

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

**Monday November 7th, 2011 – 7:00 p.m.  
Council Chambers City Hall**

<b><u>ITEM</u></b>	<b><u>SUBJECT MATTER</u></b>	<b><u>RECOMMENDATION</u></b>
1. <b><u>CALL TO ORDER</u></b>	7:00 p.m. Call to Order	Call Meeting to Order at 7:00 p.m.
2. <b><u>REGULAR MEETING AGENDA</u></b>	November 7th, 2011 Agenda	Adopt Agenda
3. <b><u>MINUTES</u></b> <ul style="list-style-type: none"><li>- October 24<sup>th</sup>, 2011</li><li>- October 24<sup>th</sup>, 2011</li><li>- October 24<sup>th</sup>, 2011</li></ul>	Special Meeting Minutes Regular Meeting Minutes Primary Committee Meeting Minutes	Adopt Minutes Adopt Minutes Adopt Minutes and all recommendations contained therein
4. <b><u>REGISTERED PETITIONS AND DELEGATIONS</u></b> None		
5. <b><u>UNFINISHED BUSINESS:</u></b> None		
6. <b><u>REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL (VERBAL)</u></b>  a) Corporate Officer's Report	Members of Council may ask questions, seek clarification and report on issues	Issues seeking information on operations be referred to the Chief Administrative Officer prior to the meeting.
7. <b><u>REPORT FROM THE COUNCIL'S REPRESENTATIVE TO THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY</u></b>  a) Corporate Officer's Report	The City's Representative to the Regional District of Kootenay Boundary will report to Council on actions of the RDKB.	Receive the Report. Minutes from Sept 22 <sup>nd</sup> RDKB Meeting are attached to this report.
8. <b><u>RECOMMENDATIONS FROM STAFF FOR DECISIONS:</u></b> a) Corporate Officer's Report – Show Cause Hearing for 7630-17 <sup>th</sup> Street	Council provides the opportunity for property owners and the tenant to speak with regard to 7630-17 <sup>th</sup> Street, which is in violation of the City's Unsightly Bylaw No. 1680	Council to hear from the property owners or their representatives, and from the tenant.  That Council authorizes the City and its contractors to enter the property on November 15 <sup>th</sup> , 2011, to estimate the costs and timeframe for the clean up of objects and derelict

vehicles that are in violation of the City's Unsightly Bylaw No. 1680, at the property known as 7630-17<sup>th</sup> Street and legally described as Lot 4, Plan Number 30628, D.L. 380, L.D. 54.

Be it further resolved that Council authorizes Staff to deliver a third notice to Eileen Planidin, property owner; Sharon Lang, Public Guardian and Trustee for Mr. Leo Bolinoff, property owner; and Mr. Dan Planidin as tenant advising of a date and time which the City and/or its contractors intends to enter the property and remove the derelict vehicles and items that are in violation of the City's Unsightly Bylaw No. 1680.

- b) Chief Administrative Officer's Report – Agreement for Cost Sharing-Fringe Area Planning Agreement

Approval for the proposed "Agreement for Cost Sharing of Part 26 Services" proposed by the Regional District of Kootenay Boundary

Council approves the "Agreement for Cost Sharing of Part 26 Services", between the City of Grand Forks and the Regional District of Kootenay Boundary, with the identified annual requisition of \$1,668.00, in the form attached to this report, and further authorizes City signatories to sign the agreement on behalf of the City.

- c) Chief Administrative Officer's Report – Economic Development Advisory Committee

Potential make up of the Committee, Terms of Reference and Proposed Budget for the Committee

Council receives the Chief Administrative Officer's report, dated October 28, 2011, regarding the potential make up of an Economic Development Advisory Committee, Terms of Reference and Proposed Budget for the Committee. Council adopts the attached policy which outlines the terms of reference and make up of an Economic Development Advisory Committee, and further instructs Staff to refer this issue to the 2012 budget discussions with a view of including funding in the budget for the operation of the Committee. Council further directs Staff to advertise for volunteers to fill the Economic Development Advisory Committee positions, once Council has committed funding in the 2012 financial plan for the purposes of the Advisory Committee.

9. **REQUESTS ARISING FROM CORRESPONDENCE:**  
None

10 **INFORMATION ITEMS**

- Summary of Informational Items Information Items 10(a) to 10(h)

Receive the items and direct staff to act upon as recommended

11. **BYLAWS**

- a) Bylaw 1927 – An Amendment to the City of Grand Forks Zoning Bylaw (Housekeeping Item Correction)

Council to consider first and second reading for Bylaw 1927- An Amendment to the Grand Forks Zoning Bylaw

That Council gives first and second reading to Bylaw No. 1927 – An amendment to the City of Grand Forks Zoning Bylaw No. 1927, 2011 and further determines to waive the Public Hearing process pursuant to Section 890(4) of the Local Government Act.

12. **LATE ITEMS**

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

14. **IN-CAMERA RESOLUTION:**

Resolution required to go into an in-camera meeting

**RESOLVED THAT COUNCIL CONVEENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE THE SUBJECT OF SECTION 90(1)(a), PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO HOLDS OR IS BEING CONSIDERED FOR A POSITION AS AN OFFICER, EMPLOYEE OF THE MUNICIPALITY; 90(1)(e), THE ACQUISITION, DISPOSITION OF EXPROPRIATION OF LAND OR IMPROVEMENTS; AND 90(1)(j), INFORMATION THAT IS PROHIBITED, FROM DISCLOSURE UNDER SECTION 21 OF THE FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT 3<sup>RD</sup> PARTY INTERESTS, OF THE COMMUNITY CHARTER. BE IT FURTHER RESOLVED THAT PERSONS, OTHER THAN MEMBERS, OFFICERS, OR OTHER PERSONS TO WHOM COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.**

15. **ADJOURNMENT**

THE CORPORATION OF THE CITY OF GRAND FORKS

SPECIAL MEETING OF COUNCIL  
MONDAY, OCTOBER 24<sup>TH</sup>, 2011

PRESENT: MAYOR BRIAN TAYLOR  
COUNCILLOR JOY DAVIES  
COUNCILLOR CHRIS MOSLIN  
COUNCILLOR GENE ROBERT  
COUNCILLOR CHRISTINE THOMPSON  
COUNCILLOR WIRISCHAGIN  
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER	L. Burch
CORPORATE OFFICER	D. Heinrich
CHIEF FINANCIAL OFFICER	C. Arnott

The Chair called this Special Meeting to order at 6:03 p.m.

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IN-CAMERA RESOLUTION:

MOTION: THOMPSON/MOSLIN

**RESOLVED THAT** COUNCIL CONVENE AN IN-CAMERA MEETING AS OUTLINED UNDER SECTION 90 OF THE COMMUNITY CHARTER TO DISCUSS MATTERS IN A CLOSED MEETING WHICH ARE THE SUBJECT OF SECTIONS 90(1)(e), THE ACQUISITION, DISPOSITION OR EXPROPRIATION OF LAND OR IMPROVEMENTS, THAT COUNCIL CONSIDERED THAT DISCLOSURE COULD REASONABLY BE EXPECTED TO HARM THE INTERESTS OF THE MUNICIPALITY.

**BE IT FURTHER RESOLVED THAT** PERSONS, OTHER THAN MEMBERS, OFFICERS, OR OTHER PERSONS TO WHOM COUNCIL MAY DEEM NECESSARY TO CONDUCT CITY BUSINESS, WILL BE EXCLUDED FROM THE IN-CAMERA MEETING.

CARRIED.

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NOT ADOPTED  
SUBJECT TO CHANGE

**ADJOURNMENT:**

MOTION: THOMPSON

**RESOLVED THAT THIS SPECIAL MEETING OF COUNCIL BE ADJOURNED AT 6:02 P.M.  
CARRIED.**

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

\_\_\_\_\_  
CORPORATE OFFICER – DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

**REGULAR MEETING OF COUNCIL**  
**MONDAY, OCTOBER 24<sup>TH</sup>, 2011**

**PRESENT:** MAYOR BRIAN TAYLOR  
COUNCILLOR JOY DAVIES  
COUNCILLOR CHRIS MOSLIN  
COUNCILLOR GENE ROBERT  
COUNCILLOR CHRISTINE THOMPSON  
COUNCILLOR MICHAEL WIRISCHAGIN  
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER	L. Burch
CORPORATE OFFICER	D. Heinrich
CHIEF FINANCIAL OFFICER	C. Arnott

GALLERY

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**CALL TO ORDER:**

The Mayor called the Meeting to order at 7:05 p.m.

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**RECESS TO PRIMARY COMMITTEE MEETING:**

MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT THIS REGULAR MEETING OF COUNCIL BE RECESSED AT 7:05 P.M. TO ALLOW FOR THE PRIMARY COMMITTEE MEETING, AND THAT THIS REGULAR MEETING OF COUNCIL BE RECONVENED AT THE CONCLUSION OF THE PRIMARY COMMITTEE MEETING.** CARRIED.

The regular meeting reconvened at 7:52 p.m.

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**ADOPTION OF AGENDA:**

MOTION: MOSLIN/THOMPSON

**RESOLVED THAT THE OCTOBER 24<sup>TH</sup>, 2011, REGULAR MEETING AGENDA BE ADOPTED AS CIRCULATED.** CARRIED.

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**MINUTES:**

MOTION: ROBERT/WIRISCHAGIN

**RESOLVED THAT** THE MINUTES OF THE PUBLIC HEARING OF COUNCIL HELD ON TUESDAY OCTOBER 11<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED.

CARRIED.

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MOTION: WIRISCHAGIN/DAVIES

**RESOLVED THAT** THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON TUESDAY OCTOBER 11<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED.

CARRIED.

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**DELEGATION:**

None

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**UNFINISHED BUSINESS**

- a) Corporate Officer's Report – Bike Racks in the Downtown Core

After review and recommendations from the Heritage Review Committee, a report from Staff regarding bicycle racks in the downtown is back for Council's consideration.

MOTION: MOSLIN/DAVIES

**RESOLVED THAT** FUNDING FOR THE FOLLOWING BICYCLE PARKING STANDS BE INCLUDED IN THE 2012 OPERATING BUDGET: ALL 4 CORNERS OF EACH INTERSECTION OF MARKET AND 4TH, MARKET AND 3<sup>RD</sup>, AND MARKET AND 2ND STREETS; TWO CORNERS OF 2ND AND 72ND; AND TWO CORNERS OF 3RD AND 72<sup>ND</sup>.

CARRIED.

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

**Councillor Wirischagin:**

Councillor Wirischagin advised that he did not have a report.

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**Councillor Moslin:**

Councillor Moslin reported on the following items:

- He thanked Council for their support in the Environment Committee's objectives throughout the past year and a half, and of the accomplishments of the Environment Committee in Air Quality, Carbon Neutrality and Water Sustainability.
- He announced that the Proceeds of the sale of Hardy View Lodge are going towards the Habitat for Humanity project and that the amount is just under \$242,000. He further commented that unfortunately, Habitat for Humanity will have to pay the Development Cost Charges on the project, and that this is required by legislation and by the City's Bylaw.
- He advised that Habit for Humanity will be donating funds to the BETHS (Boundary Emergency Transition Housing Society), and suggested that the City consider, for the future, a reserve fund dedicated to assist low cost housing in our community.

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**Councillor Wyers:**

Councillor Wyers reported on the following items:

- She reported on her attendance on October 12<sup>th</sup> to a meeting that discussed the proposed signage for Grand Forks on the west side of town. She advised that the City is partnered with the Grand Forks Rotary Club on this project. She further reported that there are two local youths who live in our community that are eager to contribute their skills in assisting in the design of the proposed signage.
- She reported on her attendance at a Boundary Restorative Justice Meeting on October 12<sup>th</sup>, and that they are looking for new members.
- She reported on her attendance to a Community Futures Small Business Award event on October 13<sup>th</sup>.
- She reported on her attendance to the Haskap Berry workshop on October 15<sup>th</sup>, and advised that MLA John Les and his son-in-law were in attendance. She further advised that there is potential to introduce this berry to the area.
- She reported on her participation at the Community Asset Management presentations on October 13<sup>th</sup> for the Grand Forks Rotary Club and on October 18<sup>th</sup> for the Regional Chamber of Commerce meeting held in Greenwood. She further advised that she has been regularly available at City Hall to answer questions from the Public with regard to the Asset Management program.
- She reported on her attendance at the Grand Forks Public Library monthly meeting on October 19<sup>th</sup>.
- She reported on her attendance at a Boundary Women's Centre History session on October 20<sup>th</sup> which featured women in politics. She advised that these women shared their stories about the time they spent while in office.
- She reported on her attendance at the last Environment Committee Meeting for the year at the RDKB Board Office on October 21<sup>st</sup>, 2011 and spoke with regard to Councillor Moslin's work that he has done throughout his two terms in office. She commented on her hopes that the new Council will endorse the committee's work to continue.
- She advised that the Citizens on Patrol organization are inviting citizens to join this rewarding, volunteer group.



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**Councillor Robert:**

Councillor Robert advised that he had no report.

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**Councillor Thompson:**

Councillor Thompson reported on the following items:

- She reported an error in her report of October 11<sup>th</sup>, and advised that while at the UBCM, she attended the Annual General Meeting of the Municipal Insurance Association meeting and not the AGM of the Municipal Finance Authority.
  - She reported on her participation in the public outreach on the Capital Asset Management and Investment Plans and advised that she and the Mayor made a presentation to the Rotary Club on October 13<sup>th</sup>, and then to the BCGEU Retirees on October 14<sup>th</sup>. She further reported that Councillors Davies, Wyers and herself participated in the presentation to the Regional Chamber of Commerce in Greenwood on October 18<sup>th</sup> and that the CAO and CFO also participated. She further advised that she has taken her 2 hour turns at City Hall to answer any questions that public may have had regarding the Asset Management Plan.
  - She reported on her attendance at the monthly meeting of the Boundary Museum Society on October 12<sup>th</sup>.
  - She reported on her attendance at the recognition awards given to Small Business hosted by Community Futures on October 13<sup>th</sup>.
  - She advised that Interior Health has closed two childcare providers in Grand Forks because they were caring for too many children. She advised that she had brought this issue forward at a Cabinet Panel at the UBCM and that Minister McNeil requested that she send a package of information to her. Councillor Thompson advised that she met with a group of concerned parents and the affected childcare providers as well as a representative of the Boundary Community Child Care Referral Agency on October 17<sup>th</sup>, where they put the package together and that this information will be sent to Minister McNeil later this week.
  - She spoke with regard to a concerned citizen regarding a permanent home for the Red Cross Society. She advised that they are currently located in a small building on Sagamore Road, which she was told, does not have the adequate facilities for cleaning returned equipment. She commented that it would only benefit the community to find them a permanent home.
  - She invited members of Council and the Community to attend the Phoenix Foundation Community Social on Wednesday, November 2<sup>nd</sup> starting at 6:00 PM at the Christina Lake Community Hall. She advised that Hugh Culver is the guest speaker for the event.
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**Councillor Davies:**

Councillor Davies reported on the following items:

- She reported her attendance at a BCGEU Luncheon on October 14<sup>th</sup> where Mayor Taylor and Councillor Thompson presented the Asset Management Plan to their members.
- She reported on her attendance to the Haskap Berry information session on October 15<sup>th</sup> at the Seniors Centre and reported that over 40 people attended the workshop which was delivered by Curtis Bratten of Haskap Central of Saskatchewan. She advised that Councillor Wyers, Area D Director, Irene Perepolkin and surprise guest, MLA John Les of Chilliwack were among the attendees. She advised that Minister Les is the Parliamentary Secretary to Premiere Christy Clark. She further advised that on Sunday, a group of interested people toured a Midway farm that has planted 1000 Haskap Berry bushes. She thanked Bob Kendel, who led this initiative of the Grand Forks Economic Development Task Force via the Agriculture Team, and Gary Smith who worked very hard to put the workshop together. She advised if others are interested in attaining further information, a Haskap Berry email group has been formed at: <http://groups.google.com/group/boundaryhaskap?hl=en>. In addition, she advised that more information is available through Mr. Bratten's website: <http://www.haskapcentral.com>. She asked that this information be included on the City's website.
- She reported her participation along with Councillors Thompson and Wyers, to an Asset Management Plan presentation on October 18<sup>th</sup> to the Regional Boundary Chamber of Commerce Board of Directors in Greenwood.
- She reported her attendance to the Boundary Women's Centre evening session celebrating "Her Story" month that was coordinated by Margie Henderson.
- She spoke of the work that this Council has done with regard to Economic Development for the community.

MOTION: DAVIES/ROBERT

**RESOLVED THAT THE COUNCIL FOR THE CITY OF GRAND FORKS SET UP A VOLUNTEER ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, AND THAT STAFF BE DIRECTED TO COMPILE A REPORT TO COUNCIL ON THE POTENTIAL MAKE UP OF THE COMMITTEE, THE PURPOSE OF THE COMMITTEE INCLUDING TERMS OF REFERENCE, AND A RECOMMENDED BUDGET FOR THE COMMITTEE.**

CARRIED.

The Mayor voted against the motion

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**Mayor Taylor:**

The Mayor reported on the following items:

- The Mayor began his report by offering an apology to Area D Director, Irene Perepolkin, regarding a letter that was sent to Minister Lake with regard to the Gilpin Grasslands. He advised that the letter made assumptions with regard to Area D's stand on the issue and that Regional District Boundary Directors were not consulted when the letter was written.
- He commented with regard to the West Kootenay Regional Hospital Board function and that approximately 35-40 members sit at this table. He advised that group accepts the budget that subsequently gets applied to taxes regarding hospital services. He commented that there are two main areas that impacting the board: 1) He advised that the board is under pressure as they have been asked by Interior Health to visit facilities from area to area to view what is being done with the money. He advised that the group recently toured an emergency facility in Nelson. He advised that the next visit will be in Trail, and that in

February, the board will be visiting Grand Forks; 2) He further advised that there is additional pressure for this group to address health issues in areas and that there have been some offers by government, that they would move up certain projects if that area increases the tax to 40% for capital projects. The Mayor advised that a lot of public consultation would be necessary prior to implementing such a plan.

- He advised that the Regional Agriculture Plan is now completed.
- He advised that the Hello BC project is completed and commented that the City had partnered in an advertisement earlier this year as part of the project.
- He advised that the Regional District is currently moving into budget discussions with the stakeholders and that this discussion involves mostly the recreation budget pertaining to the pool, which is still a big issue at the regional table.

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MOTION: ROBERT/THOMPSON

**RESOLVED THAT ALL REPORTS OF MEMBERS OF COUNCIL INCLUDING THE MAYOR'S REPORT ON THE ACTIVITIES OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY, GIVEN VERBALLY AT THIS MEETING, BE RECEIVED.**

CARRIED.

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**REPORT FROM THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY (VERBAL)**

- Regional report included in the Mayor's report above.

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**RECOMMENDATIONS FROM STAFF FOR DECISIONS:**

None

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**REQUESTS ARISING FROM CORRESPONDENCE:**

None

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**INFORMATION ITEMS:**

MOTION: ROBERT/WYERS

**RESOLVED THAT INFORMATION ITEMS NUMBERED 11(a) TO 11(h) BE RECEIVED AND ACTED UPON AS RECOMMENDED AND/OR AS AMENDED.**

CARRIED.

- a) Thank you to Mayor and Council for City support for 2011 GFSS Scholarships.  
**Recommend to file.**
- b) Thank you from Statistics Canada - For City support during the 2011 Census process.  
**Recommend to receive for information.**

- c) From Gallery 2 - Semi-Annual Report from the Grand Forks Art Gallery Society. **Recommend to receive for information – information referred to the 2012-2016 Budget process.**
- d) Wood First Recognition - Organization has received documentation of the City's support of the Wood First Program. **Representative to present Wood First Champion pins and design award book to Mayor and Council on October 28<sup>th</sup>. The Mayor advised that Council is invited to attend a luncheon on Friday in Grand Forks.**
- e) Correspondence from the Royal Canadian Legion – Request for Remembrance Day and Poppy Sales for 2011. **Recommend that Council grant permission to hold poppy distribution in the downtown area; grant permission to hold the Memorial Parade & Service at the Cenotaph on Friday, November 11<sup>th</sup>, 2011; grant permission to use the electric power from the light standard as permitted in previous years and grant approval for the annual contribution of \$100.00 to the Poppy Fund.**

**The Mayor to advise if participating in the parade and attend the luncheon following the ceremony. Mayor or designate to advise if laying the wreath for the City. Council to advise if attending the Legion luncheon after the ceremony**

MOTION: THOMPSON/ROBERT

**RESOLVED THAT COUNCIL GRANT PERMISSION TO HOLD POPPY DISTRIBUTION IN THE DOWNTOWN AREA ON OCTOBER 28<sup>TH</sup> AND 29<sup>TH</sup>; GRANT PERMISSION TO HOLD THE MEMORIAL PARADE & SERVICE AT THE CENOTAPH ON FRIDAY, NOVEMBER 11<sup>TH</sup>, 2011; GRANT PERMISSION TO USE THE ELECTRIC POWER FROM THE LIGHT STANDARD AS PERMITTED IN PREVIOUS YEARS AND GRANT APPROVAL FOR THE ANNUAL CONTRIBUTION OF \$100.00 TO THE POPPY FUND.** CARRIED.

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- f) Letter from Barb Makortoff - Concerns regarding a permanent venue for the Grand Forks Fall Fair. **Receive for information.**
- g) From UBCM - 2011 Resolutions and UBCM Executive for 2011-2012. **Recommend to file.**
- h) October 11<sup>th</sup> Task List - List of Completed and In-Progress Tasks. **Recommend to file.**

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**BYLAWS:**

- a) **Chief Administrative Officer's Report – Bylaw 1924 – Amendment to the City of Grand Forks Zoning Bylaw.**

Public Hearing was held on Oct 11<sup>th</sup>, 2011. Correspondence from the Ministry of Transportation and Infrastructure advises that the Ministry does not support a blanket rezoning of the property located at 2675 Central Avenue.

MOTION: DAVIES/MOSLIN

**RESOLVED THAT** COUNCIL DEFERS ANY FURTHER DISCUSSION ON THE BYLAW UNTIL MORE DEFINITE DEVELOPMENT PLANS ARE RECEIVED FROM THE PROPERTY OWNER, AT WHICH TIME COUNCIL MAY DEBATE THIRD READING OF THE BYLAW.  
CARRIED.

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**b) Corporate Officer's Report – Bylaw 1926 – 2012 Annual Tax Exemption Bylaw**

Councillor Wirischagin stated his intention to vacate Council Chambers at this time due to the fact that his wife, Jessica, is the president of the Grand Forks Child Care Society, an organization that is included in the 2012 Annual tax Exemption Bylaw and that in participating in the matter, he may be perceived to be in a conflict of interest. Councillor Wirischagin left Council Chambers at 8:53 p.m.

MOTION: ROBERT/THOMPSON

**RESOLVED THAT** BYLAW NO. 1926, CITED AS THE “2012 Annual Tax Exemption Bylaw No. 1926, 2011”, BE GIVEN FINAL READING.

CARRIED.

Councillor Wirischagin returned to Council Chambers at 8:54 pm.

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**LATE ITEMS:**

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**QUESTIONS FROM THE PUBLIC:**

LES JOHNSON – Advised that members of the public can view the Haskap Workshop on his [whatsupingrandforks](http://whatsupingrandforks.com) website.

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**ADJOURNMENT:**

MOTION: ROBERT

**RESOLVED THAT** THIS REGULAR MEETING OF COUNCIL BE ADJOURNED AT 8:56 P.M.  
CARRIED.

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

\_\_\_\_\_  
CORPORATE OFFICER- DIANE HEINRICH

THE CORPORATION OF THE CITY OF GRAND FORKS

**PRIMARY COMMITTEE MEETING OF COUNCIL**  
**MONDAY OCTOBER 24, 2011**

**PRESENT:** MAYOR BRIAN TAYLOR  
COUNCILLOR JOY DAVIES  
COUNCILLOR CHRIS MOSLIN  
COUNCILLOR GENE ROBERT  
COUNCILLOR CHRISTINE THOMPSON  
COUNCILLOR MICHAEL WIRISCHAGIN  
COUNCILLOR CHER WYERS

CHIEF ADMINISTRATIVE OFFICER  
CORPORATE OFFICER  
CHIEF FINANCIAL OFFICER

L. Burch  
D. Heinrich  
C. Arnott

GALLERY

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The Mayor called the meeting to order at 7:01p.m.

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**ADOPTION OF THE AGENDA:**

MOTION: WYERS/THOMPSON

**RESOLVED THAT THE AGENDA OF THE PRIMARY COMMITTEE MEETING OF COUNCIL HELD MONDAY, OCTOBER 24<sup>TH</sup>, 2011, BE ADOPTED AS CIRCULATED.**  
CARRIED.

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**REGISTERED PETITIONS AND DELEGATIONS:**

None

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**UNFINISHED BUSINESS:**

None

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**RECOMMENDATIONS FOR CONSIDERATION:**

- a) Corporate Officer's Report – Presentation from Alex Love, the City's Electrical Consultant, on Smart Meters

Alex Love, the City's Electrical Consultant, made a presentation with regard to Smart Meters to clarify issues that are circulating through the media. He spoke with regard to customer concerns regarding privacy issues, economics and health concerns. He further advised that BC Hydro is planning to deploy the use of Smart Meters within BC. He went on to say that costs could be less than regular meters due to reduced meter reading costs. He further advised that Power theft can be reduced with the use of Smart Meters.

He spoke with regard to exposure from Radio Frequency Emissions concerns and reported that RF Emissions are regulated across Canada and that Smart Meter emissions are below Health Canada's maximum level. He spoke with regard to concerns to privacy issues where it was believed that data from these Smart Meters could be used to spy on customers and advised that the utility companies who are implementing Smart Meters are bound by the Privacy Act and that it's against the law to give out information obtained via the Smart Meter.

Mr. Love compared Smart Meters versus the Advanced Meter Readers (AMR). He advised that AMR Meters are the ones that the City currently uses and that these only submit one reading, the same as mechanical meters, but that they have the ability to transmit power usage data to a remote reader as the City currently does. He advised that Smart meters have the ability to record several types of information as required by the Power Company and that the data transmissions are encrypted making it difficult for someone to "hack the information".

Mr. Love further advised that Grand Forks does not intend to install Smart Meters and that the AMR meters the City currently uses work well. He further commented that there would be no cost savings to the City by going to Smart Meters.

The Mayor asked if Council would allow members of the public to ask questions with regard to Smart Meters; Council indicated they had no issue with members of the public asking questions after the presentation.

A member of the public asked if there was any risk from of a radioactive component and was advised that Smart Meters do not have a radioactive component – only a radio frequency.

MOTION: WYERS/DAVIES

**RESOLVED THAT THE PRIMARY COMMITTEE RECOMMENDS THAT COUNCIL RECEIVE THE PRESENTATION GIVEN BY ALEX LOVE, THE CITY OF GRAND FORKS' ELECTRICAL CONSULTANT, REGARDING SMART METERS.** CARRIED.

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- b) Corporate Officer's Report – Presentation from Cecile Arnott, Chief Financial Officer on the Third Quarter Report.

The Chief Financial Officer made a presentation to Council with regard to the third quarter report. She advised that the Focus Areas in the presentation would include operations, capital projects, the financial plan, and the fiscal assessment.

NOT ADOPTED  
SUBJECT TO CHANGE

MOTION: WIRISCHAGIN/THOMPSON

**RESOLVED THAT THE PRIMARY COMMITTEE RECOMMENDS THAT COUNCIL RECEIVE THE THIRD QUARTER REPORT PRESENTED BY CECILE ARNOTT, CHIEF FINANCIAL OFFICER.**  
CARRIED.

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**INFORMATION ITEMS:**

None

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**PROPOSED BYLAWS FOR DISCUSSION:**

a) Corporate Officer's Report – Amendment to the Zoning Bylaw

Staff is presenting an amendment to the zoning bylaw for Council's consideration. This is a housekeeping bylaw that is correcting an error in the metric conversion from the imperial measurement regarding maximum height for buildings in the Community Use Zone.

MOTION: THOMPSON/WIRISCHAGIN

**RESOLVED THAT THE PRIMARY COMMITTEE RECOMMENDS TO COUNCIL THAT STAFF BE DIRECTED TO DRAFT THE APPROPRIATE ZONING AMENDMENT BYLAW AND THAT COUNCIL WAIVES THE PUBLIC HEARING PROCESS PURSUANT TO SECTION 890 (4) OF THE LOCAL GOVERNMENT ACT.**  
CARRIED.

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**LATE ITEMS:**

None

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

None

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**QUESTION PERIOD FROM THE PUBLIC:**

Mayor Taylor stated that City Council is interested in hearing from the public on the issues it is dealing with or on any other issue that is of interest to the general public. To ensure that this process is open and does not feel uncomfortable to anyone, he advised that Council has set up some parameters to follow, and the normal rules apply.

- LAURA SAVINKOFF – Thanked Council for their kind letter and greetings with regard on their support for the Canadian Peace Alliance conference. She invited



Mayor and Council to attend the Southern Interior Peace Alliance Annual Conference on November 5th at 9:00 pm at the Slavonic Seniors' Centre.

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**ADJOURNMENT:**

MOTION: WIRISCHAGIN

**RESOLVED THAT THIS PRIMARY COMMITTEE MEETING IS ADJOURNED AT 7:51 P.M.  
CARRIED.**

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**CERTIFIED CORRECT:**

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MAYOR BRIAN TAYLOR

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CORPORATE OFFICER – DIANE HEINRICH

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE :** November 2nd, 2011  
**TOPIC :** Reports, Questions and Inquiries from the Members of Council  
**PROPOSAL :** Members of Council May Ask Questions, Seek Clarification and Report on Issues  
**PROPOSED BY :** Procedure Bylaw / Chief Administrative Officer

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### SUMMARY:

Under the City's Procedures Bylaw No. 1889, 2009, the Order of Business permits the members of Council to report to the Community on issues, bring community issues for discussion and initiate action through motions of Council, ask questions on matters pertaining to the City Operations and inquire on any issues and reports.

### STAFF SUGGESTION FOR HANDLING QUESTIONS AND INQUIRIES: (no motion is required for this)

**Option 2:** Issues which seek information on City Operations or have been brought to the attention of the Members of Council prior to the meeting of Council should be referred to the Chief Administrative Officer so that Staff can provide background and any additional information in support of the issues and the member can report at the meeting on the issue including the information provided by Staff. Further the member may make motions on issues that require actions. It is in the interest of fiscal responsibility members may wish to avoid committing funding without receiving a report on its impact on the operations and property taxation.

### OPTIONS AND ALTERNATIVES:

**Option 1: Submit a motion for Approval:** Under this option, a member might wish to submit an immediate motion for expediency to resolve an issue or problem brought forward by a constituent. This approach might catch other members by surprise, result in conflict and might not resolve the problem.

**Option 2: Issues, Questions and Inquiries** should be made with the intent to resolve problems, seek clarification and take actions on behalf of constituents. Everyone is well served when research has been carried out on the issue and all relevant information has been made available prior to the meeting. It is recognized that at times this may not be possible and the request may have to be referred to another meeting of Council.

### BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

**Option 1:** The main advantage of using this approach is to bring the matter before Council on behalf of constituents. Immediate action might result in inordinate amount of resource inadvertently directed without specific approval in the financial plan.

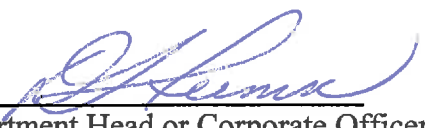
**Option 2:** The main advantage is that there is a genuine interest to resolve issues and seek clarifications without spending too much resources of the City. The disadvantage is that there may be issues brought forward which have no direct municipal jurisdiction, however, due to the motion of Council arising from the issue, resources are directed and priorities are altered without due process.

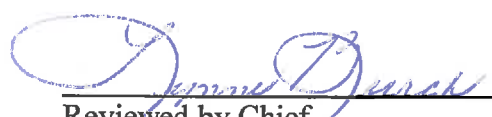
### COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

Both options could result in expenditures being incurred as a result of a motion on an issue without supporting documentation and report on its implications.

### LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

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

  
\_\_\_\_\_  
Department Head or Corporate Officer  
Or Chief Administrative Officer

  
\_\_\_\_\_  
Reviewed by Chief  
Administrative Officer

# THE CITY OF GRAND FORKS

## REQUEST FOR COUNCIL DECISION

**DATE** : November 2nd, 2011  
**TOPIC** : Report - from the Council's Representative to the Regional District of Kootenay Boundary

**PROPOSAL** : Regional District of Kootenay Director representing Council will report on actions and issues being dealt with by the Regional District of Kootenay Boundary

**PROPOSED BY** : Procedure Bylaw / Council

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### SUMMARY:

Under the City's Procedures Bylaw No. 1889, 2009, the Order of Business permits the City's representative to the Regional District of Kootenay to report to Council and the Community on issues, and actions of the Regional District of Kootenay Boundary.

### STAFF RECOMMENDATION:

**Option 1:** Receive the Report.

### OPTIONS AND ALTERNATIVES:

**Option 1: Receive the Report:** Under this option, Council is provided with the information provided verbally by the Regional District Director representing Council.

**Option 2: Receive the Report and Refer Any Issues for Further Discussion or a Report:** Under this option, Council provided with the information given verbally by the Regional District of Kootenay Boundary Director representing Council and requests further research or clarification of information from Staff on a Regional District issue

### BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

**Option 1:** The main advantage is that all of Council and the Public is provided with information on the Regional District of Kootenay Boundary.

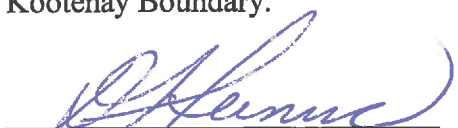
**Option 2:** The main advantage to this option is the same as Option 1.

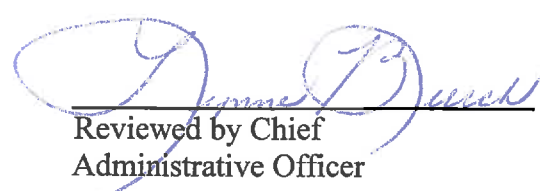
### COSTS AND BUDGET IMPACTS – REVENUE GENERATION:

There is no direct financial impact on the provision of information.

### LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

The Procedure Bylaw is the governing document setting out the Order of Business at a Council meeting. Bylaw 1889, Council's Procedure Bylaw, was implemented in early February to include a specific line item in the Order of Business at a Regular Meeting to include a Report on the Regional District of Kootenay Boundary.

  
\_\_\_\_\_  
Department Head or Corporate Officer  
or Chief Administrative Officer

  
\_\_\_\_\_  
Reviewed by Chief  
Administrative Officer

W3A

Minutes of a regular meeting of the Board of Directors of the Regional District of Kootenay Boundary held in the Regional District of Kootenay Boundary Board Room, Grand Forks, B.C., Thursday, September 22, 2011 at 6:00 p.m.

**Present:** Director M. Rotvold, Chair  
Director C. Stevenson  
Director K. Wallace  
Director B. Taylor  
Director B. Crockett  
Director I. Perepolkin  
Director L. Gray  
Director G. Welsh  
Director B. Baird  
Director G. McGregor  
Director F. Romano (via telephone)  
Director A. Grieve (via telephone)

#### **Call to Order**

The Chair called the meeting to order at 6:00 p.m.

#### **Agenda**

The Director of Corporate Administration advised that she had some late items for the agenda and it was;

455-11 Moved: Director McGregor/Sec'd: Director Perepolkin

That the agenda be adopted as amended.

Carried.

#### **Minutes**

456-11 Moved: Director Welsh/Sec'd: Director Stevenson

That the minutes of the regular Board meeting held August 25, 2011 be adopted as circulated.

Carried.

#### **Communications (Information Only)**

457-11 Moved: Director Gray/Sec'd: Director Crockett

September 22, 2011

That items:

- a) ALC – May 27/11  
re: Application Include Land in the ALR
- b) Minutes – Area ‘B’ Recreation Committee – June 18/11
- c) ALC – July 26/11  
re: Application to Subdivide in the ALR
- d) ALC – Aug. 10/11  
re: Application to Include Land in the ALR
- e) Ministry of Community, Sport & Cultural Development – Aug. 17/11  
re: B.C. Climate Action Charter
- f) International Assoc. of Heat & Frost Insulators – Aug. 24/11  
re: Support for Resolution at U.B.C.M.
- g) Minutes – Area ‘A’ A.P.C. – Aug. 31/11
- h) Minutes – Area ‘D’ A.P.C. – Aug. 30/11
- i) Municipal Pension Retirees Association – Sept. 2/11  
re: MSP Premiums
- j) Chair Rotvold – Sept. 12/11  
re: Kootenay Booth Baskets

be received.

Carried.

### **Reports**

#### **Payroll**

#### **Int. Schedule of Accounts**

**September 14, 2011**

**458-11** Moved: Director Gray/Sec’d: Director Welsh

That the following items be approved for payment:

i)	Int. Sch. of Accounts – Sept. 14/11	
	Cheque Nos. 26222 – 26808	\$9,906,733.91
ii)	Payroll Account	394,535.70
		<b><u>\$10,301,269.61</u></b>

be approved for payment.

Carried.

September 22, 2011

**Finance, Executive, Personnel & Policy Select Committee**  
**September 14 2011**

**459-11** Moved: Director Gary/Sec'd: Director Taylor

That the draft minutes of the Finance, Executive, Personnel & Policy Select Committee meeting held September 14, 2011 be received.

Carried.

**Electoral Area Services Committee**  
**August 25, 2011**

**460-11** Moved: Director Baird/Sec'd: Director McGregor

That the draft minutes of the Electoral Area Services Committee meeting held August 25, 2011 be received.

Carried.

**Regional Growth Strategy – North Okanagan**

**461-11** Moved: Director Baird/Sec'd: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors notify the Regional District of North Okanagan that proposed Regional Growth Strategy Bylaw No. 2500, 2011 is accepted.

Carried.

**Agreements for Cost Sharing Agreements**

**462-11** Moved: Director Baird/Sec'd: Director Grieve

That the Agreements for Cost Sharing of Part 26 Services with the City of Trail, City of Grand Forks, City of Rossland, Village of Fruitvale and Village of Montrose, as presented at the September 22, 2011 Electoral Area Services Committee meeting, be signed and forwarded to the respective municipalities for execution.

Carried.

**Development Variance Permit – Area 'A' (R. & G. Ironmonger)**

**463-11** Moved: Director Baird/Sec'd: Director Grieve

September 22, 2011

That the Regional District of Kootenay Boundary Board of Directors supports the application for a Development Variance Permit by Rob and Gina Ironmonger for the property legally described as Lot 4, DL 1236, KD, Plan 2400 to allow a decrease in the front lot line of 3.52m, from 7.5m to 3.98m to allow the construction of a deck and a new addition to the existing dwelling..

Chair Rotvold questioned whether or not there was anyone in the audience who wished to speak to this Development Variance Permit application, and there being none, the resolution was;

Carried.

#### **City of Grand Forks Draft Sustainable Community Plan**

464-11          Moved: Director Baird/Sec'd: Director Perepolkin

That the City of Grand Forks be advised that the Sustainable Community Plan appears to be consistent with the objectives and policies in the Regional District of Kootenay Boundary Area 'D' Official Community Plan **AND FURTHER** that any additional comments generated through the Electoral Area 'D' A.P.C. review will be provided to the City of Grand Forks.

Carried.

#### **Boundary Economic Development Committee September 13, 2011**

465-11          Moved: Chair Rotvold/Sec'd: Director Stevenson

That the draft minutes of the Boundary Economic Development Committee meeting held September 13, 2011 be received.

Carried.

#### **Staff Reports**

**T. Lenardon**

**re: Memorandum of Resolutions**

466-11          Moved: Director McGregor/Sec'd: Director Wallace

That the Memorandum be received.

Carried.

**J. Ginalias – Sept. 22/11**

**re: Notice of Work & Reclamation Program – Area 'A'**

September 22, 2011

A report from Jeff Ginalias, Assistant Planner, dated September 22, 2011 regarding a provincial referral for Electoral Area 'A' was read to the meeting.

**467-11** Moved: Director Grieve/Sec'd: Director McGregor

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors advise the Ministry of Energy & Mines and Responsible for Housing that the application submitted by Teck Metals Ltd. to operate a gravel excavating, crushing and washing operation on a previous mining pit on industrial lands south of the Trail Regional Airport on the property legally described as That portion of Lot A, DL 205B, Section 8 & 17, Township 7A, KD, NEP19307 is supported **AND FURTHER** that the A.P.C. comments be provided to the Ministry for consideration.

Carried.

**J. Ginalias – Sept. 22/11**  
**re: ALR Subdivision**

A report from Jeff Ginalias, Assistant Planner, dated September 22, 2011 regarding a provincial referral for Electoral Area 'E' was read to the meeting.

**468-11** Moved: Director Baird/Sec'd: Director Perepolkin

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors forward the application for subdivision in the ALR submitted by Ian Ronal Williams for the property legally described as DL 542, SDYD, Except Plan DD 18522, 16854F, 26489 and Ex Pl attached to AFPB Vol 3, Fol 405 and Exc Pcl A (Plan B5945) to the Agricultural Land Commission without a recommendation.

Carried.

**D. Derby – Sept. 14/11**  
**re: 2012-2013 Joint Emergency Preparedness Program (JEPP) Application**

A report from Dan Derby, Deputy Regional Fire Chief, dated September 14, 2011 regarding the 2012-2013 Joint Emergency Preparedness Program application was read to the meeting.

**469-11** Moved: Director Baird/Sec'd: Director Stevenson

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors approves the JEPP 2012-2013 applications for:

1. Emergency Plan Review and Revision;
2. Tabletop Wildfire Exercise.

September 22, 2011



Carried.

**J. MacLean – Sept. 20/11**

**re: Request for Funding – Boundary Expansion Study**

A report from John MacLean, C.A.O., dated September 20, 2011 regarding a request for funding of a study looking at the costs and benefits of the Columbia Gardens Industrial Park and Waneta Dam joining the City of Trail was read to the meeting.

**470-11** Moved: Director Welsh/Sec'd: Director Crockett

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors deny the request until such time as the work in the Beaver Valley is completed.

Carried.

(Director Romano opposed)

**J. MacLean – Sept. 20/11**

**re: RCMP Contract Management Committee**

A report from John MacLean, C.A.O., dated September 20, 2011 regarding an opportunity for the Board to nominate a candidate to represent Regional Districts on the UBCM RCMP Contract Management Committee was read to the meeting.

**471-11** Moved: Director Gray/Sec'd: Director Welsh

That the staff report be received **AND FURTHER** that the Board proceed to nominate a Rural Director to represent Regional Districts on the committee.

Carried.

**472-11** Moved: Director Baird/Sec'd: Director Stevenson

That the Regional District of Kootenay Boundary Board of Directors nominates Director McGregor to represent Regional Districts on the UBCM RCMP Contract Management Committee.

Carried.

### **Bylaws**

**G. Gardner – Sept. 7/11**

**re: Budget Amendment to the 2011-2015 Five Year Financial Plan**

September 22, 2011

A report from Gerry Gardner, Director of Finance, dated September 7, 2011 regarding a budget amendment to the 2011-2015 Five Year Financial Plan was read to the meeting.

**473-11** Moved: Director Baird/Sec'd: Director Taylor

That the staff report be received **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors approves the 2011-2015 Five Year Financial Plan Amendment Bylaw No. 1455, 2011 as presented.

Carried.

**Financial Plan Amendment**

**474-11** Moved: Director Baird/Sec'd: Director Taylor

That Regional District of Kootenay Boundary Bylaw No. 1486 be given first, second and third readings.

Carried.

**475-11** Moved: Director Baird/Sec'd: Director McGregor

That Regional District of Kootenay Boundary Bylaw No. 1486 be now reconsidered and finally adopted.

Carried.

**Area 'B' Parks & Trails – Tax Requisition Increase**

**476-11** Moved: Director McGregor/Sec'd: Director Romano

That Regional District of Kootenay Boundary Bylaw No. 1477 be given first, second and third readings.

Carried.

**Grand Forks & District Aquatic Centre – Loan Authorization**

**477-11** Moved: Director Perepolkin/Sec'd: Director Taylor

That Regional District of Kootenay Boundary Bylaw No. 1478 be given first, second and third readings.

Carried.

September 22, 2011

**Grand Forks & District Aquatic Centre – Tax Requisition Increase**

**478-11** Moved: Director Taylor/Sec'd: Director Perepolkin

That Regional District of Kootenay Boundary Bylaw No. 1479 be given first, second and third readings.

Carried.

**Cemetery Service Establishment – Area 'C'**

**479-11** Moved: Director McGregor/Sec'd: Director Baird

That Regional District of Kootenay Boundary Bylaw No. 1476 be given first, second and third readings.

Carried.

**Fire Service Establishment – Area 'E' (Rock Creek)**

**480-11** Moved: Director Baird/Sec'd: Director McGregor

That Regional District of Kootenay Boundary Bylaw No. 1487 be given first, second and third readings.

Carried.

**Fire Service (Rock Creek) – Loan Authorization**

**481-11** Moved: Director Baird/Sec'd: Chair Rotvold

That Regional District of Kootenay Boundary Bylaw No. 1488 be given first, second and third readings.

Carried.

**New Business**

**Grants-in-Aid**

**482-11** Moved: Director Baird/Sec'd: Director Perepolkin

That the following grants in aid be approved:

September 22, 2011

- B.V. Nite Hawks Society – Area ‘A’ - \$2,324
- Boundary Dog Sled Association – Area ‘D’ - \$2,500
- Boundary Emergency & Transition Housing Soc. – Area ‘D’ - \$2,500
- Kettle River Lions Club – Area ‘E’ - \$3,000
- Selkirk College – Area ‘E’ - \$800
- Christina Lake Fire Dept. (fireworks) – Area ‘C’ - \$1,000
- Borderline 4H Lamb Club – Area ‘E’ - \$500

Carried.

### **Other Business**

#### **Board Room – Trail Office**

Director Romano questioned when the electronics would be finished in the Board Room in Trail and was advised by the C.A.O. that this project would be completed in the fall.

Director Stevenson questioned the status of the upgrades to the Board Room in Grand Forks and was advised by the C.A.O. that this would also be taken care of this fall.

#### **In Camera**

483-11 Moved: Director Baird/Sec’d: Director Crockett

That the Regional District of Kootenay Boundary Board of Directors proceeds to an in camera meeting (time: 6:50 p.m.).

Carried.

484-11 Moved: Director Baird/Sec’d: Director Taylor

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the regular meeting (time: 7:03 p.m.).

Carried.

#### **Adjournment**

485-11 Moved: Director Baird

That the meeting be adjourned.

Time: 7:04 p.m.

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Chair

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Director of Corporate Administration

September 22, 2011

## **CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION**

**DATE** : November 1, 2011  
**TOPIC** : 7630-17<sup>th</sup> Street  
**PROPOSAL** : Provide Owners and/or Tenant Opportunity to Be Heard  
**PROPOSED BY** : Staff

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### **SUMMARY:**

In March, 2010, property owner, Mr. Leo Bolinoff and tenant were invited to a show cause hearing with regard to the property known as 7630-17<sup>th</sup> Street. The tenant, Mr. Dan Planidin, appeared before Council and advised that he was voluntarily cleaning up the property. Council granted a 30 day extension to allow for voluntary cleanup. (Copy of report and resolution are attached)

On November 22<sup>nd</sup>, 2010, Regular Meeting, Staff presented a report to Council with the recommendation to allow the City to enter the property and clean up derelict vehicles and various items of debris which were in violation of the City's Unsightly Bylaw No. 1680. (Copy of report and resolution are attached)

Due to the 2010 winter and 2011 spring months that harbored an unusual amount of snow, the clean up process was postponed. This summer, the City revisited the clean-up process and was advised by the City's lawyer that there was an additional title holder to the property that did not receive any notification. The City's lawyer advised that the process needed to start from the beginning to include the additional property owner.

The first notice of clean up was provided to Eileen Planidin, property owner; Sharon Lang, Public Guardian and Trustee for Mr. Leo Bolinoff, property owner; and Mr. Dan Planidin, tenant, on September 26<sup>th</sup>, 2011 which included a copy of the City's Unsightly Bylaw and pictures dated September 26<sup>th</sup>, 2011. On October 19<sup>th</sup>, 2011, additional pictures were taken that indicated that the unsightly violation still remained, and subsequently the second notice was provided to all parties on that date.

As per the City's unsightly bylaw, the second notice advised all parties involved that: 1. the owners remain in default of the bylaw; 2. the owner(s) may appear before Council at a Show Cause Hearing (in this case, the date is November 7<sup>th</sup>, 2011); and 3. a date specified in the second notice (in this case, November 15<sup>th</sup>, 2011) where the City intends to enter onto the property to estimate the costs and timeframe for clean up action.

Council may decide, upon hearing from the property owners or their representatives and/or tenant at this hearing, to grant an extension of time prior to the City entering onto the property.

### **STAFF RECOMMENDATIONS:**

#### **OPTION 1**

**That Council authorizes the City and its contractors to enter the property on November 15<sup>th</sup>, 2011, to estimate the costs and timeframe for the clean up of objects and derelict vehicles that are in violation of the City's Unsightly Bylaw No. 1680, at the property known as 7630-17<sup>th</sup> Street and legally described as Lot 4, Plan Number 30628, D.L. 380, L.D. 54.**

**Be it further resolved that Council authorizes Staff to deliver a third notice to Eileen Planidin, property owner; Sharon Lang, Public Guardian and Trustee for Mr. Leo Bolinoff, property owner; and Mr. Dan Planidin as tenant advising of a date and time which the City and/or its contractors**

intends to enter the property and remove the derelict vehicles and items that are in violation of the City's Unsightly Bylaw No. 1680.

**OPTIONS AND ALTERNATIVES:**

1. Adopt a Resolution that enforces the City's Unsightly Premises Bylaw No. 1680
2. Grant an extension to the property owner to voluntarily clean up the property. Council should be aware that possible winter conditions may postpone the clean up process.

**BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:**


1. It is always preferable to have an owner voluntarily comply with necessary steps to bring the property into compliance with the City's bylaw. However, sometimes even the best of intentions are not fulfilled and the nuisance conditions continue unabated.
2. Serious nuisance situations, not correctable by voluntary compliance, require Council intervention to ensure compliance. If the owner defaults, the City can take action at the expense of the owner. This option sometimes results in additional costs to the owner.

**COSTS AND BUDGET IMPACT - REVENUE GENERATION:**

There has been considerable staff time involved to date in trying to attain voluntary compliance. There is no revenue generated by this action. The cost will be recovered from the owner as property taxes.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The *Community Charter* authorizes Council to impose clean up action requirements against properties that are so dilapidated or unclean as to be offensive to the Community, and that Council has declared as 'nuisances'. Council must provide persons an opportunity to request reconsideration of such orders.

  
\_\_\_\_\_  
Corporate Officer or Department Head or  
Chief Administrative Officer

  
\_\_\_\_\_  
Reviewed by Chief Administrative Officer

## **CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION**

**DATE** : March 2, 2010  
**TOPIC** : 7630-17<sup>th</sup> Street  
**PROPOSAL** : Provide Owner and/or Tenant Opportunity to Be Heard  
**PROPOSED BY** : Staff

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### **SUMMARY:**

There have been complaints expressed about the state of the property at 7630 – 17<sup>th</sup> Street. Staff Memorandum and correspondence on this property are provided in support.

The owner has been requested to appear before Council at the March 8th Regular Meeting to “show cause” why Council should not take steps to declare this property a nuisance, and to further inquire of the owner and/or tenant, the steps that are proposed to be taken by the tenant/owner, and the time frame within which the property will be rehabilitated to a reasonable and acceptable condition.

### **STAFF RECOMMENDATIONS:**

#### **OPTION 1**

Provide the owner and or tenant of the property an opportunity to explain their plans to clean-up the property so that it is no longer a nuisance and the time frame within which to bring the property in compliance with the bylaw. If Council is not satisfied with the proposed actions of the owner or the owner fails to appear before Council, the following resolution is in order:

#### **Resolution:**

“In view of the information provided to Staff outlined in the Corporate Officer’s Memorandum, Council authorizes a 30-day extension of time for the clean-up of property known as 7630-17<sup>th</sup> Street and legally described as Lot 4, Plan Number 30628, D.L. 380, L.D. 54.”

### **OPTIONS AND ALTERNATIVES:**

1. Accept the owners proposed plan and approve a 30 day extension for clean up.
2. Adopt a Resolution ordering the remedial action.
3. Make another written request

### **BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:**

1. It is always preferable to have an owner voluntarily comply with necessary steps to bring the property into compliance with the City’s bylaw. However, sometimes even the best of intentions are not fulfilled and the nuisance conditions continue unabated.
2. Serious nuisance situations, not correctable by voluntary compliance, require Council intervention to ensure compliance. If the owner defaults, the City can take action at the expense of the owner. This option sometimes results in additional costs to the owner.
3. Provide a second opportunity before action is taken.

### **COSTS AND BUDGET IMPACT - REVENUE GENERATION:**

There has been considerable staff time involved to date in trying to attain voluntary compliance. There is no revenue generated by this action. The cost will be recovered from the owner as property taxes.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The *Community Charter*, sections 72, 74, 76 77, authorizes Council to impose remedial action requirements against properties that are so dilapidated or unclean as to be offensive to the Community, and that Council has declared as 'nuisances'. Council must provide persons an opportunity to request reconsideration of such orders. On default of taking action in accordance with a remedial order the City may take action to at the expense of the person.

\_\_\_\_\_  
Corporate Officer or Department Head or  
Chief Administrative Officer

\_\_\_\_\_  
Reviewed by Chief Administrative Officer



## **REPORT FROM THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY (VERBAL)**

- Acting Mayor Moslin advised that there was no report to be given at this meeting.

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## **RECOMMENDATIONS FROM STAFF FOR DECISIONS:**

- a) Corporate Officer's Report – Show Cause Hearing for Unsightly Premises for property located at 7630-17<sup>th</sup> Street, Grand Forks. The owner, Leo Bolinoff, and/or tenant, Dan Planidin have been requested to appear before Council to “show cause” why Council should not take steps to declare this property a nuisance, and to further inquire of the owner and/or tenant, the steps that are proposed to be taken by the tenant/owner, and the time frame within which the property will be rehabilitated to a reasonable and acceptable condition.

Dan Planidin came forward to speak to the time frame of the clean up. He advised that he would be able to clean up some of the property prior to the end of April 2010, and that he was planning to build a 6-foot fence. He advised that his plan was also to relocate his cars and that the total clean up should be complete by June 1<sup>st</sup>, 2010

MOTION: DAVIES/THOMPSON

**RESOLVED THAT COUNCIL GRANTS AN EXTENSION OF TIME FOR THE CLEAN-UP OF PROPERTY LOCATED AT 7630 – 17<sup>TH</sup> STREET BY JUNE 1<sup>ST</sup>, 2010, TO THE TENANT, DAN PLANIDIN, IN VIEW THAT THE TENANT HAS ADVISED THAT HE IS IN THE PROCESS OF REMOVING VEHICLES AND ENCLOSING A 6 FOOT FENCE TO SAID PROPERTY.**

MOTION DEFEATED.

MOTION: THOMPSON/DAVIES

**RESOLVED THAT THE CORPORATE OFFICER'S REPORT, DATED MARCH 2<sup>ND</sup>, 2010, REGARDING THE SHOW CAUSE HEARING FOR THE UNSIGHTLY PREMISES LOCATED AT 7630-17<sup>TH</sup> STREET, LEGALLY DESCRIBED AS LOT 4, PLAN NUMBER 30628, D.L. 380, L.D. 54, BE RECEIVED, AND BE IT FURTHER RESOLVED THAT COUNCIL AUTHORIZES A 30 DAY EXTENSION OF TIME FOR THE CLEAN-UP OF SAID PROPERTY, TO THE TENANT, DAN PLANIDIN, IN VIEW THAT THE TENANT HAS ADVISED THAT HE IS IN THE PROCESS OF REMOVING VEHICLES AND CONSTRUCTING A 6 FOOT FENCE ON THE PROPERTY.** CARRIED.

Councillor Davies advised that she was going to put forward a notice of motion at the next Regular Meeting scheduled for March 22<sup>nd</sup>, 2010:

**THAT STAFF REPORT TO COUNCIL WITH ALTERNATIVE SUGGESTIONS OF BYLAW ENFORCEMENT, INCLUDING A REQUIREMENT FOR MORE THAN ONE PERSON TO COMPLAIN PRIOR TO THE BYLAW ENFORCEMENT PROCESS TO START.**

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**CITY OF GRAND FORKS  
REQUEST FOR COUNCIL DECISION  
UNFINISHED BUSINESS**

**DATE** : November 15, 2010  
**TOPIC** : Unightly Premises - 7630-17<sup>th</sup> Street  
**PROPOSAL** : Proposed Clean-Up of Property  
**PROPOSED BY** : Staff

**SUMMARY:**

Attached to this report is chronological documentation with regard to the property known as 7630-17<sup>th</sup> Street, legally described as Lot 4, Plan Number 30628, D.L. 380, L.D. 54 starting with the earliest, resulting from the initial complaint.

**October 23, 2009** – The City sent out a courtesy notice to the property owner asking for a voluntary clean-up within a two week time span. (pictures enclosed). The tenant to the property, Mr. Dan Planidin, advised the City, by the attached correspondence, that he had sustained injury to his hand and requested an extension.

**January 20, 2010** – After additional complaints were received by the City, a formal First Notice in accordance with Bylaw No. 1680 was sent to both the property owner and to the tenant requesting clean up of the property within a 10 day time frame. (Pictures attached)

**February 15<sup>th</sup>, 2010** – The City submitted a second notice requesting the property owner and/or tenant to appear before Council at a Show Cause Hearing at a Regular Meeting of Council on March 8<sup>th</sup>, 2010. (Pictures attached)

**March 8<sup>th</sup>, 2010** – Copy of the Staff Report and Memo which formed part of the March 8<sup>th</sup>, 2010 Regular Council Meeting in addition to a copy of the minutes where Mr. Planidin was present before Council, as well as Council's resolution to extend the clean up period to an additional 30 days.

**April 19<sup>th</sup>, 2010** – Additional pictures were taken of the property that indicates that clean up hasn't completed.

Between April to current, occupant shows up at City Hall several times to advise that clean up is continuing. The City consults with the Public Safety Committee on October 20<sup>th</sup> to gather additional advice and it was suggested that the clean up of the property proceed.

**October 28<sup>th</sup>, 2010** – Latest set of pictures taken which indicates little improvement to the clean up process.

Also attached to this report, is a copy of the City of Grand Forks Bylaw No. 1680, excerpts from the City's Zoning Bylaw and Sections of the Community Charter that applies to this situation.

**STAFF RECOMMENDATIONS:**

Given that significant time has passed that allowed the property owner and tenant to comply with the City's Bylaw to Control Unightly Premises and the City's Zoning Bylaw, Staff recommends that:

**OPTION ONE: Council authorizes Staff to issue a third notice stating that the City will enter the affected parcel and remove any thing or things that render the parcel unsightly on a date specified by Staff between the hours of 8:00 am and 8:00 pm, in accordance to the City of Grand Forks Bylaw No. 1680, to the tenant, Mr. Dan Planidin; and to the property owner, Mr. Leo Bollnoff of the property known as 7630-17<sup>th</sup> Street, legally described as Lot 4, Plan Number 30628, D.L. 380, L.D. 54.**

**Whereas upon delivery of this notice, Council further authorizes the City by its officers, employees, contractors or agents to enter on the parcel and remove anything or things specified in the first notice that render the parcel unsightly on the date specified in the third notice, or at another date and time agreed to by the owner.**

**OPTIONS AND ALTERNATIVES:**

Option 1: Accept Staff's recommendations and remain in compliance with the City's bylaw

Option 2: Allow additional time for the tenant to clean up the property.

**BENEFITS DISADVANTAGES AND NEGATIVE IMPACTS:**

Option 1: It is always preferable to have an owner voluntarily comply with necessary steps to bring the property into compliance with the City's bylaw. However, sometimes even the best of intentions are not fulfilled and the nuisance conditions continue unabated. Serious nuisance situations, not correctable by voluntary compliance, require Council intervention to ensure compliance. When the owner defaults, the City can take action at the expense of the owner. This option sometimes results in additional costs to the owner.

Option 2: Provides a third opportunity to the owner before action is taken.

**COSTS AND BUDGET IMPACT - REVENUE GENERATION:**

There has been considerable staff time involved to date in trying to attain voluntary compliance. There is no revenue generated by this action. The cost will be recovered from the owner as applied to the property taxes if the owner does not voluntarily pay for the clean up. Due to the lateness within the year 2010, application to property taxes will not be affected until the 2011 Property Tax process, if property owner does not voluntarily pay for the clean up.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The *Community Charter*, sections 72, 74, 76 77, authorizes Council to impose remedial action requirements against properties that are so dilapidated or unclean as to be offensive to the Community, and that Council has declared as 'nuisances'. Council must provide persons an opportunity to request reconsideration of such orders. On default of taking action in accordance with a remedial order, the City may take action at the expense of the person.

  
Corporate Officer or Department Head or  
Chief Administrative Officer

  
Reviewed by Chief Administrative Officer

**MINUTES:**

MOTION: ROBERT/THOMPSON

**RESOLVED THAT THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON MONDAY NOVEMBER 1ST, 2010, BE ADOPTED AS CIRCULATED. CARRIED.**

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MOTION: ROBERT/THOMPSON

**RESOLVED THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON MONDAY NOVEMBER 1ST, 2010, BE ADOPTED AS CIRCULATED. CARRIED.**

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**REGISTERED PETITIONS AND DELEGATIONS:**

- a) Corporate Officer's Report – Delegation, Boundary Women's Coalition

Presentation by Sheila Dobie of the Boundary Women's Coalition requesting that Council consider lowering the flag to half mast at City Hall on December 6<sup>th</sup>, 2010, in honor of the National Day of Remembrance and Action on Violence against women.

MOTION: ROBERT/THOMPSON

**RESOLVED THAT COUNCIL RECEIVES THE PRESENTATION AND AUTHORIZES THE FLAG AT CITY HALL TO BE LOWERED TO HALF MAST ON DECEMBER 6<sup>TH</sup>, 2010 RECOGNIZING THE NATIONAL DAY OF REMEMBRANCE AND ACTION ON VIOLENCE AGAINST WOMEN, IN HONOUR OF WOMEN WHO HAVE DIED FROM THIS VIOLENCE WORLDWIDE AND TO MAKE THIS AN ANNUAL EVENT ON EACH DECEMBER 6<sup>TH</sup>. CARRIED.**

The Boundary Women's Coalition asked if they could liaise with City Staff with regard to the event of lowering the flag to half mast at City Hall and was advised that they could be involved.

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**UNFINISHED BUSINESS**

- a) Corporate Officer's Report – Unsightly Premises – 7630-17<sup>th</sup> Street

A chronological documentation formed a part of this report with regard to the property located at 7630-17<sup>th</sup> Street.

MOTION: ROBERT/MOSLIN

**RESOLVED THAT** COUNCIL RECEIVE THE REPORT DATED, NOVEMBER 15<sup>TH</sup>, 2010, AND AUTHORIZES STAFF TO ISSUE A THIRD NOTICE TO THE TENANT, MR. DAN PLANIDIN; AND TO THE PROPERTY OWNER, MR. LEO BOLINOFF OF THE PROPERTY LOCATED AT 7630-17<sup>TH</sup> STREET, LEGALLY DESCRIBED AS LOT 4, PLAN NUMBER 30628, D.L. 380, L.D. 54 STATING THAT THE CITY WILL ENTER THE AFFECTED PARCEL AND REMOVE ANY THING OR THINGS THAT RENDER THE PARCEL UNSIGHTLY ON A DATE SPECIFIED BY STAFF BETWEEN THE HOURS OF 8:00 AM AND 8:00 PM, IN ACCORDANCE WITH THE CITY OF GRAND FORKS BYLAW NO. 1680 ; AND

**FURTHER AUTHORIZES** ITS OFFICERS, EMPLOYEES, CONTRACTORS OR AGENTS TO ENTER ONTO THE PARCEL AND REMOVE ANY THING OR THINGS SPECIFIED IN THE FIRST NOTICE THAT RENDER THE PARCEL UNSIGHTLY ON THE DATE SPECIFIED IN THE THIRD NOTICE, OR AT ANOTHER DATE AND TIME AGREED TO BY THE OWNER. CARRIED.

Mr. Planidin, the tenant, was present for the meeting; the Mayor asked Council if they would allow Mr. Planidin to speak with regard to the decision. Council advised that they would allow him to speak. Mr. Planidin spoke with regard to his progress for cleaning up the property with limited resources, and Council advised him that he needs to work together with Staff in an effort to clean up the property.

- 
- b) Corporate Officer's Report – Deferment of Motion Regarding Deer Management as a Line Item in the 2011 Budget Process

MOTION: MOSLIN/THOMPSON

**RESOLVED THAT** COUNCIL RECEIVES THE CORPORATE OFFICER'S REPORT, DATED NOVEMBER 16<sup>TH</sup>, 2010, AND AUTHORIZES THE INCLUSION OF DEER MANAGEMENT IN THE 2011-2015 FIVE-YEAR FINANCIAL PLAN. CARRIED.

*Councillors Robert & Davies voted against the motion.*

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MOTION: THOMPSON/ MOSLIN

**RESOLVED THAT** THE AMOUNT OF \$5000. TO BE INCLUDED IN THE 2011-2015 FIVE YEAR FINANCIAL PLAN FOR THE PURPOSES OF DEER MANAGEMENT. CARRIED.

*Councillors Robert & Davies voted against the motion.*

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- c) Chief Financial Officer's Presentation – PowerPoint Presentation of the 2011-2015 Five Year Financial Plan

The Chief Administrative Officer introduced the Chief Financial Officer who presented the Five Year Financial Plan. The Chief Financial Officer advised that the focus on the proposed Five Year Financial Plan is based upon Capital planning. The CFO went through a series of PowerPoint slides that highlighted the Kerr Wood Leidal report on the City's Infrastructure requirements and of projects that Council would like to see implemented.

# THE CORPORATION OF THE CITY OF GRAND FORKS

## **BYLAW NO. 1680**

### **A Bylaw to Control Unsightly Premises**

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**WHEREAS** the Local Government Act allows Council, by bylaw, to prohibit persons from causing or permitting unsightliness on real property;

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

#### **1.0 Interpretation**

##### **1.1 In this bylaw:**

- (a) **“Bylaw Enforcement Officer”** means every person designated by Council as a Bylaw Enforcement Officer for the City, and every Peace Officer;
- (b) **“City”** means the Corporation of the City of Grand Forks;
- (c) **“Council”** means the Municipal Council of the City;
- (d) **“Municipality”** means the area within the municipal boundaries of the City
- (e) **“Owner”** means an owner or occupier of a parcel of land, or both.

#### **2.0 Unsightly Premises**

##### **2.1 No owner shall cause, allow or permit a parcel to become or to remain unsightly, and, specifically:**

- (a) No owner of a parcel shall cause, allow or permit the accumulation of building material on the parcel unless
  - (i) The owner or occupier of the parcel is in possession of a valid building permit in respect of the accumulation; or
  - (ii) The accumulation is stored in a closed building or structure such that the accumulation is not visible from another parcel or highway;

- (b) No owner of a parcel shall cause, allow or permit the storage or accumulation on the parcel of all or part of a vehicle, as defined in the Motor Vehicle Act, which is not:

- (i) validly registered or licensed in accordance with the Motor Vehicle Act; or

- (ii) capable of movement under its own power

unless it is stored in a closed building or structure such that the vehicle, or any portion of a vehicle, is not visible from another parcel or a highway;

- (c) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of filth, discarded materials, unwholesome matter, or rubbish of any kind, whether or not for commercial purposes or as part of a trade or calling, including but not limited to dead animals, paper products, crockery, glass, metal, plastics, plastic containers, wire, ropes, machinery, tires, appliances, and any other scrap or salvage;

- (d) No owner of a parcel shall cause, allow or permit a building or structure, or part of a building or structure, which is missing all or a portion of its surface, covering, or coating materials to be on the parcel unless the owner is in possession of a valid building permit in respect of the building or structure;

- (e) No owner of a parcel shall cause, allow or permit the presence of graffiti, whether in the form of pictures or words, on the parcel or on the surface of a structure on the parcel;

- (f) No owner of a parcel shall cause, allow or permit the accumulation on the parcel of garbage not contained in a covered receptacle.

- 2.2 Owners of a parcel shall remove or cause to be removed from the parcel any accumulations of filth, discarded material, or rubbish of any kind.

### **3.0 Inspection**

- 3.1 A Bylaw Enforcement Officer may enter on a parcel at all reasonable times to ascertain whether this bylaw is being observed, to gather evidence on any violation, or to serve any notice related to any violation of this bylaw.

- 3.2 No person shall obstruct a Bylaw Enforcement Officer from entering a parcel in accordance with Section 3.1.

#### **4.0 Notice**

- 4.1 Where a Bylaw Enforcement Officer observes that a parcel is or has become unsightly, the Bylaw Enforcement Officer may deliver written notice to the owner requiring the removal of any thing or things, including a class of things that render the parcel unsightly.
- 4.2 Where a Bylaw Enforcement Officer provides written notice under Section 4.1, of this Bylaw, the owner must remove from the parcel anything that, as stated in the notice, renders the parcel unsightly within 10 days of delivery of the notice.

#### **5.0 Default**

- 5.1 In the event the owner fails within ten days of delivery of a written notice under Section 4.1 to comply with the notice, the City may deliver a second notice to the owner stating that:
- (a) the owner is in default of this bylaw;
  - (b) the owner may appear before Council to be heard on a date specified in the second notice, being not less than ten days after delivery of the second notice; and
  - (c) after the date specified in the second notice the City by its officers, employees, contractors, or agents may, at the expense of the owner, enter on the parcel and remove any thing or things that render the parcel unsightly.
- 5.2 Unless Council directs otherwise, after the date specified in the second notice under Section 5.1(b), the City may deliver to the owner a third notice stating that the City will enter the affected parcel and remove any thing or things that render the parcel unsightly on a specified date between the hours of 8:00 a.m. and 8:00 p.m.
- 5.3 Where a third notice is delivered to the owner under Section 5.2, on the date specified in the third notice, (or at another date and time agreed to by the owner) the City by its officers, employees, contractors, or agents may enter on the parcel and remove anything or things specified in the first notice that render the parcel unsightly.
- 5.4 The owner shall owe to the City, as a debt, the cost of removing anything or things from the affected parcel under Section 5.3.



- 5.5 If the cost under Section 5.4 remains unpaid on December 31 in the year of the removal, the cost will be added to and form part of the taxes on the parcel affected as taxes in arrears.

## **6.0 Offence**

- 6.1 Every person who violates a provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of or in violation of any provision of this bylaw, or who neglects to or refrains from doing anything required to be done by any provision of this bylaw, is guilty of an offence against this bylaw and is liable to the penalties imposed under this bylaw.
- 6.2 Each day that a violation continues to exist is a separate offence against this bylaw.

## **7.0 Penalty**

- 7.1 Every person who commits an offence against this bylaw is liable on summary conviction, to a penalty of not more than \$10,000.00.

## **8.0 Severability**

- 8.1 If at any time, any provision of this bylaw is declared or held to be illegal, invalid, or ultra vires, in whole or in part, then the provision shall not apply and the remainder of this bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid, or ultra vires provision.

## **9.0 Title**

- 9.1 This bylaw may be cited for all purposes as the “**Unsightly Premises Bylaw No. 1680, 2001**”.

## **10. Repeal**

- 10.1 Bylaw No. 1328, cited as “City of Grand Forks Unsightly Premises Bylaw”, is repealed.

Read a **FIRST** time this 17<sup>th</sup> day of September , 2001.

Read a **SECOND** time this 17<sup>th</sup> day of September, 2001.

Read a **THIRD** time this 5<sup>th</sup> day of November, 2001.

**APPROVED AND FINALLY ADOPTED** this 19<sup>th</sup> day of November, 2001.

\_\_\_\_\_  
Mayor Lori Lum

\_\_\_\_\_  
City Clerk – Lynne Burch

### **C E R T I F I C A T E**

I hereby certify the foregoing to be a true copy of the Unsightly Premises Bylaw No. 1680, 2001 as passed by the Municipal Council of the City of Grand Forks on the 19<sup>th</sup> day of November, 2001.

\_\_\_\_\_  
Clerk of the Municipal Council of the  
City of Grand Forks

### **SECTION 3**

### **DEFINITIONS** (cont'd)

**CONVENIENCE STORE** means a commercial operation where merchandise and foodstuffs are offered for retail sale. This operation may contain a banking machine or a postal outlet;

**COUNCIL** means the City of Grand Forks Council;

**DAY CARE CENTRE** means a public or private facility providing educational enrichment and custodial care to young children and are licensed by the appropriate jurisdictions;

**DERELICT VEHICLE** means any vehicle which has not been licensed pursuant to the Motor Vehicle Act for a period of more than 12 months and which is not housed in a garage or carport;

**DWELLING UNIT or DWELLING UNITS** means a building or a part of a building in which a person or persons live. This means one or more rooms are to be used as or designed as a residence, which contains sleeping, cooking and sanitary facilities and has an independent entrance, either directly from outside a building or from a common hallway inside a building. Without restricting the generality of the above, this includes but is not limited to the following classifications:

- (a) Single-family detached dwelling, generally designed for and occupied by one family;
- (b) Two-family dwellings commonly referred to as a Duplex dwelling, or a Semi-detached dwelling;

Bylaw 1751

- (bi) *Three family dwellings meaning any physical arrangement of three attached dwelling units with separate exterior access to grade;***

- (c) Multi-family dwellings, commonly referred to as either row or townhouses;
- (d) Apartments, for rent to the public or for private uses. The private use of apartments may also be used as on site security or watchman's quarters for industrial uses;

Bylaw 1679

- (e) *\*Mobile home, a transportable factory built single family dwelling designed to provide year round living accommodation for one family and able to be connected to utility services, manufactured after June 1, 1989, in conformity with the CAN/CSA-Z240 MH Series and a minimum of 4.3 metres (14 ft) in width***

- (f) *\*deleted by Bylaw 1679***

- (d) communication towers and antennas for the reception of radio and television;
- (e) a patio or terrace without a roof provided that the patio or terrace does not extend more than one metre (3 ft.) into the setback area;
- (f) a fire escape provided that the fire escape does not extend more than one metre (3 ft.) into the setback area;
- \*(g) *deleted by Bylaw 1679*
- (h) fences, *\*as described in Part II of this bylaw;* Bylaw 1679
- (i) an arbour, trellis, fish pond, ornament, monument, silo, or flag pole.

## **SECTION 29**      **STORAGE OF DERELICT VEHICLES**

1. In all zones, except as provided for in the (Industrial – 2) General Industrial zone:
  - (a) no parcel of land shall be used for the wrecking or storage of more than one derelict vehicle or as a junkyard.

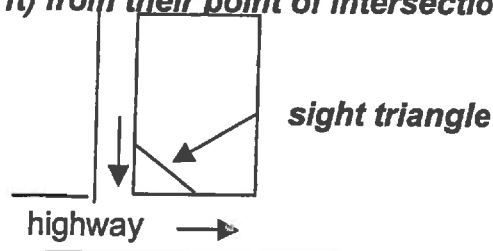
## **SECTION 30**      **STRATA PARCELS SITING REQUIREMENTS**

1. Interior side parcel line setbacks required by this bylaw shall not apply to a strata parcel under a registered building strata plan pursuant to the Condominium Act where there is a common wall shared by two or more dwellings within a building.
2. The setback regulations of this bylaw apply to all bare land strata parcels.

## **\*SECTION 30A**      **VISIBILITY**

Bylaw 1679

***Where a parcel of land is located at the intersection of any two highways, no trees, shrubs, plants, fences, buildings or other structures shall be placed that are greater than 1.0 metres (3 ft) in height within a sight triangle bounded by the intersecting parcel lines at a highway corner and a line joining points along said parcel line 7.5 metres (25 ft) from their point of intersection.***







*Sept. 26, 2011*









**Sept. 16, 2011**



**Sept. 16, 2011**









October 19, 2011













# **THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION**

**DATE** : **October 31, 2011**

**TOPIC** : **Agreement for Cost Sharing of Part 26 Services – Fringe Area Planning Agreement**

**PROPOSAL** : **Approval of the proposed “Agreement for Cost Sharing of Part 26 Services” proposed by the Regional District of Kootenay Boundary**

**PROPOSED BY** : **City Staff/Council/RDKB**

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## **SUMMARY:**

Since 1994, when the then Local Government Act came into play, Council has participated on the Regional District’s Planning Committee, by way of agreement and fee of \$1,500.00 per year. This entitled the City’s representative to the Regional District to be able to sit on, and vote on, all planning matters coming before the Regional District’s Planning Committee, even planning matters that had virtually no impact on the City of Grand Forks; ie: planning matters for the Greater Trail area.

Earlier this year, the RKDB proposed a more specific agreement, which would be based on a map of an area in which Council wished to participate in planning matters. In June, Mark Andison, Director of Planning and Development for the Regional District of Kootenay Boundary, made a presentation to Council outlining Council’s options for a new agreement, stating simply that Council draw a map of the area on which they wished to participate in Regional District Planning matters. A response, a copy of which is attached, was directed to Mr. Andison in August of this year.

The City has now received the agreement outlining Council’s position on fringe area planning.

## **STAFF RECOMMENDATIONS:**

**Option 1: Council approves the “Agreement for Cost Sharing of Part 26 Services”, between the City of Grand Forks and the Regional District of Kootenay Boundary, with the identified annual requisition of \$1,668.00, in the form attached to this report, and further authorizes City signatories to sign the agreement on behalf of the City.**

## **OPTIONS AND ALTERNATIVES:**

**Option 1: Council approves the “Agreement for Cost Sharing of Part 26 Services”, between the City of Grand Forks and the Regional District of Kootenay Boundary, with the identified annual requisition of \$1,668.00, in the form attached to this report, and further authorizes City signatories to sign the agreement on behalf of the City:** This option approves the agreement which has been drafted by the RDKB based on Council’s preference for the identified area.

**Option 2: Council declines to approve the Agreement.** This option intends that Agreement for Part 26 Services will be in place. This option further shuts out any City of Grand Forks representative to the RDKB from participating on the Planning Committee or any planning matters identified in the Agreement area.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** This option will see the City of Grand Forks and the Regional District of Kootenay Boundary participate together on planning matters, which are subject to the properties located within the area outlined on the agreement's map. The advantage to this option is that Council will be provided an opportunity to participate and comment on development issues that may have an impact on the City.


**Option 2:** There is no advantage in declining to approve the agreement. Declining to approve the agreement will provide no opportunity for the City to participate and have input into planning matters surrounding Grand Forks that may have an impact on the City.

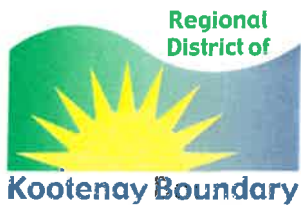
**COSTS AND BUDGET IMPACTS – REVENUE GENERATION:**

The Agreement outlines that the City will pay an annual requisition of \$1,688 (consisting of a base fee of \$1,000 plus an area-based rate of \$12.04 per square kilometer).

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The Community Charter provides the authority for the City to enter into agreements and to fund services, such as those services outlined in Part 26 of the Local Government Act, for the benefit of the public.

  
Department Head or CAO  
Reviewed by Chief Administrative Officer



RECEIVED

OCT 21 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

October 20, 2011

Lynne Burch, Chief Administrative Officer  
City of Grand Forks  
Box 220  
Grand Forks, BC V0H 1H0

Dear Ms. Burch,

**Re: Agreement for Cost Sharing of Part 26 Services – Electoral Area Planning**

Further to our earlier discussions regarding the above-noted issue, please find attached two copies of the "Agreement for Cost Sharing of Part 26 Services" between the Regional District of Kootenay Boundary and the City of Grand Forks. As you will note, both copies have been signed by the Regional District's signing authorities. The agreement applies to those portions of Electoral Area 'D' which the municipality has identified as the lands which should be subject to the municipality's participation in decision-making for issues captured under Part 26 of the *Local Government Act* (planning and development).

We would appreciate if you have both copies of the document signed in the space provided and have one of the executed copies returned to me.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Andison".

Mark Andison, MCIP  
Director of Planning and Development

FILE CODE

*R2 - AGREEMENT FOR COST SHARING OF  
PART 26 SERVICES - ELECTORAL AREA PLANNING*







## AGREEMENT FOR COST SHARING OF PART 26 SERVICES

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**THIS AGREEMENT** dated for reference the 21<sup>st</sup> day of October, 2011

**BETWEEN:**

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**, a Regional District pursuant to the *Local Government Act*, RSBC 1996, Chapter 323 and incorporated pursuant to the laws of the Province of British Columbia with a place of business at 843 Rossland Ave., Trail, BC, V1R 4S8.

(hereinafter called the "RDKB")

OF THE FIRST PART

**AND:**

**THE CORPORATION OF THE CITY OF GRAND FORKS**, a Municipality pursuant to the *Local Government Act*, RSBC 1996, Chapter 323 and incorporated pursuant to the laws of the Province of British Columbia with a place of business at 7217 4<sup>th</sup> St., Grand Forks, BC, V0H 1H0.

(hereinafter called the "Municipality")

OF THE SECOND PART

**WHEREAS**

- A. Section 804.1 of the *Local Government Act* enables municipalities and regional districts to enter into agreements to share in some but not all of the costs of services under Part 26 of the *Local Government Act* to the extent set out in the agreement and in accordance with the terms and conditions for the municipality's participation established by the agreement; and
- B. The Municipality wishes to continue to participate in the RDKB services under Part 26 of the *Local Government Act*.

**NOW THEREFORE**, in consideration of the covenants and agreements contained herein and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged), the parties hereto covenant and agree with each other as follows:

1. The Municipality shall be entitled to participate in the RDKB's services falling under to Part 26 of the *Local Government Act*, but only to the extent that those services apply directly to lands located within the "Planning Agreement Boundary", as shown on Schedule 'A' which is attached to and forms part of this agreement.
2. The Municipality's right to participate in the RDKB's services falling under Part 26 shall include: the right to vote on all matters applying directly to lands located within the "Planning Agreement Boundary"; the right to participate on committees on all matters applying directly to lands located within the "Planning Agreement Boundary"; and the right to receive meeting agendas and other background material in support of all matters applying directly to lands located within the "Planning Agreement Boundary" .
3. The Municipality covenants to pay to the RDKB an annual requisition of \$1,668 (consisting of a base fee of \$1,000, plus an area-based rate of \$12.04 per square kilometre) for the right to participate in services under Part 26 of the *Local Government Act* for the lands located within the "Planning Agreement Boundary", as shown on Schedule 'A' which is attached to an forms part of this agreement.
4. This agreement commences upon the date of execution of the agreement by both parties and shall continue until August 31, 2016.
5. Should the Municipality fail to perform any covenant or condition required under this Agreement, the RDKB may, at its option, terminate this Agreement and all services provided by giving the Municipality 60 days written notice of its intention to so terminate.
6. Should the RDKB fail to perform any covenant or condition required under this Agreement, the Municipality may, at its option, terminate this Agreement and all services provided by giving the RDKB 60 days written notice of its intention to so terminate.

**IN WITNESS WHEREOF** the parties hereto have caused their corporate seals to be hereunto affixed in the presence of their proper officers duly authorized in that behalf.

THE CORPORATION OF THE CITY OF GRAND FORKS  
by its authorized signatories:

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Brian Taylor, Mayor

C/S

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Lynne Burch, Chief Administrative Officer

THE REGIONAL DISTRICT OF KOOTENAY  
BOUNDARY by its authorized signatories:

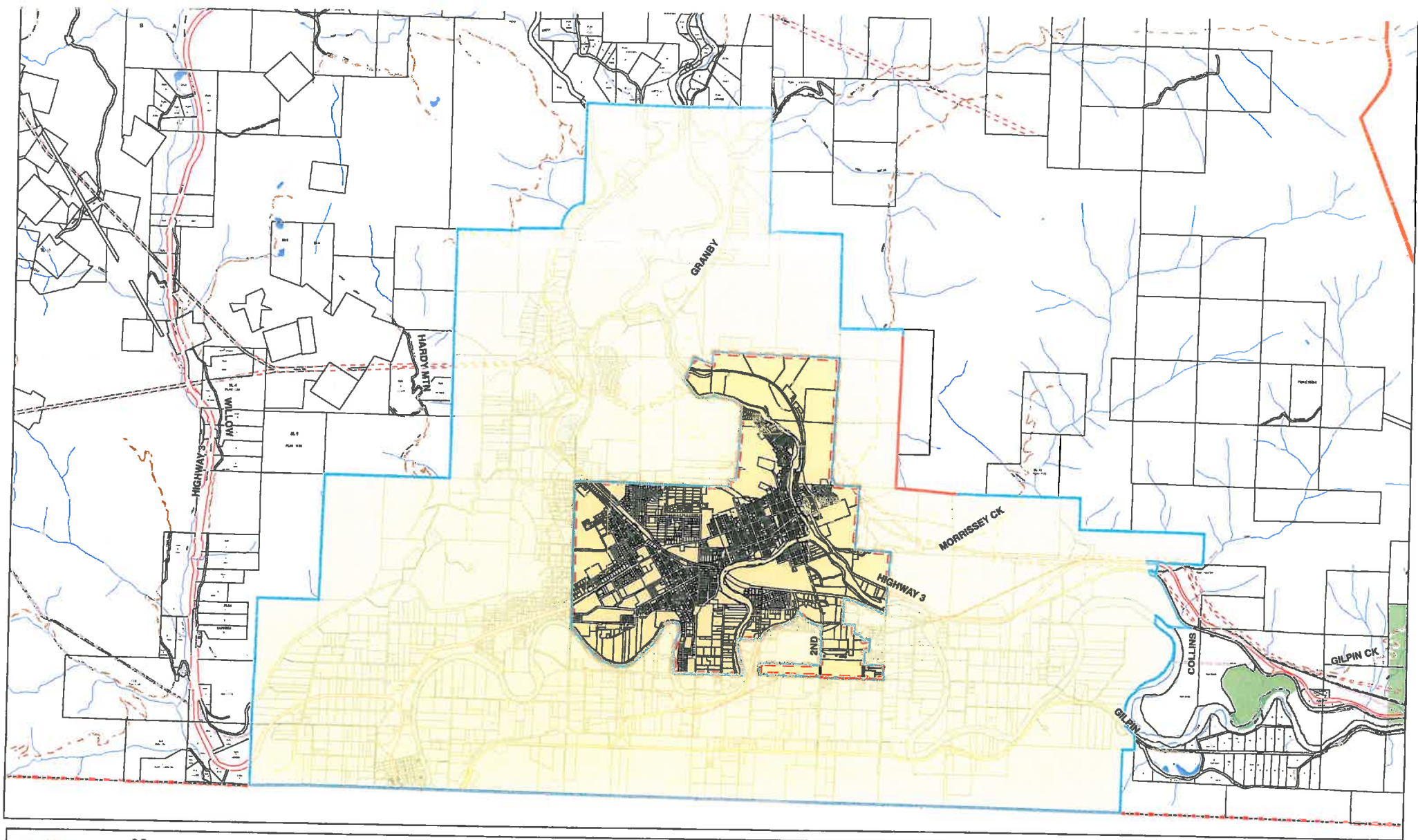


Marguerite Rotvold, Chair

C/S



John MacLean, Chief Administrative Officer




N

Plotted August 2011

### Grand Forks Planning Agreement Area Schedule A

2,000 1,000 0 2,000 Meters

#### Legend

 Grand Forks Planning Agreement Area

# THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 • GRAND FORKS, BC V0H 1H0 • FAX (250) 442-8000 • TELEPHONE (250) 442-6266



August 19, 2011

Regional District of Kootenay Boundary  
#202 843 Rossland Avenue  
Trail, B. C.  
V1R 4S8

ATTENTION: Mark Andison:

Dear Mark:

**Re: Fringe Area Planning Agreement – Grand Forks / RDKB**

Over the past several months, Council members have had some informal discussion on the area that they would like to see included in a Fringe Area Planning Agreement between the City of Grand Forks and the Regional District of Kootenay Boundary.

As suggested by Regional District Staff, they have drawn a line on a map that indicates the area that they would like to see included in this agreement. Similar to the 50 square kilometer example that we received from Regional District Staff, they wish the area to extend to the north to include the golf course property, up to where the valley narrows.

I am enclosing a copy of the map that outlines the area that Council wishes to see in the agreement. I trust that this will be helpful to you as you finalize the agreement for the Board's consideration.

Yours truly,

  
Lynne Burch  
CHIEF ADMINISTRATIVE OFFICER

*Attached  
copy of map  
in planning  
this office*

WE4, R2 – Council Proposed Map for Fringe Area Planning

# **THE CITY OF GRAND FORKS REQUEST FOR COUNCIL DECISION**

**DATE** : **October 28, 2011**

**TOPIC** : **Economic Development Advisory Committee**

**PROPOSAL** : **Potential Make Up of the Committee, Terms of Reference and Proposed Budget for the Committee**

**PROPOSED BY** : **City Staff**

---

## **SUMMARY:**

At the Regular Meeting on October 24, 2011, Council adopted a resolution to form a volunteer Economic Development Advisory Committee, and further directed Staff to compile a report on the potential make up of the Committee, the purpose of the Committee, including the Terms of Reference, and to recommend a proposed annual budget for the Committee.

## **BACKGROUND:**

Since 1994, the City of Grand Forks has participated in an Economic Development service, along with all areas of the Boundary Region, from Electoral Area C in the east, to Electoral Area E in the west end. This regional approach to economic development was achieved by a member of Council sitting on firstly the Boundary Economic Development Commission, and now the Boundary Economic Development Committee. This committee includes an elected representative from each of the 3 electoral areas in the Boundary and one elected representative from each local government in the Boundary area. In the early years, the BED Commission was supported by the Regional District's Economic Development Officer. Since 2006, the BED Committee has been supported by Community Futures Boundary under contract with the Regional District. In 2011, the cost to the City to participate in the economic development services was \$28,246.

In 2009, Council formed an Economic Development Task Force. The task force under the Co-Chairs, Councillors Davies and Thompson, formed several "sub-teams" of various disciplines, that outlined economic development projects. The individual teams made presentations to Councils outlining their recommendations for inclusion in a Grand Forks economic development plan. Council approved most of these recommendations, and as such in 2011, the "City of Grand Forks: Actions for Economic Development" plan was adopted by Council, and has now been forwarded to the Boundary Economic Development Committee.

## **DISCUSSION:**

In researching what an Economic Development Advisory Committee would look like, Staff has liaised with the Town of Osoyoos, who has a similar committee. As Osoyoos has done, Staff would suggest that a Council Policy be adopted, which will outline the purpose of the Committee, the Scope, the Committee Membership, the Terms of Office for the Committee Membership, Meetings, Remuneration

and Administrative Authority. Attached to this report, is a sample policy, which could be used to establish the Advisory Committee.

The policy is straight forward and clearly outlines the structure of the Committee. The challenging part of this initiative is the resources, both human and financial resources, required to support the Committee. In the Osoyoos example, the Town of Osoyoos has a Community Development Manager (Economic Development Officer) who is the Staff support for the Committee. Over and above the Staff resources, the Committee was given a budget of \$5,000 in 2011 to cover expenses such as advertising, meeting costs, and attendance at conferences, such as Economic Development Association of B.C.

The \$5,000 annual budget for Committee expenses seems reasonable. While an additional \$2,500 would allow for secretarial support at meetings, Council is still missing qualified economic development advice, which is not available from the existing staff compliment. An Economic Development Officer salary would be around \$80,000 plus benefits.

At the last meeting, Council adopted a resolution to form an Economic Development Advisory Committee. Adopting the policy which outlines all the terms outlined in Council's October 24<sup>th</sup> resolution will action Council's resolution. However, until funding is committed for this committee, I would caution Council that advertising for volunteers to fill the Committee positions is premature.

#### **STAFF RECOMMENDATIONS:**

**Option 1:** Council receives the Chief Administrative Officer's report, dated October 28, 2011, regarding the potential make up of an Economic Development Advisory Committee, Terms of Reference and Proposed Budget for the Committee. Council adopts the attached policy which outlines the terms of reference and make up of an Economic Development Advisory Committee, and further instructs Staff to refer this issue to the 2012 budget discussions with a view of including funding in the budget for the operation of the Committee. Council further directs Staff to advertise for volunteers to fill the Economic Development Advisory Committee positions, once Council has committed funding in the 2012 financial plan for the purposes of the Advisory Committee.

#### **OPTIONS AND ALTERNATIVES:**

**Option 1:** Council receives the Chief Administrative Officer's report, dated October 28, 2011, regarding the potential make up of an Economic Development Advisory Committee, Terms of Reference and Proposed Budget for the Committee. Council adopts the attached policy which outlines the terms of reference and make up of an Economic Development Advisory Committee, and further instructs Staff to refer this issue to the 2012 budget discussions with a view of including funding in the budget for the operation of the Committee. Council further directs Staff to advertise for volunteers to fill the Economic Development Advisory Committee positions, once Council has committed funding in the 2012 financial plan for the purposes of the Advisory Committee . This option action Council's previous resolution to form an Economic Development Advisory Committee.

**Option 2:** Council receives the Chief Administrative Officer's Report for Information. This option will result in the status quo. While Council has already resolved to form the Economic Development Advisory Committee, this option will result in no terms of reference and no appointees to the Committee.



**Option 3:** Council receives the Chief Administrative Officer's Report, dated October 28, 2011, regarding the potential make up of an Economic Development Advisory Committee, Terms of Reference and Proposed Budget for the Committee. Council adopts the attached policy which outlines the terms of reference and make up of an Economic Development Advisory Committee, and further instructs Staff to advertise to fill the positions outlined in the Economic Development Advisory Committee, with applications to be received by November 25, 2011, and that the Council representative on the Committee will be determined during the new Council term. This option will action Council's previous resolution to form an Economic Development Advisory Committee, but also determines to set up and fill the committee member positions, with the exception of the Council appointee which will be done after the new Council has been inaugurated.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:** The benefit of this option is that Council will move forward with the intent of Council's October 24<sup>th</sup>, 2011 resolution to form an Economic Development Advisory Committee. There is a further advantage in that Council will have the time to determine the appropriate level of service that this Committee will undertake on behalf of the taxpayers, ie: funding of staff support either in secretarial support for meetings or in economic development expertise ie: An Economic Development Officer. The disadvantage to this option is that while Council's resolution of October 24<sup>th</sup> has been acted upon, the Committee will not be in place until budget commitments have been made.

**Option 2:** This option intends that the status quo remains, and that the suggested Committee Members would not be formally appointed at this time. In adopting this option, Council is determining that they are not ready to proceed with an Economic Development Advisory Committee at this time.

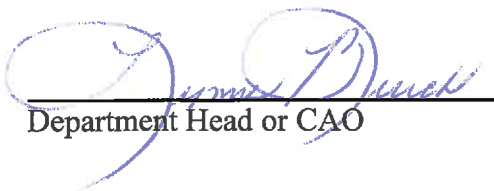
**Option 3:** This option intends that the Economic Development Advisory Committee is formed, with a mandate, governance structure, and term. This option further intends that the Committee positions will be filled within the next 30 days. The disadvantage to this option is that the Committee will be formed without any commitment from the next Council as to adequate funding to allow it to operate.

**COSTS AND BUDGET IMPACTS – REVENUE GENERATION:**

There is no direct financial impact to adopting a policy that effectively forms an Economic Development Advisory Committee and outlines the term and mandate of the Committee. Budget impacts will follow with the establishment of a level of service that the Committee is expected to provide.

**LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The Community Charter allows Council, by resolution, to appoint select committees.



Department Head or CAO



Reviewed by Chief Administrative Officer



## **CITY OF GRAND FORKS**

**POLICY TITLE: Economic Development Advisory Committee POLICY NO:**  
**1503**

**EFFECTIVE DATE:** \_\_\_\_\_, 2011

**NEW:**

**APPROVAL: Council**

**PAGE: 1 of 2**

### **Purpose:**

To establish An Economic Development Advisory Committee with Terms of Reference.

### **Policy:**

#### **1. Purpose of Committee:**

The purpose of the Economic Development Advisory Committee is to assist and advise Council and Staff on matters pertaining to sustainable Economic Development and Tourism including but not limited to the following:

- (i) Maintaining a comprehensive economic development plan;
- (ii) Work on strategies for advancing economic development within the City which facilitates community sustainability in areas of business attraction, expansion and retention;
- (iii) Collaborate with other Community Stakeholder groups to establish economic development and tourism common goals/practices for the good of a sustainable community;
- (iv) Assist the city in building appropriate relationships with regional stakeholder groups, provincial government ministries and provincial agencies for the good of a sustainable community.

#### **2. Scope:**

Due to the broad nature of the advisory committee, members will be required to have a general knowledge of economic development, tourism and community sustainability principals.

#### **3. Advisory Committee Membership:**

The Grand Forks Economic Development Advisory Committee shall be appointed by resolution of Council and will be comprised of:

- One (1) City Councillor (and 1 alternate)
- Seven (7) public members

4. Term of Office:

Public members appointed on a three (3) year calendar rotation by resolution of Council expires December 31<sup>st</sup> in the year;

2012 – 2 public members

2013 – 2 public members

2014 – 3 public members

Public members shall not serve more than two (2) consecutive terms unless no one is re-appointed by direction of Council. Council members may be appointed annually. Council may request the resignation of any Committee member at any time or if a member misses four (4) consecutive meetings. Any member of the Committee may resign at any time upon sending notice to Council.

5. Chairmanship:

Chairperson shall be elected annually by members of the Committee at the first meeting of the year and shall remain in the chair for their term.

6. Meetings:

Meetings will be set monthly, day and time to be set at the first meeting of the year.

7. Budget:

The Committee will develop a budget that will be presented to Council for inclusion in the 5 year financial plan.

8. Remuneration:

Citizen volunteers will serve without remuneration.

9. Administrative Authority:

Chief Administrative Officer

COPY

# REPORT

Council

Osoyoos  
Canada's warmest welcome

---

**MEETING DATE:** October 3, 2011

---

**TO:** Mayor and Council

---

**CC:** Barry Romanko, CAO

---

**FROM:** Jim Newman, Community Development Manager

---

**SUBJECT:** Terms of Reference (TOR) For Economic Development Advisory Committee

---

**TRACKING NO.:**

---

## BACKGROUND

In the Community Development 2011 – 13 Business Plan there is an action item to develop an Economic Development Advisory Committee.

The following is the schedule for initiating the Economic Development Advisory Committee.

- Oct. 12<sup>th</sup> and 19<sup>th</sup> ad in Osoyoos Times requesting community members to sit on Advisory Committee
- Oct. 28<sup>th</sup> deadline for applications
- Nov. 7<sup>th</sup> Committee members recommendation to Council

## OVERVIEW

See attached Economic Development Advisory Committee Terms of Reference

## IMPLICATIONS

- a) **Community**  
Stakeholder involvement in economic development
- b) **Organizational**  
Advisory support to Council and staff
- c) **Budget**  
\$5,000.00 per year

## OPTIONS

1. Pass Resolution accepting Economic Development Advisory Committee Terms of Reference and support the time lines for having the committee in place.

COPY

2. Do not pass a Resolution to accept the Economic Development Advisory Committee Term of Reference.

**RECOMMENDATION**

Administration recommends Option #1

  
\_\_\_\_\_  
Jim Newman  
Community Development Services

\_\_\_\_\_  
Barry Romanko  
Chief Administrative Officer

COPY

## **TOWN OF OSOYOOS POLICY MANUAL**

<b>SECTION</b>	Development Services	
<b>SUBSECTION</b>		
<b>TITLE</b>	TERMS OF REFERENCE (TOR) FOR ECONOMIC DEVELOPMENT ADVISORY COMMITTEE	

### **1. PURPOSE OF BOARD**

The purpose of the Advisory Committee is to assist and advise Council and staff on matters pertaining to sustainable Economic Development and Tourism including but not limited to the following:

1. Maintaining a comprehensive economic development plan;
2. Work on strategies for advancing economic development within the town which facilitates community sustainability in areas of business attraction, expansion and retention;
3. Collaborate with other Community Stakeholder groups to establish economic development and tourism common goals/practices for the good of a sustainable community;
4. Assist the town in building appropriate relationships with regional stakeholder groups, provincial government ministries and provincial agencies for the good of a sustainable community;

### **2. SCOPE**

Due to the broad nature of the advisory committee, members will be required to have a general knowledge of economic development, tourism and community sustainability principals.

### **3. ADVISORY COMMITTEE MEMBERSHIP**

The Osoyoos Economic Development Advisory Committee shall be appointed by resolution of Council and will be comprised of:

- A Town councilor (and alternate)
- Seven (7) public members

### **4. TERMS OF OFFICE**

Public members appointed on a three year calendar rotation by resolution of Council expires December 31<sup>st</sup> in the year;

- 2014 - 3 public members
- 2013 - 2 public members

COPY

- 2012 - 2 public members

Public members shall not serve more than two consecutive terms unless reappointed by direction of Council. Council members appointed annually. Council may request the resignation of any Committee member at any time or if a member misses four consecutive meetings. Any member of the Committee may resign at any time upon sending notice to Council.

**5. CHAIRMANSHIP**

Chairperson shall be elected annually by members of the Committee at the first meeting of the year.

**6. MEETINGS**

Meetings will be set monthly, day and time to be set at first meeting of the year.

**7. REMUNERATION**

Citizen volunteers will serve without remuneration.

**8. ADMINISTRATION AUTHORITY**

Manager Community Development

APPROVAL DATE		MEETING	REGULAR
---------------	--	---------	---------



## THE CORPORATION OF THE CITY OF GRAND FORKS

### COUNCIL INFORMATION SUMMARY FOR November 7<sup>TH</sup>, 2011

Date: November 2<sup>nd</sup>, 2011  
 Agenda: November 7<sup>th</sup>, 2011  
 Proposal: To Receive the Items Summarized for Information  
 Proposal By: Staff

#### **Staff Recommendation:**

That Information Items numbered 10(a) to 10(h) be received and acted upon as recommended.

	ITEM	SUBJECT MATTER	RECOMMENDATION
<b>CORRESPONDENCE TO/FROM MAYOR AND COUNCIL</b>			
10(a)	From Emcon Services	Advising of User Group Meeting	Mayor and Council are invited to attend – Deputy Fire Chief and Manager of Technical Services and Utilities will be in attendance
10(b)	Correspondence from the Grand Forks Community Trail Society	Concerns regarding barricades where Trans Canada Trail crosses the Highway	Refer to the Mayor to respond
10(c)	Correspondence from the Gazette – Annual Winter Shop Local Campaign	Asking for City to sponsor in the Shop Local Campaign for the amount of \$700.	That Council support this event as they have in the past by contributing \$700.00 as a sponsorship fee to the Grand Forks Gazette for this year's Winter Shop Local Campaign
<b>CORRESPONDENCE TO/FROM STAFF</b>			
10(d)	Staff Memorandum from the Manager of Technical Services	Regarding a GFI Request for Improvements to the infield at James Donaldson Park	Recommend that it be referred to the 2012-2016 Financial Plan process
10(e)	Memorandum from Alex Love regarding Smart Meters/AMR Meter Information Session	Follow up information from October 24 <sup>th</sup> Staff presentation from City's Electrical Consultant	Receive for information – This memorandum is posted on the City's bulletin board
10(f)	Correspondence from the Grand Forks Parade Committee	Asking for funds to support the Grand Forks Annual Canada Day, Fall Fair and Santa Claus Parade in the amount of \$600.00	Recommend that it be referred to the 2012-2016 Financial Plan process
<b>GENERAL INFORMATION</b>			
10(g)	Correspondence from Emcon Services	Advising of Safe Winter Driving Information Advertising and on Web Site	Receive for information
<b>MINUTES FROM OTHER ORGANIZATIONS</b>			
10(h)	October 24 <sup>th</sup> Task List	List of completed and in progress tasks	File



Proudly Serving  
Western Canada  
Since 1988



October 17, 2011

RECEIVED

OCT 18 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

Via Fax: 250-442-8000

Originating Office

**Kootenay Boundary  
Division**  
6150 2<sup>ND</sup> St.  
Grand Forks, B.C.  
V0H 1H4  
Ph: 250 442-2025  
Fax: 250 442-2677

**Corporate Office**  
Unit 105  
1121 McFarlane Way  
Merritt, B.C.  
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Ph: 250 378-4176  
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Email:  
[emcon1@emconservices.ca](mailto:emcon1@emconservices.ca)

**Island Division Office**  
Box 1300  
3190 Royston Road  
Cumberland, BC  
V0R 1S0  
Ph: 250-336-8897  
Fax: 250-336-8892

City of Grand Forks  
Box 220  
Grand Forks, BC  
V0H 1H0

**Re: Highway User Group Meeting**

There will be a meeting held on **Tuesday, November 8, 2011 at 10:00 a.m. in Emcon's Grand Forks yard site conference room at 6150 2<sup>nd</sup> Street.** The meeting will be for the main user groups of the highway system within our contract service area. These yearly meetings are held to discuss any issues you may have and as preparation of all stakeholders for winter weather.

Topics typically discussed at these annual meetings, but not limited to, are as follows:

- Accident scenes – Incident Response - jurisdictions and responsibilities.
- Flagging requirements at accident scenes & towing recoveries.
- Current contact #'s for Emcon Services Inc.
- School bus routes / School bus pullouts / School bus stop zone.
- Emcon shift schedules. (24/7 coverage)
- Equipment Emcon is utilizing in snow clearing.
- Materials Emcon uses on the highway system (brine, salt, winter abrasive).
- MoTI Specifications and MoTI/Internal monitoring of the specifications.
- Drive BC/Web cams
- Safe Winter Driving Initiatives – Shift into Winter Campaign
- Winter chain up signage.
- Winter pass signage in place. (including new overhead signs at Paulson Bridge)
- Other Stakeholder concerns/topics.

We would appreciate it if yourself or a representative could attend. If you wish to add a topic please feel free to let us know.

Please call me at 250-442-2025 ext. 102 should you have any questions. We look forward to seeing you.

Yours truly,

*J. B. Mottishaw*  
J. (Joe) B. Mottishaw, C.Tech, GSC  
Division Manager, Kootenay Boundary

WEB, EI - EMCON SERVICES INC. -  
HIGH USER GROUP MTS.

FILE CODE





# *Grand Forks Community Trails Society*

*Box 2921, Grand Forks, BC V0H 1H0*

18-Oct-2011

Mayor and Councilors,  
City of Grand Forks  
Grand Forks, BC

Dear Mayor Taylor and Members of Council:

I was quite dismayed to see the City Works crews erecting barricades on both sides of Highway Three, where the Trans Canada Trail crosses the Highway. It was my understanding that while this was a source of conflict between the City and the Provincial Ministry of Highways, some sort of publicly accessible process would be undertaken before any barriers would be erected.

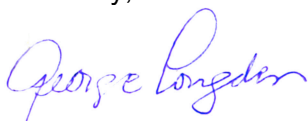
The Grand Forks Community Trails Society has worked long and hard to develop and promote the trails network within and around the City to encourage walkers, hikers and bicyclists. The Society also spent a considerable sum of money on signage at the Trans Canada Trail crossing of the Highway to promote this trails network to the thousands of travelers on Highway Three. According to the Tourist Information Center, information on trails is in the top three requests for information about the area. This barrier, which effectively cuts off the flow of traffic on the Trans Canada Trail, seems to be at odds with the concept of 'pedestrian friendly' and presents a very different message to the newly installed Trans Canada Trail signage.

I recognize that the Ministry of Highways has concerns about people walking across a Provincial Highway, but forcing them to walk up towards the very confusing 18<sup>th</sup> Street/Donaldson Drive crossing or down towards the A&W where people are trying to make left turns hardly seems to make sense. In addition, this is a major deer crossing. I recently watched a good-sized buck coming down the trail jump over the barrier right into the path of an oncoming car. Fortunately this occurred in daylight and the driver was alert. What will happen at night, in bad weather conditions? One can imagine the carnage. So, while this barrier may make sense to someone who applies rules to circumstances, in real life these barriers do not address what is perceived as a problem so much as it exacerbates it.

What I would like to propose is to develop an opening in the railings, connected with a proper crossing offset, a few metres east of the Trans Canada Trail crossing, so that trail users could not come off the trail and cross the road. "Dismount and Walk" signage is appropriate, as is some form of warning to drivers on Highway Three – "Trail Crossing" signs, similar to those on Highway 21 near Curlew Lake in Washington State come to mind. Also, a gap in the barrier would focus and control to some degree, the wildlife traffic. The Ministry of Highways has already spent thousands to reconfigure the Highways to improve sight lines, why not take advantage of this and promote the 'Pedestrian Friendly' image of the City at the same time? This seems to be a simple answer to a complex situation.

Thank you for your consideration of this letter.

Sincerely,



George Longden, Chairperson

# Grand Forks Gazette

7255 Riverside Drive Grand Forks, BC V0H 1H0

**Jackie Metcalfe**

Publisher

Phone: 250-442-2191 Fax: 250-442-3336

E-mail: [publisher@grandforksgazette.ca](mailto:publisher@grandforksgazette.ca)

Cell: 250-442-9777

Oct 20, 2011

Dear Mayor Taylor and Council,

We were very excited that in 2010 you participated with the Grand Forks Gazette and Grand Forks Credit Union as a sponsor in our annual winter shop local campaign.

This year the promotion, "\$2012 in 2012 will see one very lucky resident win a grand prize of \$2012 to be spent in 2012 seconds at local businesses in the New Year.

The contest rewards local residents for shopping locally by providing them with an entry form for every purchase over \$10 made at local participating businesses.

This campaign was designed seven years ago to help encourage local consumers to spend their Christmas shopping dollars at home. The City of Grand Forks has been a partner with us, and it is our hope that this council will once again recognize the value in participating in this campaign.

Your \$700 sponsorship fee, which contributes towards the \$2,012 cash prize, will ensure that the City's logo appears on all the entry forms. Last year we distributed well over 60,000 entries. As well, your logo will appear on all full-page newspaper ads and posters during the seven-week campaign. The campaign begins on Wednesday, November 16<sup>th</sup>. In order to have the City logo on the beginning of the campaign we would need to have confirmation of the City's participation by the morning of Tuesday, November 15<sup>th</sup>. We would of course welcome the City's participation after that date but the City logo would then be missing from the promotional posters, the first set of ads, and first run of entry forms.

Please join the Gazette and the Credit Union so that we can work together to encourage our residents to spend their dollars in our own community this holiday season. It is so important to support our local merchants. A number of local businesses have already expressed their desire to participate in the 2012 campaign.

I am available to answer any questions at your convenience.

Thank you for your consideration. I look forward to working with you on this project.

Sincerely,



Jackie Metcalfe  
Publisher,  
Grand Forks Gazette



THE CORPORATION OF THE CITY OF GRAND FORKS

**MEMORANDUM**

**TO:** Lynne Birch, CAO

**FROM:** Sasha J. Bird, ASCT, Manager of Technical Services

**DATE:** October 25, 2011

**SUBJECT:** GFI Request for Improvements to the Infield at James Donaldson Park

---

On September 19, 2011, the GFI submitted a letter to the Mayor and Council requesting improvements be made to the infield at James Donaldson Park this fall.

I met with Steve and David to review the issues at James Donaldson Park and to determine what work would need to be carried out in order to satisfy the GFI's request.

After much discussion and careful consideration, it has been determined that there is no possibility for our crews to even attempt this work this fall due to staff shortages and budget constraints.

The improvements include removal of material, preparation of the infield, adjustment of the irrigation, laying turf and some fine tuning.

The cost of the improvements is as follows:

• Sod = 12,000sqft @ \$0.40/sqft	\$ 4,800.00
• Shipping =	\$ 1,500.00
• Soil + Extras =	\$ 700.00
• 5 FTE's for 5 Days =	<u>\$12,000.00</u>
<b>TOTAL</b>	<b>\$19,000.00</b>



THE CORPORATION OF THE CITY OF GRAND FORKS

**MEMORANDUM**

If Council is in support of the improvements to JD Park, we would need to include this work in the 2012 man-hours and in materials and supplies budgets. The work would need to be carried out next fall after the GFI Tournament. If we were to commence the work in the spring of 2012 then the field would not be available to any ball teams during the season.

Regards,

A handwritten signature in cursive script, appearing to read "SJB", is located below the "Regards," text.

Sasha J. Bird, ASCT  
Manager of Technical Services



# MEMORANDUM

**DATE:** October 24, 2011  
**TO:** Grand Forks City Council  
**FROM:** Alex Love, Utility Consultant

**SUBJECT:** Smart Meter / AMR Meter Information Session

RECEIVED

OCT 24 2011

THE CORPORATION OF  
THE CITY OF GRAND FORKS

FILE CODE

WEY, SI - SMART METERS -  
Alex Love  
Submission to Council

Smart metering has been in the news quite a bit lately. The management team in Grand Forks felt it would be good to review this subject with council to try and clarify the issues around smart meters and the position of Grand Forks Electrical on smart meters.

The information being circulated both on the internet and in print is truly a mix of solid facts and misinterpretation and/or selective use of data.

## **Customer Concerns**

- BC Hydro is in the process of deploying Smart Meters and FortisBC is planning to deploy Smart Meters. This has resulted recently in quite a bit of concern and controversy about;
  - Economic benefit of such meters,
  - RF Health concerns,
  - Privacy concerns
- The utilities believe that Smart meters will result in a decrease in costs;
  - Meters need to be replaced over the course of time,
  - Meter reading costs are lower with smart meters,
  - Power theft can be reduced with smart meters,
  - Different billing structures can be implemented with smart meters e.g. Time of Use rates,
- RF Health concerns:
  - Concerns over RF emissions intensity,
  - Concerns about meters that are located close to bedrooms because the time exposure to RF emissions would be higher for these circumstances,
  - Customers can choose not to have a cell phone or limit amount of use but do not have the same degree of control over a meter,



# MEMORANDUM

- Privacy Concerns:
  - Concerns that smart meter data (e.g. hourly readings) could be used by the utility to spy on customers (when home what appliances are being used),
  - Concern that data may be sold by the utility to the “highest bidder”,
  - Concern that hackers may break into the system to collect customer data

## ***Smart Meters vs. AMR Meters***

- Both meters are modern digital (electronic) meters,
- They look similar and it would be easy to mistake one for the other,
- AMR – Advance Meter Reading are meters that can be read remotely – in the Grand Forks case this means drive by in a vehicle with a reader. The reader can upload data from about a block away from the actual meter. – This results in substantial savings in meter reading time.
- AMR meters have only one reading, the current reading, essentially the same as the old electro-mechanical meters did. AMR meters also have a digital display for easier reading and a transmitter for remote reading.
- Smart meters have the AMR features and also store multiple readings, e.g. hourly readings for a month, smart meters can also have additional features like serving data to in home power meters and remote disconnect options.

## ***RF Emissions from Meters***

- Health Canada Safety Code 6 regulates RF emissions across Canada,
- WHO (World health Organization) has classified RF emissions as a possible carcinogen along with many other compounds including coffee,
- BC Center for disease control measured emissions from the Smart Meters BC Hydro is using and determined the emissions are < 8.3% of Health Canada limits,
- RF emission intensities decrease with distance from the source approximately in open space;
  - for a single meter (e.g. residence) doubling the distance reduces RF level by 4,
  - In a meter array (e.g. apartments) doubling the distance approximately halves the RF intensity.
- Industry Canada limits maximum power to 36dBm (about 4 watts),
- ITRON smart meters transmit at a power level of 305 mW,
- ITRON AMR meters (ours) transmit at 147 or 23 mW depending on the model (27 times lower the Health Canada limit),



# MEMORANDUM

- Our AMR meters transmit twice a minute for about 126 milliseconds each time therefore are in transmit about 0.42% of the time.

## ***Privacy Implications with Smart metering data***

A legal review indicates that there is no privacy legislation that would prevent a utility from installing smart meters however;

- Collection and use of the data would be subject to the Freedom of Information and Privacy Act (BC),
- The use of the information would need to be justified – i.e. there is some useful purpose to the utility such as implementing Time of Use rates,
- The utility would need to take reasonable precautions to keep the information confidential. This is really the same standard of duty that we have with the current level of customer data (consumption history, account information, credit history, etc...),
- Grand Forks (and other electrical utilities) is very diligent about keeping customer data confidential. (Nelson example for Housing Stock),
- Data transmissions are encrypted to a high level of security. Could it be hacked? – Not impossible but highly improbable. For the most part the transmission contains data useless to all but an electrical utility.

## **Summary;**

- There are customers with concerns about smart meters from health, Privacy and Economic aspects,
- The vast majority of customers appear to have no concern or position on the issue,
- Grand Forks Electrical does not intend to install Smart meters in the foreseeable future. The AMR meters we have work very well, have many years of useful life remaining, and already provide us the benefit of reduced meter reading effort.
- Both the Health and Privacy aspects have been considered by many utilities. Both of the issues are important and it is clear that Smart meters and AMR meters fall well within the guidelines of Health Canada and Privacy acts.
- AMR and Smart meters both provide benefits to electrical rate payers in the form of reduced utility operational costs. The rate payers see this benefit in the form of lower electrical rates than would otherwise occur.



# BC HYDRO'S SMART METERING PROGRAM



## MYTH VS. FACT

**MYTH:** Smart meters are harmful to your health

**FACT:** Smart meters are safe, as confirmed by health and science authorities including B.C.'s Provincial Health Officer.

- Smart meters communicate for a total average of one minute per day.
- Exposure to radio frequency during a 20-year life span of a smart meter is equivalent to the exposure during a single 30-minute cell phone call.
- BC Hydro's smart meters are well below Health Canada's exposure limits and the precautionary limits set by Switzerland, the country with the most rigorous standards in the world.

**MYTH:** Smart meters will increase your electricity bill

**FACT:** The Smart Metering Program will help keep rates low by creating a more efficient power system and reducing power loss. They will save customers about \$70 million over the next three years through lower rates.

**MYTH:** Smart meters will reveal your personal behaviour or habits

**FACT:** Smart meters do not capture real-time usage – they only record total energy consumption on an hourly basis and cannot identify the specific appliance or activity that used the energy. This is the same type of information that the old meters have always collected.

**MYTH:** Smart meters will allow the sale of your personal information

**FACT:** All information BC Hydro collects is handled in accordance with B.C.'s *Freedom of Information and Protection of Privacy Act*. BC Hydro does not share personal information with third parties, unless required by law. We have also been working with the Office of the Information and Privacy Commissioner to help ensure your personal information remains secure.

**MYTH:** Smart meters can be easily hacked

**FACT:** It is an industry best practice to use multiple layers of security and ensure there are no single points of vulnerability in a system. BC Hydro's smart meters use multiple layers of security: the data is encrypted, transmitted through secure channels, processed in secure facilities and managed by strict access control policies – much like online banking.

**MYTH:** Smart meters will make your appliances malfunction

**FACT:** Installation of a smart meter at a residence generally results in a one-minute power outage. Household appliances are designed to withstand simple power interruptions, such as those caused by storms. Replacing an old mechanical meter with a smart meter is no different.

**MYTH:** Smart meters will not help you conserve electricity

**FACT:** Smart meters will provide you with access to new tools to manage your energy use, helping you save money and conserve electricity. Conservation tools can help you reduce your energy use by up to 15 per cent.

**MYTH:** The Smart Metering Program is too expensive

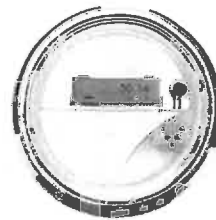
**FACT:** The Smart Metering Program will pay for itself by helping BC Hydro manage the electricity system more efficiently and cost-effectively. For example, the program allows a more accurate measurement of the amount of electricity on the system to help reduce wasted electricity. Another example is that we will be able to more efficiently dispatch crews during power outages, thereby reducing the number of repeat trips to a neighbourhood and streamlining the restoration process.

**MYTH:** Smart meters contain mercury

**FACT:** The Itron OpenWay CENTRON meters that are being installed in B.C. do not contain mercury. This myth stems from a product disposal manual for older Itron products that are no longer manufactured, and are not used by BC Hydro.

You can count on us to continue to provide important Smart Metering Program information.  
Learn more at [bchydro.com/smartmeters](http://bchydro.com/smartmeters) or e-mail us at [smartmeters@bchydro.com](mailto:smartmeters@bchydro.com)

# BC HYDRO'S SMART METERING PROGRAM



British Columbia's electricity system has changed very little over the past 50 years and has not kept pace with the rapid growth of technology and other demands on the system. Introducing smart meters is a key first step in modernizing BC Hydro's electricity system.

BC Hydro's new smart meters will provide many benefits to B.C. families and businesses, helping them save money and also allow them to make choices about how they manage their electricity consumption.

## HOW WILL SMART METERS BENEFIT YOU?

### Keeping rates low

BC Hydro can operate more efficiently with smart meters by reducing power loss, which will benefit B.C. customers by helping to keep our rates among the lowest in North America. They will save our customers about \$70 million over the next three years alone in lower rates.

### New customer tools to manage energy use and save money

Customers and businesses will have access to new smart meter enabled tools that they can use to manage and conserve their energy use by up to 15 per cent, helping them save money.

### Get the lights back on faster and more safely during power outages

Right now, when your power is out, you need to call BC Hydro to let us know. Smart meters will automatically send an alert to BC Hydro when your power goes out, so that our crews can get to the outage and restore power faster.

### Support innovative new uses of clean electricity

Smart meters will create new opportunities in the green energy field by enabling small, local generation sources – such as wind, solar, biomass and geothermal – to connect to the grid, ensuring our energy remains clean and renewable.

## DID YOU KNOW THAT SMART METERS...

- Are the new global standard for a modern power grid – about one billion smart meters will be installed worldwide by 2020.
- Are safe – they communicate at very low power for an average of 1 minute per day.
- Help keep rates low reducing rate pressures by \$70 million over the next three years alone.
- Help you reduce your energy use – new conservation tools enabled by smart meters can help you conserve up to 15 per cent of your energy.
- Are secure – your data is protected with an encryption system similar to online banking systems.
- Are accurate – tests show smart meters are 99.99% accurate.
- And other wireless electrical and water meters are used by: Nelson Hydro, FortisBC, City of Penticton, City of Abbotsford, City of Grand Forks, City of Richmond, City of Chilliwack, Village of Queen Charlotte.

### Public Safety

*"If there's anything that will have a single dramatic effect on public safety issues and the risk of fire and electrocution in communities throughout B.C., it will be the installation of smart metering."*

**Len Garis,**  
Surrey Fire Chief

### Choices

*"Our research has shown that the deployment of innovative clean technologies such as smart meters allows consumers to make choices about their use of energy. Today's enlightened consumers want to make a difference, and this type of technology allows them to do so."*


**John Wiebe,**  
CEO, GLOBE Foundation

### Sustainable Clean Energy Future for Generations

*"We are very fortunate that B.C. is one of the places in the world where the use of new technologies, such as electric vehicles, will really make the most difference. That's because electric vehicles operating in B.C. will be using clean, hydroelectric energy, not electricity made from burning coal. Smart metering will enable us to incorporate new renewable energy sources and advanced technologies, arming us for the inclusion of 21st century innovations."*




**Dr. Brian Nattrass,**  
Sustainability Partners


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From:  "YOUR DOLLAR STORE 180" <yds180@telus.net> Tue, Oct 25, 2011 2:58:03 PM 

Subject: plea for donation for parade funding

To:  Info City of Grand Forks

Cc:  "BUD" <kettleriverfisher@gmail.com>  
 "Work n Play Dale" <wnp189@hotmail.com>  <gilmorelcc@telus.net>  
 <yds180@hotmail.com>

Attachments:  Attach0.html 1K  
 plea for donation for parade funding.doc 26K

---

**Hello please forward to your city council or whom ever may  
be able to assist us  
thank you  
Chris-Anne**

RECEIVED  
OCT 26 2011  
THE CORPORATION OF  
THE CITY OF GRAND FORKS

FILE CODE

WE3, P1 - PARADE FUNDING - Plea for  
DONATIONS

GRAND FORKS AND AREA  
PARADE COMMITTEE

October 24, 2011

City of Grand Forks  
PO Box 220  
Grand Forks, BC  
VOH 1H0

Our parades, Canada Day, Fall Fair and Santa Claus, can only achieve their goals with the assistance of funding from leaders of our community. Without these donations, these family parades will not be possible.

Since the events rely on funding from the community, we write to ask you to consider a donation to our cause. These funds will be used to; create and print posters with comprehensive maps, hire road crews to direct and close streets, award ribbons, mailings, and advertising.

At present time these combined events cost approximately \$600.00 per year.

Please contact Chris-Anne at [yds180@hotmail.com](mailto:yds180@hotmail.com) or call 250-442-2252.

We hope that you will support our efforts.

Thank you in advance for your generosity

Sincerely,

Chris-Anne Gilmore  
Grand Forks Parade Coordinator



Proudly Serving  
Western Canada  
Since 1988



RECEIVED

OCT 26 2011

October 24, 2011

Via Fax: 250-442-8000

THE CORPORATION OF  
THE CITY OF GRAND FORKS

Originating Office

**Kootenay Boundary  
Division**  
6150 2<sup>ND</sup> St.  
Grand Forks, B.C.  
V0H 1H4  
Ph: 250 442-2025  
Fax: 250 442-2677

**Corporate Office**  
Unit 105  
1121 McFarlane Way  
Merritt, B.C.  
V1K 1B9  
Ph: 250 378-4176  
Fax: 250 378-4106  
Email:  
[emcon1@emconservices.ca](mailto:emcon1@emconservices.ca)

**Island Division Office**  
Box 1300  
3190 Royston Road  
Cumberland, BC  
V0R 1S0  
Ph: 250-336-8897  
Fax: 250-336-8892

City of Grand Forks  
Box 220  
Grand Forks, BC  
V0H 1H0

**RE: SAFE WINTER DRIVING INFORMATION**

Several years ago, Emcon Services Inc. was part of a small group of concerned agencies that set out to assist preparing the public on Winter Driving Safety Initiatives. This group included Ministry of Transportation and Infrastructure, BCAA and BC Trucking Association. This small group has since grown into the "Winter Driving Safety Alliance" which now also includes WorkSafe BC, ICBC, BC Roadbuilders Association and the RCMP.

The Winter Driving Safety Alliance has developed the "Shift into Winter" brand and is now advertising "Safe Winter Driving" throughout BC on Radio and Print Media, as well as through all Highway, Road and Bridge Maintenance Contractors.

If you wish to find out more on the Safety Tips we provide, you can contact myself or log onto the WorkSafe BC homepage and type "Safe Winter Driving Tips" into their search engine; or log onto "Drive BC" and click on the "Shift Into Winter" icon.

Please feel free to share these sites with council, staff members and the general public.

Yours truly,

*J. B. Mottishaw*  
J. (Joe) B. Mottishaw, C.Tech, GSC  
Division Manager, Kootenay Boundary

FILE CODE

WEY, EI - Emcon Services Inc -  
SAFE WINTER DRIVING INFO.

c: Hugh Eberle, District Operations Manager, MoTI  
File

Member Associations



## **TASK LIST FOR MEETINGS SCHEDULED FOR OCTOBER 24<sup>TH</sup>, 2011**

ISSUE	ASSIGNED	COMPLETED
<b>PRIMARY COMMITTEE MEETING</b>		
a) <b>RESOLVED THAT</b> THE PRIMARY COMMITTEE RECOMMENDS TO COUNCIL THAT STAFF BE DIRECTED TO DRAFT THE APPROPRIATE ZONING AMENDMENT BYLAW AND THAT COUNCIL WAIVES THE PUBLIC HEARING PROCESS PURSUANT TO SECTION 890 (4) OF THE LOCAL GOVERNMENT ACT.	Kathy/Diane	1 <sup>st</sup> & 2 <sup>nd</sup> Reading on Nov 7 <sup>th</sup> Agenda
<b>REGULAR MEETING OF COUNCIL</b>		
Unfinished Business:		
a) <b>RESOLVED THAT</b> FUNDING FOR THE FOLLOWING BICYCLE PARKING STANDS BE INCLUDED IN THE 2012 OPERATING BUDGET: ALL 4 CORNERS OF EACH INTERSECTION OF MARKET AND 4TH, 3RD AND 2ND STREETS; TWO CORNERS OF 2ND AND 72ND; AND TWO CORNERS OF 3RD AND 72 <sup>ND</sup> .	Cecile	In Progress
Reports, Questions & Inquiries from Members of Council:		
1. Councillor Davies:		
She advised if others are interested in attaining further information, a Haskap Berry email group has been formed at: <a href="http://groups.google.com/group/boundaryhaskap?hl=en">http://groups.google.com/group/boundaryhaskap?hl=en</a> . In addition, she advised that more information is available through Mr. Braaten's website: <a href="http://www.haskapcentral.com">http://www.haskapcentral.com</a> . She asked that this information be included on the City's website.	Diane	Done
<b>RESOLVED THAT</b> THE COUNCIL FOR THE CITY OF GRAND FORKS SET UP A VOLUNTEER ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, AND THAT STAFF BE DIRECTED TO COMPILE A REPORT TO COUNCIL ON THE POTENTIAL MAKE UP OF THE COMMITTEE, THE PURPOSE OF THE COMMITTEE INCLUDING TERMS OF REFERENCE, AND A RECOMMENDED BUDGET FOR THE COMMITTEE	Lynne	Refer to Nov 7 <sup>th</sup> Agenda
Summary of Information Items:		
c) Correspondence from the Royal Canadian Legion – Request for Remembrance Day and Poppy Sales for 2011. <b>Recommend that Council grant permission to hold poppy distribution in the downtown area; grant permission to hold the Memorial Parade &amp; Service at the Cenotaph on Friday, November 11<sup>th</sup>, 2011; grant permission to use the electric power from the light standard as permitted in previous years and grant approval for the annual contribution of \$100.00 to the Poppy Fund.</b>  <b>The Mayor to advise if participating in the parade and attend the luncheon following the ceremony. Mayor or designate to advise if laying the wreath for the City. Council to advise if attending the Legion luncheon after the ceremony</b>  <b>RESOLVED THAT</b> COUNCIL GRANT PERMISSION TO HOLD POPPY DISTRIBUTION IN THE DOWNTOWN AREA; GRANT PERMISSION TO HOLD THE MEMORIAL PARADE & SERVICE AT THE CENOTAPH ON FRIDAY, NOVEMBER 11 <sup>TH</sup> , 2011; GRANT PERMISSION TO USE THE ELECTRIC POWER FROM THE LIGHT STANDARD AS PERMITTED IN PREVIOUS YEARS AND GRANT APPROVAL FOR THE ANNUAL CONTRIBUTION OF \$100.00 TO THE POPPY FUND.	Diane	Done
Bylaws:		
Bylaw No. 1924 – <b>RESOLVED THAT</b> COUNCIL DEFERS ANY FURTHER DISCUSSION ON THE BYLAW UNTIL MORE DEFINITE DEVELOPMENT PLANS ARE RECEIVED FROM THE PROPERTY OWNER, AT WHICH TIME COUNCIL MAY DEBATE THIRD READING OF THE BYLAW.	Kathy/Diane	Done
Bylaw No. 1926 – <b>RESOLVED THAT</b> BYLAW NO. 1926, CITED AS THE “2012 Annual Tax Exemption Bylaw No. 1926, 2011”, BE GIVEN FINAL READING.	Diane	Done

**THE CITY OF GRAND FORKS  
REQUEST FOR COUNCIL DECISION**

**DATE** : **November 1, 2011**  
**TOPIC** : **Bylaw 1927 – Amendment to the City of Grand Forks  
Zoning Amendment Bylaw**  
**PROPOSAL** : **First and Second Reading**  
**PROPOSED BY** : **Corporate Officer**

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**SUMMARY:**

At the last Primary Committee meeting on October 24, 2011, it was recommended and subsequently adopted by Council, a proposed amendment to the Grand Forks Zoning Bylaw to correct the metric measurement of Section 50(2) (b) CU (Community Use) zone – Maximum Height of Buildings from 10 meters to 12.2 meters, to reflect the 40 foot imperial measurement.

This Zoning Amendment Bylaw does not require Ministry of Transportation and Infrastructure approval inasmuch as this proposed bylaw is only a housekeeping bylaw. At the Primary meeting of October 24th, Council chose to waive the public hearing, which will be duly advertised pursuant to Section 893 of the Local Government Act.

This Bylaw is presented for consideration of first and second reading

**STAFF RECOMMENDATIONS:**

**Option 1: That Council give first and second reading to Bylaw No. 1927 – An amendment to the City of Grand Forks Zoning Bylaw No. 1927, 2011 and further determines to waive the Public Hearing process pursuant to Section 890(4) of the Local Government Act.** This option will allow the amendment bylaw to move forward. The Zoning Amendment Bylaw will be duly advertised pursuant to Section 893 of the Local Government Act.

**Option 2: Council declines to direct Staff to draft a Zoning Amendment Bylaw.** This option will allow for the status quo and the error in metric conversion would remain in the current Zoning Bylaw.

**BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:**

**Option 1:**

This option would provide accurate and correct information in the current Zoning Bylaw.

**Option 2:**

This option will allow for the status quo and the conversion error will remain. There is no advantage to this option.


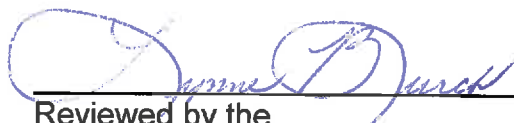


## **COSTS AND BUDGET IMPACTS – REVENUE GENERATION**

There will be a cost for advertising the proposed Bylaw No. 1927 cited as the "Amendment to the City of Grand Forks Bylaw No. 1927, 2011".

## **LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:**

The ability to amend our existing zoning bylaw comes from the Local Government Act.

  
\_\_\_\_\_  
Department Head or Corporate Officer  
or Chief Administrative Officer  
\_\_\_\_\_  
Reviewed by the  
Chief Administrative Officer

# THE CORPORATION OF THE CITY OF GRAND FORKS

## **BYLAW NO. 1927**

### **A Bylaw to Amend the City of Grand Forks Zoning Bylaw No. 1606, 1999**

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**WHEREAS** Council may, by bylaw, amend a Zoning Bylaw, pursuant to the provisions of the *Local Government Act*;

**AND WHEREAS** Council deems it necessary to amend the Community Use zone;

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

1. That the City of Grand Forks Zoning Bylaw No. 1606, 1999 be amended as follows:

Section 50(2)(b) CU (Community Use) zone Height of Buildings to be 12.2 metres to equate to the existing 40 foot imperial measure; and

2. That this bylaw may be cited for all purposes as the “**Amendment to the City of Grand Forks Zoning Bylaw No. 1927, 2011**”.

Read a **FIRST** time this 7<sup>th</sup> day of November, 2011.

Read a **SECOND** time this 7<sup>th</sup> day of November, 2011.

**PUBLIC NOTICE ADVERTISED**, pursuant to Section 890(4) of the *Local Government Act*, this 9<sup>th</sup> day of November, 2011 and this 16<sup>th</sup> day of November, 2011.

**PUBLIC HEARING WAIVED** in accordance with Section 890(4) of the *Local Government Act*.

Read a **THIRD** time this 21<sup>st</sup> day of November, 2011.

**FINALLY ADOPTED** this 21<sup>st</sup> day of November, 2011.

\_\_\_\_\_  
Mayor Brian Taylor

\_\_\_\_\_  
Diane Heinrich, Corporate Officer

### **C E R T I F I C A T E**

I hereby certify that the foregoing is a true copy of Bylaw No. 1927, cited as the "Amendment to the City of Grand Forks Zoning Bylaw No. 1927, 2011", as adopted by Council on the 21<sup>st</sup> day of November, 2011.

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

COPY

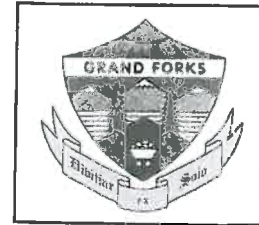
THE CORPORATION OF THE CITY OF GRAND FORKS

STAFF MEMORANDUM

**To:** Diane Heinrich, Corporate Officer

**Date:** October 14, 2011

**From:** Kathy LaBossiere, Planning Tech



Community Use Zoning Amendment

It has come to our attention that in the Community Use zone, the metric and imperial measurements do not coincide.

The original intent was to allow the maximum height of a principal building to be 40 feet. The metric conversion of 10 meters only calculates to 32.8 feet. Bylaw #1926 is intended to amend the metric measurement to say 12.2 meters, which is 40 feet imperial measurement.

Section 890(4) of the Local Government Act allows Council to waive a public hearing and since this bylaw is basically a "housekeeping" amendment to correct an error and does not involve a certain piece of property, the public hearing can be waived.

Section 890(9) states that Council may adopt a zoning bylaw at the same meeting at which the bylaw passed third reading. Because the bylaw does not need to be signed by the Ministry of Transportation and Infrastructure, Council can consider third and final reading at the same time.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "K. LaBossiere".

Kathy LaBossiere  
PLANNING TECH  
N:planning/zoning/CU amendment

(6) The minister may make regulations doing one or more of the following:

- (a) in relation to subsection (3),
- (i) defining areas for which and describing circumstances in which referral to the Agricultural Land Commission under subsection (3) (c) is not required, and
  - (ii) providing that an exception under subparagraph (i) is subject to the terms and conditions specified by the minister;
- (b) in relation to subsection (4),
- (i) defining areas for which and describing circumstances in which approval by the minister under that subsection is not required, and
  - (ii) providing that an exception under subparagraph (i) is subject to the terms and conditions specified by the minister.

(7) Regulations under subsection (6) (b) may be different for different regional districts, different areas and different circumstances.

2000-7-137 to 139; 2002-38-85 (B.C.Reg. 171/2002).

Repealed

(Rep) Jan 01/01

883. Repealed. [2000-7-137]

#### Effect of official community plans

884. (1) An official community plan does not commit or authorize a municipality, regional district or improvement district to proceed with any project that is specified in the plan.
- (2) All bylaws enacted or works undertaken by a council, board or greater board, or by the trustees of an improvement district, after the adoption of
- (a) an official community plan, or
  - (b) an official community plan under section 711 of the *Municipal Act*, R.S.B.C. 1979, c. 290, or an official settlement plan under section 809 of that Act before the repeal of those sections became effective,
- must be consistent with the relevant plan.

RS1979-290-849(1) and (2); 1985-79-8; 1987-14-14.

Repealed

(Rep) Jan 01/01

885. Repealed. [2000-7-140]

#### Part 26: Division 3

Repealed

(Rep) Jan 01/01

886. to 889. Repealed. [2000-7-141]

#### Part 26: Division 4 – Public Hearings on Bylaws

##### Public hearings

(Am) Jan 01/01

890. (1) Subject to subsection (4), a local government must not adopt an official community plan bylaw or a zoning bylaw without holding a public hearing on the bylaw for the purpose of allowing the public to make representations to the local government respecting matters contained in the proposed bylaw.
- (2) The public hearing must be held after first reading of the bylaw and before third reading.
- (3) At the public hearing all persons who believe that their interest in property is affected by the proposed bylaw must be afforded a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaw that is the subject of the hearing.
- (3.1) Subject to subsection (3), the chair of the public hearing may establish procedural rules for the conduct of the hearing.

(Add) Jan 01/01

- (4) A local government may waive the holding of a public hearing on a proposed bylaw if
- (a) an official community plan is in effect for the area that is subject to a proposed zoning bylaw, and
  - (b) the proposed bylaw is consistent with the plan.

- (6) The obligation to deliver a notice under subsection (4) must be considered satisfied if a reasonable effort was made to mail or otherwise deliver the notice.
- (7) Subsection (4) does not apply if 10 or more parcels owned by 10 or more persons are the subject of the bylaw alteration.
- (8) In respect of public hearings being held under section 890 (1) or waived under section 890 (4), a local government may, by bylaw,
- (a) require the posting of a notice on land that is the subject of a bylaw, and
  - (b) specify the size, form and content of the notice and the manner in which and the locations where it must be posted.
- (9) Specifications under subsection (8) (b) may be different for different areas, zones, uses within a zone and parcel sizes.

RS1979-290-957, 1985-79-8, 1987-14-21, 1992-18-88, 1994-43-68, 2000-7-143.

#### Notice if public hearing waived

- 893.** (1) If a local government waives the holding of a public hearing under section 890 (4), it must give notice in accordance with this section.
- (2) The notice must state
- (a) in general terms, the purpose of the bylaw,
  - (b) the land or lands that are the subject of the bylaw, and
  - (c) the place where and the times and dates when copies of the bylaw may be inspected.
- (3) Section 892 (3) to (7) applies to a notice under subsection (2), except that
- (a) the last publication under section 892 (3) is to be not less than 3 and not more than 10 days before the bylaw is given third reading, and
  - (b) the delivery under section 892 (4) (b) is to be at least 10 days before the bylaw is given third reading.
- (4) to (7) *Repealed.* [2000-7-144]

(Sub) Jan 01/01

(Rep) Jan 01/01

RS1979-290-958, 1985-79-8, 1987-14-22, 1992-18-89, 2000-7-144.

#### Procedure after a public hearing

- 894.** (1) After a public hearing, the council or board may, without further notice or hearing,
- (a) adopt or defeat the bylaw, or
  - (b) alter and then adopt the bylaw, provided that the alteration does not
    - (i) alter the use,
    - (ii) increase the density, or
    - (iii) without the owner's consent, decrease the density of any area from that originally specified in the bylaw.
- (2) A member of a council or board who
- (a) is entitled to vote on a bylaw that was the subject of a public hearing, and
  - (b) was not present at the public hearing
- may vote on the adoption of the bylaw if an oral or written report of the public hearing has been given to the member by
- (c) an officer or employee of the local government, or
  - (d) if applicable, the delegate who conducted the public hearing.
- (3) After a public hearing under section 890 (1) or third reading following notice under section 893, a court must not quash or declare invalid the bylaw on the grounds that an owner or occupier
- (a) did not see or receive the notice under section 892 or 893, if the court is satisfied that there was a reasonable effort to mail or otherwise deliver the notice, or
  - (b) who attended the public hearing or who can otherwise be shown to have been aware of the hearing, did not see or receive the notice, and was not prejudiced by not seeing or receiving it.

RS1979-290-959, 1985-79-8, 1987-14-23, 24, 1989-59-16, 1994-52-108, 2008-5-85.

(Sub) Mar 31/08

(5) More than one bylaw may be included in one notice of public hearing, and more than one bylaw may be considered at a public hearing.

(6) A written report of each public hearing, containing a summary of the nature of the representations respecting the bylaw that were made at the hearing, must be prepared and maintained as a public record.

(7) A report under subsection (6) must be certified as being fair and accurate by the person preparing the report and, if applicable, by the person to whom the hearing was delegated under section 891.

(8) A public hearing may be adjourned and no further notice of the hearing is necessary if the time and place for the resumption of the hearing is stated to those present at the time the hearing is adjourned.

(9) Despite section 135 (3) [at least one day between third reading and adoption] of the *Community Charter*, a council may adopt an official community plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading.

(Sub) Jun 21/07

~~RS1979-290-956, 1985-79-8, 1987-14-20, 1994-52-106, 2000-7-142, 2003-52-382, 2007-6-21 (B.C. Reg. 190/2007).~~

#### Delegating the holding of public hearings

(Am) Jan 01/04

891. (1) If a local government makes a delegation in relation to one or more public hearings,

(a) that delegation does not apply to a hearing unless the notice of hearing under section 892 includes notice that the hearing is to be held by a delegate, and

(b) the resolution or bylaw making the delegation must be available for public inspection along with copies of the bylaw referred to in section 892 (2) (e).

(2) If the holding of a public hearing is delegated, the local government must not adopt the bylaw that is the subject of the hearing until the delegate reports to the local government, either orally or in writing, the views expressed at the hearing.

~~1998-34-196, 2003-52-383.~~

#### Notice of public hearing

892. (1) If a public hearing is to be held under section 890 (1), the local government must give notice of the hearing

(a) in accordance with this section, and

(b) in the case of a public hearing on an official community plan that includes a schedule under section 970.1 (3) (b), in accordance with section 974.

(2) The notice must state the following:

(a) the time and date of the hearing;

(b) the place of the hearing;

(c) in general terms, the purpose of the bylaw;

(d) the land or lands that are the subject of the bylaw;

(e) the place where and the times and dates when copies of the bylaw may be inspected.

(3) The notice must be published in at least 2 consecutive issues of a newspaper, the last publication to appear not less than 3 and not more than 10 days before the public hearing.

(4) If the bylaw in relation to which the notice is given alters the permitted use or density of any area, the notice must

(a) subject to subsection (5), include a sketch that shows the area that is the subject of the bylaw alteration, including the name of adjoining roads if applicable, and

(b) be mailed or otherwise delivered at least 10 days before the public hearing

(i) to the owners as shown on the assessment roll as at the date of the first reading of the bylaw, and

(ii) to any tenants in occupation, as at the date of the mailing or delivery of the notice, of all parcels, any part of which is the subject of the bylaw alteration or is within a distance specified by bylaw from that part of the area that is subject to the bylaw alteration.

(5) If the location of the land can be clearly identified in the notice in a manner other than a sketch, it may be identified in that manner.

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