



**GRAND FORKS BORDER BRUINS CLUB LTD.
FEE-FOR-SERVICE FUNDING AGREEMENT**

THIS AGREEMENT made on August 19, 2021.

BETWEEN: **THE CORPORATION OF THE CITY OF GRAND FORKS**
7217-4TH Street
Box 220
Grand Forks, BC
V0H 1H0
(Hereinafter called "the City")

Pro

OF THE FIRST PART

AND **GRAND FORKS BORDER BRUINS CLUB LTD.**
Box 1433
Grand Forks, BC
V0H 1H0
(Hereinafter called "the Service Provider")

OF THE SECOND PART

(Collectively "the Parties")

WHEREAS the *Service Provider* agrees to provide services to the *City* in exchange for municipal funding for the organization,

NOW THEREFORE THIS AGREEMENT WITNESSETH that the Parties hereto in consideration of the promises and mutual covenants hereinafter contained, do mutually agree as follows:

Definitions:

Annual Financial Plan: Financial Plan of the *City* prepared in accordance with the Community Charter.

Annual Report: A written presentation delivered by October 1, which may be presented to Council at or before the October Committee-of-the-Whole meeting, which describes (as specified in Schedule A):

- the benefits delivered to the community as a result of the current-year funding,
- how the City's Fee-for-Service funding was utilized,
- current and previous funding partners/sources, and
- current-year operating surpluses and financial reserves or accumulated operating surpluses.

Approved Annual Budget: Amount of funding allocated and taxed in the Fiscal Year for the Grand Forks Border Bruins Club Ltd. Fee-for-Service.

Approved Funding: Amount of funding planned in the *Annual Financial Plan* subject to approval on an annual basis in the *Approved Annual Budget*.

Council: Municipal Council of the City of Grand Forks

Fee-for-Service Request: A written request delivered by October 1, which may be presented to Council at or before the October Committee-of-the-Whole meeting, which describes (as specified in Schedule A):

- the *Service Provider's* overall requests from all funding partners,
- the portion requested from the *City*,
- which funding partners have been asked to increase contributions over the previous *Fiscal Year*,
- any other funding streams (i.e.: grants) applied for by the *Service Provider*, and
- deliverables planned for the coming year along with how funding from the *City* will be used to achieve these deliverables.

Fiscal Year: January to December in any year for which the funding for Grand Forks Border Bruins Club Ltd. is approved and allocated by *Council*.

Service(s): the services described in Schedule A of this agreement ("Deliverables") and as amended from time to time by mutual agreement.

1. **Term of Operating Agreement**

The Operating Agreement takes effect on January 1, 2021, and terminates on December 31, 2021, unless the *Parties* enter into a renewal option for a further Term provided a written notice has been provided by either party on or before October 1, 2021. The renewal option is at the discretion of the *City*.

2. **Service Mandate**

The *Service Provider* shall set a standard of service that takes into consideration *Approved Funding*, donations, and grants towards the *Service Provider's Services*.

3. **Service Requirements:**

In operating the *Service*, the *Service Provider*:

- a) shall maintain all supporting details and records of Revenues and Expenditures relating all funds transferred from the *City* to the *Service Provider*,
- b) shall use funds provided by the *City* solely for the purposes of providing the *Services*,
- c) shall carry forward into the next *Fiscal Year* any surplus arising from the operation of the *Services*,

- d) shall comply and operate within the rules and regulations issued by WorkSafeBC governing workers and volunteers on the Building and Premises,
- e) shall pay employees on regular basis and as a minimum comply with the Employment Standards Act,
- f) shall comply and operate within the rules and regulations as defined in the *Service Provider's* governing legislation of the Board of Trades Act – Part 2, and further to comply and operate within the confines of the *Service Provider's* bylaws as approved by the Ministry of Innovation, Science and Economic Development, or other regulatory body,
- g) shall ensure that support from the *City* is visibly represented through use of the *City* logo in marketing materials and signage as appropriate, and
- h) shall meet any other requirements made by *Council* as detailed in Schedule A “Deliverables.”

4. **Timely Release of Funds**

The *Service Provider* shall provide an invoice by the date specified in Schedule B “Financial Terms”, and the transfer of funds from the *City* will follow the timeline and process described therein.

5. **Reporting & Record Keeping**

The *Service Provider* shall maintain accurate records of receipts and disbursements of funds allocated by the *City*. These shall be presented by representatives of the *Service Provider* to *Council* at a Committee of the Whole or Regular Council Meeting periodically as determined in Schedule A “Deliverables”; and further, shall be included in a summary format in the *Service Provider's Annual Report*.

The *Annual Report* shall be presented at the first scheduled report to *Council* (per Schedule A) after the report is available in its entirety.

6. **Termination of Funding:**

The *City* may terminate the funding to the *Service Provider* due to:

- a) Non-compliance with any provisions of this Funding Agreement,
- b) Failure to provide accountability on the funds received from the *City*,
- c) Failure to provide Reports as per Section 5 to the *City*.

7. **Funding Allocation for Fee-for-Service:**

Funding shall be allocated for this agreement pursuant to *Council* approving said funding as part of the annual budget process. Once the *City's* Financial Plan has been approved by *Council*, the *City* shall transfer funds as specified in Schedule B “Financial Terms”.

8. **Annual Funding Request Submission:**

The *Service Provider* shall submit, on an annual basis and no later than October 1st, 2021, a *Fee-for-Service Request* for funding which outlines details as described in Schedule A "Deliverables". The *City* shall review the submission and confirm the allocation for the next *Fiscal Year* through the next *Fiscal Year* budgeting process. The allocated funding may be reduced from the previous *Fiscal Year* if there are unallocated funds and surpluses.

9. **WorkSafeBC**

The *Service Provider* must comply with Rules and Regulations governing workplace and any violations issued by WorkSafeBC must be complied with and rectified and fines issued must be paid by the *Service Provider* and not from the funds allocated from the *City*.

10. **Notice**

Any notice required to be given by this Agreement will be validly given if delivered by hand or addressed by mail and will be deemed to have been received by the other Party two (2) days after posting in Grand Forks Post Office in British Columbia or on the date of hand delivery. Any notice so given shall be addressed:

if to the *City*: The Corporate Officer, The Corporation of the City of Grand Forks, 7217-4th Street, Box 220 Grand Forks, B.C. V0H 1H0;

and if to the *Service Provider*: Grand Forks Border Bruins Club Ltd., Box 1433, Street Address, Grand Forks, B.C. V0H 1H0.

11. **Indemnification**

The *Service Provider* covenants and agrees to indemnify and save harmless the *City*, its *Council*, officers, agents, and employees from and against all actions, proceedings, costs, damages, expenses, claims and demands whatsoever and by whomever brought or made against the *City* or its *Council*, officers, agents, and employees, resulting in consequence or incidental to this agreement.

12. **Freedom of Information**

Personal information is collected by the *City* pursuant to the Local Government Act, the Community Charter and other Acts and Statutes, and *City* Bylaws for the purpose of administering *City* operations. Information on this Agreement may routinely be made available to the public under Freedom of Information Legislation. The *Service Provider* must make available to the *City* information requested under the Freedom of Information Act relating to the operation of Provider Name. The record keeping and minutes must be kept in compliance with the Local Government Act, Community Charter, and the Freedom of Information Act.

13. **Settlement of Disputes**


Any dispute arising between the *Service Provider* and the *City* shall be discussed and settled between the *Service Provider's* Representative and the Chief Administrative Officer. The *Service Provider* may advance the dispute to *Council* whose decision shall be final and binding.

IN WITNESS WHEREOF the *Parties* have hereunto set their respective hands and
Seals the day and the year first above written.

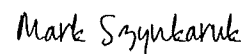
**SIGNED SEALED AND DELIVERED BY
THE CORPORATION OF THE CITY OF
GRAND FORKS in the presence of:**

DocuSigned by:

B65BE2EED0DD4DA...
Authorized City Signatory

DocuSigned by:

6A86DD407ED64A1...
Authorized City Signatory

**SIGNED, SEALED AND DELIVERED BY
Grand Forks Border Bruins Club Ltd. in the presence of:**

DocuSigned by:

7DF3FD1042GE4F0...
Authorized Signatory

Schedule A - Deliverables

Standard Border Bruins Deliverables:

- a) Large Ice Logo at Jack Goddard Memorial Arena
- b) Continue to display the City logo on the Border Bruins website and add #grandforksbc on the social media feeds
- c) Community ambassadors for Grand Forks (local and away)
- d) Participation at community events where possible, such as but not limited to:
 - a. Family Day 2022 (February 19, 2022) – street hockey
 - b. Santa Parade, Canada Day parade, and other parades as applicable
 - c. Halloween bonfire through Rotary Club – security
 - d. Other key community events
- e) Provide annually by October 1, to the City, a written Fee for Service request for the following year that includes:
 - a. What benefits are delivered to the community as a result of City funding
 - b. how the Fee for Service funding from the City was used in the current year
 - c. the next years deliverables and what the funding from the City would be used for

Schedule B – Financial Terms

Invoice Date*	Payment Date*	Amount
August 1	August 15	\$ 4,000

* on or before the date listed