service date. This is required to ensure delivery of the required materials and labour scheduling.
- 3.5.7.3 Coreflex cables attached to the pole will not be allowed. All service wires attached to BPDC poles must be in conduit.
- 3.5.7.4 BPDC shall own all transformers once installed, where those transformers are of a capacity of 1000 kVa or lower. Transformers larger than 1000 kVa may be owned by BPDC at its discretion and in consultation with the customer.

3.6 Embedded Generation

- 3.6.1 An Embedded Generator is any unit that is, or may be, connected in parallel with the BPDC distribution system for the purposes of:

- full displacement of the customer's existing electrical load,
 - partial displacement of the customer's existing load,
 - sale of over capacity through the BPDC distribution system
- 3.6.2 BPDC shall ensure that the distribution system is adequately protected from potential damage or increased operating costs resulting from the connection of an embedded generator to the system. BPDC shall also ensure that the safety, reliability, and efficiency of the distribution system is not compromised by the connection of an embedded generator.
- 3.6.3 Application to connect an embedded generator to the BPDC distribution system must be made in writing according to the process identified in the BPDC forms contained in Schedule 14 - Guideline for Applicant Connecting Distributed Generation (Schedule 13).
- 3.6.4 The initial consultation with the applicant will be at no charge to the applicant and will occur within 30 days of receipt of the written Request for Connection.
- 3.6.5 The final Offer to Connect for the embedded generator shall be returned to the applicant within 90 days of the receipt of a complete Request For Connection. The Applicant will be advised whether the information is complete.
- 3.6.6 The customer will be charged for all subsequent costs of consultations, preparation of estimates, system impact studies, designs, costs of system modifications, charges from Hydro One Networks Inc. or the Independent Electricity System Operator and of commissioning and testing necessary to connect the generation facilities to the BPDC distribution system. This will ensure that each applicant remains responsible for the costs of processing their connection to the system.
- 3.6.7 BPDC will provide the applicant with estimated cost of analysis and engineering for each phase of the process. BPDC will not proceed without written authorization and pre-payment of a deposit from the applicant.
- 3.6.8 Points of Ownership and Operational Demarcation
- 3.6.9 Ownership Demarcation
- 3.6.9.1 The Ownership Demarcation is the point on the electrical distribution system where ownership, repair, and maintenance responsibility for the customer facilities transfers from BPDC to the customer.
- 3.6.9.2 For Embedded Generators this point of demarcation will be designated during the design stages of the project and indicated in the Connection Agreement (Schedule 14). However, in general, the point of Ownership Demarcation will be at the point of connection to the customer's facilities.

- This will typically be the first gang operated load break device on the property.
- 3.6.10 Operational Demarcation
 - 3.6.10.1 Operational Demarcation is the point on the electrical distribution system where responsibility for operational control, for safety and work protection reasons, changes from BPDC to the customer.
 - 3.6.10.2 For Embedded Generators this point of demarcation will be designated during the design stages of the project and indicated in the Connection Agreement (Schedule 14).
 - 3.6.11 Service and Metering Requirements
 - 3.6.11.1 All service and metering requirements will be identified and communicated to the customer during the application/connection process.
 - 3.6.12 Special Contracts
 - 3.6.12.1 The owner of the facilities where the generator is located and the operator of the embedded generator (if they are different) shall enter into a Connection Agreement (Schedule 14) with BPDC for the operation, maintenance, and legal obligations of the embedded generation facilities that are connected to the BPDC distribution system.
 - 3.6.13 Other Conditions
 - 3.6.13.1 Final authorization to connect the embedded generator to the BPDC distribution system shall be made by BPDC. This authorization shall be given only after all of the conditions of supply have been met, which include payment of all costs of connection, a signed Connection Agreement (Schedule 14) on file at the BPDC offices, and all test and commissioning reports have been submitted for final review by BPDC.
 - 3.6.14 Embedded Market Participant
 - 3.6.14.1 Any customer who meets the requirements of the Independent Electricity System Operator (IESO), and chooses to be a Wholesale Market Participant.
 - 3.6.15 Embedded Distributor
 - 3.6.15.1 BPDC does not have an Embedded Distributor within its distribution system.

- 3.6.15.2 BPDC is, itself, an embedded distribution within the Hydro One Networks Inc. system and that relationship is not governed by the Conditions of Service.
- 3.6.16 Other Conditions
- 3.6.16.1 Final authorization to connect the embedded distributor to the BPDC distribution system shall be made by BPDC. This authorization shall be given only after all of the conditions of supply have been met, which include payment of all costs of connection, a signed Connection Agreement (Schedule 14) on file at the BPDC offices, and all test and commissioning reports have been submitted for final review by BPDC.

3.7 Un-metered Connections

- 3.7.1 Application to connect an un-metered load to the BPDC distribution system can be made by calling the Customer Service department to initiate the process for connection.
- 3.7.2 Any un-metered connection to the system shall be installed according to the requirements of the Electrical Safety Authority.
- 3.7.3 As a general rule, no new load will be connected without a meter. BPDC may, in its sole discretion, approve a connection to the BPDC system without a meter where it is satisfied that it is appropriate having regard to the type of use, the comfort that the customers will not offer its use or estimated consumption without notice to BPDC.
- 3.7.4 The customer shall provide detailed manufacturer's information with regard to electrical demand/consumption and schedule for usage to BPDC as part of the application for connection process. No change can be made by a customer to their connected load without providing details of the change in writing prior to the change. Any failure to provide notice shall lead to the customer being required to install a meter at their cost.
- 3.7.5 Where it is advantageous to BPDC, BPDC may require the customer to provide metering facilities for a specific load or group of devices. This determination shall be made prior to connection and shall be indicated to the customer immediately after the submission of the Application to Connect. All metering facilities shall be according to the general metering requirements detailed in Part 2.
- 3.7.6 Each un-metered connection, whether it is the customer's only connection or one of many connections for the customer, shall be billed according to the reasonable estimate of electrical demand for a device multiplied by the time during which the device is assumed to be in operation all is determined by BPDC, acting reasonably.

- 3.7.6.1 The customer shall submit drawings and detailed manufacturers information prior to the connection to the distribution system being made. This information will be used to determine the billing in accordance with section 3.7.6.
- 3.7.7 Street Lights
 - 3.7.7.1 Street lights shall be categorized and billed as unmetered scattered load.
 - 3.7.7.2 All new streetlights connected to the system shall be installed according to the requirements of the Electrical Safety Authority.
 - 3.7.7.3 BPDC shall not permit streetlights to be attached to its poles without the party agreeing to pay for all future maintenance and agreeing that BPDC shall perform all maintenance on a cost of service basis.
 - 3.7.7.4 All new streetlights shall be equipped with a photocell switch integral to the light housing, or an equivalent technology.
 - 3.7.7.5 Wherever possible, all streetlight retrofits or upgrades shall be as per current specifications.
 - 3.7.7.6 Each un-metered connection, whether it is the customer's only connection or one of many connections for the customer, shall be billed according to the reasonable estimate of electrical demand for a device multiplied by the time during which the device is assumed to be in operation all is determined by BPDC, acting reasonably.
 - 3.7.7.7 The customer shall submit drawings and detailed manufacturers information prior to the connections to the distribution system being made. This information will be used to determine the billing in accordance with 3.7.6.
 - 3.7.7.8 Unless notified in writing by the customer, once a streetlight is installed, it will be considered connected to the system and operational at all times in accordance with the applicable profit and it will be billed accordingly.

3.8 Sentinel Lights

- 3.8.1 BPDC does not permit any new Sentinel Lights to be installed within its distribution territory.
- 3.8.2 Customers with Sentinel Lights in existence prior to April, 2000 were advised by letter that they owned the Sentinel Light from that point further and that no rent shall be payable.
- 3.8.3 Customers with Sentinel Lights are responsible for the distribution rate

and consumption charge as set in the Schedule of Rates (Schedule 9).

- 3.8.4 Maintenance of Sentinel Lights is to be performed by a qualified licensed electrician or by BPDC on a fee for service basis.

3.9 Net Metered Generation

- 3.9.1 Net metering is available to a customer who generates electricity primarily for their own use from a renewable source using equipment of maximum cumulative output of up to 500 kilowatts in size.
- 3.9.2 Application to connect a net meter to the BPDC distribution system must be made in writing with at least 90 days notice by using the Net Metering Application Form as set out in Schedule 15.
- 3.9.3 The customer will be required to complete a Net Metering Connection Agreement as set out in Schedule 16.

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PART 4 – GLOSSARY OF TERMS

| | |
|-----------------------------|---|
| <i>Apartment Building</i> | A residential structure containing four or more dwelling units to which access to each unit is through a common entrance or entrances from the outside and through a corridor or hallway from the inside. |
| <i>Cluster Row Housing</i> | A group of three or more attached one family dwelling units, all of which are held in single ownership or by the participants in a condominium corporation or housing cooperative and so located on a lot so that each dwelling unit may not have frontage on public street or highway. |
| <i>Condominium</i> | A building in which each individual dwelling unit is held in separate ownership. |
| <i>Connection</i> | The process of installing and activating connection assets in order to distribute electricity to a customer. |
| <i>Connection Agreement</i> | An agreement entered into between a distributor and a person connected to its distribution system that delineates the conditions of the connection and delivery of electricity to that connection. |
| <i>Connection Assets</i> | That portion of the distribution system used to connect a customer to the existing main distribution system, and consists of the assets between the point of connection on a distributor's main distribution system and the ownership demarcation point with that customer. |
| <i>Consumer</i> | A person who uses, for the person's own consumption, electricity that the person did not generate. |
| <i>CSA</i> | The Canadian Standard Association - website (www.csa.ca). |
| <i>Customer</i> | A person that has contracted for or intends to contract for the connection of a building. This includes developers of residential or commercial subdivision. |
| <i>Demand</i> | Is 100% of peak KW demand or 90% of the peak kVA demand of the customer's load metered by the utility. This interpretation is as per the Standard Application of Rates. |
| <i>Demand Meter</i> | A meter that measures a consumer's peak usage during a specified period of time. |

| | |
|---|---|
| <i>Detached Dwelling</i> | A dwelling that is designed for occupancy by one family or household only and is situated on a separate lot and is not attached by any means to any other dwelling. |
| <i>Disconnection</i> | A deactivation of connection assets that results in cessation of distribution services to a consumer |
| <i>Distribute</i> | With respect to electricity, means to convey electricity at voltages of 50kV or less. |
| <i>Embedded Distributor</i> | A distributor who is not a wholesale market participant and that is provided electricity by a host distributor. |
| <i>Embedded Generator or Embedded Generation Facility</i> | A generator whose generation facility is not directly connected to the IESO controlled grid but instead is connected to a distribution system. |
| <i>Embedded Retail Generator</i> | An embedded generator that settles through a distributor's retail settlements system and is not a wholesale market participant. |
| <i>Embedded Wholesale Generator</i> | An embedded generator that is a wholesale market participant. |
| <i>Enhancement</i> | A modification to an existing distribution system that is made for the purposes of improving system operating characteristics such as reliability or power quality or for relieving system capacity constraints resulting, for example, from general load growth. |
| <i>ESA</i> | Electrical Safety Authority (website www.esa.ca). |
| <i>Expansion</i> | An addition to a distribution system in response to a request for additional customer connections that otherwise could not be made; for example by increasing the length of the distribution system |
| <i>IESO</i> | The Independent Electricity System Operator – (website www.ieso.com) |
| <i>Linear Row Housing</i> | A group of three or more attached one family dwelling units each of which has legal frontage on a public street. |

| | |
|------------------------------|--|
| <i>MIST</i> | Metering Inside the Settlement Timeframe. This refers to an interval meter from which data is obtained and validated within a designated settlement timeframe. |
| <i>MOST</i> | Metering Outside the Settlement Timeframe. This refers to an interval meter from which data is only available outside the designated settlement timeframe. |
| <i>Multi-Unit Commercial</i> | A commercial building occupied or intended to be occupied by two or more unrelated commercial entities. |
| <i>OEB</i> | The Ontario Energy Board – (website www.oeb.gov.on.ca) |
| <i>Primary</i> | High voltage wires or service components operating at above 750Vac. |
| <i>Property</i> | Is a contiguous block of land, and buildings, in a single ownership. |
| <i>Secondary</i> | Low voltage wires or service component operating at 750Vac or less. |
| <i>Semi-Detached</i> | A dwelling divided vertically to provide two dwelling units separated by a common wall. |
| <i>Service</i> | The service wires or components used to provide the connection to the customer property for the purpose of supplying electrical energy to the customer premises. |
| <i>SSS</i> | Stands for “Standard Supply Service” and means a customer who is sold electricity under Section 29 of the Electricity Act. |

PART 5 – APPENDICES

5.1 Bluewater Power Service Area Within Lambton County & Distribution Licence

Bluewater Power's Service Area (Schedule 10).

Distribution System Licence 2002 0517.pdf (Schedule 11).

See Tab # 11

5.2 Customer Complaints and Dispute Resolution

Procedure - US-GE-014 Responding to Customer Power Quality Complaints (Schedule 1).

5.3 Service Voltages Available

5.3.1 BPDC offers a number of **Primary Service Voltages** within its service area. These are:

| | |
|--------------------------------|--|
| 27.6/16kV, 3 phase, 4 wire | Within the City of Sarnia, Point Edward, and Petrolia only |
| 8.32/4.8 Vkv, 3 phase, 4 wire* | City of Sarnia only, East of Modeland Road only, Oil Springs and Alvinston |
| 4.16/2.4kV, 3 phase, 4 wire* | City of Sarnia (west of Murphy Road only), Petrolia, Watford, Point Edward |

* Maximum of 300kVA capacity (1000kva where 27.6 kv is available)

Secondary Service Voltages

| | |
|---------------------|--------------|
| Three Phase, 4 wire | Single Phase |
| 120/208Vac | 120/240Vac |
| 347/600Vac | |

The City of Sarnia (Downtown Core) is served by a 120/208 Vac network. No other secondary service voltages are available in this area.

5.4 Connection Charges

Residential Customers

Overhead Services

| | | |
|------------------|---|--|
| - less than 30 m | (not including wire on public property) | \$ no charge |
| - more than 30 m | (not including wire on public property) | \$ actual costs – cost of first 30 m of length (estimate provided) |

Underground Services

| | | |
|---|--|--|
| - Excavation, backfill, supply and install conduit to point of connection on pole | | \$ customer cost |
| - Wire less than 30 m (including wire on public property) | | \$ no charge |
| - Wire more than 30 m (including wire on public property) | | Actual cost – cost of first 30 m of length (estimate provided) |
| - Transformation, beyond basic connection | | \$ Actual Costs (estimate provided) |

General Service Under 50kW Demand

\$ Actual Costs

Estimate and/or Offer to Connect will be provided to the customer for approval prior to any work

General Service Over 50kW Demand

\$ Actual Costs

Estimate and/or Offer to Connect will be provided to the customer for approval prior to any work

General Service Intermediate Use

\$ Actual Costs

Estimate and/or Offer to Connect will be provided to the customer for approval prior to any work

General Service Over 5000kW Demand

\$ Actual Costs

Estimate and/or offer to connect will be provided to the customer for approval prior to any work

Temporary Service (any size)

\$ Actual Costs

Estimate and/or offer to connect will be provided to the customer for approval prior to any work

5.5 Sample Offer to Connect Agreement:

This contract is used for residential and commercial developments (Schedule 12).

5.6 Details of Metering Requirements

- 5.6.1 Where customers are supplied with a three phase, four wire service and single phase (network) metering is requested, the customer is required to pay a flat rate charge for each meter. This charge is the additional cost to supply a three-phase meter over the cost of a single-phase meter.

All instrument transformers that may be required for BPDC metering shall be supplied by BPDC.

5.6.2 Single Phase Metering Requirements

- 5.6.2.1 For a service greater than 200Amps, a 90cm x 90cm x 30cm metering cabinet complete with removable cover and backplate shall be provided by the customer. A 25mm conduit shall be provided from the metering cabinet to the outside meter base. The distance between the meter cabinet and the meter base shall be no more than 10 meters. The meter base supplied by the customer must be 4 jaw type and must be equipped with an automatic bypass for current transformer circuits on the left side.

For underground services, a 50mm approved conduit is to be supplied and installed from the meter base to a point 500mm to 600mm below finished grade by the customer.

5.6.3 Three Phase Metering Requirements

- 5.6.3.1 All three phase metering installations must be located indoors and installed with a customer owned and operated disconnect ahead of the meter. Exceptions to this may be granted only where it is advantageous to BPDC.
- 5.6.3.2 For 120/208V, 4 wire services a 7 jaw meter socket is required for up to 200 amps service.
- 5.6.3.3 For 120/208V, 3 wire services, a 5 jaw meter socket is required and shall be limited to 200 amp capacity.
- 5.6.3.4 For all three phase services greater than 200 amps, the customer shall provide an appropriate sized meter cabinet inside the building. The cabinet shall have a removable backplate and a lockable cover that will accept a BPDC padlock.
- 5.6.3.5 Where switchgear is used, the customer shall provide adequate space in the switchgear, subject to approval of BPDC, for the metering transformers. In addition, a minimum 60cm x 60cm x 25cm cabinet shall be supplied and installed in an approved location separate from the switchgear.

- 5.6.3.6 The customer shall provide the backplate to the BPDC metering department at least 5 working days prior to requested in-service date of the facility to allow BPDC staff to install the metering equipment.
- 5.6.3.7 BPDC will determine when a Primary Voltage Metering Unit is required. Where a Primary Voltage metering unit is required, the customer will be responsible for providing the required space and allowance in switchgear for all required metering components.

5.7 VEE Process - Validating, Estimating and Editing of Interval & Non-Interval Metering Data

Definitions

MIST Meter; refers to “*Metering Inside the Settlement Timeframe*” and means interval meters from which data are obtained and validated within a designated settlement timeframe.

MOST Meter; refers to “*Metering Outside the Settlement Timeframe*” and means interval meters from which data are only available outside the designated settlement timeframe.

Validation, Estimating and Editing (VEE); Validation refers to a process of comparing collected meter data and its characteristics against predefined constant limits and checking the meter’s event log (if applicable) for indications of a problem with either the instrument transformers or meter. Estimating refers to a process for substituting provisional meter data in the place of data that failed the predefined validation criteria. Editing refers to manually changing the data for a particular revenue meter.

Bandwidth; refers to the LDC defined tolerance used to flag data for further scrutiny at the stage in the VEE process where a current reading is compared to a reading from an equivalent historical billing period. For example, a 60 % bandwidth means a current reading that is either 60% lower or 60% higher than an equivalent historical billing period will be identified by the VEE process as requiring further scrutiny & verification.

Non-Interval & MOST Data

See flowchart:

Criteria for validation: compare energy & demand (if applicable) readings from at least one equivalent historical billing period.

Bandwidth: Season and customer class specific: 40-100%

Local considerations: weather anomalies, site-specific factors.

For MIST Data

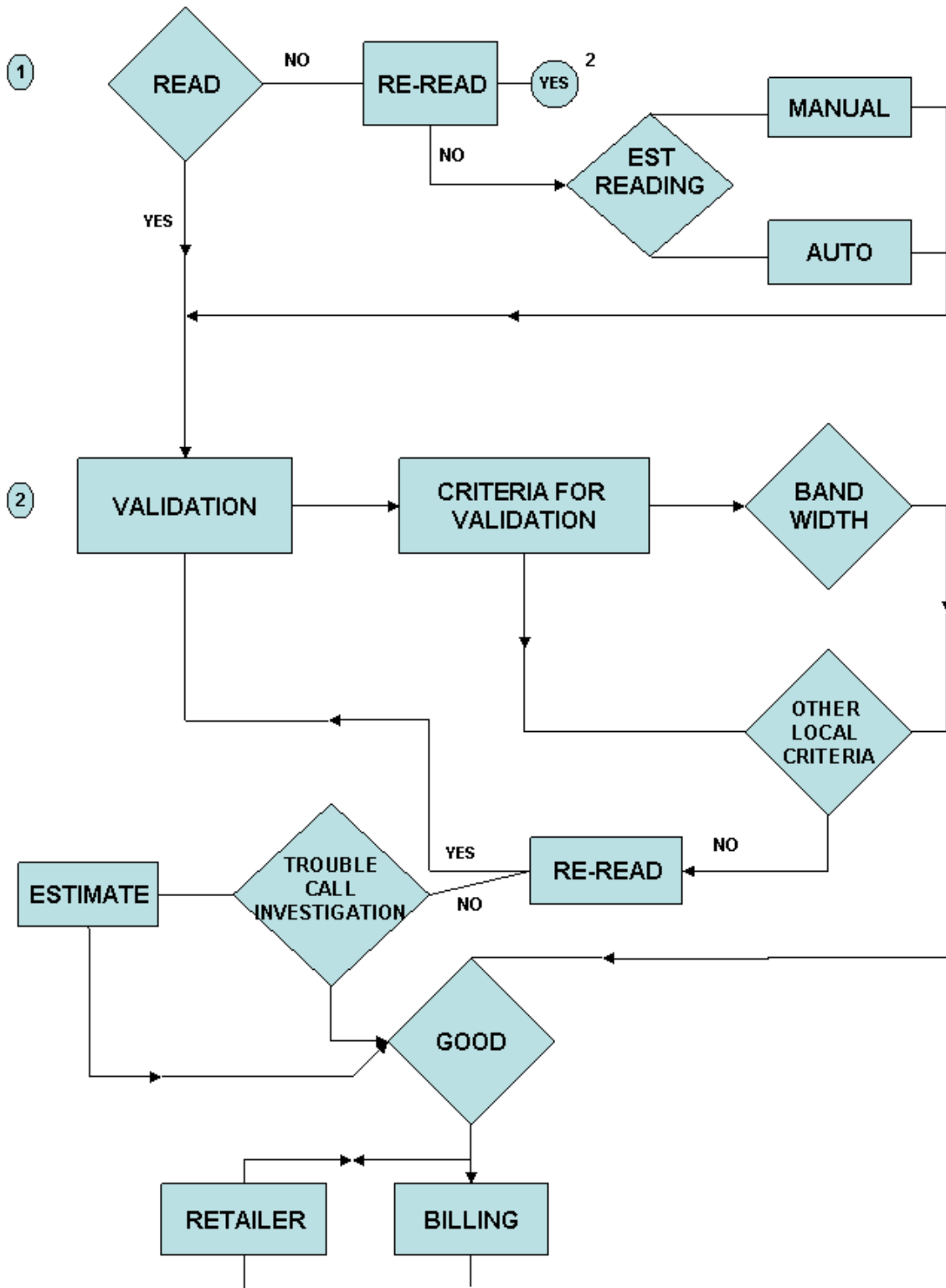
See flowchart:

Criteria for validation includes: Intervals found versus intervals expected, time tolerance, number of power outage intervals, missing intervals, high limit on interval demand, data overflow on interval comparison to previous read.

Bandwidth: Season and customer specific: 20-50%

Local considerations: weather anomalies, site-specific factors.

VEE Flowchart



5.8 Information Requirement at the Time of Application

General Service (Above 500kW Demand)

General Service customers will be required to provide the following information when applying for a new or upgraded electrical service.

Schedule C of the Offer to Connect (see Section 2.3)

Engineering drawings showing: Site plan details

Electrical single line diagram

Protective device schematics and design information

All drawings shall be submitted in AutoCAD format **and** in paper format.

5.9 Embedded Generation Guideline for Interconnection Requirements **Relevant Application Forms**

[YOUR LETTERHEAD]

[date]

Bluewater Power Distribution Corporation
P.O. Box 2140
855 Confederation Street
Sarnia, Ontario
N7T 7L6

Dear Madam/Sir:

Re: Application to Connect Embedded Generator

Please accept this letter as our application to connect an embedded generator in the Bluewater Power Distribution Corporation (“Bluewater”) distribution territory.

The project is generally described as a ___MVA Generator installed on the property with municipal address of _____. A detailed project description is attached and includes the following information:

1. the name-plate rated capacity of the generation unit.
2. generator parameters.
3. transformer parameters.
4. exciter parameters.
5. the fuel type of the unit.
6. the type of generator technology.
7. a single-line drawing dated _____.
8. a preliminary design of the proposed interface protection dated _____.

We undertake to provide up-to-date information under all of the above categories as soon as new, or more complete, information becomes available.

We are providing this information in order to allow Bluewater, Hydro One Networks Inc. (“HONI”), and the Independent Electricity System Operator (“IESO”) to assess potential impacts on the systems under their control and to provide feedback on any upgrades required. We understand that Bluewater has 90 days from today’s date in which to prepare its own impact assessment and to receive the impact assessments from HONI and the IESO.

We understand and agree that we are required to reimburse Bluewater for its costs of carrying out an impact assessment, as well as any costs it may incur from HONI and the IMO for their impact assessments. We agree to provide by _____ a deposit in the amount of \$25,000, which represents a rough

estimate of the cost of the impact assessments. We understand that Bluewater has agreed to use best efforts to provide advance notice should the estimated cost increase significantly above the \$25,000 figure.

We understand and agree that, should we choose to proceed with the project, we may be required by Bluewater, in its sole discretion, to enter into a Connection Agreement dealing with this matter enumerated in Appendix E of the Distribution System Code.

We understand that we are required to abide by the *Electricity Act* and its regulations, the Rules and Directions of the Ontario Energy Board, as well as the IMO. We also understand that we are responsible for complying with the requirements found in Bluewater's Conditions of Service, as well as the rules of the Electrical Safety Authority for Ontario.

We trust the foregoing is satisfactory.

Sincerely,

I have authority to bind the Corporation

5.10 Distribution Rates

Bluewater Power Distribution rates (Schedule 9).

PART 6 – INDEX OF SCHEDULES

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|--|-------------------------------|-----------------|-----------------|
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| Dunning Procedure | 2.6.6.3 | CL-CS-007 | 2 |
| CSA Preferred Voltage Levels for AC Systems, 0 to 50 000 V | 2.7.3.1 2.7.5.1 | CAN-3-C235-83 | 3 |
| Protection and Control of Generators Ontario Electrical Safety Code | 2.7.6.1 | ESA Code | 4 |
| Final Bill Credits Transferred to Accounts Payable System | 2.8.5.2 | CL-CS-019 | 5 |
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| Guidelines for Applicants Connecting Distributed Generation | | | 13 |
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